

Regular Meeting Minutes of Council December 1, 2025

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

Members Present Mayor Maria McFaddin
Councillor Darcy Bell
Councillor Brian Bogle
Councillor Shirley Falstead
Councillor Sue Heaton-Sherstobitoff
Councillor Cherryl MacLeod

Absent Councillor Sandy Bojecho

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
Nick Ahlefeld, Fire Chief
David Bristow, IT Manager
Nicole Brown, Manager of Legislative Services
Rob Bosse, Climate Readiness Coordinator
Jennifer Chamberlain, Executive Assistant
Danny Clarke – Airport Manager
Meeri Durand, Director of Community Safety & Development
Alexandra Hadfield, Manager of Human Resources
Deanna Hooper, Manager of Civic Works
Ginger Lester, Communications Manager
Ryan Niddery, Manager of Engineering and Infrastructure
Monty Taylor, RCMP Sergeant

Other Public and Media

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

2 **ADOPTION OF AGENDA:**

R253-25 Moved and seconded, and
RESOLVED:

THAT the agenda for the Regular Council Meeting of December 1, 2025 be adopted.

CARRIED.

3 **RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE:**

R254-25 Moved and seconded, and
RESOLVED: THAT Council now resolve itself into Committee of the Whole.

CARRIED.

4 **DELEGATION:**

Tara Pejski, on behalf of WildSafeBC, provided Council with a summary of activities completed by the WildSafeBC Community Coordinator in 2025. Highlights of the discussion include:

- 2025 Wildlife reporting. It was a quiet year for Castlegar.
- Overview of information booths and community education.
- There has been a reduction in organics, recycling, and garbage bins being placed at the cart the night before. However, there is still more work to do to reduce this number. Bin tagging is successful in educating the community.
- An increase in targeted door to door canvassing this year.
- Harvest match was highly successful in 2025.
- Appreciation for the City and Council's support of Wildsafe efforts.
- Recommendations moving forward: continuing with bin tagging initiatives, education, don't limit attractants information to bears; include elk, rats, skunks and racoons. Continue promoting Harvest Match program.

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

(a) COUNCIL COMMITTEE LIAISON VERBAL UPDATE

- Library board meeting in December has been rescheduled.
- Update on the Castlegar Collaborative Meeting.

(b) Castlegar and District Public Library Regular Meeting Minutes

COW105-25

RECOMMENDATION: Council consider and resolve to receive for information:

- Castlegar & District Public Library Regular Meeting Minutes – October 8, 2025

CARRIED.

(c) FIRE DEPARTMENT VERBAL UPDATE

- Introduction of Rob Bosse, Climate Readiness Coordinator.

(d) RCMP DETACHMENT VERBAL UPDATE

- Introduction of new RCMP Clerk Shayla Wiebe.
- Currently have 14 of 17 members.

(e) WEST KOOTENAY REGIONAL AIRPORT VERBAL UPDATE

- Seven cancellations last week.
- 1,635 passengers by air in November.

(f) COMMUNITY SAFETY AND DEVELOPMENT VERBAL UPDATE

- Continue to be busy with business licensing.
- Next Castlegar Collaborative Meeting scheduled for December 17.

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

(a) COUNCIL COMMITTEE LIAISON VERBAL UPDATE

- Update on the Winter Wonderland event on December 5.
- Soup for the cultured soul scheduled for March 7.
- Christmas at the Gallery is open until December 24.
- Canada Day grant application for 2026 has been submitted.
- Sculpturewalk AGM last week, Night of Fire on December 12.
- Arts Council lantern walk prior to the Night of Fire on the Millennium Walkway.
- Heritage Society AGM on December 7.

7 FINANCE AND CORPORATE SERVICES (Councillor Bogle, Chair)

(a) Finance and Corporate Services Community Liaison Verbal Update

- Castlegar Chamber of Commerce meeting last week, AGM is scheduled for February.
- Castlegar Chamber of Commerce Business After Business at Park Place.

(b) Corporate Services Verbal Update

- Update on the cleanup of encampment areas last week.
- Update on Human Resources, new hires, and current postings.

(c) Finance Department Verbal Update

- Draft budget calendar dates have been amended, report on the agenda.

(d) 2026 Budget Calendar (Report No. 25-87)

Report from the Director of Finance & Technology to seek Council's approval of the 2026 Budget Calendar.

COW106-25

Moved, and
RECOMMENDED:

THAT Council approve the 2026 Budget Calendar attached to Report 25-87.

CARRIED.

(e) IT Department Verbal Update

- The November 17, 2025 Committee of the Whole Meeting had 41 views, and the Regular Meeting had 40 views.
- Working on budgeting and work planning.

8 MUNICIPAL SERVICES (Councillor MacLeod, Chair)

(a) Municipal Services Department Verbal Update

- Training and preparing for winter operations.
- Overview of snow clearing priority routes.
- Winterizing Millennium Ponds and the cemetery.
- Installing holiday decorations.
- Hazardous material surveys.

