

Regular Meeting of Council Agenda September 2, 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=ZpfUEPd3ETadsVvNDRH9ds8b2IB8ar.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=WTLZWbRCR5BQBhcQ9cAbGcSydCalqR.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) Stephen Hill et al, on behalf of Grandview Park & Playground Association, re: park and playground plan for Grandview.
- (b) Herb Alex on behalf of Sinixt Confederacy re: Chinook Study update.

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

- (a) **COUNCIL COMMITTEE LIAISON VERBAL UPDATE**
- (b) **FIRE DEPARTMENT VERBAL UPDATE**
- (c) **Emergency Services Monthly Report – July 2025**

RECOMMENDATION: Council consider and resolve to receive for information:

- Emergency Services Monthly Report – July 2025

(d) RCMP DETACHMENT VERBAL UPDATE

(e) WEST KOOTENAY REGIONAL AIRPORT VERBAL UPDATE



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

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

RECOMMENDATION: Council consider and resolve to receive for information:

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

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

(a) **COUNCIL COMMITTEE LIAISON VERBAL UPDATE**

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

(a) **FINANCE AND CORPORATE SERVICES COUNCIL COMMUNITY LIAISON VERBAL UPDATE**

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

(c) **FINANCE DEPARTMENT VERBAL UPDATE**

(d) **January – June 2025 Supplier List (Report No. 25–65)**

Report from the Director of Finance to present Council with the January – June 2025 Supplier List.

RECOMMENDATION: Council consider and resolve:

THAT the January – June 2025 Supplier List be received for information.

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

8 MUNICIPAL SERVICES (CHAIR MACLEOD / DEPUTY BELL):

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

9 QUESTION PERIOD:

10 RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE:

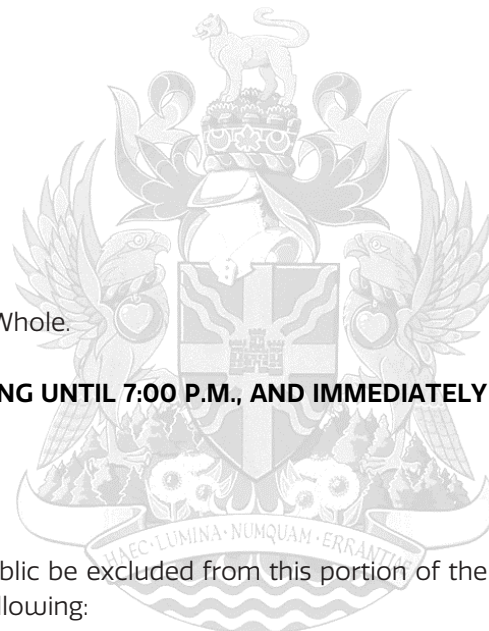
Council consider and resolve to rise from the Committee of the Whole.

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)(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: Doane Grant Thornton Auditors to present the City of Castlegar 2024 Audited Financial Statements.

14 FINANCE AND CORPORATE SERVICES:

(a) 2024 Audited Financial Statements (Report No. 25-66)

Report from the Director of Finance to provide Council with the key findings and results of the audit of the City's 2024 Financial Statements and to obtain approval of the 2024 Audited Financial Statements.

RECOMMENDATION: Council consider and resolve:

THAT Council approve the 2024 Audited Financial Statements as presented in Attachment "A" of Report 25-66.

15 COUNCIL MEETING MINUTES FOR APPROVAL:

RESOLUTION: THAT the following Minutes be adopted:

- (a) Regular Meeting Minutes – August 11, 2025

16 RESOLUTION TO ADOPT COMMITTEE OF THE WHOLE RECOMMENDATIONS:

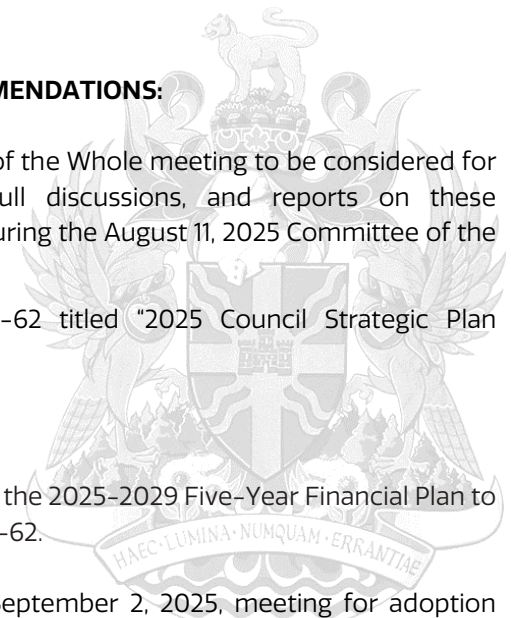
- (a) Recommendations from the August 11, 2025, Committee of the Whole meeting to be considered for adoption (Motions to be considered individually). Full discussions, and reports on these recommendations can be viewed on the City's website during the August 11, 2025 Committee of the Whole Meeting.

1. THAT Council receive for information Report #25-62 titled "2025 Council Strategic Plan Implementation Report – Quarter 2 Update",

AND FURTHER;

THAT Council direct staff to prepare an amendment to the 2025-2029 Five-Year Financial Plan to reflect the deferral of projects identified in Report #25-62.

- (b) Committee of the Whole recommendations from the September 2, 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 September 2, 2025 Committee of the Whole Meeting.



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

RECOMMENDATION: THAT the following minutes be received for information:

- (a) Board Meeting Minutes – July 17, 2025

18 CORRESPONDENCE:

- (a) Fatima Ali, on behalf of Mito Canada, re: request to illuminate the Kinnaird Overpass lights in green on September 20, 2025 in recognition of World Mitochondrial Disease Week.
- (b) James Brotherhood, on behalf of PacificSport Columbia Basin re: request to illuminate the Kinnaird Overpass lights in red the week of September 15-21, 2025 in recognition of National Coaches Week.
- (c) Carol Sommerville, on behalf of Castlegar Queen Committee, re: letter of support.

19 REPORTS OTHER:

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

20 MAYOR'S REPORT:

21 NEW & UNFINISHED BUSINESS: Nil

22 BYLAWS FOR CONSIDERATION: Nil

23 NEXT MEETING(S):

September 15, 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



Corporate Services

CASTLEGAR

460 Columbia Avenue
Castlegar, BC V1N 1G7

T 250 365 7227
F 250 365 4810

corpserv@castlegar.ca
castlegar.ca

APPLICATION TO APPEAR AS A DELEGATION BEFORE COUNCIL

Please submit to: castlegar@castlegar.ca

To: Director of Corporate Services, City of Castlegar
460 Columbia Avenue
Castlegar, BC V1N 1G7

We hereby ask to be placed on the agenda as a Delegation for the Regular Meeting of Council to be held:

July 14 (1st Choice Date) August 11 (2nd Choice Date)

Name of Spokesperson(s): Stephen Hill & Group

Phone: [REDACTED] Email: [REDACTED]

Contact Person(s): SAME

Phone: SAME Email: SAME

On Behalf of: GRAND VIEW PARK & PLAY GROUND ASSOCIATION
(Organization, Business, Self, etc.)

Subject to be presented: *(a copy of the presentation must be received electronically by the Manager of Corporate Services no later than 4:00 p.m. on the Tuesday immediately preceding the meeting at which the delegation is to be heard):*

DISCUSS THE PARK & PLAY GROUND PLAN
FOR GRAND VIEW

Purpose of delegation:

- ☐ Information only
☒ Requesting action by Council
☐ Requesting a letter of support
☐ Other _____

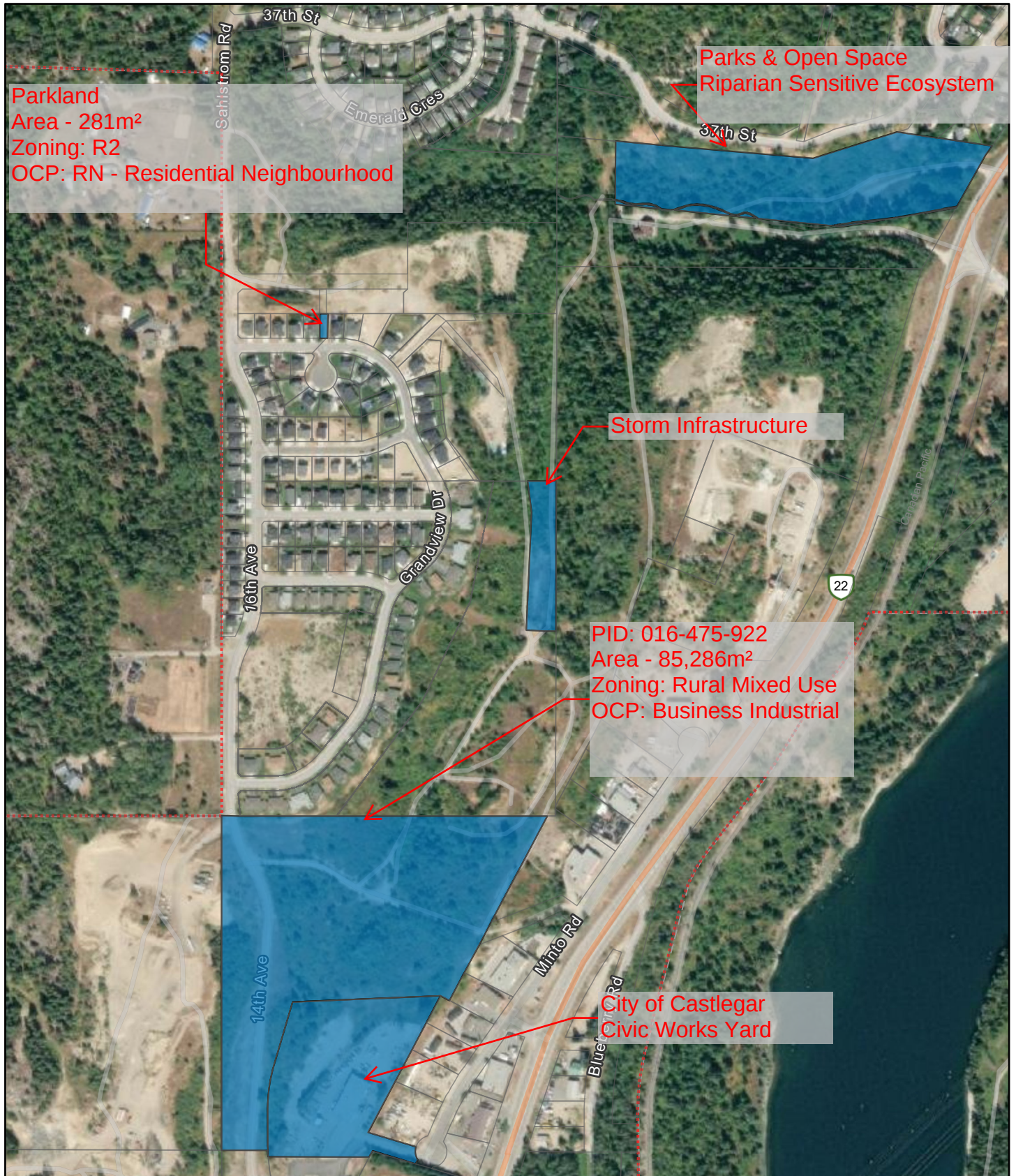
[Signature]
Signature of Applicant

July 2 / 2025
Date

NOTE: All information provided in this application, as well as any additional pages submitted, may be included in the agenda package, which is published in print and online format and is part of the permanent public record.



City of Castlegar



2025-08-11

-  ParcelMap BC Parcel Fabric - Castlegar Parcels
-  ParcelMap BC Local Government Parcels

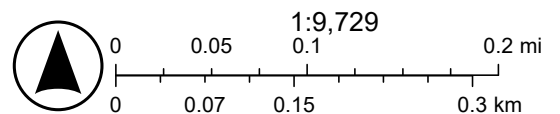
World Imagery

Low Resolution 15m Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations



Esri Canada, Maxar



APPLICATION TO APPEAR AS A DELEGATION BEFORE

COUNCIL Please submit to: castlegar@castlegar.ca

To: Director of Corporate Services, City of Castlegar
460 Columbia Avenue
Castlegar, BC V1N 1G7

We hereby ask to be placed on the agenda as a Delegation for the Regular Meeting of Council to be held: (1st

Choice Date) (2nd Choice Date) Sept 2

Name of Spokesperson(s): Herb Alex

Phone: Email: [REDACTED]

Contact Person(s): Nicole Brown

Phone: Email:

On Behalf of: Sinixt Confederacy
(Organization, Business, Self, etc.)

Subject to be presented: (a copy of the presentation must be received electronically by the Manager of Corporate Services no later than 4:00 p.m. on the Tuesday immediately preceding the meeting at which the delegation to be heard): _____ of _____ is _____

Purpose of delegation:
Information only Yes
Requesting action by Council
Requesting a letter of support
Other

Signature of Applicant Date Aug 7

2025

NOTE: All information provided in this application, as well as any additional pages submitted, may be

included in the agenda package, which is published in print and online format and is part of the permanent public record.



City of Castlegar | castlegar.ca

PROCEDURES:

1. Anyone wishing to appear before Council as a delegation shall file with the Director of Corporate Services a written request (this form) clearly outlining:
 - a) the subject matter and/or proposals to be presented, and
 - b) the names of the spokesperson(s) / contact person(s).
2. Depending on your topic, your request may be referred to a relevant City Department.
3. The above-mentioned written request, supporting documentation, and a copy of the presentation must be received by the Manager of Corporate Services no later than 4:00 p.m. on the Tuesday immediately preceding the meeting at which the delegation is to be heard.
4. Delegations are heard as one of the first items of meeting business. Ensure you arrive in advance of the meeting start time.
5. Name of the person/group and the subject of the delegation will be on the agenda, which is available to the public and posted on the internet. The local media may be in attendance at the meeting and are permitted to use information from delegations in their reporting.
6. Delegations are permitted a maximum of 15 minutes to present their submission to Council, which includes time for questions following the presentation. The time limit may only be extended if so expressed by a majority of Council members present.
7. Any petition to Council shall include the name and residential address of each petitioner.
8. Council/Committee will receive the information and may refer the issue to staff for a report or for consideration at a future meeting.
9. There is a limit of two delegations per meeting. Delegations are scheduled on a first come/first served basis. Please provide your first and second choice of dates in your request

PRIVACY STATEMENT:

Regular Council meetings are public. Council chambers are equipped with audio and video recording devices. To increase accessibility and transparency, public Council proceedings are recorded, broadcast and posted publicly on the internet. The information on this form will become part of the public record and will be distributed to Council, staff, media and the public.

Information on this form is collected in order to respond to your request to appear before Council. If you have any questions or concerns about the collection and use of this information, please contact the Director of Corporate Services.

The agenda is posted on the public notice bulletin board at City Hall, 460 Columbia Avenue. The complete agenda package and proceedings of Council/Committee Meetings, including delegations, are recorded and posted on the on the City website at www.castlegar.ca.

Spaghetti tagged Chinook



Figure 2. Release of tagged adult summer Chinook into Lake Roosevelt at Northport.

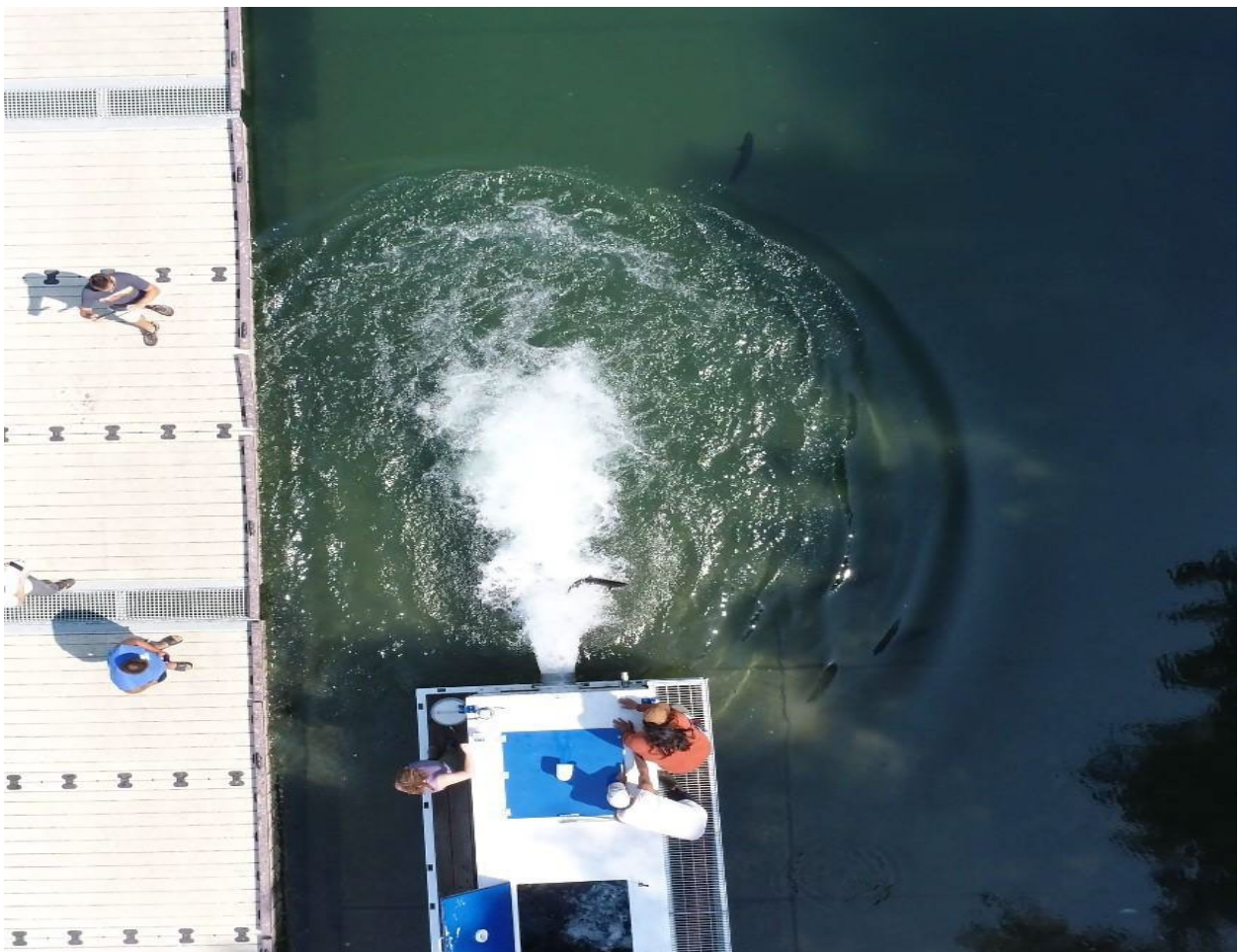


Figure 4. An out-migrating juvenile Chinook salmon, captured by the Colville Tribe's rotary screw trap on the Sanpoil River.



Figure 5. An adult Chinook salmon fitted with a spaghetti tag prior to being released in Lake Roosevelt



EMERGENCY SERVICES REPORT

July 2025

This report has been prepared for the September 2, 2025 meeting to council, file number 7300-20.

Fire Department Operations:

The chart below compares the previous year 2024 to current year 2025.

