

Regular Meeting of Council Agenda March 23, 2026

Regular Meeting of the City of Castlegar Council held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C., and via Zoom live meeting, commencing at **3:00 p.m.** for **Committee of the Whole Meeting**, immediately followed by a **Closed Council Meeting** and reconvening at **7:00 p.m.** for **Regular Council Meeting**.

Please click the link below to join the webinar for **Committee of the Whole**:
<https://us02web.zoom.us/j/81537391928?pwd=ZpfUEPd3ETadsVvNDRH9ds8b2lB8ar.1>
or telephone: Dial (for higher quality, dial a number based on your current location):
Canada: 1-438-809-7799, 1-587-328-1099, 1-647-374-4685, 1-647-558-0588,
1-778-907-2071, 1-780-666-0144

Webinar ID: 815 3739 1928 Passcode: 707182

International numbers available: <https://us02web.zoom.us/j/kca05W0hcf>

Please click the link below to join the webinar for the **Regular Council Meeting**:
<https://us02web.zoom.us/j/82308886136?pwd=WTLZWbRcR5BQbhcQ9cAbGcSydCalqR.1>
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Canada: 1-780-666-0144, 1-204-272-7920, 1-438-809-7799,
1-587-328-1099, 1-647-374-4685

Webinar ID: 823 0888 6136 Passcode: 634712

International numbers available: <https://us02web.zoom.us/j/kb1SZ1ZRbv>

- 1 **CALL TO ORDER (3:00 P.M.)**
- 2 **ADOPTION OF AGENDA**
- 3 **RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE**
- 4 **DELEGATION: Nil**
- 5 **COMMUNITY WELLNESS, SAFETY & DEVELOPMENT (CHAIR BELL / DEPUTY BOJECHKO / DEPUTY HEATON-SHERSTOBITOFF):**
 - (a) **COUNCIL COMMITTEE LIAISON VERBAL UPDATE**
 - (b) **FIRE DEPARTMENT VERBAL UPDATE**
 - (c) **Request for Proposal 2026-03 Command Unit/Emergency Response Unit – Recommendation for Award (Report No. 26-29)**

Report from the Fire Chief to seek Council authorization to award the Command Unit/Emergency Response Unit Request for Proposal (RFP) 2026-03 to AM Ford.

RECOMMENDATIONS (to be considered individually): Council consider and resolve:

1. THAT Council authorize staff to award the Request for Proposal 2026-03 Command Unit/Emergency Response Unit for a total value of \$60,358 plus taxes to AM Ford,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.



2. THAT Council authorize up to \$110,000 be borrowed, under Section 175 of the *Community Charter*, from the Municipal Finance Authority, for the financing of the new Command Vehicle,

AND FURTHER;

THAT the Municipal Finance Authority loan be repaid within five years, with no rights of renewal.

(d) **Emergency Services Monthly Reports – January 2026 & February 2026**

RECOMMENDATION: Council consider and resolve to receive for information:

- Emergency Services Monthly Report – January 2026
- Emergency Services Monthly Report – February 2026

(e) **RCMP DETACHMENT VERBAL UPDATE**

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

(g) **PractiCar Rental Airport Concession License Renewal (Report No. 26–23)**

Report from the Airport Manager to seek Council approval to enter into a two-year license and optional one-year extension, with J.J.H. Enterprises Ltd. (PractiCar).

RECOMMENDATION: Council consider and resolve:

THAT Council direct staff to enter into a license to operate with J.J.H. Enterprises Ltd. (PractiCar) for a two-year term with an optional one-year extension at the West Kootenay Regional Airport,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

(h) **COMMUNITY WELLNESS, SAFETY AND DEVELOPMENT VERBAL UPDATE.**

(i) **Building Permit and Business Licence Reports – February 2026**

RECOMMENDATION: Council consider and resolve to receive for information:

- Building Permit Report – February 2026
- Business Licence Report – February 2026

6 CULTURAL & CIVIC PRIDE (CHAIR HEATON-SHERSTOBITOFF / DEPUTY BOGLE / DEPUTY MACLEOD):

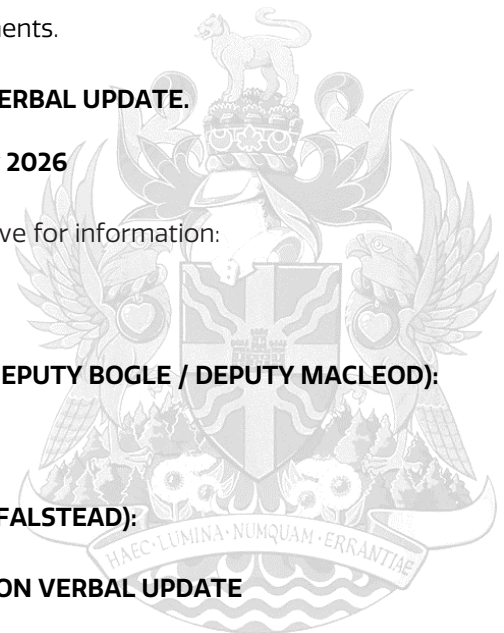
(a) **COUNCIL COMMITTEE LIAISON VERBAL UPDATE**

7 FINANCE AND CORPORATE SERVICES (CHAIR BOGLE / DEPUTY FALSTEAD):

(a) **FINANCE AND CORPORATE SERVICES COMMUNITY LIAISON VERBAL UPDATE**

(b) **CORPORATE SERVICES DEPARTMENT VERBAL UPDATE**

(c) **2026 Exempt Staff and Castlegar Volunteer Fire Department Compensation Adjustment (Report No. 26–24)**



Report from the Manager of Human Resources to seek Council approval to adjust the exempt staff compensation grid as specified in Administrative Staff Compensation Policy 4-8 and the Castlegar Volunteer Fire Department stipend.

RECOMMENDATION: Council consider and resolve:

THAT the exempt staff compensation grid attached to Policy Directive 4-8 be adjusted by 2.1% to reflect the annual 2026 increase to exempt staff per section 1 of the Policy,

AND FURTHER;

THAT rates and stipends paid to the Castlegar Volunteer Fire Department Members be adjusted at the same rate (2.1%) for 2026

(d) **FINANCE DEPARTMENT VERBAL UPDATE**

(e) **Storm Water Management Parcel Tax Roll Bylaw 1452 (Report No. 26-28)**

Report from the Manager of Financial Services to seek Council consideration of the required readings of the Storm Water Management Parcel Tax Roll Bylaw 1452, appoint members to the Parcel Tax Roll Review Panel, and establish the date and time of the Parcel Tax Roll Review Panel Meeting.

RECOMMENDATIONS (to be considered individually): Council consider and resolve:

1. THAT Council consider the required readings OF THE City of Castlegar Storm Water Management Parcel Tax Roll Bylaw 1452.
2. THAT Council appoint the Director of Finance & Technology, Manager of Financial Services, Chief Administrative Officer, or their designates to the 2026 Parcel Tax Roll Review Panel.
3. THAT Council establish the date and time of the 2026 Parcel Tax Roll Review Panel meeting to be Thursday, April 30, 2026, at 10:00am.

(f) **2026-2030 Financial Plan Bylaw 1455 (Report No. 26-30)**

Report from the Director of Finance & Technology to seek Council's approval of the 2026-2030 Financial Plan Bylaw 1455.

RECOMMENDATION: Council consider and resolve:

THAT Council consider the required readings of the 2026-2030 Financial Plan Bylaw 1455.

8 MUNICIPAL SERVICES (CHAIR MACLEOD / DEPUTY BELL):

(a) **MUNICIPAL SERVICES DEPARTMENT VERBAL UPDATE.**

(b) **Understanding Water Notifications Presentation by Aaron Geck, Assistant Manager – Utilities**

(c) **Request for Quotations 2026-04 Short-Term Biosolids Dewatering Solution – Recommendation for Award (Report No. 26-25)**



Report from the Project Manager to seek Council authorization to award Request for Quotations 2026-04 Short-Term Biosolids Dewatering Solution to Fournier Industries Inc.

RECOMMENDATION: Council consider and resolve:

THAT Council award Request for Quotations 2026-04 Short-Term Biosolids Dewatering Solution to Fournier Industries Inc. in the amount of \$379,000 plus applicable taxes,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

(d) **Request for Proposals 2026-01 Biosolids Dewatering & Management Study and Detailed Design – Recommendation for Award (Report No. 26-26)**

Report from the Project Manager to seek Council authorization to award Request for Proposals 2026-01 Biosolids Dewatering & Management Study and Detailed Design to Kerr Wood Leidal Associates Ltd.

RECOMMENDATION: Council consider and resolve:

THAT Council award Request for Proposals 2026-01 Biosolids Dewatering & Management Study and Detailed Design to Kerr Wood Leidal Associates Ltd. in the amount of \$271,318 plus applicable taxes;

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

9 QUESTION PERIOD:

10 RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE:

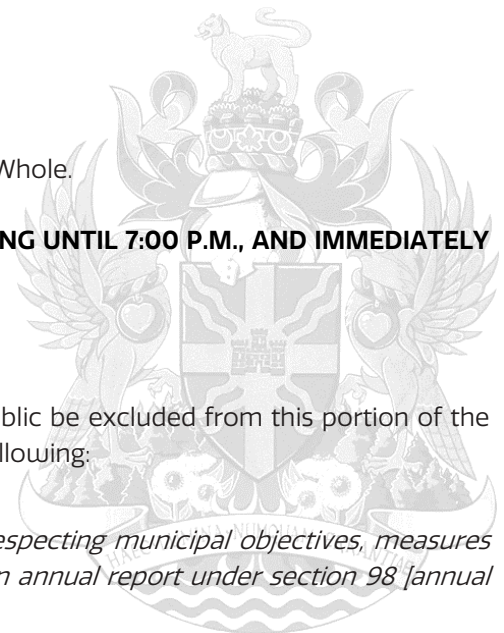
Council consider and resolve to rise from the Committee of the Whole.

11 RESOLUTION TO EXCLUDE PUBLIC, RECESS THE PUBLIC MEETING UNTIL 7:00 P.M., AND IMMEDIATELY CONVENE INTO CLOSED SESSION:

RESOLUTION:

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
 - (i) *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.

12 RECONVENE (7:00 P.M.) MAYOR TO RECONVENE AT THE REGULAR MEETING AT 7:00 P.M.

13 DELEGATION: Nil

14 COUNCIL MEETING MINUTES FOR APPROVAL:

RESOLUTION: THAT the following Minutes be adopted:

- (a) Regular Meeting Minutes – March 2, 2026
- (b) Special Meeting Minutes – March 3, 2026
- (c) Special Meeting Minutes – March 5, 2026

15 RESOLUTION TO ADOPT COMMITTEE OF THE WHOLE RECOMMENDATIONS:

- (a) Recommendations from the March 2, 2026, Committee of the Whole meeting to be considered for adoption (Motions to be considered individually). Full discussions, and reports on these recommendations can be viewed on the City's website during the March 2, 2026, Committee of the Whole Meeting.
 - 1. THAT Council endorse an application to the 2026 intake of the Federation of Canadian Municipalities Local Leadership for Climate Adaptation Program for up to \$70,000 in support of a Climate Risk Assessment and Prioritized Adaptation Plan.
 - 2. THAT Council receive Report 26-21 for information advising that the Kootenay Rockies Disc Golf Society has elected to withdraw from pursuing a disc golf course in Kinnaird Park.
 - 3. THAT Council direct staff to continue with baseline data collection and initiate a reduced traffic speed limit pilot program on 5th Avenue South.
- (b) Committee of the Whole recommendations from the March 5, 2026, Special Open Budget Meeting for adoption. Full discussions, and reports on these recommendations can be viewed on the City's website during the March 5, 2026, Special Open Budget Meeting
 - 1. THAT Council direct staff to prepare a report to Council exploring the potential and costs associated with building a sani-dump at the Castlegar baseball field located near the rec centre.
- (c) Committee of the Whole recommendations from the March 23, 2026, meeting for adoption (Motions to be brought forward from the Committee of the Whole portion of the meeting to be considered individually). Full discussions, and reports on these recommendations can be viewed on the City's website during the March 23, 2026, Committee of the Whole Meeting.

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

17 CORRESPONDENCE:

- (a) Mayor Simon Yu, on behalf of the City of Prince George re: request for support in signing petition to the Minister of Justice and the Attorney General of Canada.
- (b) Dr. Amy Rudkoski on behalf of the Doctors & Nurses for Planetary Health Kootenay-Boundary, and Laura Sacks on behalf of the West Kootenay Climate Hub re: request to review Zero Carbon Step Code for Castlegar.
- (c) Radmila Minor on behalf of the Canadian Society for Medical Laboratory Science re: request to illuminate the Kinnaird Overpass lights in purple on April 15th in recognition of National Laboratory Week.
- (d) Monique St. Louis on behalf of RDCK Grants Programs re: request from the Castlegar Villa Society for a change of scope and extension for their combined 2023 & 2024 ReDi projects.
- (e) Kere MacGregor and Carolyn MacKinnon on behalf of the Advance/Recreational Pickleball Community re: request for AED and review of emergency supplies at Millennium Park recreation areas.

18 REPORTS OTHER:

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

19 MAYOR'S REPORT:

20 NEW & UNFINISHED BUSINESS: Nil

21 BYLAWS FOR CONSIDERATION:

- (a) **Good Neighbour Bylaw No. 1449 – Adoption (Report No. 26-13)**

A Bylaw to regulate, prohibit, and impose requirements in relation to public space, noise, nuisance, health and safety, and to enhance the well-being of the community.

RECOMMENDATION: Council consider and resolve:

THAT Good Neighbour Bylaw No. 1449 be adopted.

- (b) **Storm Water Management Parcel Tax Roll Bylaw No. 1452 – First, Second, and Third Readings (Report No. 26-28)**

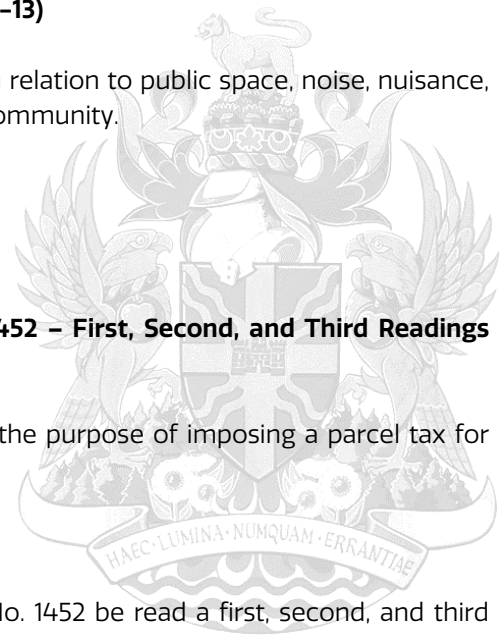
A Bylaw to direct the preparation of a parcel tax roll for the purpose of imposing a parcel tax for storm water management.

RECOMMENDATION: Council consider and resolve:

THAT Storm Water Management Parcel Tax Roll Bylaw No. 1452 be read a first, second, and third time.

- (c) **2026–2030 Financial Plan Bylaw No. 1455 – First, Second, and Third Readings (Report No. 26-30)**

A Bylaw to establish a financial plan for a period of five years.



RECOMMENDATION: Council consider and resolve:

THAT 2026-2030 Financial Plan Bylaw No. 1436 be read a first, second, and third time.

22 NEXT MEETING(S):

April 7, 2026, at 3:00 p.m. for Committee of the Whole Meeting followed by the Regular Council Meeting at 7:00 p.m., held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C. and via Zoom live meeting.

April 13, 2026, at 5:00 p.m. for a Special Open Budget Meeting held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C., and via Zoom live meeting.

23 NOTICE OF MOTION: Nil

24 QUESTION PERIOD:

25 ADJOURNMENT:

26 2023-2027 STRATEGIC PLAN INFORMATION PAGE



CASTLEGAR

REPORT TO COUNCIL

MEETING DATE: March 23, 2026 **REPORT NO.:** 26-29
SUBMITTED BY: Fire Chief **FILE NO.:** 1220-40
SUBJECT: Request for Proposal 2026-03 Command Unit/ Emergency Response Unit – Recommendation for Award

RECOMMENDATIONS (to be considered individually):

- 1. THAT Council authorize staff to award the Request for Proposal 2026-03 Command Unit/Emergency Response Unit for a total value of \$60,358 plus taxes to AM Ford,***

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

- 2. THAT Council authorize up to \$110,000 be borrowed, under Section 175 of the Community Charter, from the Municipal Finance Authority, for the financing of the new Command Vehicle,***

AND FURTHER;

THAT the Municipal Finance Authority loan be repaid within five years, with no rights of renewal.

PURPOSE:

Request to award the Command Unit/Emergency Response Unit Request for Proposal (RFP) 2026-03 for a total value of \$60,358 plus taxes to AM Ford.

This Report is for consideration at the March 23, 2026, Committee of the Whole Meeting and adoption at the March 23, 2026, Regular Council Meeting to execute the necessary documentation and initiate the purchase to reduce the risk of potential cost increases and delayed product delivery.

SUMMARY/BACKGROUND:

As part of the 2025-2029 Five-Year Financial Plan, Council approved the purchase of a new command truck to replace the current truck that is at the end of its useful life. The City's Tangible Capital Asset Policy and industry best practice recommend that command trucks be replaced every 12 years.

Command trucks are one of the fire department's most utilized vehicle as they are used daily to respond to all types of emergencies and inspections. The new model will replace a 2014 Dodge command vehicle.

A RFP was advertised publicly on BC Bid on January 27, 2026, with the competition closing on February 23, 2026. The City received only one bid from AM Ford for \$60,358 (excluding taxes).

Staff recommend to award to AM Ford as they are the only bidder, and they can meet the required specification for the command truck. They are also able to provide the truck in a timely manner.

The new vehicle is to be funded using Municipal Finance Authority's (MFA) Equipment Financing Program over five years.

To secure the funding, MFA requires:

- Council resolution approving the short-term financing through the MFA;
- Council report regarding the borrowing, repayment sources and timing; and
- Confirmation that the project is included in the 2026-2030 Financial Plan.

ALTERNATIVES:

1. Council could choose not to award the RFP to AM Ford. Staff does not recommend this option as the current truck is past its useful life and no longer suitable as an emergency response unit. There is approximately \$10,000 of repairs required for this vehicle to be usable.
2. Council could choose to reissue the RFP to see if the City will receive additional bids. Staff does not recommend this option given the delay and likely no difference in outcome based on feedback from local vendors.

IMPLICATIONS:

- | | |
|--------------------------|---|
| (1) Social | The new truck would be a critical part of the Castlegar Fire Department response fleet. |
| (2) Environmental | N/A |
| (3) Personnel | The new truck will reduce maintenance hours currently being spent on the 2014 Dodge command vehicle. |
| (4) Financial | <p>The purchase of the new command truck is included in the 2026-2030 Financial Plan in the amount of \$110,000.</p> <ul style="list-style-type: none">• \$60,358 is allocated toward the truck purchase.• \$35,000 is allocated toward the specialized equipment needs under National Fire Protection Association (NFPA) Standard 1901.<ul style="list-style-type: none">▪ Canopy \$8,000▪ Bed-slide \$3,000 |

- Emergency lights and Radio Package \$19,000
- Decals \$2,500
- Winter tires and rims \$2,500
- Additional funding has been included to address any unanticipated cost escalations due to tariffs and other economic uncertainties.

It is anticipated that specialized equipment needs may require a variety of vendors. Purchases will follow the City's Procurement Policy to ensure best value to costs.

POLICY IMPLICATIONS:

This recommendation supports Governance and Service Excellence Asset Management Planning and the City's Tangible Capital Assets Policy Number 3.3.

IMPLEMENTATION:

If Council adopts this recommendation, staff will facilitate the necessary execution and signing of the required documents to begin the purchase.

COMMUNICATION:

N/A

Respectfully submitted,



Nick Ahlefeld
Fire Chief

Approved by



Chris Barlow
Chief Administrative Officer

EMERGENCY SERVICES REPORT

January 2026

This report has been prepared for the March 23, 2026 meeting to council, file number 7300-20.

Fire Department Operations:

The chart below compares the previous year 2024 to current year 2025.

Incident	2026		2025	
	January 2026	Year to Date	January 2025	Year to Date
Fires	5	5	4	4
Rescue (EMCR* Task)	2	2	0	0
Rescue (BCAS Assist)	22	22	16	16
Aircraft	0	0	0	0
Motor Vehicle Accident/Incident	2	2	8	8
Hazardous Materials	1	1	4	4
First Responder Medical	6	6	3	3
False Alarms	12	12	4	4
Standby	4	4	21	21
Public Service	1	1	0	0
Complaints	4	4	6	6
Other	1	1	9	9
Monthly Totals	60	60	75	75
Service Charge (False/Nuisance)	0	0	0	0
Burning Permits	0	0	0	0
Reportable Fires (OFC)	2	2	0	0
Fire Damage Dollar Loss	\$95,000	\$95,000	\$0	\$5,000
Fire Dollar Amount Saved	\$2,466,300	\$2,466,300	\$0	\$0
Fire Injuries	0	0	0	0

TRAINING:

1. WHMIS, SCBA, PPE REVIEW
2. YEAREND REVIEW
3. SOG REVIEW
4. Monthly Safety and Officers Meeting
5. Monthly Apparatus Checks

Other:

1. Participating in a FCABC Cohort for Fire Departments
2. Meet with Kalesnikoff about CLT modular test burn
3. Had ESS assist with structure fire on First Street

Prepared by



Nick Ahfeld
Acting Fire Chief

EMERGENCY SERVICES REPORT

February 2026

This report has been prepared for the March 23, 2026 meeting to council, file number 7300-20.

Fire Department Operations:

The chart below compares the previous year 2024 to current year 2025.

