

## Regular Meeting Minutes of Council March 23, 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 Mayor Maria McFaddin  
Councillor Darcy Bell  
Councillor Brian Bogle  
Councillor Sandy Bojecho  
Councillor Shirley Falstead  
Councillor Sue Heaton-Sherstobitoff via Zoom  
Councillor Cheryl MacLeod

Absent Nil

Staff Present Chris Barlow, Chief Administrative Officer  
Bree Seabrook, Director of Corporate Services  
Nick Ahlefeld, Fire Chief  
Peter Maria, Sea to Sky IT Services  
Crystal Bazar, Assistant Manager - Operations  
Jennifer Chamberlain, Executive Assistant  
Danny Clarke, Airport Manager  
Meeri Durand, Director of Community Safety & Development  
Aaron Geck, Assistant Manager - Utilities  
Deanna Hooper, Manager of Civic Works  
Ryan Niddery, Acting Director of Municipal Services  
Ryan Ricalton, Assistant Manager - Maintenance  
Anne Simonen, Project Manager  
Paul Wallin, Manager of Financial Services  
Nikki Zimmerman, Legislative Services Assistant

Other Public and Media

1 **CALL TO ORDER:** Mayor McFaddin called the meeting to order at 3:01 p.m.

2 **ADOPTION OF AGENDA:**

**R062-26** Moved and seconded, and  
RESOLVED:

THAT the agenda for the Regular Council Meeting of March 23, 2026, be adopted.

CARRIED.

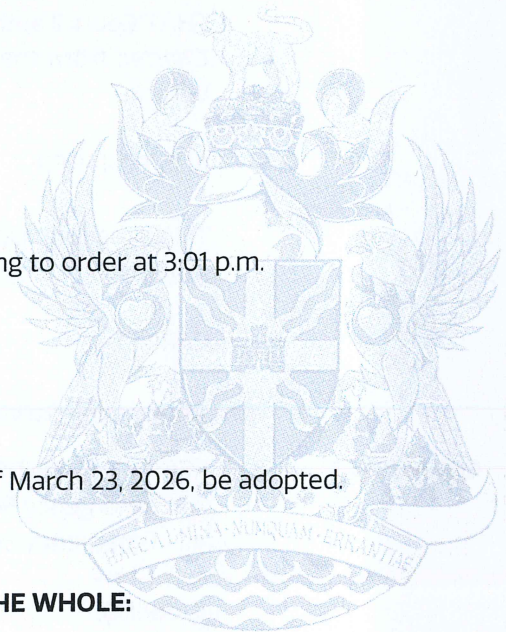
3 **RESOLUTION TO RESOLVE INTO COMMITTEE OF THE WHOLE:**

**R063-26** Moved and seconded, and  
RESOLVED: THAT Council now resolve itself into Committee of the Whole.

CARRIED.

4 **DELEGATION:** Nil

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



- (a) **COUNCIL COMMITTEE LIAISON VERBAL UPDATE:** Nil
- (b) **FIRE DEPARTMENT VERBAL UPDATE**
  - Fire Hall tour with the Blueberry Creek spring break groups
  - Structural fire in the 300 block in Blueberry
- (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 Request for Proposal (RFP) 2026-03 to AM Ford.

**COW034-26**

Moved, and  
RECOMMENDED:

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.

CARRIED.

**COW035-26**

Moved, and  
RECOMMENDED:

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.

CARRIED.

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

**COW036-26**

RECOMMENDATION: Council consider and resolve to receive for information:

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

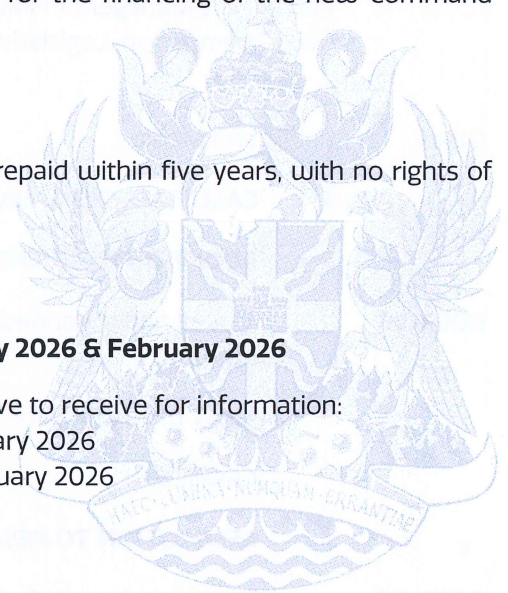
CARRIED.