Incident	2025		2024	
	July 2025	Year to Date	July 2024	Year to Date
Fires	8	27	9	33
Rescue (EMCR* Task)	2	14	2	15
Rescue (BCAS Assist)	35	219	21	123
Aircraft	0	0	0	0
Motor Vehicle Accident/Incident	4	25	5	24
Hazardous Materials	0	12	0	9
First Responder Medical	4	19	10	52
False Alarms	9	54	4	33
Standby	3	95	10	60
Public Service	2	18	4	28
Complaints	10	82	5	31
Other	4	32	21	77
Monthly Totals	81	597	91	485
Service Charge (False/Nuisance)	0	0	0	2
Burning permits	0	1	0	4
Reportable Fires (OFC)	1	5	4	10
Fire Damage Dollar Loss	\$350,100	\$355,100		\$1,515,100
Fire Dollar Amount Saved	\$64,191,000	\$114,191,000	\$0	\$0
Fire Injuries	0	0	0	1

TRAINING:

1. PPE requirements for multi-response calls
2. Hydrant review
3. Pumping review
4. L1 review and setup
5. BCAS Familiarization
6. Monthly Safety and Officers Meeting
7. Monthly Apparatus Checks

Other:

1. Participated on July 1st celebration at Millennium Park
2. Two new Assistant Fire Chiefs started
3. Completed 4 Fire Smart Assessments
4. ESS meeting to introduce Meeri Durand as the Acting Director of Community Safety and Development

Prepared by

Nick Ahlefeld

Nick Ahlefeld
Acting Fire Chief

Building Permit Report

July 2025

This report has been prepared for the September 2, 2025 meeting to council, file number 3800-01.

Value of Work & Permits

The below chart compares the previous year 2024 to current year values in 2025.

	2025		2024	
	Value of Work	Permits Issued	Value of Work	Permits Issued
Residential, New Single/Duplex	\$700,000.00	2	\$350,000.00	1
Residential, New Multi-Family				
Residential, New Garages/Carports			\$92,000.00	2
Residential, Alterations & Additions	\$12,000.00	2	\$30,784.00	5
Secondary Suites				
Commercial, New				
Commercial, Alterations & Additions	\$91,100.00	4	\$191,498.00	4
Industrial, New				
Industrial, Alterations & Additions				
Institutional/Gov't, New				
Institutional/Gov't, Alterations & Additions				
Demolition	\$1,060,000.00	3		
Monthly Totals	\$1,863,100.00	11	\$664,282.00	12
Year-to-Date Totals	\$26,262,040.00	65	\$14,270,960.00	89

Major Projects Started July 2025

901 Columbia Avenue, Demolition

720 7th Avenue, Plumbing

2810 1st Avenue, Single Family Dwelling

614 12th Street, Interior Demolition

1521 Grandview Drive, Single Family Dwelling

PART A. ONGOING MAJOR PROJECTS

Single Family Dwelling		
▪ 1564 Woodland Drive	▪ 205 102nd Street	▪ 508 3 rd Avenue
▪ 3937 Grandview Drive	▪ 811 2nd Street	▪ 3736 Toba Road
▪ 902 Merry Creek	▪ 1537 Grandview Drive	▪ 1513 Aspen Lane
▪ 3701 Powell Road	▪ 2421 11 th Avenue	▪ 2108 8th Avenue
▪ 1509 Aspen Lane	▪ 3728 Toba Road	▪ 2632 9th Avenue
▪ 814 7 th Avenue	▪ 3704 Toba Road	
Renovation		
▪ 330 Columbia Avenue	▪ 507 8th Avenue	▪ 1448 Selkirk Avenue
▪ 2232 Columbia Avenue	▪ 1127 4 th Street	▪ 186 Columbia Avenue
▪ 4190 Minto Road	▪ 630 17 th Street	▪ 209 5th Avenue
▪ 2112 10th Avenue	▪ 602 18 th Street	▪ 1408 Meadowbrook Drive
▪ 3429 8th Avenue	▪ 2171 Crestview Crescent	▪ 3388 Southridge Drive
▪ 3937 Grandview Drive	▪ 1801 Connors Road	▪ 2001 Columbia Avenue
▪ 3405 3 rd Avenue	▪ 1840 8 th Avenue	▪ 831 7 th Avenue
▪ 1217 1 st Street	▪ 316 8 th Avenue	▪ 651 18 th Street
▪ 2185 Crestview Crescent	▪ 309 3 rd Avenue	▪ 608 7 th Avenue
▪ 1680 Woodland Drive	▪ 1007 2 nd Street	▪ 12-1502 Columbia Avenue
▪ 4400 Minto Road	▪ 1975 6 th Avenue	
Miscellaneous		
▪ 704 Center Avenue, Addition	▪ 2133 Columbia Avenue, Retail Space	
▪ 4690 14th Avenue, New Industrial Building	▪ 522 105 th Street, Garage	
▪ 1921 Arrow Lakes Drive, Racking System	▪ 1680 Columbia Avenue, Restaurant	
▪ 1101 2 nd Street, Multi Unit	▪ 174 Crescent Street, Multi Family	
▪ 2225 Columbia Avenue, Multi Unit	▪ 1013 2 nd Street, Foundation	
▪ 2237 10 th Avenue, Covered Patio	▪ 215 Orchard Avenue, Office Building	
▪ 2704 5 th Avenue, Garage	▪ 1114 4 th Street, Mixed Use Building	

PART B. NUMBER OF STEP CODE BUILDINGS

	Monthly	Yearly	YTD Completed Step Code Compliance				
			1	2	3	4	5
Single/Multi Family Dwellings		6			2	2	
Renovations							
Commercial Buildings							
Industrial Buildings							
Step Code Building Totals		6					

PART B. COMPLETED IN JULY 2025

Business Licence Report

July 2025

This report has been prepared for the September 2, 2025 meeting to council, file number 4320-20.

Monthly & Year-to-Date Totals

The below chart shows the newest ICBL and Business licences and the year-to-date totals.

	2025		2024	
	Fees Received	Qty Issued	Fees Received	Qty Issued
New Business Licences	\$1,200.00	7	\$700.00	4
New ICBL Licences	\$100.00	1	\$100.00	1
ICBL Licence Year-to-Date Totals	\$8,000.00	80	\$8,100.00	81
All Licence Monthly Total	\$2,800.00	16	\$1,850.00	13
All Licence Year-to-Date Totals	\$114,821.26	657	\$118,308.74	734

New Licences

BL #3285 Jordans Rugs Ltd
 Richmond, BC
Flooring Contractor

BL #3286 Castlegar Riverside Suite
 809 1st Street
 Castlegar, BC
Short Term Rental

BL #3287 One Call Fix-All Handyman
 Montrose BC
Handyman Services

BL #3288 Grants Fine Dining
 186 Columbia Avenue
 Castlegar, BC
Restaurant

BL #3289 Kasian Architecture Interior Design
 Vancouver, BC
Architecture Firm

BL #3290 Derochie Painting
 Lethbridge, AB
Painting & Flooring Contractor

BL# 3292 Back Eddy Air BNB
 3765 Williston Road
 Castlegar, BC
Short Term Rental

CASTLEGAR

REPORT TO COUNCIL

MEETING DATE:	September 2, 2025	REPORT NO.: 25-65
SUBMITTED BY:	Director of Finance	FILE NO.: 1680-20
SUBJECT:	January - June 2025 Supplier List	

RECOMMENDATION:

THAT the January - June 2025 Supplier List be received for information.

PURPOSE:

To present at an open meeting the January – June 2025 Supplier List.

This report is for information at the September 2, 2025, Committee of the Whole Meeting and adoption at the September 15, 2025, Regular Meeting.

SUMMARY/BACKGROUND:

In 2019, Council passed Resolution R327:

“THAT Council be supplied with a semi-annual vendor report for transparency and accountability.”

The attached listing includes payments made from January 1, 2025, to June 30, 2025, to all City suppliers. The amounts listed are for goods, services, grants, other operational costs, and tax requisitions. The listing does not include payments or reimbursements made to employees, or tax, utility, and other refunds in accordance with privacy legislation.

The preparation of this report has been delayed; however, moving forward, the supplier listing will be provided on a semi-annual basis to ensure consistent updates are provided to Council.

ALTERNATIVES:

Council may request an alternative format to receive supplier payment information.

IMPLICATIONS:

(1) Social	N/A
(2) Environmental	N/A
(3) Personnel	N/A
(4) Financial	N/A

POLICY IMPLICATIONS:

This supports the 2023-2027 Strategic Plan principle of Governance and Service Excellence and the goals of Show Fiscal Stewardship and Make Transparent Decisions.

The payments made were approved by the 2025-2029 Financial Plan Bylaw 1436.

IMPLEMENTATION:

N/A

COMMUNICATION:

N/A

Respectfully submitted,



Steffan Klassen, CPA CA
Director of Finance

Approved by



Chris Barlow, A.Sc.T.
Chief Administrative Officer

Supplier Code	Name	Total
18004	RECEIVER GENERAL FOR CANADA - CONTRACT	1,885,794.30
21008	URBAN SYSTEMS LTD.	687,877.60
13010	MARWEST INDUSTRIES LTD.	681,890.94
03016	CANADA REVENUE AGENCY	628,276.72
23595	WASTE MANAGEMENT	524,870.71
03019	CANADA REVENUE AGENCY	513,820.26
22008	VIMAR EQUIPMENT LTD	508,949.94
18014	REGIONAL DISTRICT OF CENTRAL KOOTENAY	497,068.20
13093	MUNICIPAL PENSION PLAN	458,093.21
25526	DEXTERRA INTEGRATED FACILITIES MANAGEMENT	362,256.55
19960	SEA TO SKY NETWORK SOLUTIONS	318,434.33
06560	FortisBC	240,961.52
01465	ACERA INSURANCE	239,982.00
07695	GROUP SOURCE	195,787.41
03027	CASTLEGAR & DISTRICT PUBLIC LIBRARY	169,345.00
23063	WORKSAFE BC	123,497.68
02042	THE BC CORPS OF COMMISSIONAIRES	120,341.49
22582	VALET RESTORATIONS (KOOTENAY'S)	120,151.93
01399	AARDVARK PAVEMENT MARKING	113,195.95
01450	ARROW TRANSPORTION SYSTEMS INC	113,022.00
03457	CASTLEGAR SCULPTURE WALK	93,439.48
19905	SLOCAN VALLEY CO-OPERATIVE ASSOCIATION	93,405.69
13855	MERCER CELGAR	81,563.39
20046	TROWELEX EQUIPMENT RENTALS AND SALES	74,038.83
13091	MUNICIPAL INSURANCE ASSOCIATION OF BC	73,920.27
02005	BANK OF MONTREAL	73,129.26
03031	CASTLEGAR CHAMBER OF COMMERCE	63,971.26
06614	FORTISBC-NATURAL GAS	61,237.10
20663	TETRA TECH CANADA INC	58,807.14
01467	ARROWTECH ELECTRIC	54,526.71
24562	XENONCYBER DYNAMICS INC	51,192.40
07590	GLACIER VALLEY TREE CARE LTD.	50,830.50
12015	LORDCO PARTS LTD	50,391.21
22001	CENTRALSQUARE CANADA SOFTWARE INC	50,219.40
18642	ROPER GREYELL	50,209.07
14627	NACHURS ALPINE SOLUTIONS	49,518.00
04700	DOANE GRANT THORNTON LLP	48,526.80
03024	CASTLEGAR & DISTRICT COMMUNITY SERVICES	45,885.00
03665	COMMUNITY FUTURES DEVELOPMENT CENTRAL	45,000.00
03026	CASTLEGAR & DISTRICT HERITAGE SOCIETY	44,537.50
12590	LIN & MIKE PLUMBING & HEATING SERVICES LTD.	44,528.03
11039	KOOTENAY GALLERY OF ART HISTORY AND SCIENCE	43,005.00
03252	CUPE LOCAL 2262	42,762.28
05604	EMPLOYER HEALTH TAX - PROV OF BC	41,191.19
06664	FRAZER EXCAVATION LTD	40,687.50
05615	ELECTRIC MOTOR & PUMP SERVICE LTD.	38,712.80
09616	ICONIX WATER WORKS LP	37,109.76
22592	VALHALLA SEPTIC SERVICES LTD.	35,943.80
02888	BRUCE NELSON	34,230.00
11636	KENDRICK EQUIPMENT (2003) LTD.	33,318.59
09620	ION BRAND DESIGN	33,241.94
01037	ABLE BUILDING MAINTENANCE	32,195.16
18685	RDM JANITORIAL	31,405.50
24536	YOUNG ANDERSON	31,374.31

Supplier Code	Name	Total
06673	FIREWISE CONSULTING LTD	31,318.65
18009	RECEIVER GENERAL FOR CANADA- LAN SUPPORT	31,110.97
02844	BC SPCA WEST KOOTENAY BRANCH	30,079.00
05616	EUNA SOLUTIONS CANADA	30,017.40
03339	CASTLEGAR-EMBETSU EDUCATIONAL EXCHANGE	30,000.00
14634	NETZSCH CANADA INC	29,843.52
11040	KOOTENAY DOUKHOBOR HISTORICAL SOCIETY	29,109.50
13009	MARTECH ELECTRICAL SYSTEMS LTD	28,752.72
09617	INLAND TRUCK & EQUIPMENT LTD	28,723.45
01481	ACI AIRPORTS COUNCIL INTERNATIONAL	27,220.00
20719	THRIVE OPERATIONS CANADA LTD	26,640.47
03014	CANADIAN PACIFIC RAILWAY COMPANY	26,334.56
08973	HM AERO AVIATION CONSULTIng	25,543.83
16690	POWER PAVING LTD.	25,410.00
13075	MITCHELL SUPPLY LTD.	25,219.06
07684	GHD LIMITED	24,897.60
18595	ROCKY MOUNTAIN ENERGY	24,855.05
18603	RAMTECH ENVIRONMENTAL	23,426.07
16807	PAUL MURRAY (BRENTWOOD ADVISORY GROUP)	23,419.47
08003	HALL PRINTING	22,804.06
03501	COLUMBIA BASIN BROADBAND CORPORATION	22,543.50
14632	NSC MINERALS LTD	22,291.27
03796	COVER ARCHITECTURAL COLLABORATIVE INC.	22,181.25
04618	DHC COMMUNICATIONS INC	21,645.33
03680	CLEARTECH INDUSTRIES INC.	21,286.72
25518	1022117 AB LTD (DYNAMIC)	21,248.24
07679	SEA2CLOUD	20,868.76
20019	TELUS MOBILITY (BC)	20,382.93
03533	CASTLEGAR SUNFEST SOCIETY	18,700.00
09611	INSIGHT CANADA INC	18,632.52
20717	TROJAN TECHNOLOGIES GROUP ULC	18,480.00
21538	ULINE CANADA CORPORATION	18,470.13
15556	OAKCREEK GOLF & TURF Ip	18,053.13
01018	ANDREW SHERET LIMITED	17,095.54
19948	SALUS SERVICES LIMITED	16,632.00
05533	ENDRESS & HAUSER CANADA LTD.	16,477.14
03698	CINTAS LOCATION 889	16,355.03
03868	COLLIERS PROJECT LEADERS INC	16,250.86
20020	TELUS COMMUNICATIONS (B.C.) INC.	15,873.46
02557	BC MUNICIPAL SAFETY ASSOCIATION	15,830.85
02820	BRANDT TRACTOR LTD	15,603.00
02664	BLACK PRESS GROUP LTD.	15,434.53
21520	UNITED RENTALS OF CANADA INC.	15,246.97
01461	AEBI SCHMIDT CANADA INC	15,115.52
11770	KOOTENAY GROUND MAINTENANCE	14,660.50
07670	GREGG DISTRIBUTORS LP	14,408.90
13051	MINISTER OF FINANCE - BC MAIL PLUS	14,254.41
02877	BISHOP WATER	13,690.22
23015	WESCO RECEIVABLES CORP	12,527.94
23052	WOOD WYANT INC.	12,512.52
22596	VORTEX SOFTWARE CANADA INC	12,499.20
07024	GUILLEVIN INTERNATIONAL CO.	12,459.41
12618	LED ROADWAY LIGHTING LTD	12,073.04
12634	LIDSTONE & COMPANY	11,828.34

Supplier Code	Name	Total
16765	PNT CONTRACTING	11,019.75
16770	PARKLAND CORPORATION	10,962.90
16771	POWER UP ELECTRICAL LTD	10,893.73
13741	MICHELIN NORTH AMERICA (CANADA) INC ATTN:	10,887.38
26606	VIVACITY TECHNOLOGIES	10,820.78
01402	ANDRE'S ELECTRONIC EXPERTS	10,817.60
18546	REGIONAL DISTRICT OF KOOTENAY BOUNDARY	10,813.79
20657	TROY LIFE & FIRE SAFETY LTD	10,809.45
23708	WESTERN PRO SPORTING & SUPPLY	10,733.59
22600	VOGELAAR PETER	10,700.00
20709	THUNDERBIRD TRAFFIC CONTROL AND TRAINING	10,671.68
13776	MILLS BASICS OFFICE PRODUCTIVITY	10,579.51
19026	SELKIRK COLLEGE	10,493.86
16735	PASSMORE LABORATORY LTD	10,430.00
02884	BC TRANSIT	10,123.97
03887	CANGAS PROPANE INC	9,742.70
15552	ON THE EDGE HR	9,729.61
15569	OKANAGAN OFFICE SYSTEMS	9,443.74
11723	KONE INC.	9,072.00
11747	KTI LIMITED	8,958.03
18592	ROCKY MOUNTAIN PHOENIX	8,875.04
18006	RECEIVER GENERAL FOR CANADA - INNOVATION	8,365.63
01469	AQUATIC INFORMATICS (WATERTRAX)	8,283.01
08691	HEMLOCK PRINTERS LTD	7,949.76
06605	FAMILY TREE GARDENING	7,943.25
11572	KALESNIKOFF LUMBER CO LTD	7,938.00
01541	ARROW PROFESSIONAL LANDSCAPING	7,875.00
01002	ACE COURIER SERVICE	7,837.44
10006	HANGO LAND SURVEYING INC	7,632.48
08600	HACH SALES & SERVICE CANADA LP	7,595.84
19804	SUMMIT VALVE AND CONTROLS INC. (BC)	7,559.77
11009	KENNLYN ENTERPRISES	7,523.52
18548	RESCUE CANADA RESOURCE GROUP INC.	7,257.00
03314	CARO ANALYTICAL SERVICES	7,214.03
09621	ICONTEXT INTERNET SERVICES INC	7,087.50
20698	TERUS CONSTRUCTION A DIVISION OF COLAS WESTERN	6,874.14
11003	KALAWSKY CHEVROLET BUICK GMC (1989) LTD	6,872.19
19764	SELKIRK SECURITY SERVICES LTD.	6,745.90
01483	ALAIS VENTURES LTD	6,712.44
07693	GLACIER'S EDGE MOTORSPORTs	6,657.28
02809	BUDGET RENT-A-CAR	6,628.14
06675	FOUR SEASONS GREENHOUSE & NURSERY	6,619.15
20571	TRADEWIND SCIENTIFIC LTD.	6,615.00
21002	UNION OF BC MUNICIPALITIES	6,470.40
01442	APEX EHS SERVICES	6,436.50
03023	CASCADE LOCK & SAFE	6,327.72
03037	CASTLEGAR MACHINE & CHROME (2013) LTD	6,303.73
11026	KOOTENAY INDUSTRIAL SUPPLY LTD	6,286.29
20678	THE GRATEFUL TABLE LTD.	6,125.56
11659	KONE INC.	6,123.60
16707	PRAIRIE COAST EQUIPMENT	6,052.06
03872	CUMMINS SALES AND SERVICE	6,050.57
11002	KAL TIRE	5,861.69
03766	CHANCES CASTLEGAR	5,857.42