Incident	2026		2025	
	February 2026	Year to Date	February 2025	Year to Date
Fires	1	6	2	6
Rescue (EMCR* Task)	1	3	5	5
Rescue (BCAS Assist)	24	46	25	41
Aircraft	0	0	0	0
Motor Vehicle Accident/Incident	3	5	2	10
Hazardous Materials	1	2	3	7
First Responder Medical	4	10	2	5
False Alarms	4	16	1	5
Standby	10	14	10	31
Public Service	1	2	2	2
Complaints	1	5	4	10
Other	0	1	4	13
Monthly Totals	50	110	60	135
Service Charge (False/Nuisance)	0	0	0	0
Burning Permits	0	0	0	0
Reportable Fires (OFC)	2	2	0	0
Fire Damage Dollar Loss	\$95,000	\$95,000	\$0	\$5,000
Fire Dollar Amount Saved	\$2,466,300	\$2,466,300	\$0	\$0
Fire Injuries	0	0	0	0

TRAINING:

1. NFPA 1001 class Ch. 1 and Ch. 2 reviews
2. Accountability SOG Review
3. Ladder 1 setup and placement requirements
4. City Bulling and Harassment Policy review
5. Monthly Safety and Officers Meeting
6. Monthly Apparatus Checks

Other:

1. Hall Tour for Boy Scouts
2. Department meetings
3. Participated in Castlegar and Area FireSmart Collaborative meeting
4. Participated in Castlegar Integrated Services Collaborative meeting

Prepared by

Nick Ahlefeld

Nick Ahfeld
Acting Fire Chief

CASTLEGAR

REPORT TO COUNCIL

MEETING DATE: March 23, 2026 **REPORT NO.:** 26-23
SUBMITTED BY: Airport Manager **FILE NO.:** 1200-20
SUBJECT: PractiCar Rental Airport Concession License Renewal

RECOMMENDATION:

THAT Council direct staff to enter into a license to operate with J.J.H. Enterprises Ltd. (PractiCar) for a two-year term with an optional one-year extension at the West Kootenay Regional Airport,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

PURPOSE:

To seek Council's approval to enter into a two-year license and optional one-year extension, with J.J.H. Enterprise Ltd. (PractiCar) at the West Kootenay Regional Airport.

This report is for consideration at the March 23, 2026, Committee of the Whole Meeting and adoption at the March 23, 2026, Regular Council Meeting.

SUMMARY/BACKGROUND:

The West Kootenay Regional Airport (WKRA) provides daily flight service to Vancouver. The end user's expectation of a regional airport is to have the ability to access a car rental service upon their arrival.

PractiCar, operated by an agent, currently holds a month-to-month license with the City of Castlegar since their last agreement expired on January 31, 2026. A fixed term agreement is needed to provide business continuity for both WKRA and PractiCar.

The existing agreement has resulted in a complimentary non-aeronautical revenue stream to in support of the WKRA operational expenses.

Highlights of the license renewal include:

- (1) 10% of the total monthly gross revenue. This will be for the use and occupancy of the concession and office space in the terminal building and for the use and occupancy of the wash bay facility and any temporary overflow parking.
- (2) 100% of all Airport Concession Fee applied to contracts entered at the Airport. Airport Concession fee is \$10 per day to a maximum of \$50 per contract.
- (3) Access to 18 non-exclusive car rental vehicle parking stalls located adjacent to the air terminal building.

Assuming similar passenger volumes from 2025, the license renewal is estimated to generate approximately \$63,000 for 2026. This license ensures PractiCar will continue to operate in Castlegar and provides the City additional non-aeronautical revenues.

ALTERNATIVES:

1. Council could choose to not enter the proposed two-year license to operate and remain in a month-to-month agreement. Staff does not recommend this option, as this could discourage the operator to offer a required service at the airport and reduce airport revenues.
2. Council could direct staff to negotiate different terms. Staff do not recommend this option as the existing terms align with other comparable airport agreements.

IMPLICATIONS:

- | | |
|--------------------------|--|
| (1) Social | Car rental services at the airport provides passengers the option to rent a vehicle while coming to the area. |
| (2) Environmental | N/A |
| (3) Personnel | Contract negotiations took approximately 4 hours of the Airport Manager’s time. |
| (4) Financial | The City will offer a two-year license with optional 1-year extension, and the City will keep all Airport Concession Fees levied for all contracts entered at the airport. |

POLICY IMPLICATIONS:

This supports Council’s 2023-2027 Strategic Plan Principle #4: West Kootenay Regional Airport Excellence, goal to “Deliver a travel experience that is equal to the best boutique airport experiences in North America.”

IMPLEMENTATION:

If Council decides to proceed, staff will authorize the necessary documents.

COMMUNICATION:

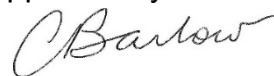
N/A

Respectfully submitted,



Danny Clarke
Airport Manager

Approved by



Chris Barlow, ASCT
Chief Administrative Officer

Building Permit Report

February 2026

This report has been prepared for the March 23rd, 2026 meeting to council. file number 3800-01.

Value of Work & Permits

The chart below compares the previous year 2025 to current year values in 2026.

	2026		2025	
	Value of Work	Permits Issued	Value of Work	Permits Issued
Residential. New Single/Duplex				
Residential. New Multi-Family				
Residential. New Garages/Carports				
Residential. Alterations & Additions	\$5000.00	1	\$8,000.00	1
Secondary Suites			\$121,000.00	2
Commercial. New				
Commercial. Alterations & Additions			\$12,000.00	1
Industrial. New				
Industrial. Alterations & Additions				
Institutional/Gov't. New				
Institutional/Gov't. Alterations & Additions				
Demolition				
Monthly Totals	\$5000.00	1	\$141,000.00	4
Year-to-Date Totals	\$2,042,770.00	15	\$15,186,100.00	17

Major Projects Started February 2026

PART A. ONGOING MAJOR PROJECTS

Single Family Dwelling		
<ul style="list-style-type: none"> 1564 Woodland Drive 3937 Grandview Drive 3701 Powell Road 	<ul style="list-style-type: none"> 1537 Grandview Drive 508 3rd Avenue 1513 Aspen Lane 	<ul style="list-style-type: none"> 2632 9th Avenue 3702 Toba Road
Renovation		
<ul style="list-style-type: none"> 2232 Columbia Avenue 4190 Minto Road 2112 10th Avenue 3429 8th Avenue 3937 Grandview Drive 3405 3rd Avenue 1217 1st Street 2185 Crestview Crescent 4400 Minto Road 	<ul style="list-style-type: none"> 1127 4th Street 630 17th Street 2171 Crestview Crescent 1801 Connors Road 1840 8th Avenue 316 8th Avenue 309 3rd Avenue 209 5th Avenue 1408 Meadowbrook Drive 	<ul style="list-style-type: none"> 2001 Columbia Avenue 608 7th Avenue 614 12th Street 2905 9th Avenue 146 10th Street 630 17th Street 1126 B 7th Avenue 3704 Toba Road
Miscellaneous		
<ul style="list-style-type: none"> 704 Center Avenue. Addition 4690 14th Avenue. New Industrial Building 1921 Arrow Lakes Drive. Racking System 2237 10th Avenue. Covered Patio 1680 Columbia Avenue. Restaurant 174 Crescent Street. Multi Family 1013 2nd Street. Foundation 215 Orchard Avenue. Office Building 2108 & 2110 8th Avenue. Duplex 1114 4th Street. Mixed Use Building 	<ul style="list-style-type: none"> 1921 Arrow Lakes Drive Retaining Wall 2408 11th Avenue. Suite 2101 6th Avenue. Exterior Door Repair 2241 6th Ave. New Commercial Building 2245 6th Ave. Shelter Renovation 4600 14th Ave. New Commercial Building 709 10th Street. Fire System Upgrade 301 11th Avenue. Restaurant Renovation 2118 & 2120 8th Avenue. Duplex 	

PART B. NUMBER OF STEP CODE BUILDINGS

	Monthlv	Yearlv	Completed Step Code Compliance				
			1	2	3	4	5
Single/Multi Familv Dwellings		1					
Renovations							
Commercial Buildings							
Industrial Buildings							
YTS Step Code Building Totals		1				1	

PART B. COMPLETED IN FEBRUARY 2026

- 602 18th Street

This report has been prepared for the March 23rd, 2026 meeting to council, file number 4320-20.

Monthly & Year-to-Date Totals

The below chart shows the newest ICBL and Business licences and the year-to-date totals.

	2026		2025	
	Fees Received	Qty Issued	Fees Received	Qty Issued
New Business Licences	\$1000.00	7	\$1,150.00	7
New ICBL Licences	\$300.00	3		
ICBL Licence Year-to-Date Totals	\$8,200.00	81	\$6,500.00	65
All Licence Monthly Total	\$12,400.00	74	\$14,196.26	94
All Licence Year-to-Date Totals	\$98,200.00	579	\$96,671.26	551

New Licences

BL# 3356 Growth Investment Management LTD.
100 - 630 17th Street
Castlegar, BC V1N 4G7
Investment Management

BL# 3361 Kidsfortech Education LTD
1250 26th Street
Castlegar, BC V1N 4C9
Robotics Learning Centre

BL# 3362 Woodland Drive Retreat
1652 Woodland Dr
Castlegar, BC V1N 4J4
Short-Term Rental

BL# 3363 Aunty Mandy's House
1 - 425 Columbia Avenue
Castlegar, BC V1N 1G8
Custom Art & Retail

BL# 3364 Dirty Angel Landscaping
Resident
Castlegar, BC
Landscaping Contractor

BL# 3365 Clean Girl Aesthetic
Non-Resident
Ootischenia, BC
Residential Cleaning Contractor

BL# 3367 Masterclad Rollforming Inc
Non-Resident
Abbstford, BC
Metal Panelling Contractor

CASTLEGAR

REPORT TO COUNCIL

MEETING DATE: March 23, 2026 **REPORT NO.:** 26-24
SUBMITTED BY: Manager of Human Resources **FILE NO.:** 1920-35
SUBJECT: 2026 Exempt Staff and Castlegar Volunteer Fire Department
Compensation Adjustment

RECOMMENDATION:

THAT the exempt staff compensation grid attached to Policy Directive 4-8 be adjusted by 2.1% to reflect the annual 2026 increase to exempt staff per section 1 of the Policy,

AND FURTHER;

THAT rates and stipends paid to the Castlegar Volunteer Fire Department Members be adjusted at the same rate (2.1%) for 2026.

PURPOSE:

Report to seek Council approval to adjust the exempt staff compensation grid as specified in Administrative Staff Compensation Policy 4-8 and the Castlegar Volunteer Fire Department stipend.

This report is for consideration at the March 23, 2026, Committee of the Whole Meeting and for adoption at the April 7, 2026, Regular Council Meeting.

SUMMARY/BACKGROUND:

Administrative Staff Compensation Policy 4-8 stipulates that the annual cost-of-living adjustment be applied to the exempt staff compensation grid each year. The Policy provides direction that the adjustments be based on average annual change from comparable municipalities or, in the event that sufficient data is not available from comparable municipalities, the annual B.C. Consumer Price Index (CPI) may be used.

The City contacted the seven comparable municipalities identified in Appendix A of the Policy (Rossland, Nelson, Trail, Cranbrook, Creston, Regional District of Central Kootenay, and Regional District of Kootenay Boundary) for relevant data and received responses from five of the seven. Three had yet to set their cost-of-living adjustment, two confirmed at the B.C. CPI rate based on different 12-month periods. These rates were calculated based on unique circumstances, using varying methods, and show an average of 2.4%.

Staff recommends a 2.1% increase, which is equal to the 2025 average B.C. CPI rate. This is consistent with the recommended COLA rate increase in 2025. As part of the 2026-2028 Organizational Plan, staff will undertake a review of the Policy, including how the City may determine fair and equitable cost-of-living increases moving forward.

The recommendation applies to exempt staff covered by the Administrative Staff Compensation Policy and the Volunteer Fire Department Members as directed by Council from a motion in 1995. The motion states that: “a cost-of-living increase, based on the same formula as exempt staff, be implemented for Castlegar Volunteer Fire Department members on an annual basis”.

ALTERNATIVES:

1. Council could choose to adjust the exempt staff compensation grid by the average of the known increases at the two other comparable municipalities (2.4%). Staff could support this as it aligns with Administrative Staff Compensation Policy 4-8.
2. Council could choose not to adopt the recommendation, resulting in no adjustment to exempt staff compensation. This is not recommended because the Policy stipulates that a cost-of-living adjustment will be made each year.
3. Council could choose to direct staff on an alternative adjustment to the exempt staff compensation grid. This is not recommended because the Policy stipulates that the adjustment should reflect comparable municipalities or CPI.
4. Council could choose to direct staff to delay until the three other comparable municipalities confirm their COLA rate changes. Staff would support this recommendation.

IMPLICATIONS:

- | | |
|--------------------------|--|
| (1) Social | N/A |
| (2) Environmental | N/A |
| (3) Personnel | The City remains mindful of staff compensation levels to ensure it stays competitive and is able to attract and retain top talent. |
| (4) Financial | The adjustment has been factored into the Draft 2026-2030 Financial Plan. |

POLICY IMPLICATIONS:

Salary grid adjustments are directed by Policy 4-8.

This compensation adjustment supports Council’s 2023-2027 Strategic Plan Principle of Governance and Service Excellence, which includes a goal of attracting and keeping talented staff. This supports the City’s 2026-2028 Organizational Plan goal to attract and retain high-performing, values-aligned staff.

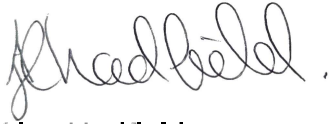
IMPLEMENTATION:

If approved, the exempt staff compensation grid attached to Policy 4-8 will be adjusted, retroactive to January 1, 2026, and impacted staff will be notified of the adjustment.

COMMUNICATION:

N/A

Respectfully submitted,



Alex Hadfield
Manager of Human Resources

Approved by



Chris Barlow, A.Sc.T.
Chief Administrative Officer

CASTLEGAR

REPORT TO COUNCIL

DATE: March 23, 2026 **REPORT NO.:** 26-28
SUBMITTED BY: Manager of Financial Services **FILE NO.:** 1970-20
3900-20
SUBJECT: Storm Water Management Parcel Tax Roll Bylaw 1452

RECOMMENDATION: *(to be considered individually)*

- 1. THAT Council consider the required readings of the City of Castlegar Storm Water Management Parcel Tax Roll Bylaw 1452.**
 - 2. THAT Council appoint the Director of Finance & Technology, Manager of Financial Services, Chief Administrative Officer, or their designates to the 2026 Parcel Tax Roll Review Panel.**
 - 3. THAT Council establish the date and time of the 2026 Parcel Tax Roll Review Panel meeting to be Thursday, April 30, 2026, at 10:00 am.**
-

PURPOSE:

To seek the required readings of the Storm Water Management Parcel Tax Roll Bylaw 1452, appoint members to the Parcel Tax Roll Review Panel, and establish the date and time of the Parcel Tax Roll Review Panel meeting in accordance with the *Community Charter*.

This recommendation is for consideration at the March 23, 2026, Committee of the Whole Meeting, three readings of the Bylaw at the March 23, 2026, Regular Council Meeting and adoption at the April 7, 2026, meeting.

SUMMARY/BACKGROUND

In 2016, the City implemented a parcel tax of \$150 to each parcel in the City for the planning, construction and maintenance of a storm water infrastructure network. In BC parcel taxes can only be valid for a maximum of 10 years and then need to be renewed or removed. The City of Castlegar Storm Water Management Parcel Tax Roll Bylaw No. 1235, 2016 expired in 2025. To continue to fund the storm water system, the city intends to evaluate different funding options including:

- Per parcel (current).
- By parcel area size.
- By parcel frontage.
- By area of impervious surface.
- By assessment;
- and potentially others.

Depending on the funding model chosen, significant work is required to determine the impact, for example measuring impervious areas for all lots. To be able to let staff and Council determine the best option and to continue to fund the Storm Water infrastructure system, staff are proposing to renew the current parcel tax for 3 years. If an updated funding model is approved before the completion of the proposed 3 year bylaw, then the current bylaw can be rescinded and updated.

Parcel Tax Roll Panel

In accordance with *Community Charter* sections 200-205, Council must prepare a parcel tax roll listing all parcels and their owners, along with taxable area or frontage where applicable. A review panel of at least three appointed members will consider any complaints about errors or omissions and authenticate the roll.

Notice of the panel meeting must be publicly advertised and mailed to all property owners in advance to ensure transparency and allow participation. This process ensures the tax is applied equitably to all parcels, protects property owners' rights, and provides a legally sound foundation for the parcel tax.

Requesting a correction to the parcel tax roll

Property owners can request an amendment to the parcel tax roll only with respect to their own property and only for the following reasons:

1. Error or omission of the name or address on the role.
2. Error or omission respecting the inclusion of parcel.
3. Error or omission respecting the taxable area or taxable frontage of a parcel.
4. An exemption had been improperly allowed or disallowed.

Legislation sets the requirements for imposing a Parcel Tax, the requirements and timelines are as follows:

- Adoption of a Storm Water Parcel Tax Roll Bylaw prior to adoption of a Storm Water Management Parcel Tax Bylaw and a Storm Water Management Parcel Tax Exemption Bylaw.
- Letters must be sent to all residents on the roll regarding the Storm Water Management Parcel Tax Bylaw and Parcel Tax Roll Panel Review Meeting at least 14 days in advance of the meeting.
- The parcel tax roll must be available for inspection at the municipal hall during its regular office hours until the date of the Parcel Tax Roll Panel Review Meeting.
- Public notice to be given in accordance with the *Community Charter* of the Parcel Tax Roll Panel Review Meeting date.
- The Parcel Tax Roll Review Panel can only consider written notices of the complaint as per *Community Charter* section 205 that have been given to the municipality at least 48 hours before the time set for the sitting of the review panel.
- After the review, the Parcel Tax Roll Review Panel must confirm and authenticate the parcel tax roll by certificate signed by a majority of its members
- Response letters must be sent to anyone who submitting written notice in accordance with the legislation notifying them of the outcome of the Panel sitting.

The above timelines must be closely followed in order to meet the May deadline for continuing the parcel tax in 2026.

Storm Water Management Parcel Tax and Exemption Bylaws

Staff will bring forward the Storm Water Management Parcel Tax Bylaw and the Storm Water Management Parcel Tax Exemption Bylaw for consideration of three readings at the April 7, 2026, Regular Council Meeting.

ALTERNATIVES:

1. Council could choose not to adopt the 2026 Storm Water Management Parcel Tax Roll Bylaw. Staff does not recommend this because not being able to charge Storm Water Parcel Tax in 2026 would reduce collected revenues by approximately \$536,000 annually.
2. Council could choose to appoint different members, including those on Council to the Parcel Tax Roll Review Panel.

IMPLICATIONS:

- | | |
|--------------------------|---|
| (1) Social | N/A |
| (2) Environmental | N/A |
| (3) Personnel | N/A |
| (4) Financial | Approximately 10 hours of combined staff time will be required to prepare and fulfill the legislative requirements with imposing the Storm Water Management Parcel Tax Bylaw. |

POLICY IMPLICATIONS:

These recommendations support the following 2023-2027 Council Strategic Plan priority of: Governance & Service Excellence pillars:

- Make Transparent Decisions
- Show Fiscal Stewardship
- Be Efficient & Effective
- Asset Management Planning

IMPLEMENTATION TO BE ABLE TO MEET THE TAX NOTICE DEADLINE:

- April 7, 2026, Regular Meeting: Adoption of the Storm Water Parcel Tax Roll Bylaw, three readings of the Storm Water Management Parcel Tax Bylaw and the Storm Water Management Parcel Tax Exemption Bylaw.
- April 13, 2026, Special Council Meeting: Adoption of the Storm Water Management Parcel Tax Bylaw and the Storm Water Management Parcel Tax Exemption Bylaw.
- April 14, 2026, Letters sent to all residents regarding the Storm Water Management Parcel Tax Bylaw and Parcel Tax Roll Panel Review Meeting.
- April 16 and 23, 2026 Notice of the Parcel Tax Roll Panel Review Meeting in the Castlegar News.
- April 28, 2026, is the deadline for submissions to be received by the panel for consideration of corrections.

- April 30, 2026, Parcel Tax Roll Panel Review Meeting to authenticate the parcel tax roll.
- May 1, 2026, response letters sent to any necessary residents notifying of the authentication of the parcel tax roll.

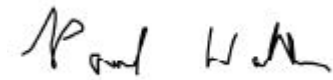
COMMUNICATION:

In accordance with the *Community Charter*:

- Public Notice will be provided in the April 16 and April 23 editions of the Castlegar News.
- Letters will be sent to all residents regarding the date and time of the Roll Panel Review Meeting and the authentication of the roll.

Respectfully submitted,

Approved by



Paul Wallin,
Manager of Financial Services

Chris Barlow, A.Sc.T.
Chief Administrative Officer

Storm Water Management Parcel Tax Roll Bylaw

Bylaw 1452

A bylaw to direct the preparation of a parcel tax roll for the purpose of imposing a parcel tax for storm water management.

WHEREAS: Section 202 of the *Community Charter*, authorizes the City to direct the preparation of a parcel tax roll to be used as the basis for imposing a parcel tax;

AND WHEREAS: The City operates a storm water management service, a service which includes undertaking studies in relation to, and constructing, improving, operating and maintaining, storm water management works and systems throughout the City;

AND WHEREAS: The City wishes to direct the preparation of a parcel tax roll for the purpose of facilitating the imposition of a parcel tax for its storm water management service;

NOW THEREFORE the Council of the City of Castlegar hereby enacts as follows:

1. The Collector is hereby directed to prepare a parcel tax roll, to be known as the "Storm Water Management Parcel Tax Roll," comprised of all parcels in the City of Castlegar, except those that are exempt from the tax.

