



Agenda

Regular Meeting of Council

Tuesday, March 25, 2025

Council Chambers - City Hall
413 Fourth Street, Kaslo

Page

1. CALL TO ORDER

We respect and recognize the First Nations within whose unceded lands the Village of Kaslo is situated, including the Ktunaxa, Sinixt, and Sylix People, and the Indigenous and Metis Residents of our community.

The meeting is called to order at _____ p.m.

2. ADOPTION OF THE AGENDA

2.1 Addition of late items

2.2 Adoption of the agenda

Recommendation:

THAT the agenda for the March 25, 2025 Council Meeting be adopted as presented.

3. ADOPTION OF THE MINUTES

6 - 12

[2025.03.11 Minutes - DRAFT](#) 

Recommendation:

THAT the minutes of the March 11, 2025 Council Meeting be adopted as presented.

4. DELEGATIONS

None

5. INFORMATION ITEMS

5.1 Council Reports
Mayor's Report

13 - 20

[March 25, 2025 Mayor's Report.pdf](#) 

Councillor Reports

- 5.2 Committee Meetings
None
- 5.3 Staff Reports
CAO Report
- 5.4 Correspondence 21 - 41
[2025.03.07 Supplementary info received from Andy Shadrack](#) 
[2025.03.11 Communities in Bloom](#) 
[2025.03.13 Huber RE Safety near Kaslo Skate Park](#) 
- 5.5 Active Transportation Network Plan 42 - 138
[Kaslo Active Transportation Network Plan Draft](#) 
- 5.6 South Kaslo Development Engagement Plan 139 - 142
[South Kaslo Development Plan - Engagement Plan](#) 
- 5.7 2024 Annual Water System Report 143 - 186
[2024 Annual Water Report](#) 
- 5.8 Approved Street Closure 187 - 189
[Street Closure - Ring Road, First Street, E Ave](#) 
- 5.9 Outgoing Correspondence 190 - 191
[2025.01.08 KLHS Visitor Services Destination BC](#) 
[2025.03.04 CFNKLS re Kaslo Community Garden Society](#) 
- 5.10 UBCM 2025 Membership 192 - 193
[Memo Re: UBCM Membership](#) 

6. QUESTION PERIOD

An opportunity for members of the public to ask questions or make comments regarding items on the agenda.

7. BUSINESS

- 7.1 Water & Wastewater Parcel Tax Bylaws 194 - 203

To propose water and wastewater parcel tax bylaws, with rates to be incorporated into the 5-year financial plan.

[Staff Report - Water & Wastewater Parcel Tax Bylaws](#) 

[Draft Bylaw 1313 - Wastewater Parcel Tax Bylaw](#) 






[Draft Bylaw 1314 - Water Parcel Tax Bylaw](#) 

Recommendation:

THAT the Wastewater Parcel Tax Bylaw No. 1313, 2025 receive first, second, and third readings.

Recommendation:

THAT the Water Parcel Tax Bylaw No. 1314, 2025 receive first, second, and third readings.

- | | | |
|-----|--|-----------|
| 7.2 | <p>Beer Garden Application</p> <p>To consider an application from the Kaslo & District Arena Association for a Beer Garden License for the 2025 Logger Sports.</p> <p>Staff Report - Beer Garden License Application – KDAA.pdf </p> <p>Beer Garden Licence application for Logger Sports 2025 </p> <p>Recommendation:</p> <p><i>THAT a Beer Garden License be granted to the Kaslo & District Arena Association for the 2025 Logger Sports event occurring May 18-19, 2025.</i></p> | 204 - 208 |
| 7.3 | <p>Beer Garden Regulation</p> <p>To consider whether the Village’s beer garden bylaw is necessary given the provincial framework for liquor licensing.</p> <p>Staff Report - Beer Garden Regulation </p> <p>Bylaw 1052 Beer Garden Regulation CONSOLIDATED 2024.12.17 </p> <p>Draft Bylaw 1315 - Repeal Beer Garden Regulation </p> <p>Recommendation:</p> <p><i>THAT a bylaw to repeal the Village of Kaslo Beer Garden Regulation Bylaw No. 1315, 2025 receive first and second readings.</i></p> | 209 - 214 |
| 7.4 | <p>Draw from Kaslo and Area D Arena Property Reserve Fund</p> <p>To seek Council approval to draw funds from the Kaslo and Area D Arena Property Reserve Fund for improvements at the Kaslo Arena.</p> | 215 - 220 |

[Staff Report - Draw from Arena Property Reserve Fund](#) 

[2025-03-13 - Letter from Kaslo and District Arena Association](#) 

[1299 Bylaw to amend Arena Property Reserve \(1159\)](#) 

Recommendation:

THAT \$36,025.88 be drawn from the Kaslo and Area D Arena Property Reserve Fund and disbursed to the Kaslo and District Arena Association for improvements that are aligned with the funds purpose.

- | | | |
|-----|---|-----------|
| 7.5 | Economic Trust of the Southern Interior (ETSI) Grant Application
To seek authorization to apply to the ETSI Building Economic Development Capacity grant program under the Large Scale Project stream for \$75,000 in funding towards the Kaslo Rural Innovation Centre project. | 221 - 224 |
|-----|---|-----------|

[Staff Report - ETSI Grant Application](#) 

Recommendation:

THAT the Village apply for \$75,000 from the Economic Trust of the Southern Interior Building Economic Development Capacity grant program for funding towards the Kaslo Rural Innovation Centre.

8. LATE ITEMS

9. IN CAMERA NOTICE

Recommendation:

THAT in accordance with Section 90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following;

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could

reasonably be expected to harm the interests of the municipality if they were held in public;

THAT persons other than Council members and municipal officers be excluded from the meeting.

The open meeting recessed at _____ p.m.

10. RAISED FROM IN CAMERA MEETING

The open meeting reconvened at _____ p.m.

11. ADJOURNMENT

Recommendation:

THAT the meeting be adjourned at _____ p.m.



Council Meeting - Mar 11 2025 Minutes

Tuesday, March 11, 2025 at 6:00 PM

Council Chambers - City Hall 413 Fourth Street, Kaslo

Chair: Mayor Hewat
Councillors: Bird, Brown, Leathwood
Staff: CAO Baker
Public: 6

1. CALL TO ORDER

The meeting is called to order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

2.1 Addition of Late Items

Additional applications and revised summary sheet for item
7.3 - 2025 Municipal Grants

2025 Municipal Grants Summary Sheet - Updated (KLISS is
eligible)

Kaslo Car Show 'n Shine - Municipal Grant Application

2.2 Adoption of the agenda

**057/25 THAT the agenda for the March 11, 2025 Council Meeting
be adopted as amended with the addition of the late
items.**

Moved by: Councillor Bird

Seconded by: Councillor Leathwood

CARRIED

3. ADOPTION OF THE MINUTES

2025.02.25 Council Minutes - DRAFT

2025.03.04 Committee of the Whole Minutes - DRAFT

058/25 THAT the minutes of the February 25, 2025 Council Meeting be adopted as presented; AND

THAT the minutes of the March 4, 2025 Committee of the Whole Meeting be adopted as presented.

Moved by: Councillor Brown

Seconded by: Councillor Bird

CARRIED

4. DELEGATIONS

None

5. INFORMATION ITEMS

5.1 Council Reports

Mayor's Report

March 11 2025 Mayor's Report

1. Stakeholder Call Presentation _ Feb 2025

2. LGLA - 2025-Program

3. FCM 2025 March Onsite

Councillor Reports

5.2 Committee Meetings

Draft minutes from March 4, 2025 Kaslo Events Committee

5.3 CAO Report

5.4 Correspondence

2025.02.20 Lay RE Thank You!

2025.02.24 Background - BCFS Engagement

2025.02.24 BCFS Engagement_LG Invite Letter

2025.02.25 Baer RE More on Pickleball Court Mismanagement

2025.02.27 Wells RE Some of my letters regarding the Back Road-Kaslo West road...

2025.02.28 Braley RE Snowplowing - thank you

2025.03.04 Lynch RE Thanks to Council and Purchase Proposal reminder

Councillor Brown raised the correspondence from Mr. Baer and Mr. Wells for discussion.

5.5 Letters of Support

Letter of Support - Langham Exhibition

5.6 Outgoing Correspondence

2025.02.28 Environmental Assessment Office Re: Zincton

5.7 Public Notices

Notice Road Closure March 18 2025

6. QUESTION PERIOD

One member of the public asked Council about amending the current Zoning Bylaw.

7. BUSINESS

7.1 2025 Council Meeting Schedule - Revised

To revise the schedule of Council meetings for 2025.

Staff Report - 2025 Council Meeting Schedule - Revised Feb. 26

059/25 THAT the 2025 Council meeting schedule be revised as detailed in the staff report titled 2025 Council Meeting Schedule - Revised, dated February 26, 2025.

Moved by: Councillor Brown

Seconded by: Councillor Bird

CARRIED

Councillor Leathwood declared a conflict of interest as she is President of the Kaslo & District Arena Association, and left the meeting at 6:29 p.m.

7.2 2025 Logger Sports - Event of Significance

To consider a request from the Kaslo & District Arena Association to declare the 2025 Logger Sports a Municipal Event of Significance for the purpose of their special event permit application to the Liquor and Cannabis Regulation Branch.

Staff Report - 2025 Logger Sports - Event of Significance

Letter – Kaslo & District Arena Association - Event of Significance

060/25 THAT the 2025 Logger Sports be declared a Municipal Event of Significance for the purpose of the Kaslo & District Arena Association's special event permit application to the Liquor and Cannabis Regulation Branch.

Moved by: Councillor Brown

Seconded by: Councillor Bird

CARRIED

Councillor Leathwood returned to the meeting at 6:31 p.m.

7.3 2025 Municipal Grants

To provide Council with the 2025 Municipal Grant applications for review and decision.

Staff Report - 2025 Municipal Grants

2025 Municipal Grants - Summary

2025 Municipal Grant Applications Package

061/25 THAT all eligible applicants for 2025 Municipal Grants be awarded the full amount of their request.

Moved by: Councillor Brown

Seconded by: Councillor Leathwood

CARRIED

7.4 EDMA Indigenous Engagement Requirements

To consider a Memorandum of Understanding (MOU) with the Regional District of Central Kootenay (RDCK) to collaborate on indigenous engagement activities.

Staff Report - EDMA Indigenous Engagement Requirements

DRAFT MOU - RDCK Indigenous Engagement

RDCK Board Report, September 25, 2024, EDMA IER

062/25 THAT the Village enter into a Memorandum of Understanding with the RDCK to collaborate on indigenous engagement activities, AND FURTHER

THAT \$15,000 be transferred to the RDCK for the purpose of the RDCK managing pooled indigenous engagement funds on behalf of participating municipalities and meeting the engagement requirements under the Emergency and Disaster Management Act.

Moved by: Councillor Bird

Seconded by: Councillor Leathwood

CARRIED

8. LATE ITEMS

None

9. IN CAMERA NOTICE

063/25 THAT in accordance with Section 90(1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following;

(g) litigation or potential litigation affecting the municipality;

(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;

THAT persons other than Council members and municipal officers be excluded from the meeting.

Moved by: Councillor Leathwood

Seconded by: Councillor Brown

CARRIED

Council recessed at 6:41 p.m.

Councillor Lang joined the meeting while Council was in recess.

Councillor Leathwood left the meeting while Council was in recess.

Council reconvened in open meeting at 7:18 p.m.

10. RAISED FROM IN CAMERA MEETING

064/25 THAT the Village provide notice of disposition for the property occupied by the Thrift Store.

Moved by: Councillor Bird

Seconded by: Councillor Brown

CARRIED

11. ADJOURNMENT

065/25 THAT the meeting be adjourned at 7:18 p.m.

Moved by: Councillor Brown

CARRIED

Corporate Officer

Mayor

VILLAGE OF KASLO - MAYORS REPORT

Regular Council Meeting

Tuesday, March 25, 2025

The following is a summary of the meetings and events that I have participated in since my last written report as well as a list of upcoming meetings and events.

I know this is a long report, but I hope you will take the time to read it.

REGIONAL DISTRICT OF CENTRAL KOOTENAY

Mar 10 Area D and Kaslo Public Budget Review Meeting.
This meeting allowed for in-person attendance at City Hall as well as virtual attendance. RDCK CFO, Yev Malloff gave a presentation on the services in which Area D and Kaslo participate, and he answered questions from the public. A copy of the draft financial plan for the entire Regional District is available for viewing online. See the link below.

<https://www.rdck.ca/wp-content/uploads/2025/03/2025-2029-Draft-Financial-Plan-for-Board-Approval.pdf>

The page showing the current requisition from Kaslo is on Page 16. I am aware that there will be several director motions made at the Board meeting on March 20th that may change the amounts for some of the services listed.

VILLAGE OF KASLO

Mar 11 Council meeting.
Remote attendance is permitted for Village meetings, and since I was enroute to Richmond for the LGLA Forum, I chaired the meeting remotely.
It was a valuable experience for me to see the meeting from the virtual view vs the in-person view.
I felt it went well as I was able to see all member of Council and could hear most of what was being said clearly. I think it helped having the microphone positioned closer to the center of the table. The only issue I found was that the in-person members of the public that asked questions were difficult to hear. It be a good idea to ask them to approach the table so the microphone can pick up what is being said. This assists the members of council who are participating remotely as well as members of the public who are listening online.

OTHER MEETINGS

Mar 10 Kaslo & District Public Library AGM.

Mar 12-14 Local Government Leadership Academy Forum in Richmond.
There were several good sessions during this training session. Some of the power point presentations given during this have been uploaded to the LGLA website. The presenters names that show up in blue have copies of their presentations linked.



VILLAGE OF KASLO - MAYORS REPORT

<https://lgla.ca/lgla-forum/>

I attended all but the Thursday afternoon sessions since there was a separate Mayor's meeting was coordinated for 2:00pm on Wednesday, so I attended that instead. Unfortunately, I didn't find there was sufficient value gained from this meeting so even though there will be follow up virtual meetings, I won't be attending them.

I will provide my notes in blue after each item.

Engaging with the Province: Observations from the Balcony

- Terry Lake, Former Mayor, City of Kamloops, and Former Cabinet Minister (Health, Environment)
- Carole James, Former BC Minister of Finance, Deputy Premier
- Mike Bernier, Former Mayor, City of Dawson Creek, Former MLA for Peace River South

We are just emerging from a hard-fought election and local governments in BC will need to re-think their engagement strategies with the Province. Is your current approach to engagement on key priorities working? Does it need to be adjusted? As community leaders, how do you convey the important local needs of your community to provincial decision makers? In this session we will turn to three retired MLAs and seek their guidance and opinions on what an effective provincial engagement strategy should look like. What caught their attention when they were MLAs? Some suggestions around engagement "Do's and Don'ts" will be offered in a reflective environment. This session is intended to provide food for thought for local elected leaders as you devise your engagement strategies with the Provincial Government.

Most of the discussion was regarding meetings with Ministers at UBCM. These are the points the speakers raised and are not in any particular order.

Build on relationships with Ministers and their staff.

Recognize the time that you have for your meeting and don't waste time introducing everyone that is in your group.

It is a good idea to form coalitions with other local governments if you share the same concerns, showing that partnerships exist.

It is good to look what the government is currently doing so you are in alignment with them. If you are aligned with government, then you may have a leg up.

It is good idea to do research on the cabinet minister you are meeting with.

Be very clear what your ask is. Come prepared to provide solutions, not just with your ask.

Provide as solution that works for you as well as Government. Avoid an information overload. Don't bring a power point, but craft a concise report and send it ahead of time to the Minister, Deputy Minister and Bureaucrats.

Give the opportunity for government to say yes to your request.

Look at their mandate letters. Look at the Throne Speech and Provincial Budget.

Don't be aggressive with your ask as the Minister might shut down.



VILLAGE OF KASLO - MAYORS REPORT

Be sure to follow up on items brought forward at UBCM. Ask for a follow up meeting.
Find out who the Assistant Deputy Minister is.
Lobby the opposition is as well.
Inform your local MLA of your issue/ask and ask them to attend the meeting with you if possible.

Align, Prioritize Communicate: How Coordinated Planning and Budgeting Realizes Community Vision

- Moderator: Chris Paine, Principal, FIT Consulting
- Carla Fox, CFO, Thompson-Nicola Regional District
- Colton Davies, Communications & Marketing Manager, Thompson-Nicola Regional District

This panel discussion will focus on the relationship between budgeting and other planning documents and why developing priorities is the first step in a successful budgeting and finance process. As an elected official you will gain an understanding of: what your role is in the finance planning and budgeting process, which key questions should be asked to understand how to make priorities a reality, and how finance and budgeting link to, and align with, other local government planning processes (OCPs, strategic planning, and other framework documents).

They spoke about building trust with your Board/Council, staff and constituents.

The directors focused on their area and the services provided.

Infographics for their services.

They did a 2-day budget process at the start.

A mail out was done in the fall at the start of the budget process.

A tool was developed that included all the information in the budget spreadsheets but with a different way of presenting the information.

The tool was used multiple times during the budget process.

When used early in the process, the prior year assessment figures were used.

It relied on documents already produced, such as resolutions passed and the OCP as an example.

Departmental budgets were presented. The operations budget is where most of the money is spent to maintain assets. It is a level of service question. It shows a level of trust in municipal staff and it empowers staff to do their jobs.

They were asked what the role of council was in the budget. It is to give community feedback and articulate it at the table.

Generally, council and staff have the same goals.

It is new councils that are at a disadvantage because they are thrown right into budgets right after elections.

Council focuses on higher level items.

They would do a 5-year vision, so operations don't come to a halt.



VILLAGE OF KASLO - MAYORS REPORT

Building Trust Around the Table

- Mayor Maria McFaddin, City of Castlegar
- Chris Barlow, CAO, City of Castlegar

Local governments are increasingly being challenged by complex problems that are stretching their operating capacity and financial resources to the limit. Tackling these problems requires strong working relationships between the elected officials around the table, as well as between the staff and the elected officials - relationships that are based on trust, respect, and a shared understanding of the issues. So, the question is, what are the tools, challenges, opportunities and best practices we can use to build the relationships needed to tackle increasingly complex problems?

In this session delegates will hear the story of how the City of Castlegar took on one such problem.