Supplier Code	Name	Total
01448	ALFA AERO SOLUTIONS INC	5,715.36
19604	SPEEDPRO SIGNS	5,646.63
19903	SHAW'S ENTERPRISES LTD	5,567.98
06616	FRONTIER POWER PRODUCTS LTD	5,526.15
03032	CASTLEGAR FIRE DEPT. SOCIAL CLUB	5,475.00
02751	ASSURED PEST SOLUTIONS	5,386.00
14596	NORATEK SOLUTIONS INC	5,384.96
14638	NUPQU RESOURCE LIMITED PARTNERSHIP	5,231.67
13572	MARINO WHOLESALE LTD.	5,039.14
03313	CASTLEGAR ROTARY INTERACT CLUB	5,000.00
13053	MINISTRY OF FORESTS LANDS	4,894.95
22518	VH SPORT	4,774.96
09627	ICESOFT TECHNOLOGIES HOLDINGS LTD	4,565.95
22588	VALLEN CANADA INC	4,511.36
02890	BRETT YOUNG	4,440.80
12597	LGMA OF BC	4,365.90
01395	APPLIED INDUSTRIAL TECHNOLOGIES	4,344.25
13717	MEQUIPCO LTD.	4,323.54
01479	AIG INSURANCE COMPANY OF CANADA	4,223.00
23628	WURTH CANADA LIMITED	4,076.86
01557	GRAINGER CANADA	3,940.45
23018	WEST K CONCRETE LTD.	3,887.42
14529	NORCAN FLUID POWER LTD.	3,830.47
03889	CERTIFIED LABORATORIES	3,797.53
13762	MUNICIPAL MEDIA INC	3,780.00
16031	PORTUGUESE SOCIAL CENTRE SOCIETY	3,753.00
11022	KOOTENAY COFFEE COMPANY	3,697.80
14623	NOW ADVERTISING LTD	3,696.00
13661	MARTECH MOTOR WINDING LTD.	3,641.27
26605	VALHALLA HYDROVAC LTD	3,622.50
13669	MTS MAINTENANCE TRACKING SYSTEMS INC.	3,597.78
06674	FALCON ENVIRONMENTAL INC	3,580.50
19938	SIMON'S GARAGE DOOR SERVICES	3,226.65
06637	FINNING (CANADA)	3,221.14
07683	GT PRIORITY CLEANING	3,200.00
13601	MOUNTAIN TRANSPORT INSTITUTE LTD.	3,185.00
06660	FOX CANADA	3,160.44
11768	KOOTENAY CHARTERS LTD	3,150.00
21545	UBC SAUNDER SCHOOL OF BUSINESS (EXECUTIVE	3,139.50
01027	ASSOCIATION OF KOOTENAY & BOUNDARY LOCAL	3,117.59
20684	TECHNICAL SAFETY BC	3,107.36
		3,107.30
24520	ZONE WEST ENTERPRISES LTD.	3,076.64
14616	NUFLOORS	3,052.61
20535	TOMKO SPORTS SYSTEMS INC.	3,051.58
03190	COWAN OFFICE SUPPLIES LTD.	3,051.15
03035	CASTLEGAR FUNERAL CHAPEL	3,038.56
23579	WSA ENGINEERING LIMITED	3,031.88
19961	SUMMIT AIDXPRT	2,990.00
14635	NEW-LINE PRODUCTS LTD	2,893.49
11711	KOOTENAY INSPECTION SERVICES	2,850.75
14605	NICERINK	2,836.44
21542	ULTIMATE DOOR SERVICES LTD	2,816.63
13015	MALLARD'S	2,782.50

Supplier Code	Name	Total
05590	ECOTAINER	2,775.36
		2,764.18
03891	CLASSIC DISPLAYS	2,722.52
25521	WACHS CANADA LTD	2,710.40
09628	IMPACT CANOPIES CANADA INC	2,676.80
10603	JOSH THE GARAGE DOOR GUY INC	2,620.33
06655	FLOWSYSTEMS DISTRIBUTION inc	2,503.20
19924	STERICYCLE ULC	2,484.70
15523	THE OWNERS STRATA PLAN NES2337	2,468.00
15553	ONE FIRE SAFETY	2,422.01
19565	SHAW CABLE	2,408.40
03635	CIVICINFO BC	2,387.70
03870	CANADIAN AIRPORTS COUNCIL	2,387.70
13052	MINISTER OF FINANCE	2,343.44
13745	MAPLE LEAF POWER: TRAFFIC CONTROL SERVICES	2,241.75
17510	QUARMBY ENVIRONMENTAL LTD	2,231.25
12560	LEXISNEXIS CANADA INC.	2,219.70
23603	WTP EQUIPMENT CORP.	2,178.40
03782	CRAWFORD TRUCK & EQUIPMENT	2,170.25
06623	FALCON EQUIPMENT LTD	2,162.46
01014	AM FORD SALES LTD	2,149.55
17511	QUADRA UTILITY LOCATING LIMITED	2,110.24
11741	KOOTENAY CATERING COMPANY	2,085.00
01456	ARC AVIATION RENEWABLES CORP.	1,999.20
19958	SOUTHLAND CANADA INC	1,991.92
23713	WEST KOOTENAY TIMBERWOLVES JUNIOR	1,980.00
19956	SMP CHRYSLER DODGE	1,922.02
03879	CHINOOK SCAFFOLD SYSTEMS LTD	1,895.74
14637	NEALE PETER	1,895.25
01459	AMAZON.COM.CA INC	1,854.25
03657	CANSEL	1,843.87
06593	FOUR STAR COMMUNICATIONS INC.	1,841.21
12603	LARRATT AQUATIC CONSULTING LTD	1,764.00
13858	MAINROAD MAINTENANCE PRODUCTS LP	1,760.64
12661	LESLEY BEATSON PHD	1,700.00
19928	SNAP-ON TOOLS OF CANADA	1,579.12
11500	KOOTENAY TECHNICAL SURVEYS	1,575.00
23704	WEST KOOTENAY CURB APPEAL	1,522.50
		1,501.76
03647	COLLEGE OF THE ROCKIES	1,500.00
18714	RABER GLOV MFG CO LTD	1,467.46
20725	THE OUTDOOR LEARNING STORE	1,436.40
08975	HORCOFF TRAVIS	1,422.87
01482	ALUMICHEM CANADA INC	1,406.72
04702	DIG GARDEN CENTRE	1,399.81
05537	ESRI CANADA LIMITED	1,366.40
13047	MINISTER OF FINANCE - MOTI	1,335.22
13753	MAC CHAIN COMPANY LTD	1,325.18
02011	BC AVIATION COUNCIL	1,324.00
19003	SAFETY CARE INC.	1,312.50
03421	COMMUNITIES IN BLOOM	1,255.00
23565	WESTKEY GRAPHICS LTD.	1,233.40
15555	ORGANIZED CRIME AGENCY OF BC (OCABC)	1,224.19
06667	PRETECS NETWORKS INC (FULLHOST)	1,196.16

Supplier Code	Name	Total
19863	VMS Comfort Plus Inc	1,165.50
03814	CASTLEGAR HOME HARDWARE	1,133.47
03841	COLORIFIC PHOTO & DIGITAL IMAGING LTD	1,106.56
02874	BLACKRIDGE SOLUTIONS	1,102.50
20721	TRITON AUTO & INDUSTRIAL LTD (NAPA AUTO PARTS)	1,095.36
23559	WEST KOOTENAY PEST CONTROL	1,071.00
02831	BRIGHTER DAYS WINDOW WASHING	1,051.05
01023	ARROW GLASS LTD.(SPEEDY GLASS)	1,041.11
03890	CHARLIE'S CHOCOLATE FACTORY	1,029.47
10602	JAKOBSZE COREY	1,029.26
03458	CASTLEGAR SOURCE	1,000.00
03834	CASTLEGAR GIRLS ON BOARDS	1,000.00
06668	FULLER	1,000.00
19727	SPRING FLING COMMITTEE	1,000.00
19857	S.C. RESTORATIONS LTD. dba STUTTERS DISASTER	996.95
19844	SMART ELLEN	977.50
01020	AIR LIQUIDE CANADA INC.	940.03
11735	KOOTENAY COLUMBIA HOME MEDICAL EQUIPMENT	900.00
20040	TRAIL CLEANERS & LAUNDRY LTD	869.44
13752	MUSSELL CRANE MFG	840.00
09609	INDUSTRIAL MACHINE INC	835.27
07700	GERRAND WILLIAM	800.06
22003	VAN-KAM FREIGHTWAYS LTD.	796.44
25528	969317 ALBERTA LTD	787.50
07006	GESCAN DIV. OF SONEPAR CANADA INC.	778.67
PT0000		770.00
		770.00
06672	FIT LOCAL GOVERNMENT CONSULTING INC	735.00
06669	FASTENAL CANADA LTD	728.55
13664	MEGA-TECH	712.53
02825	BRITISH COLUMBIA ASSOCIATION OF	675.88
03011	CANADIAN ASSOCIATION OF FIRE CHIEFS	661.50
22589	VISTA RADIO LTD	630.00
06633	FEINER YANIVE	600.00
12575	LAND TITLE & SURVEY AUTHORITY OF BC	600.00
03322	CASTLEGAR CURLING CLUB	577.50
03716	COMMERCIAL TRUCK EQUIPMENT CO.	560.47
19950	SP PLUS CORPORATION	560.00
02857	B & T LINE EQUIPMENT TESTERS LTD	551.25
15528	OOTISCHENIA IMPROVEMENT DISTRICT	542.38
03894	CANTAC CANDIES	500.00
11780	KOOTENAY ROBUSTERS DRAGON BOAT	500.00
20649	THE BRICK	499.32
11727	KEEGZ SOUTH COUNTRY TOWING	491.98
14636	NEW-LINE HOSE & FITTINGS	443.55
02691	BC CONSERVATION FOUNDATION	440.00
19854	SHAW DIRECT	429.96
22545	VERSA-TASK SERVICES	380.00
09538	IAAE-CANADA	378.00
16616	PETTY CASH CARE OF WAYNE COX	364.95
23035	WESTERN CANADA TURFGRASS ASSOCIATION	322.35
03127	CITY OF NELSON	315.00
02662	BC ONE CALL LIMITED	314.43
02025	BILL'S HEAVY DUTY ENTERPRISES LTD.	309.02

CITY OF CASTLEGAR		AP5070	Page : 7
YTD Paid Report		Date : Aug 19, 2025	Time : 11:44 am
Supplier Code	From : 01002	Sequence :	By Code
	To : STMP000297	Date Range From :	01-Jan-2025
Categories	From : G - Grants		To : 30-Jun-2025
	To : UR - Utility Refund	Suppress Printing for \$ Under	0.00
Supplier Code	Name	Total	
19962	STEINEGG CABINETS	294.00	
14633	NESTEROFF GREG	288.75	
21529	UPS CANADA	284.90	
13818	MAGGIE'S MUG	268.45	
10601	J STAR EXCAVATIONS LTD	262.50	
11609	KIM'S CREATIONS	260.72	
03893	CRITICAL INCIDENT PROGRAM	250.00	
09581	INTERIOR HEALTH	250.00	
13870	METAFOLO TECHNOLOGIES INC	246.40	
11008	KEL PRINT (2000)	211.30	
		208.71	
18038	ROLLINS MACHINERY LTD.	201.88	
07694	GLS PLUMBING AND GAS LTD	201.53	
05007	ERNIE'S USED AUTO PARTS	196.00	
05501	ENVIRONMENTAL OPERATORS CERTIFICATION PROGRAM	187.95	
17001	QUICKSCRIBE SERVICES LTD	183.68	
02010	BC ASSESSMENT AUTHORITY	183.27	
06628	FIRE PREVENTION OFFICERS ASSOCIATION OF BC	166.95	
15005	OGLOW'S PAINT & WALLCOVERINGS LTD	166.79	
		166.00	
01460	AGO INDUSTRIES INC	161.67	
03813	CASTLEGAR MEDICAL ASSOCIATES	160.80	
03702	CENTRIX CONTROL SOLUTIONS	150.08	
02886	BURDEN JON	150.00	
07701	GREEN LANI	150.00	
08972	HEIBERG DALAINA	150.00	
08976	HALLBORG ELIZABETH	150.00	
10604	JOHNSON MIRANDA	150.00	
13874	MCMAHON MIKE	150.00	
19959	STOREY ANDREW	150.00	
19963	STAINER QUINN	150.00	
21544	URSEL MITCH	100.00	
26607	VOYKIN JENNIFER	100.00	
11588	KUTSCHERA YURI	82.98	
20690	TERUS CONSTRUCTION dba NELSON READY MIX	81.64	
23640	MINISTER OF FINANCE - WATER REVENUE PAYMENTS	71.00	
13754	MONASHEE MEDICAL CLINIC	46.40	
19595	STARLIGHT TOOL SERVICES LTD.	43.23	
04701	DR TREVOR AIKEN	40.00	
23525	WFR WHOLESALE FIRE & RESCUE LTD	37.11	
11779	KOOTENAY INTEGRATED HEALTH	25.00	
03044	CASTLEGAR TRUCK SERVICE LTD	11.20	
Total Suppliers Equal and Over		0.00	12,161,235.44
Other Suppliers Under		0.00	0.00
Total Of Printed Suppliers :			12,161,235.44

APPLICATION TO APPEAR AS A DELEGATION BEFORE COUNCIL

Please submit to: castlegar@castlegar.ca

To: Director of Corporate Services, City of Castlegar
460 Columbia Avenue
Castlegar, BC V1N 1G7

We hereby ask to be placed on the agenda as a Delegation for the Regular Meeting of Council to be held:

(1st Choice Date)

(2nd Choice Date)

Name of Spokesperson(s): _____

Phone: _____ Email: _____

Contact Person(s): _____

Phone: _____ Email: _____

On Behalf of: _____
(Organization, Business, Self, etc.)

Subject to be presented: *(a copy of the presentation must be received electronically by the Manager of Corporate Services **no later than 4:00 p.m. on the Tuesday** immediately preceding the meeting at which the delegation is to be heard):*

Purpose of delegation:

- ☐ Information only
- ☐ Requesting action by Council
- ☐ Requesting a letter of support
- ☐ Other _____

Signature of Applicant

Date

NOTE: All information provided in this application, as well as any additional pages submitted, may be included in the agenda package, which is published in print and online format and is part of the permanent public record.



PROCEDURES:

1. Anyone wishing to appear before Council as a delegation shall file with the Director of Corporate Services a written request (this form) clearly outlining:
 - a) the subject matter and/or proposals to be presented, and
 - b) the names of the spokesperson(s) / contact person(s).
2. Depending on your topic, your request may be referred to a relevant City Department.
3. The above-mentioned written request, supporting documentation, and a copy of the presentation must be received by the Manager of Corporate Services **no later than 4:00 p.m. on the Tuesday** immediately preceding the meeting at which the delegation is to be heard.
4. Delegations are heard as one of the first items of meeting business. Ensure you arrive in advance of the meeting start time.
5. Name of the person/group and the subject of the delegation will be on the agenda, which is available to the public and posted on the internet. The local media may be in attendance at the meeting and are permitted to use information from delegations in their reporting.
6. Delegations are permitted a maximum of 15 minutes to present their submission to Council, which includes time for questions following the presentation. The time limit may only be extended if so expressed by a majority of Council members present.
7. Any petition to Council shall include the name and residential address of each petitioner.
8. Council/Committee will receive the information and may refer the issue to staff for a report or for consideration at a future meeting.
9. There is a limit of two delegations per meeting. Delegations are scheduled on a first come/first served basis. Please provide your first and second choice of dates in your request

PRIVACY STATEMENT:

Regular Council meetings are public. Council chambers are equipped with audio and video recording devices. To increase accessibility and transparency, public Council proceedings are recorded, broadcast and posted publicly on the internet. The information on this form will become part of the public record and will be distributed to Council, staff, media and the public.

Information on this form is collected in order to respond to your request to appear before Council. If you have any questions or concerns about the collection and use of this information, please contact the Director of Corporate Services.

The agenda is posted on the public notice bulletin board at City Hall, 460 Columbia Avenue. The complete agenda package and proceedings of Council/Committee Meetings, including delegations, are recorded and posted on the on the City website at www.castlegar.ca.

Castlegar City Hall

Open Mon – Fri, 8:30 a.m. – 4:30 p.m.

250 365 7227 | castlegar.ca

CASTLEGAR

CASTLEGAR

REPORT TO COUNCIL

MEETING DATE:	September 2, 2025	REPORT NO.: 25-66
SUBMITTED BY:	Director of Finance	FILE NO.: 1680-20
SUBJECT:	2024 Audited Financial Statements	

RECOMMENDATION:

THAT Council approve the 2024 Audited Financial Statements as presented in Attachment “A” of Report 25-66.

PURPOSE:

To provide Council with the key findings and results of the audit of the City's 2024 Financial Statements and to obtain approval of the 2024 Audited Financial Statements.

This report is for consideration and adoption at the September 2, 2025, Regular Council Meeting so the Financial Statements can be filed with the Province on September 3, 2025. Typical filing is required by May 15 of each year.

SUMMARY/BACKGROUND:

Sections 98 and 167 of the *Community Charter* require that the City produce annual audited financial statements. These statements reflect the City's overall financial position as of December 31, 2024, and have been prepared and audited in accordance with Canadian Public Sector Accounting Standards. The accounting firm of Grant Thornton LLP was retained to conduct the 2024 audit and to express an opinion as to whether the consolidated financial statements present fairly the financial position of the City as at December 31, 2024 and the results of its operations for the year 2024. The audited financial statements will be included in the City's 2024 Annual Report. Typically, the audited financial statements are approved and submitted to the Province by May 15 of each year. Key staff absences have delayed the finalization of the audited financial statements. The delay and cause have been communicated to the Province and they are anticipating the City's statements as soon as approved.

2024 Financial Statements Overview

The financial statements contain two sections: Financial Information and Supplementary Financial Information. The first section includes the Statement of Financial Position, Statement of Operations, Statement of Change in Net Debt, and Statement of Cash Flows. The budgetary figures reported are those that were approved by Council in the 2024 - 2028 Five-Year Financial Plan. The Notes to the Consolidated Financial Statements provide further detail as to specific accounting policies and the composition of certain financial numbers and should be read in conjunction with the statements.

The Supplementary Financial Information section contains schedules for each City department as well as balances in reserve funds, schedule of government grants, revenues and expenditures by fund, COVID-19 Safe Restart Grant, and Growing Communities Grant.

Statement of Financial Position:**Financial Assets**

The financial statements show that the City's financial assets as of December 31, 2024, was improved by \$1.47 million. This was due to an increase in taxes and accounts receivable all of which are collectable.

Liabilities

Total liabilities increased by \$5.63 million mainly due increase in equipment financing of \$2.98 million, \$1.46 million increase in accounts payable and accrued liabilities, and \$1.07 million in long-term debt. The increase in liabilities are linked to the budgeted capital program for 2024.

Non-Financial Assets

Tangible capital assets increased by \$8.27 million due primarily to \$12.96 million of additions, including \$6.92 million of road improvements \$1.75 million of sewer improvements, \$1.37 million of equipment and vehicle replacements, and \$1.80 million for parks. Work in progress decreased from 2023 by \$1.89 million due primarily to Millennium Park Phase 3, which was added to the City's capital assets in 2024.

Statement of Operations:

Total revenues were under budget due lower government transfers that were offset by higher than budgeted investment income, fees and charges and developer capital contributions.

Expenses for Protection were the \$637,000 over budget, \$548,000 over for RCMP, and \$152,000 for the Building Inspection Department offset by savings of \$54,000 in the Fire Department and \$7,000 Animal Control. The overage for the Building Department was fully offset by building permit revenues that were \$89,000 higher than budget and the Provincially funded Local Government Development Approval Grant.

The remaining departments netted together to be on budget.

Financial plan amendments approved throughout the year are not included in the budget figures presented on the financial statements.

General Fund Surplus:

The General Fund had an operating surplus of \$2.28 million, largely due to unbudgeted developer capital contributions of \$2.09 million. The surplus is lower than budgeted due to lower-than-expected budgeted government transfers and the effect of the higher actual amortization and financing charges than budget.

Reserves:

The total of all statutory and non-statutory reserves at the end of 2024 is \$22.07 million, a net increase of \$1.20 million from 2023. The increase is primarily due to the growth operating surplus in the water, storm, airport and general funds offset by the decrease in sewer fund.