Basis upon which Parcel Tax may be imposed

1. The parcel tax which may be imposed on the basis of the Storm Water Management Parcel Tax Roll is \$150.00 for each parcel for each year the parcel tax is imposed.

This bylaw may be cited for all purposes as "City of Castlegar Storm Water Management Parcel Tax Roll Bylaw 1452, 2026."

READ A FIRST TIME this day of

READ A SECOND TIME this day of

READ A THIRD TIME this day of

ADOPTED this day of

Mayor

Director of Corporate Services

CASTLEGAR

REPORT TO COUNCIL

MEETING DATE: March 23, 2026 **REPORT NO.:** 26-30
SUBMITTED BY: Director of Finance & Technology **FILE NO.:** 1700-20
SUBJECT: 2026-2030 Financial Plan Bylaw 1455

RECOMMENDATION:

THAT Council consider the required readings of the 2026-2030 Financial Plan Bylaw 1455.

PURPOSE:

To seek Council's approval of 2026-2030 Financial Plan Bylaw 1455.

This report is for consideration at the March 23, 2026, Committee of the Whole Meeting, three readings of the Bylaw at the March 23, 2026, Regular Council Meeting, and adoption at the April 7, 2026, Regular Council Meeting.

SUMMARY/BACKGROUND:

Under Section 165 of the *Community Charter*, Council must annually adopt a Five-Year Financial Plan (the Plan) that details:

- Objectives and policies respecting funding sources, the distribution of the municipal property taxes, and permissive tax exemptions;
- Proposed expenditures (including interest and principal payments on debt, capital expenditures, and other expenditures);
- Proposed funding sources (including municipal property taxes, parcel taxes, fees, proceeds from borrowing, and other revenues); and
- Proposed transfers to or between funds.

The 2026-2030 Financial Plan Bylaw must be adopted prior to the adoption of the annual Tax Rates Bylaw.

This year's budget is guided by Council's 2023-2027 Strategic Plan.

Prior to the adoption of the Plan, Council undertook a period of public consultation on the Draft 2026-2030 Financial Plan. This included open budget deliberations on March 3, 2026, and March 5, 2026. The budget was available for public comment from March 6, 2026, to March 18, 2026. The City held a public open house on March 19, 2026.

At the March 5, 2026, Special Council Meeting and after two days of budget deliberations, Council approved the proposed Financial Plan and directed staff to bring forward the 2026-2030 Financial Plan Bylaw.

Financial Plan Overview

The Plan has been prepared based on Council's strategic priorities, financial policies, and public input. The 2026-2030 Financial Plan focuses on maintaining reliable services and core infrastructure while planning for the future of a growing community. It also accounts for increased responsibilities stemming from new provincial and federal requirements. Budget highlights include:

- Implement the City's 2026-2028 Organizational Plan to improve efficiency and effectiveness
- Major upgrades to the South Sewage Treatment Plant's North Train Renewal project
- Develop a Parks Master Plan to plan the future of the City's park space
- Complete construction of the Brandson Memorial Park
- Implement a citizen survey to inform the City's service levels
- Complete the Accessory Dwelling Unit Program to help increase affordable housing options
- Continued implementation of recommendations of the Fire Services Review
- Implement the Next Generation 911 (NG911) service
- Continue to implement recommendations from the Castlegar Housing Strategy
- Continue the design phase and begin construction of the airport terminal building
- Continue work with Transport Canada to obtain approval for Required Navigation Performance (RNP) to improve reliability at the West Kootenay Regional Airport
- Continue working with partners on the Primary Care and Housing project to deliver on the City's Housing Strategy
- Civic Works equipment replacement program

The Plan ensures the City is financially positioned to take advantage of opportunities and can continue building the foundation for a prosperous and growing community by putting short and long-term strategies into action.

The proposed 2026 budget includes a preliminary 7.76% tax increase for residential properties. The overall proposed tax increase is 8.35% percent but taking into consideration the non-market change of approximately 0.59%, this reduces the impact of the increase for existing residential taxpayers to a preliminary tax increase of 7.76%. Council will set the tax rates in April once the revised roll is available from BC Assessment.

Municipal taxes only make up one portion of a property tax notice; the notice also includes amounts the City collects on behalf of the Province, the Regional District of Central Kootenay, Provincial School Tax, the West Kootenay Boundary Regional Hospital District, BC Assessment and the Municipal Finance Authority.

At the April 13, 2026, Special Council Meeting, Council will set property tax rates for the various tax classes.

The timely adoption of the 2026-2030 Financial Plan Bylaw provides staff the authority to proceed with capital projects, and planning for any service levels changes. As per Section 165(2) of the *Community Charter*, the Plan may be amended at anytime by another bylaw.

ALTERNATIVES:

- 1) Council could choose not to proceed with the required readings and make changes to the proposed Financial Plan. With this option, the adoption of the Financial Plan would be delayed until at least April 13, 2026. Staff would continue to carry out day to day services, but any new capital projects or operating expenses would be delayed until the Plan is adopted.
- 2) Council could choose to proceed with the required readings of the proposed Financial Plan. With this option, the adoption of the Financial Plan would be April 7, 2026, Regular Council Meeting.

IMPLICATIONS:

- | | |
|--------------------------|--|
| (1) Social | The proposed 2026 budget reflects the City's commitment to maintaining reliable services and core infrastructure while planning for the future of a growing community. |
| (2) Environmental | N/A |
| (3) Personnel | Staff time put in approximately 1,300 hours to prepare this years Financial Plan. |
| (4) Financial | <p>The overall proposed tax increase is 8.35% percent but taking into consideration the non-market change of approximately 0.59%, this reduces the impact of the increase for existing residential taxpayers to a preliminary tax increase of 7.76%.</p> <p>Once adopted, the 2026-2030 Financial Plan Bylaw gives staff the authority to expend funds in 2026 to provide services to the community.</p> |

POLICY IMPLICATIONS:

Section 165 of the *Community Charter* requires municipalities to adopt a Five-Year Financial Plan Bylaw on an annual basis prior to May 15, and prior to adopting the tax rates bylaw.

The 2026-2030 Financial Plan directs spending to deliver on Council's 2023-2027 Strategic Plan.

IMPLEMENTATION:

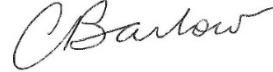
- Once the 2026-2030 Financial Plan Bylaw has been adopted, it will be filed with the Province, meeting the City's legislated requirement to have a Financial Plan in place before the Tax Rates Bylaw is adopted in May 2026.
- City staff will be notified of the adopted Bylaw, giving authority to expend funds for the year.
- 2026 Tax Rates Bylaw will be presented for adoption in May to levy the property taxation revenue required to provide the services approved in the Plan.
- 2026 Tax Notices are mailed to property owners by the end of May.

COMMUNICATION:

Once adopted, the Bylaw and 2026-2030 Financial Plan will be posted on the City's website.

Respectfully submitted,

Approved by



Steffan Klassen, CPA CA
Director of Finance & Technology

Chris Barlow, A.Sc.T.
Chief Administrative Officer



2026–2030
FINANCIAL PLAN BYLAW
Bylaw 1455
Effective upon adoption

CASTLEGAR

2026-2030 FINANCIAL PLAN BYLAW

Bylaw 1455

WHEREAS Section 165 of the *Community Charter* requires that Council adopt, by bylaw, a financial plan for a period of five years,

AND WHEREAS Section 165 of the *Community Charter* requires that the financial plan set out the objectives and policies of the City,

NOW THEREFORE the Council of the City of Castlegar, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as "The City of Castlegar 2026-2030 Financial Plan Bylaw No. 1455, 2026".
2. The planned revenues and expenditures for the years 2026 to 2030 will be those recorded on Schedule "A" attached to and forming part of this Bylaw.
3. Schedule "B" attached to and forming part of this Bylaw is hereby adopted as the "Objectives and Policy Disclosure" of the City as required by Section 165 of the *Community Charter*.
4. This Bylaw shall come into full force and effect upon adoption.

Repeal

The City of Castlegar 2025-2029 Financial Plan Bylaw No. 1436, 2025 and all amendments to are hereby repealed.

READ A FIRST TIME this.

READ A SECOND TIME this

READ A THIRD TIME this

ADOPTED this

Mayor

Director of Corporate Services

Bylaw 1455 Schedule "A"

CITY OF CASTLEGAR

2026 - 2030 FIVE YEAR FINANCIAL PLAN

<u>CONSOLIDATED</u>						
	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>TOTALS</u>
<u>REVENUES</u>						
TAXATION	14,910,340	15,967,489	16,540,738	17,120,610	17,673,788	82,212,965
GOVERNMENT TRANSFERS	2,340,039	6,644,558	2,189,558	1,537,158	11,189,058	23,900,371
FEES & CHARGES	7,636,669	8,356,130	9,759,769	10,519,048	11,181,483	47,453,099
DEVELOPER CONTRIBUTIONS	250,000	25,000	50,000	-	-	325,000
OTHER SOURCES	1,172,440	1,299,311	1,188,116	1,204,868	1,221,548	6,086,283
INTEREST INCOME	518,219	543,923	582,455	616,323	666,057	2,926,977
DCC FUNDING	-	-	-	800,000	-	800,000
						-
TOTAL REVENUES	26,827,707	32,836,411	30,310,636	31,798,007	41,931,934	163,704,695
<u>EXPENDITURES</u>						
INTEREST ON DEBT	711,218	1,029,271	1,272,726	1,443,425	1,629,915	6,086,555
OTHER MUNICIPAL PURPOSES	22,337,490	22,848,955	23,412,125	23,926,968	24,470,018	116,995,556
OPERATING PROJECTS	1,267,867	717,500	535,000	145,000	205,000	2,870,367
AMORTIZATION	4,467,235	4,903,271	4,734,527	5,153,873	5,723,020	24,981,926
TOTAL EXPENDITURES	28,783,810	29,498,997	29,954,378	30,669,266	32,027,953	150,934,404
SURPLUS (DEFICIT) FOR THE YEAR	(1,956,103)	3,337,414	356,258	1,128,741	9,903,981	12,770,291
<u>CAPITAL DEBT AND RESERVE TRANSFERS</u>						
CAPITAL EXPENDITURES	(13,445,602)	(12,373,420)	(8,158,920)	(7,170,920)	(13,316,420)	(54,465,282)
PORTION OF AMORTIZATION EXPENSE UNFUNDED	4,467,235	4,903,271	4,734,527	5,153,873	5,723,020	24,981,926
BORROWING	8,990,842	5,446,000	5,558,000	4,378,000	2,520,000	26,892,842
PRINCIPAL ON DEBT	(814,151)	(953,835)	(1,302,205)	(1,353,735)	(1,370,471)	(5,794,397)
TRANSFERS FROM:						
RESERVE FUNDS	7,419,993	4,808,897	4,557,763	4,337,593	3,814,214	24,938,460
ACCUMULATED SURPLUS	45,789	266,121	419,087	572,486	572,592	1,876,075
TRANSFERS TO:						
RESERVE FUNDS	(4,708,003)	(5,214,115)	(5,802,509)	(6,542,368)	(7,372,530)	(29,639,525)
ACCUMULATED SURPLUS	-	(220,333)	(362,001)	(503,670)	(474,386)	(1,560,390)
						-
NET CAPITAL DEBT AND RESERVE TRANSFERS	1,956,103	(3,337,414)	(356,258)	(1,128,741)	(9,903,981)	(12,770,291)
Surplus (deficit) plus Capital, Debt and Reserve Transfers	-	-	-	-	-	-

Schedule "A" CONTINUES

CITY OF CASTLEGAR

FIVE YEAR FINANCIAL PLAN

GENERAL FUND

	2026	2027	2028	2029	2030	TOTALS
<u>REVENUES</u>						
PROPERTY TAXES	14,372,340	15,429,489	16,002,238	16,581,610	17,134,788	79,520,465
GOVERNMENT TRANSFERS	1,503,522	1,704,558	1,689,558	1,537,158	1,709,058	8,143,854
FEES & CHARGES	1,726,875	1,778,374	1,848,367	1,902,777	1,958,271	9,214,664
DEVELOPER CONTRIBUTIONS	250,000	25,000	50,000	-	-	325,000
OTHER SOURCES	1,172,440	1,299,311	1,188,116	1,204,868	1,221,548	6,086,283
INTEREST INCOME	350,000	350,000	350,000	350,000	350,000	1,750,000
DCC FUNDING	-	-	-	800,000	-	800,000
TOTAL REVENUES	19,375,177	20,586,732	21,128,279	22,376,413	22,373,665	105,840,266
<u>EXPENDITURES</u>						
INTEREST ON DEBT	441,196	437,597	492,397	572,026	703,881	2,647,097
OTHER MUNICIPAL PURPOSES	17,001,478	17,506,696	17,870,639	18,262,422	18,676,807	89,318,042
OPERATING PROJECTS	936,350	497,500	415,000	75,000	65,000	1,988,850
AMORTIZATION	2,614,257	2,807,793	2,662,343	2,797,069	2,837,451	13,718,913
TOTAL EXPENDITURES	20,993,281	21,249,586	21,440,379	21,706,517	22,283,139	107,672,902
SURPLUS (DEFICIT) FOR THE YEAR	(1,618,104)	(662,854)	(312,100)	669,896	90,526	(1,832,636)
<u>CAPITAL DEBT AND RESERVE TRANSFERS</u>						
CAPITAL EXPENDITURES	(4,946,602)	(1,337,420)	(4,799,080)	(5,631,080)	(1,042,420)	(17,756,602)
PORTION OF AMORTIZATION EXPENSE UNFUNDED	2,614,257	2,807,793	2,662,343	2,797,069	2,837,451	13,718,913
BORROWING	1,765,842	-	3,332,160	3,152,160	-	8,250,162
PRINCIPAL ON DEBT	(601,790)	(675,366)	(687,137)	(671,557)	(763,016)	(3,398,866)
TRANSFERS FROM:						
RESERVE FUNDS	5,581,397	2,716,307	2,827,453	2,972,502	2,439,317	16,536,976
ACCUMULATED SURPLUS						-
TRANSFERS TO:						
RESERVE FUNDS	(2,795,000)	(2,848,460)	(3,023,639)	(3,288,990)	(3,561,858)	(15,517,947)
ACCUMULATED SURPLUS						-
NET CAPITAL DEBT AND RESERVE TRANSFERS	1,618,104	662,854	312,100	(669,896)	(90,526)	1,832,636
Surplus (deficit) plus Capital, Debt and Reserve Transfers	-	-	-	-	-	-

Schedule "A" CONTINUES

CITY OF CASTLEGAR
FIVE YEAR FINANCIAL PLAN

WATER FUND

	2026	2027	2028	2029	2030	TOTALS
<u>REVENUES</u>						
PROPERTY TAXES						-
GOVERNMENT TRANSFERS						-
FEES & CHARGES	2,485,507	2,555,821	2,628,306	2,709,840	2,801,350	13,180,824
DEVELOPER CONTRIBUTIONS						-
OTHER SOURCES						-
INTEREST INCOME	101,083	121,699	151,472	179,577	209,025	762,856
DCC FUNDING						-
TOTAL REVENUES	2,586,590	2,677,520	2,779,778	2,889,417	3,010,375	13,943,680
<u>EXPENDITURES</u>						
INTEREST ON DEBT	48,367	47,170	58,111	73,872	100,908	328,428
OTHER MUNICIPAL PURPOSES	1,675,786	1,650,698	1,691,563	1,733,012	1,784,360	8,535,419
OPERATING PROJECTS	10,000	135,000	60,000	10,000	35,000	250,000
AMORTIZATION	707,508	698,508	665,788	693,585	647,565	3,412,954
TOTAL EXPENDITURES	2,441,661	2,531,376	2,475,462	2,510,469	2,567,833	12,526,801
SURPLUS (DEFICIT) FOR THE YEAR	144,929	146,144	304,316	378,948	442,542	1,416,879
<u>CAPITAL DEBT AND RESERVE TRANSFERS</u>						
CAPITAL EXPENDITURES	(182,000)	(215,000)	(791,920)	(766,920)	(114,000)	(2,069,840)
PORTION OF AMORTIZATION EXPENSE UNFUNDED	707,508	698,508	665,788	693,585	647,565	3,412,954
BORROWING	-	-	612,920	612,920	-	1,225,840
PRINCIPAL ON DEBT	(62,389)	(63,586)	(64,812)	(59,954)	(54,841)	(305,582)
TRANSFERS FROM:						
RESERVE FUNDS	302,756	460,756	361,923	297,826	304,749	1,728,010
ACCUMULATED SURPLUS						-
TRANSFERS TO:						
RESERVE FUNDS	(910,804)	(1,026,822)	(1,088,215)	(1,156,405)	(1,226,015)	(5,408,261)
ACCUMULATED SURPLUS						-
NET CAPITAL DEBT AND RESERVE TRANSFERS	(144,929)	(146,144)	(304,316)	(378,948)	(442,542)	(1,416,879)
Surplus (deficit) plus Capital, Debt and Reserve Transfers	-	-	-	-	-	-

Schedule "A" CONTINUES

CITY OF CASTLEGAR

FIVE YEAR FINANCIAL PLAN

SEWER FUND

	2026	2027	2028	2029	2030	TOTALS
<u>REVENUES</u>						
PROPERTY TAXES						-
GOVERNMENT TRANSFERS						-
FEES & CHARGES	2,281,650	2,618,348	3,005,550	3,450,832	3,962,907	15,319,287
DEVELOPER CONTRIBUTIONS						-
OTHER SOURCES						-
INTEREST INCOME	10,153	11,481	14,171	18,122	33,303	87,230
DCC FUNDING						-
TOTAL REVENUES	2,291,803	2,629,829	3,019,721	3,468,954	3,996,210	15,406,517
<u>EXPENDITURES</u>						
INTEREST ON DEBT	142,601	379,445	472,735	473,090	475,713	1,943,584
OTHER MUNICIPAL PURPOSES	1,626,749	1,627,385	1,666,529	1,706,225	1,745,728	8,372,616
OPERATING PROJECTS	60,000	85,000	60,000	60,000	105,000	370,000
AMORTIZATION	539,836	697,336	703,012	693,585	647,565	3,281,334
TOTAL EXPENDITURES	2,369,186	2,789,166	2,902,276	2,932,900	2,974,006	13,967,534
SURPLUS (DEFICIT) FOR THE YEAR	(77,383)	(159,337)	117,445	536,054	1,022,204	1,438,983
<u>CAPITAL DEBT AND RESERVE TRANSFERS</u>						
CAPITAL EXPENDITURES	(7,517,000)	(2,236,000)	(248,780)	(98,780)	(55,000)	(10,155,560)
PORTION OF AMORTIZATION EXPENSE UNFUNDED	539,836	697,336	703,012	693,585	647,565	3,281,334
BORROWING	7,200,000	1,946,000	43,780	43,780	-	9,233,560
PRINCIPAL ON DEBT	(56,370)	(57,966)	(390,652)	(384,175)	(339,435)	(1,228,598)
TRANSFERS FROM:						
RESERVE FUNDS	575,971	812,411	1,128,387	972,265	975,148	4,464,182
ACCUMULATED SURPLUS						-
TRANSFERS TO:						
RESERVE FUNDS	(665,054)	(1,002,444)	(1,353,192)	(1,762,729)	(2,250,482)	(7,033,901)
ACCUMULATED SURPLUS						-
NET CAPITAL DEBT AND RESERVE TRANSFERS	77,383	159,337	(117,445)	(536,054)	(1,022,204)	(1,438,983)
Surplus (deficit) plus Capital, Debt and Reserve Transfers	-	-	-	-	-	-

Schedule "A" CONTINUES

CITY OF CASTLEGAR

FIVE YEAR FINANCIAL PLAN

STORM FUND

	2026	2027	2028	2029	2030	TOTALS
<u>REVENUES</u>						
PROPERTY TAXES	538,000	538,000	538,500	539,000	539,000	2,692,500
GOVERNMENT TRANSFERS	236,517	-	-	-	-	236,517
FEES & CHARGES	-	-	-	-	-	-
DEVELOPER CONTRIBUTIONS	-	-	-	-	-	-
OTHER SOURCES	-	-	-	-	-	-
INTEREST INCOME	56,983	60,743	66,812	68,624	73,729	326,891
DCC FUNDING	-	-	-	-	-	-
TOTAL REVENUES	831,500	598,743	605,312	607,624	612,729	3,255,908
<u>EXPENDITURES</u>						
INTEREST ON DEBT	11,231	10,433	20,913	35,882	61,123	139,582
OTHER MUNICIPAL PURPOSES	257,838	262,354	267,849	273,380	278,554	1,339,975
OPERATING PROJECTS	236,517	-	-	-	-	236,517
AMORTIZATION	124,276	114,776	118,526	122,276	143,081	622,935
TOTAL EXPENDITURES	629,862	387,563	407,288	431,538	482,758	2,339,009
SURPLUS (DEFICIT) FOR THE YEAR	201,638	211,180	198,024	176,086	129,971	916,899
<u>CAPITAL DEBT AND RESERVE TRANSFERS</u>						
CAPITAL EXPENDITURES	(190,000)	(75,000)	(809,140)	(664,140)	(95,000)	(1,833,280)
PORTION OF AMORTIZATION EXPENSE UNFUNDED	124,276	114,776	118,526	122,276	143,081	622,935
BORROWING	25,000	-	569,140	569,140	-	1,163,280
PRINCIPAL ON DEBT	(34,558)	(35,355)	(36,173)	(32,934)	(37,713)	(176,733)
TRANSFERS FROM:						
RESERVE FUNDS	165,000	75,000	240,000	95,000	95,000	670,000
ACCUMULATED SURPLUS	45,789	45,788	57,086	68,816	98,836	316,315
TRANSFERS TO:						
RESERVE FUNDS	(337,145)	(336,389)	(337,463)	(334,244)	(334,175)	(1,679,416)
ACCUMULATED SURPLUS			-			-
NET CAPITAL DEBT AND RESERVE TRANSFERS	(201,638)	(211,180)	(198,024)	(176,086)	(129,971)	(916,899)
Surplus (deficit) plus Capital, Debt and Reserve Transfers	-	-	-	-	-	-