- the challenge of documenting and funding their infrastructure gap. We will hear from both the CAO and the Mayor who will each share their perspective. They will walk us through the journey to date, and outline the process developed to assist Council with its decision-making and ultimately sustainable service delivery. Delegates will learn how the Council was engaged through sharing data that communicated the extent of the problem, the way they built a common understanding of Council's role vs staff's role, how they resolved individual council member's differences, and finally the tools they used to engage with the public to help build acceptance of the property tax increases needed.

I think this session could be of value for our municipality and have spoken to CAO Baker about reaching out to them. The part of the presentation done by CAO Barlow would be good for our staff and their presentation is included on the LGLA site. Mayor McFaddin's presentation would be of value to Council. This is hard for me to articulate since it wasn't part of the presentation.

Empowering Your CAO: Key Strategies for Effective Leadership in Local Government

- Moderator: Jamie McEwan, Principal, Broadwater Governance & Strategy
- Ron Poole, Senior Consultant, Poole Consulting Ltd., Former CAO
- Al Siebring, Principal, Siebring Consulting, Former Mayor, District of North Cowichan
- Karen Elliott, General Manager of Community Engagement and Cultural Services, Resort Municipality of Whistler and Former Mayor, District of Squamish

In today's rapidly evolving local government landscape, supporting your Chief Administrative Officer (CAO) to lead effectively is more critical than ever. As the labour market crisis has led to a 250% increase in local government job postings over the last decade, municipalities are facing unprecedented challenges in recruiting and retaining leadership. This session will explore how local government officials can engage with their CAO to create an environment where they can thrive—fostering inclusion, enhancing communication, and driving positive organizational change. Hear directly from former mayors/chairs and CAOs about the strategies that work—and the pitfalls to avoid—while supporting your CAO. Whether you're looking to strengthen your working relationship



VILLAGE OF KASLO - MAYORS REPORT

with your CAO or to better understand the leadership challenges they face, this session will provide practical insights and proven approaches to build a more resilient and effective leadership team.

One of the biggest take-aways from this presentation was: Don't surprise each other!

Build trust with your CAO. Trust is not automatic but must be developed.

I have received a copy of Al Sebring's full report and can share it with CAO Baker and others if requested.

Effective Community Engagement and Visioning

- Councillor Jason Lum, City of Chilliwack
- Mayor Scott Goodmanson, City of Langford
- JoAnne Kleb, Manager of Engagement, City of Delta

Learn from local leaders and engagement experts about what it takes to lead successful community engagement and visioning to shape the future of your community. What questions should you be asking your staff and teams? How do local governments generate meaningful input from diverse voices within the community? And how can this input be reflected back to your community in strategic, financial and other planning documents? Panelists will present examples of leading practice to effectively capture community priorities and aspirations. By the end of the session participants will have a better understanding of strategies empowering them to make the tough choices while ensuring that residents feel heard.

Offer a transparent way for the public to engage.

Staff need to be on board with any engagement plan.

Create a guide for staff and council on how to engage the public.

Break issues down into plain language.

Provide opportunities for the public to provide feedback. Explain how feedback may be incorporated.

Find a way to engage new community members.

Close the feedback loop. Reflect to the community how their feedback is incorporated.

For new plans/projects, ensure that council is brought in early to show their opinions and perspectives are valued.

Go to where the people are, i.e. schools, seniors' facilities.

Educate yourself on those you are engaging with.

Go to their events.

Build networks that are used all the time, not just when you need something.

Strategic Plans are Council's plan/document, not a public document. I.e. The public doesn't inform your strategic plan.

Don't have an overreliance on a single engagement method or platform.

Be upfront with the reason for the engagement.

Document your engagement plan for specific issues such as when and where meetings will happen and stick to the schedule.



VILLAGE OF KASLO - MAYORS REPORT

The most meaningful engagement is across the table.

Don't avoid tough subjects. Publicize before making decisions and explain why the decisions are made.

Think carefully about when you want broad public engagement as you run the risk of engagement fatigue. Don't over engage. You only get one opportunity to present your issue.

Small group sessions can be good to feed the plan prior to going for broad engagement.

Don't engage on issues that you aren't able to act on. The examples given were cutting trees and demolishing buildings.

If you feel you must engage, then clarify why the action needs to be taken, such as for safety reasons or because of the cost of ongoing maintenance.

Be there for those can't come to meetings.

You were elected to make the tough decisions, so be willing to make them.

Consultation and Cooperation Under EDMA

- Jessica Miller, Manager, Indigenous Peoples Policy, Partnerships, Agreements and Reconciliation Initiatives Branch, EMCR
- Matt Chritchley, Sr. Advisor, Indigenous Community Relations and Partnership Engagement, Partnerships, Agreements and Reconciliation Initiatives Branch, EMCR
- Director Jerrilyn Kirk, Regional District of Fraser-Fort George
- Stephanie Masun, Manager of Intergovernmental Relations, Cariboo Regional District
- Irene Israel, Manager of Emergency Programs & Disaster Resilience, Cariboo Regional District
- Director Cyra Yunkws, Chair, Regional District of Kitimat-Stikine

Community engagement is one of the foundations of effective municipal and regional governance. Under the Emergency and Disaster Management Act, locally elected leaders are facing many new responsibilities, including consultation and cooperation during all phases of emergency management. This session will support elected officials in navigating these new responsibilities by exploring the Act, available resources, and best practices.

Each of the presenters had power point/pdf presentations which are available on the LGLA site.

Beyond the Term: Local Leaders Reflect

- Henry Braun, Former Mayor, City of Abbotsford
- Wendy Booth, Former Vice-Chair, Regional District of East Kootenay
- Dr. Kerry Jang, Former Councillor, City of Vancouver

This insightful panel discussion will feature former local government leaders reflecting on their time in office. Candid discussions will explore the panelists' experiences engaging with and shaping their communities, highlighting the successes and challenges they faced while serving. Panelists will share their most significant achievements, the lessons learned along the way, and what they might adjust if the clocks were turned back. Join us as we



VILLAGE OF KASLO - MAYORS REPORT

engage with seasoned local government officials who have come out on the other side and glean wisdom from their journeys.

Make sure you engage the silent majority.

You may have frequent flyers, and the temptation is not to listen to them, but they sometimes do have valuable information to share.

Celebrate your successes.

Rely on your staff to do the necessary research and come up with recommendations.

Even if not successful in your bid to get re-elected, you should still be willing to help your community.

If you defeat the incumbent, be willing to reach out to them to tap into their expertise.

You can be a strong leader in your community even if you're not in local government anymore.

There is isolation when you are an elected official since there are many things you can't talk about.

There can be concerns regarding mental health. PTSD among elected officials is a real thing.

It is important to maintain a friend group. Ask them to be honest about how you are doing. Look after yourself

Don't raise your voice.

Always be respectful even in the face of fierce opposition.

Hope that people realize that you are a person too and that you are doing what you feel is best for the community based on the best available information, considering all sides.

It is very important to set boundaries. If you don't want to get calls after hours, express that and reinforce it.

As an elected official, you shouldn't be expected to be on call 24 hours a day, 7 days a week.

FEDERATION OF CANADIAN MUNICIPALITIES

Mar 6 Municipal Finance, Infrastructure and Transportation (FIT)– virtual.
Social Economic Development (SED) – virtual.

UPCOMING MEETINGS/EVENTS

Times have been included for meetings that are open for public participation. The Zoom links and agendas for the RDCK meetings can be accessed on their website.

Mar 18 Kaslo and Area Chamber of Commerce
I will be unable to attend this meeting since I am away for Federation of Canadian Municipalities Board meetings.

Mar 18-20 FCM Board meetings in Montreal.



VILLAGE OF KASLO - MAYORS REPORT

- Mar 19 Joint Resource Recovery (JRRRC) @ 1:00pm – Alternate Director Lang attended this meeting.
- Mar 20 RDCK Board meeting @ 9:00am – Alternate Director Lang attended this meeting.
- Mar 24 CBT Meeting – virtual.
- Mar 25 Council @ 6:00pm.
- Mar 26 Mayor meeting – Provincial Committee appointment - 10:00am to 3:00pm.
West Kootenay-Boundary Regional Hospital District Board in Castlegar @ 6:00pm.

Respectfully submitted,
Mayor Suzan Hewat



RECEIVED
MAR 07 2025
RECEIVED



Thrift store shed and rear of store
during the takedown of the tree, Sept. 2020



Rear of Thrift store 2020



Thrift store front door, with old heating system which did not keep the store warm so the Auxiliary volunteers had to wear their coats during their shifts in the winter, 2020.



Interior of the Thrift Store during construction of the bathroom, before the new floor was laid, 2020.



The non-compliant stairs to the Thrift store's back door, 2020.

VICTORIAN HOSPITAL OF KASLO AUXILIARY SOCIETY
BOX 607, KASLO, B.C. V0G 1M0

Village of Kaslo, Council
Box 576, Kaslo, B.C.,
V0G 1M0

July 30, 2007

Re: Repairing Heritage Building Roof – Old Fire Hall.

Dear Council Members,

The Victorian Hospital of Kaslo Auxiliary Society has been operating a thriving thrift shop since 2002. We started out in the basement of the new addition to the hospital, but had to move when Primary Health Care services expanded in 2003.

The Village graciously allowed us to lease, for a dollar per annum, the Old Fire Hall. With the acquisition of the fire hall we were introduced to high insurance costs and expenses for maintenance we did not have at the hospital. Offsetting these expenses the downtown location and interest of the public has allowed us to do a brisk business.

If you haven't visited the thrift shop, we invite you to do so. We have made the most of the limited space. Our dedicated volunteers keep the shop open everyday, but Sunday, all summer and Friday/Saturday the rest of the year. We provide unique service to our community while making money to finance purchases we make for the Victorian Community Health Centre of Kaslo.

A consistent problem we face is the leaking roof. We have asked Council to consider repairs before and were turned down. We sincerely hope this year you will seriously consider repairing the roof of one of the Villages heritage buildings. With the heavy snow load this past winter we lost a lot of valuable merchandise.

We are very proud to have use of this heritage building, and hope you will be able to make necessary repairs before the wet weather comes along.

Your truly,

Copy

**VICTORIAN HOSPITAL OF KASLO AUXILIARY SOCIETY
BOX 607, KASLO, B.C. V0G 1M0**

Village of Kaslo Council,
Box 576, Kaslo, B.C.
V0G 1M0

February 4, 2008

mailed 5th

Re: Replacing roof on Old Fire Hall.

Dear Council Members,

The Victorian Hospital of Kaslo Auxiliary Society appreciates use of the Old Fire Hall for our Thrift Shop. We have leased the premises for five years at one dollar per annum. We realize it is an heritage building and has to meet special requirements for upkeep.

Roof replacement is urgently required. We have tried small repairs that eventually fail and the water getting in spoils our merchandise. We sincerely hope replacing the old fire hall roof is on the Council budget for this year (2008).

We suggest the following renovations also be considered:

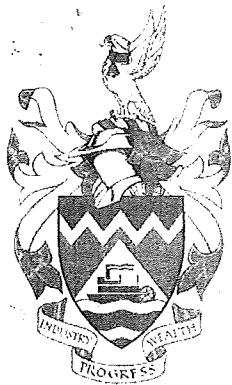
1. Fix walls; strengthen, insulate and gyproc.
2. Gutting inside, rewiring and wood flooring.
3. Replacing shed on property.

We are aware this is a huge request. We understand there are grants available from the government for replacement/repairs to buildings designated "Heritage", as the Old Fire Hall. The Old Fire Hall location is perfect for our thrift shop. Business is brisk which enables us to fulfil our mandate of providing for the Victorian Community Health Centre of Kaslo things they would otherwise have to do without. We also serve the community of Kaslo by having affordable items for sale.

The auxiliary would appreciate knowing what plans you have for the Old Fire Hall so that we may make plans for our future.

Yours truly,

O Koening



The Corporation of the Village of Kaslo

February 14, 2008

Victorian Hospital of Kaslo Auxiliary Society
Carol Koenig, President
PO Box 607
KASLO, BC
V0G 1M0

Dear Carol:

Please be advised the following motion was passed at the regular meeting of Council held 2008.02.12:

"That the Victorian Hospital of Kaslo Auxiliary Society be advised the matter of roof repairs to the "A" Avenue fire hall is presently in budget deliberations."

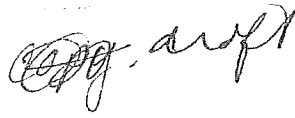
Budget meetings are held the first and third Tuesday of each month at 4pm in Council Chambers. Please feel free to attend. We will endeavor to keep you informed of decisions in regard to these repairs.

Yours truly,

Susan Van Zandt
Deputy Clerk

VICTORIAN HOSPITAL OF KASLO AUXILIARY SOCIETY

Box 607, Kaslo, British Columbia, Canada V0G 1M0



The Corporation of the Village of Kaslo
Box 576
Kaslo, B.C. V0G 1M0

June 4, 2008

Dear Council Members,

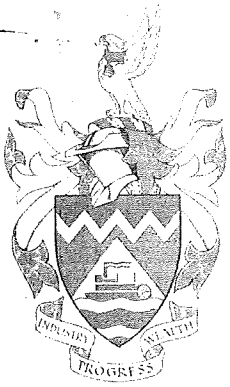
Victorian Hospital of Kaslo Auxiliary Society President, Honora Cooper has spoken to Village Office Staff about an addition to the 2008 lease, should the auxiliary be able to continue leasing the Old Fire Hall.

Under "Fitness of Premises" 7 (q) – "that the Tenant admits that it has inspected the Premises in their present state and that they are suitable for the Tenant's purposes;" ~~that~~ the addition of – "however; it is understood that the Premises is a designated Heritage building and the Landlord is responsible for maintaining the exterior to the satisfaction of the Design Review Committee," be considered.

We are pleased that the roof replacement job has gone to tender and will, upon notice, vacate the premises for the time it takes to do the job.

Yours truly,

Honora Cooper/ imd, secretary.



Village of Kaslo

2008.06.11

Ms. Honora Cooper
Secretary
Victorian Hospital of Kaslo Auxiliary Society
Box 607
KASLO, B.C. V0G 1M0

Dear Ms. Cooper:

In reply to Mrs. Dovey's query of 29 May, this letter will confirm Council is agreeable to advertising lease of the A Avenue fire hall to your Society for a one-year term, with first right of refusal for a period of 5 years, for an annual cost of \$1.00

Additionally, in reply to your correspondence of June 4, Council simply received your letter, which means no change will be made to the lease as requested.

Please advise at your earliest possible convenience whether you continue to be interested in leasing the building on the above-noted basis so we may proceed with the necessary advertising.

Sincerely,

Rae Sawyer
Chief Administrative Officer

- copy -

VICTORIAN HOSPITAL OF KASLO AUXILIARY SOCIETY
Box 607, Kaslo, British Columbia, Canada V0G 1M0

Village of Kaslo Council,
Box 576,
Kaslo, B.C.
V0G 1M0

June 18, 2008

Dear Council,

Thank you for your letter of June 11, 2008 advising us Council is agreeable to advertising lease of the A Avenue fire hall to VHKAS for a one-year term with first right of refusal for a period of 5 years, for an annual cost of \$1.00.

The Victorian Hospital of Kaslo Auxiliary Society wishes to continue leasing the A Avenue fire hall for our Thrift Shop Outlet and we appreciate your attention to this matter.

Yours truly,

Isabelle Dovey, Secretary.

- copy -

VICTORIAN HOSPITAL OF KASLO AUXILIARY SOCIETY

Box 607, Kaslo, British Columbia, Canada V0G 1M0

Village of Kaslo Council,
Attention Village Clerk, Rae Sawyer,
Box 576, Kaslo, B.C. V0G 1M0

August 25, 2008

Re: Roof replacement on A Avenue Fire Hall.

Dear Council Members,

Following my August, 21, 2008 conversation with you, Rae, I spoke with Glen Walker about the roof replacement. Glen told me Heritage Roofing has the repair job booked for November 2008 and will move it up if there is a cancellation before then. He also said business could carry on as usual during repairs.

Thank you for your attention to this matter for the hospital auxiliary.

Yours truly,

Isabelle Dovey, Secretary.

copy

Victorian Hospital of Kaslo Auxiliary Society (VHKAS)
P.O. Box 607, Kaslo, B.C. V0G 1M0

November 12, 2008


Village of Kaslo
P.O. Box 576
Kaslo, B.C. V0G 1M0

Re: VHKAS Thrift Shop

We would like to act on the recommendation made by the Kaslo Fire Chief in his memo dated January 20, 2008 regarding the Fire Inspection Report of September 24, 2007. We would like to have the contents removed from the old storage building at the rear of the thrift shop. We are seeking permission from the Village Council to utilize this space for the VHKAS Thrift Shop's storage purposes. We are prepared to provide some structural re-enforcement to this building if needed for safety requirements.

Thank you.

Sincerely yours,


(Mrs.) S. H. Cooper
President, VHKAS

(Ms.) Iwona Smuga-Otto
Manager, VHKAS Thrift Shop

copy

Victorian Hospital of Kaslo Auxiliary Society (VHKAS)
P.O. Box 607 Kaslo, B.C. V0G 1M0

November 12, 2008

Village of Kaslo
P.O. Box 576
Kaslo, B.C. V0G 1M0

RE: VHKAS Thrift Shop -- Village of Kaslo former Fire Hall

There is a 25"x 25" x 35" metal safe inside the thrift shop that does not belong to either the VHKAS or the former tenant of the fire hall. We are asking the Village remove the safe to a new location for safekeeping since it may have historical value.

Thank you.

Sincerely,

(Mrs.) S.H. Cooper
President, VHKAS

(Ms.) I. Suga-otto
Manager, VHKAS Thrift Shop

Victorian Hospital of Kaslo Auxiliary Society (VHKAS)
P.O. Box 607 Kaslo, B.C.V0G 1M0

January 2, 2009

Village of Kaslo
P.O. Box 576
Kaslo, B.C. V0G 1M0

Re: 2009 Budget deliberations

Please consider the Old Fire Hall in your deliberations. We are requesting reinforcement of the former fire hall walls by adding a new layer of bricks or by any other suitable means. The fast-occurring wall crumpling and deterioration needs to be addressed as soon as possible to assure the proper integrity of the whole building and to not compromise human safety.

We thank you for including the fire hall roof in the 2008 budget. We are now able to improve the interior of the building. In looking at the walls we realized the bricks were in very poor condition and we needed to inform the village so the matter could be attended to since the building is designated a heritage building.

