

Regular Meeting Minutes of Council June 9, 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
 Councillor Sandy Bojecho – Via Zoom
 Councillor Shirley Falstead
 Councillor Cherryl MacLeod

Absent Councillor Sue Heaton-Sherstobitoff

Staff Chris Barlow, Chief Administrative Officer
Present Bree Seabrook, Director of Corporate Services
 Chris Hallam, Director of Municipal Services
 Nick Ahlefeld, Acting Fire Chief
 David Bristow, IT Manager – Via Zoom
 Jennifer Chamberlain, Executive Assistant
 Meeri Durand, Acting Director of Community Safety & Development
 Alex Hadfield, Manager of Human Resources
 Deanna Hooper, Acting Operations Manager
 Ginger Lester, Communications Manager
 Sarah Martin, Planner – Policy
 Ryan Niddery, Manager of Engineering and Infrastructure
 Kelly Robertson, Acting Manager of Finance
 Anne Simonen, Project Manager
 Nikki Zimmerman, Office Assistant

Other Public and Media

1 CALL TO ORDER: Mayor McFaddin called the meeting to order at 2:59 p.m.

2 ADOPTION OF AGENDA:

R122-25 Moved and seconded, and
RESOLVED:

THAT the agenda for the Regular Council Meeting of June 9, 2025 be adopted.

CARRIED.

3 RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE:

R123-25 Moved and seconded, and
RESOLVED: THAT Council now resolve itself into Committee of the Whole.

CARRIED.

4 DELEGATION: Nil.

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

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

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

(c) **Castlegar Fire Department Terms of Employment Policy 3-1 (Report No. 25-50)**

Report from the Acting Fire Chief to seek Council approval of the Castlegar Fire Department Terms of Employment Policy 3-1.

COW048-25

Moved, and
RECOMMENDED:

THAT Council repeal and replace Castlegar Fire Department Terms of Employment Policy 3-1.

CARRIED.

(d) **RCMP DETACHMENT VERBAL UPDATE:** Nil

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

- Due to the warm weather, seeing passenger volumes increase.

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

- Grand opening at Kalesnikoff.
- Gratitude to all involved.

Due to technical difficulties item 5 (g) was presented immediately following Agenda Item 7 (e):

(g) **Development Permit with Variance 3-25 (2241 6th Avenue) (Report No. 25-48)**

Report from the Planner-Policy to seek Council consideration of issuance of Development Permit with Variance 3-25 (DPV-3-25) to authorize construction of a Warehouse-Small located at 2241 6th Avenue.

COW049-25

Moved, and
RECOMMENDED:

THAT Council approve and issue Development Permit with Variance 3-25 for the construction of a Warehouse – Small within the Regional Mixed-Use and Steep Slope Hazard Development Permit Areas and by varying City of Castlegar Zoning Bylaw 1428, 2024 as follows:

- 7.11.5 iv) a) Minimum Setbacks – Rear Setback to Lot Line for principal building: from 6 m to 1.6 m.
- 8.4.4 Off Street Parking Spaces within a Front Yard in the C3 and C4 Zones – Setback: from 2 m to: varies from 2 m to 0.8 m as necessary to accommodate minimum parking space and aisle widths.
- 8.12.1 Table 6: Parking Space Requirements – Industrial Uses – Warehousing & Storage Facilities: from 12 to 4 parking spaces, one of which being an accessible parking space.

CARRIED.

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

(a) COUNCIL COMMITTEE LIAISON VERBAL UPDATE

- Sunfest Festival Events were all well attended.
- Congratulations to Derm English, Citizen of the Year.

7 FINANCE AND CORPORATE SERVICES (Councillor Bogle, Chair)

(a) Finance and Corporate Services Community Liaison Verbal Update: Nil

(b) Corporate Services Verbal Update

- Canada Day sponsorship and events.
- 114 new Voyent Alert! users, for a total of 2,164 users.
- Seniors Resource Expo on June 12.
- Water restrictions are in effect June 15.
- Unidirectional flushing started today in Grandview and Blueberry.

(c) Finance Department Verbal Update

- Property taxes are due July 2.
- Communications are prepared in the event of a postal strike.

