

Regular Meeting Minutes of Council November 3, 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 Bojechko Councillor Shirley Falstead – Via Zoom Councillor Sue Heaton-Sherstobitoff Councillor Cheryl MacLeod
Absent	Nil
Staff	Chris Hallam, Director of Municipal Services/Acting CAO
Present	Bree Seabrook, Director of Corporate Services Steffan Klassen, Director of Finance & Technology David Bristow, IT Manager Nicole Brown, Manager of Legislative Services Jennifer Chamberlain, Executive Assistant Meeri Durand, Acting Director of Community Safety & Development Aaron Geck, Assistant Manager – Utilities Deanna Hooper, Manager of Civic Works Ginger Lester, Communications Manager Ryan Niddery, Manager of Engineering and Infrastructure Anne Simonen, Project Manager Monty Taylor, RCMP Sergeant Paul Wallen, Manager of Finance
Other	Public and Media
	1 CALL TO ORDER: Mayor McFaddin called the meeting to order at 3:00 p.m.
	2 ADOPTION OF AGENDA:
R228–25	Moved and seconded, and RESOLVED: THAT the agenda for the Regular Council Meeting of November 3, 2025 be adopted. CARRIED.
	3 RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE:
R229–25	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:**

- Department has responded to 48 calls since last meeting update.
- Fire prevention education and training in schools and at Senior's Expo.
- Update on member training.

(c) **RCMP DETACHMENT VERBAL UPDATE**

- Currently have 13 of 17 members.
- Reminder of winter tires and driving conditions.

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

- Three cancelled flights due to weather last week.
- Dexterra is hiring an operations manager at the West Kootenay Regional Airport.

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

- Update on building permits, and developments.
- Update on project delays on the new shelter due to Provincial strike and backlog.

(f) **Emergency Treatment Fund Application (Report No. 25-83)**

Report from the Acting Director of Community Safety & Development to obtain Council endorsement of application to the Emergency Treatment Fund in the amount of \$400,000.

COW093-25

Moved, and
RECOMMENDED

THAT Council endorse application to the Emergency Treatment Fund in the amount of \$400,000.

CARRIED.

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

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

- Update on Winter Wonderland event planning.
- Merry and Bright judging on December 21, 2025.
- Castlegar and District Hospital Foundation Light Up on Friday December 5.
- Christmas at the Gallery shopping event opens in December.
- Communities in Bloom is requesting Council consider decorating the holiday planters outside of City Hall.

7 FINANCE AND CORPORATE SERVICES (Councillor Bogle, Chair)

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

- The small business expo last week at the Confluence building.
- Chamber of Commerce Business Awards is sold out, event to be held on Saturday.

(b) **Corporate Services Verbal Update**

- Update on HR hiring, and positions filled.
- Update on Winter Wonderland.
- Attended the Senior's Expo.
- The Castlegar playground is closed for warranty work until November 8, 2025.

(c) **2026 Celebrate Canada Program (Report No. 25-80)**

Report from the Communications Manager to obtain Council authorization to submit a funding application for up to \$15,000 to the Department of Canadian Heritage – Celebrate Canada Program.

COW094-25

Moved, and
RECOMMENDED

THAT Council authorizes staff to submit a funding application for up to \$15,000 to the Department of Canadian Heritage – Celebrate Canada Program in support of the 2026 Canada Day Celebrations.

CARRIED.

(d) **Travel Authorization – BC Council of Forest Industries 2026 Convention (Report No. 25-84)**

Report from the Executive Assistant to obtain Council authorization for Mayor McFaddin to attend the 2026 BC Council of Forest Industries Annual Convention in Vancouver, BC.

COW095-25

Moved, and
RECOMMENDED

THAT Mayor McFaddin attend the 2026 BC Council of Forest Industries Convention held in Vancouver, BC from April 8-10, 2026, with travel expenses to be allocated from the 2026 Council Conferences budget.

CARRIED.

(e) **2025 Council Strategic Plan Implementation Report – Quarter 3 Update. (Report No. 25-81)**

Report from the Chief Administrative Officer to present Council with the 2025 Council Strategic Plan Implementation Report – Quarter 3 Update.