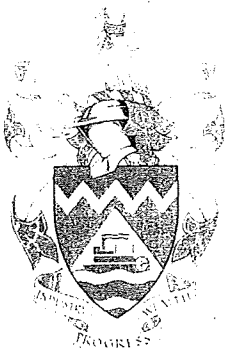
Thank you.

Sincerely,

(Mrs.) S.H. Cooper
President, VHKAS

(Ms.) I. Suga-otto
Manager, VHKAS Thrift Shop

Levisel



Village of Kaslo

April 30, 2009

Ms. Iwona Smuga-Otto
Thrift Store Manager
PO Box 607
KASLO, B. C.
V0G 1M0

Dear Ms. Smuga-Otto,

Thank you for your presentation to Council at their April 28th regular meeting.

Council has granted permission to the Ladies Auxiliary to proceed with renovations to the A Avenue Fire Hall wooden shed at its cost, subject to proper permits being issued and consultation with the Public Works Foreman regarding assistance by Village equipment.

Additionally, I have noticed that a large pile of paper and cardboard has accumulated in this shed and as it is unsecured, consider it a potential fire hazard. Until it is secured, I ask that flammable material not be stored in this shed.

We offer support and wish you success with your project to stabilize this shed.

Yours sincerely,

Carol Hughes
Deputy Clerk

Subject: Thrift Shop lease
From: "Rae Sawyer" <kaslocclerk@netidea.com>
Date: Wed, July 26, 2006 10:47 am
To: still@netidea.com

Isabelle,

Council agreed at its meeting yesterday to advertise the thrift shop lease for a further one year term, at the rate of \$1 per year.

Unfortunately, we are not in a position to consider a longer term at this time given potential renovations to the city hall building, and the need for the fire hall to be a workshop during the construction phase.

Regards,

Rae Sawyer CAO

kaslocclerk@netidea.com

Sent: March 11, 2025 1:58 PM
To: Mayor Hewat; Village of Kaslo
Cc: Darlene Kalawsky
Subject: Past Participant Communities in Bloom
Attachments: 2025 BC CiB Reg Form.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning Mayor Hewat and Council,

Once upon a time your community had some success with the Communities in Bloom program, and as it has been a few years, we would love to reconnect!

We invite Kaslo to register as a Friend non-evaluated this year as a way to profile your community! Please see the attached form with all our anniversary details and other participation options.

If you have any questions, please contact me by phone at (604) 576-6506, or by email.

Sincerely,

Catherine



Catherine Kennedy

Executive Director

Phone: 604 576-6506

Email: c.kennedy@telus.net

NEW MAILING INFO:

BC Communities in Bloom

c/o 4451 212 Street

Langley, BC V3A 7Z8

www.bccib.ca



To discontinue receiving electronic communications from BC Communities in Bloom, please confirm by replying to this email with No Thanks.



BC Communities in Bloom 2025 PROVINCIAL EDITION REGISTRATION

DEADLINE April 25, 2025

**BC CiB Anniversary Recognition:
every Municipal Registration will
be Awarded a Tree from**



**specimen
trees**
WHOLESALE NURSERIES LTD.

MUNICIPALITY (PLEASE PRINT)	TOTAL POPULATION	MAYOR										
NAME OF MUNICIPAL CONTACT	POSITION / TITLE											
ADDRESS	CITY	POSTAL CODE										
()												
PHONE	MUNICIPAL CONTACT EMAIL											
NAME OF COMMUNITY CONTACT OR LOCAL CiB CHAIR	WEBSITE ADDRESS FOR COMMUNITY											
()												
PHONE	COMMUNITY CONTACT/CHAIR E-MAIL											
PROGRAM OPTIONS (indicate your level of participation) REGISTRATION FEE Based on Population Size:												
<input type="checkbox"/> GROW - MODIFIED EVALUATION 3-Criteria Results are based on an in-person evaluation. Community is awarded a Certificate and Report. See page 2 for more details.												
<table border="0"> <tr> <td><input type="checkbox"/> Up to 1000 - \$ 375</td> <td><input type="checkbox"/> 10,001 to 20,000 - \$ 700</td> </tr> <tr> <td><input type="checkbox"/> 1001 to 2000 - \$ 450</td> <td><input type="checkbox"/> 20,001 to 50,000 - \$ 800</td> </tr> <tr> <td><input type="checkbox"/> 2001 to 5000 - \$ 500</td> <td><input type="checkbox"/> 50,001 to 100,000 - \$ 925</td> </tr> <tr> <td><input type="checkbox"/> 5001 to 10,000 - \$ 600</td> <td><input type="checkbox"/> 100,000+ - \$1150</td> </tr> <tr> <td>(Plus 5% GST)</td> <td>(Plus 5% GST)</td> </tr> </table>			<input type="checkbox"/> Up to 1000 - \$ 375	<input type="checkbox"/> 10,001 to 20,000 - \$ 700	<input type="checkbox"/> 1001 to 2000 - \$ 450	<input type="checkbox"/> 20,001 to 50,000 - \$ 800	<input type="checkbox"/> 2001 to 5000 - \$ 500	<input type="checkbox"/> 50,001 to 100,000 - \$ 925	<input type="checkbox"/> 5001 to 10,000 - \$ 600	<input type="checkbox"/> 100,000+ - \$1150	(Plus 5% GST)	(Plus 5% GST)
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(Plus 5% GST)	(Plus 5% GST)											
<input type="checkbox"/> BLOOM - FULL EVALUATION 6-Criteria Results are based on an in-person evaluation. Community is awarded a BLOOM RATING and 18-page Report. See page 2 for Awards and more details.												
<table border="0"> <tr> <td><input type="checkbox"/> Up to 1000 - \$ 500</td> <td><input type="checkbox"/> 10,001 to 20,000 - \$ 925</td> </tr> <tr> <td><input type="checkbox"/> 1001 to 2000 - \$ 600</td> <td><input type="checkbox"/> 20,001 to 50,000 - \$1025</td> </tr> <tr> <td><input type="checkbox"/> 2001 to 5000 - \$ 675</td> <td><input type="checkbox"/> 50,001 to 100,000 - \$1225</td> </tr> <tr> <td><input type="checkbox"/> 5001 to 10,000 - \$ 800</td> <td><input type="checkbox"/> 100,000+ - \$1525</td> </tr> <tr> <td>(Plus 5% GST)</td> <td>(Plus 5% GST)</td> </tr> </table>			<input type="checkbox"/> Up to 1000 - \$ 500	<input type="checkbox"/> 10,001 to 20,000 - \$ 925	<input type="checkbox"/> 1001 to 2000 - \$ 600	<input type="checkbox"/> 20,001 to 50,000 - \$1025	<input type="checkbox"/> 2001 to 5000 - \$ 675	<input type="checkbox"/> 50,001 to 100,000 - \$1225	<input type="checkbox"/> 5001 to 10,000 - \$ 800	<input type="checkbox"/> 100,000+ - \$1525	(Plus 5% GST)	(Plus 5% GST)
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<input type="checkbox"/> 2001 to 5000 - \$ 675	<input type="checkbox"/> 50,001 to 100,000 - \$1225											
<input type="checkbox"/> 5001 to 10,000 - \$ 800	<input type="checkbox"/> 100,000+ - \$1525											
(Plus 5% GST)	(Plus 5% GST)											
<input type="checkbox"/> FRIENDS - NON-EVALUATED – Half of Full Evaluation Registration Fee based on population size noted above. Recognition category for past CiB communities who do not want an evaluation but want to continue showing their support for their CiB initiatives and the BC Communities in Bloom provincial program. See page 2 for more details												
AMOUNT ENCLOSED Population Fee + 5% GST = \$ GST # 8446 03670 RT0001												
PLEASE INVOICE US AT <input type="radio"/> Above Address or												
MAIL FORM & FEE TO BC Communities in Bloom c/o 4451 212 Street, Langley, BC V3A 7Z8 ← Please note updated mailing info												
OR PAY BY CREDIT CARD at WWW.BCCIB.CA NOTE: Please also email completed form to Catherine at c.kennedy@telus.net												
CANCELLATION POLICY Before May 30th a \$50.00 fee may be charged, after that, all registration fees are non-refundable.												
CONTACT Catherine Kennedy, Executive Director c.kennedy@telus.net (604) 576-6506 www.bccib.ca												







EVALUATED OPTIONS		AWARDS
	GROW MODIFIED EVALUATION – 3 Criteria Only <ul style="list-style-type: none"> For first time, smaller or returning municipalities who want a simpler CiB option. Participants may choose any 3 criteria to be evaluated OR choose a theme. Expect to provide 1-night accommodation for pair of judges. (5-hour tour day) <p>ENHANCEMENT: Community Appearance Landscape Areas Plant & Floral Displays</p> <p>CONSERVATION: Environmental Action Heritage Conservation Tree Management</p>	<p>Evaluation of selected Criteria, Report with no Bloom Rating</p> <p>ELIGIBLE TO WIN A CRITERIA AWARD*</p> <p>1 LEGACY TREE PER REGISTRATION</p>
	 <p>BLOOM FULL EVALUATION – all 6 Criteria.</p> <ul style="list-style-type: none"> Open to any size Municipality wanting the full program experience and its many benefits. Gain social value from the community involvement elements of the program. 5-Bloom Winners receive special recognition. Entry point for National and International Communities in Bloom competition. Host 2-nights with accommodation for a pair of judges. (2-hr first day, 7-hr tour day) <p>EVALUATION CRITERIA: Community Appearance Environmental Action Heritage Conservation Tree Management Landscape Areas Plant & Floral Displays</p>	<p>AWARDING BLOOMS</p>  <p>Also ELIGIBLE TO WIN A CRITERIA AWARD*</p> <p>Or OUTSTANDING COMMUNITY INVOLVEMENT TROPHY</p> <p>1 LEGACY TREE PER REGISTRATION</p>
<p>*SPONSORED CRITERIA AWARDS recognize outstanding achievement in specific evaluation criteria or to encourage communities working towards 5-Blooms. British Columbia Communities in Bloom values its relationship with our sponsors; we thank them for their support.</p>		
<p>COMMUNITY RECEIVES:</p> <ul style="list-style-type: none"> Getting Started Package of Information. Evaluation by a pair of trained BC CiB Judges. Evaluation Report with Comments & Suggestions. Rating Certificate (Blooms only for full evaluated program). 5-Bloom Winners receive special recognition. Profile on newsletter, press releases, www.bccib.ca website and Gardens BC tourism website. 		<p>PROGRAM BENEFITS:</p> <ul style="list-style-type: none"> Strengthens community pride for residents and businesses Collaborative, creates opportunities to celebrate volunteers Enhances enjoyment and value of green spaces Highlights climate action initiatives Contributes to a healthy social & economic lifestyle Profile for best features of the Community Measurable results with year over year benefits
<p>ADDITIONAL DETAILS:</p> <ul style="list-style-type: none"> Grow a local 'in Bloom' committee to build collaboration with residents, businesses, service clubs and a municipal rep. (Councillor, Public Works, Administration or Parks & Recreation staff). Plan to meet online mid-season with Provincial CiB Judges with a Virtual Check Up on how to support your CiB efforts. Develop a basic budget to cover registration fee and to create community wide CiB awareness projects, i.e.: parades, tidy up days. Consider planning some fundraising events too. Document volunteer contributions. Create a Community Profile Document outlining the community's achievements. Plan a judge's tour to view community in the 3 or 6 evaluation criteria. (Once registered, additional information is provided in the Getting Started Package). Host 2-judges in 2nd or 3rd week of July (TBC), in separate rooms (Hotel, B&B or Billeting if certain conditions can be met), with meals during evaluation day. Communities will be presented a Certificate and a Report at the Provincial Awards in the fall. (Event details to be confirmed) Evaluating three or six criteria, the report creates a benchmark score to celebrate successes and for future improvements. 		
NON-EVALUATED OPTIONS		
 <p>FRIENDS For communities that want recognition for ongoing CiB initiatives but want to take time off from evaluation. (see form front)</p> <p>1 LEGACY TREE PER REGISTRATION</p> <p>Bonus: this category is encouraged to provide a Showcase.</p>	 <p>MEMBERSHIP (requires separate form) – The BC CiB organization represents all areas of the province, if you would like more information go to our website Volunteer page.</p>	 <p>(requires separate form)</p>

Photo disclaimer: Submitted photos give authorization to BC Communities in Bloom to use at their discretion for program promotion.

[REDACTED]

From: Roberta Huber <[REDACTED]>
Sent: Thursday, March 13, 2025 4:40 PM
To: Village of Kaslo
Subject: Safety near Kaslo Skate Park

To the CAO, Mayor and Council,

I am writing to express my concern for the safety of the young people who use the skateboard park. Cars approaching from E Avenue approach the skateboard park from a curve in the road. The yellow "Children Playing" sign is so close to the skateboard park that the cars have not slowed down to a safe speed.

I suggest the placement of an additional sign further E avenue to warn of children playing and to reinforce the 25mph speed zone. Hopefully, this would help reduce the danger.

The skateboard park is well used and provides a skillful and positive recreation.
Let's keep it a safe place to be.

Yours truly,
Roberta Huber
[REDACTED]

Village of Kaslo

Active Transportation Network Plan

March 2025



Village of
Kaslo

VILLAGE OF KASLO ACTIVE TRANSPORTATION NETWORK PLAN

Draft Plan

DRAFT

Prepared For: Village of Kaslo
Date: March 17, 2025
Our File No: 3780.B01

WATT OKANAGAN
305 – 1350 St Paul St
Kelowna, BC V1Y 2E1
778-313-1014



ACKNOWLEDGEMENTS

Territorial Acknowledgement

The Village of Kaslo would like to that it is located on the unceded traditional territories of the Ktunaxa, Syilx, and Sinixt peoples.

Grant Acknowledgement

The Village of Kaslo would like to acknowledge that part of the Active Transportation Network Plan was funded through a grant from the BC Active Transportation Infrastructure Grants Program from the Ministry of Transportation and Transit.

Project Acknowledgment

WATT Consulting Group and the Village of Kaslo would like to thank the residents of Kaslo for participating in the community engagement process and sharing invaluable feedback throughout the development of the Active Transportation Network Plan. In addition, we would like to thank J.V. Humphries Elementary-Secondary for their participation in the school mapping exercise; Mayor Suzan Hewat and Councillor Erika Bird for their participation in the key audience interviews; and to all of the individuals who participated in the key audiences workshop.

The Active Transportation Network Plan was developed in collaboration between WATT and Village staff. The following team members contributed to this project.

WATT Consulting Group

Tim Shah, RPP, MCIP

Project Lead & Sr. Transportation
Planner

Emma Watts, B.Eng

Project Co-lead & Engineer-in-Training

Village of Kaslo

Ian Dunlop

Manager of Strategic Initiatives

WATT would also like to acknowledge Nathan Carswell (P.Eng.) and Colin Hawkins (formerly with the Village) for their invaluable contributions to the development of the ATNP.

GLOSSARY

The following terms are referenced throughout the Active Transportation Network Plan and are defined below to improve readability.

Active Transportation Facility	An active transportation 'facility' refers to the type of infrastructure. This includes a trail, multi-use pathway, or any other type of infrastructure that supports people walking, rolling, cycling, or using another active mode to complete their trip.
All Ages and Abilities	Refers to planning, designing, and constructing active transportation facilities that are comfortable, convenient, safe, and attractive for everyone, regardless of age or ability. This includes vulnerable roads users such as children, youth, seniors, and those with mobility challenges.
Quick-build Facility	Quick-build facilities refer to active transportation facilities that are temporary in nature; they include materials that are flexible, inexpensive, and allow for adjustments to be made after implementation.
Traffic Calming	The combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behaviour, and improve conditions for non-motorized street users. Traffic calming devices could be permanent in nature and/or provided using low-cost materials, which allows them to be piloted on a temporary basis more easily and removed, as needed.

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1.0 INTRODUCTION

The Village of Kaslo is a vibrant community interconnected with nature and located in the West Kootenay region of British Columbia. Home to approximately 1,050 residents, Kaslo personifies the intersection of natural beauty, historical richness, and a culturally vibrant community. It is not just the panoramic mountain views and the serene shores of Kootenay Lake that define Kaslo, but also its potential to develop into a model village for active transportation.

To that end, the Village of Kaslo developed its first ever Active Transportation Network Plan (ATNP). The ATNP works to establish a vision and roadmap for managing how people walk, bike, and roll around the community. The ATNP's overarching vision is to create a connected, accessible, and sustainable active transportation network to be used by residents and visitors of all ages and abilities for commuting and recreation. The ATNP is intended to broadly achieve the following goals:

- Encourage healthy and active lifestyles for all residents by supporting alternative transportation modes while simultaneously reducing environmental impacts.
- Promote inclusion and equality by ensuring universal design and addressing accessibility issues.
- Prioritize safety through intersection and crosswalk improvements and by creating safe pedestrian environments with the implementation of traffic calming.

1.1 Defining Active Transportation

The BC Active Transportation Design Guide (BCATDG) provides a detailed overview of active transportation and its associated benefits. Drawing from Chapter B, the guide defines active transportation as follows.

“Any form of human-powered transportation, including walking, cycling, or rolling using a skateboard, in-line skates, wheelchair, or other wheel-based forms of human-powered transportation. It also includes winter-based active modes, water-based active modes, and horseback riding, although these modes are typically more recreational in nature.”

Active transportation users are a diverse group and generally includes those who are walking, cycling, rolling (e.g., skateboarding, longboarding, scootering) and people using mobility devices such as wheelchairs, walkers, and strollers. All of these forms of human-powered travel are pursued for a variety of reasons: some people may choose to walk for recreation, others may bike to work, some may use active transportation due to the lack of a personal vehicle, and others may be choosing to travel this way because of other specific benefits or reasons such as reducing the environmental impact of their travel. The reasons to travel by an active mode are multi-fold and so are the benefits, as outlined below.



Environmental Benefits

Active transportation reduces the need for people to own and drive vehicles to access employment, amenities, and educational facilities. Lessening the reliance on motor vehicle transportation—even for some trips—can help reduce greenhouse gas (GHG) emissions.



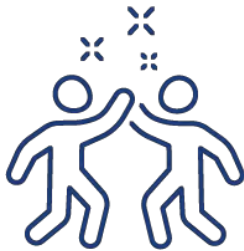
Economic Benefits

The economic benefits of active transportation are multifold. Neighbourhoods and destinations that are more accessible and attractive for people using active modes can attract more visitors and tourists, who contribute to the local economy. Using active transportation as the main way of getting around is also more economical compared to owning a vehicle.