- (e) **RCMP DETACHMENT VERBAL UPDATE:** Nil

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

- 13 of 21 successful flights, approximately 50% load factors
- All but two were bus operations

- (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).

**COW037-26**

Moved, and  
RECOMMENDED:

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.

CARRIED.

(h) **COMMUNITY SAFETY AND DEVELOPMENT VERBAL UPDATE:** Nil

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

**COW038-26**

RECOMMENDATION: Council consider and resolve to receive for information:

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

CARRIED.

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

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

- Kootenay Gallery of Art meeting
- Soup for the Cultured Soul
- Castlegar & District Hospital Foundation meeting

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

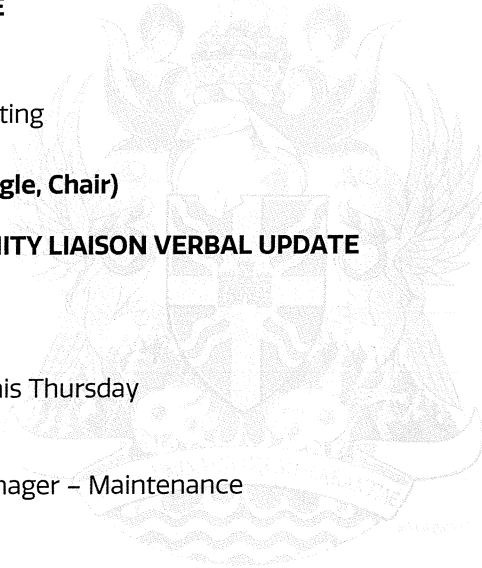
(a) **FINANCE AND CORPORATE SERVICES COMMUNITY LIAISON VERBAL UPDATE**

- Chamber of Commerce Board Meeting.
- John MacKay joined the Board
- West Kootenay Trade Show is April 24-26
- Business After Business at Selkirk College this Thursday

(b) **CORPORATE SERVICES VERBAL UPDATE**

- Introduction of Ryan Ricalton, Assistant Manager – Maintenance
- Recruitment and postings update:
  - OEI Specialist
  - Deputy Fire Chief accepted offer
  - Summer Students
  - Weekend Operations Worker

(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.

**COW039-26**

Moved, and  
RECOMMENDED:

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.

CARRIED.

(d) **FINANCE DEPARTMENT VERBAL UPDATE**

- Working through the budget process
- Preparation for year-end audit

(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.

**COW040-26**

Moved, and  
RECOMMENDED:

THAT Council consider the required readings of the City of Castlegar Storm Water Management Parcel Tax Roll Bylaw 1452.

CARRIED.

**COW041-26**

Moved, and  
RECOMMENDED:

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.

CARRIED.

**COW042-26**

Moved, and  
RECOMMENDED:

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.

CARRIED.



(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.

**COW043–26**

Moved, and  
RECOMMENDED:

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

CARRIED.

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

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

- Drainage improvements
- Street sweeping
- Field cleanup
- 2600 block of Columbia Avenue single lane alternating traffic next week
- Water at the parks gets turned on April 15, pending no negative temperatures
- Flood plain mapping climate change hazard risk assessment
- Brandson Park construction
- Water quality issues and notifications communication within the community

(b) **Understanding Water Notifications Presentation by Aaron Geck, Assistant Manager – Utilities.** Highlights of the presentation included:

- Safe drinking water
- Understanding water notifications
- Water quality advisories and boil water notices
- What constitutes a water quality advisory or a localized boil water notice
- Consultation with Interior Health
- Notification process
- Voyent Alert! sign up is recommended for notifications
- North Well backup supply water test coming up April 14–15
  - Entire City will be put on a water quality advisory
  - News release will be sent out tomorrow
  - For unplanned advisories, the electronic sign boards can be deployed
  - The signs will be deployed for the north well test
  - Restaurant and business notifications

(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.

**COW044–26**

Moved, and  
RECOMMENDED:

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.

CARRIED.

(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.

**COW045–26**

Moved, and  
RECOMMENDED:

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.

CARRIED.

**9 QUESTION PERIOD:** Nil

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

**R064–26**

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

CARRIED.