Schedule "A" CONTINUES

CITY OF CASTLEGARFIVE YEAR FINANCIAL PLAN

	<u>AIRPORT FUND</u>					
	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>TOTALS</u>
<u>REVENUES</u>						
PROPERTY TAXES						-
GOVERNMENT TRANSFERS	600,000	4,940,000	500,000	-	9,480,000	15,520,000
FEES & CHARGES	1,142,637	1,403,587	2,277,546	2,455,599	2,458,955	9,738,324
DEVELOPER CONTRIBUTIONS						-
OTHER SOURCES						-
INTEREST INCOME						-
DCC FUNDING						-
TOTAL REVENUES	1,742,637	6,343,587	2,777,546	2,455,599	11,938,955	25,258,324
<u>EXPENDITURES</u>						
INTEREST ON DEBT	67,823	154,626	228,570	288,555	288,290	1,027,864
OTHER MUNICIPAL PURPOSES	1,775,639	1,801,822	1,915,545	1,951,929	1,984,569	9,429,504
OPERATING PROJECTS	25,000	-	-	-	-	25,000
AMORTIZATION	481,358	584,858	584,858	847,358	1,447,358	3,945,790
TOTAL EXPENDITURES	2,349,820	2,541,306	2,728,973	3,087,842	3,720,217	14,428,158
SURPLUS (DEFICIT) FOR THE YEAR	(607,183)	3,802,281	48,573	(632,243)	8,218,738	10,830,166
<u>CAPITAL DEBT AND RESERVE TRANSFERS</u>						
CAPITAL EXPENDITURES	(610,000)	(8,510,000)	(1,510,000)	(10,000)	(12,010,000)	(22,650,000)
PORTION OF AMORTIZATION EXPENSE UNFUNDED	481,358	584,858	584,858	847,358	1,447,358	3,945,790
BORROWING	-	3,500,000	1,000,000	-	2,520,000	7,020,000
PRINCIPAL ON DEBT	(59,044)	(121,562)	(123,431)	(205,115)	(175,466)	(684,618)
TRANSFERS FROM:						
RESERVE FUNDS	794,869	744,423	-	-	-	1,539,292
ACCUMULATED SURPLUS	-	220,333	362,001	503,670	473,756	1,559,760
TRANSFERS TO:						
RESERVE FUNDS	-	-	-	-	-	-
ACCUMULATED SURPLUS	-	(220,333)	(362,001)	(503,670)	(474,386)	(1,560,390)
NET CAPITAL DEBT AND RESERVE TRANSFERS	607,183	(3,802,281)	(48,573)	632,243	(8,218,738)	(10,830,166)
Surplus (deficit) plus Capital, Debt and Reserve Transfers	-	-	-	-	-	-

Bylaw 1455 Schedule "B" Objectives and Policy Disclosure

1. Proportion of Total Revenue from Each Funding Source

1) Property Value Taxes

- i) Property tax levels within the City of Castlegar have been established through years of public process and within the context of the following objectives:
 - Ensure City of Castlegar property taxes are competitive when compared to other communities in the region.
 - Ensure that an appropriate balance between operating funds and capital funds for infrastructure improvements is maintained.
 - Continue to maintain reserves for future projects as appropriate.
 - Reduce the City's reliance on property taxes by developing alternative revenue streams and by implementing the user pay principle where possible.
- ii) The total proportion of property tax revenues collected is determined by calculating the difference between all other revenue sources and revenues required.

2) Parcel Taxes

The City of Castlegar will use parcel taxes to fund the construction and maintenance of public infrastructure when it is in the public interest to do so.

The 2026 Financial Plan continues the use of parcel taxes to fund the planning, development and maintenance of a storm water system in order to ensure public safety and protect municipal assets.

3) Fees and Charges

- i) It is the objective of the City of Castlegar to ensure that costs for a service are collected from users of the service, where practical.
- ii) User fees are a primary cost recovery method used by the City of Castlegar.
- iii) User fees will be levied in all cases where it is possible and appropriate to recover costs on a user pay basis.

4) Other Sources of Revenue

- i) It is the objective of the City of Castlegar to maximize revenues from new or other sources. The City will:
 - Seek funding from senior levels of government for projects and other initiatives, where possible and appropriate to do so.
 - Seek economic development opportunities in order to create new streams of revenue.

**Bylaw 1455
Schedule "B" CONTINUES**

The proposed distribution of municipal property value tax revenues is estimated to be as shown in the following table:

Council has considered the distribution of property taxes among the various property classes. It is Council's policy to adjust the bill rates such that the ratio of taxes paid by the various classes remains relatively constant from year to year taking into account new construction.

The exact rates and distribution will be set by Council in the Tax Rates Bylaw.

The proposed proportions of total funding from revenues and other sources are estimated in the following table:

Funding Source 2026	%
Taxation	34.6%
Government Transfers	5.4%
Fees and Charges	17.8%
Other Income	3.3%
Borrowing for Capital Projects	20.9%
Interest Income	1.2%
Reserves	16.8%
Total	100%

5) Debt and Internal Financing

- i) It is the objective of the City of Castlegar to consider debt financing only when:
 - The project will provide a significant benefit to taxpayers over the long-term.
 - The cost of financing the project does not constitute an unreasonable burden to taxpayers.
 - The City will continue to utilize Municipal Finance Authority lease and/or equipment financing opportunities for its equipment fleet and will use this method of financing when it is economically viable to do so.

6) Permissive Tax Exemptions

The City of Castlegar will provide permissive property tax exemptions in accordance with the provisions of the *Community Charter* and Council Policy Directive 15.

The Annual Report for 2026 will contain a list of permissive tax exemptions granted for the taxation year and the amount of revenue foregone.

7) Revitalization Tax Exemptions

Council may also, from time to time, enact new revitalization tax exemption bylaws that encourage development within the spectrum of the City's objectives, including but not limited to:

- Enhancing the City's sustainability and environmental stewardship.
- Encouraging green development and green technology.
- Objectives and initiatives established within the Official Community Plan.
- Stimulating the local economy through encouraging investment, new development and employment opportunities.
- Encouraging affordable housing.
- As a means of re-vitalizing and renewing specific areas of the City.

CASTLEGAR

REPORT TO COUNCIL

MEETING DATE: March 23, 2026 **REPORT NO.:** 26-25
SUBMITTED BY: Project Manager **FILE NO.:** 5330-20
SUBJECT: Request for Quotations 2026-04 Short-Term Biosolids
Dewatering Solution – Recommendation for Award

RECOMMENDATION:

THAT Council award Request for Quotations 2026-04 Short-Term Biosolids Dewatering Solution to Fournier Industries Inc. in the amount of \$379,000 plus applicable taxes,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

PURPOSE:

Report to authorize staff to award Request for Quotations 2026-04 Short-Term Biosolids Dewatering Solution to Fournier Industries Inc. in the amount of \$379,000 plus applicable taxes.

This report is for consideration at the March 23, 2026, Committee of the Whole Meeting, and adoption at the March 23, 2026, Regular Council Meeting to facilitate an immediate solution for biosolids management at the South Sewage Treatment Plant (SSTP).

SUMMARY/BACKGROUND:

In 2022, inspections conducted by the Ministry of Environment and Parks determined that stockpiled biosolids at the SSTP were being stored in a manner that was not compliant with the City's Permit. As a result, the City was required to develop a biosolids management solution for the site. Biosolids are a normal by-product of wastewater treatment, and various upgrades and operational changes to the plant over the years made the historical treatment, storage and handling methods no longer feasible on the site.

In the spring of 2024, a TenCate Geotube system was constructed on site. Despite more than a year of troubleshooting with the consultant and supplier, the system has not been able to achieve the minimum solids content required for hauling and disposal. As a result, crews have had to revert to mixing the partially dewatered biosolids with wood waste before hauling and disposal can occur.

In addition to performance challenges, the current Geotube system has not met the City's operational requirements and has had adverse impacts on plant operations. The system has also contributed to increased odour concerns in the surrounding community when biosolids are being managed.

Given these challenges, the City initiated a Request for Proposal (RFP) seeking qualified consultants to evaluate alternative permanent biosolids management solutions, from which a recommended proponent will be presented to Council in a dedicated report.

To facilitate biosolids management while a permanent solution is being developed, the City also posted a Request for Quotations (RFQ) for short-term biosolids dewatering systems on February 9, 2026, which closed March 9, 2026.

The scope of work requested included the supply, installation, and training for a short-term system that would dewater biosolids until a permanent solution can be determined, designed and constructed. The successful proponent of this opportunity will enter into a three-month agreement with the City to operate the proposed short-term dewatering solution. If successful, the term may be extended up to six months a total of three times, for a maximum total term of up to 21 months. This is to provide flexibility for the timing of design and construction of a permanent biosolids dewatering system.

An RFQ is evaluated solely on lowest price. The City received four bids compliant with the terms and conditions of the RFQ, which specified that pricing would be evaluated on the total cost for a 3-month term with a single 6-month extension. The results of the RFQ are as follows:

Bidder	3+6 month Price (excl. taxes)	21 month Price (excl. taxes)
Fournier Industries Inc.	\$181,000	\$379,000
Archer Separation Inc.	\$183,600	\$378,000
Entec Waste Management Inc.	\$350,000	\$750,000
Proactive Environmental Rentals Inc.	\$582,828	\$1,155,984

As such, Fournier Industries Inc. (Fournier) provided the lowest compliant bid. The request for award includes the potential maximum cost, which could be spent within the 2026 and 2027 fiscal years.

Staff have reviewed the technical details of Fournier’s response and are satisfied with the details included and its potential for success on-site. Fournier proposed a rotary fan press dewatering system, which relies on sludge being fed through a slowly rotating channel where it is exposed to pressure and friction to squeeze out water. During the quotation period, Fournier requested a sludge sample and completed testing with the proposed equipment. The results, which were included in their response, indicated that the sample as received has excellent potential for successful dewatering with the use of a rotary fan press. The system can also be installed on site using available space and without additional upgrades.

The system is a containerized, trailer-mounted system which can unload dewatered biosolids into a bin. Costs for the bin and disposal costs are not included in the dewatering equipment rental and will be captured through existing operational budgets.



ALTERNATIVES:

1. Council could direct staff to award to another Proponent. This is not recommended as Fournier was identified as having the lowest compliant bid under the terms of the RFQ.
2. Council could choose not to award the contract at this time. This is not recommended as the City is required to manage biosolids at the SSTP while assessment, design and construction of a long-term solution is completed. Other alternatives were explored and this was determined to be the best-value, short term solution for biosolids dewatering.

IMPLICATIONS:

- (1) Social** Improving biosolids management at the SSTP will improve impacts on residents due to reduced hauling and noise.
- (2) Environmental** Adequate biosolids management is an important part in reducing the environmental impacts of wastewater treatment. This temporary solution will best protect the environment until a permanent solution can be constructed.
- (3) Personnel** The estimated staff time to execute a contract and complete the pre-construction scope of work is as follows:
- Project Manager: 15 hours
 - Assistant Manager – Utilities: 20 hours
 - Manager of Engineering and Infrastructure: 5 hours
 - Other staff: 20 hours
- (4) Financial** Costs associated with the short-term biosolids dewatering system will be capitalized and funded through the SSTP Biosolids Management capital project budget. Any operational costs related to hauling/trucking, bin rental, and disposal of dewatered biosolids will be managed within the SSTP’s existing operating budgets.

POLICY IMPLICATIONS:

This project supports 2023-2027 Council Strategic Plan Principle #1: Governance and Service Excellence

IMPLEMENTATION:

If Council chooses to award the RFQ to Fournier, staff will proceed with finalizing and executing a contract.

COMMUNICATION:

If approved, staff will include this in the Council Highlights. In addition, staff will undertake direct neighbourhood communications with residents, this is in alignment with previous communications to the SSTP surrounding neighbourhood.

Respectfully submitted,

Approved by



Anne Simonen, P.L.Eng.
Project Manager



Chris Barlow, ASCT
Chief Administrative Officer

CASTLEGAR

REPORT TO COUNCIL

MEETING DATE: March 23, 2026 **REPORT NO.:** 26-26
SUBMITTED BY: Project Manager **FILE NO.:** 5330-20
SUBJECT: Request for Proposals 2026-01 Biosolids Dewatering & Management Study and Detailed Design – Recommendation for Award

RECOMMENDATION:

THAT Council award Request for Proposals 2026-01 Biosolids Dewatering & Management Study and Detailed Design to Kerr Wood Leidal Associates Ltd. in the amount of \$271,318 plus applicable taxes,

AND FURTHER;

THAT Council direct staff to execute the necessary documents.

PURPOSE:

Report to authorize staff to award Request for Proposals (RFP) 2026-01 Biosolids Dewatering & Management Study and Detailed Design to Kerr Wood Leidal Associates Ltd. (KWL) in the amount of \$271,318 plus applicable taxes.

This report is for consideration at the March 23, 2026, Committee of the Whole Meeting, and adoption at the March 23, 2026, Regular Council Meeting to facilitate a prompt solution for biosolids management at the South Sewage Treatment Plant (SSTP).

SUMMARY/BACKGROUND:

In 2022, inspections conducted by the Ministry of Environment and Parks determined that stockpiled biosolids at the SSTP were being stored in a manner that was not compliant with the City's Permit. As a result, the City was required to develop a biosolids management solution for the site. Biosolids are a normal by-product of wastewater treatment, and various upgrades and operational changes to the plant over the years made the historical treatment, storage and handling methods no longer feasible on the site.

In the spring of 2024, a TenCate Geotube system was constructed on site. Despite more than a year of troubleshooting with the consultant and supplier, the system has not been able to achieve the minimum solids content required for hauling and disposal. As a result, crews have had to revert to mixing the partially dewatered biosolids with wood waste before hauling and disposal can occur.

In addition to performance challenges, the current Geotube system has not met the City's operational requirements and has had adverse impacts on plant operations. The system has also contributed to increased odour concerns in the surrounding community when biosolids are being managed.

Given these challenges, the City initiated a Request for Proposals (RFP) seeking qualified consultants to evaluate alternative biosolids management solutions. The RFP was posted to BC Bid on January 29, 2026, and closed February 26, 2026. The scope of services included evaluating options for biosolids dewatering, on-site storage, hauling, disposal, and recommending a solution for the City that best meets the City’s requirements. The proponent will then complete detailed design of the solution and preparation of procurement documents.

Following successful execution of this scope, the proponent will be invited to extend the contract through construction and commissioning. Costs for this work will be additional to what was included in the RFP and will be negotiated at the time.

The City received five proposals (listed below) which were compliant with the terms of the RFP. An evaluation committee evaluated the proposals using the following weighted criteria:

Criteria	Weighting (%)
Experience and Qualifications of Project Team	25
Project Plan and Methodology	25
Project Experience	25
Project Budget	25
Total	100

The evaluation committee scored the proposals as follows:

Proponent	Score
Kerr Wood Leidal Associates Ltd.	74.5
Kontzamanis Graumann Smith MacMillan Inc. o/a KGS Group	72.3
TruSense Consulting Services Inc.	66.1
Associated Engineering (B.C.) Ltd.	65.9
CIMA Canada Inc.	58.4

The evaluation committee determined that Kerr Wood Leidal Associates Ltd. (KWL) submitted a proposal that offered the highest value to the City. Their team showed a strong level of experience with wastewater treatment and biosolids management, and as most of the project team is based out of the Nelson office, they have a good understanding of local construction and project considerations. The workplan submitted in the proposal was thorough and demonstrated a strong understanding of the project challenges, and the referenced projects showed that the team has worked recently on comparable projects. As a result, the evaluation committee is confident that KWL will be able to successfully deliver on the objectives of this project.

ALTERNATIVES:

1. Council could direct staff to award to another proponent. This is not recommended as KWL was identified as having the proposal which offered the best value to the City.
2. Council could direct staff to award to no proponent. This is not recommended as biosolids management challenges at the SSTP need resolution.

IMPLICATIONS:

- (1) Social** Improving biosolids management at the SSTP will improve impacts on residents due to reduced hauling and noise.
- (2) Environmental** Adequate biosolids management is an important part in reducing the environmental impacts of wastewater treatment. Proper treatment and management of biosolids may also permit beneficial re-use, such as for land application for mining or forestry.
- (3) Personnel** The estimated staff time to execute a contract and complete the pre-construction scope of work is as follows:
- Project Manager: 70 hours
 - Assistant Manager – Utilities: 30 hours
 - Manager of Engineering and Infrastructure: 10 hours
 - Other staff: 12 hours
- (4) Financial** The 2026-2030 Draft Financial Plan includes \$2.25M for this project, including construction and temporary biosolids management.

Engineering and consulting costs associated with the assessment and design phases fall within the typical range of 10–15% of the overall construction value, which is consistent with industry standards and represents an expected magnitude of cost.

Following Council approval, staff will prepare a Report to Council requesting approval for Liability under Agreement to fund the consulting services included under this RFP until the construction costs are known and borrowing can be finalized in late 2026.

POLICY IMPLICATIONS:

This project supports 2023-2027 Council Strategic Plan Principle #1: Governance and Service Excellence under Goal #5 – Asset Management Planning.

IMPLEMENTATION:

If Council chooses to award the RFP to KWL, staff will proceed with finalizing and executing a contract.

COMMUNICATION:

If approved, staff will include this in the Council Highlights. In addition, staff will undertake direct neighbourhood communications with residents, this is in alignment with previous communications to the SSTP surrounding neighbourhood.

Respectfully submitted,

Approved by



Anne Simonen, P.L.Eng.
Project Manager



Chris Barlow, AScT
Chief Administrative Officer

Regular Meeting Minutes of Council March 2, 2026

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 Deputy Mayor Brian Bogle
Councillor Darcy Bell arrived at 4:09 p.m.
Councillor Brian Bogle
Councillor Sandy Bojechko
Councillor Shirley Falstead
Councillor Sue Heaton-Sherstobitoff
Councillor Cheryl MacLeod

Absent Mayor Maria McFaddin

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
Nicole Brown, Manager of Legislative Services
Ben Cram, Health and Safety Specialist
Danny Clarke, Airport Manager
Meeri Durand, Director of Community Safety & Development
Deanna Hooper, Manager of Civic Works
Ginger Lester, Communications Manager
Sarah Martin, Planner - Policy
Ryan Nidderly, Manager of Engineering and Infrastructure
Anne Simonen, Project Manager

Other Public and Media

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

2 ADOPTION OF AGENDA:

R042-26 Moved and seconded, and
RESOLVED:

THAT the agenda for the Regular Council Meeting of March 2, 2026 be adopted.

CARRIED.

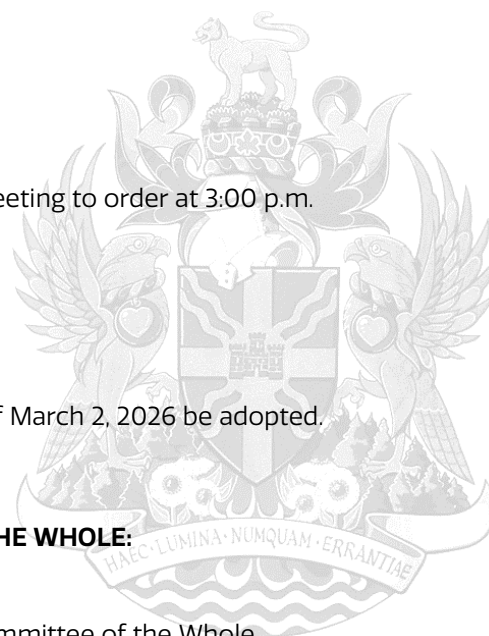
3 RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE:

R043-26 Moved and seconded, and
RESOLVED: THAT Council now resolve itself into Committee of the Whole.

CARRIED.

4 DELEGATION:

Laura Sacks and Dr. Amy Rudkoski on behalf of Doctors & Nurses for Planetary Health – Kootenay Boundary, and West Kootenay Climate Hub, presented to Council regarding



Accelerating Zero Carbon Step Coe (ZCSC) in Castlegar: future proofing new homes and buildings. Highlights of the discussion include:

- They want to support, prioritize and advocate for low carbon energy systems in all new construction projects.
- Overview of high energy efficiency standards, aligning with the Community Plan, and a look at where energy is being spent.
- Overview of indoor air pollution, impact on the climate and personal health.
- Requesting Council consider adopting a Bylaw to support a transition to electrified new builds.
- Council asked the group to put their request in writing to be included in the next agenda package.

Theo Harvey and Carmen Proctor on behalf of HomeSave Central Kootenays, the City of Nelson in Partnership with the RDCK presented to Council regarding the HomeSave Central Kootenays Program. Highlights of the presentation include:

- Overview of rebates available and work with residents to stack rebates for retrofits.
- Overview of how the rebate program works.
- Program being funded through the Federation of Canadian Municipalities.
- Next steps, and request to provide information postcards for the City to hand out.

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

(a) COUNCIL COMMITTEE LIAISON VERBAL UPDATE

- Nil

(b) FIRE DEPARTMENT VERBAL UPDATE

- Call volume to date 340.
- Update on recruit training.
- Preschool Fire Hall tour today and tomorrow.

(c) RCMP DETACHMENT VERBAL UPDATE

- Special Olympics Polar Plunge March 8, 2026.

(d) WEST KOOTENAY REGIONAL AIRPORT VERBAL UPDATE

- Eleven of eleven successful flights, passenger load around 40%.

(e) COMMUNITY SAFETY AND DEVELOPMENT VERBAL UPDATE.

- Building and business licensing bylaws under review in 2026.

