

Regular Meeting Minutes of Council October 6, 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 arrived at 3:40 p.m.
Councillor Brian Bogle
Councillor Sandy Bojecho (Via zoom)
Councillor Shirley Falstead
Councillor Sue Heaton-Sherstobitoff (Via zoom)
Councillor Cheryl 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, Acting Fire Chief
Crystal Bazar, Assistant Operations Manager
David Bristow, IT Manager
Nicole Brown, Manager of Legislative Services
Jennifer Chamberlain, Executive Assistant
Meeri Durand, Acting Director of Community Safety & Development
Alexandra Hadfield, Manager of Human Resources
Deanna Hooper, Acting Operations Manager
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:

R200-25 Moved and seconded, and
RESOLVED:

THAT the agenda for the Regular Council Meeting of October 6, 2025 be adopted.

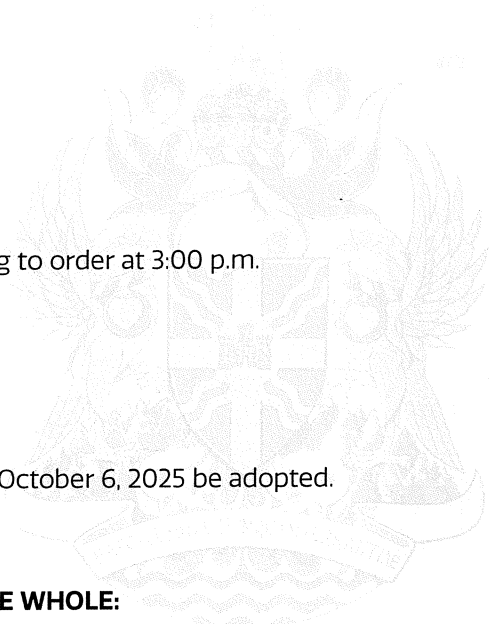
CARRIED.

3 RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE:

R201-25 Moved and seconded, and
RESOLVED: THAT Council now resolve itself into Committee of the Whole.

CARRIED.

4 DELEGATION:



- (a) Yann Troutet and Daniel Raber on behalf of The Association of West Kootenay Rock Climbers provided Council with an introduction of their organization. Highlights of the discussion include:
- They are a registered non-profit, with ten volunteer directors and approximately 150 members.
 - Purpose is to own titles and ownership of property to maintain unique environmental qualities of the properties with their urban setting while fostering good relationships with the surrounding neighbors.
 - Review of maintenance and improvement projects at the properties.
 - Review of the Kinnaird Bluffs climbing area and the current zoning and use.
 - The group is looking to possibly purchase the existing bluffs area to maintain it as a climbing area.
 - The group would like to see this property designated for recreational purposes by any future buyer.
- (b) George Edney et al on behalf of Ministry of Forest BC Timber Sales provided Council with an update regarding local BC Timber Sales (BCTS). Highlights of the discussion include:
- Review of the BC Timber Sales areas of operations and offices.
 - BCTS is responsible for 20% of the harvest in BC.
 - Review of Southern Interior fiscal sales.
 - Review of BCTS strategic recommendations (54) and the four cornerstones.

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

(a) COUNCIL COMMITTEE LIAISON VERBAL UPDATE

- Nil

(b) Castlegar & District Public Library Regular Meeting Minutes

COW083-25

RECOMMENDATION: Council consider and resolve to receive for information:

- Castlegar & District Public Library Regular Meeting Minutes – June 11, 2025

CARRIED.

(c) FIRE DEPARTMENT VERBAL UPDATE

- Year to date the department has responded to 784 calls for service.
- Update on member training.

(d) RCMP DETACHMENT VERBAL UPDATE

- Currently have 14 of 16 officers.
- Working on school presentations regarding online safety.

(e) WEST KOOTENAY REGIONAL AIRPORT VERBAL UPDATE

- General Aviation Concept Plan coming to Council soon.
- Flight status has continued to be strong.