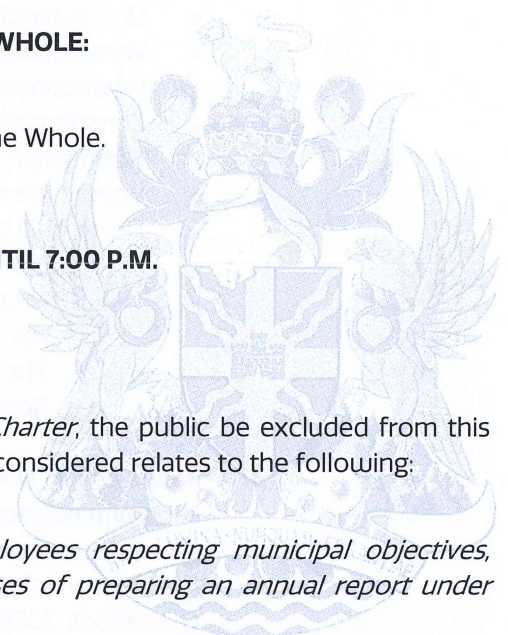
**11 RESOLUTION TO RECESS THE PUBLIC MEETING UNTIL 7:00 P.M.**

**R065–26**

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)(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.

CARRIED.

The meeting recessed at 4:25 p.m.

**12 RECONVENE:** Mayor McFaddin reconvened the meeting at 7:01 p.m.

Members Present	Mayor Maria McFaddin Councillor Darcy Bell Councillor Brian Bogle Councillor Sandy Bojchko Councillor Shirley Falstead Councillor Sue Heaton-Sherstobitoff via Zoom Councillor Cheryl MacLeod
Absent	Nil
Staff Present	Chris Barlow, Chief Administrative Officer Bree Seabrook, Director of Corporate Services Nick Ahlefeld, Fire Chief Jennifer Chamberlain, Executive Assistant Ryan Nidderly, Acting Director of Municipal Services Nikki Zimmerman, Legislative Services Assistant
Other	Public and Media

**13 DELEGATION:** Nil

**14 COUNCIL MEETING MINUTES FOR APPROVAL:**

**R066-26** Moved and seconded, and  
RESOLVED:

THAT the following Minutes be adopted as presented:

- Regular Meeting Minutes – March 2, 2026
- Special Budget Meeting Minutes – March 3, 2026
- Special Budget Meeting Minutes – March 5, 2026

CARRIED.

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

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

**R067-26** Moved and seconded, and  
RESOLVED:



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.

**R068-26** Moved and seconded, and  
RESOLVED:

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.

**R069-26** Moved and seconded, and  
RESOLVED:

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

CARRIED.

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.

**R070-26** Moved and seconded, and  
RESOLVED:

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 following resolutions were recommended at the March 23, 2026, Committee of the Whole Meeting and are presented for consideration of adoption by Council:

**R071-26** Moved and seconded, and  
RESOLVED:

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,

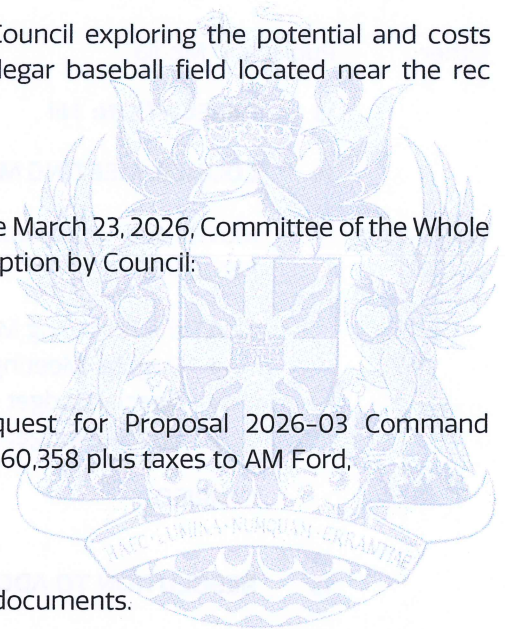
AND FURTHER;

THAT Council direct staff to execute the necessary documents.

CARRIED.

**R072-26** Moved and seconded, and  
RESOLVED:

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.

CARRIED.

**R073-26**

Moved and seconded, and  
RESOLVED:

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.

CARRIED.

**R074-26**

Moved and seconded, and  
RESOLVED:

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.