Health Benefits

Hundreds of studies and technical reports have found that active transportation is associated with healthier communities. Physical activity can lower the risk of early death and chronic diseases including obesity and cardiovascular issues. Active transportation also provides mental health benefits.



Societal Benefits

Active transportation can help make a community more accessible, affordable, and equitable. It can encourage social interactions and create opportunities for face-to-face meetings, helping build trust, respect, understanding, and a sense of community.



Safety Benefits

Active transportation facilities that are well designed enhance the overall visibility of active transportation users, helping to reduce the risk of collisions and/or fatalities. This can create a more safe and positive transportation system for all road users.



1.2 Approach

The Village of Kaslo ATNP was developed using a three-phase process, as shown below:

- **Phase 1 (Understanding)** involved a technical review of the existing active transportation network to identify and understand the gaps, barriers, and key opportunities for active transportation within Kaslo.
- **Phase 2 (Listening)** involved engaging with key audiences in the community to understand what they like, do not like, and wish to see in their active transportation network moving forward.
- **Phase 3 (Developing & Implementation)** involved developing a list of priority projects and network maps to illustrate how the Village can improve conditions for people walking, cycling, mountain biking, and rolling. To finalize the ATNP, feedback from the community via an open house, from the Village Council, and from Village Staff was considered and incorporated to produce the final ATNP for Kaslo.

Approach

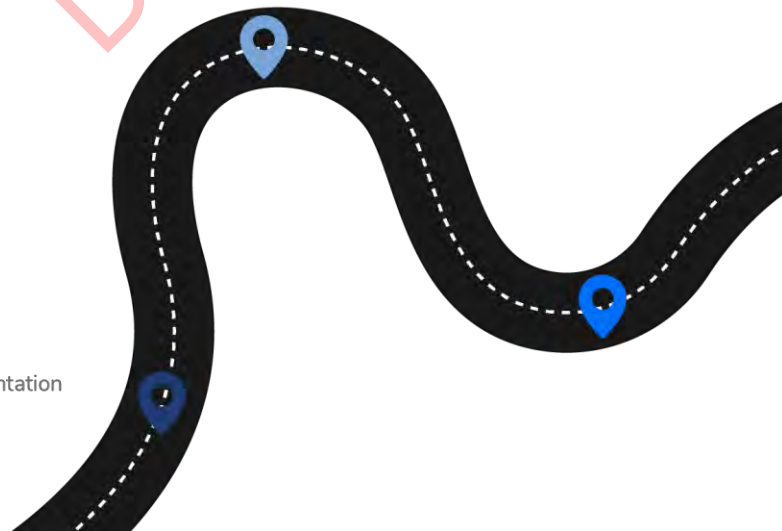
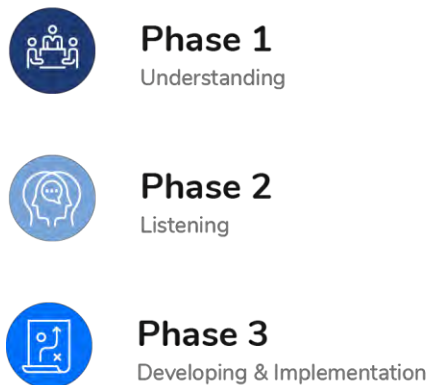


Figure 1: Project Timeline



TO KASLO RIVER
NORTH TRAIL
→



2.0 COMMUNITY CONTEXT

2.1 Community Profile

Sitting on the west shore of Kootenay Lake, the Village is home to approximately 1,050 residents according to the 2021 federal census. Located in the West Kootenay region, the Village of Kaslo was incorporated in 1893 with its beginnings rooted in mining. Kaslo is home to two National Historic Sites: the City Hall building and the S.S. Moyie, which is the oldest intact passenger sternwheeler in the world.

2.1.1 Geography

The Village of Kaslo encompasses an area of 3.01 km² resulting in a population density of 349 people per square kilometer. The Village sits on the west shore of Kootenay Lake at an elevation of 550 m. Nearby communities include New Denver, located approximately 46 km to the northwest, and Balfour, located approximately 36 km to the south. The Village is approximately 70 km (~1 hour drive), northeast of the City of Nelson.



2.1.2 Community Snapshot

A summary of the community's key indicators is provided below.



Aging Community

A comparison of data between census years (2016 and 2021) indicates that the community's population has grown by approximately 8.4%, which is higher than the provincial average of 7.6%. The growth is attributed to an increase in population aged 65 years and over which increased from 30% to 36% of the overall population (+6%). The median age increased from 56 to 58 years, which is high relative to the provincial median age of 43 years.

This demographic shift is important, as it indicates that the community is aging, which has implications for the planning and design of active transportation facilities. Those aged 65+ are the most likely to benefit from active transportation infrastructure that supports healthy aging in place. Similarly, more inclusive and accessible active transportation facilities can make it easier for children to walk, roll, or bike around their community.



Local Economy

Kaslo's history is rooted in mining, however, forestry and tourism represent the primary economic industries in Kaslo today.



Commuter Trends

According to 2021 census data, about 64% of residents commute to work by a vehicle (either as a driver or passenger). While transit and cycling mode share are low, about 31% of commute trips are by walking and 70% of the workforce has a commute that is less than 15 minutes. This indicates that employment destinations are largely within walking distances, which could increase further through a more connected and safe active transportation network.



Transit

BC Transit operates a single route through Kaslo. Route 76, which runs between Kaslo and Kootenay Lake Hospital in Nelson with 42 stops in between, is a Health Connections route. This route operates Tuesdays, Wednesdays, and Thursdays. The Kaslo-Nelson service requires a transfer at the Balfour Ferry Terminal on two out of the three days. Not running on all weekdays means that this service is not useful for people commuting daily. In addition to the BC Transit route, there is a community bus. The community bus provides service to the north end of Kootenay lake, between Kaslo and Argenta, on Thursdays. This connection is at risk of being eliminated due to low ridership. On Fridays, the community bus provides service within the Village and is mostly used by seniors.



Trails

There are a range of formal and informal trails throughout Kaslo. For example, the Kaslo River Trail is a scenic loop that runs along the north and south banks of the Kaslo river. The Lakeview Trail, which is an off-street pathway, provides a connection between Kaslo Bay and Highway 31 and passes through the downtown area of Kaslo.



Collisions

According to ICBC, there were 33 motor vehicle crashes in the Kaslo area between 2019-2023. There was also one collision involving a cyclist at the intersection of B Avenue & 4th Street and a collision involving a pedestrian along Kaslo West Road.



2.1.3 Key Local Destinations

The Village of Kaslo contains a mix of land uses and key community destinations that are important to consider from a transportation perspective. These include schools, parks, civic institutions, commercial buildings, and historic sites.

Map 1 also provides the location of the key destinations, some of which are discussed below and referenced by the number (#) corresponding on the map.

Commercial and Employment Areas

Kaslo's main downtown is along Front Street. Several local shops and restaurants as well as the Kaslo Hotel are located at the north-west end of the street.

The National Historic Site of the SS Moyie Sternwheeler is also located along Front Street within the main downtown area of Kaslo as well as the Village Visitor Information Centre (#4).

The Kemball Memorial Centre (#2) is located one block south of Front Street. It serves as a central space for local entrepreneurs and businesses. The building is owned by the Village of Kaslo and is envisioned as a tech centre for the West Kootenay region.

Schools

J.V. Humphries School (#5) is the only school located in Kaslo and is managed by School District 8 (Kootenay Lake). J.V. Humphries serves students from Kindergarten to Grade 12. The school is located southeast of the intersection of Highway 31A and 6th Street.

Parks & Recreation

Kaslo offers year-round opportunities for both indoor and outdoor recreation.

The Village has a Campground (#10) at the east end of Front Street. Park land is primarily located along the lake frontage, including Kaslo Bay Park (#9), Vimy Park (#11), Kaslo Skatepark (#14) and several trails are accessible from the Village. The Kaslo Golf Course (#8) is located south of Kaslo River, along Highway 31.

Key indoor amenities include Kaslo & District Area Arena (#7) and Kaslo Community Fitness Co-op, which is just south of the Village Boundary.

The Kaslo Jazz Etc. Summer Music Festival has been running since 1992. It is held at Kaslo Bay Park over 3 days. The festival has an attendance of approximately 2,500 people per day and draws people from all over the world to the Village.

Community Amenities

Kaslo's community is served by several community amenities including the Kaslo City Hall (#1), which is a National Historic Site. The Kaslo & District Public Library is housed inside the Historic City Hall building. Key community services destinations also include the Langham Cultural Centre (#3), Royal Canadian Legion (#15) building, and the Victorian Community Health Centre (#6)

The Kaslo Aerodrome (#16) is a small airport west of Kaslo. Its facilities include one paved runway. The airport itself is unstaffed but can be used for commercial or personal access when arranged with the Village of Kaslo.



Legend:

Existing Sidewalk

Existing Trail

Existing Bus Stop

Key Destination

1 Historic City Hall

2 Kemball Memorial Centre

3 Langham Cultural Centre

4 Visitor Information Centre

5 J.V. Humphries School

6 Victorian Community Health Centre

7 Kaslo Arena

8 Golf Course

9 Kaslo Bay Park

10 Village Campground

11 Vimy Park Playground

12 Post Office

13 RCMP

14 Skate Park

15 Royal Canadian Legion

16 Airstrip

17 Unity Bridge



Map 1: Existing Conditions

2.2 Strategic Planning Context

The BC government has taken a strong leadership role in supporting the creation of active transportation infrastructure in the province through the CleanBC plan. This includes the Move. Commute. Connect. Active Transportation Strategy (released in 2019), which sets a goal to double the percentage of trips taken by active transportation by 2030. This strategy is supported by the BC Active Transportation Design Guide, a comprehensive resource document that provides best practices for active transportation infrastructure to be considered All Ages and Abilities (AAA). AAA refers to facilities that are comfortable for all users, regardless of their physical ability.

The BC Active Transportation Design Guide defines active transportation as “**any form of human-powered transportation, including walking, cycling, or rolling using a skateboard, in-line skates, wheelchair, or other wheel-based forms of human-powered transportation**”.

2.2.1 Local Policies & Plans

Village of Kaslo Official Community Plan (2022)

The Village of Kaslo’s Official Community Plan (OCP), adopted in 2022, contributes to the policy direction that will frame the Active Transportation Network Plan. The OCP provides a high-level community wide planning and policy framework. The OCP highlights the desire for a more accessible and less auto-dependent community.

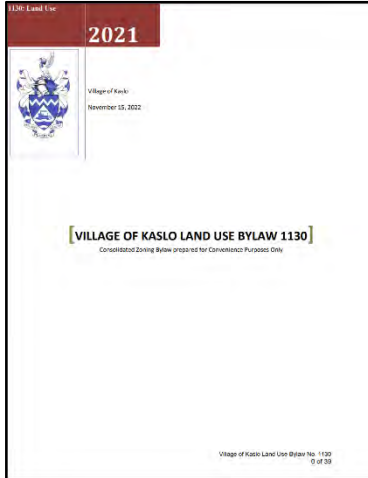
Developing an Active Transportation Plan is included as a policy within the OCP. Transportation policies in general highlight the need to make Kaslo more accessible and support for low carbon emission transportation options.

Policy 14.3.2.

Develop an Active Transportation Plan that includes safe and accessible sidewalks and walkways in critical areas such as downtown, near schools and near seniors’ facilities, accommodates bicycles and promotes alternatives to private automobiles.



Village of Kaslo Land Use Bylaw 1130



The Village of Kaslo Land Use Bylaw 1130 regulates the use and development of land within the Village of Kaslo. The Bylaw also addresses safety, access, vehicle parking and roadway design standards while aligning with the broader Official Community Plan.

2.2.2 Regional Policies & Plans

West Kootenay Renewable Energy Plan (Adopted by Council in 2020)

The West Kootenay Renewable Energy Plan aims to reduce greenhouse gas emissions and build resilience in communities within the area.

Active transportation planning is identified as a priority to enable a “shift beyond the car” for Kaslo. A range of actions are identified, including an active transportation plan, improving active transportation infrastructure, and support and awareness for mobility options such as car share, electric vehicles, and e-bikes.

BC Transit West Kootenay Transit Future Service Plan (2021)

The BC Transit West Kootenay Transit Future Service Plan (TFSP) includes a review of transit utilization within the West Kootenay region and recommends infrastructure priorities to support transit needs in the short and long term.

Potential for seasonal connections to Kaslo from neighbouring communities of New Denver and Silverton is identified in the plan as a short-term improvement, which emerged from community engagement sessions.

2.3 Current Transportation Network Review

A technical review of the Village's community context identified key findings for future consideration. These findings served as the foundation for the development of Kaslo's ATNP.

- **Road Network:** The efficiency and safety of the Kaslo roadway network plays a crucial role in supporting and complementing the ATNP. The existing posted speed limits are too high for Kaslo's context. Reducing speed limits can enhance safety and create a more comfortable experience for active transportation users. Additionally, some of the roads—and travel lanes specifically—are wide enough to accommodate other users.
- **Intersection Safety:** The safety of intersections, particularly at key crossings like Highway 31 and 5th Street, has been identified as a concern. Current conditions prioritize vehicle movement, often at the expense of pedestrian and cyclist safety.
- **Pedestrian Network:** The existing pedestrian infrastructure in Kaslo shows a mix of conditions, with varying sidewalk widths and maintenance levels. Seasonal challenges like snow and ice present some barriers to four-season operations. These issues can be addressed through targeted improvements, which could include new crosswalks, wider sidewalks, and enhanced accessibility features.
- **Cycling Network:** Kaslo currently lacks formal cycling infrastructure, making it difficult for residents of all ages and abilities to safely navigate the Village by bike. The absence of dedicated bike lanes and protected facilities highlights the need for a more formal cycling network spine to improve connectivity and access across the community for people who would like to bike.
- **Integration with Other Modes:** The seamless integration of pedestrian and cycling networks with public transit and other modes of transportation is an important part of developing a robust active transportation network. The background review found that there are missing links between these modes.



3.0 COMMUNITY VOICE AND KEY AUDIENCE INSIGHTS

3.1 Engagement Approach

Community engagement was a critical component of the ATNP process to ensure the future network reflects the values, interests, and needs of Kaslo residents. The engagement process involved several different methods for collecting feedback and was generally split across two separate rounds, as follows:

- **Round 1 Engagement** took place in Phase 2 (Listening) of the wider project timeline. This round invited the community to share their feedback on the barriers, issues, and opportunities surrounding the existing transportation network.
- **Round 2 Engagement** took place in Phase 3 (Developing & Implementation) of the wider project timeline. In this round, the draft ATNP was presented to the public through an open house and online survey. Both engagement activities were intended to capture feedback regarding the proposed active transportation network, traffic calming treatments, and policy and programming initiatives.

3.2 Voice of Kaslo: Feedback Highlights

3.2.1 School Mapping Exercise

The student mapping exercise consisted of a two-page worksheet that was distributed to classrooms at J.V. Humphries Elementary-Secondary. The first page of the worksheet asked the students what mode(s) of transportation they use to get to school and what they like about their route. The second page of the worksheet asked the students to draw the route they take to school on a map. An example of a completed map is provided below in **Figure 3**.

The main purpose of the activity was to engage Kaslo's youth to receive feedback on how to best accommodate them in the ATNP. A total of 53 completed worksheets were received. The key takeaways from the exercise are as follows:

- Students are getting to school by walking, biking, busing, or driving.
- Most bus or car trips are made by students who live near or outside the Village boundary. A few shorter trips were made by car.
- Students are walking and cycling along Highway 31 and Highway 31/A to the school.



- Students are utilizing the exiting path from the existing midblock crossing on Highway 31A to C Avenue or B Avenue.
- Some students noted that they did not feel safe crossing when crossing roadways. In particular, the existing midblock crossing on Highway 31A at C Avenue was an area where students reported feeling unsafe.
- Students who walked and biked to school did not like when their route included a hill.
- Students who walked and biked to school enjoyed the opportunity to get outside, exercise, and be in nature.
- Some students reported seeing wildlife when walking or biking.



Figure 2: J.V. Humphries Elementary-Secondary



What routes do you take to get to school? Draw them on the map below!



How do you usually get to school? Walk, Bike, Bus, Car/Truck, Skateboard, Wheelchair?

What do you like about your route to school?

Write in the box below!

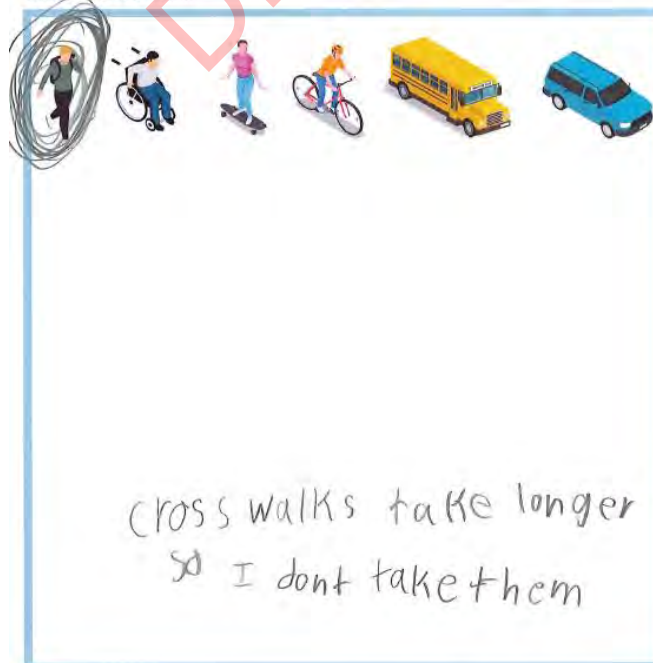


Figure 3: Excerpts from student mapping activity

3.2.2 Key Audience Interviews

The interviews were intended to gather insights from groups directly involved in or impacted by active transportation in Kaslo. Two interviews were completed: one with Mayor Suzan Hewat and the other with Councillor Erika Bird. Some key takeaways from the interviews include:

- Many of the findings from the technical review of the existing active transportation network in Kaslo were echoed and confirmed. An example of this is that there is a lack of formal cycling infrastructure, which has led to people feeling unsafe or uncomfortable while walking, cycling, or rolling.
- A main barrier to active transportation within the Village is the topography. The hill on Highway 31 / Highway 31A headed towards the school and the hill on Highway 31 towards the golf course were specifically highlighted. Walking and cycling along highway shoulders was flagged as a safety concern.
- The lack of pedestrian crossings at Highway 31/ 5th Street was mentioned in both interviews. It was confirmed that this intersection is well used for pedestrian crossings, but the interviewees noted that it would be difficult for heavy trucks to come to a stop when travelling downhill during the winter months.
- The Highway 31A / 6th Street intersection was reported to be unsafe in the wintertime, with cars being unable to stop on the hill.
- There is support for traffic calming near the skatepark, Vimy Park, and campground area.
- There is support for reducing the speed limit from 50km/h to 40km/h on Village streets.
- Both interviewees anticipate an uptake in e-bikes as they gain popularity.