(f) COMMUNITY SAFETY AND DEVELOPMENT VERBAL UPDATE.

- Introduced Pam Masson and Manda MacIntyre as new temporary members to the department.
- Update on Wildfire Resilience and Fire Smart programs.
- Attendance at:
 - the Rota Villa open house on their senior housing proposal.
 - COINS event last week.

- Emergency preparedness meeting last week.

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

(a) COUNCIL COMMITTEE LIAISON VERBAL UPDATE

- Working on the Winter Wonderland event and sponsors.
- Meeting with Maggie Shirley, of the Castlegar Heritage Society.

7 FINANCE AND CORPORATE SERVICES (Councillor Bogle, Chair)

(a) Finance and Corporate Services Community Liaison Verbal Update

- Chamber of Commerce Board meeting on October 23, 2025.
- Business after Business this week at Andres Electronics.

(b) Corporate Services Verbal Update

- HR recruitment update, new starts, and current postings.
- Update on current public engagement and notifications.
- Email subscriptions have increased by 128%.
- Added over 300 new users to Voyent Alert.
- Potential impact of the postal strike to communications and mailouts.
- Encourage residents to sign up for e-billing at Castlegar.ca/online
- Preparing winter snow and operations mailer.
- Confirmation of recyclable containers being accepted at the return it depot.

(c) Finance Department Verbal Update

- No tax sale was required for 2025.
- Permissive tax exemption process update.
- Utility bill update and potential postal strike implications.
- Kicking off the budget process soon.

(d) 2026 Permissive Tax Exemption Bylaw No. 1442 (Report No. 25-73)

Report from the Director of Finance & Technology to seek Council approval for the proposed 2026 Permissive Tax Exemption Bylaw No. 1442.

COW084-25

Moved, and
RECOMMENDED:

THAT Council proceed with the required readings of the proposed 2026 Permissive Tax Exemption Bylaw No. 1442.

CARRIED.

Moved, and
RECOMMENDED:

THAT Council direct staff to prepare a report on how other municipalities administer permissive staff exemptions, including best practices, and present options to modernize the City's permissive tax exemption process in future years.

DEFEATED.

(e) **IT Department Verbal Update**

- The September 15, 2025, Committee of the Whole meeting had 53 views, and the Regular Meeting had 30 views.
- Over 800 help desk tickets responded to.
- Completed six capital projects.
- Update on complete security profile.

8 MUNICIPAL SERVICES (Councillor MacLeod, Chair)

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

- Rotary Basketball Court grand opening.
- Update on the paving renewal project.
- Update on building demolition.
- The Castle playground routine maintenance and inspection happening next month.
- Starting hydrant maintenance in the north end.
- Water and sewer continuing with new service installations.
- Working on capital budget projections.
- Preparing to close public washrooms for the season.
- Preparing publication to remind people what not to put down drains.

(b) **Request for Quotation 2024-23 Supply and Delivery of Calcium Chloride – Recommendation for Award (Report No. 25-69)**

Report from the Assistant Manager of Operations to seek Council authorization to award Request for Quotation (RFQ) 2024-23 for Supply and Delivery of Calcium Chloride to NSC Minerals Ltd. (NSC Minerals) for a 4-year term.

COW085-25

Moved, and
RECOMMENDED:

THAT Council award Request for Quotation 2024-23 Supply and Delivery of Calcium Chloride for a 4-year term to NSC Minerals Ltd. in the amount of \$98,525 for 2024/25, \$102,475 for 2025/26, \$106,575 for 2026/27, and \$110,825 for 2027/28 plus applicable taxes,

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:

R202-25

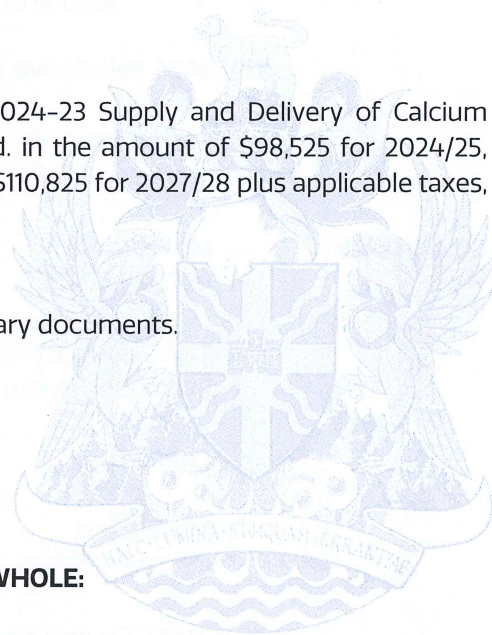
Moved and seconded, and
RESOLVED: THAT Council rise from Committee of the Whole.

CARRIED.

11 RESOLUTION TO RECESS THE PUBLIC MEETING UNTIL 7:00 P.M.

R203-25

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)***
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;

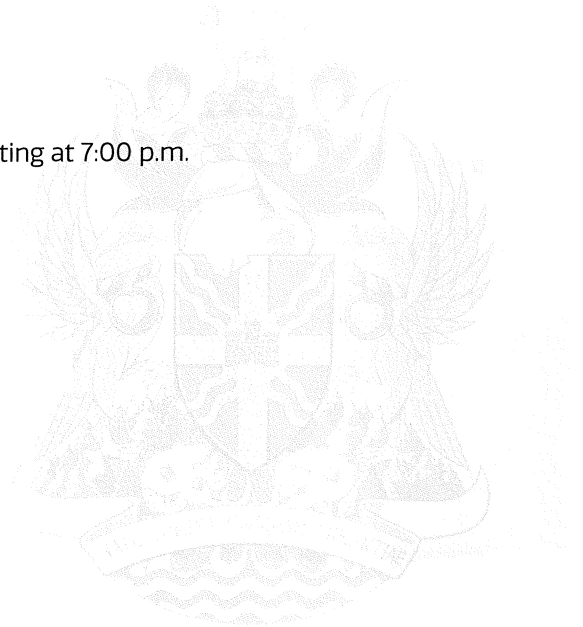
THAT Council immediately resolve into the closed portion of their meeting.

CARRIED.

The meeting recessed at 5:08 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 (Via zoom) Councillor Shirley Falstead Councillor Sue Heaton-Sherstobitoff (Via zoom) 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 Jennifer Chamberlain, Executive Assistant Ryan Niddery, Manager of Engineering and Infrastructure
Other	Public and Media



13 ANNUAL REPORT FOR THE YEAR ENDED DECEMBER 31, 2024 – OPPORTUNITY FOR PUBLIC SUBMISSIONS AND QUESTIONS.

- The Director of Finance & Technology reviewed the Annual Report for the year ended December 31, 2024.
- There were no submissions or questions submitted.

14 DELEGATION:

(a) Nick Ahlefeld and Yuri Kutschera et al on behalf of Castlegar-Embetsu Educational Exchange Committee attended the meeting to provide an update on the student delegation exchange to Embetsu and other parts of Japan in August 2025. Highlights of the discussion include:

- Introduction of students and leaders who traveled to Japan.
- An overview of their trip, explorations and experiences.
- Each student presented on their experience.
- A gift was presented to the City of Castlegar from the Town of Embetsu.
- The group provided a book of their travel memories.
- Embetsu students will visit Castlegar in August 2026.

15 COUNCIL MEETING MINUTES FOR APPROVAL:

R204-25

Moved and seconded, and
RESOLVED:

THAT the following Minutes be adopted as presented:

- Regular Meeting Minutes – September 15, 2025

CARRIED.

