

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 Mayor Maria McFaddin
Present Councillor Darcy Bell
 Councillor Brian Bogle Via Zoom
 Councillor Sandy Bojchko Via Zoom – joined the meeting at 3:07 p.m.
 Councillor Shirley Falstead
 Councillor Cheryl MacLeod

Absent Councillor Sue Heaton-Sherstobitoff

Staff Chris Barlow, Chief Administrative Officer
Present 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 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

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.

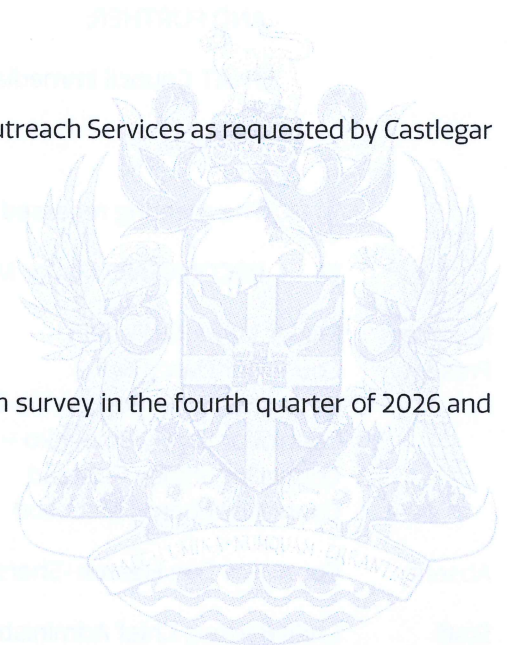
CARRIED.

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:



Bree Seabrook
Director of Corporate Services



Maria McFaddin
Mayor