3.2.3 Key Audiences Workshop

The process of writing an ATNP includes having conversations with the community about what their needs are, including: where they want to walk or bike in Kaslo, where they feel comfortable doing so, or where they feel less safe doing so. Understanding where people want to go in the community and how they want to get there is important to meeting the needs of residents.

The Village of Kaslo identified representatives from organizations and groups who are involved or impacted by active transportation to be invited to the workshop. The participation of these organizations/groups was essential to ensuring the active transportation network reflects the needs of the community.

The workshop was held on December 16th, 2024. A total of 14 participants attended. Feedback was sought on which improvements are most important for enhancing safety, connectivity, and accessibility in Kaslo. Participants' input helped ensure that the recommendations were tailored to the community's needs and priorities. Some key takeaways from the feedback received included:

- There was a general preference for not narrowing vehicle travel lanes downtown and for maintaining on-street parking in this area.
- There was strong support for multi-use pathways (MUPs) as a facility type for Kaslo's network.
- Participants broadly agreed about the importance of pedestrian accommodation on Water Street while maintaining on-street parking.
- There was support for traffic calming near the skatepark, Vimy Park, and campground area and desire for slowing vehicles in this location.
- There was unanimous support for all of the proposed improvements in and around J.V. Humphries Elementary-Secondary.
- There was support for a lower posted speed limit in Lower Kaslo, and around the downtown area.

More detailed feedback from the workshop is outlined in **Section 5.0**.

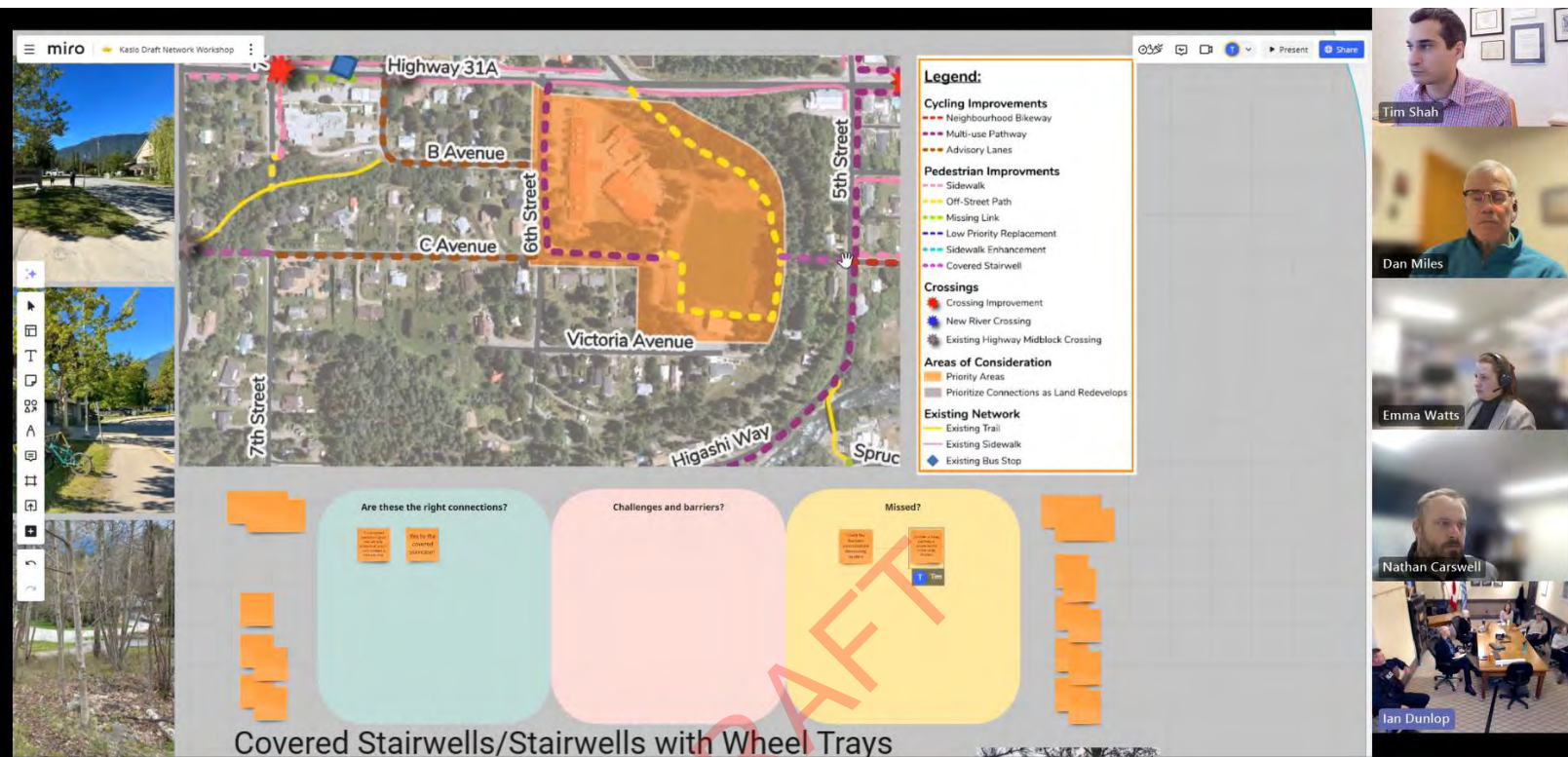


Figure 4: Screenshot from the Miro board, which was the online platform used to facilitate the workshop.

3.2.4 Open House and Survey

TO BE COMPLETED.



4.0 VISION AND STRATEGIC GOALS FOR THE FUTURE

4.1 Shared Vision for Active Transportation

A vision statement for the Active Transportation Network Plan was developed based on the Village's strategic planning context and the input received throughout the engagement process. The vision speaks to how the community wishes to experience active transportation over time.

Kaslo is a community where its active transportation network is inclusive, accessible, and connected for its citizens and its visitors. Its active transportation network, and its recreational offering, serves as a model for small, mountain communities across British Columbia. Its active transportation network also works for all road users and provides choice, regardless of how people choose to get to their destinations. A network of choices also supports Kaslo's aspirations to strengthen community well-being, sustainability, and preserve its natural environment.



4.2 Plan Objectives

Four key objectives have been identified through the planning process, which aim to provide tangible direction toward achieving Kaslo's active transportation vision.



Design for All Ages & Abilities. Develop a more inclusive and accessible transportation network that works for people of all ages and abilities – an accessible network is one that works for everyone.



Fill in the Gaps. Create more connections for people to walk, roll, cycle around the community that support any trip purpose.



Foster a Culture of Active Transportation. Promote and educate the community and its visitors about the active transportation network to foster a greater culture around planning, designing, and investing in active transportation.



Stay Connected to Nature. Active transportation is recreational in nature. Build the active transportation network to help facilitate more recreational trips and greater access to Kaslo's surrounding natural destinations.



5.0 KASLO'S ACTIVE TRANSPORTATION FUTURE

This section is organized around three strategic pillars that will form the basis of Kaslo's future active transportation network. They are described briefly, as follows:

- **Developing the Network** | This sub-section is focused on the infrastructure improvements that are required to build the network.
- **Fostering Active Transportation Culture** | This sub-section outlines examples of tools that can be implemented to celebrate, promote, and educate the community about the active transportation network.
- **Improving User Experience** | This section includes description of the different approaches the Village can take to enhance the user experience. The approaches range from accessibility improvements and new amenities to maintenance of the network and addressing vehicle speeding.

5.1 Developing the Network

This section outlines the critical pieces of the puzzle that are needed to put together Kaslo's future active transportation network. It is focused on infrastructure improvements that can be achieved in the shorter-term (i.e., the priority improvement areas outlined in **Section 5.1.2**) and in the longer-term through the ultimate network. The section begins with the ultimate active transportation network and what it could look like over time. And, to support the ultimate network, four priority improvement areas are identified that can serve as the initial building blocks. Lastly, this section includes design guidance on active transportation facility types, traffic calming treatments, and crossings.



5.1.1 Ultimate Active Transportation Network

The ultimate active transportation network is intended to complement the road network and meet the overall vision and objectives outlined in this plan. The ultimate network provides a long-term road map for the Village to illustrate the active transportation facilities that will be required over time to support more people walking, rolling, and cycling when moving around Kaslo. The ultimate active transportation network for the Village of Kaslo is shown in **Map 2**.

What We Heard from the Community on the Ultimate Active Transportation Network:

The community stressed the importance of regional connections, such as connections to Mirror Lake or Shutty Bench. While regional connections are outside the scope of the ATNP, it is recommended that the Village work with the RDCK to explore regional connections that can tie into Kaslo's ultimate active transportation network to help facilitate interregional travel.

It is recommended that the Village of Kaslo focus on the priority improvement areas to help “move the needle” on active transportation within the Village. Following the implementation of the priority improvement areas, the Village will need to focus on the larger network to see which gaps need to be addressed or where safety improvements are needed most. It is recommended that the Village start with the following connections following the priority improvement areas:

- **Regional Connections** | As the Village builds out its network, it will need to look at filling the regional connections. This will require the Village to work closely with the Ministry of Transportation and Transit (MOTT) and the Regional District of Central Kootenay. For example, connections near the Kaslo Bay area should be explored as land redevelops, as this area has the potential to provide regional connections to the north while simultaneously providing active transportation users within the Village access to recreation activities at Kaslo Bay.
- **Connections between Priority Improvement Areas** | To help facilitate connectivity between the priority improvement areas, the following corridors should be prioritized: Front Street between 4th Street and 2nd Street, D Avenue between Highway 31 and 2nd Street, C Avenue between 5th Street and Highway 31, and 3rd Street between Lakeview trail and Front Street. These connections will help “fill the gaps”.

Legend:

Cycling Improvements

- Neighbourhood Bikeway
- Multi-use Pathway
- Advisory Lanes

Pedestrian Improvements

- Sidewalk
- Off-Street Path
- Missing Link
- Low Priority Replacement
- Sidewalk Enhancement
- Covered Stairwell

Crossings

- Crossing Improvement
- New River Crossing
- Existing Highway Midblock Crossing

Areas of Consideration

- Priority Improvement Areas
- Prioritize Connections as Land Redevelops



Map 2: Ultimate Active Transportation Network



5.1.2 Enhanced Connectivity - Priority Improvement Areas

The following sections outline the four recommended priority improvement areas. The four areas were identified based on the perceived need for active transportation movement along these corridors. All four areas already see active transportation travel occurring, but the existing infrastructure is not safe for all ages and abilities. Therefore, all four can be prioritized first without having to make significant changes to people's travel patterns. See **Map 3**.





Legend:

Areas of Consideration

- Priority Improvement Areas
- Prioritize Connections as Land Redevelops

Cycling Improvements

- Neighbourhood Bikeway
- Multi-use Pathway
- Advisory Lanes

Pedestrian Improvements

- Sidewalk
- Off-Street Path
- Missing Link
- Low Priority Replacement
- Sidewalk Enhancement
- Covered Stairwell

Crossings

- Crossing Improvement
- New River Crossing
- Existing Highway Midblock Crossing



Map 3: Priority Improvement Areas

Priority Improvement Area 1 – Downtown

Priority Improvement Area 1 consists of three corridors, two of which are located within Kaslo's designated downtown area and one which leads directly to downtown.

The first corridor is **Front Street, between 5th Street and 4th Street**. The existing conditions along this section of Front Street include sidewalks on both sides of the road, parallel parking on both sides of the road, and one vehicle travel lane in each direction.

Improving the active transportation environment on Front Street includes the following recommendations:

- Construct a mid-block pedestrian crosswalk. The crosswalk should be designed to be raised with dimensioning of a speed table, complete with mid-block curb extensions to further improve pedestrian visibility.
- Install additional lighting at the mid-block crosswalk.
- Add curb extensions to the existing crosswalks at 5th Street and 4th Street to improve pedestrian visibility and narrow the roadway.



What We Heard from the Community on Front Street

Community members would like to see pedestrian activity prioritized along Front Street to increase pedestrian safety and support for businesses located downtown. However, concerns were raised regarding altering the existing cross-section of the roadway to allocate more right-of-way to pedestrians. Community members expressed the importance of maintaining on-street parking and preserving the existing width of the vehicle travel lanes. The community noted that delivery trucks stop along Front Street resulting in vehicle queuing and that drivers will often drive around the trucks. The community indicated that reducing vehicle lane widths could result in vehicles becoming stuck behind delivery trucks.



Figure 5: Example of raised mid-block crosswalk



Figure 6: Example of curb extensions

The second corridor within the priority improvement area is **Water Street between 5th Street and 4th Street**. This portion of Water Street is currently not pedestrian friendly. That said, there is pedestrian activity already occurring along this corridor. This is evidenced by the worn goat trail along the strip of grass behind the angled parking that connects to the existing sidewalk, which currently ends mid-block near the Kaslo Hotel. The corridor offers pleasant views of Kootenay Lake and has the potential to invite more people to the downtown in addition to being a hub of pedestrian activity.



Figure 7: Goat trail along Water Street (top) and existing sidewalk leading to goat trail (bottom)

What We Heard from the Community on Water Street

Emphasizing the pedestrian elements of Water Street would be a welcome change. With respect to parking, the community voiced a similar sentiment to that of Front Street and indicated that it is important to preserve. Workshop participants, for example, indicated their preference to convert Front Street to one-way to allow for angled parking and space for a sidewalk.

Improving the active transportation environment on Water Street includes the following recommendations with an updated cross-section for the roadway shown in **Figure 8**:

- Convert Water Street to only allow one-way traffic in the westbound direction. This recommendation aligns with safety recommendations made in the *Village of Kaslo / ICBC Signs and Markings Field Review*. This can be achieved by removing the eastbound travel lane and providing a 3.5m westbound travel lane.
- Maintain the 2.3m parking lane on the south side of the roadway to facilitate deliveries.
- Shift the 5.5m angled parking on the north side of the roadway to accommodate pedestrian infrastructure.
- Add a 1.5m buffer, complete with benches and landscaping, and a 3.5m sidewalk on the north side of the roadway. There are some anticipated geotechnical challenges in this area. However, the proposed design does not exceed the current strip of grass and reductions can be made to the buffer width, as required.

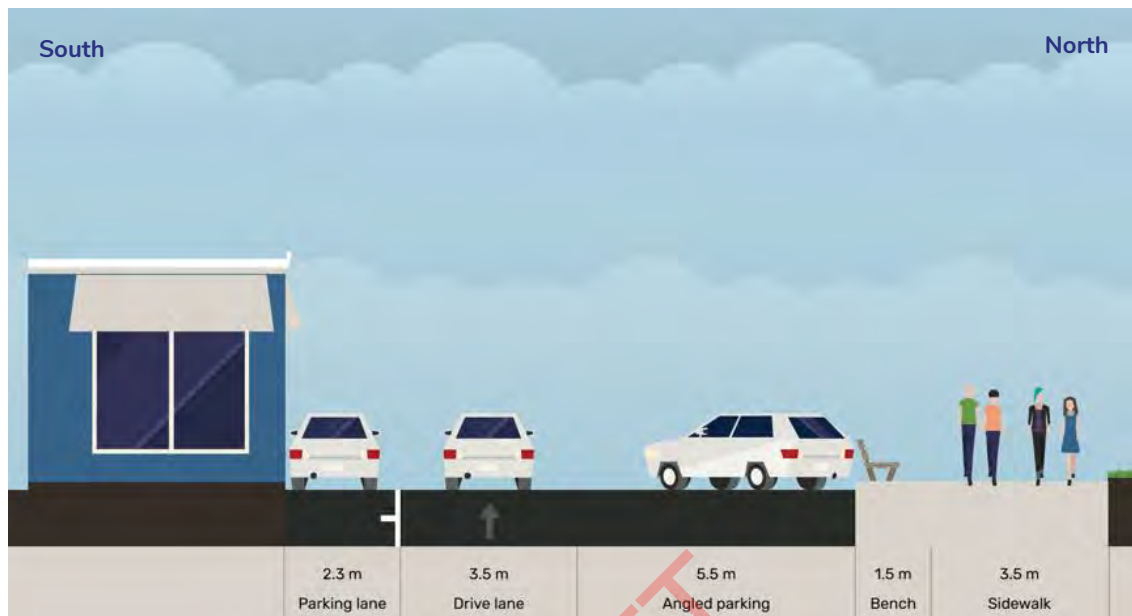


Figure 8: Recommended Water Street Cross-Section

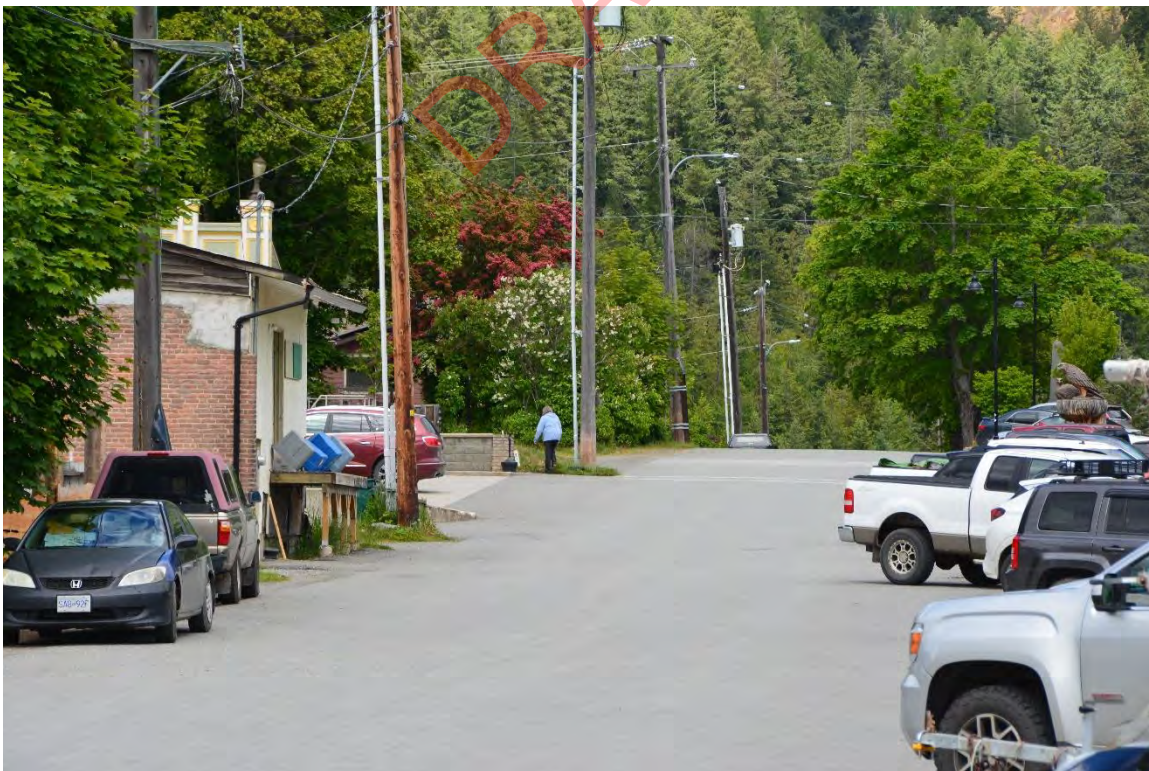


Figure 9: Existing Conditions on Water Street



The last corridor in Priority Improvement Area 1 is **4th Street between C Avenue and Front Street**. Along this section of 4th Street, the existing standard cross-section typically consists of sidewalk and parallel parking on both sides of the roadway and a travel lane in each direction. However, the sidewalk condition, width, and continuity vary along the corridor, which results in gaps in the pedestrian network. Further, there are large driveway accesses between B Avenue and A Avenue, which disrupts on-street parking and sidewalks. The existing typical cross-sections are shown below in **Figure 10 to Figure 13**.