16 RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE:

The following resolutions were recommended at the September 15, 2025, Committee of the Whole Meeting and are presented for consideration of adoption by Council:

R205-25

Moved and seconded, and
RESOLVED:

THAT the following items considered and received for information at the September 15, 2025 Committee of the Whole meeting, be adopted:

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

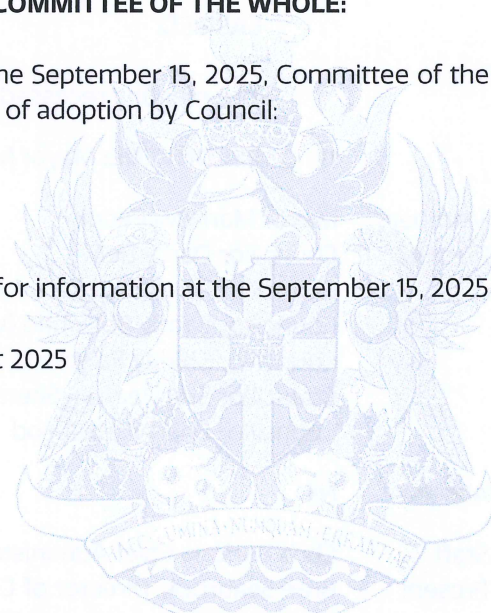
CARRIED.

R206-25

Moved and seconded, and
RESOLVED:

THAT Council direct staff to work with the Kootenay Rockies Disc Golf Society to undertake the internal process to construct up to an 18-hole disc golf course at Kinnaird Park and report back to Council at a future meeting.

CARRIED.



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

R207-25 Moved, and seconded and
RESOLVED:

THAT the following minutes be received for information:

(a) RDCK Regular Board Meeting Minutes – August 21, 2025

CARRIED.

18 CORRESPONDENCE:

Council discussed the petition and letters of support for a park and playground in Grandview from the Grandview Heights Strata Council.

R208-25 Moved and seconded, and
RESOLVED:

THAT Council direct staff to work with the Grandview Park and Playground Organizing Committee to explore potential opportunities for parkland in Grandview, and report back to Council in the future.

CARRIED.

R209-25 Moved and seconded, and
RESOLVED:

THAT Council direct staff to install no overnight parking signage at the end of the Woodland Drive neighbourhood, and at Millennium Park and Ponds near the Dog Park.

CARRIED.

R210-25 Moved and seconded, and
RESOLVED:

THAT Council direct staff to place the electronic speed reader on 5th Avenue South,

AND FURTHER;

THAT staff request the RCMP to potentially patrol 5th Avenue South more often.

CARRIED.

R211-25 Moved and seconded, and
RESOLVED:

That Council direct staff to bring forward a report on the potential of undertaking a pilot project to lower the speed limit on 5th Avenue South to explore if Council should consider a City-wide speed reduction in residential areas.

CARRIED.

19 REPORTS OTHER:

(a) Recreation Commission Member Verbal Update

- Meeting tomorrow at the Recreation Complex at 4:00 p.m.

(b) Councillor MacLeod Report re: Union of British Columbia Municipalities 2025 Convention.

20 MAYOR'S REPORT:

The Mayor Reported on her attendance at the following:

- UBCM convention.
- Alzheimer Walk.
- Audrey Moore Celebration of Life.
- Economic Development Meeting.
- Rotary Interact Basketball Court grand opening.

21 NEW & UNFINISHED BUSINESS: Nil

22 BYLAWS FOR CONSIDERATION:

**2026 Permissive Tax Exemption Bylaw No. 1442 – First, Second, and Third Readings
(Report No. 25-73)**

A Bylaw to exempt from taxation certain properties situated in the City of Castlegar.

R212-25

Moved and seconded, and
RESOLVED:

THAT Permissive Tax Exemption Bylaw No. 1442 be read a first, second, and third time.

CARRIED.

23 NEXT MEETING(S):

October 20, 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.

24 NOTICE OF MOTION: Nil

25 QUESTION PERIOD:

- Nil

26 ADJOURNMENT:

R213-25

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

CARRIED.

The Regular Meeting was adjourned at 7:50 p.m.

CERTIFIED CORRECT:



Bree Seabrook
Director of Corporate Services



Maria McFaddin
Mayor