Auditors Comments

Grant Thornton LLP is satisfied that the City's 2024 Financial Statements have been fairly stated in all material respects. The audit included consideration of financial controls relevant to the preparation and fair presentation of the financial statements. Staff will continue to monitor the City's financial controls and adjust where appropriate.

ALTERNATIVES:

Council could choose to not approve the 2024 Audited Financial Statements as presented. Staff does not recommend this option as sections 98 and 167 of the *Community Charter* require that the City produce annual Audited Financial Statements and the deadline to have it approved and submitted was May 15, 2025.

IMPLICATIONS:

(1) Social N/A

(2) Environmental N/A

(3) Personnel Preparing the annual financial statements is an ongoing daily process that relies on internal finance policies and procedures that must be followed by all staff.

To complete the annual audit, it took over 120 hours of Finance Department staff time.

(4) Financial N/A

POLICY IMPLICATIONS:

Approval of the financial statements allows the City to comply with required legislation as stipulated in the *Community Charter*.

The financial statements were prepared in accordance with Canadian public sector accounting standards.

IMPLEMENTATION:

Once approved, the financial statements will be:

- Used to prepare the 2024 Annual Report.
- Used to inform the 2024 Local Government Data Entry reporting.
- Uploaded to the City's website.
- Included in the 2024 Statement of Financial Information

COMMUNICATION:

The Audited Financial Statements will be included on website and annual report.

Respectfully submitted,

Approved by



Steffan Klassen, CPA CA
Director of Finance



Chris Barlow, A.Sc.T.
Chief Administrative Officer

CITY OF CASTLEGAR
Statement of Financial Position

As at December 31, 2024

	2024	2023
FINANCIAL ASSETS		
Cash and investment deposits, note 1	\$ 21,385,443	\$ 22,119,192
Taxes and accounts receivable, note 2	7,034,754	4,831,411
Deposit - municipal finance authority, note 3	110,902	110,902
	28,531,099	27,061,505
LIABILITIES		
Accounts payable and accrued liabilities, note 5	4,658,286	3,199,337
Deferred revenue, note 6	3,397,159	3,240,770
Holdbacks, refundable, and other deposits	966,692	719,949
Equipment financing loans, note 7	2,976,032	-
Reserve - municipal finance authority, note 3	110,902	110,902
Long term debt, note 7	12,741,178	11,951,852
Asset retirement obligations, note 21	1,321,156	1,321,156
	26,171,405	20,543,966
NET FINANCIAL ASSETS	2,359,694	6,517,539
NON FINANCIAL ASSETS		
Tangible capital assets, note 13	87,944,575	79,679,698
Work in progress, note 14	1,708,762	3,601,695
Inventory of supplies	124,073	124,073
Prepaid expenses	282,319	213,104
	90,059,729	83,618,570
ACCUMULATED SURPLUS, note 9	\$ 92,419,423	\$ 90,136,109
Contingencies, note 4		
Commitments, note 17		
Segmented Information, note 18		
Contractual Rights, note 20		

The accompanying summary of significant accounting policies and notes are an integral part to these financial statements

CITY OF CASTLEGAR
Statement of Operations

For the Year Ended December 31, 2024

	Budget 2024 note 19	Actual 2024	Actual 2023
REVENUES			
Taxation, note 10	\$ 12,600,207	\$ 12,890,855	\$ 12,083,707
Government transfers, note 16	8,775,444	3,250,477	6,730,802
Fees and service charges, note 10	5,477,774	7,044,300	6,377,075
Community works funding	585,000	443,073	429,851
Developer contributions	-	2,094,807	166,195
Other revenue	1,307,800	1,383,464	1,128,229
Gain on sale of tangible capital assets	-	64,634	4,710
Interest and other investment income	130,760	1,229,975	1,230,552
	28,876,985	28,401,585	28,151,121
EXPENSES, note 15			
General government	3,990,538	3,860,525	3,578,291
Environmental development	1,042,151	674,852	831,207
Transportation and civic works	3,812,763	4,085,150	3,501,218
Waste disposal and recycling	1,293,547	1,170,033	1,280,045
Protection	3,558,867	4,467,776	3,620,517
Public health and welfare	230,810	179,795	308,462
Recreation and culture	1,725,461	1,871,201	1,502,049
Water system	1,593,471	1,431,719	1,350,242
Sewer system	1,439,067	1,383,152	1,486,466
Storm system	193,132	196,728	113,476
Airport	1,599,918	1,670,707	1,579,082
Interest on long term debt and agreements payable	3,000	604,981	530,077
Amortization	3,862,000	4,521,652	4,414,957
Accretion, note 21	-	-	56,892
	24,344,725	26,118,271	24,152,981
Annual surplus	4,532,260	2,283,314	3,998,140
Accumulated surplus, beginning of year	90,136,109	90,136,109	86,137,969
Accumulated surplus, end of year, note 9	\$ 94,668,369	\$ 92,419,423	\$ 90,136,109

The accompanying summary of significant accounting policies and notes are an integral part to these financial statements

CITY OF CASTLEGAR**Statement of Change in Net Financial Assets**

For the Year Ended December 31, 2024

	Budget 2024 note 19	Actual 2024	Actual 2023
Annual surplus	\$ 4,532,260	\$ 2,283,314	\$ 3,998,140
Acquisition of tangible capital assets	(19,090,042)	(12,956,409)	(2,570,252)
Work in progress, construction of tangible capital assets	-	1,892,933	(1,669,534)
Amortization of tangible capital assets	3,862,000	4,521,652	4,414,957
Proceeds on sale of tangible capital assets	-	234,514	10,369
(Gain) on disposition of tangible capital assets	-	(64,634)	(4,710)
Change in prepaid expense	-	(69,215)	(78,844)
Increase (Decrease) in Net Financial Assets	(10,695,782)	(4,157,845)	4,100,126
Net Financial Assets, beginning of year	6,517,539	6,517,539	2,417,413
Net Financial Assets, end of year	\$ (4,178,243)	\$ 2,359,694	\$ 6,517,539

The accompanying summary of significant accounting policies and notes are an integral part to these financial statements

CITY OF CASTLEGAR
Statement of Cash Flows

For the Year Ended December 31, 2024

	2024	2023
Cash provided by (used for) :		
Operating Activities		
Annual surplus	\$ 2,283,314	\$ 3,998,140
Change in non cash items:		
Amortization	4,521,652	4,414,957
Gain on disposition of tangible capital assets	(64,634)	(4,710)
Increase in pre-paid expenses	(69,215)	(78,844)
Change in financial assets and liabilities:		
Increase in taxes and accounts receivable	(2,203,343)	(2,404,982)
Increase (decrease) in accounts payable and accrued liabilities	1,458,949	(1,178,804)
Increase in deferred revenue	156,389	524,239
Increase in holdbacks, refundable and other deposits Increase	246,743	169,720
Increase in asset retirement obligations	-	56,892
	6,329,855	5,496,608
Investing Activities		
Acquisition of tangible capital assets and work in progress	(11,063,476)	(4,239,786)
Proceeds from sale of tangible capital assets	234,514	10,369
	(10,828,962)	(4,229,417)
Financing activities		
Proceeds from temporary borrowing	5,000,000	-
Repayment of temporary borrowing	(5,000,000)	-
Proceeds from long-term borrowing	1,000,000	-
Repayment of long-term borrowing	(210,674)	(205,139)
Proceeds from equipment financing	3,054,018	-
Repayment of equipment financing	(77,986)	-
	3,765,358	(205,139)
(Decrease) increase in cash	(733,749)	1,062,052
Cash and investment deposits, beginning of year	22,119,192	21,057,140
Cash and investment deposits, end of year	\$ 21,385,443	\$ 22,119,192

The accompanying summary of significant accounting policies and notes are an integral part to these financial statements

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

Nature of Operations

The Corporation of the City of Castlegar (the "City") is incorporated by Letters Patent under the laws of British Columbia and its principal activities include the provision of local government services to residents of the incorporated area. These include administrative, protective, infrastructure, environmental, planning, building, recreational, waterworks, sanitary sewer and storm services.

Significant Accounting Policies

The following is a summary of significant accounting policies of the City:

a) Basis of Presentation

The financial statements of the City of Castlegar are the responsibility of, and prepared by, management in accordance with Canadian Public Sector Accounting Standards (PSAS). The financial statements include the result of operations for all functions.

b) Investment deposits are recorded at cost.

c) Inventories are recorded at the lower of cost, determined on a first in, first out basis, or replacement cost.

d) Tangible capital assets

Purchased or constructed tangible capital assets are recorded at cost in the period they are put into use. The cost of a tangible capital asset includes the purchase price and other acquisition costs such as installation costs, design and engineering fees, legal fees, survey costs, site preparation costs, freight charges, transportation, insurance costs, and duties. Contributed tangible capital assets are recorded at fair value at the date of the contribution. Amortization is provided on a straight-line basis over their estimated useful lives, as follows:

Asset	Rate
Buildings	10 - 70 years
Roads and road features	15 - 50 years
Water	10 - 60 years
Storm sewers	40 - 50 years
Parks and recreation	5 - 25 years
Traffic control and lighting including airport hazard beacons	15 years
Vehicles and equipment	6 - 25 years
Sanitary sewers	5 - 50 years
Fibre optics cable	20 years
Furniture and office equipment	10 years
Technology and computer equipment	5 - 10 years
Other	5 - 40 years

Repairs and maintenance costs are charged to expense. Betterments which extend the estimated life of an asset and enhance the service potential of capital assets are capitalized.

When a tangible capital asset no longer contributes to the City's ability to provide services, its carrying amount is written down to its residual value with no reversals of such write downs in subsequent periods.

The City holds and maintains a collection of nineteen sculptures as works of art. Works of art, artifacts, cultural and historical assets are not recorded as assets in the financial statements.

e) Use of Estimates

The preparation of financial statements in accordance with Canadian Generally Accepted Accounting Principles requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, revenue and expenses as well as disclosure of contingent assets and liabilities in the financial statements. Actual results may differ from these estimated amounts. Significant areas requiring the use of management estimates include the determination of the estimated useful life of tangible capital assets, asset retirement obligations, and accrued liabilities included in accounts payable and accrued liabilities.

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

Significant Accounting Policies (continued)

f) Financial Instruments

All financial instruments are recorded at their cost or amortized cost except for portfolio investments in equity instruments quoted in an active market and derivatives which are recorded at their fair value with unrealized remeasurement gains and losses recorded in the statement of remeasurement gains and losses (if applicable). Once realized, remeasurement gains and losses are transferred to the statement of operations. Changes in the fair value on restricted assets are recognized as a liability until the criterion attached to the restrictions has been met, upon which the gain or loss is recognized in the statement of operations.

Transaction costs related to financial instruments measured at cost or amortized cost are added to the carrying value of the financial instrument. Transaction costs related to financial instruments recorded at their fair values are expensed as incurred.

Financial liabilities (or part of a financial liability) are removed from the statement of financial position when, and only when, they are discharged, cancelled or expire.

The City's financial instruments consist of cash and investment deposits; taxes and accounts receivable; accounts payable and accrued liabilities; holdbacks, refundable, and other deposits; long term debt; and asset retirement obligations.

g) Expenses

Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the creation of a legal obligation to pay.

h) Budget Figures

The budget figures are from the Annual Five Year Financial Plan Bylaw adopted by May 15 of each year. Subsequent amendments to the Five Year Financial Plan may have been made by Council to reflect budgetary changes as required by Council.

i) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting.

j) Revenue recognition

Unrestricted grants and contributions are recognized as revenue in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted grants or contributions received under funding agreements which relate to a subsequent period are recognized as revenue in the period in which the resources are used for the purpose or purposes specified. Funding received before this criterion has been met, is reported as deferred revenue on the statement of financial position until the period in which the specified purpose or related expense is incurred.

Taxation revenue is recognized as revenue in the year it is levied. Fees and service charges and other revenue are recognized when the services are rendered.

Community works funding is recognized when received or receivable.

Interest and other investment income is recorded on the accrual basis and recognized when earned.

Transactions where goods or services are provided for consideration include performance obligations to a specific payor. Revenue from these transactions is recognized as the performance obligations are satisfied. Transactions without performance obligations are recognized when the revenue is received or receivable.

k) Government transfers

Government transfers, which include legislative grants, are recognized in the financial statements in the period in which events giving rise to the transfers occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amount can be made.

l) Contaminated sites

Accrued liabilities for the costs to remediate a contaminated site are recognized when an environmental standard exists, contamination exceeds the standard, the City has responsibility for remediation, future economic benefits will be given up and a reasonable estimate can be made.

Management has assessed its potential liabilities including, sites that are no longer in productive use and sites which the City accepts responsibility. There are no such sites that had contamination in excess of an environmental standard which required remediation at this time, therefore no liability was recognized as at December 31, 2024.

CITY OF CASTLEGAR

Notes to the Financial Statements

For the Year Ended December 31, 2024

Significant Accounting Policies (continued)

m) Asset Retirement Obligation

A liability is recognized when, as at the financial reporting date:

- (a) there is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- (b) the past transaction or event giving rise to the liability has occurred;
- (c) it is expected that future economic benefits will be given up; and
- (d) a reasonable estimate of the amount can be made.

The liability for the removal of asbestos and other hazardous material in several of the buildings owned by the City has been initially recognized using the modified retroactive method. The liability has been measured using a discount rate equal to MFA's long term lending rate. The resulting costs have been capitalized into the carrying amount of tangible capital assets and are being amortized on the same basis as the related tangible capital asset. Assumptions used in the calculations are reviewed annually.

1 Cash and Investment Deposits

Cash and investment deposits are held in Canadian Chartered Bank current bank accounts earning interest at a rate of prime minus 1.75% and in a short-term Municipal Finance Authority (MFA) money market fund. Included in cash and investment deposits is \$2,771,883 (2023 - \$2,199,752) held for statutory reserves.

The Canada Deposit Insurance Corporation (CDIC) insures each of the Canadian Chartered Bank current accounts up to \$100,000. The aggregate funds held in one account may exceed the CDIC insured limit from time to time and funds held by the institution may not be covered by CDIC insurance. The MFA money market funds are not insured. Management does not anticipate any material effect on the financial position of the City as a result of this concentration.

2 Taxes and Accounts Receivable

	2024	2023
Taxes, current	\$ 441,418	\$ 668,764
Taxes, arrears	224,885	168,829
Province of British Columbia	(7,583)	(7,271)
Federal Government	263,374	166,273
Other Receivables	6,112,660	3,834,816
	<u>\$ 7,034,754</u>	<u>\$ 4,831,411</u>

3 Deposit and Reserve - Municipal Finance Authority

The City issues its debt instruments through the MFA. As a condition of these borrowings, a portion of the debenture proceeds are withheld by the MFA as a debt reserve fund. The City also executes demand notes in connection with each debenture whereby the City may be required to loan certain amounts to the MFA. The details of the cash deposits and demand notes at year end are as follows:

	2024	2023
Demand notes	\$ 69,387	\$ 69,387
Cash deposits	41,515	41,515
	<u>\$ 110,902</u>	<u>\$ 110,902</u>

4 Contingencies

Regional District of Central Kootenay Debt

Regional District debt is, under the provisions of the *Local Government Act* and the *Community Charter*, a direct joint and severable liability of the District and each City within the District, including the City of Castlegar.

Claims for Damages

Certain claims, suits, and complaints arising in the ordinary course of operations have been filed or are pending against the City of Castlegar. The City cannot predict, with any certainty, the outcome of such litigation. Management is of the opinion, based upon information presently available, that it is unlikely that any liability, to the extent not provided through insurance or otherwise, would be material in relation to the City's financial position.

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

5 Accounts Payable and Accrued Liabilities

	2024	2023
Province of British Columbia	\$ 63,094	\$ 28,841
Regional and other levels of government	31,880	210,636
Other payables	3,506,152	1,971,700
Wages, vacation, sick and banked liabilities	1,057,160	988,160
	\$ 4,658,286	\$ 3,199,337

6 Deferred Revenue

a)

	2024	2023
Development cost charges, note 11	\$ 2,160,618	\$ 2,117,108
Prepaid taxes	1,004,183	1,020,081
Prepaid utility rates	78,884	47,273
Other	153,474	56,308
	\$ 3,397,159	\$ 3,240,770

b) Restricted flows

In "Other" Deferred Revenue is certain government transfers with certain restrictions that have not been realized in fiscal 2024. Deferred Revenues will be recognized in the year that the approved project is undertaken. The following provides a summary of funds received that are included in "Other" Deferred Revenue on the Statement of Financial Position.

	FireSmart Community	Next Generation 911	Local Government Housing Initiative	Various small grants
December 31, 2023	\$ 26,126	\$ 22,500	\$ -	\$ 7,682
Externally restricted inflows	-	-	189,154	4,800
Revenue earned	(26,126)	-	(67,952)	(2,710)
December 31, 2024	\$ -	\$ 22,500	\$ 121,202	\$ 9,772

7 Equipment Financing Loans, Long-Term Debt and Temporary Borrowing

a) Equipment Financing Loans

Equipment financing loans are demand loans payable to the MFA in monthly installments with an interest rate based on the Canadian Dealer Offered Rate, which at December 31, 2024 was 4.05%. They are repayable in blended monthly principal and interest payments and are approved under section 175 of the Community Charter. The following equipment loans are outstanding:

	2024	2023
Monthly installments of \$2,769, maturing in 2029	\$ 133,984	\$ -
Monthly installments of \$2,621, maturing in 2029	134,782	-
Monthly installments of \$8,936, maturing in 2029	460,625	-
Monthly installments of \$11,952, maturing in 2029	645,018	-
Monthly installments of \$11,453, maturing in 2029	1,601,623	-
	\$ 2,976,032	\$ -

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

7 Equipment Financing Loans, Long-Term Debt and Temporary Borrowing (continued)

b) Long-Term Debt and Temporary Borrowing

The City issues debt instruments through the MFA, pursuant to loan security issuing bylaws under the authority of section 179 of the Local Government Act, to finance certain capital expenditures. Debenture debt principal is disclosed net of sinking fund balances managed by the MFA. Interest on long-term debt is charged on the original issue amount of the loan throughout the term of the loan.

The City has temporary borrowing through the MFA. Temporary borrowing financing agreements provide cash flow for ongoing projects, with a maximum term of five years during which the regular principal payments are not required. These loans must either be repaid or converted to long-term borrowing through a debenture issue at maturity, with interest at a variable rate calculated daily and payable monthly. The interest rate as at December 31, 2024 was 4.05% (2023 - 5.61%).