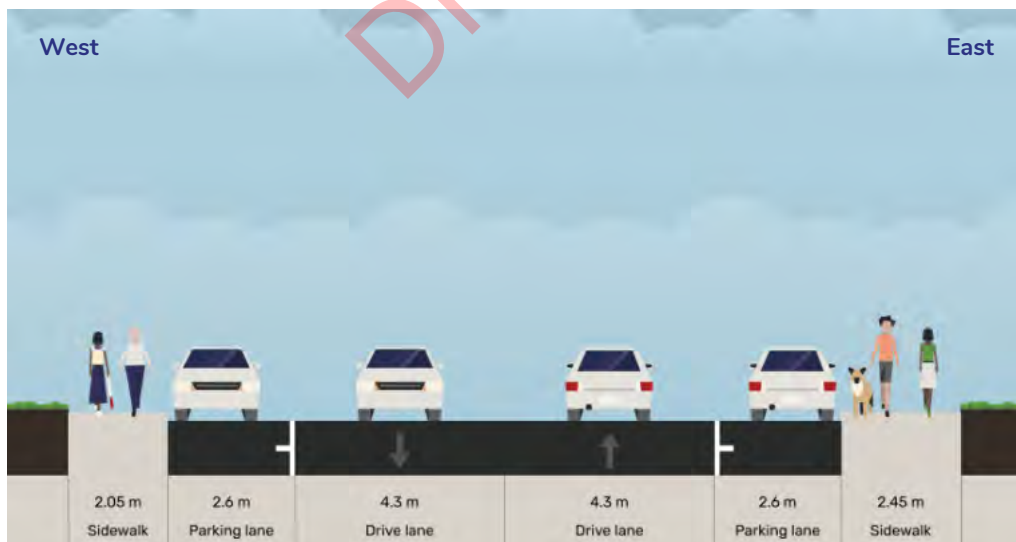


Figure 10: Existing 4th Street Cross-Section Between A Avenue and Front Street



Figure 11: Existing Northern 4th Street Cross-Section Between B Avenue and A Avenue

Did you know?

In Kelowna, BC, a quick-build bi-directional cycle track was constructed using the existing roadway and temporary barriers, which led to an increase in active transportation users while increasing perceived and actual safety. The existing northern 4th Street cross-section between B Avenue and A Avenue is a candidate for a quick-build MUP that would use similar design principles.



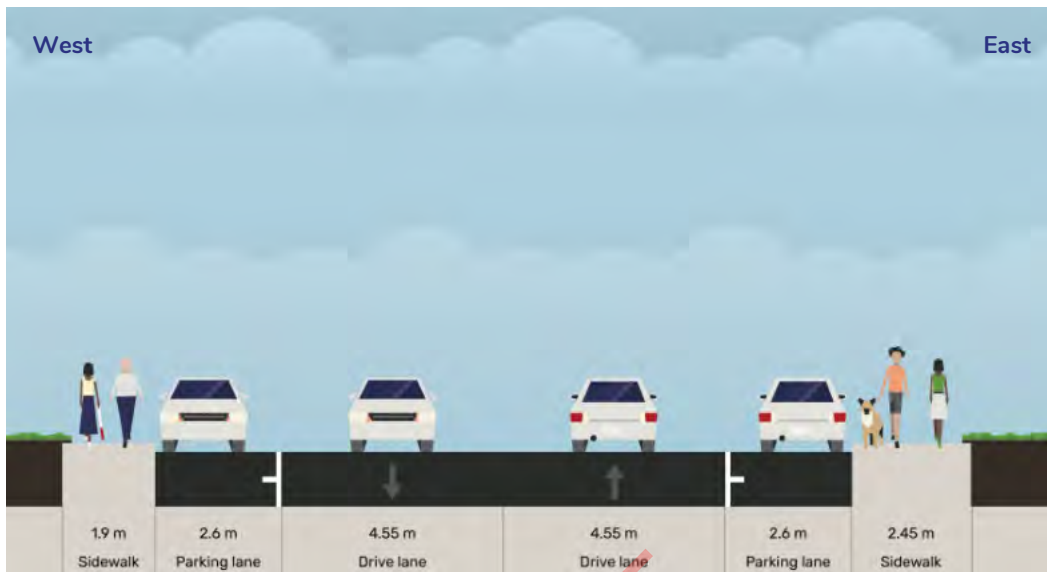


Figure 12: Existing Southern 4th Street Cross-Section Between B Avenue and A Avenue



Figure 13: Existing 4th Street Cross-Section Between C Avenue and B Avenue

Improving the active transportation environment on 4th Street includes the following recommendations:

- Along 4th Street between A Avenue and Front Street, the existing 2.45m sidewalk on the east side of the road should be maintained. The parallel parking spaces on both sides of the roadway are to be reduced to 2.3m and the travel lanes reduced to 3.3m. A 4.0m MUP and a 0.65m buffer are recommended on the west side of the roadway. The recommended cross-section is shown in **Figure 15**.

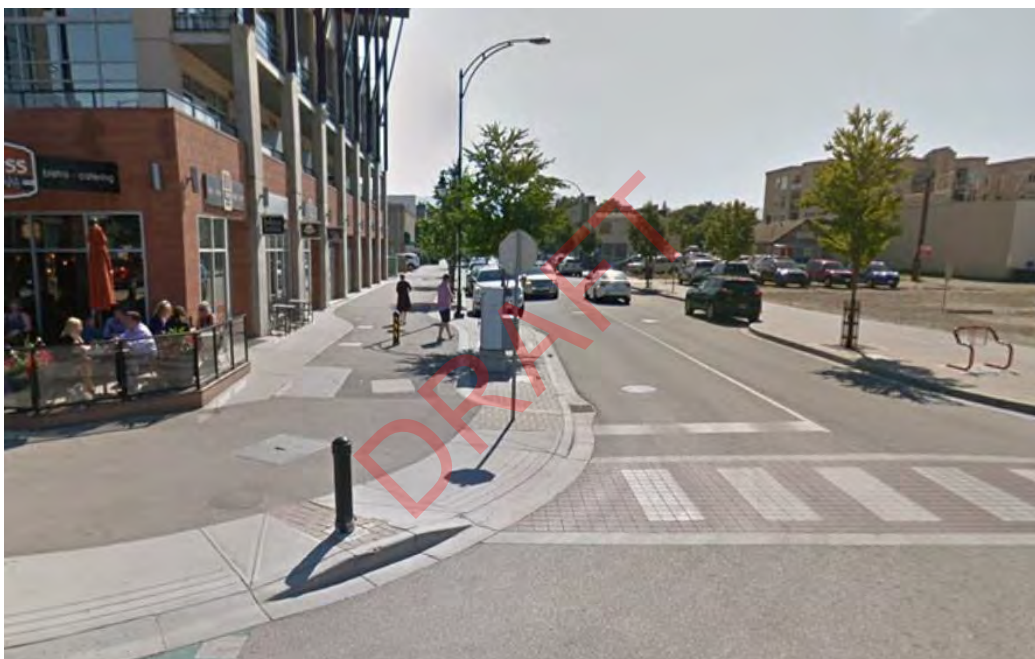


Figure 14: Example of Downtown MUP in Kelowna, BC

- Along the northern portion of 4th Street between B Avenue and A Avenue, it is recommended that a quick-build MUP be constructed on the west side of the roadway. On the east side of the roadway, it is recommended that an adaptable sidewalk be constructed. Temporary barriers for the quick-build MUP and adaptable sidewalk could include pre-cast concrete barriers, planters, temporary traffic calming curbs complete with signage and/or bollards, or bollards and pavement markings. Temporary barriers must be placed strategically to accommodate turning movements to/from the existing businesses. This portion of the corridor is recommended to be quick-build because of anticipated high costs due to the lack of existing infrastructure, drainage, and accommodation of

- vehicle turning movements into the gas-station and mechanic shop. However, this connection is still important to connect to the proposed facilities immediately to the north and south, and therefore a cost-effective solution is being recommended. The recommended cross-section is shown in **Figure 16**.
- Along the southern portion 4th Street between B Avenue and A Avenue, the existing 2.45m sidewalk should be maintained along the east side of the roadway. The parallel parking spaces on both sides of the roadway are to be reduced to 2.3m and the travel lanes are to be reduced to 3.5m. A 3.6m MUP and 0.65m buffer are recommended on the west side of the roadway. Design consideration will be needed for how to best to integrate the existing bus stop along this block with the MUP. It is recommended that the Village work with BC Transit when implementing this design. The recommended cross-section is shown in **Figure 17**.
 - Along 4th Street, between C Avenue and B Avenue, the existing 1.9m sidewalk on the east side of the roadway is to be maintained. The parallel parking spaces on both sides of the roadway are to be reduced to 2.3m and the travel lanes are to be reduced to 3.5m. A 4.0m MUP and 0.8m buffer are recommended on the west side of the roadway. The recommended cross-section is shown in **Figure 18**.

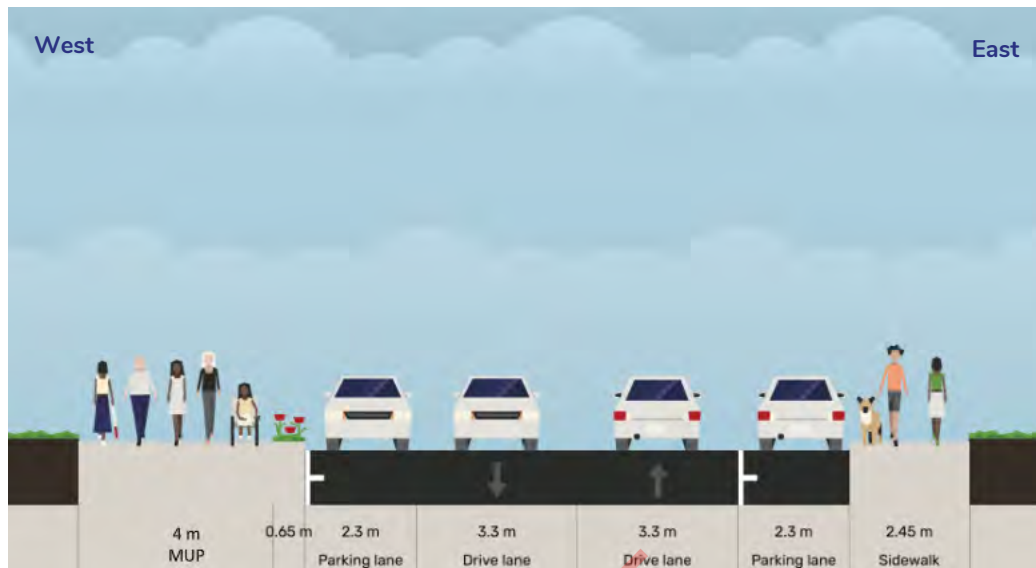


Figure 15: Recommended 4th Street Cross-Section Between A Avenue and Front Street

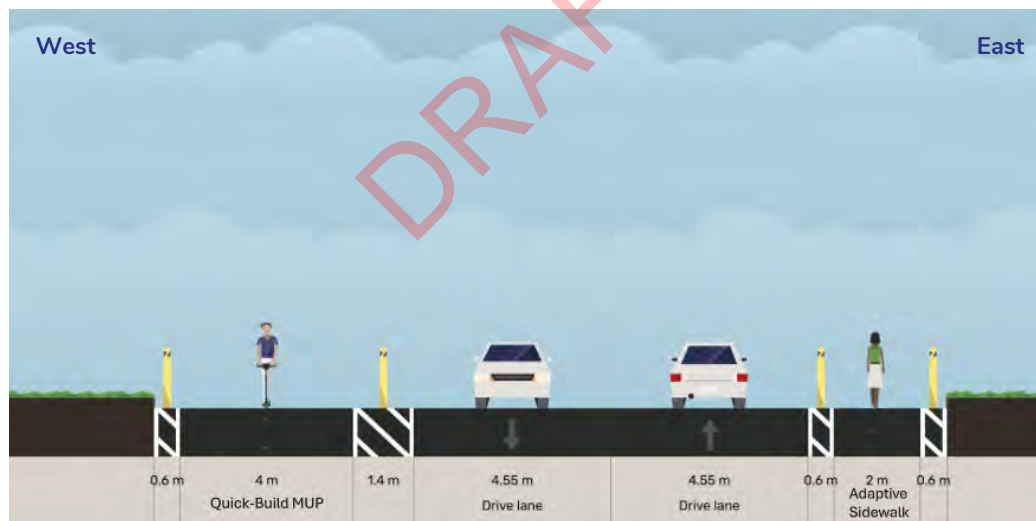


Figure 16: Recommended Northern 4th Street Cross-Section Between B Avenue and A Avenue

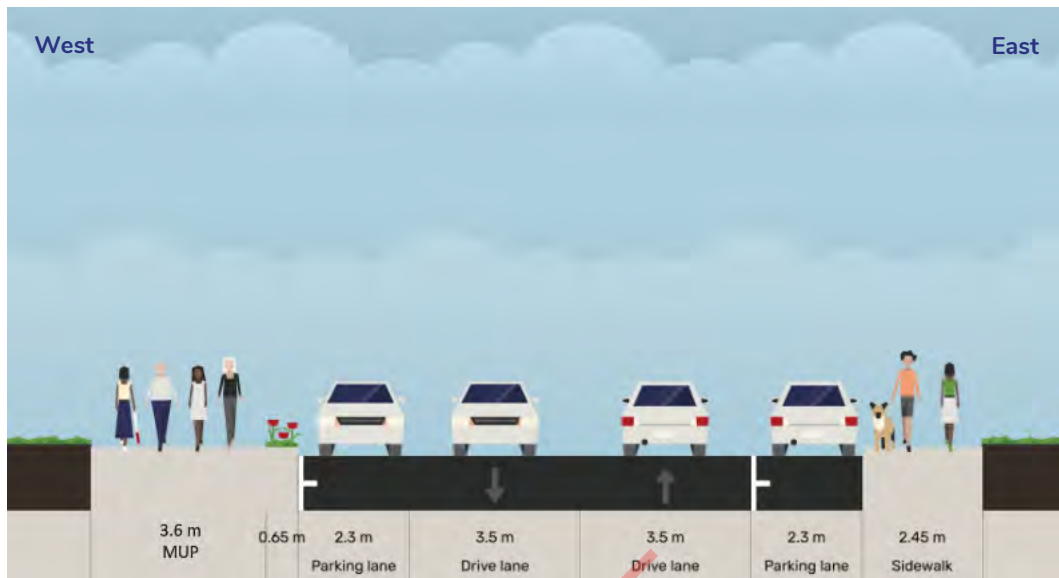


Figure 17: Recommended Southern 4th Street Cross-Section Between B Avenue and A Avenue

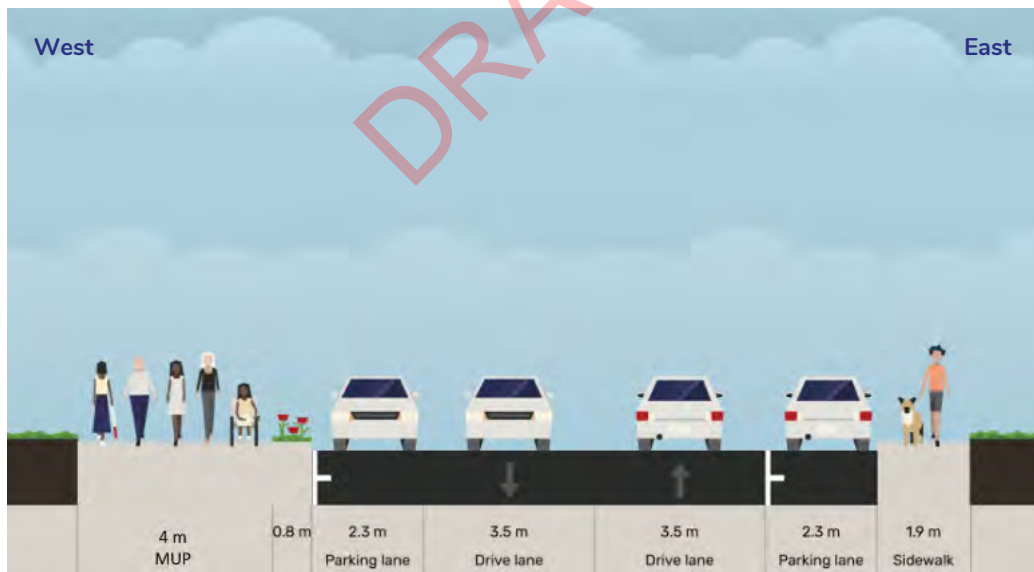


Figure 18: Recommended 4th Street Cross-Section Between C Avenue and B Avenue

Priority Improvement Area 2 – J.V. Humphries Elementary-Secondary

Priority Improvement Area 2 is focused on improving connections to J.V. Humphries Elementary-Secondary. Under existing conditions, active transportation users are most commonly accessing J.V. Humphries Elementary-Secondary by:

- Using the existing sidewalk on Highway 31A.
- Using the existing off-street pathway between Highway 31A and B Avenue.
- Using the existing road shoulders or vehicle lanes of B Avenue, C Avenue, and 6th Street.

