

# Regular Meeting Minutes of Council December 17, 2025

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

Members	Mayor Maria McFaddin
Present	Councillor Darcy Bell – joined the meeting at 3:51 p.m. Councillor Brian Bogle Councillor Sandy Bojechko Councillor Shirley Falstead Councillor Sue Heaton-Sherstobitoff Councillor Cherryl MacLeod
Absent	Nil
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 Nick Ahlefeld, Fire Chief Steve Bate, Roads Foreperson Crystal Bazar, Assistant Manager of Operations David Bristow, IT Manager Nicole Brown, Manager of Legislative Services Jennifer Chamberlain, Executive Assistant Danny Clarke, Airport Manager Meeri Durand, Director of Community Safety & Development Aaron Geck, Assistant Manager of Utilities Alexandra Hadfield, Manager of Human Resources John Kanigan, Shop Foreperson Dustin LePage, Operations Worker Ginger Lester, Communications Manager Ryan Niddery, Manager of Engineering and Infrastructure Monty Taylor, RCMP Sergeant Emilie teBulte, Temporary Development Technician Nikki Payne, Operations Worker Luke Ponte, Procurement & Contracts Clerk Anne Simonen, Project Manager Josh Vlasic, Parks Foreperson Nikki Zimmerman, Office Assistant
Other	Public and Media

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

**2 ADOPTION OF AGENDA:**

**R267-25** Moved and seconded, and  
RESOLVED:

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

CARRIED.



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

**R268-25** Moved and seconded, and  
RESOLVED: THAT Council now resolve itself into Committee of the Whole.  
CARRIED.

**4 PRESENTATION:**

Chris Barlow, Chief Administrative Officer presented the City of Castlegar Organizational Plan. Various staff from across all departments joined the CAO to speak about the creation and implementation of the Organizational Plan and Action Plan.

**5 COMMUNITY WELLNESS, SAFETY & DEVELOPMENT (Councillor Heaton-Sherstobitoff, Deputy Chair)**

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

- Nil

**(b) FIRE DEPARTMENT VERBAL UPDATE**

- Nil

**(c) RCMP DETACHMENT VERBAL UPDATE**

- 15 of 17 members currently.
- Roadside checks currently underway.

**(d) WEST KOOTENAY REGIONAL AIRPORT VERBAL UPDATE**

- Thirteen bus operations in December so far.

**(e) COMMUNITY SAFETY AND DEVELOPMENT VERBAL UPDATE**

- Working on permits and licensing and getting caught up on back log.

**(f) 2026 FireSmart Community Funding & Supports Program (Report No. 25-89)**

Report from the Climate Readiness Coordinator to seek Council endorsement to submit an allocation-based application to the Union of British Columbia Municipalities (UBCM)

**COW111-25** Moved, and  
RECOMMENDED:

THAT Council endorse an allocation-based funding application to the Union of British Columbia Municipalities under the Community Resiliency Investment Program – 2026 FireSmart Community Funding & Supports Program for the maximum grant amount of \$200,000.

CARRIED.

**(g) 2025 Parking Assessment & Regulatory Review (Report No. 25-92)**

Report from the Planner – Policy to seek Council's adoption of the Parking Assessment & Regulatory Review prepared by Urban Systems.

**COW112-25** Moved, and  
RECOMMENDED:

THAT Council adopt the 2025 Parking Assessment & Regulatory Review attached to Report 25-92.

CARRIED.

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

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

- Kootenay Gallery of Art gift sales.
- Castlegar and District Hospital Foundation is still accepting donations.
- Update on Winter Wonderland. Thank you to Council, staff, all the volunteers, organizations and all sponsors that made the event a success.
- Thinking ahead to Canada Day 2026.

**7 FINANCE AND CORPORATE SERVICES (Councillor Bogle, Chair)**

**(a) Finance and Corporate Services Community Liaison Verbal Update**

- Chamber of Commerce Board Meeting tomorrow.
- Business after Business event at Work BC yesterday.
- Sculpture Walk AGM.
- Heritage Society Board Meeting.

**(b) Corporate Services Verbal Update**

- Reminder of the City Hall closure December 25, 2025, to January 1, 2026.
- Update on recruitment.

**(c) Finance Department Verbal Update**

- Nil

**(d) IT Department Verbal Update**

- The December 1, 2025, Committee of the Whole meeting had 30 views, and the Regular Meeting had 25 views.
- The December 10, 2025, Special meeting had 11 views.
- Working with Sea to Sky.
- Update on Electronic Records Management.