	2024	2023
Temporary borrowing repayable to MFA, matures in the year 2026	\$ 6,200,000	6,200,000
Debenture debt repayable to the MFA through semi annual payments of \$41,790 in April (principal & interest) and \$9,648 in October (interest only). The existing debenture matures in the year 2041 and annual interest payable is \$19,297	702,089	735,694
Debenture debt repayable to the MFA through semi annual payments of \$40,267 in April (principal & interest) and \$13,608 in October (interest only). The existing debenture matures in the year 2042 and annual interest payable is \$27,216	767,720	799,553
Debenture debt repayable to the MFA through semi annual payments of \$124,884 in April (principal & interest) and \$40,782 in October (interest only). The existing debenture matures in the year 2044 and annual interest payable is \$81,564	2,619,791	2,714,449
Debenture debt repayable to the MFA through semi annual payments of \$67,658 in April (principal & interest) and \$19,280 in October (interest only). The existing debenture matures in the year 2046 and annual interest payable is \$38,560	1,451,578	1,502,156
Non-interest bearing grant repayable to Columbia Basin Trust through annual payments of \$40,000 beginning in October 2026. The repayable grant matures in the year 2050	1,000,000	-
	\$ 12,741,178	\$ 11,951,852

c) Future Payments

Future minimum principal payments and actuarial additions on the equipment financing loans, long-term debt and temporary borrowing for the next five years and thereafter, including actuarial adjustments, are due as follows:

	Principal
2025	\$ 570,640
2026	6,831,582
2027	650,345
2028	669,537
2029	1,755,829
Thereafter and actuarial	5,239,277
	\$ 15,717,210

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

8 Reserve Funds

	2024	2023
<u>Statutory reserves, note 9</u>		
Cemetery Maintenance Fund	\$ 449,270	\$ 422,741
Regional Infrastructure	603,850	512,800
Property Tax Sale	(3,612)	(3,613)
Equipment Replacement	1,309,193	954,710
Parkland Acquisition	389,721	426,442
Cemetery Replacement Fund	14,146	18,906
Community Works Fund	672,322	1,435,576
Land Sale	388,069	210,107
	<u>3,822,959</u>	<u>3,977,669</u>
<u>Operating reserves, note 9</u>		
General fund	9,155,652	8,889,636
Water fund	5,268,692	4,659,230
Sewer fund	866,045	1,506,185
Storm fund	2,246,927	1,864,182
Airport fund	707,902	(29,205)
	<u>18,245,218</u>	<u>16,890,028</u>
	<u>\$ 22,068,177</u>	<u>\$ 20,867,697</u>

Statutory reserves funds represent amounts that are restricted by the Community Charter and associated Municipal Bylaws. The funds are set aside for the specific purpose stipulated and can only be used for this purpose.

Operating reserves represent amounts that are set aside for anticipated future expenditures. The funds are not governed by bylaw and are not restricted.

9 Accumulated surplus

	2024	2023
Equity in tangible capital assets	\$ 72,614,971	\$ 70,008,385
Statutory reserve funds, note 8	3,822,959	3,977,669
Operating reserve funds, note 8	18,245,218	16,890,028
Current funds	(2,263,725)	(739,973)
	<u>\$ 92,419,423</u>	<u>\$ 90,136,109</u>

Equity in tangible capital assets represents the net book value of total tangible capital assets, plus work in progress, less long term debt obligations assumed to acquire tangible capital assets and asset retirement obligations.

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

10 Taxation and Fees and Services Revenues

Taxation and fees and services revenues comprise the following amounts raised:

	2024			2023		
Collection for City purposes:						
General	\$	11,376,540	38%	\$	10,613,075	38%
Parcel Tax		537,150	2%		537,979	2%
Grants in lieu of taxes		977,165	3%		932,653	3%
		12,890,855	44%		12,083,707	44%
Waste disposal fees		970,742	3%		509,573	2%
Other fees and service charges		704,352	2%		837,627	3%
Water utility fees		2,352,333	8%		2,291,512	8%
Sewer utility fees		1,826,953	6%		1,719,459	6%
Airport fees		1,189,920	4%		1,018,904	4%
		7,044,300	23%		6,377,075	23%
Total for City purposes	\$	19,935,155	67%	\$	18,460,782	67%

The City is required to collect taxes on behalf of and transfer to the following government agencies:

Province of BC - School taxes				
Residential	\$	2,770,661	9%	\$ 2,725,020 10%
Non-residential		2,409,620	8%	2,264,625 8%
		5,180,281	17%	4,989,645 18%
Regional District of Central Kootenay		4,041,964	14%	3,650,938 13%
Regional Hospital Districts		452,676	2%	448,661 2%
B.C. Assessment Authority		161,947	1%	155,731 1%
Municipal Finance Authority		578	0%	559 0%
		4,657,164	16%	4,255,889 15%
Total for Other Governments		9,837,445	33%	9,245,534 33%
Total Taxation	\$	29,772,600	100%	\$ 27,706,316 100%

11 Development Cost Charges

The City collects development cost charges in accordance with the Local Government Act and the City's Development Cost Charge Bylaw. These funds must be used for specific purposes as stipulated by the Local Government Act and the Municipal Development Cost Charges Bylaw.

	Total		Road		Water		Sewer		Drainage		Open Space	
Balance, beginning of year	\$	2,117,108	\$	1,110,488	\$	303,474	\$	614,407	\$	60,877	\$	27,862
Interest earned		77,934		41,187		11,255		22,786		2,258		448
Contributions		43,039		26,205		5,670		10,058		73		1,033
Expenditures		(77,463)		(77,463)		-		-		-		-
Balance, end of year	\$	2,160,618	\$	1,100,417	\$	320,399	\$	647,251	\$	63,208	\$	29,343

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

12 Pension Liability

The City of Castlegar and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2023, the plan has about 256,000 active members and approximately 129,000 retired members. Active members include approximately 45,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2024, with results available in 2025.

The City of Castlegar paid \$545,045 (2023 - \$473,879) for employer contributions to the plan in fiscal 2024.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

Note 13: Schedule of Tangible Capital Assets - As at December 31, 2024

			Equipment / Furniture / Vehicles	Engineering Structures				Other Tangible Capital Assets	2024 Total
	Land	Buildings		Water	Sewer	Roads	Drainage		
COST									
Opening Balance	\$ 14,551,410	\$ 18,598,762	\$ 15,278,517	\$ 32,716,070	\$ 26,760,272	\$ 45,699,501	\$ 9,466,190	\$ 7,031,276	\$ 170,101,998
Add: Additions	102,000	134,530	1,373,105	617,958	1,749,960	6,923,611	245,481	1,809,764	12,956,409
Less: Disposals	76,716	-	166,869	-	-	-	-	-	243,585
Closing Balance	14,576,694	18,733,292	16,484,753	33,334,028	28,510,232	52,623,112	9,711,671	8,841,040	182,814,822
ACCUMULATED AMORTIZATION									
Opening Balance	-	11,387,163	10,421,551	18,298,287	17,056,030	22,839,662	5,929,228	4,490,379	90,422,300
Add: Amortization	-	739,427	988,005	720,438	540,824	1,040,774	128,526	363,658	4,521,652
Less: Acc. Amortization on Disposals	-	-	73,705	-	-	-	-	-	73,705
Closing Balance	-	12,126,590	11,335,851	19,018,725	17,596,854	23,880,436	6,057,754	4,854,037	94,870,247
Net Book Value for year ended December 31, 2024	\$ 14,576,694	\$ 6,606,702	\$ 5,148,902	\$ 14,315,303	\$ 10,913,378	\$ 28,742,676	\$ 3,653,917	\$ 3,987,003	\$ 87,944,575
Net Book Value year ended December 31, 2023	\$ 14,833,054	\$ 7,576,987	\$ 4,298,508	\$ 15,336,048	\$ 10,950,612	\$ 23,464,397	\$ 3,500,384	\$ 3,206,991	\$ 79,679,698

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

Note 13: Schedule of Tangible Capital Assets - As at December 31, 2023

			Equipment / Furniture / Vehicles	Engineering Structures				Other Tangible Capital Assets	2023 Total
	Land	Buildings		Water	Sewer	Roads	Drainage		
COST									
Opening Balance	\$ 14,551,410	\$ 18,420,668	\$ 13,805,557	\$ 32,200,827	\$ 26,760,272	\$ 45,646,481	\$ 9,466,190	\$ 7,031,276	\$ 167,882,681
Add: Additions	-	297,730	1,549,417	670,085	-	53,020	-	-	2,570,252
Less: Disposals	-	119,636	76,457	154,842	-	-	-	-	350,935
Closing Balance	14,551,410	18,598,762	15,278,517	32,716,070	26,760,272	45,699,501	9,466,190	7,031,276	170,101,998
ACCUMULATED AMORTIZATION									
Opening Balance	-	10,922,327	9,584,764	17,555,012	16,398,397	21,910,637	5,816,816	4,164,666	86,352,619
Add: Amortization	-	578,813	913,244	898,117	657,633	929,025	112,412	325,713	4,414,957
Less: Acc. Amortization on Disposals	-	113,977	76,457	154,842	-	-	-	-	345,276
Closing Balance	-	11,387,163	10,421,551	18,298,287	17,056,030	22,839,662	5,929,228	4,490,379	90,422,300
Net Book Value for year ended December 31, 2023	\$ 14,551,410	\$ 7,211,599	\$ 4,856,966	\$ 14,417,783	\$ 9,704,242	\$ 22,859,839	\$ 3,536,962	\$ 2,540,897	\$ 79,679,698
Net Book Value year ended December 31, 2022	\$ 14,551,410	\$ 7,223,039	\$ 4,220,793	\$ 14,639,170	\$ 10,362,143	\$ 23,735,844	\$ 3,649,374	\$ 2,866,610	\$ 81,530,062

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

14 Work in progress

Work in progress are tangible capital assets that are not being amortized because they are under construction. Work in progress will be included in the tangible capital asset inventory and amortized when the project is complete and operating at full capacity. The book values of work in progress and their expected in-service dates are as follows:

	2024	2023	Expected in-service date
Airport Required Navigational Performance	\$ 895,047	\$ 896,045	2025
Columbia Ave Phase III	269,336	267,404	2029
South Sewage Treatment Plant N. Train Reinstatement	201,694	44,328	2025
Airport Terminal Expansion	70,480	9,859	2027
Brandson Memorial Park Upgrades	62,892	-	2025
Blueberry Fire System Upgrades	37,290	37,290	2026
Airport Groundside Entrance Improvement	36,696	-	2028
North Sewer Lagoon Safety Fence	33,760	33,760	2025
2nd and 5th Avenue Storm Sewer	24,603	24,603	2025
2nd Ave Wall and Road Upgrade	20,921	20,921	2025
SCADA Upgrades	11,029	-	2025
Airport Land Plan	10,007	10,007	2025
Schulte Crescent Storm Project	9,011	9,011	2025
Highland Booster	7,568	7,568	2025
Civic Works Washbay & Pipe Racks	6,173	6,173	2025
Carpenters' Bay Vacuum System	6,000	6,000	2025
South Sewage Treatment Plant Cover All Building	3,780	3,780	2025
Irrigation Upgrades	1,565	1,565	2025
Drainage Improvements	910	910	2025
Millennium Park & Ponds Upgrade Phase III	-	1,368,870	
Park Pumphouse MCC Upgrades	-	227,364	
Airport Apron Expansion	-	167,332	
Orchard Avenue Phase II	-	109,062	
Lift Station Kiosk	-	105,710	
Ventilation Upgrades	-	66,150	
Taxiway B Expansion	-	61,052	
Geotubes Construction	-	60,029	
North Lagoon UV Disinfection System	-	56,902	
	\$ 1,708,762	\$ 3,601,695	

15 Expenses by Object

	2024	2023
Salary, wages and taxable employee benefits	\$ 8,537,655	\$ 7,400,631
Materials, goods, utilities, services, contracts	12,453,983	11,750,424
Accretion	-	56,892
Amortization	4,521,652	4,414,957
Interest on long term debt and agreements payable	604,981	530,077
Total Expenses	\$ 26,118,271	\$ 24,152,981

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

16 Government Transfers

In 2024, the City received and recorded as revenue the following transfers:

	2024	2023
<u>Provincial Unconditional Transfers</u>		
Small Community Grant	\$ 493,100	\$ 450,000
Climate Action Revenue Incentive Program	281,527	96,082
Traffic Fine Revenue Sharing Grant	71,000	62,000
	<u>845,627</u>	<u>608,082</u>
<u>Provincial Conditional Transfers</u>		
Airports Capital Assistance Program	\$ 1,660,069	\$ -
Canada Community-Building Fund	90,781	9,859
Local Government Housing Initiative	67,952	-
FireSmart	47,374	-
UBCM - ADU Program	45,000	-
Indigenous Engagement Requirements Funding	40,000	-
Investing in Canada Infrastructure Program	39,633	1,408,714
Canada Day Fund	4,000	-
Growing Communities Fund	-	3,094,000
2022 Strengthening Communities' Services	-	106,289
Strengthening Communities' Services	-	18,915
Housing Needs Report	-	10,834
	<u>1,994,809</u>	<u>4,648,611</u>
<u>Federal Conditional Transfers</u>		
Municipal Asset Management Program	\$ 11,880	\$ 29,304
Airports Capital Assistance Program	-	167,333
	<u>11,880</u>	<u>196,637</u>
<u>Regional and Other External Conditional Transfers</u>		
Other Conditional Transfers	\$ 398,161	\$ 381,639
Clean BC - Organic Infrastructure and Collection Program	-	895,833
	<u>398,161</u>	<u>1,277,472</u>
Total Government Transfers	\$ 3,250,477	\$ 6,730,802

17 Contracts and Commitments

a) West Kootenay Regional Airport

In October 2021, the City of Castlegar and Dexterra Integrated Facilities Management entered into a five year agreement to operate and maintain the West Kootenay Regional Airport.

The terms of the contract require that Dexterra Integrated Facilities Management provide all labour, materials, superintendence and other services necessary to provide operations and maintenance services at the Airport.

Minimum payments required under the contract with Dexterra Integrated Facilities Management are as follows:

Year	Amount
2025	\$ 687,563
2026	583,962

c) Capital Projects

The City has purchase and service contracts related to current capital projects, valued at \$251,012, plus taxes.

CITY OF CASTLEGAR

Notes to the Financial Statements

For the Year Ended December 31, 2024

18 Segmented Information

The City of Castlegar is a diversified municipal government institution that provides a wide range of services to its citizens such as police, fire, water, sewer and roads maintenance. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

General Government Services:

This item is related to the revenues and expenses that relate to the operations of the Municipality itself and cannot be directly attributed to specific segments.

Protection Services:

Protection Services is comprised of police services, fire protection, municipal emergency programming, building inspection and animal control. The police services department is responsible for ensuring the safety of the lives and property of citizens, preserving the peace and good order, preventing crimes from occurring, detecting offenders, and enforcing the law. Police services are contracted, under a Municipal Police Service Agreement with the Province of British Columbia, to the Royal Canadian Mounted Police. The Fire Department is responsible for providing fire suppression services, fire prevention programs, training and education. The members of the fire department consist of a Fire Chief, a Deputy Fire Chief and a number of volunteer fire fighters. Building inspection ensures an acceptable quality of building construction and maintenance of properties through enforcement of construction codes, building standards, and by-laws for the protection of occupants.

Transportation and Civic Works:

The Department of Transportation and Civic Works is responsible for the delivery of municipal public works services relating to the development and maintenance of roadway systems, the maintenance and development of parks and open space, street lighting, and storm sewer systems.

Waste Disposal and Recycling:

Waste disposal and recycling consists of providing waste disposal services to citizens.

Public Health and Welfare:

Public Health and Welfare consists of the operation, maintenance, and development of a public cemetery and community health care initiatives.

Environmental Development Services:

The Environmental Development Services Department provides a diverse bundle of services such as city planning, urban development for business interests, environmental concerns, and downtown planning. It facilitates economic development by providing services for the approval of all land development plans, and the application and enforcement of zoning by-laws. It processes building permits and business licenses, develops the City's geographic information systems and provides by-law enforcement services.

Recreation and Cultural Services:

The municipality owns facilities which house The Castlegar and District Heritage Museum, The Kootenay Gallery of Arts, The Doukhobor Discovery Centre and The Castlegar and District Public Library. The City also provides funding to these organizations. The Recreation and Cultural Services also provides maintenance of City parks.

Water, Sewer and Storm:

The Water Service provides the City's drinking water. The Sewer Service processes and cleans sewage. The Storm Services provides storm water drainage.

Airport:

The City owns and operates the West Kootenay Regional Airport. Operation and maintenance of the Airport is contracted to a third party (note 17).

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

Note 18: Schedule of Segment Disclosure - For the Year Ended December 31, 2024

	General Government Services	Protection Services	Transportation and Civic Works	Waste Disposal and Recycling	Public Health and Welfare	Environmental Development Services	Recreation and Cultural Services	Water, Sewer & Storm	Airport	2024 Total
Taxation	\$ 2,857,794	\$ 4,075,611	\$ 3,903,488	\$ -	\$ 109,868	\$ 75,854	\$ 1,868,240	\$ -	\$ -	12,890,855
Government grants	-	611,475	43,580	-	14,799	434,479	393,633	-	1,752,511	3,250,477
Community works funding	443,073	-	-	-	-	-	-	-	-	443,073
Fees and charges	261,651	69,432	3,528	1,135,026	40,938	164,519	-	4,179,286	1,189,920	7,044,300
Other revenue	1,345,283	74,560	2,108,872	-	14,190	-	-	-	-	3,542,905
Interest, actuarial, other income	1,000,754	-	-	-	-	-	-	205,086	24,134	1,229,975
	5,908,555	4,831,078	6,059,468	1,135,026	179,795	674,852	2,261,873	4,384,374	2,966,565	28,401,585
Salaries and benefits	2,423,275	1,436,360	1,828,479	32,975	127,218	405,838	682,809	1,418,485	182,215	8,537,655
Goods and services	1,437,250	3,031,416	2,256,671	1,137,058	52,577	269,014	1,188,392	1,593,114	1,488,492	12,453,983
Interest and other charges	51,903	213,865	339,212	-	-	-	-	-	-	604,981
Accretion	-	-	-	-	-	-	-	-	-	-
Amortization	729,011	149,437	1,635,106	-	-	-	390,672	1,389,788	227,638	4,521,652
	4,641,439	4,831,078	6,059,468	1,170,033	179,795	674,852	2,261,873	4,401,387	1,898,345	26,118,271
Annual Surplus (Deficit)	\$ 1,267,115	\$ -	\$ -	\$ (35,007)	\$ -	\$ -	\$ -	\$ (17,013)	\$ 1,068,220	\$ 2,283,314

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

19 Budget

The Financial Plan (Budget) By-Law adopted by Council on February 20, 2024 was not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Standards). The budget was prepared on a modified accrual basis while Public Sector Accounting Standards now require a full accrual basis. The budget figures anticipated use of surpluses accumulated in previous years to reduce current year expenditures in excess of current year revenues to \$nil. In addition, the budget expensed all tangible capital expenditures rather than including amortization expense. As a result the budget figures presented in the statements of operations and change in net financial assets (debt) represent the Financial Plan adopted by Council on February 20, 2024 with adjustments as follows:

	2024
Financial Plan (budget) Bylaw surplus for the year	\$ -
Budgeted Transfers	(2,437,311)
Amortization	(3,862,000)
Debt Proceeds	(7,482,171)
Capital expenditures	19,090,042
Internal Recharges	(776,300)
Budgeted surplus per statement of operations	\$ 4,532,260

20 Contractual Rights

The City has leased multiple properties to third parties with the following terms:

Lease Expiry Date	Minimum Annual Lease Payment
June 30, 2027	\$ 477,243
November 30, 2027	44,396
February 28, 2025	39,440
April 1, 2054	38,244
July 31, 2025	12,968

CITY OF CASTLEGAR

Notes to the Financial Statements

For the Year Ended December 31, 2024

21 Asset Retirement Obligations

Legal liabilities exist for the removal and disposal of asbestos and other environmentally hazardous materials within some City owned buildings that will undergo major renovations or demolition in the future. The obligation has been measured at a discount rate of 4.45% (2023 - 4.50%), MFA's long term lending rate. These costs have been capitalized as part of the assets' carrying value and are amortized over the assets' estimated useful lives.

	2024	2023
Opening balance	\$ 1,321,156	\$ -
Initial recognition of expected discounted cash flows	-	1,264,264
Adjustment to present value (accretion)	-	56,892
Asset Retirement Obligations, closing balance	\$ 1,321,156	\$ 1,321,156

The liability is estimated using a present value technique that discount the expected future expenditures. The discount rate used was based on the average Municipal Finance Authority's long term borrowing rate of 4.45% (2023 - 4.50%). The total undiscounted expenditures and the time period over which they are expected to be incurred is as follows:

2025 - 2030	\$ 1,023,495
2031 - 2040	459,705
2041 and beyond	282,520
Asset Retirement Obligations, undiscounted	\$ 1,765,720

22 Financial Instruments

a) Credit Risk

Credit risk is the risk of financial loss to the City if a debtor fails to discharge their obligation (e.g., pay the accounts receivable owing to the City). The City is exposed to this risk arising from its cash, investments, grants receivable and accounts receivable. The City holds its cash accounts with a federally regulated chartered bank who is insured by the Canadian Deposit Insurance Corporation. In the event of default, the City's cash accounts are insured up to \$100,000 (2023 - \$100,000).