(b) Liquid Waste Management Plan – Stage 1 Report (Report No. 25-88)

Report from the Manager of Engineering & Infrastructure to present the Liquid Waste Management Plan Stage 1 Report and seek Council approval to submit the completed Stage 1 Report to the Ministry of Environment and Parks.

Ehren Lee and Alex Kempa, representatives from Urban Systems attended the meeting to review the Liquid Waste Management Plan (LWMP) Stage 1 Report. Highlights of the presentation included:

- Purpose and benefit of an LWMP.
- Plan must be reviewed and approved by the Ministry of Environment and Parks.
- LWMP stages to completion.
- Existing conditions and key issues regarding biosolids, and stormwater quality.
- Review of potential siting options.

- Overview of Public Engagement. Open house had 36 participants, and the survey had 150 participants.
- Next steps.

COW107-25

Moved, and
RECOMMENDED:

THAT Council approve the Liquid Waste Management Plan Stage 1 Report,

AND FURTHER;

THAT Council direct staff to submit the Liquid Waste Management Plan Stage 1 Report to the Ministry of Environment and Parks.

CARRIED.

9 QUESTION PERIOD: Nil

10 RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE:

R255-25

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.

R256-25

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].
- ***Community Charter Section 90(1)(C)***
Labour relations or other employee relations.

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 4:45 p.m.

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

Members	Mayor Maria McFaddin
Present	Councillor Darcy Bell Councillor Brian Bogle Councillor Shirley Falstead Councillor Sue Heaton-Sherstobitoff Councillor Cherryl MacLeod
Absent	Councillor Sandy Bojecho
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, Director of Community Safety & Development
Other	Public and Media

13 DELEGATION: Nil

14 COUNCIL MEETING MINUTES FOR APPROVAL:

R257-25 Moved and seconded, and
RESOLVED:

THAT the following Minutes be adopted as presented:

- Regular Meeting Minutes – November 17, 2025

CARRIED.

15 RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE:

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

R258-25 Moved and seconded, and
RESOLVED:

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

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

CARRIED.

R259-25 Moved and seconded, and
RESOLVED:

THAT Council adopt the Community Wildfire Resilience Plan.

CARRIED.

R260-25 Moved and seconded, and
RESOLVED:

THAT the following 2026 dates be set for Regular Council Meetings for the City of Castlegar as amended:

Monday, January 12	Monday, July 13
Monday, February 2	Monday, August 10
Tuesday, February 17 (February 16 BC Family Day)	Tuesday, September 8 (September 7 Labour Day)
Monday, March 2	Monday, September 21
Monday, March 23	Monday, October 5
Tuesday, April 7 (April 6 Easter Monday)	Monday, October 19
Monday, April 20	Monday, November 2 Inaugural Meeting of newly elected Council
Monday, May 4	Monday, November 16
Tuesday, May 19 (May 18 Victoria Day)	Monday, December 7
Monday, June 1	Monday, December 21
Monday, June 15	

CARRIED.

R261-25 Moved and seconded, and
RESOLVED:

THAT Council authorize the closure of City Hall to the public on Monday, December 29, Tuesday, December 30, and Wednesday, December 31, 2025.

CARRIED.

R262-25 Moved and seconded, and
RESOLVED:

THAT Council approve the planned communications for the South Sewage Treatment Plant.

CARRIED.

The following resolutions were recommended at the December 1, 2025, Committee of the Whole Meeting and are presented for consideration of adoption by Council:

R263-25 Moved and seconded, and
RESOLVED:

THAT Council approve the 2026 Budget Calendar attached to Report 25-87.

CARRIED.

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

R264-25

Moved and seconded, and
RESOLVED:

THAT the following minutes be received for information:

(a) RDCK Regular Board Meeting Minutes – October 16, 2025.

CARRIED.

17 CORRESPONDENCE:

R265-25

Moved and seconded, and
RESOLVED:

THAT Council direct staff to include consideration of building a cricket pitch as part of the Parks Master Plan and report back to Council.

CARRIED.

18 REPORTS OTHER:

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

- Preliminary budget discussions at the next meeting on December 2, 2025

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

- RDCK budget meetings.
- Strategic planning for different organizations.
- Regional transportation round table.

20 NEW & UNFINISHED BUSINESS: Nil

21 BYLAWS FOR CONSIDERATION: Nil

22 NEXT MEETING(S):

December 10, 2025, at 5:00 p.m. for a Special Meeting held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, BC and via Zoom live meeting.

December 17, 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:

- Julia, a resident of Riverside Crescent, inquired about what the City can do about the encampment across from Woodland Park.
- Joe, a resident of Riverside Crescent, commented on the odour from Treatment Plant and inquired about the next steps.
- John Shirley, a resident of Connors Road, commented on his concerns about the length of time it will take to find solutions for the Treatment Plant.

25 ADJOURNMENT:

R266-25

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

CARRIED.

The Regular Meeting was adjourned at 7:33 p.m.

CERTIFIED CORRECT:



Bree Seabrook
Director of Corporate Services



Maria McFaddin
Mayor