COW096-25

Moved, and
RECOMMENDED

THAT Council receive for information Report #25-81 titled "2025 Council Strategic Plan Implementation Report – Quarter 3 Update."

CARRIED.

(f) **Finance Department Verbal Update**

- Introduction of Paul Wallin, Manager of Finance.
- Permissive Tax Exemption Bylaw submitted.

(g) **IT Department Verbal Update**

- IT maintenance undertaken by the Manager and Sea to Sky.
- The October 20 Committee of the Whole Meeting had 26 views, and the Regular Meeting had 14 views.

- The Special Meeting on October 28 had 8 views.
- Update on project management for the department.

8 MUNICIPAL SERVICES (Councillor MacLeod, Chair)

(a) Municipal Services Department Verbal Update

- Update on the Eremenko building demolition.
- Update on speed reader and speed in the committee report to next meeting.
- Update on the Liquid Waste Management Plan and next steps, report coming to Council in December.

Aaron Geck, Assistant Manager – Utilities presented to Council on the South Sewage Treatment Plant (SSTP) and odour mitigation. Highlights of the presentation included:

- Overview of where odours come from in general at a treatment plant.
- Review of the Geotube system, and biosolid management options.
- Overview of Geotube system installation, the concept of geotubes, the proof-of-concept testing, and the outcome not being as anticipated, challenges with the original design.
- Next steps, Liquid Waste Management Plan, and the communication and engagement plan.
- Working to replace geotube system and exploring options.

(b) Brandson Park Design Concept (Report No. 25-79)

Report from the Project Manager to obtain Council authorization to proceed with the construction of the Brandson Neighbourhood Park design concept as presented in this report for a total cost of \$327,000 and support a \$68,000 project budget increase in the 2026-2030 Five-Year Financial Plan with funding contribution from the Game Host Agreement Reserves.

COW097-25

Moved, and
RECOMMENDED

THAT Council approve the Brandson Neighbourhood Park design concept as presented in Report #25-79 for a total cost of \$327,000.

CARRIED.

COW098-25

Moved, and
RECOMMENDED

THAT Council support a \$68,000 project budget increase in the 2026-2030 Five-Year Financial Plan with funding contribution from the Game Host Agreement Reserves.

CARRIED.

9 QUESTION PERIOD:

- Nil

10 RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE:

R230-25

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.

R231-25

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 4:44 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 Bojecho Councillor Shirley Falstead – Via Zoom Councillor Sue Heaton-Sherstobitoff Councillor Cheryl MacLeod
Absent	Nil
Staff Present	Chris Hallam, Director of Municipal Services/Acting CAO Bree Seabrook, Director of Corporate Services Steffan Klassen, Director of Finance & Technology David Bristow, IT Manager Nicole Brown, Manager of Legislative Services Meeri Durand, Acting Director of Community Safety & Development Jennifer Chamberlain, Executive Assistant
Other	Public and Media

13 DELEGATION:

- (a) Dharmesh Manuja, Paramveer Bagga, Maddy, and Savan Bhatt on behalf of the Castlegar Cricket Club presented Council with a proposal for construction of a cricket pitch. Highlights of the presentation included:
 - Overview of the sport, community sponsorship and growth of the game in Castlegar.

- No dedicated cricket pitch in Castlegar or area.
- The benefits to the community of creating a cricket pitch. Potential for tournaments to be held in Castlegar.
- Proposed locations are Millennium Park soccer field, a field next to Kinnaird Park Community Church.
- They are requesting the City of Castlegar work with them to establish a cricket pitch in Castlegar.
- Council suggests they also present to the Recreation Commission about potential field use within the area as there are more in the immediate area than just within the City boundary.

(b) Darlene Kalawsky and Val Field on behalf of Castlegar Communities in Bloom presented Council with the Class of Champions Award. Highlights of the presentation included:

- Thank you to the City of Castlegar, Civic Works Department and all the volunteers and community members for support over the past 21 years.
- The group is requesting the City of Castlegar enter the holiday planter challenge for the planters outside of City Hall.

14 COUNCIL MEETING MINUTES FOR APPROVAL:

R232-25

Moved and seconded, and
RESOLVED:

THAT the following Minutes be adopted as presented:

- Regular Meeting Minutes – October 20, 2025
- Special Meeting Minutes – October 28, 2025

CARRIED.