(f) 2026 FCM Local Leadership for Climate Adaptation Program (Report No. 26-19)

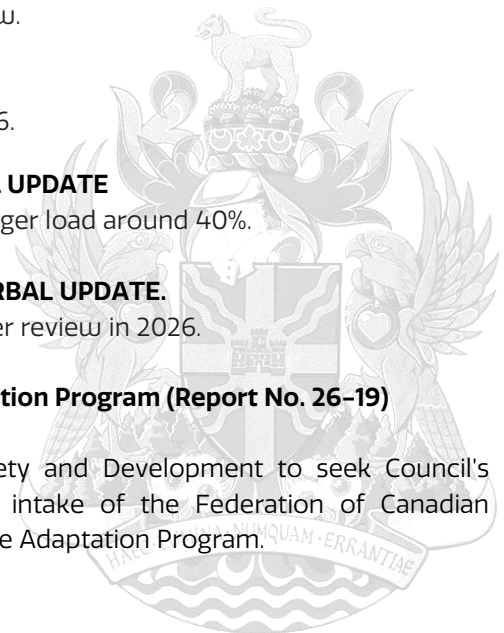
Report from the Director of Community Safety and Development to seek Council's endorsement of an application to the 2026 intake of the Federation of Canadian Municipalities (FCM) Local Leadership for Climate Adaptation Program.

COW026-26

Moved, and
RECOMMENDED:

THAT Council endorse an application to the 2026 intake of the Federation of Canadian Municipalities Local Leadership for Climate Adaptation Program for up to \$70,000 in support of a Climate Risk Assessment and Prioritized Adaptation Plan.

CARRIED.



(g) **2026 UBCM Local Government Development Approvals Program (Report No. 26-18)**

Report from the Planner – Policy to seek Council's endorsement of an application to the 2026 intake of the Union of British Columbia Municipalities (UBCM) Local Government Development Approvals Program (LGDAP).

COW027-26

Moved, and
RECOMMENDED:

THAT Council endorse an application to the 2026 intake of the UBCM Local Government Development Approvals Program for up to \$200,000 in support of an Infill Housing Program,

AND FURTHER;

THAT Council approve City staff managing the grant funding on the City of Castlegar's behalf.

CARRIED.

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

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

- Sunfest June 5, 6, 7, 2026.
- Applications for vendors at Sunfest and Pass Creek Fall Fair are available now.
- Heritage Society AGM.
- Communities in Bloom meeting.
- Attendance at the fourth anniversary of the Ukraine war meeting.
- Castlegar Chamber Business after Business.
- Canada Day planning meeting.
- Castlegar Together planning meeting.
- Coldest Night of the Year Walk.

7 FINANCE AND CORPORATE SERVICES (Councillor Bogle, Chair)

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

- Nil

(b) **South Sewage Treatment Plant North Train Renewal Project Loan Authorization Bylaw 1451 (Report No. 26-20)**

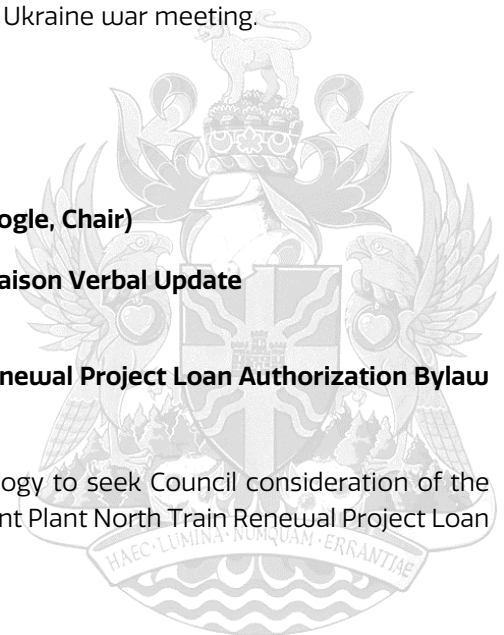
Report from the Director of Finance & Technology to seek Council consideration of the required readings of the South Sewage Treatment Plant North Train Renewal Project Loan Authorization Bylaw 1451.

COW028-26

Moved, and
RECOMMENDED:

THAT Council consider the required readings of the South Sewage Treatment Plant North Train Renewal Project Loan Authorization Bylaw 1451, authorizing the City to borrow \$6,939,000 to fund the North Train Renewal Project.

CARRIED.



(c) **Corporate Services Verbal Update**

- Update on new hires, and recruitment currently happening.
- Introduction of Ben Cram, Health & Safety Specialist.
- Two open houses are coming up: Flood Plain Mapping next week, Budget on March 19, 2026.

(d) **Good Neighbour Bylaw 1449 (Report No. 26-13)**

Report from the Manager of Legislative Services to seek Council consideration of the required readings of Good Neighbour Bylaw 1449.

COW029-26

Moved, and
RECOMMENDED:

THAT Council consider the required readings of the Good Neighbour Bylaw 1449.

CARRIED.

(e) **Finance Department Verbal Update**

- Nil

8 MUNICIPAL SERVICES (Councillor MacLeod, Chair)

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

- Rinks are closed for the season.
- Working on fields for the season.
- New Dog Park signs being installed.
- Onboarding new staff.
- The Director of Municipal Services provided an overview and update of the office space needs at Civic Works, Fire Hall, RCMP Building, and City Hall. Discussed ways to address the issues and the associated costs.

(b) **Update on Proposed Disc Golf Course in Kinnaird Park (Report No. 26-21)**

Report from the Manager of Engineering & Infrastructure to provide Council with an update on the progress of the proposed disc golf course project in Kinnaird Park.

COW030-26

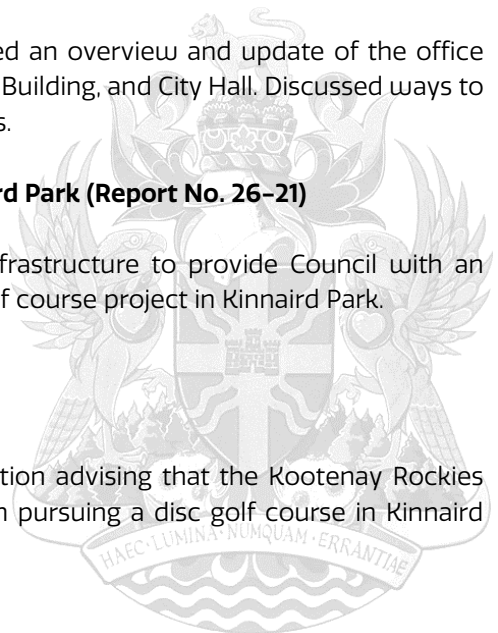
Moved, and
RECOMMENDED:

THAT Council receive Report 26-21 for information advising that the Kootenay Rockies Disc Golf Society has elected to withdraw from pursuing a disc golf course in Kinnaird Park.

CARRIED.

(c) **Reduced Traffic Speed Limit Pilot – 5th Avenue (Report No. 26-22)**

Report from the Manager of Engineering & Infrastructure to seek Council authorization to proceed with baseline data collection and initiate a reduced traffic speed limit pilot program on 5th Avenue South.



COW031-26

Moved, and
RECOMMENDED:

THAT Council direct staff to continue with baseline data collection and initiate a reduced traffic speed limit pilot program on 5th Avenue South.

CARRIED.

9 QUESTION PERIOD:

- Nil

10 RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE:

R044-26

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.

R045-26

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)(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(1)(C)***
Labour relations or other employee relations.
- ***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 5:33 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 Sandy Bojetchko
Councillor Shirley Falstead
Councillor Sue Heaton-Sherstobitoff
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
Nicole Brown, Manager of Legislative Services
Meeri Durand, Director of Community Safety and Development
Ryan Nidderly, Manager of Engineering and Infrastructure

Other Public and Media

13 DELEGATION: Nil

14 COUNCIL MEETING MINUTES FOR APPROVAL:

R046-26 Moved and seconded, and
RESOLVED:

THAT the following Minutes be adopted as presented:

- Regular Meeting Minutes – February 17, 2026

CARRIED.

15 RESOLUTION TO ADOPT RECOMMENDATIONS OF COMMITTEE OF THE WHOLE:

The following resolutions were recommended at the February 2, 2026, Committee of the Whole Meeting and are presented for consideration of adoption by Council:

R047-26 Moved and seconded, and
RESOLVED:

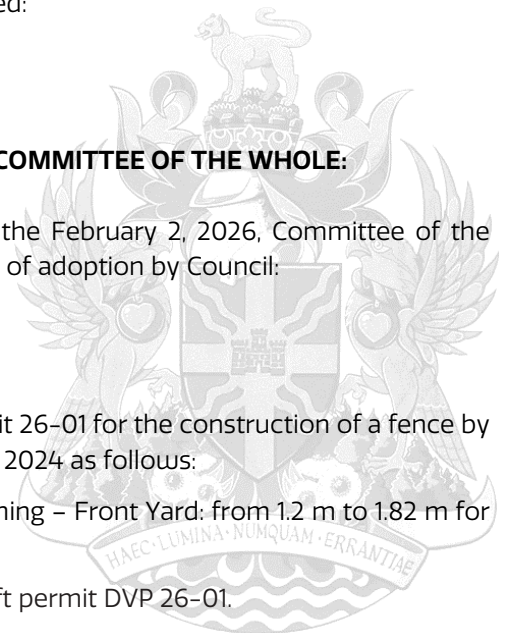
THAT Council approve Development Variance Permit 26-01 for the construction of a fence by varying the City of Castlegar Zoning Bylaw No. 1428, 2024 as follows:

- 4.2.1 a) i) Maximum Height of a Fence or Screening – Front Yard: from 1.2 m to 1.82 m for the proposed fence;

in accordance with the terms and conditions of draft permit DVP 26-01.

CARRIED.

The following resolutions were recommended at the February 17, 2026, Committee of the Whole Meeting and are presented for consideration of adoption by Council:



R048-26 Moved and seconded, and
RESOLVED:

THAT the following items considered and received for information at the February 17, 2026, Committee of the Whole meeting, be adopted:

- Building Permit Report – January 2026
- Business Licence Report – January 2026

CARRIED.

R049-26 Moved and seconded, and
RESOLVED:

THAT Nicole Brown be appointed Chief Election Officer for the 2026 Local Government Election with power to appoint other election officials as required for the administration and conduct of the 2026 Local Government Election,

AND FURTHER;

THAT Nikki Zimmerman be appointed Deputy Chief Election Officer for the 2026 Local Government Election.

CARRIED.

R050-26 Moved and seconded, and
RESOLVED:

THAT the 2026 Election officials shall be compensated as follows:

- | | |
|----------------------------------|----------------------|
| a) Chief Election Officer | \$1,900 per election |
| b) Deputy Chief Election Officer | \$1,450 per election |
| c) Presiding Election Official | \$500 per voting day |
| d) Poll Clerk | \$325 per voting day |

AND FURTHER;

THAT the City provide meals for all election staff in attendance at the voting place.

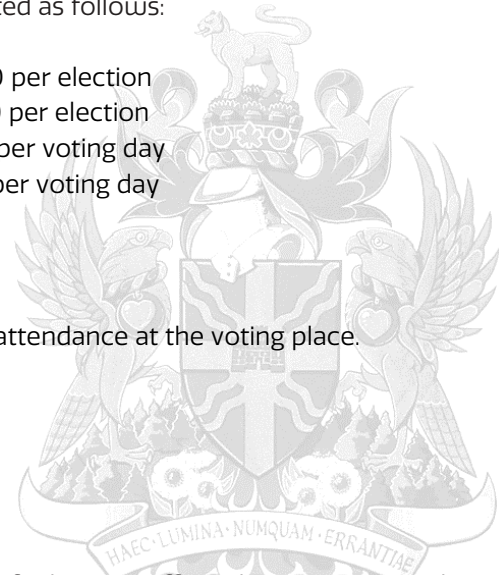
CARRIED.

R051-26 Moved and seconded, and
RESOLVED:

THAT the Chief Election Officer and Deputy Chief Election Officer be compensated an additional \$300 each should they be required to manage the Regional District of Central Kootenay assent vote for Castlegar voters.

CARRIED.

R052-26 Moved and seconded, and
RESOLVED:



THAT Council appoint Dan Rye, Jo-Ann Bursey, and Stuart Ady to a Council Remuneration Committee to conduct an independent review of stipends, indemnities, expense allowances, per diems and travel expenses paid to members of Council,

AND FURTHER;

THAT a report with their recommendations be presented to Council no later than June 30, 2026.

CARRIED.

R053-26

Moved and seconded, and
RESOLVED:

THAT Council adopt the Council Remuneration Review Committee Terms of Reference.

CARRIED.

The following resolutions were recommended at the March 2, 2026, Committee of the Whole Meeting and are presented for consideration of adoption by Council:

R054-26

Moved and seconded, and
RESOLVED:

THAT Council endorse an application to the 2026 intake of the UBCM Local Government Development Approvals Program for up to \$200,000 in support of an Infill Housing Program,

AND FURTHER,

THAT Council approve City staff managing the grant funding on the City of Castlegar's behalf.

CARRIED.

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

R055-26

Moved and seconded, and
RESOLVED:

THAT the following minutes be received for information:

- Regular Board Meeting Minutes – December 11, 2025
- Regular Board Meeting Minutes – January 22, 2026
- Special Board Meeting Minutes – January 23, 2026

CARRIED.

17 CORRESPONDENCE:

R056-26

Moved and seconded, and
RESOLVED:

THAT Council approve the request from Queena Wong on behalf of the BC Epilepsy Society and The Center for Epilepsy & Seizure Education to change the Kinnaird Overpass lights to purple on March 26, 2026, in recognition of Epilepsy Awareness.

CARRIED.



Council discussed the letter from Nelson ANKORS requesting a letter in support of their 2026 ReDi Grant Application. The ReDi Grant applications have closed for 2026.

R057-26

Moved and seconded, and
RESOLVED:

THAT Council send a letter to the Federation of Canadian Municipalities in support of the City of Vancouver's resolution to:

- i. establish clearer and enforceable limits on headlight brightness, beam pattern, and mounting height;
- ii. strengthen oversight of adaptive and high-intensity lighting technologies; and
- iii. improve regulation and enforcement related to non-compliant aftermarket vehicle lighting.

CARRIED.

R058-26

Moved and seconded, and
RESOLVED:

THAT Council send a letter to the BC Council of Forest Industries in support of the "Forestry is a Solution" initiative.

CARRIED.

18 REPORTS OTHER:

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

- BC Winter Games in the area and the medal ceremony.

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

- The announcement made today in Castlegar.
- Clr. MacLeod toured a tugboat designed and built in Slocan.

20 NEW & UNFINISHED BUSINESS: Nil

21 BYLAWS FOR CONSIDERATION:

Good Neighbour Bylaw No. 1449 – First, Second, and Third Readings. (Report No. 26-13)

A Bylaw to regulate, prohibit, and impose requirements in relation to public space, noise, nuisance, health and safety, and to enhance the well-being of the community.

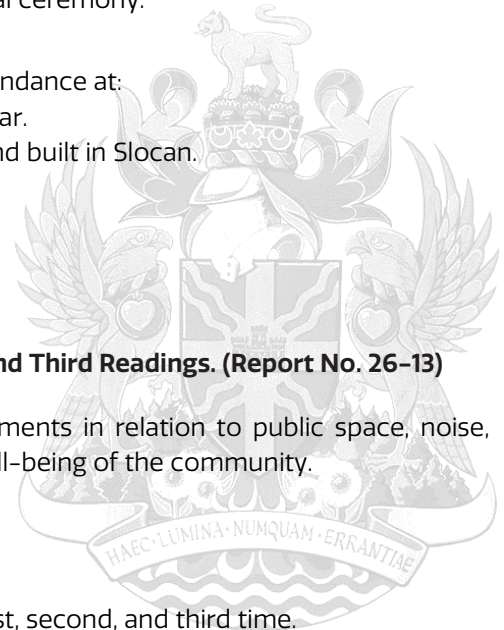
R059-26

Moved and seconded, and
RESOLVED:

THAT Good Neighbour Bylaw No. 1449 be read a first, second, and third time.

CARRIED.

South Sewage Treatment Plant North Train Renewal Project Loan Authorization Bylaw 1451 – First, Second, and Third Readings. (Report No. 26-20)



A Bylaw to authorize the borrowing of funds for the South Sewage Treatment Plant North Train Renewal Project.

R060-26

Moved and seconded, and
RESOLVED:

THAT South Sewage Treatment Plant North Train Renewal Project Loan Authorization Bylaw No. 1451 be read a first, second, and third time.

CARRIED.

22 NEXT MEETING(S):

March 3, 2026, at 5:00 p.m. for a Special Open Budget Meeting, held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C. and via Zoom live meeting.

March 5, 2026, at 5:00 p.m. for a Special Open Budget Meeting, held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C. and via Zoom live meeting.

March 23, 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 13th Avenue, Castlegar, B.C.

23 NOTICE OF MOTION: Nil

24 QUESTION PERIOD: Nil

25 ADJOURNMENT:

R061-26

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

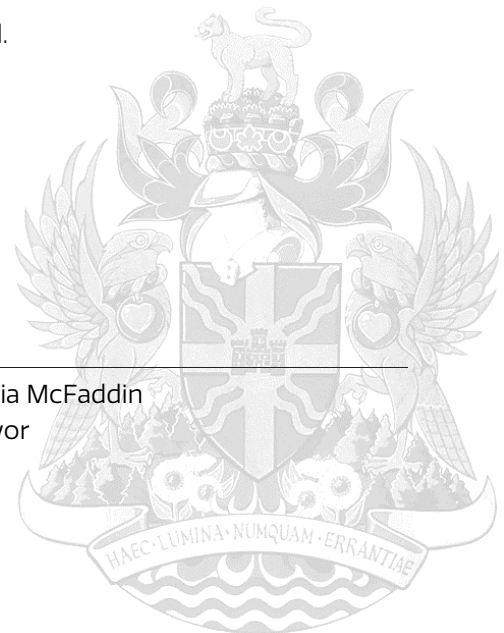
CARRIED.

The Regular Meeting was adjourned 7:21 p.m.

CERTIFIED CORRECT:

Bree Seabrook
Director of Corporate Services

Maria McFaddin
Mayor



Special Open Meeting Minutes of Council March 3, 2026

Special Meeting Minutes of the City of Castlegar Council held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C. and via Zoom live meeting, commenced at 5:00 p.m. for Special Council proceedings.

Members Present Mayor Maria McFaddin
Councillor Darcy Bell
Councillor Brian Bogle
Councillor Sandy Bojecho
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
Nicole Brown, Manager of Legislative Services
Danny Clarke, Airport Manager
Jennifer Chamberlain, Executive Assistant
Meeri Durand, Director of Community Safety & Development
Aaron Geck, Assistant Manager – Utilities
Deanna Hooper, Manager of Civic Works
Ryan Niddery, Manager of Engineering and Infrastructure
Anne Simonen, Project Manager
Paul Wallin – Acting Manager of Finance

Other Public and Media

1 CALL TO ORDER

Mayor McFaddin called the meeting to order at 5:00 p.m.

2 ADOPTION OF AGENDA:

S001-26 Moved and seconded, and
RESOLVED:

THAT the agenda for the Special Council Meeting of March 3, 2026, be adopted.

CARRIED.

3 RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE:

S002-26 Moved and seconded, and
RESOLVED: THAT Council now resolve itself into Committee of the Whole.

CARRIED.

4 FINANCE AND CORPORATE SERVICES (Councillor Heaton-Sherstobitoff, Chair):

(a) **City of Castlegar 2026–2030 Draft Financial Plan – Capital Plan**

Presentation from the Senior Leadership Team to present the 2026– 2030 Draft Financial Plan for Council consideration. The Director of Finance & Technology opened the meeting by providing an overview of upcoming dates and schedules. Budget Open House on March 19, 2026, in the Community Forum.

The meeting was recessed at 5:04 p.m. as internet connection was lost and the Zoom broadcast was disconnected.

The meeting and internet connection resumed at 5:09 p.m.

The Acting Manager of Finance and Chief Administrative Officer provided an overview of the 2026 Capital budget. Highlights include:

- The difference between a Capital and an Operating budget.
- Project needs verses funds available.
- Options available for funding projects.

The Director of Community Safety & Development presented the Directors outlook for 2026 and provided an overview of proposed Capital Projects, page 132 of the budget package.

The Director of Finance & Technology presented the Directors outlook for 2026 and provided an overview of proposed Capital Projects, page 154 of the budget package.

The Director of Corporate Services presented the Directors outlook for 2026 and provided an overview of proposed Capital Projects, page 92 of the budget package.

The Director of Municipal Services presented the Directors outlook for 2026 and provided an overview of proposed Capital Projects, page 103 of the budget package.

COW032–26 Moved, and
RECOMMENDED:

THAT Council direct staff to prepare a report to Council exploring the potential and costs associated with building a sani-dump at the Castlegar baseball field located near the rec centre.

CARRIED.

The Director of Municipal Services continued presenting the Directors outlook for 2026 and provided an overview of proposed Capital Projects – Sewer and Water, page 190 of the budget package.

The Acting Manager of Finance and Director of Finance & Technology provided Council with an overview of:

- The City's reserves and balances.
- Debt servicing and projected debt. \$1.5 million in 2026.
- The Growing Communities Fund (GCF).

The CAO provided a wrap up of day one budget meetings and provided an overview of day two meeting scheduled for March 5, 2026, at 5:00 p.m.

5 RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE:

S003-26

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

CARRIED.

6 NEXT MEETING(S):

March 5, 2026, at 5:00 p.m. for the Special Open Council Meeting held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C. and via Zoom live meeting.

March 23, 2026, at 5:00 p.m. for the Regular Open Council Meeting held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C. and via Zoom live meeting.

7 QUESTION PERIOD:

Florio Vassilakakis inquired about:

- Taxation classes and when that discussion with take place.
- RCMP full compliment costs.