(d) 2025 Q2 Community Grant Applications (Report No. 25–37)

Report from the Acting Manager of Finance to seek Council consideration of the 2025 second quarter Community Grant Applications:

COW050–25

Moved, and
RECOMMENDED:

THAT Council approve the Community Grant funding in the amount of \$500 to the Kootenay Robusters for the Robuster calendar.

CARRIED.

COW051–25

Moved, and
RECOMMENDED:

THAT Council approve the Community Grant funding in the amount of \$1,000 to the Girls on Boards for the Harvest Jam Skate Contest.

CARRIED.

COW052–25

Moved, and
RECOMMENDED:

THAT council approve the Community Grant funding in the amount of \$3,500 to the Can Jam Link-Up for their Jamaican Feed Festival Fundraiser.

AMENDED TO THE FOLLOWING:

THAT Council approve the Community Grant funding in the amount of \$1,000 to the Can Jam Link-Up for their Jamaican Feed Festival Fundraiser.

CARRIED.

COW053-25

Moved, and
RECOMMENDED:

THAT Council approve the Community Grant funding in the amount of \$1,980 to the West Kootenay Timberwolves Lacrosse Program.

CARRIED.

COW054-25

Moved, and
RECOMMENDED:

THAT Council deny the Community Grant funding in the amount of \$2,500 to the Take a Hike Youth Mental Health Foundation.

CARRIED.

(e) IT Department Verbal Update

- Committee of the Whole had 31 views and Regular had 30 views.
- Continuing equipment upgrades throughout the City.

8 MUNICIPAL SERVICES (Councillor MacLeod, Chair)

(a) Municipal Services Department Verbal Update

- Completed Blueberry Reservoir vault drain repair.
- North well supply test postponed until the Fall.
- Meadowlark reservoir cleaning scheduled for June 17.
- Geotubes update.
- Parks maintenance update.
- Hauling winter sand.
- Maintenance of summer equipment.
- Shifting to winter operations in July.
- Servicing of generators.
- Preparation for Sunfest.
- Preparing to award a quote for security at Millennium washrooms and concession.
- Speed Reader Program.
- Castle playground repairs and warranty walk through.
- South Sewage Treatment Plant North Train Reinstatement Project.
- West Kootenay Regional Airport Air Terminal Building Expansion update.
- Fuel tank removal from Civic Works.
- Eremenko building update.

(b) Request for Quotations 25-13 2025 Drainage Improvements – Recommendation for Award (Report No. 25-45)

Report from the Project Manager to seek Council authorization for staff to award Request for Quotations (RFQ) 25-13 2025 Drainage Improvements to Kays Contracting Ltd. (Kays) in the amount of \$69,490 plus applicable taxes.

COW055-25

Moved, and
RECOMMENDED:

THAT Council award Request for Quotations (RFQ) 25-13 2025 Drainage Improvements to Kays Road Contracting Ltd. (Kays) in the amount of \$69,490 plus applicable taxes, AND FURTHER;

THAT Council direct staff to execute the necessary documents.

CARRIED.

(c) Community Engagement for a proposed Disc Golf Course in Kinnaird Park (Report No. 25-52)

Report from the Manager of Engineering & Infrastructure to seek Council direction on the preferred public engagement approach for the proposed construction of a disc golf course at Kinnaird Park.

Moved, and
RECOMMENDED:

THAT Council approve the inclusion of the proposed construction of a disc golf course in Kinnaird Park in the Parks Master Plan process to receive community feedback.

DEFEATED.

COW056-25

Moved, and
RECOMMENDED:

THAT Council approve Option 1: User Group Led Engagement, including public notification, local advertising, and hosting a community open house, for the purposes of the proposed construction of a Disc Golf Course in Kinnaird Park.

CARRIED.

(d) Approval in Principle to Install a Painted Mural on the Sherbiko Hill Retaining Wall (Report No. 25-53)

Report from the Manager of Engineering & Infrastructure to seek Council approval in principle for the installation of a temporary or semi-permanent mural on the Sherbiko hill retaining wall, as proposed by Castlegar Communities in Bloom (CIB) and to seek Council direction for staff to continue working with CIB to ensure all operational and procedural requirements are addressed prior to installation.