Accounts receivable is primarily due from government, corporations and individuals. The City mitigates credit risk by regular submission of reporting requirements for grant installments to be paid within six months to a year of the grant approval. Property tax receivable risk is mitigated by regular notification to the residents of outstanding amounts and ultimately tax sale for recovery, if necessary. If an accounts receivable is held for a long period of time, an impairment allowance is setup to offset the receivable. There were no changes in exposures to credit risk during the period. The amounts outstanding at year end were as follows:

	2024	2023
Due from other governments (current)	\$ 255,791	\$ 159,002
Taxes receivable (current)	666,303	837,593
Other receivables (current)	6,112,660	3,834,816
Total	\$ 7,034,754	\$ 4,831,411

CITY OF CASTLEGAR

Notes to the Financial Statements

For the Year Ended December 31, 2024

Financial Instruments (continued)

b) Liquidity Risk

Liquidity risk is the risk that the City will not be able to meet all cash outflow obligations as they come due. The City mitigates this risk by monitoring cash activities and expected outflows through extensive budgeting and maintaining investments that may be converted to cash in the near-term if unexpected cash outflows arise. The following table sets out the expected maturities, representing undiscounted cash-flows of its financial liabilities:

	Within 1 year	1 to 2 years	2 to 5 years	Over 5 years	Total
Accounts payable \$	4,309,792	\$ -	\$ -	348,494	\$ 4,658,286
Debt	570,640	6,831,582	1,319,882	6,995,106	15,717,210
Total	\$ 4,880,432	\$ 6,831,582	\$ 1,319,882	\$ 7,343,600	\$ 20,375,496

There have been no significant changes from the previous year in the exposure to risk or policies, procedures and methods used to measure the risk.

c) Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The City operates within the constraints of the investment guidelines in section 183 of the Community Charter, which puts limits on the types of investments the City may invest in. The Section permits the City's funds to be invested in securities of the Municipal Finance Authority; specified pool investments; securities issued by the Government of Canada, a Canadian province, municipality, or regional district; improvements guaranteed by a chartered bank; and deposits in savings institutions or non-equity membership shares of a credit union.

d) Currency risk

During the year, the City became exposed to currency risk when it entered into transactions in United States Dollar (USD). Management monitors exchange rates and the markets and may make use of derivative contracts if it expects the exchange rates to fluctuate significantly.

e) Interest rate risk

Interest rate risk is the potential for financial loss caused by fluctuations in the fair value or future cash flows of financial instruments because of changes in market interest rates. The City is exposed to this risk through its interest-bearing investments and debt. There have been no significant changes from the previous year in the exposure to risk or policies, procedures and methods used to measure the risk.

f) Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial statement will fluctuate because of changes in market prices (other than those arising from currency risk or interest rate risk). The City is not exposed to other price risk as the City does not have any investments or equity instruments.

CITY OF CASTLEGAR
Notes to the Financial Statements

For the Year Ended December 31, 2024

23 Change in Accounting Policy

Effective January 1, 2024, the City adopted new Public Sector Accounting Standards PS 3400 Revenue. This section establishes standards on how to account for and report on revenue. The standard was applied prospectively and had no impact on the comparative figures.

Draft for discussion purposes

CITY OF CASTLEGAR
Reserve Fund Balance Sheets
Unaudited
As at December 31, 2024

Schedule 1

	Regional Infrastructure		Community Works Fund		Equipment Replacement		Parkland Acquisition		Land Sales	
	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023
ASSETS										
Cash and deposits	\$ 537,619	\$ 478,708	\$ -	\$ -	\$ 995,084	\$ 748,809	\$ 447,714	\$ 413,558	\$ 329,410	\$ 170,428
Due from other funds	66,231	34,092	672,321	1,435,575	314,109	205,901	(57,993)	12,884	58,658	39,679
	603,850	512,800	672,321	1,435,575	1,309,193	954,710	389,721	426,442	388,069	210,107
LIABILITIES AND FUND BALANCES										
Fund Balances										
Balance, beginning of year	512,800	426,334	1,435,575	1,391,169	954,710	1,049,199	426,442	392,841	210,107	(48,396)
Contributions	50,000	50,000	443,073	429,851	947,066	337,300	-	-	291,642	252,437
Interest on investments	41,050	36,466	114,918	118,993	40,373	37,797	34,137	33,601	11,204	6,066
Sale of Assets	-	-	-	-	-	-	-	-	-	-
Transfers to operating funds	-	-	-	-	-	-	-	-	-	-
Transfers to capital funds	-	-	(1,321,245)	(504,438)	(632,956)	(469,586)	(70,858)	-	(124,884)	-
Balance, end of year	\$ 603,850	\$ 512,800	\$ 672,321	\$ 1,435,575	\$ 1,309,193	\$ 954,710	\$ 389,721	\$ 426,442	\$ 388,069	\$ 210,107

CITY OF CASTLEGAR
Reserve Fund Balance Sheets
Unaudited
As at December 31, 2024

Schedule 1 (continued)

	Property Tax Sale		Cemetery Maintenance		Cemetery Replacement		Total	
	2024	2023	2024	2023	2024	2023	2024	2023
ASSETS								
Cash and deposits	25 \$	24 \$	442,923 \$	388,045 \$	19,107 \$	178 \$	2,771,883 \$	2,199,750
Due from other funds	(3,637)	(3,637)	6,348	34,696	(4,960)	18,728	1,051,077	1,777,919
	(3,612)	(3,613)	449,271	422,741	14,146	18,906	3,822,960	3,977,669
LIABILITIES AND FUND B								
Fund Balances								
Balance, beginning of year	(3,613)	(3,614)	422,741	396,211	18,906	12,252	3,977,668	3,615,996
Contributions	-	-	-	-	-	-	1,731,781	1,069,588
Interest on investments	1	1	19,585	19,585	200	8	261,468	252,517
Sale of Assets	-	-	6,945	6,945	7,245	6,965	14,190	13,910
Transfers to operating funds	-	-	-	-	-	-	-	-
Transfers to capital funds	-	-	-	-	(12,205)	(319)	(2,162,148)	(974,343)
Balance, end of year	\$ (3,612)	\$ (3,613)	\$ 449,271	\$ 422,741	\$ 14,146	\$ 18,906	\$ 3,822,959	\$ 3,977,668

CITY OF CASTLEGAR
Growing Communities Fund Grant

Schedule 2

For the Year Ended December 31, 2024

	Actual 2024	Actual 2023
Opening Balance	\$ 3,219,875	\$ -
Grant funding received	-	3,094,000
Interest earned	163,785	125,875
Airport Required Navigational Performance License	(206,441)	-
South Sewage Treatment Plant Geotube System	(616,385)	-
Closing Balance	\$ 2,560,835	\$ 3,219,875

CITY OF CASTLEGAR
Local Government Housing Initiatives Grant

Schedule 3

For the Year Ended December 31, 2024

	Actual 2024	Actual 2023
Opening Balance	\$ -	\$ -
Grant funding received	189,154	-
Zoning Bylaw	(59,252)	-
Parking Regulatory Review	(8,700)	-
Closing Balance (deferred revenue)	\$ 121,202	\$ -

Regular Meeting Minutes of Council August 11, 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 Via Zoom
Councillor Sandy Bojecho Via Zoom – joined the meeting at 3:07 p.m.
Councillor Shirley Falstead
Councillor Cheryl MacLeod

Absent Councillor Sue Heaton-Sherstobitoff

Staff Present Chris Barlow, Chief Administrative Officer
Bree Seabrook, Director of Corporate Services
Steffan Klassen, Director of Finance & Technology
Chris Hallam, Director of Municipal Services
David Bristow, IT Manager
Nicole Brown, Manager of Legislative Services
Jennifer Chamberlain, Executive Assistant
Meeri Durand, Acting Director of Community Safety & Development
Maciej Habrych, Airport Manager
Alexandra Hadfield, Manager of Human Resources
Ginger Lester, Communications Manager
Ryan Niddery, Manager of Engineering and Infrastructure
Monty Taylor, Sergeant, RCMP

Other Public and Media

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

2 ADOPTION OF AGENDA:

R161-25 Moved and seconded, and
RESOLVED:

THAT the agenda for the Regular Council Meeting of August 11, 2025 be adopted.

CARRIED.

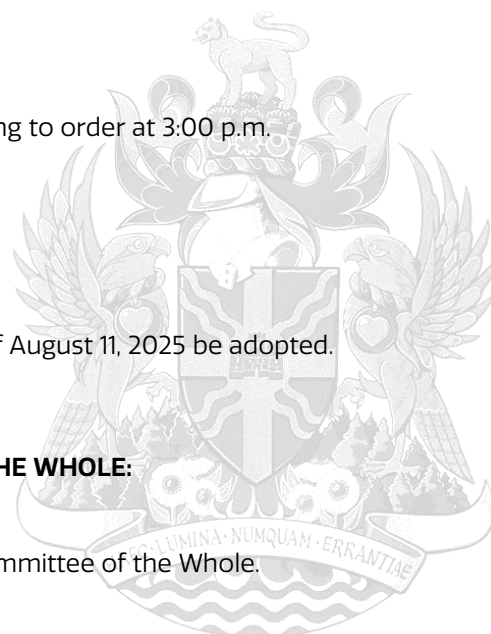
3 RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE:

R162-25 Moved and seconded, and
RESOLVED: THAT Council now resolve itself into Committee of the Whole.

CARRIED.

4 DELEGATION:

- (a) Paul Brandt, on behalf of Not in My City provided Council with a presentation about the Not in My City campaign. Highlights of the presentation include:
- Not in My City is a campaign to fight human trafficking.
 - The group partners with airports in Canada on anti-trafficking and exploitation initiatives and collective impact.



- Provided statistics on human trafficking in the world and Canada. The main traffic route is via airlines.
- Have training program for people and airport staff to recognize the signs of trafficking and respond accordingly.
- Will from the Commissionaires presented to Council the steps security at the West Kootenay Regional Airport is currently taking in partnership with this program.
- RCMP Sgt. Taylor commented that these are crimes that are under reported and do happen in our area.

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

(a) COUNCIL COMMITTEE LIAISON VERBAL UPDATE

- Nil

(b) FIRE DEPARTMENT VERBAL UPDATE

- Nil

(c) RCMP DETACHMENT VERBAL UPDATE

- Currently have 15 of 16 officers at the detachment.
- Update on the Kootenay Regional structure reorganization.

(d) WEST KOOTENAY REGIONAL AIRPORT VERBAL UPDATE

- Update on the firefighting activity near the airport and air carrier restrictions should any fire fall within a certain distance.
- The CAO, the Mayor and Council thanked Maciej Habrych for his dedication and work and forwarding thinking initiatives during his time as Airport Manager at the West Kootenay Regional Airport.

(e) Request for Proposal 25-18 West Kootenay Regional Airport Security Patrol Services – Recommendation for Award (Report No. 25-63)

Report from the Airport Manager to seek Council authorization to award Request for Proposal (RFP) 25-18 for Security Patrol Services at the West Kootenay Regional Airport to The British Columbia Corps of Commissionaires for a five-year term.

COW069-25

Moved. and
RECOMMENDED:

THAT Council award Request for Proposal 25-18 West Kootenay Regional Airport Security Patrol Services for a term of 5-years with The British Columbia Corps of Commissionaires,

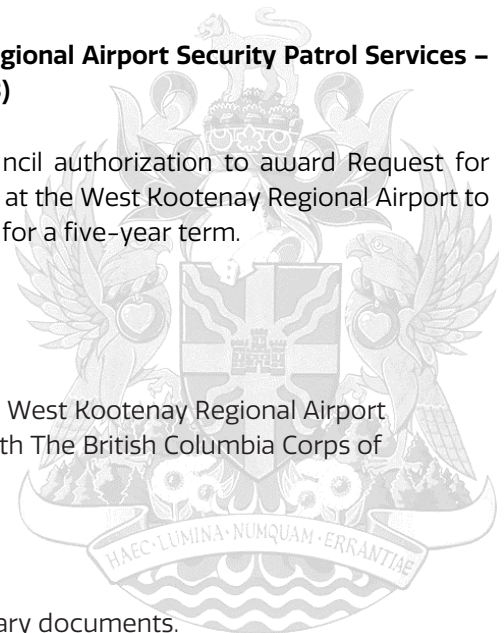
AND FURTHER;

THAT Council direct staff to execute the necessary documents.

CARRIED.

(f) COMMUNITY SAFETY AND DEVELOPMENT VERBAL UPDATE.

- Update on wildfire safety within City limits. BC Wildfire social media and website is the most accurate up to date information on wildfires.



- Pizza Hut, Mr. Mikes, Grants Fine Dining and Wendy's scheduled to be open in September.
- Update on the new shelter location development.

6 CULTURAL & CIVIC PRIDE (Councillor Heaton–Sherstobitoff, Chair)

(a) COUNCIL COMMITTEE LIAISON VERBAL UPDATE

- Nil

7 FINANCE AND CORPORATE SERVICES (Councillor Bogle, Chair)

(a) Finance and Corporate Services Community Liaison Verbal Update

- Nil

(b) Corporate Services Verbal Update

- Update on news releases that have been sent recently.
- Harvest Match Program is currently active.
- Update on events at City Hall and the December Winter Wonderland.
- Recruitment update provided by the Human Resources Manager.

(c) 2025 Council Strategic Plan Implementation Report – Quarter 2 Update (Report No. 25-62)

Report from the Chief Administrative Office to present Council with the 2025 Council Strategic Plan Implementation Report – Quarter 2 Update, including a summary of projects recommended for deferral to 2026 or later, and to seek Council direction to prepare an amendment to the 2025–2029 Five-Year Financial Plan.

COW070–25

Moved, and
RECOMMENDED:

THAT Council receive for information Report #25-62 titled "2025 Council Strategic Plan Implementation Report – Quarter 2 Update",

AND FURTHER;

THAT Council direct staff to prepare an amendment to the 2025–2029 Five-Year Financial Plan to reflect the deferral of projects identified in Report #25-62.

CARRIED.

(d) Finance Department Verbal Update

- Nil

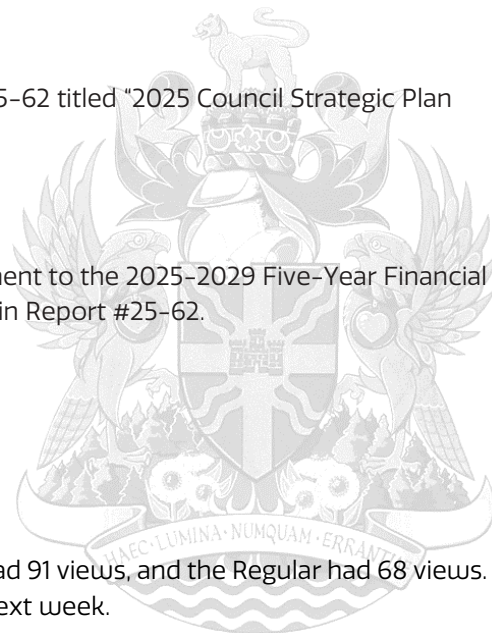
(e) IT Department Verbal Update

- The July Committee of the Whole meeting had 91 views, and the Regular had 68 views.
- Sea to Sky representative will be in house next week.
- Working on projects and operational items.

8 MUNICIPAL SERVICES (Councillor MacLeod, Chair)

(a) Municipal Services Department Verbal Update

- Millennium Park Accessible swing has been repaired.
- CP rail crossing at 5th Avenue in Twin Rivers has been updated.
- Baseball field fencing upgrades are completed.



- Update on the speed reader program.
- Update on the liquid waste management plan.
- Update on the Kootenay Rockies Disc Golf initiative.
- Update on the Millennium Park Basketball Court initiative.

(b) **Request for Proposals 2025-17 Eremenko Building Demolition – Recommendation for Award (Report No. 25-59)**

Report from the Project Manager to seek Council authorization to award Request for Proposals (RFP) 2025-17 Eremenko Building Demolition to The Roc Doc Ventures Ltd. dba Scott Contracting and Excavating dba Haztec Solutions (Roc Doc Ventures) in the amount of \$825,000 plus applicable taxes, and to seek Council approval of a budget amendment to the 2025-2029 Five-Year Financial Plan.

COW071-25

Moved, and
RECOMMENDED:

THAT Council award Request for Proposals 2025-17 Eremenko Building Demolition to The Roc Doc Ventures Ltd. dba Scott Contracting and Excavating dba Haztec Solutions in the amount of \$825,000 plus applicable taxes,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

CARRIED.

COW072-25

Moved, and
RECOMMENDED:

THAT Council approve a budget amendment to the 2025-2029 Five-Year Financial Plan in the amount of \$825,000 with funding contributions of \$400,000 from the Growing Communities Fund, \$250,000 from Game Host Agreement Reserves, and \$175,000 from Land Reserves.

CARRIED.

(c) **Request for Proposal 25-12 Asphalt Patching and Paving Services – Recommendation for Award (Report No. 25-61)**

Report from the Manager of Engineering & Infrastructure to seek Council authorization to award Request for Proposal 25-12 Asphalt Patching and Paving Services to Terus Construction.

COW073-25

Moved, and
RECOMMENDED:

THAT Council award Request for Proposal 25-12 Asphalt Patching and Paving Services to Terus Construction, a Division of Colas West Canada Inc., to a maximum amount of \$250,000,

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:

R163-25 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.

R164-25 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)(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.

CARRIED.

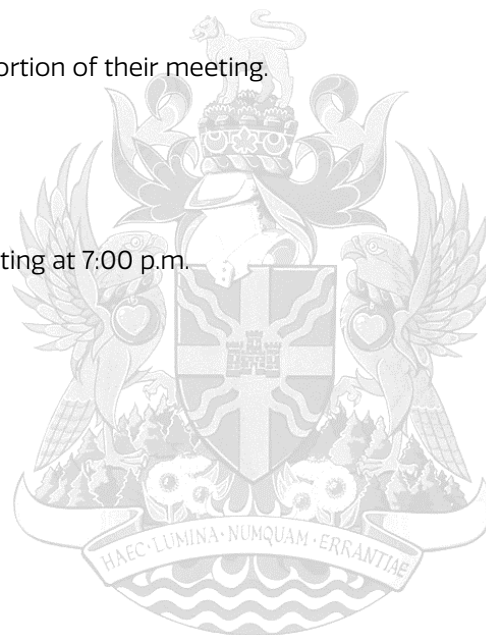
The meeting recessed at 4:36 p.m.

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

Members Present
Mayor Maria McFaddin
Councillor Darcy Bell
Councillor Brian Bogle – Via Zoom
Councillor Sandy Bojecho – Via Zoom
Councillor Shirley Falstead
Councillor Cherryl MacLeod

Absent
Councillor Sue Heaton-Sherstobitoff

Staff Present
Chris Barlow, Chief Administrative Officer
Bree Seabrook, Director of Corporate Services
Steffan Klassen, Director of Finance & Technology
Chris Hallam, Director of Municipal Services
David Bristow, IT Manager
Nicole Brown, Manager of Legislative Services
Jennifer Chamberlain, Executive Assistant
Meeri Durand, Acting Director of Community Safety & Development



Other Public and Media

13 DELEGATION: Nil

14 COUNCIL MEETING MINUTES FOR APPROVAL:

R165–25 Moved and seconded, and
RESOLVED:

THAT the following Minutes be adopted as presented:

- Regular Meeting Minutes – July 14, 2025

CARRIED.