**COMMUNITY WELLNESS, SAFETY & DEVELOPMENT (Continued)**

**Council Liaison Verbal Update continued**

- Community groups have reached out to ask if Council is interested in facilitating a meeting where all groups can discuss projects, events and areas they can collaborate and share resources.
- SculptureWalk Night of Fire.
- CP Holiday Train.

**8 MUNICIPAL SERVICES (Councillor MacLeod, Chair)**

**(a) Municipal Services Department Verbal Update**

- Nil

**9 QUESTION PERIOD:**

- Nil

**10 RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE:**

**R269-25**

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.**

**R270-25** 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(2)(B)***

*The consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.*

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 Present	Mayor Maria McFaddin Councillor Darcy Bell Councillor Brian Bogle Councillor Sandy Bojechko Councillor Shirley Falstead Councillor Sue Heaton-Sherstobitoff Councillor Cherryl MacLeod
Absent	Nil
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 Meeri Durand, Director of Community Safety & Development Ryan Niddery, Manager of Engineering and Infrastructure
Other	Public and Media

**13 DELEGATION:** Nil



**14 COUNCIL MEETING MINUTES FOR APPROVAL:**

**R271-25** Moved and seconded, and  
RESOLVED:

THAT the following Minutes be adopted as presented:

- Regular Meeting Minutes – December 1, 2025
- Special Meeting Minutes – December 10, 2025

CARRIED.

**15 RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE:**

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

**R272-25** Moved and seconded, and  
RESOLVED:

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

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

CARRIED.

**R273-25** Moved and seconded, and  
RESOLVED:

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.

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

**R274-25** Moved and seconded, and  
RESOLVED:

THAT Council endorse an allocation-based funding application to the Union of British Columbia Municipalities under the Community Resiliency Investment Program – 2026 FireSmart Community Funding & Supports Program for the maximum grant amount of \$200,000.

CARRIED.

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

**17 CORRESPONDENCE:**

Council discussed the correspondence from Sarah Fry, resident of 10<sup>th</sup> Avenue, regarding her concerns about speeding in the area. Council has responded to update the sender that Council directed staff at an earlier meeting to research and report back on a speed reduction pilot project.

**18 REPORTS OTHER:**

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

- Update on request for proposals for new sheet of ice and walking track.

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

- CBT ReDi grant applications will be available on the RDCK website starting in January 2026.
- Fire Department dinner.
- Recreation Commission Meeting.
- SculptureWalk Night of Fire and lantern walk.
- CP Holiday Train.
- No changes to the 2026 Council Committee Chairs and Deputies.

**20 NEW & UNFINISHED BUSINESS:** Nil

**21 BYLAWS FOR CONSIDERATION:**

**Water Regulations and Rates Amendment Bylaw No. 1446 –Adoption (Report No. 25-90)**

A Bylaw to amend Water Regulations and Rates Bylaw No. 1357.

**R275-25** Moved and seconded, and

RESOLVED:

THAT Water Regulations and Rates Amendment Bylaw No. 1446 be adopted.

CARRIED.

**Sewer Regulations and Rates Amendment Bylaw No. 1447 –Adoption (Report No. 25-90)**

A Bylaw to amend Sewer Regulations and Rates Bylaw No. 1356.

**R276-25** Moved and seconded, and

RESOLVED:

THAT Sewer Regulations and Rates Amendment Bylaw No. 1447 be adopted.

CARRIED.

**Residential Curbside Collection and Disposal Bylaw No. 1448–Adoption (Report No. 25-91)**

A Bylaw to amend Residential Curbside Collection and Disposal Bylaw No. 1408.

**R277-25** Moved and seconded, and

RESOLVED:

THAT Residential Curbside Collection and Disposal Bylaw No. 1448 be adopted.

CARRIED.

**22 NEXT MEETING(S):**

January 12, 2026 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 13<sup>th</sup> Avenue, Castlegar, B.C.

**23 NOTICE OF MOTION:** Nil

**24 QUESTION PERIOD:** Nil

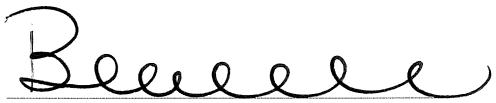
**25 ADJOURNMENT:**

**R278-25** Moved and seconded, and  
RESOLVED: THAT the Regular meeting be adjourned.

CARRIED.

The Regular Meeting was adjourned at 7:12 p.m.

CERTIFIED CORRECT:



Bree Seabrook  
Director of Corporate Services



Maria McFaddin  
Mayor