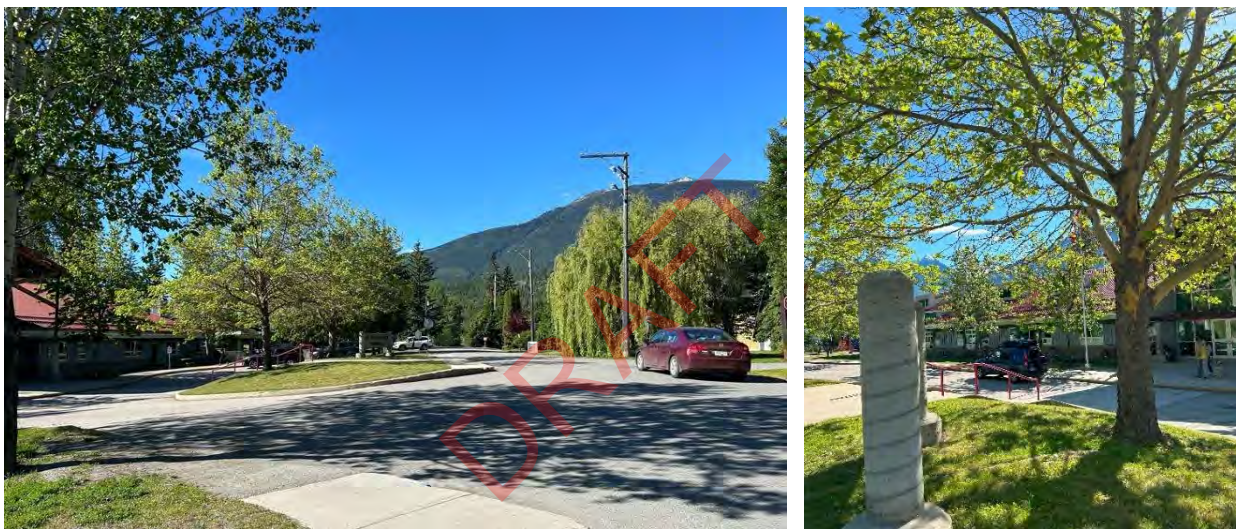


Figure 19: Entrance to elementary school

What We Heard from the Community on J.V. Humphries Elementary-Secondary:

Community members supported a proposed covered stairway connecting 5th Street to the school field. In addition to the covered stairway, the community would like to see a switchback pathway beside the stairway to accommodate those using strollers or wheelchairs. In addition, it was noted that compact gravel is not preferred in terms of accessibility, and paved facilities should be considered where feasible. An initial connection along B Avenue was shown as an advisory lane, and while the routing was supported by workshop participants, physical separation from vehicle traffic was requested due to the anticipated usage of vulnerable road users. A MUP was considered at this location; however, due to anticipated low vehicle volumes and speeds, and the cost of constructing a MUP, the advisory lanes are recommended as the more appropriate facility.



Figure 20: Students' parked bikes at school (top left); existing off-street pathway between Highway 31A and B Avenue (top right); and example of a stairway with bicycle channel.

To improve the active transportation environment—and overall accessibility—around the school for those travelling from Lower Kaslo, it is recommended that the Village pursue the following:

- Construct a covered stairway from the intersection of C Avenue / 5th Street to the school field. The covered stairway should be designed with either a bicycle channel or push ramp. Space permitting, a switchback trail could be constructed beside the covered stairwell. However, the covered stairway should be prioritized as the alternate route of 5th Street to Highway 31A to 6th Street is available for those with accessibility issues and it is likely that the switchback route would be quite steep due to existing topography.
- Construct an off-street pathway along the perimeter of the school field. The off-street pathway would begin at the intersection of Highway 31 / Highway 31A and connect into the existing sidewalk network. It would then follow the perimeter of the school field to connect to the covered stairway and to the recommended MUP on C Avenue.

To improve the active transportation environment for those travelling from Upper Kaslo, it is recommended that the Village pursue the following recommendations:

- Construct a MUP on the north side of C Avenue, from the proposed off-street pathway to 6th Street.
- Construct a MUP on the east side of 6th Street from C Avenue to Highway 31A.
- Construct advisory lanes along B Avenue between Highway 31A and 6th Street. This connection will provide access to the health centres, the existing off-street pathway, and the school. The advisory lanes on B Avenue should be complete with an updated pedestrian and cyclist crosswalk at B Avenue / 6th Street to complete the connection to J.V Humphries Elementary-Secondary.
- Work closely with the MOTT to upgrade the existing crosswalk on Highway 31A at C Avenue to include advanced warning signs and flashers on Highway 31A, south of the crosswalk.



Priority Improvement Area 3 – Vimy Park Ring Road & 1st Street

Priority Improvement Area 3 is focused on improving active transportation user safety along Vimy Park Ring Road and 1st Street. This stretch of roadway was recently paved and has an off-street pathway (Lakeview Trail) that runs parallel to it. Vimy Park Ring Road is gated on each end near the campground and the baseball diamond. During the summer months, the gates close each night at 10pm to discourage use of the waterfront. In the off-season when the campground is closed, the gates remain open. Vimy Park and 1st Street provide access to the campground, Vimy Park, Kaslo Skatepark, and the local daycare.



What We Heard from the Community on the Campground / Vimy Park Ring Road:

Early in the engagement process, it was highlighted that speeding is a concern along this section of roadway and is particularly uncomfortable for some people due to the popularity of recreational activity in this location. Some indicated that the roadway feels like it is part of Vimy Park and that traffic calming should be considered in this area. In addition, it was suggested that parking be formalized on 2nd Street to reduce vehicle conflict with active transportation users along Vimy Park Ring Road and 1st Street.

The Village of Kaslo / ICBC Signs and Markings Field Review includes a recommendation to implement a 30km/h speed limit on Vimy Park Ring Road and 1st Street, complete with accompanying regulatory signage. To complement the regulatory 30km/h speed limit, it is recommended that the Village consider the following:

- Speed tables should be installed along Vimy Park Ring Road and 1st Street.
- Mid-block crossings should be installed, complete with mid-block curb extensions to narrow the roadway. Two mid-block crossings are recommended, with one connecting the proposed off-street pathway to the skatepark and the other connecting Lakeview Trail to the playground.
- If desired, the speed tables and mid-block crossings could be combined to create raised pedestrian crosswalks.



Priority Improvement Area 4 – Highway 31 Kaslo River Crossing

Priority Improvement Area 4 consists of the existing bridge crossing of Highway 31 at Kaslo River. South of the existing bridge, there is no designated infrastructure for active transportation users. Instead, active transportation users must utilize the road shoulder. There is an existing asphalt sidewalk separated by concrete barriers on the east side of the bridge. To the south, the asphalt sidewalk connects to 3rd Street and to the north it connects to a concrete sidewalk on the east side of Highway 31. The asphalt sidewalk on the bridge also connects to a pedestrian underpass, which currently connects to Lakeview Trail.



Figure 21: Pedestrian underpass under Highway 31



Figure 22: Highway 31 Kaslo River Crossing

Active transportation users who are entering the Village core from the south are either walking or rolling along the shoulder of Highway 31 or sharing the road on 3rd Street. It is anticipated that many pedestrians traversing along Highway 31 would choose the west side of the highway due to direct access to residences and recreational facilities off Arena Avenue. During site visits to the Village, pedestrian and cyclist crossings were observed near the Highway 31 / Spruce Avenue intersection.

What We Heard from the Community on Highway 31 / Kaslo River Crossing:

Key audience interviews highlighted that this section of Highway 31 is a main barrier to active transportation for Kaslo residents, largely due to grade, insufficient lighting, and no dedicated active transportation infrastructure. This results in users feeling uncomfortable and unsafe along Highway 31. This stretch of Highway 31 is an important connection to Kaslo Arena. The community also reported that the Village should consider advanced warning flashers and a highway crossing to improve safety for people walking / rolling.



Figure 23: Northbound cyclist on Highway 31 prior to Kaslo River crossing

It is recommended that the Village consider the following improvements as part of Priority Improvement Area 4:

- Install a pedestrian crosswalk near Highway 31 / Spruce Avenue. The crosswalk should be complete with overhead illuminated pedestrian crossing signage and overhead pedestrian flashers. Additionally, advanced warning signs and flashers should be installed south of the crosswalk on Highway 31 to account for constrained sightlines. As Highway 31 is under provincial jurisdiction, the Village will need to work with MOTT to implement these improvements.
- Construct a protected MUP with a barrier on the west side of Highway 31 from Arena Avenue to the new pedestrian crossing at Spruce Avenue. After the crossing at Highway 31 / Spruce Avenue, the MUP will tie to the existing asphalt sidewalk on the Kaslo River bridge crossing, which will become a MUP. To maximize user comfort and experience, it is recommended that the MUP be continuous on the west side of Highway 31, as the current recommendations result in users having to cross the highway multiple times, which is not ideal. The west side of Highway 31 was chosen for the MUP because it connects to the recreational facilities on Arena Avenue, constructability of the MUP is more feasible, and to tie into the proposed MUP in Priority Area 1 that begins at C Avenue. This would require conversations with MOTT to look at shifting the barriers on the Kaslo River bridge crossing to be on the west side of the road. Before a design decision is made, it is recommended that the Village pursue a future feasibility study for this area in cooperation with MOTT.

5.1.3 Facility Types

The implementation of the priority improvement areas—and the larger ultimate active transportation network—should follow the design guidelines outlined in this section. Both the [BC Active Transportation Design Guide](#) and the [Small Town and Rural Design Guide](#) are referenced in this section. They provide more detailed design guidance and can serve as a reference for Kaslo as it moves forward with implementation and detailed design.

There are six active transportation facility types that are recommended for the Village, as shown below. Design guidance for the recommended active transportation facility types are detailed in **Table 1**.



Example of a non-separated concrete sidewalk.



Example of an adaptive sidewalk.

Sidewalk (Concrete & Adaptive)

A sidewalk is defined as a facility dedicated to people walking and rolling and is adjacent to the roadway. The Village has separated and non-separated concrete curb sidewalks along a few key corridors, including Front Street and B Avenue, for example. Concrete sidewalks are expensive to construct and maintain and are not needed on all of Kaslo's roads.

As a quick-build option, adaptive sidewalks could be considered to provide space for people walking and rolling by altering the existing streetscape with low concrete curbs and/or white posts on the edge of the roadway. They are at-grade and usually have an asphalt surface treatment.



Example of a bike channel.

Covered Stairway

Covered stairways create direct connections to key areas for active transportation users in locations where steep topography prohibits other facility types. Covered stairways are ideal in Kaslo's climate to prevent snow from accumulating on the steps. To be accessible to as many people as possible, stairways should provide railing and intermittent landing areas. Ideally, a parallel route is provided for people with mobility devices.

To accommodate people cycling, the use of bike channels is recommended to be included in the stairwell design. Bike channels run parallel to a stairway and allow cyclists to push their bike up/down the stairway. Alternatively, to accommodate dismounted cyclists and users pushing strollers, the covered stairway should be accompanied by a push ramp.



Example of a MUP. Credit: Thomas Thivener

Multi-Use Pathway

MUPs are typically pathways that are separated from motor vehicle traffic and can be used by any active transportation user, including people walking, cycling, and rolling. MUPs typically accommodate bi-directional travel and are commonly shared spaces. Separation between people walking and people cycling may be considered if there is a high volume of users and/or there have been conflicts between active transportation user groups.



Example of an off-street pathway

Off-Street Pathway

An off-street pathway is a multi-use trail that is built off-street or parallel to a roadway. The off-street pathway is physically separated from vehicular traffic, such as Lakeview Trail. While the off-street pathway is similar to a MUP, a main differentiator is the surface material and width. MUPs are composed of asphalt, whereas off-street pathways are composed of aggregate with crushed gravel as an example. Due to the surface material of an off-street pathway, they are not suitable for all ages and abilities.

Further, off-street pathways do not need to be designed at 3-4m in width like a MUP. While wider facilities are also desired, an off-street pathway of 2-3m is appropriate, especially in the Kaslo context.



Credit: Advisory Lanes in North America

Advisory Lane

Advisory lanes are active transportation user priority areas within a shared street environment. People walking, cycling, or rolling have priority within these dedicated lanes, but motorists may legally enter the advisory lanes to pass oncoming motor vehicles. The Small Town and Rural Design Guide provides detailed guidance on advisory lane treatments in rural contexts.¹

¹ The Small Town and Rural Design Guide is available online at: <https://ruraldesignguide.com/>



Neighbourhood Bikeway

Neighbourhood bikeways are low-traffic, low speed streets optimized for cycling, suitable for all ages and abilities. With traffic under 1,000 vehicles per day and speeds of 30 km/h or lower, these bikeways utilize signage, traffic calming features like speed humps and raised crosswalks, and traffic diversion to enhance safety and comfort for people cycling.

Table 1: Design Guidance for Active Transportation Facilities

Facility Type	Design Details
Concrete Sidewalk	<p>Width – 1.8-2.0m (desirable), 1.5m (constrained)</p> <p>Surface Material – Concrete or asphalt is the standard material used for sidewalks. Other materials include permeable concrete or porous unit pavers, which helps manage stormwater.</p> <p>Separation Treatment – Concrete curb</p>
Adaptive Sidewalk	<p>Width – 1.8-2.0m (desirable), 1.5m (constrained)</p> <p>Surface Material – Asphalt</p> <p>Separation Treatment – Flexible delineator posts, rubber curbs, and/or raised landscaped median.</p>
Covered Stairway	<p>Width of Stairway – 1.1m (minimum)</p> <p>Width and Length of Landing – 1.1m (minimum)</p> <p>Rise of Stair – 125-180mm</p> <p>Run of Stair – 280mm-355mm</p> <p>Landings – Landings must be provided if the vertical rise of a staircase exceeds 3.7m. Landings are to be the width of the stairway and be a minimum of 1.1m in length.</p> <p>Surface Material – Slip-resistant finish or slip-resistant strips on steps.</p> <p>Tactile Walking Surface Indicator – Located at the top of the stairway approximately one tread depth from the edge of the top stair. The tactile walking surface indicator should run the entire width of the stairway and be 600-650mm in depth.</p>

Facility Type	Design Details
	<p>Bike Channel Width – 100-300mm with widths over 300mm being discouraged to avoid cyclists riding down the ramp.</p> <p>Push Ramp Width – 250-300mm with widths over 300mm being discouraged to avoid cyclists riding down the ramp.</p>
Multi-Use and Off-Street Pathways	<p>Pathway Width (MUP) – 4.0m (desirable), 3.0m (constrained).</p> <p>Pathway Width (Off-Street Pathway) – 3.0m (desirable), 2.0m (constrained).</p> <p>Street Buffer Zone Width (MUP only) – 2.0m (desirable), 0.6m (constrained).</p> <p>Surface Material – Asphalt should be used for paved facilities, which provides a smooth continuous surface that is accessible for all user groups. In all other cases and where there are physical and/or budgetary constraints, compact aggregate or gravel should be used.</p> <p>Pathway Marking – Pathway markings are not required, especially in rural contexts such as Kaslo. However, the MUP symbol could be used at pathway entrances and on the far side of crossings.</p> <p>Signage – Shared pathway sign (MUTCDC RB-93), which indicates that both people walking and cycling are allowed to use this facility. In some cases, the yield to pedestrian sign (RB-39) can be used, which indicates that people cycling are required to cross or share a facility used by a pedestrian and must yield to pedestrians.</p>
Advisory Lane	<p>Width – Varies depending on context; the bi-directional centre travel lane should be 5.0m (desirable) and 3.0m (constrained).</p> <p>Pavement Marking – White dashed longitudinal lines. A bicycle symbol should not be used as advisory lanes are recommended as a facility for people walking, cycling, and using other modes.</p> <p>Signage – There is no standard regulatory sign in BC. The Village should consult the BC Active Transportation Design Guide.</p>
Neighbourhood Bikeway	<p>Width – 5.5m-6.0m</p> <p>Signage and Pavement Marking – The bicycle route sign (MUTCDC IB-23) should be used. Shared use lane pavement markings should be used to indicate the desired positioning of people cycling within the roadway. Within the roadways that a neighbourhood bikeway is established there should not be a painted centre line. All neighbourhood bikeways should have a posted speed limit of 30 km/h.</p> <p>Levels – A level 1 neighbourhood bikeway includes signage and pavement markings. A level 2 neighbourhood bikeway includes traffic calming whereas level 3 includes traffic diversion to minimize vehicles and improve comfort for all ages and abilities. Most of the neighbourhood bikeways in Kaslo would be a level 1 or 2 treatment.</p>

5.1.4 Quick-build Facilities

As the Village looks to design and implement its active transportation network, it will need to consider the specific materials required for each facility. The Village will need to determine whether it wants to install a permanent or temporary facility. MUPs, for example, are typically more permanent in nature. However, advisory lanes neighbourhood bikeways can be implemented using a range of temporary (quick-build) materials.