CARRIED.

**R075-26**

Moved and seconded, and  
RESOLVED:

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;

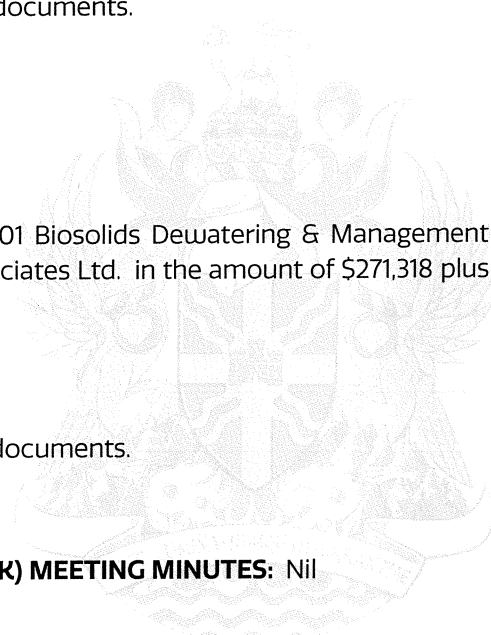
THAT Council direct staff to execute the necessary documents.

CARRIED.

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

**17 CORRESPONDENCE:**

Council discussed the letter from Dr. Amy Rudkoski on behalf of the Doctors & Nurses for Planetary Health and Laura Sacks on behalf of the West Kootenay Climate Hub regarding the Zero Step Code.



**R076-26** Moved and seconded, and  
RESOLVED:

THAT Council approve the request from Radmila Minor on behalf of the Canadian Society for Medical Laboratory Science to illuminate the Kinnaird Overpass lights to purple on April 15, 2026, in recognition of National Laboratory Week.

CARRIED.

**R077-26** Moved and seconded, and  
RESOLVED:

THAT Council approve the request from the Castlegar Villa Society for a change of scope and an extension of the timeline for their 2023 and 2024 ReDi Grant projects to June 30, 2027.

CARRIED.

Council discussed the letter from 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:**

- RDCK Budget meeting
- City of Castlegar Budget meetings

**20 NEW & UNFINISHED BUSINESS:** Nil

**21 BYLAWS FOR CONSIDERATION:**

**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.

**R078-26** Moved and seconded, and  
RESOLVED:

THAT Good Neighbour Bylaw No. 1449 be adopted.

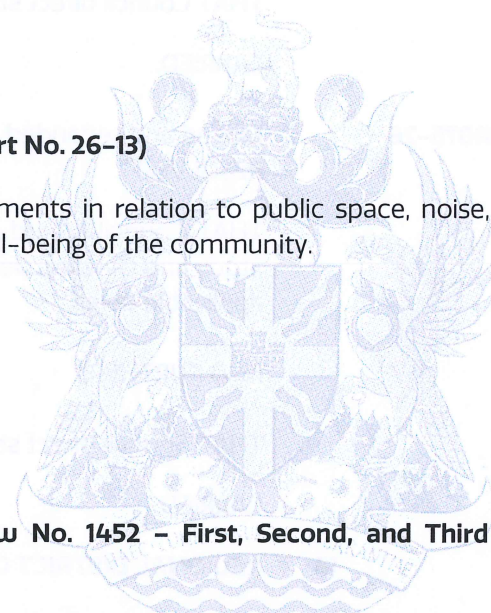
CARRIED.

**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.

**R079-26** Moved and seconded, and  
RESOLVED:

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



CARRIED.

**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.

**R080–26**

Moved and seconded, and  
RESOLVED:

THAT 2026–2030 Financial Plan Bylaw No. 1455 be read a first, second, and third time

CARRIED.

**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. via Zoom live meeting and available to the public for live streaming in Council Chambers at the Community Forum, 445 13<sup>th</sup> Avenue, Castlegar, B.C.

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

**23 NOTICE OF MOTION: Nil**

**24 QUESTION PERIOD:**

- Carolyn MacKinnon commented on having an AED in public spaces, the liabilities, and requirements of having one in the concession at Millennium Park.

**25 ADJOURNMENT:**

**R081–26**

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

CARRIED.

The Regular Meeting was adjourned at 7:27p.m.

CERTIFIED CORRECT:



Bree Seabrook  
Director of Corporate Services



Maria McFaddin  
Mayor