COW057-25

Moved, and
RECOMMENDED:

THAT Council approve in principle the installation of a painted mural on the Sherbiko Hill retaining wall,

AND FURTHER;

THAT Council direct staff to continue working with Communities in Bloom to ensure that identified requirements such as Council direction on the preferred mural concept, Civic Works completing wall surface cleaning prior to installation, and confirmation that all on-

site work complies with the City's Contractor Management Program and permitting process, are completed prior to installation,

AND FURTHER;

THAT Council direct staff to work with Communities in Bloom to create an agreement outlining ownership and maintenance requirements.

CARRIED.

9 QUESTION PERIOD:

- Patrick Audet from the Kootenay Rockies Disc Golf Society and Sunfest Castlegar had the following questions and comments:
 - Sunfest Tennis – 43 participants, everyone received a prize.
 - Disc Golf Course and engagement by the Society

10 RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE:

R124-25

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.

R125-25

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)(C)***
Labour relations or other employee relations.
- ***Community Charter Section (90)(1)(E)***
The acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.
- ***Community Charter Section 90(1)(L)***
Discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].
- ***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 4:02 p.m.

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

Members Present	Mayor Maria McFaddin Councillor Darcy Bell Councillor Sandy Bojecho – Via Zoom Councillor Shirley Falstead Councillor Cheryl MacLeod
Absent	Councillor Sue Heaton-Sherstobitoff Councillor Brian Bogle
Staff Present	Chris Barlow, Chief Administrative Officer Chris Hallam, Director of Municipal Services Meeri Durand, Acting Director of Community Safety & Development Jennifer Chamberlain, Executive Assistant Nick Ahlefeld, Acting Fire Chief
Other	Public and Media

13 DELEGATION:

- (a) Yuri Kutschera et al on behalf of Castlegar-Embetsu Educational Exchange Committee, provided Council with the itinerary for their upcoming trip to Embetsu. Highlights of the discussion include:
- Second week in Embestu.
 - Kelsey Law is an EEEEC member and group leader for 2025 Castlegar Embetsu Educational Exchange Committee.
 - Students are very excited to visit Embetsu and thank you to Mr. Shikano for making the experience of visiting Embetsu a reality.
 - Thank you to the City for their support in the exchange program.
 - Many student ambassadors noted their appreciation of the program, their roles as ambassadors and their goals on their upcoming Embetsu trip.
 - Yuri Kutschera, has been part of the exchange committee since 1999; excited to return to Embetsu.
 - Taking 15 students this year; first time since pre-Covid.
 - Through the program, met Mr. Shikano. Mr. Takahashi was the dedicated Committee Chair.
 - Request of Council: If you have any messages for Embetsu, forward to Yuri.

14 COUNCIL MEETING MINUTES FOR APPROVAL:

R126-25

Moved and seconded, and
RESOLVED:

THAT the following Minutes be adopted as presented:

- Regular Meeting Minutes – May 20, 2025

CARRIED.

15 RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE:

The following resolutions were recommended at the May 20, 2025, Committee of the Whole Meeting and are presented for consideration of adoption by Council:

R127-25 Moved and seconded, and
RESOLVED:

THAT the following items considered and received for information at the May 20, 2025 Committee of the Whole meeting, be adopted:

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

CARRIED.

R128-25 Moved and seconded, and
RESOLVED:

THAT Council award Invitation to Tender 25-11 SCADA Upgrades to Arrowtech Electric Ltd. in the amount of \$67,200 plus applicable taxes,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

CARRIED.

The following resolutions were recommended at the June 9, 2025, Committee of the Whole Meeting and are presented for consideration of adoption by Council:

R129-25 Moved and seconded, and
RESOLVED:

THAT Council repeal and replace Castlegar Fire Department Terms of Employment Policy 3-1.

CARRIED.