15 RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE:

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

R233-25

Moved and seconded, and
RESOLVED:

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

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

CARRIED.

The following resolutions were recommended at the November 3, 2025, Committee of the Whole Meeting and are presented for consideration of adoption by Council:

R234-25

Moved and seconded, and
RESOLVED:

THAT Council endorse application to the Emergency Treatment Fund in the Amount of \$400,000.

CARRIED.

R235-25

Moved and seconded, and
RESOLVED:

THAT Council approve the Brandson Neighbourhood Park design concept as presented in report #25-79 for a total cost of \$327,000.

CARRIED.

R236-25

Moved and seconded, and
RESOLVED:

THAT Council support a \$68,000 project budget increase in the 2026-2030 Five-Year Financial Plan with funding contribution from the Game Host Agreement Reserves.

CARRIED.

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

R237-25

Moved, and seconded and
RESOLVED:

THAT the following minutes be received for information:

(a) RDCK Regular Board Meeting Minutes – September 18, 2025

CARRIED.

17 CORRESPONDENCE:

Council discussed the correspondence from Michael Trapani regarding the request considered including ducks as a permitted backyard poultry in the Animal Control Bylaw. At this time, Council has chosen to maintain the current definition of poultry, which does not include ducks, and asked that staff reply to Micheal Trapani regarding this request.

Council discussed the correspondence from the Castlegar Curling Club requesting the City of Castlegar develop a formal agreement with regard to developing additional parking spaces at the rear of the Curling Club building. Staff will follow up with the Club on parking options.

Council discussed the correspondence from the BC/Yukon Command of the Royal Canadian Legion requesting the City of Castlegar purchase an ad in the 21st Annual Edition of the Military Service Recognition Book. Council noted this was a broader request and not from the local branch.

18 REPORTS OTHER:

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

- Next meeting on November 4, 2025

19 MAYOR'S REPORT:

(a) Mayor McFaddin Reported on her attendance at:

- The Union of British Columbia Municipalities 2025 Convention.
- YRB stakeholder meeting.
- Mercer stakeholder update meeting.

(b) Mayor McFaddin discussed with Council the arrival of the Holiday train on December 15, 2025.

R238-25

Moved and seconded, and
RESOLVED:

THAT Council direct staff to proceed with the legislated requirements to reschedule the regular scheduled Council meeting on December 15, 2025, to December 17, 2025.

CARRIED.

20 NEW & UNFINISHED BUSINESS: Nil

21 BYLAWS FOR CONSIDERATION:

Regional District of Central Kootenay (RDCK) Letter of Consent – RDCK Castlegar and Area Indoor Aquatic Local Service Area Establishment Amendment Bylaw No. 3061.

R239-25

Moved and seconded, and
RESOLVED:

THAT Council provide consent on behalf of the City of Castlegar electors, to the Board of the Regional District of Central Kootenay adopting Bylaw No. 3061 "Castlegar and Area Indoor Aquatic Centre Local Service Area Establishment Amendment Bylaw No. 3061, 2025".

CARRIED.

Regional District of Central Kootenay Castlegar and District Regional Facilities, Recreation, Parks and Leisure Service Amendment Bylaw No. 3062.

R240-25

Moved and seconded, and
RESOLVED:

THAT Council provide consent on behalf of the City of Castlegar electors, to the Board of the Regional District of Central Kootenay adopting Bylaw No. 3062 "Castlegar and District Regional Facilities, Recreation, Parks and Leisure Service Amendment Bylaw No. 3062, 2025".

CARRIED.

22 NEXT MEETING(S):

November 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: Nil

25 ADJOURNMENT:

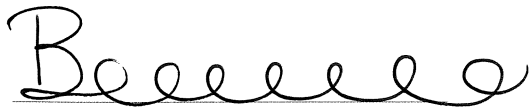
R241-25

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

CARRIED.

The Regular Meeting was adjourned at 7:56 p.m.

CERTIFIED CORRECT:

A handwritten signature in cursive script, appearing to read "Bree Seabrook".

Bree Seabrook
Director of Corporate Services

A handwritten signature in cursive script, appearing to read "Maria McFaddin".

Maria McFaddin
Mayor