8 ADJOURNMENT:

S004-26

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

CARRIED.

The meeting was adjourned at 7:08 p.m.

CERTIFIED CORRECT:

Bree Seabrook
Director of Corporate Services

Maria McFaddin
Mayor

Special Open Meeting Minutes of Council March 5, 2026

Special Meeting Minutes of the City of Castlegar Council held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C. and via Zoom live meeting, commenced at 5:00 p.m. for Special Council proceedings.

Members Present Mayor Maria McFaddin
Councillor Darcy Bell
Councillor Brian Bogle
Councillor Sandy Bojecko
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
Nicole Brown, Manager of Legislative Services
Jennifer Chamberlain, Executive Assistant
Danny Clark, Airport Manager
Meeri Durand, Director of Community Safety & Development
Aaron Geck, Assistant Manager – Utilities
Chris Hallam, Director of Municipal Services
Deanna Hooper, Manager of Civic Works
Ryan Niddery, Manager of Engineering and Infrastructure
Paul Wallin, Manager of Financial Services

Other Public and Media

1 CALL TO ORDER

Mayor McFaddin called the meeting to order at 5:00 p.m.

2 ADOPTION OF AGENDA:

S005-26

Moved and seconded, and
RESOLVED:

THAT the agenda for the Special Council Meeting of March 5, 2026, be adopted.

CARRIED.

3 RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE:

S006-26

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

CARRIED.

4 FINANCE AND CORPORATE SERVICES:

(a) **City of Castlegar 2026-2030 Draft Financial Plan – Operating Budget**

The Director of Finance & Technology opened the meeting by providing an overview of the night's agenda and a recap of the day one budget meeting on March 3, 2026.

The Acting Manager of Finance presented on the Operating Budget. Highlights of the operating budget presentation include:

- Financial obligations and debt servicing.
- Explanation of what is new for budget assumptions, impact of internal charges to divisions, comparisons.
- Rising statutory benefit costs, increase in group benefits, FTE allocation shift within divisions.
- Overview of the general fund revenue budget summary page 16 of the budget package and definitions.

Senior Leadership Directors provided an overview of the department outlook for 2026 and the associated budget.

- Corporate Services. Page 21.
- Community Safety & Development. Page 41.
- Municipal Services. Page 62.
- Sewer Fund. Page 188.
- Council discussed the parcel tax for storm water. Looking at extending for two years and undertaking a study during that time to determine allocations. A report will be brought forward to Council in the future.
- Finance & Technology. Page 76.
- Community group budgets and commitments.

The Director of Finance & Technology provided an overview of:

- Property taxation and classes.
- Where tax dollars go.
- Revenues and expenditures.
- Infrastructure Renewal Levy.
- New municipal responsibilities transferred from Federal and Provincial jurisdiction.
- Overall proposed tax rate and what comparable municipalities are at for rates. Castlegar is the fourth lowest on the average house.
- 1% taxation = \$127,000, an average impact on average house in \$14.90.
- Proposed Property Taxation for 2026 is 8.35%.

C033-26

Moved, and
RECOMMENDED:

THAT Council direct staff to prepare the 2026-2030 Draft Financial Plan inclusive of the Committee of the Whole Recommendations passed by Council at the March 3 and March 5, 2026, Special Budget Meetings,

AND FURTHER:

THAT Council direct staff to proceed with public consultation in accordance with *Community Charters*. 166, prior to presenting the 2026-2030 Financial Plan Bylaw for consideration of the required readings at the March 23, 2026, Council Meeting.

CARRIED.

5 RESOLUTION TO RISE FROM COMMITTEE OF THE WHOLE:

S007-26

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

CARRIED.

6 NEXT MEETING(S):

March 19, 2026, at 5:00 p.m. Public Budget Open House held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C. and via Zoom live meeting.

March 23, 2026, at 7:00 p.m. for the Regular Council Meeting held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C. and via Zoom live meeting.

7 QUESTION PERIOD:

- Nil

8 ADJOURNMENT:

S008-26

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

CARRIED.

The meeting was adjourned at 8:29 p.m.

CERTIFIED CORRECT:

Bree Seabrook
Director of Corporate Services

Maria McFaddin
Mayor



OFFICE OF THE MAYOR

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9
p: 250.561.7600 | www.princegeorge.ca

Local Governments in
British Columbia

Transmitted via email

February 25, 2026

RE: City of Prince George requesting signatures in its petition to the Minister of Justice and the Attorney General of Canada

Dear Colleagues,

On behalf of the City of Prince George, I am writing to ask for your support in signing our petition to the Minister of Justice and the Attorney General of Canada.

Prince George continues to advocate for stronger public safety measures, an issue currently affecting municipalities across the country. This petition offers all British Columbians a meaningful way to participate and demonstrate to the federal government the importance of a collective voice in working together to find solutions.

The petition calls upon the federal government to:

- Amend the Criminal Code of Canada to strengthen bail requirements for prolific and non-violent offenders to include provisions for repeat offences to lead to:
 - automatic detention,
 - release to be dependent on reverse onus, and/or
 - demonstration of the Principle of Respect for the Law
- Appoint more judges, crown prosecutors and paralegals to end court backlogs
- Provide funding and resources for Crown Counsel to increase capacity and decrease delays in preparing and bringing cases to court in a timely manner
- Provide funding and resources to provincial correctional centres and support services to increase capacity for detention of individuals, as well as providing rehabilitation and release planning services

We encourage you to share our petition within your communities.

The [petition](#) is available on the House of Commons website until March 27, 2026 at 12:25 p.m. PST.

Respectfully,

Simon Yu
Mayor
City of Prince George

From: Laura Sacks <[REDACTED]>
Date: March 9, 2026 at 4:03:48 PM PDT
To: mayor_distribution_group <mayor_distribution_group@castlegar.ca>,
dbell_distribution_group <dbell_distribution_group@castlegar.ca>,
bbogle_distribution_group <bbogle_distribution_group@castlegar.ca>,
sbojchko_distribution_group <sbojchko_distribution_group@castlegar.ca>,
sfalstead_distribution_group <sfalstead_distribution_group@castlegar.ca>,
sheaton_distribution_group <sheaton_distribution_group@castlegar.ca>,
cmacleod_distribution_group <cmacleod_distribution_group@castlegar.ca>
Cc: Amy Rudkoski <[REDACTED]>
Subject: Follow up from our delegation last week

Dear Castlegar Mayor and Council,

Thank you for the opportunity to present to you on Zero Carbon Step Code during our delegation on March 2. We appreciate your interest and questions.

You can review our slides here<https://drive.google.com/file/d/1Pgkldxytp3rEd7ZcgaMa5XgB4JG3_DCD/view?usp=drive_link>, and here is an electronic version<https://drive.google.com/file/d/1seYz3Frh8l1NmGAuZj5_7NDM-6-acwgn/view?usp=sharing> of the document we handed out with more information about Zero Carbon Step Code.

As Castlegar plans for growth and a resilient future, reducing climate pollution from buildings — which account for roughly 30% of community emissions — is one of the most practical and impactful actions available to Council. Electrifying new homes aligns with the City's 100% Renewable commitment and Official Community Plan, Our Way to 2033, to support low-carbon energy systems in all new construction (4.2.14).

More than 30 B.C. local governments have already adopted an accelerated Zero Carbon Step Code; nearby Nelson and Rossland are at EL-3, while Castlegar remains at EL-1. For a community valued for its natural beauty and vibrant character, aiming higher than the minimum simply makes sense.

Adopting Zero Carbon Step Code adds minimal costs to new construction, and can actually save money. It's a low cost opportunity for the City to make a difference to limit future climate pollution and ensure cleaner and healthier homes are built. We have the local expertise in the building community, and we would be aligning Castlegar's building codes with nearby municipalities.

We therefore respectfully ask Mayor and Council to discuss and review this information, and to align Zero Carbon Step Code with Nelson and Rossland for a cleaner, more resilient future for Castlegar.

Warm regards,

Dr. Amy Rudkoski, Doctors & Nurses for Planetary Health Kootenay-Boundary

Laura Sacks, West Kootenay Climate Hub

From: Radmila Minor [REDACTED]
Sent: March 9, 2026 1:31 PM
To: Ginger Lester <glester@castlegar.ca>
Subject: lighting request for the Kinnaird Interchange Overpass

You don't often get email from [REDACTED]. [Learn why this is important](#)

Hello,

I am contacting you on behalf of the Canadian Society for Medical Laboratory Science. April 12-18, 2026, is National Medical Laboratory Week, a time to celebrate Canada's medical laboratory professionals.

Since 2022 we've been securing sites across Canada to light up indigo purple on April 15th to mark National Medical Laboratory Week. Last year we had 51 landmarks across our nation light up!

These health care professionals work tirelessly for patients across the country, processing millions of medical tests to make sure patients receive the health care they need. We ask for your support in shining a spotlight this live-saving work and dedication.

Would you be willing and able to illuminate **the Kinnaird Interchange Overpass** in indigo purple (RBG code R71 G47 B146) on April 15th?

We hope you join us in recognizing Canada's healthcare heroes and look forward to hearing from you!

#LabWeek2026, we're thankful to every medical laboratory professional for their vital role in supporting patients throughout their lifetime. From prenatal care to chronic disease management and end-of-life care, they are partners in every patient's journey. #EveryTest #EveryPatient

With kind regards,
Radmila

Radmila Minor
Executive Assistant Marketing & Communications
Canadian Society for Medical Laboratory Science

T: [REDACTED] Toll Free: [REDACTED]

F: [REDACTED]
<https://www.csmls.org/>

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From: Grants <[REDACTED]>
Date: March 10, 2026 at 2:42:20 PM PDT
To: Andy Davidoff <[REDACTED]>, Maria McFaddin <[REDACTED]>
Cc: Mike Morrison <[REDACTED]>
Subject: **APPROVAL REQUIRED: RDCK ReDi Grants Change of Scope/Extension - Castlegar Villa Society**

Hello Andy and Maria,

We have a request from the Castlegar Villa Society for a Change of Scope and Extension for their combined 2023 & 2024 ReDi projects. Please see the summary of details below for your review.

1. Both projects were awarded from your area's funding for the replacement of the elevator in their building. Upon starting work for this project, it became evident that their building needed more work or replacement.
2. They were given an extension to reassess their project, but they needed more time to complete a Building Needs Assessment which they have just completed in December and have now just received the results.
3. Now that they have the results of their assessment, they would like to use the original grants amounts that were initially intended for the elevator for the replacement of windows and doors as part of their entire building project.
4. Lastly, as it may seem that they are coming forward with this information long after their reporting deadline, they did in fact contact the grants coordinator last summer, but unfortunately there was some miscommunication and a turnover in the position which was our failure in terms of timing.
5. Grant amounts are: 2023 – Area I \$1,000 & Castlegar \$17,715.78 and 2024 – Area I \$1,000 & Castlegar \$6,500.00

Please let me know if you would approve the COS and an extension to June 31 2027.

Regards,

Monique St Louis | RDCK Grants Coordinator

Phone: 250.352.8170 | **Fax:** 250.352.9300

Box 590, 202 Lakeside Dr, Nelson BC, V1L 5R4

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[RDCK Grants Programs](#)

To: All Castlegar City Councillors, Mayor McFaddin and the Employee in charge of Public Safety.

I am writing on behalf of the community of pickleball players who frequent the Millennium Park courts on a regular basis. I would like to begin by thanking the City of Castlegar for creating magnificent recreational spaces for our community. The pickleball courts draw large numbers of players from all over the area, as does the new basketball court, the volleyball court, the swimming ponds and the playground. We truly are lucky to be able to enjoy these facilities.

A few weeks ago, one of our pickleball members had a catastrophic injury while playing; he broke his femur while trying to retrieve a ball. Fortunately, one of our members is an RN, and she treated the injury while we waited for the ambulance to arrive. The ambulance attendants then quickly stabilized and transported him to the hospital.

This incident rocked our community and got us discussing the lack of emergency equipment at such a busy recreation area. To our knowledge, there is no access to a first aid kit or an AED should an emergency arise.

We would like to request an assessment of the emergency procedures and equipment that could be put in place down at the Millenium recreation facilities. It's only a matter of time before another medical event happens and we would like to know that the city has assessed the risks and provided ample emergency preparedness. One of our members had a cardiac incident at another facility a couple of months ago so we know the threat is real.

We would like to request that the city explore the installation of an AED down at the park near the recreation facilities. Our group investigated the purchase of one, but the logistics of storing and maintaining this critical equipment must necessarily be the responsibility of the city as the park is city property.

AED's are considered best practice for the prevention of death by cardiac arrest and is strongly recommended by the Heart and Stroke Foundation and other medical groups that have made strong statements in favor of the installation AED's.

With all the hard work and foresight that has gone into the development of this facility, it would seem prudent for the city to take appropriate measures to protect those who use them. It would be tragic to lose a life when access to an AED could have prevented the loss.

With the Municipal Election on the horizon, I believe that the commitment to explore and provide safety emergency equipment at your world class recreational facilities would be a great platform for councillors.

We look forward to your response and will continue to support any efforts to provide emergency equipment at the Millenium Park.

Respectfully

Kere MacGregor, Carolyn MacKinnon on behalf of the Advance/Recreational Pickleball Community



Good Neighbour Bylaw

Bylaw 1449

Effective Upon Adoption

CASTLEGAR

Good Neighbour Bylaw

Bylaw 1449

A Bylaw to regulate, prohibit, and impose requirements in relation to public space, noise, nuisance, health and safety, and to enhance the well-being of the community.

WHEREAS Section 8 of the *Community Charter* provides municipalities with fundamental powers to regulate, prohibit, and impose requirements in relation to public spaces, health and safety of persons and property, and the protection and enhancement of the well-being of the community, and other matters;

AND WHEREAS Section 64 of the *Community Charter* provides municipalities with fundamental powers to exercise authority in respect to nuisances, unsanitary conditions, and other offensive activities;

AND WHEREAS under Section 17 of the *Community Charter*, Council directs that if a person subject to a requirement fails to take the required action the municipality may fulfill the requirement at the expense of the person and recover the costs incurred from that person as a debt;

AND WHEREAS the Council of the City of Castlegar desires to protect the quality of life for its citizens, and endeavors to promote civic responsibility, and further, strive to encourage good relationships between neighbours;

AND WHEREAS Council of the City of Castlegar has deemed it desirable to pass a bylaw regulating, prohibiting, and imposing requirements in relation to public space, noise, nuisance, health and safety, and to enhance the well-being of the community;

NOW THEREFORE the Council of the City of Castlegar, in open meeting assembled enacts as follows:

PART 1 – INTERPRETATION

- 1.1 This Bylaw may be cited as the "*City of Castlegar Good Neighbour Bylaw 1449, 2026.*"
- 1.2 Words or phrases defined in the British Columbia *Community Charter, Interpretation Act, Motor Vehicle Act* or *Local Government Act* or any successor legislation, shall have the same meaning when used in this Bylaw unless otherwise defined in this Bylaw.
- 1.3 The headings contained in this Bylaw are for convenience only and are not to be construed as defining or in any way limiting the scope or the intent of the provisions of this Bylaw.
- 1.4 If any provision or part of this Bylaw is declared by any court of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the illegal or inoperative portion shall be severed from the Bylaw and the balance of the Bylaw, or its application in any circumstances, shall not be affected and shall continue to be in full force and effect.

PART 2- DEFINITIONS

Accumulation means a collection, either built-up, gathered, scattered, amassed, or piled and "accumulate" shall have a corresponding meaning.

Authorized Representative means the person designated by the City for purposes of administering and enforcing this Bylaw and includes the City's Bylaw Enforcement Officer.

Bylaw Enforcement Officer means the person duly appointed or authorized by the Chief Administrative Officer for the purpose of enforcing the City's bylaws, including this Bylaw, and includes any Peace Officer.

Chief Administrative Officer means that person appointed by Council and any person delegated to assist in carrying out their duties under this Bylaw.

City means the City of Castlegar or the area within the municipal boundaries as the context may require.

Corporate Officer means that person appointed by Council and any person delegated to assist in carrying out their duties under this Bylaw.

Commercial Vehicle means trucks, tractors, or trailers, or any combination of them, that have a registered gross vehicle weight exceeding 4,500 kilograms; or buses with a seating capacity of more than 10 person.

Council means the Council of the City of Castlegar.

Graffiti means writing or pictures scratched, painted or drawn by any means on a City-owned space such as a wall, fence, building, or structure of any kind, or sidewalk or road, but does not include public art, murals etc. that may be approved by resolution of Council from time to time.

Hazardous objects or material includes, without limiting the generality of that term, anything that causes a health or safety risk, broken glass, hypodermic needles, other objects or materials with sharp edges or capable of breaking or skin, and any other hazardous material.

Motor Vehicle means a vehicle, not run on rails, that is designed to be self-propelled or propelled by electric power obtained from overhead trolley wire pursuant to the British Columbia *Motor Vehicle Act*.

Municipal Ticket Information Bylaw means the City of Castlegar Municipal Ticket Information Bylaw as amended from time to time, and including any successor thereto.

Noxious Weed means any weed designated by regulation to be a Noxious Weed pursuant to the British Columbia *Weed Control Act*.

Nuisance, without limiting its general meaning, includes anything that substantially and unreasonably interferes with, or disturbs a person's use and enjoyment of that person's real property, or the surrounding neighbourhood, or a street, park, or public space.

Nuisance Abatement Fees include, but are not limited to the following, costs and expenses incurred while by or on behalf of the City while responding to a nuisance service call for the purpose of abating nuisance conduct, activity or condition, and include but are not limited to:

- a) the cost of police and City staff salaries, including benefits, pro-rated to the time spent by those individuals in responding to a nuisance service call and abating that conduct;
- b) the cost of using police, fire and City equipment and vehicles;
- c) the administration costs incurred by the City in responding to a nuisance service call and abating a nuisance; and
- d) the cost of repairs to damaged City equipment, vehicles or property.

Occupant or Occupier, when used with reference to real property, has the same meaning as under the *Community Charter*.

Owner, when used with reference to real property, has the same meaning as under the *Community Charter*.

Park means, in addition to its general meaning, any property or area of land used or designated as a park by the City, and includes property owned or held by, or leased or granted to the City for that purpose, and includes lands to be used as a park by reason of a restrictive covenant or covenant on title or similar instrument, and also includes any lands designated as a park by a sign posted by the City.

Person means a natural person, a company, corporation, partnership, firm, association, society, or party and the personal or other legal representatives of a person to whom the context can apply according to law.

Property, and **Premises**, and **Real Property** all mean, unless context requires otherwise, lands, any buildings or structures or improvements on the lands, and any individual premises located on the lands.

Public Place means any place typically open or accessible to public, or to which members of the public are entitled or permitted to have access without payment, and includes without limitation any highway, park or campground, civic building, areas around civic buildings, transit shelter or bus stop, parking lots and any lands or property owned by the City, the Province of British Columbia, or the Government of Canada, and any improvement on those lands.

Real Property means land, with or without improvements so affixed to the land as to make them in fact and in law a part of the real property, and includes, as the context requires, individual premises located on the real property.

Unightly means property having any one or more of the following characteristics:

- a) the accumulation of filth, discarded materials, rubbish or graffiti;
- b) fences characterized by holes, breaks, rot, crumbling, cracking, leaning, peeling or rusting;

- c) landscaping that is dead or characterized by uncontrolled growth;
- d) grass of a height in excess of 30 centimetres;
- e) wrecked or dilapidated vehicles, parked or stored outside buildings on property, or inside a building but visible from a property line;
- f) deteriorated lumber or building supplies, old materials, unused furniture or furniture parts, appliances, cabinets, fixtures, abandoned, broken or neglected equipment, or the scattered remains of items stored outside buildings on residential property visible from a property line;
- g) construction material stored outside a building or inside a building but visible from a property line except where there is an active building permit for construction to be carried out on the property;
- h) upon which there is one or more unsightly building.

Unsightly building means any building or structure that has:

- a) broken window or windows;
- b) exterior damage to the brickwork, cladding, siding or shingles visible from an adjacent roadway;
- c) rot or other deterioration in its construction materials;
- d) includes a building or structure that has been boarded up for a continuous period of over forty-five (45) days within a consecutive sixty (60) day period.

Wrecked vehicle means motor vehicle as defined in the *Motor Vehicle Act* that is:

- a) not licensed for the current year; or
- b) not capable of being moved by its own motive power; or
- c) reduced to parts, frames, or bodies of a motor vehicle, unless such vehicle or parts thereof are situated in or enclosed by a building.

PART 3 – GENERAL REGULATIONS

- 3.1 No person shall obstruct or interfere with a Bylaw Enforcement Officer in the exercise of their duties.
- 3.2 The City, including its Bylaw Enforcement Officers, and others acting on behalf of the City, shall have the right to enter upon the Property of any Owner or Occupant at all reasonable times and in a reasonable manner for the purposes of inspecting Property and declaring whether the Property is unsightly or otherwise not in compliance with the provisions of this Bylaw.
- 3.3. No failure to enforce this Bylaw, nor any error, omission or other neglect in relation to any permit issued under this bylaw, shall be interpreted as giving rise to any cause of action in favour of any Person, or any duty of care owed to any Person by the City.