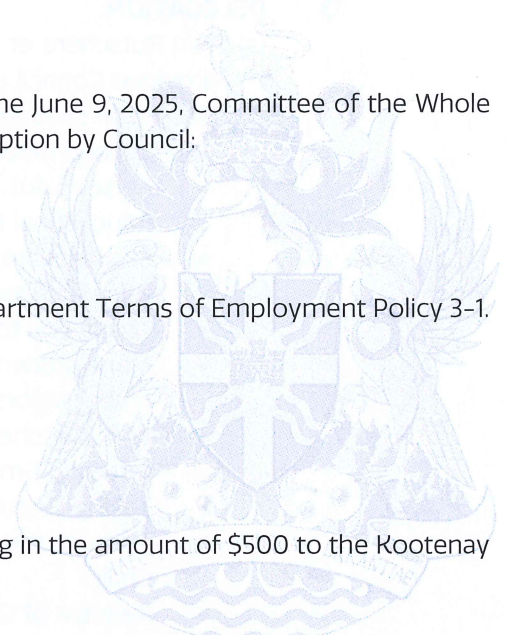
R130-25 Moved and seconded, and
RESOLVED:

THAT Council approve the Community Grant funding in the amount of \$500 to the Kootenay Robusters for the Robuster Calendar.

CARRIED.

R131-25 Moved and seconded, and
RESOLVED:

THAT Council approve the Community Grant funding in the amount of \$1,000 to the Girls on Boards for the Harvest Jam Skate Contest.



CARRIED.

R132-25 Moved and seconded, and
RESOLVED:

THAT Council approve the Community Grant funding in the amount of \$1,000 to the Can Jam Link-Up for their Jamaican Feed Festival Fundraiser.

CARRIED.

R133-25 Moved and seconded, and
RESOLVED:

THAT Council approve the Community Grant funding in the amount of \$1,980 to the West Kootenay Timberwolves Lacrosse Program.

CARRIED.

R134-25 Moved and seconded, and
RESOLVED:

THAT Council deny the Community Grant funding in the amount of \$2,500 to the Take a Hike Youth Mental Health Foundation.

CARRIED.

R135-25 Moved and seconded, and
RESOLVED:

THAT Council award Request for Quotations 25-13 2025 Drainage Improvements to Kays Road Contracting Ltd. in the amount of \$69,490 plus applicable taxes.

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

CARRIED.

R136-25 Moved and seconded, and
RESOLVED:

THAT Council approve in principle the installation of a painted mural on the Sherbiko Hill retaining wall,

AND FURTHER;

THAT Council direct staff to continue working with Communities in Bloom to ensure that identified requirements such as Council direction on the preferred mural concept, Civic Works completing wall surface cleaning prior to installation, and confirmation that all on-site work complies with the City's Contractor Management Program and permitting process, are completed prior to installation,

AND FURTHER;

THAT Council direct staff to work with Communities in Bloom to create an agreement outlining ownership and maintenance requirements.

CARRIED.

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

R137-25

Moved and seconded, and
RESOLVED:

THAT the following minutes be received for information:

(a) Regular Board Meeting Minutes – April 17, 2025

CARRIED.

17 CORRESPONDENCE:

(a) Council recognized Chris Barlow, Chief Administrative Officer, for his achievement of 15 years of service in a municipal leadership role.

18 REPORTS OTHER:

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

- Passed a motion to create a bylaw for the City of Castlegar and Area J for borrowing regarding building a new facility.
- Service of creating a new facility flagged through Reimagine Rec – second sheet of ice with walking track.
- Conversation around opening up the other two service bylaws, and clarity and intentions of City and Area I & J.
- To create a Request for Proposal to go out for architectural designs for a facility space.

19 MAYOR'S REPORT:

- FCM was good; report to be on the next Council agenda.
- As Chair for West Transit Committee – VIA creates alternative to transit plans for communities. Interesting model that similar municipalities use in Ontario.
- Kalesnikoff Grand Opening attendance.
- West Transit Committee meeting tomorrow. Proposal for reallocating funding.
- Citizen of the Year 2025 – Derm English. Thank you, Derm.
- Attended Miss Castlegar Pageant. Miss Castlegar is Lauren LaFreniere, and Miss Castlegar Princess is Soyun Lee.

20 NEW & UNFINISHED BUSINESS: Nil

21 BYLAWS FOR CONSIDERATION: Nil

22 NEXT MEETING(S):

June 23, 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:

R138-25

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

CARRIED.

The Regular Meeting was adjourned at 7:25 p.m.

CERTIFIED CORRECT:



Bree Seabrook
Director of Corporate Services



Maria McFaddin
Mayor