15 RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE:

The following resolutions were recommended at the July 14, 2025, Committee of the Whole Meeting and are presented for consideration of adoption by Council:

R166–25 Moved and seconded, and
RESOLVED:

THAT the following items considered and received for information at the July 14, 2025 Committee of the Whole Meeting, be adopted:

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

CARRIED.

R167–25 Moved and seconded, and
RESOLVED:

THAT Council endorse \$10,000 in funding toward Outreach Services as requested by Castlegar Community Services.

CARRIED.

R168–25 Moved and seconded, and
RESOLVED:

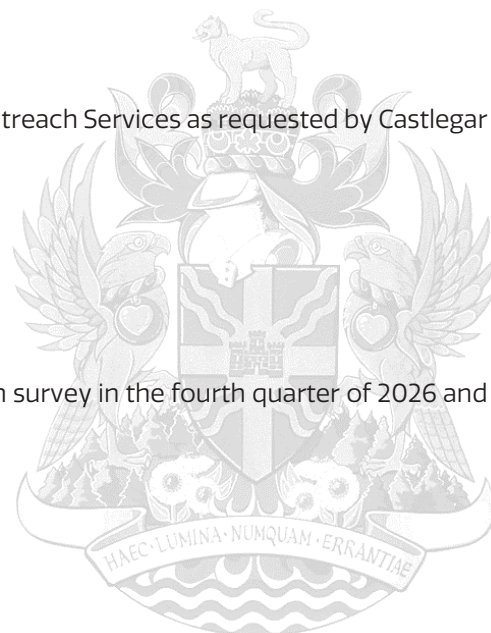
THAT Council approve initiating the City's first citizen survey in the fourth quarter of 2026 and every two years after that.

CARRIED.

R169–25 Moved and seconded, and
RESOLVED:

THAT Council direct staff to bring forward a report to the 2026 budget discussions exploring next steps and costs of potentially including the Eco-Link Project in the Five-Year Financial Plan.

CARRIED.



The following resolutions were recommended at the August 11, 2025, Committee of the Whole Meeting and are presented for consideration of adoption by Council:

R170-25

Moved and seconded, and
RESOLVED:

THAT Council award Request for Proposal 25-18 West Kootenay Regional Airport Security Patrol Services for a term of 5-years with The British Columbia Corps of Commissionaires,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

CARRIED.

R171-25

Moved and seconded, and
RESOLVED:

THAT Council award Request for Proposals 2025-17 Eremenko Building Demolition to The Roc Doc Ventures Ltd. dba Scott Contracting and Excavating dba Haztec Solutions in the amount of \$825,000 plus applicable taxes,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

CARRIED.

R172-25

Moved and seconded, and
RESOLVED:

THAT Council approve a budget amendment to the 2025-2029 Five-Year Financial Plan in the amount of \$825,000 with funding contributions of \$400,000 from the Growing Communities Fund, \$250,000 from Game Host Agreement Reserves, and \$175,000 from Land Reserves.

CARRIED.

R173-25

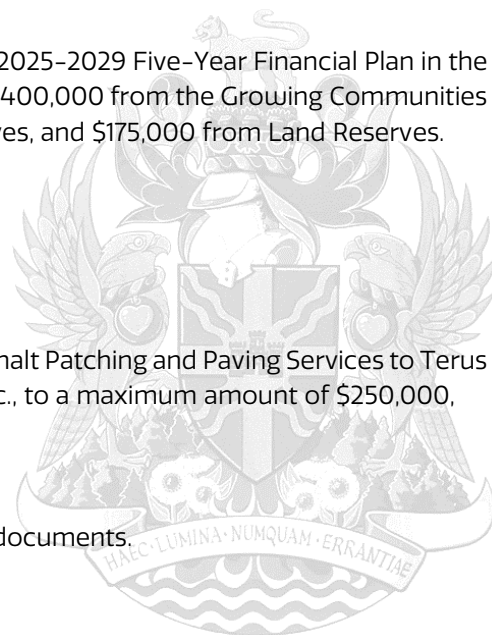
Moved and seconded, and
RESOLVED:

THAT Council award Request for Proposal 25-12 Asphalt Patching and Paving Services to Terus Construction, a Division of Colas Western Canada Inc., to a maximum amount of \$250,000,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

CARRIED.



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

R174-25

Moved, and seconded and
RESOLVED:

THAT the following minutes be received for information:

(a) RDCK Regular Board Meeting Minutes – June 19, 2025

CARRIED.

17 CORRESPONDENCE:

R175-25

Moved and seconded, and
RESOLVED:

THAT Council approve the request from Miriam Ticsay, on behalf of Sepsis Canada to change the Kinnaird Overpass lights to fuchsia on September 13, 2025 in recognition of World Sepsis Day.

CARRIED.

18 REPORTS OTHER:

(a) Recreation Commission Member Verbal Update

- Rec Centre annual maintenance facility closure will be closed for two weeks starting September 18, 2025.
- Update on the Recreation Commission RDCK Service Bylaw Amendment, and potential assent vote on a project for another ice sheet and walking track. RDCK has applied for grant funding.
- City Staff will collaborate with the RDCK staff on communications regarding what the Recreation Commission has done to date on upgrades and potential projects to keep the communities up to date.

19 MAYOR'S REPORT: The Mayor reported on her attendance at the following:

- Communities in Bloom judges visit in July.
- Meetings regarding transit.
- Meeting with the curling clubs, and the rail trail groups.

20 NEW & UNFINISHED BUSINESS: Nil

21 BYLAWS FOR CONSIDERATION: Nil

22 NEXT MEETING(S):

September 2, 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:

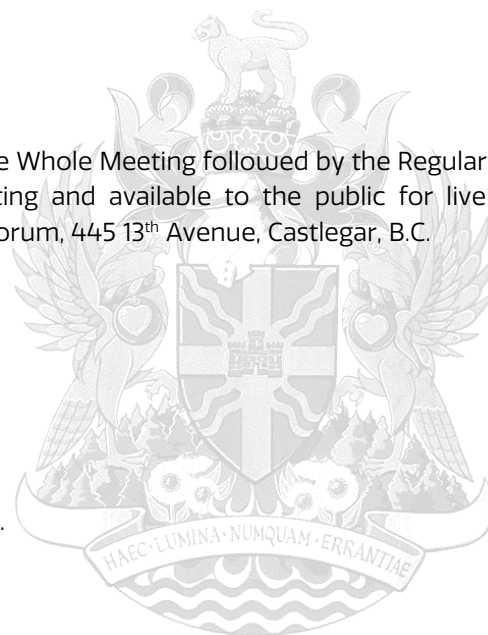
R176-25

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

CARRIED.

The Regular Meeting was adjourned at 7:14 p.m.

CERTIFIED CORRECT:





Regional District of Central Kootenay
REGULAR BOARD MEETING
Open Meeting Minutes

The **seventh** meeting of the Board of the Regional District of Central Kootenay in 2025 was held on Thursday, July 17, 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 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 K. Page	City of Nelson	In-Person
	Director A. McLaren-Caux	Village of Nakusp	In-Person
	Director L. Casley	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 T. Newell	Electoral Area F
	Director A. Deboon	Town of Creston

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

C. Stanley	Regional Manager – Operations and Assent Management
T. Davison	Regional Manager – Recreation and Client Services
P. Marshall Smith	Sustainability and Resilience Supervisor
S. Singla	Senior Energy Specialist
S. Johnson	Planner
S. Chezenko	Planner
S. Worden	Records and Information Management Coordinator
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 PDT

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:

363/25 The agenda for the July 17, 2025 Regular Open Board meeting be adopted as circulated with the addition of the addendum.

Carried

2.3 Adoption of the Minutes
Moved and seconded,
And Resolved:

364/25 The minutes from the June 19, 2025 Regular Open Board meeting be adopted as circulated.

Carried

2.4 Introduction

CAO Horn introduced Sydney Brown, Auxiliary Administrative Assistant, replacing Melissa Djakovic.

3. BUSINESS ARISING OUT OF THE MINUTES

**3.1 Director Davidoff: Fossil Fuel Climate Damages and Health Care Costs Recovery
BOARD MEETING - June 19, 2025
RES 359/25 To refer to the July 17, 2025 Board meeting.**

Moved and seconded,
And Resolved:

365/25 That the Board write a letter to the Ministry of Emergency Management and Climate Readiness, and the Ministry of Environment requesting that they enact Fossil Fuel Climate Damages And Health Care Costs Recovery legislation similar to the Tobacco Damages and Health Care Costs Recovery Act [SBC 2000] Chapter 30 that has just provided a \$3.7 billion result for the province as a viable and complementary alternative to class action lawsuits by local governments to recover damages for local government climate damages caused by the fossil fuel industry.

Defeated

4. COMMITTEES & COMMISSIONS

4.1 With Recommendations

4.1.1 All Recreation: minutes June 25, 2025

Moved and seconded,
And Resolved:

366/25 That the Board direct staff to amend Community Services Financial Access and Inclusion Policy No. 500-01-11 as recommended to improve the overall administration of the policy for both clients and staff effective immediately; AND FURTHER, to remove the limits on senior staff to provide additional subsidy when appropriate.

Carried

Moved and seconded,
And Resolved:

367/25 That the Board approve the Recreation Client Services Business Coordinator position as a five day per week effective September 1, 2025, or later as agreed to with the Information Technologies Department; AND FURTHER, to amend the 2025 Financial Plan for Community Services Service A109 to increase Salaries and Benefits by \$8,100 with a corresponding reduction in contracted services.

Carried

4.1.2 Creston Valley Services Committee: minutes July 3, 2025

Moved and seconded,
And Resolved:

368/25 That Creston and Electoral Areas A, B, and C Auto Extrication Service Amending Bylaw 3033, 2025 be read a FIRST, and SECOND time by content.

Carried

Moved and seconded,
And Resolved:

369/25

That the Board approve the RDCK extend the agreement with Kootenay Employment Services for a three month period from June 1, 2025 to September 30, 2025 for the delivery of Economic Development Services at a monthly amount not to exceed \$10,000 including GST, with all terms of the original contract remaining in place; AND FURTHER, that the costs be paid from S107 Area A Economic Development and S108 Areas B, C and Town of Creston Economic Development, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

Carried

4.1.3 Castlegar and District Recreation Commission: minutes July 7, 2025

Moved and seconded,
MOTION ONLY

That the Board direct staff to prepare an amendment bylaw for the Castlegar and District Community Facilities, Recreation, Parks and Leisure Service Amendment Bylaw No. 1909, 2007 (S222) to amend Section 5 to define the following powers and authorities:

- The operations, maintenance and capital asset renewal for regional parks, the Castlegar and District Community Complex arena, multi-purpose rooms, senior centre, staff office space, and all indoor public circulation spaces, childcare centre and, all outdoor property that the RDCK owns or leases around the Castlegar and District Community Complex including but not limited to the skateboard park, parking lot, emergency access and public outdoor amenity areas; and
- All recreational and cultural programing staff for the service area.

Moved and seconded,
And Resolved:

AMENDMENT TO THE MOTION

370/25

That the foregoing recommendation, being:

That the Board direct staff to prepare an amendment bylaw for the Castlegar and District Community Facilities, Recreation, Parks and Leisure Service Amendment Bylaw No. 1909, 2007 (S222) to amend Section 5 to define the following powers and authorities:

- *The operations, maintenance and capital asset renewal for regional parks, the Castlegar and District Community Complex arena, multi-purpose rooms, senior centre, staff office space, and all indoor public circulation spaces, childcare centre and, all outdoor property that the RDCK owns or leases around the Castlegar and District Community Complex including but not limited to the skateboard park, parking lot, emergency access and public outdoor amenity areas; and*
- *All recreational and cultural programing staff for the service area;*

be amended by adding to the first bullet "and the current" before Castlegar and District Community Complex, thus reading:

That the Board direct staff to prepare an amendment bylaw for the Castlegar and District Community Facilities, Recreation, Parks and Leisure Service

Amendment Bylaw No. 1909, 2007 (S222) to amend Section 5 to define the following powers and authorities:

- *The operations, maintenance and capital asset renewal for regional parks **and the current** Castlegar and District Community Complex arena, multi-purpose rooms, senior centre, staff office space, and all indoor public circulation spaces, childcare centre and, all outdoor property that the RDCK owns or leases around the Castlegar and District Community Complex including but not limited to the skateboard park, parking lot, emergency access and public outdoor amenity areas; and*
- *All recreational and cultural programing staff for the service area.*

Defeated

Moved and seconded,
And Resolved:

MAIN MOTION

371/25

That the Board direct staff to prepare an amendment bylaw for the Castlegar and District Community Facilities, Recreation, Parks and Leisure Service Amendment Bylaw No. 1909, 2007 (S222) to amend Section 5 to define the following powers and authorities:

- The operations, maintenance and capital asset renewal for regional parks, the Castlegar and District Community Complex arena, multi-purpose rooms, senior centre, staff office space, and all indoor public circulation spaces, childcare centre and, all outdoor property that the RDCK owns or leases around the Castlegar and District Community Complex including but not limited to the skateboard park, parking lot, emergency access and public outdoor amenity areas; and
- All recreational and cultural programing staff for the service area.

Carried

Director Davidoff recorded opposed.

Moved and seconded,
And Resolved:

372/25

That the Board direct staff to prepare an amendment bylaw for the Castlegar and Area Indoor Aquatic Centre Local Service Area Establishment Bylaw No. 1221, 1997 (S227) to amend the Bylaw to define the following powers and authorities as:

- The operations, maintenance and capital asset renewal for the Castlegar and District Community Complex Aquatic and Fitness Centre; and
- All aquatic and fitness programing staff at the Castlegar and District Community Complex.

Carried

4.1.4 East Resource Recovery Committee: minutes July 10, 2025

Moved and seconded,
And Resolved:

373/25 That the Board approve the RDCK release funds to the Town of Creston for design of the Septage Receiving Facility to be constructed at the Town of Creston Wastewater Treatment Plant to a maximum value of \$116,058.84; AND FURTHER, that the costs be paid from S186 East Waste Service.

Carried

4.1.5 Community Sustainable Living Advisory Committee: minutes July 15, 2025
No recommendations.

4.1.6 Joint Resource Recovery Committee: minutes July 16, 2025
Moved and seconded,
And Resolved:

374/25 That the resolution 645/24 being:

That the Board approve the RDCK enter into a Lease Agreement with Arrow Mountain Car Wash and Mini Storage Limited for the Creston Car Wash Recycling Depot at 412 Helen Street, Creston BC, for up to \$36,720 starting June 1, 2025 for a one year period, with the option of three one year extensions with 2% annual fee increases, upon mutual agreement; AND FURTHER, that the costs be paid from Service A116 East Recycling;

Be amended to read:

That the Board approve the RDCK enter into a Site License Agreement with Arrow Mountain Car Wash and Mini Storage Limited for the Creston Car Wash Recycling Depot to a maximum value of \$42,000, for the period of one year commencing August 1, 2025, with the option of four, one year extensions upon mutual agreement; AND FURTHER, that the costs be paid from Service A116 Recycling Program - East Subregion; AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents.

Carried

Moved and seconded,
And Resolved:

375/25 That the Board approve the RDCK enter into a Site License Agreement with the Crescent Valley Community Hall Society for the Crescent Valley Recycling Depot to a maximum value of \$36,000 for a three-year period commencing August 1, 2025, with the option of two one-year extensions upon mutual agreement; AND FURTHER that the costs be paid from Service A118 Recycling Program – West Subregion; AND FURTHER that the Chair and Corporate Officer be authorized to sign the necessary documents.

Carried

4.1.7 Nelson and District Recreation Commission No. 5
The Nelson Cycling Club is looking for a letter of support from the Board for their application BC Community Gaming Grant. The next Nelson and District Recreation Commission No. 5 is after the grant deadline.

Moved and seconded,
And Resolved:

376/25 That the Board send a letter of support to the Nelson Cycling Club for its application to the BC Community Gaming Grant for trail maintenance.

Carried

4.2 Membership/Appointments

4.2.1 RDCK Commissions and Committees

Moved and seconded,
And Resolved:

377/25 That the Board appoint the individuals to the following RDCK Commissions:

Area B Advisory Planning and Heritage Commission term to end December 31, 2026:

Jeff Karbonik

Joint Resource Recovery Committee and West Resource Recovery term to end November 1 2026:

Tom Zeleznik (Village of Nakusp)

Aidan McLaren-Caux (Alternate - Village of Nakusp)

Regional District of Central Kootenay Board - Nelson for a term to end November 2026:

Jesse Woodward (Alternate Director)

Joint Resource Recovery Committee and Central Resource Recovery Committee term to end November 2026:

Jesse Woodward

Keith Page (Alternate)

AND FURTHER, the Board send a letter to the following outgoing members:

- Adam Tschritter (Area A Advisory Planning and Heritage Commission)
- Tyler Gale (Area B Advisory Planning and Heritage Commission)
- Dave Lamg (Area G Advisory Planning and Heritage Commission)
- Dorothy Wells (Regional Accessibility Advisory Committee)

thanking them for their service.

Carried

4.2.2 Central Kootenay Invasive Species Society

No recommendation.

5. NEW BUSINESS

5.1 Community Services

5.1.1 Canada Community Building Fund: Strategic Priorities Fund - Prioritisation

The Board Report from Joe Chirico, General Manager of Community Services, seeking Board approval to apply for the Strategic Priorities funding, will be received in the addenda package.

Moved and seconded,
MOTION ONLY

That the Board direct staff to prepare and submit four 2025 Strategic Priorities Fund applications to the Union of BC Municipalities for Creston Septage Receiving Facility, Nelson and District and Castlegar and District_Arena Refrigeration Replacement and Direct Digital Control Project, and the Castlegar

and District Recreation Complex Expansion Project through the Capital Infrastructure Stream and Asset Management Capacity Project through the Capacity Building Stream.

Moved and seconded,
And Resolved:

AMENDMENT TO THE MOTION

378/25

That the foregoing recommendation, being:

That the Board direct staff to prepare and submit four 2025 Strategic Priorities Fund applications to the Union of BC Municipalities for Creston Septage Receiving Facility, Nelson and District and Castlegar and District Arena Refrigeration Replacement and Direct Digital Control Project, and the Castlegar and District Recreation Complex Expansion Project through the Capital Infrastructure Stream and Asset Management Capacity Project through the Capacity Building Stream;

be amended by replacing "Castlegar and District Recreation Complex Expansion Project" with the "Nelson and District Civic Arena Project", thus reading:

*That the Board direct staff to prepare and submit four 2025 Strategic Priorities Fund applications to the Union of BC Municipalities for Creston Septage Receiving Facility, Nelson and District and Castlegar and District Arena Refrigeration Replacement and Direct Digital Control Project, and the **Nelson and District Civic Arena Project** through the Capital Infrastructure Stream and Asset Management Capacity Project through the Capacity Building Stream.*

Defeated

Moved and seconded,
And Resolved:

MAIN MOTION

379/25

That the Board direct staff to prepare and submit four 2025 Strategic Priorities Fund applications to the Union of BC Municipalities for Creston Septage Receiving Facility, Nelson and District and Castlegar and District_Arena Refrigeration Replacement and Direct Digital Control Project, and the Castlegar and District Recreation Complex Expansion Project through the Capital Infrastructure Stream and Asset Management Capacity Project through the Capacity Building Stream.

Carried

5.2 Development and Community Sustainability

5.2.1 Regional and Local Community Needs Project

The Board Report from Stephanie Johnson, Planner, seeking Board approval of the revised project scope for the Regional And Local Community Needs project, has been received.

Moved and seconded,
And Resolved:

380/25

That the Board consider approval of the revised project scope to focus on fringe planning case study assessments for the Regional and Local Community Needs

project within the existing contract award budget, as recommended by the internal project team, including all participating member municipalities.