PART 4 – PARKS AND PUBLIC SPACES

- 4.1 This Part does not apply to any:
 - a) highway designated as an arterial highway under the *Transportation Act*, [SBC 2004], or

- b) lands owned by the Province, Crown, School District as a park or open space, and not leased to the City.
- 4.2 Unless done by an employee or agent of the City in the performance of their duties, or if authorized by the City, no person shall in any park or other public place:
- a) cut, destroy, damage, climb, break, remove or injure any tree, sapling, shrub, plant, turf, or flower;
 - b) plant any tree, sapling, shrub, plant, turf, or flower;
 - c) damage, destroy, break, remove, or deface any wall, fence, sign, traffic control device or signal, or other structure;
 - d) paint, write, place, or cause there to be any unauthorized writing or graffiti placed on any wall, fence or other structure;
 - e) foul or pollute any fountain, beach, pool, spray park, pond, stream or other body of water;
 - f) use or operate any device in such a manner as to disturb the enjoyment of a park by other person;
 - g) deposit, leave, discard or place litter, personal belongings, or debris of any kind, except within designated recycling or refuse receptacles;
 - h) deposit or leave any hazardous objects or hazardous material, except in a receptacle authorized for those items;
 - i) cause or permit any animal to roam at large, create a nuisance, or injure another animal or individual;
 - j) carry on any activity of a hazardous or unsafe nature which may cause injury, harm, or damage to a person, structure, animal, or other thing in a public place;
 - k) engage in any related activity which causes a disturbance or nuisance;
 - l) urinate or defecate or vomit in a public place, except in a washroom facility provided by, or on behalf, of the City for that purpose, or if doing so was inevitable or unavoidable and the person had no reasonable opportunity to avoid doing so;
 - m) make or cause to be made any excessive noise, vibration, odour, illumination, or any other thing that is liable to create a nuisance or otherwise disturb the peace, rest, enjoyment, comfort, or convenience of individuals or the public;
 - n) use or permit the use of equipment to amplify music, announcements or performances, unless authorized by a permit issued by the City; or
 - o) cause, permit, or engage in any activity that is prohibited by a sign posted by the City;

PART 5 – NOISE REGULATIONS

General Prohibitions

- 5.1 No Person shall make, cause to be made, permit, or continue to be made any nuisance noise or sound within the City that disturbs or tends to disturb the peace, rest, enjoyment, comfort, or convenience of the neighbourhood, the public, or of any person within the neighbourhood or vicinity.
- 5.2 No Owner or Occupier of property shall cause, allow, or permit that property to be used in a manner so that nuisance noise or sound occurs on or is emitted from that property

which disturbs or tends to disturb the peace, rest, enjoyment, comfort, or convenience of the neighbourhood, the public, or of any person within the neighbourhood or vicinity.

Specific Prohibitions

- 5.3 Without limiting the generality of Sections 5.1 and 5.2:
- a) unless authorized by the City no Person shall play, cause, permit, or allow the operation of any radio, television, computer, speaker, stereophonic equipment, amplifier, voice amplification equipment or similar equipment on or in any private property, or in any public place, in such a manner that the sound or noise generated from that equipment disturbs or tends to substantially or unreasonably disturb the peace, rest, enjoyment, comfort, or convenience of the neighbourhood, the public, or of any person within the premises, neighbourhood, or vicinity;
 - b) no Person shall own, keep, harbor or permit any animal or bird to cry, bark, or howl continuously for a period of more than 15 minutes, or sporadically for a period of more than 60 minutes consecutively, in a manner which disturbs or tends to unreasonably disturb the peace, rest, enjoyment, comfort, or convenience of the neighbourhood, the public, or of any person within the premises, neighbourhood or vicinity;
 - c) no Person shall operate a motor vehicle which, by its operation, engine, muffler, stereophonic system, or otherwise, substantially or unreasonably disturbs or tends to disturb the peace, rest, enjoyment, comfort, or convenience of the neighbourhood, the public, or of any person within the neighbourhood or vicinity;
 - d) no Person shall, idle or leave continuous running of the engine of an unattended motor vehicle or bus for more than 15 minutes at the same location, except where the truck or bus is located within a garage or depot intended to be used for the long-term parking of that vehicle;
 - e) no Person shall, on any day before 7:00 a.m. or after 9:00 p.m. operate any motorized landscaping or lawn-grooming equipment, including leaf-blowers, lawnmowers, riding mowers, chainsaws, or string trimmers;
 - f) no Person shall, on any day before 7:00 a.m. or after 9:00 p.m. undertake any construction, alteration, repair, demolition, or excavation of any building or property, or operate any machinery for that purpose, except that a person may undertake construction or repair work provided that activity does not cause noise or sound which disturb or tends to disturb the peace, rest, enjoyment, comfort, or convenience of the neighbourhood, the public, or of any person within the neighbourhood or vicinity;

General Exceptions

- 5.4 The provisions of this Part do not apply to:
- a) any noise generated by the City, including its civic and maintenance operations, highway maintenance operations, waste removal operations, snow removal operations, and any police, fire, ambulance, bylaw, or other emergency services, operating within the City, or their agents, if that noise is generated within the furtherance of their duties;
 - b) snow removal undertaken by a person or business in immediate response to a accumulation of snow;

- c) noise or sound arising from a trade, business, or industry which is lawfully carried out in an area zoned for that activity provided that the level and nature of the noise generated does not exceed the level and nature customary or generally accepted in that trade, business or industry using equipment that is in good working order and used in accordance with generally accepted or customary standards;
- d) the operation of household equipment such as a pool or hot tub pump motors, vacuum cleaners, air conditioning units, and exhaust fans, provided the level and nature of the sound generated by that equipment does not exceed the level customary for similar equipment in good working order and used in accordance with generally accepted or customary standards;
- e) church or place of worship bells;
- f) participating in a lawfully authorized parade or assembly;
- g) noise that is reasonably necessary to be generated by any Person in relation to any emergency situation, provided that the Person generating the noise has the onus of demonstrating that an emergency situation exists and that the noise is reasonably necessary as a result.

Permits

- 5.5 If a person wishes to generate sound or noise which would contravene this part of the bylaw, or to engage in an activity that would contravene this part, that person may apply in writing to the City of Castlegar Corporate Officer, and paying any potential prescribed fee, for consideration of authorization to generate the sound or noise, or to engage in the activity that would generate the sound or noise, that would otherwise contravene this Part of the bylaw, and any such application must specify:
- a) the name of the applicant;
 - b) the expected nature and duration of the sound or noise expected, and of the activity that would generate the sound or noise;
 - c) why the sound or noise is expected to contravene this Part of the bylaw;
 - d) why it is impossible or impracticable to comply with this Part of the bylaw;
 - e) any measures the applicant has taken or will take to mitigate or reduce noise;
 - f) the degree to which the sound or noise is expected to disturb the peace, enjoyment, comfort, or convenience of individuals, the neighbourhood, and the public; and
 - g) the conditions, durations, and other terms sought or proposed by the applicant.
- 5.6 The City, when considering an application submitted under this bylaw may decline the application, grant the application in accordance with this Part, or request more information from the applicant prior to granting or declining an application, but any decision to grant, decline, or request more information must be made in writing stating the decision and, if not granted, the reasons for it and any further information that may be required.
- 5.7 The City when considering an application submitted to the City under this Bylaw may give written approval to generate the sound or noise, or to carry out the activity that would generate the sound or noise, and may:
- a) designate specific hours, times, days, or dates on which the noise, sound, or other activity permitted, or is prohibited, or both;

- b) specify stipulated duration of time the noise or sound may be generated, or on which the activity generating the noise or sound may be undertaken;
- c) specify maximum permitted decibel limits for any such noise or sound or activity, which decibel limits may vary by time, date, or other circumstance;
- d) specify the expiry date of the permit, which must not be greater than one year from the date of issuance;
- e) specify the location at which the sound or noise or associated activity may occur, or will be prohibited from occurring; and
- f) impose any other condition reasonably necessary to ensure the anticipated noise or sound or activity does not unduly disturb the peace, rest, enjoyment, comfort, or convenience of individuals, the neighbourhood, or the public.

5.8 A permit issued under this Part may be revoked by the City if any information in support of the permit application was untrue or inaccurate, or if the applicant fails to comply with any term or condition of the permit, or if the permit was granted in error. Any such revocation must be made in writing and delivered to the address specified by the applicant on the permit application.

PART 6 – PROPERTY MAINTENANCE

Private Property

- 6.1 No Owner or Occupier of Real Property shall cause, suffer or permit:
- a) the property to become or remain Unsightly;
 - b) water to accumulate on or around the property;
 - c) filth, discarded noxious, or offensive materials, or rubbish to collect or accumulate on or around the property, or to overflow from or to accumulate around any waste receptacle or other similar container on the property;
 - d) dead landscaping, vegetation, weeds, wild grasses, or similar unattended and characterized by uncontrolled growth to occur, accumulate, or remain on the property;
 - e) the infestation of the property by rodents, termites, or other destructive insects or animals;
 - f) the accumulation or storage of demolition waste, construction waste, or trade waste on any property;
 - g) the accumulation or untidy storage of building materials on a site, unless those materials cannot be seen from a highway or public place or adjacent private property, whether or not the City has issued a valid or subsisting building permit in respect of the property;
 - h) graffiti to be placed or to remain on the property, including any fence, tree, or structure on the property;
 - i) any derelict vehicle to be placed, parked, or stored on the property, unless contained within a fully enclosed and lawful building or structure;
 - j) a structure on the property to become a derelict structure, or to otherwise fall into a state of decay or disrepair;
 - k) items left for free to others to remain out for pick up for more than 48 hours;
 - l) the property to depart from the standards set out in this bylaw.

Private and Public Property

- 6.2 No person shall:
- a) place graffiti on private property, signs, buildings, structures or any kind, including fences or streets on or adjacent to any public property;
 - b) deposit or throw any filth, discarded materials, or rubbish, including garbage, bottles, broken glass, or any similar item, in any open place upon private or public property;
 - c) abandon a vehicle on or in any highway, street, sidewalk, alley, or public right of way; or,
 - d) discard or leave out free or for sale items on highway or public places;
 - e) undertake any activity on any highway, public place, or private property in the City that creates or causes dust or effluent that tends to disturb the peace, rest, enjoyment, comfort, or convenience of persons in the neighbourhood.

Sidewalk and Boulevard Maintenance

- 6.3 Every Owner or Occupier of Real Property adjacent to a boulevard or lane shall:
- a) maintain the safety and remove obstructions from the sidewalk and boulevard adjacent to their property;
 - b) remove accumulations of leaves, hazardous objects or material, filth, discarded materials, or rubbish, and any similar materials that obstruct a draining facility immediately adjacent to the owner's property;
 - c) where directed by the City, cut, trim or remove any tree, fence, hedge or other item that obstructs or could reasonably be expected to obstruct the vision or safety of all pedestrians, cyclists, or vehicles using streets or sidewalks adjacent to the property.
- 6.4 No Person shall deposit any snow, ice, leaves, hazardous objects or material, filth, discarded materials, or rubbish, or any similar materials or objects onto any road, highway, sidewalk or City property.
- 6.5 Without limiting the generality of other sections of this Part, every Owner or Occupier of property zoned for a commercial or industrial use under the Zoning Bylaw, and every Owner or Occupier of property which is used for a commercial or industrial purpose, whether or not zoned for that purpose, must each day:
- a) remove all snow, ice, slush, rubbish, and similar accumulations from any sidewalk or footpath on or adjacent to the property;
 - b) remove snow, ice, and similar rubbish from roofs adjacent to any sidewalk or footpath on or adjacent to the property;
 - c) sweep and otherwise remove all accumulations of leaves, hazardous objects or material, filth, discarded materials, or rubbish, and any similar materials from any sidewalk or footpath on or adjacent to the property, otherwise the sidewalks and footpaths in front of, on, or adjacent to the property;

Grass

- 6.6 No Owner or Occupier of Real Property shall allow grass or weeds on their Real Property to exceed a height of 30 centimetres.

- 6.7 Section 6.6 shall also apply to vacant lots and the grass on any boulevard that lies directly between the boundary of a Real Property and an adjacent highway, road or lane.
- 6.8 Section 6.6 shall not apply to:
- a) parks and natural areas under the direction and control of the City;
 - b) areas under the direction and control of the City including Boulevards adjacent to major roadways, areas subject to naturalization efforts, and areas adjacent to sound attenuation berms.

Exceptions (Property Maintenance)

- 6.9 If a parcel of property is zoned and lawfully used for industrial or commercial use, and the business conducted on that property requires or ordinarily entails the accumulation of discarded materials, or rubbish, then the accumulation of those materials on that property shall not be considered to be unsightly if done in furtherance of that lawful industrial or commercial use, approved by the City, and screened or enclosed in such a way that they are not visible from the outside of the property.

Property Maintenance Enforcement

- 6.10 Authorized Representative of the City may, by notice in writing sent by registered mail, posted on the property, or delivered in person, order the owner or occupier of real property, at their expense and within thirty (30) days of the mailing or posting of the Order, to:
- a) remove any accumulation of filth, discarded materials, rubbish, or other noxious, offensive, or unwholesome matter described in the Order from the property;
 - b) remove any graffiti described in the Order from any wall, fence, or other structure on the property;
 - c) clear any brush, noxious weeds, or other growths described in the order from the property; or,
 - d) take any other measures described in the Order to remedy unsightliness on the property.
- 6.11 Upon any failure by the owner or occupier of real property to comply with any part of this Bylaw, and after the owner or occupier of the property has been given an opportunity to be heard by Council in respect of such failure, the City may by its own forces or those of a contractor:
- a) at a reasonable time, in a reasonable manner, enter the Property and perform the steps necessary to abate the non-compliance or fulfill the requirements of the Compliance Order at the expense of Owner;
 - b) invoice the Owner for any work done or services performed in respect of the subject property to fulfill the requirements of the Compliance Order, in accordance with the *Local Government Act* and/or *Community Charter*; and
 - c) if the costs of doing so remain unpaid by December 31 of the year in which the requirement was fulfilled, treat the costs of doing so as unpaid property taxes owing

against the property for which the work was performed, to be collected in the same manner as unpaid property taxes owing against the property.

PART 7 – NUISANCE ABATEMENT AND COMPLIANCE ORDERS

Nuisance Abatement

- 7.1 No person shall cause or permit a Nuisance to occur on any Property.
- 7.2 No Owner or Occupier of Property shall cause or permit that Property to become or to cause a Nuisance, or to be used in a manner that causes a Nuisance.
- 7.3 Every Owner or Occupier of Property which is, causes, or is used in a manner which causes a Nuisance, shall abate the Nuisance or the activity or thing that causes or creates the Nuisance.

Compliance Orders

- 7.4 If a Bylaw Enforcement Officer determines that an Owner or Occupier of Property has failed to comply with any obligation or requirement under this bylaw, the Bylaw Enforcement Officer may issue that person a Compliance Order requiring that person to comply with the obligations or requirements of this bylaw.
- 7.5 Service of a Compliance Order is deemed to take effect the earlier of:
- when personal service is effective,
 - when the notice is posted on the property,
 - the registered mail being delivered, accepted, or refused.
- 7.6 Any person who is issued and served with a Compliance Order must remedy the non-compliance and otherwise fulfill the requirements of the Compliance Order within the date and time specified in the Compliance Order.
- 7.7 If a person issued and served with a Compliance Order fails to remedy the non-compliance or otherwise fulfill the requirements of the Compliance Order by the date and time specified by the Compliance Order, the City may issue fines in accordance with the Municipal Ticketing Bylaw and all applicable Bylaws and legislation.
- 7.8 If the non-compliance or other issue that is the subject of a Compliance Order arises again or resumes within 30 days after the requirements of the Compliance Order were performed:
- the Compliance Order is deemed not to have been complied with;
 - the new or resumed non-compliance shall be deemed to be a continuation of the non-compliance giving rise to the Compliance Order; and
 - the City may enforce the Compliance Order, including by performing the requirements of the Compliance Order and recovering the cost of doing so.

Repeat Nuisance Service Calls

- 7.9 If a Bylaw Enforcement Officer, or other City official, is reasonably required to respond to or attend a property for:
- a) more than one nuisance service call within a twenty-four (24) hour period in relation to a nuisance on that property; or
 - b) more than three nuisance service calls within a twelve (12) month period in relation to a nuisance on that property;
- the Owner of that property shall be liable to pay an Excessive Nuisance Abatement Fee to the City in accordance with the amounts prescribed the Municipal Ticketing Bylaw or other applicable Bylaws and legislation, for each additional nuisance service call responded to at the same Real Property within the twelve (12) month period following the date of the notice.
- 7.10 Before imposing an Excessive Nuisance Abatement Fee, the City must first provide written notice to the Owner of the Real Property;
- a) describing the civic address and legal description of the property that is the subject of repeated nuisance service calls;
 - b) describing in reasonable detail the nature of the nuisances that gave rise to the service calls in relation to the property; and
 - c) advising the Owner that an Excessive Nuisance Abatement Fee will be imposed for each additional service call to the same property in relation to a nuisance, and that the imposition of such fees is in addition to the City's right to seek other legal remedies or actions for abatement of the nuisance.
- 7.11 If there is a further attendance on a property in relation to a nuisance, and that attendance is within one year of a written notice being served on the Owner of that property in accordance with this Part, the costs of responding to that service call including but not limited to the attendance, are Excessive Nuisance Abatement Fees.
- 7.12 Without limiting other rights and remedies available to the City, the City may issue an invoice to the Owner for Excessive Nuisance Abatement Fees and treat those amounts as a debt owing to the City by the Owner.

Reconsideration

- 7.13 In accordance with the *Community Charter*, any Person affected may request reconsideration by Council.
- 7.14 A Person may request that Council reconsider:
- a) the issuance or terms of a Compliance Order;
 - b) a demand for payment of Excessive Nuisance Abatement Fees; or
 - c) a demand for payment of Repeat Nuisance Service Call Fees;
 - d) by submitting a written request for reconsideration to the City's Corporate Officer in accordance with this Bylaw.
- 7.15.1 All requests for reconsideration must:

- a) be submitted in writing to the Corporate Officer within:
- b) ten (10) days of the Compliance Order being served in accordance with section 10.6 of this bylaw; or
- c) ten (10) days of the demand for payment of Excessive Nuisance Abatement Fees or the demand for payment of Repeat Nuisance Service Call Fees is issued by the City.
- d) and include a description of the grounds upon which the request for Council reconsideration is made.

7.16 Upon receipt of a compliant written request for reconsideration, the Corporate Officer shall schedule the time, date, and place for Council to hear the matter.

7.17 Upon reconsidering the issuance or terms of a Compliance Order or a demand for payment of Excessive Nuisance Abatement Fees or Excess Nuisance Service Call Fees issued under this bylaw, Council may confirm, set aside, or alter the order or demand, as it may deem appropriate in the circumstances.

PART 8– ENFORCEMENT AND PENALTIES

8.1 The provisions of this bylaw may be enforced by a Bylaw Enforcement Officer, Peace Officer, or any other person designated or appointed by Council to enforce this bylaw.

8.2 Every Person who violates any provision of this bylaw, or who permits any act or thing to be done in contravention of this bylaw, or who fails to do any act or thing required by this bylaw, is guilty of an offence under this bylaw and:

- a) shall be liable to a fine set out in the Municipal Ticket Information Bylaw;
- b) any combination of the above.

8.3 Any fine or penalty or remedy imposed under this bylaw shall be in addition to and not a substitute for any other penalty or remedy imposed pursuant to any other applicable enactment.

8.4 Each day an offence against this bylaw continues or exists shall be deemed to be a separate and distinct offence.

PART 9 – REPEAL

Property Maintenance Bylaw 1120 and all amendments to are hereby repealed.
Noise Control Bylaw 622 and all amendments to are hereby repealed.

READ A FIRST TIME this 2nd day of March 2026

READ A SECOND TIME this 2nd day of March 2026

READ A THIRD TIME this 2nd day of March 2026

ADOPTED this day of

Mayor

Director of Corporate Services

Storm Water Management Parcel Tax Roll Bylaw

Bylaw 1452

A bylaw to direct the preparation of a parcel tax roll for the purpose of imposing a parcel tax for storm water management.

WHEREAS: Section 202 of the *Community Charter*, authorizes the City to direct the preparation of a parcel tax roll to be used as the basis for imposing a parcel tax;

AND WHEREAS: The City operates a storm water management service, a service which includes undertaking studies in relation to, and constructing, improving, operating and maintaining, storm water management works and systems throughout the City;

AND WHEREAS: The City wishes to direct the preparation of a parcel tax roll for the purpose of facilitating the imposition of a parcel tax for its storm water management service;

NOW THEREFORE the Council of the City of Castlegar hereby enacts as follows:

1. The Collector is hereby directed to prepare a parcel tax roll, to be known as the "Storm Water Management Parcel Tax Roll," comprised of all parcels in the City of Castlegar, except those that are exempt from the tax.

Basis upon which Parcel Tax may be imposed

1. The parcel tax which may be imposed on the basis of the Storm Water Management Parcel Tax Roll is \$150.00 for each parcel for each year the parcel tax is imposed.

This bylaw may be cited for all purposes as "City of Castlegar Storm Water Management Parcel Tax Roll Bylaw 1452, 2026."

READ A FIRST TIME this day of

READ A SECOND TIME this day of

READ A THIRD TIME this day of

ADOPTED this day of

Mayor

Director of Corporate Services



2026–2030
FINANCIAL PLAN BYLAW
Bylaw 1455
Effective upon adoption

CASTLEGAR

2026-2030 FINANCIAL PLAN BYLAW

Bylaw 1455

WHEREAS Section 165 of the *Community Charter* requires that Council adopt, by bylaw, a financial plan for a period of five years,

AND WHEREAS Section 165 of the *Community Charter* requires that the financial plan set out the objectives and policies of the City,

NOW THEREFORE the Council of the City of Castlegar, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as "The City of Castlegar 2026-2030 Financial Plan Bylaw No. 1455, 2026".
2. The planned revenues and expenditures for the years 2026 to 2030 will be those recorded on Schedule "A" attached to and forming part of this Bylaw.
3. Schedule "B" attached to and forming part of this Bylaw is hereby adopted as the "Objectives and Policy Disclosure" of the City as required by Section 165 of the *Community Charter*.
4. This Bylaw shall come into full force and effect upon adoption.

Repeal

The City of Castlegar 2025-2029 Financial Plan Bylaw No. 1436, 2025 and all amendments to are hereby repealed.