Carried

RECESS/
RECONVENED

The meeting recess at 10:35 a.m. for a break and reconvened at 10:49 a.m.

5.2.2 For Information: Green House Gas (GHG) Emission Reduction Pathway Study
The Board Report from Sayena Singla, Senior Energy Specialist, providing the Board with an overview of the GHG Emission Reduction Pathway Study, has been received for information.

5.3 Environmental Services

5.3.1 Award: Erickson Water Metering - Phase 1
The Board Report from Jeannine Bradley, Project Manager, seeking Board approval to award the Erickson Metering - Phase 1 Installation project, has been received.

Moved and seconded,
And Resolved:

381/25

That the Board award the Erickson Metering – Phase 1 Installation project to Valhalla Hydrovac Ltd. and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum bid value of \$198,840.00 SUBJECT TO the approval of a Permit to Construct, Use, and Maintain Works within the Right-of-Way of a Provincial Public Highway by the Ministry of Transportation and Transit; AND FURTHER, that the Force Account portion of the contract not exceed Board approved funds for the project in the 2025 Financial Plan; and that the cost be paid from Service S250 Water Utility-Erickson.

Carried

5.4 Administration & Finance

5.4.1 For Information: Policy No. 200-01-18 - Information Request
The Board Report from Shiree Worden, Records and Information Management Coordinator, providing the Board with the draft Information Request Policy No. 200-01-18, has been received for information.

5.4.2 For Information: Proposed Upgrades to Quarterly Report
The Board Report from Mike Morrison, Corporate Administration Manager, providing the Board with an update on the Quarterly Report, has been received for information.

5.5 Grants

5.5.1 Discretionary
Moved and seconded,
And Resolved:

382/25

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

AREA B

Kootenay Mountain Biking	Everyone Rides Grades 4 & 5 Bike Education	\$3,000
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AREA E

Bealby Point Lighting Commission	Street Light Funding	\$400
		Carried

5.5.2 Community Development

Moved and seconded,
And Resolved:

383/25

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

AREA A

Fields Forward Society	Community Collaboration -Seacan Project	\$3,000
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AREA B

Fields Forward Society	Community Collaboration – Seacan Project	\$3,000
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AREA C

Fields Forward Society	Community Collaboration – Seacan Project	\$3,000
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AREA D

Kaslo Emergency Support Services	Kaslo ESS Team Support	\$1,000
Lardeau Fire Prevention Association	Lardeau Structure Sprinkler Protection Water Supply Hose Project	\$5,000

AREA E

Balfour and District Business and Historic Association	Anscomb Display Area Beautification	\$15,750
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AREA F

Nelson District Rod & Gun Club Conservation Society	Acoustic Ceiling Renovation	\$1,000
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AREA G

Nelson District Rod & Gun Club Conservation Society	Acoustic Ceiling Renovation	\$1,500
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AREA H

Kootenay Mountain Biking	Everyone Rides Grades 4 & 5 Bike Education	\$6,,000
Rosebery Bonanza Summit Trail Alliance Society	RBSTA Interpretive Signage	\$5000

AREA I

Glade Recreation Commission	32nd Annual Glade Fishing Derby	\$2,000
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Mt. Sentinel Secondary School	Greg Patterson Community Service Bursary	\$250
<u>AREA J</u>		
Nelson Rod & Gun Club Conservation Society	Acoustic Ceiling Renovation	\$1,000
<u>AREA K</u>		
Edgewood Community Club Society	Burn Pile Maintenance/Monitoring	\$1,500
<u>CRESTON</u>		
Creston Valley Minor Hockey Association	100 Years of Ice Sports Legacy Project	\$5,249
Fields Forward Society	Community Collaboration – Seacan Project	\$3,000

Carried

5.5.3 ReDi Grant (RES 289/25) Amendment

Moved and seconded,
And Resolved:

384/25 That Resolution 289/25, being the allocation of ReDi funds, be amended by changing:

AREA D/KASLO
Kids to Camp 2025 \$3,655

to

Lardeau Valley Community Club \$3,655

AREA D/LARDEAU
Kids to Camp 2025 \$5,420

to

Lardeau Valley Community Club \$5,420

Carried

5.6 Chair/CAO Reports

Chair indicated as an appointee to the Emergency and Disaster Management Committee she will receive the regulations to review but they will remain confidential. The Chair and CAO received a response from the Agriculture Land Reserve regarding their questions about land being designated to agriculture but cannot be used for those purposes due to the land’s limitations that they had asked during the Chair and CAO Forum.

CAO Horn had no items.

6. RURAL AFFAIRS COMMITTEE

- 6.1 Minutes: March 19, 2025
- Rural Affairs Committee - March 19, 2025
- Responsible Dog Ownership Bylaw recommendation was missed.

Moved and seconded,

And Resolved:

385/25

That the Responsible Dog Ownership (RDO) Bylaw No. 3009, 2025 be read a FIRST time by content and sent for a legal review; AND FURTHER, that Directors provide comment and feedback on the bylaw, including whether to include patrols, leashing or dogs at large.

Carried

6.2 Minutes: July 16, 2025

Moved and seconded,
And Resolved:

386/25

That the Board direct staff to prepare a compliance agreement to be signed by Mr. Henry Huser in relation to the Southerly #3 dangerous structure located at 605 Cedar Avenue, Salmo BC requiring Mr. Huser to erect construction fencing around the structure to a minimum height of 1.8m by August 31, 2025 and that the structure be either removed or remediated to a state where it is not in breach of Nuisance Bylaw 2043, 2009 by September 1, 2026.

Carried

Moved and seconded,
And Resolved:

387/25

That the Board order Mr. Henry Huser to meet compliance with the Nuisance Bylaw 2043, 2009 by removing the Northerly #1 dangerous structure located at 605 Cedar Avenue, Salmo, B.C. by September 30, 2025. Should the work not be completed within the designated timeline:

1. The Board authorizes Bylaw Enforcement to enter onto the property located at 605 Cedar Avenue, Salmo, BC. Legal description: BLOCK 21, DISTRICT LOT 273, KOOTENAY LAND DISTRICT PARCEL A, REF PLAN 127028I FOR REF TO KINAKIN MHP BAYS SEE FOLIOS 70011.012 ET AL PID 016-360-303 with a contractor to remove the Northerly #1 structure with all cost incurred by the RDCK being billed to the property owner identified as Mr. Henry Huser.
2. All costs incurred be added to the property tax as "taxes in arrears" should the property owner identified as Henry Huser not pay the bill by December 31st of the year the cleanup occurs at the property located at 605 Cedar Avenue, Salmo, BC. Legal description: BLOCK 21, DISTRICT LOT 273, KOOTENAY LAND DISTRICT PARCEL A, REF PLAN 127028I FOR REF TO KINAKIN MHP BAYS SEE FOLIOS 70011.012 ET AL PID 016-360-303.

Carried

Moved and seconded,
And Resolved:

388/25

That the Board APPROVE the issuance of the Development Variance Permit to Kathleen Anne Asher and Erick Raymond for the property located at 3617 Moore Road, Electoral Area B and legally described as LOT 31, DISTRICT LOT 9953, KOOTENAY DISTRICT PLAN 1499 (PID: 015-089-690) to vary Section 16.35 of Electoral Area B Comprehensive Land Use Bylaw No. 2316 to allow a wood working shop for a home based business to be 2.5 metres from the interior lot line and 7.5 metres from the exterior lot line adjacent to Goat Canyon Road.

Carried

Moved and seconded,
And Resolved:

389/25

That the Board APPROVE the issuance of the Development Variance Permit to Dustin McLean for the property located 175 Hudu Creek Road, Electoral Area J and legally described as PARCEL A (SEE 149124I), SUBLOT 3 ,DISTRICT LOT 1237, KOOTENAY DISTRICT PLAN X72 EXCEPT PLANS 18187, EPP16603 AND EPP32055 (PID: 010-359-362) to vary Sections 623(4), 2801(3) and 2801(4) of RDCK Zoning Bylaw No. 1675, 2004 to permit an accessory dwelling unit with the maximum gross floor area of 97.0 square metres and a maximum Farm Residential Footprint area of 7900 square meters and a Farm Residential Footprint with a maximum depth of 100.0 metres measured from the Front Lot Line.

Carried

Moved and seconded,
And Resolved:

390/25

That the Board direct staff to provide notification of the Board's intention to consider Temporary Use Permit T2501G application by Porcupine Wood Products for the property located at 8564 Highway 6, Electoral Area G and legally described as LOT 1, DISTRICT LOT 1237, KOOTENAY DISTRICT PLAN 4415 (PID 010-362-134) at the next available opportunity.

Carried

Moved and seconded,
And Resolved:

391/25

That, having considered appropriate consultation, both early and ongoing, with various persons, organizations and authorities considered to be potentially affected, and having engaged in public consultation since April 24, 2025, including with the School Board of School District No. 8, and having considered the Regional District of Central Kootenay Housing Needs Report, Financial Plan and Resource Recovery Plan, all in consideration of and compliance with the Local Government Act, Electoral Area 'A' Comprehensive Land Use Amendment Bylaw No. 3029, 2025 being a bylaw to amend the Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013 is hereby given FIRST and SECOND reading by content and referred to a PUBLIC HEARING.

Carried

Moved and seconded,
And Resolved:

392/25

That in accordance with Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015, Electoral Area 'A' Director Jackman is hereby delegated the authority to chair the Public Hearing on behalf of the Regional District Board.

Carried

Moved and seconded,
And Resolved:

393/25

That Regional District of Central Kootenay Zoning Amendment Bylaw No. 3031, 2025 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby given FIRST, SECOND and THIRD reading by content.

Carried

Moved and seconded,
And Resolved:

394/25

That Regional District of Central Kootenay Zoning Amendment Bylaw No. 3032, 2025 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby given FIRST, SECOND and THIRD reading by content.

Carried

Moved and seconded,
And Resolved:

395/25

That the Board approve the inclusion of the Burton Historical Cemetery, identified as having heritage value, on the Regional District of Central Kootenay's Community Heritage Register; and that, pursuant to Section 592 of the Local Government Act, the Regional District of Central Kootenay provide notice of this inclusion to the owner of the heritage property; and pursuant to Section 595 of the Local Government Act, provide notice to the Heritage Minister; AND FURTHER That the RDCK's Community Heritage Register and RDCK web map be updated to reflect the addition of the Burton Historical Cemetery.

Carried

Moved and seconded,
And Resolved:

396/25

That the Board approve the RDCK to enter into a Consulting Services Agreement with Urban Systems Ltd. for the Subdivision Bylaw Review project; AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$97,756.00 exclusive of GST; AND FURTHER, that the funds be paid by the Service S104 Planning and Land Use.

Carried

Moved and seconded,
And Resolved:

397/25

That the Community Works Fund application submitted by the Kitchener Improvement District for the applications titled – Kitchener Improvement District – Water System Assessment in the amount of \$30,000.00 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area B.

Carried

Moved and seconded,
And Resolved:

398/25

That the Community Works Fund application submitted by the Fauquier Community Club for the Fauquier Community Club – Solar Array in the amount of \$14,183.90 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area K.

Carried

Moved and seconded,
And Resolved:

399/25 That the Community Works Fund application submitted by the RDCK for the RDCK-Tarrys Fire Hall Infrastructure Upgrade in the amount of \$30,450 be approved and that funds be disbursed from Community Works Funds allocated to Electoral Area I.

Carried

Moved and seconded,
And Resolved:

400/25 That the Responsible Dog Ownership (RDO) Bylaw No. 3009, 2025 be read a SECOND time by content.

Carried

7. DIRECTORS' MOTIONS

7.1 Director Main: FCM Committee Appointment
Moved and seconded,
And Resolved:

401/25 That the recommendation **BE REFERRED** to the August 21, 2025:

WHEREAS the Federation of Canadian Municipalities (FCM) represents the interests of member municipalities on policy and program matters that fall within federal jurisdiction;

WHEREAS FCM’s Board of Directors is comprised of elected municipal officials from all regions and sizes of communities to form a broad base of support and provide FCM with the united voice required to carry the municipal message to the federal government;

BE IT RESOLVED that Board of the Regional District of Central Kootenay endorse Leah Main to apply for selection to serve on FCM Standing Committees and Forums for the period starting in September 2025 and ending June 2027; and

BE IT FURTHER RESOLVED that Board assumes all costs associated with Leah Main attending FCM’s Standing Committee and Board of Directors meetings with costs to be paid from General Administration Service S100.

Carried

ORDER OF AGENDA CHANGED The order of business was changed to address public time, with Item 9 Public Time considered at this time.

9. PUBLIC TIME
The Chair called for questions from the public and members of the media at 11:56 a.m.

No questions from members of the public or media.

ORDER OF AGENDA RESUMED Item 8 Consent Agenda considered at this time.

8. CONSENT AGENDA

8.1 For Information: Committees & Commissions
Committee/Commission Reports for information have been received as follows:

8.1.1 Area J Advisory Planning and Heritage Commission: minutes June 11, 2025
Staff received direction regarding the Bylaw Amendment application and the Development Variance Permit.

8.1.2 Sunshine Bay Regional Park Commission: minutes June 12, 2025

8.1.3 Local Conservation Fund Committee: minutes June 23, 2025

8.1.4 North Kootenay Lake Services Committee: minutes June 23, 2025

8.1.5 Area B Advisory Planning and Heritage Commission: minutes June 24, 2025

Staff received direction regarding the Development Variance Permit application.

8.2 For Information: Communication

8.2.1 The letter dated June 4, 2025 from Londa Morris, Kootenay Employment Services, providing an update on the Kootenay Region Childcare project.

8.2.2 The letter dated June 17, 2025 from Keri-Ann Austin, District of Coldstream providing a UBCM resolution for the modernization of wastewater regulations.

8.3 For Information: Accounts Payable

The Accounts Payable Summary for June, 2025 in the amount of \$4,206,873 has been received for information.

**RECESS/
RECONVENED**

The meeting recessed at 12:00 p.m. for lunch and reconvened at 1:02 p.m.

**DIRECTOR
PRESENT**

Director Lunn joined the meeting at 1:02 p.m.

8.4 For Information: Directors' Reports

Each Director gave a brief summary of the work they have been doing within their communities.

8.4.1 Director McLaren-Caux: 2025 June-July Activities

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:

402/25

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:

- (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;
- (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:

403/25 The Open meeting be recessed at 1:41 p.m. in order to conduct the Closed Board meeting and reconvened at 2:03 p.m.

Carried

11. MATTERS ARISING FROM CLOSED MEETING

Moved and seconded,
And Resolved:

404/25 That the Board direct staff to not proceed further with the Creston Valley Flood Management
IC46/25 Working Group Request for Proposal AND return grant funds associated with this project to UBCM and adjust the 2025 financial plan accordingly in Emergency Consolidated Services (A101).

Carried

12. ADJOURNMENT

Moved and seconded,
And Resolved:

405/25 That the meeting adjourn at 2:03 p.m.

Carried

Originally signed by

Aimee Watson, RDCK Board Chair

Originally signed by

Angela Lund, Deputy Corporate Officer

From: [REDACTED]
To: [Castlegar City of](#)
Subject: MitoCanada Lighting Request
Date: August 19, 2025 12:44:53 PM

You don't often get email from fatima@mitocanada.org. [Learn why this is important](#)

Hello,

World Mitochondrial Disease Week is back from **September 15 - 21, 2025**, to raise global awareness for mitochondrial health and disease (mito)! Last year, we saw record-breaking engagement, with over 50 Canadian and 300 confirmed international landmarks shining brightly in green to show their support.

On **September 20th**, MitoCanada, alongside dozens of countries worldwide, will once again Light Up For Mito by lighting up as many national landmarks as possible in bright **green**. We invite you to help us make 2025 even bigger. Let's come together once again for this inspiring global initiative and make it our most impactful year yet!

We kindly request that your landmark be illuminated in green on **Saturday, September 20th, 2025**, or alternatively on any other day during **World Mitochondrial Disease Week** (September 15–21, 2025). We will recognize your participation on MitoCanada's website and World Mitochondrial Disease Week's global map!

Thank you for your consideration and support!

Sincerely,

Fatima Ali
Event Coordinator, MitoCanada Foundation
www.MitoCanada.org
<https://mitochondrialdiseaseweek.org/>
Charity Registration #- 81258 6667 RR0001

About MitoCanada | Without energy, we cannot survive. It is as simple and complex as that. Every moment of every day, trillions of mitochondria generate the energy we need to survive. For those who are missing, or do not have enough healthy mitochondria, the impact can be devastating with symptoms that vary from mild to life- threatening.

MitoCanada is Canada's only registered health foundation dedicated to transforming the lives of individuals, families, and caregivers affected by mitochondrial disease. Our mission is to energize and support patients, families, and healthcare providers across the country through education, support, awareness, and transformational research, aiming to be a trusted and reliable source of information and care.

From: PacificSport Columbia Basin [REDACTED] >
Sent: August 27, 2025 3:09 PM
To: Nicole Brown <nbrown@castlegar.ca>
Cc: James Brotherhood [REDACTED]; Carolyn Gillespie
[REDACTED]
Subject: Re: Support for Coaches Week Sept 2025 in Castlegar – Proclamation Request

Hi Nicole

Thank you for your reply. Yes, we would appreciate your suggestion.

Please request that the Kinnaird overpass be lit in Maple Red for the Week Sept 15-21st, 2025 in recognition of National Coaches Week #ThanksCoach. Thank you for adding this to the September 2, 2025 Council Agenda.

Please let us know the outcome of the decision.

Sincerely,

James Brotherhood
Executive Director
PacificSport Columbia Basin
www.pacificsportcolumbiabasin.com
jbrotherhood@pacificsport.com

From: 
To: [Castlegar City of](#)
Cc: [Jennifer Chamberlain](#)
Subject: Miss Castlegar Request
Date: August 26, 2025 2:20:57 PM

Dear Mayor and Council:

Miss Castlegar, Lauren Lafreniere and Castlegar Princess, Soyun Lee will be attending the Oliver Youth Ambassador Pageant on September 19, 2025. In their official capacity of representing Castlegar when visiting Oliver, they will be promoting the City of Castlegar and all it has to offer.

I have been informed that if we have an official letter from the City of Castlegar endorsing their visit, we could qualify for a provincial government rate for the hotel accommodation at the Coast Oliver Hotel. This would save us \$106.95 in expenses.

Is it possible for you to issue an official letter for us acknowledging our endorsement of the City?

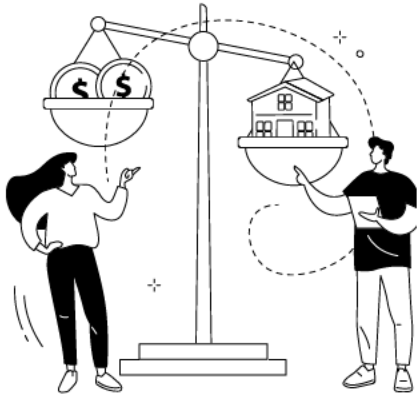
Thank you for your consideration.

Sincerely,

Carol Sommerville
Coordinator, Castlegar Queen Committee

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



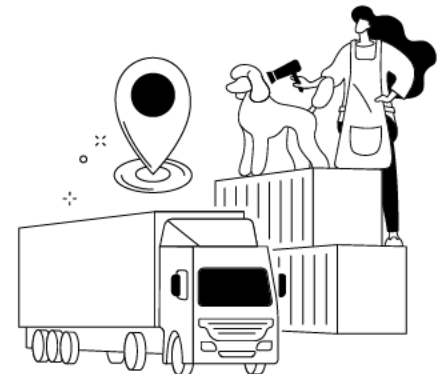
3 QUALITY OF LIFE



4 WEST KOOTENAY REGIONAL AIRPORT EXCELLENCE



5 ACCESS TO HEALTHCARE



6 A PROSPEROUS CITY