READ A FIRST TIME this.

READ A SECOND TIME this

READ A THIRD TIME this

ADOPTED this

Mayor

Director of Corporate Services

Bylaw 1455 Schedule "A"

CITY OF CASTLEGAR

2026 - 2030 FIVE YEAR FINANCIAL PLAN

<u>CONSOLIDATED</u>						
	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>TOTALS</u>
<u>REVENUES</u>						
TAXATION	14,910,340	15,967,489	16,540,738	17,120,610	17,673,788	82,212,965
GOVERNMENT TRANSFERS	2,340,039	6,644,558	2,189,558	1,537,158	11,189,058	23,900,371
FEES & CHARGES	7,636,669	8,356,130	9,759,769	10,519,048	11,181,483	47,453,099
DEVELOPER CONTRIBUTIONS	250,000	25,000	50,000	-	-	325,000
OTHER SOURCES	1,172,440	1,299,311	1,188,116	1,204,868	1,221,548	6,086,283
INTEREST INCOME	518,219	543,923	582,455	616,323	666,057	2,926,977
DCC FUNDING	-	-	-	800,000	-	800,000
						-
TOTAL REVENUES	26,827,707	32,836,411	30,310,636	31,798,007	41,931,934	163,704,695
<u>EXPENDITURES</u>						
INTEREST ON DEBT	711,218	1,029,271	1,272,726	1,443,425	1,629,915	6,086,555
OTHER MUNICIPAL PURPOSES	22,337,490	22,848,955	23,412,125	23,926,968	24,470,018	116,995,556
OPERATING PROJECTS	1,267,867	717,500	535,000	145,000	205,000	2,870,367
AMORTIZATION	4,467,235	4,903,271	4,734,527	5,153,873	5,723,020	24,981,926
TOTAL EXPENDITURES	28,783,810	29,498,997	29,954,378	30,669,266	32,027,953	150,934,404
SURPLUS (DEFICIT) FOR THE YEAR	(1,956,103)	3,337,414	356,258	1,128,741	9,903,981	12,770,291
<u>CAPITAL DEBT AND RESERVE TRANSFERS</u>						
CAPITAL EXPENDITURES	(13,445,602)	(12,373,420)	(8,158,920)	(7,170,920)	(13,316,420)	(54,465,282)
PORTION OF AMORTIZATION EXPENSE UNFUNDED	4,467,235	4,903,271	4,734,527	5,153,873	5,723,020	24,981,926
BORROWING	8,990,842	5,446,000	5,558,000	4,378,000	2,520,000	26,892,842
PRINCIPAL ON DEBT	(814,151)	(953,835)	(1,302,205)	(1,353,735)	(1,370,471)	(5,794,397)
TRANSFERS FROM:						
RESERVE FUNDS	7,419,993	4,808,897	4,557,763	4,337,593	3,814,214	24,938,460
ACCUMULATED SURPLUS	45,789	266,121	419,087	572,486	572,592	1,876,075
TRANSFERS TO:						
RESERVE FUNDS	(4,708,003)	(5,214,115)	(5,802,509)	(6,542,368)	(7,372,530)	(29,639,525)
ACCUMULATED SURPLUS	-	(220,333)	(362,001)	(503,670)	(474,386)	(1,560,390)
						-
NET CAPITAL DEBT AND RESERVE TRANSFERS	1,956,103	(3,337,414)	(356,258)	(1,128,741)	(9,903,981)	(12,770,291)
Surplus (deficit) plus Capital, Debt and Reserve Transfers	-	-	-	-	-	-

Schedule "A" CONTINUES

CITY OF CASTLEGAR

FIVE YEAR FINANCIAL PLAN

GENERAL FUND

	2026	2027	2028	2029	2030	TOTALS
<u>REVENUES</u>						
PROPERTY TAXES	14,372,340	15,429,489	16,002,238	16,581,610	17,134,788	79,520,465
GOVERNMENT TRANSFERS	1,503,522	1,704,558	1,689,558	1,537,158	1,709,058	8,143,854
FEES & CHARGES	1,726,875	1,778,374	1,848,367	1,902,777	1,958,271	9,214,664
DEVELOPER CONTRIBUTIONS	250,000	25,000	50,000	-	-	325,000
OTHER SOURCES	1,172,440	1,299,311	1,188,116	1,204,868	1,221,548	6,086,283
INTEREST INCOME	350,000	350,000	350,000	350,000	350,000	1,750,000
DCC FUNDING	-	-	-	800,000	-	800,000
TOTAL REVENUES	19,375,177	20,586,732	21,128,279	22,376,413	22,373,665	105,840,266
<u>EXPENDITURES</u>						
INTEREST ON DEBT	441,196	437,597	492,397	572,026	703,881	2,647,097
OTHER MUNICIPAL PURPOSES	17,001,478	17,506,696	17,870,639	18,262,422	18,676,807	89,318,042
OPERATING PROJECTS	936,350	497,500	415,000	75,000	65,000	1,988,850
AMORTIZATION	2,614,257	2,807,793	2,662,343	2,797,069	2,837,451	13,718,913
TOTAL EXPENDITURES	20,993,281	21,249,586	21,440,379	21,706,517	22,283,139	107,672,902
SURPLUS (DEFICIT) FOR THE YEAR	(1,618,104)	(662,854)	(312,100)	669,896	90,526	(1,832,636)
<u>CAPITAL DEBT AND RESERVE TRANSFERS</u>						
CAPITAL EXPENDITURES	(4,946,602)	(1,337,420)	(4,799,080)	(5,631,080)	(1,042,420)	(17,756,602)
PORTION OF AMORTIZATION EXPENSE UNFUNDED	2,614,257	2,807,793	2,662,343	2,797,069	2,837,451	13,718,913
BORROWING	1,765,842	-	3,332,160	3,152,160	-	8,250,162
PRINCIPAL ON DEBT	(601,790)	(675,366)	(687,137)	(671,557)	(763,016)	(3,398,866)
TRANSFERS FROM:						
RESERVE FUNDS	5,581,397	2,716,307	2,827,453	2,972,502	2,439,317	16,536,976
ACCUMULATED SURPLUS						-
TRANSFERS TO:						
RESERVE FUNDS	(2,795,000)	(2,848,460)	(3,023,639)	(3,288,990)	(3,561,858)	(15,517,947)
ACCUMULATED SURPLUS						-
NET CAPITAL DEBT AND RESERVE TRANSFERS	1,618,104	662,854	312,100	(669,896)	(90,526)	1,832,636
Surplus (deficit) plus Capital, Debt and Reserve Transfers	-	-	-	-	-	-

Schedule "A" CONTINUES

CITY OF CASTLEGAR
FIVE YEAR FINANCIAL PLAN

		<u>WATER FUND</u>					
		2026	2027	2028	2029	2030	TOTALS
<u>REVENUES</u>							
	PROPERTY TAXES						-
	GOVERNMENT TRANSFERS						-
	FEES & CHARGES	2,485,507	2,555,821	2,628,306	2,709,840	2,801,350	13,180,824
	DEVELOPER CONTRIBUTIONS						-
	OTHER SOURCES						-
	INTEREST INCOME	101,083	121,699	151,472	179,577	209,025	762,856
	DCC FUNDING						-
							-
	TOTAL REVENUES	2,586,590	2,677,520	2,779,778	2,889,417	3,010,375	13,943,680
<u>EXPENDITURES</u>							
	INTEREST ON DEBT	48,367	47,170	58,111	73,872	100,908	328,428
	OTHER MUNICIPAL PURPOSES	1,675,786	1,650,698	1,691,563	1,733,012	1,784,360	8,535,419
	OPERATING PROJECTS	10,000	135,000	60,000	10,000	35,000	250,000
	AMORTIZATION	707,508	698,508	665,788	693,585	647,565	3,412,954
	TOTAL EXPENDITURES	2,441,661	2,531,376	2,475,462	2,510,469	2,567,833	12,526,801
	SURPLUS (DEFICIT) FOR THE YEAR	144,929	146,144	304,316	378,948	442,542	1,416,879
<u>CAPITAL DEBT AND RESERVE TRANSFERS</u>							
	CAPITAL EXPENDITURES	(182,000)	(215,000)	(791,920)	(766,920)	(114,000)	(2,069,840)
	PORTION OF AMORTIZATION EXPENSE UNFUNDED	707,508	698,508	665,788	693,585	647,565	3,412,954
	BORROWING	-	-	612,920	612,920	-	1,225,840
	PRINCIPAL ON DEBT	(62,389)	(63,586)	(64,812)	(59,954)	(54,841)	(305,582)
	TRANSFERS FROM:						
	RESERVE FUNDS	302,756	460,756	361,923	297,826	304,749	1,728,010
	ACCUMULATED SURPLUS						-
	TRANSFERS TO:						
	RESERVE FUNDS	(910,804)	(1,026,822)	(1,088,215)	(1,156,405)	(1,226,015)	(5,408,261)
	ACCUMULATED SURPLUS			-			-
							-
	NET CAPITAL DEBT AND RESERVE TRANSFERS	(144,929)	(146,144)	(304,316)	(378,948)	(442,542)	(1,416,879)
	Surplus (deficit) plus Capital, Debt and Reserve Transfers	-	-	-	-	-	-

Schedule "A" CONTINUES

CITY OF CASTLEGAR

FIVE YEAR FINANCIAL PLAN

SEWER FUND

	2026	2027	2028	2029	2030	TOTALS
<u>REVENUES</u>						
PROPERTY TAXES						-
GOVERNMENT TRANSFERS						-
FEES & CHARGES	2,281,650	2,618,348	3,005,550	3,450,832	3,962,907	15,319,287
DEVELOPER CONTRIBUTIONS						-
OTHER SOURCES						-
INTEREST INCOME	10,153	11,481	14,171	18,122	33,303	87,230
DCC FUNDING						-
TOTAL REVENUES	2,291,803	2,629,829	3,019,721	3,468,954	3,996,210	15,406,517
<u>EXPENDITURES</u>						
INTEREST ON DEBT	142,601	379,445	472,735	473,090	475,713	1,943,584
OTHER MUNICIPAL PURPOSES	1,626,749	1,627,385	1,666,529	1,706,225	1,745,728	8,372,616
OPERATING PROJECTS	60,000	85,000	60,000	60,000	105,000	370,000
AMORTIZATION	539,836	697,336	703,012	693,585	647,565	3,281,334
TOTAL EXPENDITURES	2,369,186	2,789,166	2,902,276	2,932,900	2,974,006	13,967,534
SURPLUS (DEFICIT) FOR THE YEAR	(77,383)	(159,337)	117,445	536,054	1,022,204	1,438,983
<u>CAPITAL DEBT AND RESERVE TRANSFERS</u>						
CAPITAL EXPENDITURES	(7,517,000)	(2,236,000)	(248,780)	(98,780)	(55,000)	(10,155,560)
PORTION OF AMORTIZATION EXPENSE UNFUNDED	539,836	697,336	703,012	693,585	647,565	3,281,334
BORROWING	7,200,000	1,946,000	43,780	43,780	-	9,233,560
PRINCIPAL ON DEBT	(56,370)	(57,966)	(390,652)	(384,175)	(339,435)	(1,228,598)
TRANSFERS FROM:						
RESERVE FUNDS	575,971	812,411	1,128,387	972,265	975,148	4,464,182
ACCUMULATED SURPLUS						-
TRANSFERS TO:						
RESERVE FUNDS	(665,054)	(1,002,444)	(1,353,192)	(1,762,729)	(2,250,482)	(7,033,901)
ACCUMULATED SURPLUS						-
NET CAPITAL DEBT AND RESERVE TRANSFERS	77,383	159,337	(117,445)	(536,054)	(1,022,204)	(1,438,983)
Surplus (deficit) plus Capital, Debt and Reserve Transfers	-	-	-	-	-	-

Schedule "A" CONTINUES

CITY OF CASTLEGAR

FIVE YEAR FINANCIAL PLAN

STORM FUND

	2026	2027	2028	2029	2030	TOTALS
<u>REVENUES</u>						
PROPERTY TAXES	538,000	538,000	538,500	539,000	539,000	2,692,500
GOVERNMENT TRANSFERS	236,517	-	-	-	-	236,517
FEES & CHARGES	-	-	-	-	-	-
DEVELOPER CONTRIBUTIONS	-	-	-	-	-	-
OTHER SOURCES	-	-	-	-	-	-
INTEREST INCOME	56,983	60,743	66,812	68,624	73,729	326,891
DCC FUNDING	-	-	-	-	-	-
TOTAL REVENUES	831,500	598,743	605,312	607,624	612,729	3,255,908
<u>EXPENDITURES</u>						
INTEREST ON DEBT	11,231	10,433	20,913	35,882	61,123	139,582
OTHER MUNICIPAL PURPOSES	257,838	262,354	267,849	273,380	278,554	1,339,975
OPERATING PROJECTS	236,517	-	-	-	-	236,517
AMORTIZATION	124,276	114,776	118,526	122,276	143,081	622,935
TOTAL EXPENDITURES	629,862	387,563	407,288	431,538	482,758	2,339,009
SURPLUS (DEFICIT) FOR THE YEAR	201,638	211,180	198,024	176,086	129,971	916,899
<u>CAPITAL DEBT AND RESERVE TRANSFERS</u>						
CAPITAL EXPENDITURES	(190,000)	(75,000)	(809,140)	(664,140)	(95,000)	(1,833,280)
PORTION OF AMORTIZATION EXPENSE UNFUNDED	124,276	114,776	118,526	122,276	143,081	622,935
BORROWING	25,000	-	569,140	569,140	-	1,163,280
PRINCIPAL ON DEBT	(34,558)	(35,355)	(36,173)	(32,934)	(37,713)	(176,733)
TRANSFERS FROM:						
RESERVE FUNDS	165,000	75,000	240,000	95,000	95,000	670,000
ACCUMULATED SURPLUS	45,789	45,788	57,086	68,816	98,836	316,315
TRANSFERS TO:						
RESERVE FUNDS	(337,145)	(336,389)	(337,463)	(334,244)	(334,175)	(1,679,416)
ACCUMULATED SURPLUS			-			-
NET CAPITAL DEBT AND RESERVE TRANSFERS	(201,638)	(211,180)	(198,024)	(176,086)	(129,971)	(916,899)
Surplus (deficit) plus Capital, Debt and Reserve Transfers	-	-	-	-	-	-

Schedule "A" CONTINUES

CITY OF CASTLEGARFIVE YEAR FINANCIAL PLAN

	<u>AIRPORT FUND</u>					
	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>TOTALS</u>
<u>REVENUES</u>						
PROPERTY TAXES						-
GOVERNMENT TRANSFERS	600,000	4,940,000	500,000	-	9,480,000	15,520,000
FEES & CHARGES	1,142,637	1,403,587	2,277,546	2,455,599	2,458,955	9,738,324
DEVELOPER CONTRIBUTIONS						-
OTHER SOURCES						-
INTEREST INCOME						-
DCC FUNDING						-
TOTAL REVENUES	1,742,637	6,343,587	2,777,546	2,455,599	11,938,955	25,258,324
<u>EXPENDITURES</u>						
INTEREST ON DEBT	67,823	154,626	228,570	288,555	288,290	1,027,864
OTHER MUNICIPAL PURPOSES	1,775,639	1,801,822	1,915,545	1,951,929	1,984,569	9,429,504
OPERATING PROJECTS	25,000	-	-	-	-	25,000
AMORTIZATION	481,358	584,858	584,858	847,358	1,447,358	3,945,790
TOTAL EXPENDITURES	2,349,820	2,541,306	2,728,973	3,087,842	3,720,217	14,428,158
SURPLUS (DEFICIT) FOR THE YEAR	(607,183)	3,802,281	48,573	(632,243)	8,218,738	10,830,166
<u>CAPITAL DEBT AND RESERVE TRANSFERS</u>						
CAPITAL EXPENDITURES	(610,000)	(8,510,000)	(1,510,000)	(10,000)	(12,010,000)	(22,650,000)
PORTION OF AMORTIZATION EXPENSE UNFUNDED	481,358	584,858	584,858	847,358	1,447,358	3,945,790
BORROWING	-	3,500,000	1,000,000	-	2,520,000	7,020,000
PRINCIPAL ON DEBT	(59,044)	(121,562)	(123,431)	(205,115)	(175,466)	(684,618)
TRANSFERS FROM:						
RESERVE FUNDS	794,869	744,423	-	-	-	1,539,292
ACCUMULATED SURPLUS	-	220,333	362,001	503,670	473,756	1,559,760
TRANSFERS TO:						
RESERVE FUNDS	-	-	-	-	-	-
ACCUMULATED SURPLUS	-	(220,333)	(362,001)	(503,670)	(474,386)	(1,560,390)
NET CAPITAL DEBT AND RESERVE TRANSFERS	607,183	(3,802,281)	(48,573)	632,243	(8,218,738)	(10,830,166)
Surplus (deficit) plus Capital, Debt and Reserve Transfers	-	-	-	-	-	-

Bylaw 1455 Schedule "B" Objectives and Policy Disclosure

1. Proportion of Total Revenue from Each Funding Source

1) Property Value Taxes

- i) Property tax levels within the City of Castlegar have been established through years of public process and within the context of the following objectives:
 - Ensure City of Castlegar property taxes are competitive when compared to other communities in the region.
 - Ensure that an appropriate balance between operating funds and capital funds for infrastructure improvements is maintained.
 - Continue to maintain reserves for future projects as appropriate.
 - Reduce the City's reliance on property taxes by developing alternative revenue streams and by implementing the user pay principle where possible.
- ii) The total proportion of property tax revenues collected is determined by calculating the difference between all other revenue sources and revenues required.

2) Parcel Taxes

The City of Castlegar will use parcel taxes to fund the construction and maintenance of public infrastructure when it is in the public interest to do so.

The 2026 Financial Plan continues the use of parcel taxes to fund the planning, development and maintenance of a storm water system in order to ensure public safety and protect municipal assets.

3) Fees and Charges

- i) It is the objective of the City of Castlegar to ensure that costs for a service are collected from users of the service, where practical.
- ii) User fees are a primary cost recovery method used by the City of Castlegar.
- iii) User fees will be levied in all cases where it is possible and appropriate to recover costs on a user pay basis.

4) Other Sources of Revenue

- i) It is the objective of the City of Castlegar to maximize revenues from new or other sources. The City will:
 - Seek funding from senior levels of government for projects and other initiatives, where possible and appropriate to do so.
 - Seek economic development opportunities in order to create new streams of revenue.

**Bylaw 1455
Schedule "B" CONTINUES**

The proposed distribution of municipal property value tax revenues is estimated to be as shown in the following table:

Council has considered the distribution of property taxes among the various property classes. It is Council's policy to adjust the bill rates such that the ratio of taxes paid by the various classes remains relatively constant from year to year taking into account new construction.

The exact rates and distribution will be set by Council in the Tax Rates Bylaw.

The proposed proportions of total funding from revenues and other sources are estimated in the following table:

Funding Source 2026	%
Taxation	34.6%
Government Transfers	5.4%
Fees and Charges	17.8%
Other Income	3.3%
Borrowing for Capital Projects	20.9%
Interest Income	1.2%
Reserves	16.8%
Total	100%

5) Debt and Internal Financing

- i) It is the objective of the City of Castlegar to consider debt financing only when:
 - The project will provide a significant benefit to taxpayers over the long-term.
 - The cost of financing the project does not constitute an unreasonable burden to taxpayers.
 - The City will continue to utilize Municipal Finance Authority lease and/or equipment financing opportunities for its equipment fleet and will use this method of financing when it is economically viable to do so.

6) Permissive Tax Exemptions

The City of Castlegar will provide permissive property tax exemptions in accordance with the provisions of the *Community Charter* and Council Policy Directive 15.

The Annual Report for 2026 will contain a list of permissive tax exemptions granted for the taxation year and the amount of revenue foregone.

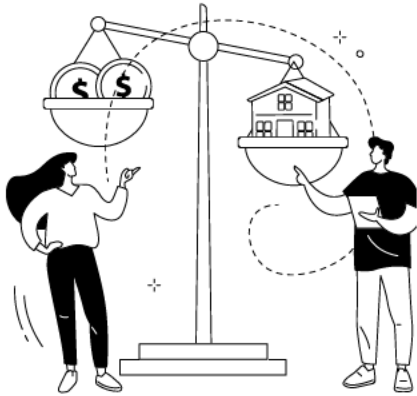
7) Revitalization Tax Exemptions

Council may also, from time to time, enact new revitalization tax exemption bylaws that encourage development within the spectrum of the City's objectives, including but not limited to:

- Enhancing the City's sustainability and environmental stewardship.
- Encouraging green development and green technology.
- Objectives and initiatives established within the Official Community Plan.
- Stimulating the local economy through encouraging investment, new development and employment opportunities.
- Encouraging affordable housing.
- As a means of re-vitalizing and renewing specific areas of the City.

Our Principles

These principles shape both short and long-term planning and decision making and they help set the direction the City of Castlegar takes during a Council's four-year term.



1 GOVERNANCE & SERVICE EXCELLENCE



2 A FUTURE WITH AFFORDABLE HOMES FOR ALL



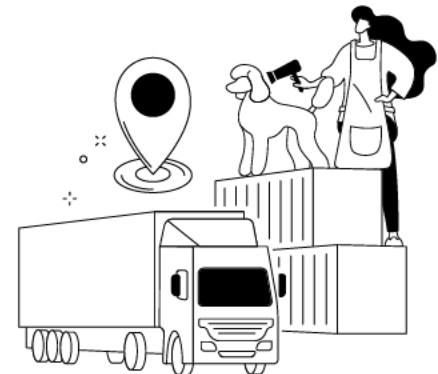
3 QUALITY OF LIFE



4 WEST KOOTENAY REGIONAL AIRPORT EXCELLENCE



5 ACCESS TO HEALTHCARE



6 A PROSPEROUS CITY