Quick-build, also referred to as rapid implementation, refers to active transportation facilities that are temporary in nature. They include materials that are flexible, inexpensive, and allow for adjustments to be made after implementation. One of the most comprehensive design guides on this topic is TransLink's Rapid Implementation Design Guide for Bikeways in Metro Vancouver. The guide identifies three key elements that define a quick-build (rapid implementation) project, as follows:

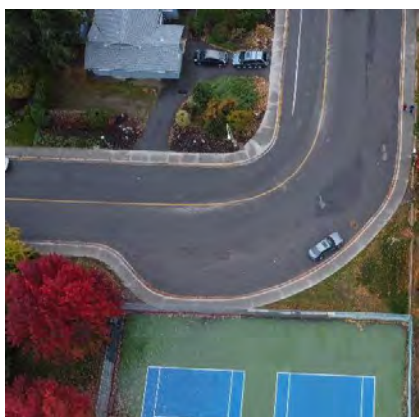
- **Fast** – quick-build projects can be implemented quickly. They often do not require significant capital construction, and therefore do not require time-consuming design and tendering processes. Often, these facilities can be installed by municipal crews.
- **Low Cost** – most of these projects make use of lower-cost materials such as flexible delineator posts, modular plastic curbs, pre-cast concrete curbs, and traffic calming curbs, for example.
- **Flexible** – the materials used for these projects are flexible and adjustable by their design. This allows a community to pilot a project and adjust as needed. This could include removal of the facility altogether or upgrading it from temporary to permanent based on feedback from users.



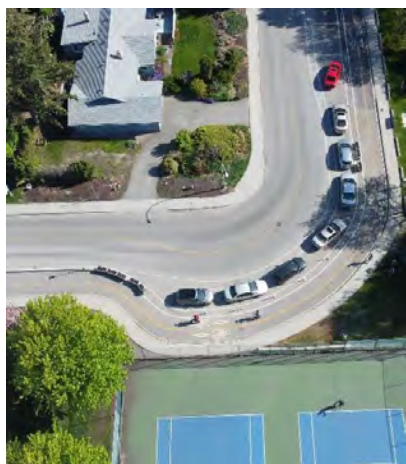
Figure 24: Example of a quick-build advisory lane (top) in Bloomington, Indiana (credit: Alta Planning + Design). Example of a neighbourhood bikeway in Calgary (bottom) with diverters and temporary traffic calming curbs to prioritize the road for people cycling.

5.1.5 Traffic Calming Treatments

Traffic calming can be described as altering a roadway to lower vehicle speeds and/or volumes. Different measures can be used to achieve this goal, and each come with their advantages, disadvantages, trade-offs, and unique considerations. The *Canadian Guide to Neighbourhood Traffic Calming (Second Edition)*, published by TAC in 2017 provides a comprehensive introduction to the different type of traffic calming measures used across Canada. Suggested traffic calming treatments are detailed below. For further detail, the *Canadian Guide to Neighbourhood Traffic Calming (Second Edition)* can be consulted.



Example of a road in Kelowna, BC before being narrowed with bi-directional bike lanes



Example of a road in Kelowna, BC after being narrowed with bi-directional bike lanes.

Narrowing the Roadway

Adding active transportation facilities within the existing roadway can be a cost-effective way to create active transportation facilities and can be achieved using quick-build materials. An added benefit of adding active transportation facilities within existing roadway widths is narrowing vehicle travel lanes, which is proven to lower vehicle speeds.

Narrowed travel lane widths can also be achieved when designing to an ultimate standard, by allocating more width within the right-of-way to active transportation users, on-street parking, or landscaping. This also results in lower vehicle speeds, which increase both actual and perceived safety. Lowered vehicle speeds increase a driver's ability safely stop, which prevents traffic accidents from occurring with pedestrians and vehicles alike. Additionally, when a traffic accident does occur, the severity of the collision is reduced as the vehicle's travelling speed is reduced. Active transportation users will perceive routes with lowered vehicle speeds as a safer option and will likely increase their willingness to use the designated active transportation infrastructure.



Example of a speed table.

Speed Table

A speed table is a raised section of the roadway, with a flat-topped section that is long enough to raise the entire wheelbase of a vehicle. They can be constructed with a variety of materials, such as asphalt or brick. Speed tables achieve lowered vehicles speeds by creating an uncomfortable sensation for vehicle occupants who drive above the road's design speed. It is mandatory to install a speed hump sign (WA-50) at the location of each speed table. It is recommended that a 30km/h tab accompany each WA-50 sign.



Example of a mid-block curb extensions using TCCs.

Mid-Block Curb Extensions

Mid-block curb extensions are horizontal intrusions into the roadway that reduce vehicle travel lane widths and subsequently reduce vehicle speeds. Mid-block curb extensions can be constructed with temporary materials, such as Temporary Traffic Calming Curbs (TCCs), flexible delineator posts, or paint, which reduces cost compared to traditional installation methods using asphalt or concrete curb extensions.



Example of curb radius reduction using TCCs.

Curb Radius Reduction

A curb radius reduction is the reconstruction of an intersection corner with a smaller radius. It targets reducing turning speeds at intersections. Similar to mid-block curb extensions, curb radius reductions can be achieved with TCCs.



Did you know?

Neighbourhood bikeways are a recommended cycling facility type for Kaslo. Neighbourhood bikeways require lowering the posted speed limit to 30km/h and the conjunctive implementation of traffic calming measures. To achieve the new 30km/h speed limit along these streets, the Village may choose to implement traffic calming measures such as speed tables, curb extensions, or reduced corner radii. The photo above shows an example of a neighbourhood bikeway in Nelson, BC between the Fairview neighbourhood and downtown.

5.1.6 Crossings

The provision of new active transportation facilities, as outlined in the ultimate active transportation network, will not have their desired effect if users cannot safely cross busy roads, highways, and locations where there are higher volumes of motor vehicles. The following outlines the different pedestrian and cycling treatments that the Village should provide as part of expanding its active transportation network.



Highway 31 and 31A Crossings

There are two existing midblock pedestrian crossings on Highway 31A but no midblock pedestrian crossings on Highway 31. As a provincial highway, MOTT is responsible for determining whether a pedestrian crossing is warranted or not as outlined in the *Pedestrian Crossing Control Manual for British Columbia*.

As part of building the active transportation network, the Village should work closely with MOTT to determine the feasibility of providing additional or upgrading pedestrian crossings along Highway 31A and new pedestrian crossing along Highway 31.



Credit: BC Active Transportation Design Guide

Multi-use Pathway Crossings

A MUP is where the facility crosses a road, driveway, or laneway. Crossings are where a potential conflict could exist between motor vehicles and active transportation users. Chapter G.5 of the BC Active Transportation Design Guide provides detailed guidance on how to design off-street pathway crossings for facilities like MUPs. This typically includes green paint and “elephant’s feet” to indicate that pathway users have the right-of-way and to help make them more visible to motor vehicles.

Table 2 summarizes the key crossings identified in the ultimate active transportation network and references the applicable design guidance.

Table 2: Key Crossings Identified in Ultimate Active Transportation Network

Crossing Location	Notes
Highway 31A at C Avenue	Work closely with MOTT to upgrade crosswalk to include advanced warning signs and flashers on Highway 31A south of the crosswalk.
Highway 31A at 7 th Street	Work closely with MOTT to install new crosswalk.
Highway 31 at 5 th Street	Work closely with MOTT to install new crosswalk offset from Highway 31 / 5 th Street intersection.
Highway 31 at C Avenue	Work closely with MOTT to install rectangular rapid flashing beacons at existing crosswalk.
Highway 31 at Spruce Avenue	Work closely with MOTT to install new crosswalk and consider including advanced warning sign and flashers on Highway 31 south of crosswalk.
Kaslo River Crossing at 3 rd Street	Active transportation bridge, additional consultation required.

5.2 Fostering Active Transportation Culture

Strategic tools can be utilized to help foster a stronger active transportation culture in Kaslo. These tools fall into one of two categories: community engagement and education or promotional activities. These tools work to engage all parts of the community to help promote, educate, and encourage use of the active transportation network.

5.2.1 Community Engagement and Education

Community engagement and programs to educate active transportation are an essential part of fostering a strong active community culture. This can include education for active transportation users on how to correctly use new infrastructure and navigate a changing streetscape. It can also include education for drivers on what to look out for. Drivers may be required to change their behaviour or expectations on the road. Programs can ensure drivers understand the new rules of the road, how new signage impacts them, and how to keep everyone safe. Ideas for programming are discussed below.

Safe Routes to School Program

The Safe Routes to School Program is a collaborative process that brings together municipal/regional partners, the school community, and other organizations to identify barriers and opportunities for active transportation and address traffic safety concerns. The structure and process of the program may vary by jurisdiction, but generally, it includes several key phases:

- Program Set-up
- Data Collection & Analysis
- Planning
- Implementation
- Evaluation



There are several different activities that a school, and its supportive partners, can implement to encourage more active modes of travel to/from school. For example, the Regional District of Central Okanagan's Safe Routes 4 Schools Program² was developed to help improve air quality at schools by reducing motorized vehicle emissions near school buildings. Each participating school develops an action plan that addresses safety concerns and identifies infrastructure improvements to encourage students to use active transportation if they live within 2.5 kilometres from their school.

The Regional District of Central Okanagan has partnered with smartTRIPS, which provides additional resources and programs to support this initiative, along with other programs that reinforce the use of safe routes to continue to encourage children to participate in active travel for part of their everyday trips to and from school.

Reduce Speeding

In areas where speeding is or becomes an issue, the Village could form a local [Speed Watch Program](#) with the RCMP. The Speed Watch Program would be a volunteer based educational initiative aimed at reducing speeding incidents and raising public awareness. Volunteers are trained by local RCMP, in partnership with ICBC.

Road Safety Education

Road safety education can start with the students at J.V. Humphries Elementary-Secondary. To achieve this, the Village can share resources with J.V. Humphries Elementary-Secondary, such as ICBC's road safety resources for teachers, which provides free learning resources to teach students road safety skills and awareness.

Bike Safety

Support kids' bike safety skills like [Learn2Ride](#) or Bike Rodeo program.

Support Pilot Programs

Endorse local applications from the school or nonprofit groups, such as the [Active School Travel Pilot Program](#).

² Regional District of the Okanagan Safe Routes 4 Schools Program to School website. Available at: <https://www.rdco.com/en/environment/safe-routes-4-schools.aspx>

5.2.2 Promotional Activities

Organizing events and programs to encourage residents and visitors to embrace walking, cycling, and other forms of active mobility as part of their daily lives could include:

- **Cycling-Oriented Event |** This type of promotional activity could include hosting a bike festival with activities such as a film festival, family trail ride, and a demonstration day. A good opportunity for such an event would be during a ribbon cutting ceremony for a significant active transportation investment such as one of the neighbourhood bikeway corridors or MUP segments. Alternatively, a bike festival could be held in conjunction with an existing event in Kaslo, such as iDIDaRide. An excellent example of this is in Vernon, BC, which hosts a [bike fest](#) that could be adapted for Kaslo's context. Nelson, BC, also hosts several bike-oriented events, often piggybacking off the city's Farmers market, Mural Festival, or Dragon Boat Festival.
- **Mobility Scooter Training |** To encourage the safe use of mobility scooters, mobility scooter training could be completed with the local RCMP to review the rules of the road and safety.
- **Community Participation Competitions |** To encourage community uptake in active transportation, community participation competitions such as [Go By Bike Week for Schools](#) or [Go By Bike Week](#) should be considered. These options are provincially funded programs.
- **Support Seniors' Cycling |** A volunteer organization called [Cycling Without Age Canada](#) has a chapter in Nelson where seniors can experience cycling around their community without having to learn cycling skills or have the mobility requirements to pedal. This improves the overall reputation of cycling in the community and facilitates social interaction with other community members.

5.3 Improving User Experience

The provision of new infrastructure alone may not be sufficient to make active transportation a more attractive option for Kaslo residents and visitors. Similarly, cultivating a stronger culture around active transportation can take time to see a measurable change and impact.

What the Village will need to consider, both immediately and in tandem with infrastructure improvements, is making changes to the network to help users feel more comfortable as they walk, cycle, and roll throughout the community. This section includes description of the different approaches the Village can take to enhance the user experience—from accessibility improvements and new amenities to maintenance of the network and addressing vehicle speeding.

5.3.1 Universal Design & Accessibility Improvements

As outlined in Chapter B of the BC Active Transportation Design Guide, accommodating people of all ages and abilities should be the “primary objective when designing active transportation facilities”. This means infrastructure is designed for user accessibility in accordance with the principles of universal design. Universal design is an approach to structuring of an environment and its associated components in a way that ensures all users, regardless of their age, abilities, body, or perception, are afforded safe and convenient access.

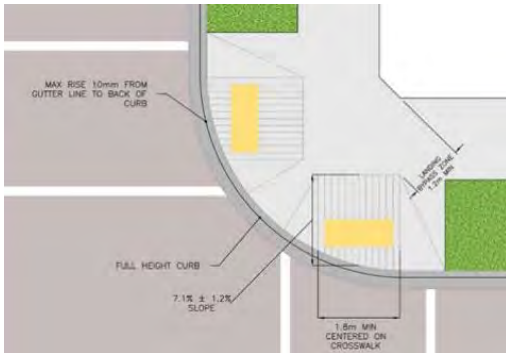
Universal design is intended to serve multiple groups in society who may have a disability or mobility challenge including the elderly, parents with strollers, children growing into their bodies, people who have sustained injuries, neurodivergent folks, and people making deliveries. **Table 3** below summarizes the seven principles of universal design, which has been adapted from Table B-2 in BC Active Transportation Design Guide.³

³ Government of BC. (2019). Chapter B: Setting the Context. BC Active Transportation Design Guide. Available online at: https://www2.gov.bc.ca/assets/gov/driving-and-transportation/funding-engagement-permits/grants-funding/cycling-infrastructure-funding/active-transportation-guide-low-res/2019-06-14_bcatdg_section_b_rfs.pdf

Table 3: Seven Principles of Universal Design

Principle	Select Guidelines
1. Equitable Use The design is useful and marketable to people with diverse abilities.	<ul style="list-style-type: none"> Avoid segregating or stigmatizing any users.
2. Flexibility in Use The design accommodates a wide range of individual preferences and abilities.	<ul style="list-style-type: none"> Provide choice in methods of use.
3. Simple and Intuitive Use Use of the design is easy to understand, regardless of the user's experience, knowledge, language skills, or current concentration level.	<ul style="list-style-type: none"> Accommodate a wide range of literacy and language skills.
4. Perceptible Information The design communicates necessary information effectively to the user, regardless of ambient conditions or the user's sensory abilities.	<ul style="list-style-type: none"> Differentiate elements in ways that can be described (e.g. make it easy to give instructions or directions).
5. Tolerance for Error The design minimizes hazards and the adverse consequences of accidental or unintended actions.	<ul style="list-style-type: none"> Provide warnings of hazards and errors.
6. Low Physical Effort The design can be used efficiently and comfortably and with a minimum of fatigue.	<ul style="list-style-type: none"> Minimize repetitive actions.
7. Size and Space for Approach and Use Appropriate size and space are allotted for approach, reach and manipulation regardless of physical characteristics such as size or mobility.	<ul style="list-style-type: none"> Provide adequate space for the use of assistive devices or personal assistance.

The implementation of infrastructure that meets the principles of universal design can take many shapes and forms. Specific examples are provided below that the Village can consider as part of retrofitting existing infrastructure and/or in the design of new infrastructure.



Credit: BC Active Transportation Design Guide



Credit: Town of Okotoks



Double Curb Ramps

Where feasible, best practices recommended the installation of double curb ramps. Double curb ramps help to provide full universal access by landing pedestrians directly in the crossing area and in the desired direction of travel, rather than entering the road at an angle and having to reorient themselves. This is especially important for pedestrians using mobility devices and who are visually impaired. There are currently no TWSIs in Kaslo.

Curb Ramp Improvements

Upgrading curb ramps to meet desired widths and ensuring the bottom landing areas are well-maintained to prevent the accumulation of debris, enhancing the safety and accessibility of street crossings.

Tactile Walking Surface Indicators

Tactile Walking Surface Indicators (TWSI) provide universal access, especially for visually impaired persons. The Village should install TWSIs at the base of curb ramps. TWSIs should extend the full width of the curb ramp and should start between 300 and 350 millimetres from the road face of the curb.

There are currently no TWSIs in Kaslo.



Credit: City of Edmonton

Street Furniture

The provision of street furniture such as diverse seating options, water fountains and shade structures are crucial for allowing the independent movement of people with mobility restrictions. Frequent opportunities to rest in a place that is protected from the elements will greatly benefit all users. Benches should be provided with arms so users with mobility restrictions can more easily transition between sitting and standing.

5.3.2 Publicly Accessible Bicycle Parking

The availability of secure parking is critical to encouraging people to cycle as their primary mode of transportation. Bicycle parking is currently found in different locations of the village including at the entrances of Village-owned buildings, in front of private businesses, and in park and recreational areas. The types of bike racks available vary, however, with some meeting best practice design and others not. It is recommended that the Village consider the following approaches for publicly accessible bicycle parking:

- As shown in the photo to the right, the Village already has a bike rack design that it has implemented in different locations of the community. The inverted-U design aligns with best practices as it can accommodate more than one bicycle (including oversized bikes) and can fit efficiently within the public right-of-way. The Village should consider expanding the number of bike racks across the community and specifically at key destinations such as along Front Street, in public parks, and at municipal recreation and cultural facilities (e.g., Kaslo & District Arena, Kaslo & District Library).
- On-street bike parking corrals can be a low-cost way to provide parking for 10 or more bicycles in the same space that would otherwise be occupied by a vehicle. A simple bicycle rack may house two bicycles at a time and takes up 1/6 of the space of a vehicle parking space. This treatment is beneficial as it moves



bicycle storage off the sidewalk, leaving more space for pedestrians and sidewalk furniture. The conversion of 1-3 vehicle parking stalls will accommodate a bicycle corral of 6 two-bicycle racks each.

5.3.3 Maintenance

The active transportation network will require regular maintenance to make it usable for all active transportation users, regardless of their age or ability. Further, to ensure their functionality and usability throughout the year, active transportation facilities in the Village require diligent maintenance, especially in the winter months as snow and icy conditions can be an impediment to active transportation.

It is recommended that the Village consider the following maintenance considerations.

- **Update Snow and Ice Control Policy** | The Village's Snow and Ice Control Policy establishes priorities and identifies responsibilities for the safe passage of vehicles and pedestrians during the winter season by defining the service level for snow and ice control on public roads, sidewalks, and parking lots. The policy includes service levels, with three levels of priority for snow and ice control. The Village should consider adding all of the roads / facilities identified in the priority improvement areas to the "priority 1" areas to maintain accessibility during the winter.
- **Maximize Efficiency of Snow Clearing Equipment** | The Village has purchased a snowblower attachment for the Village's skidsteer to clear sidewalks and pathways. This type of smaller machinery is required to navigate and clear snow from narrow lanes and pathways so they can remain useable. The new snow clearing equipment and the plan to maximize its efficiency should be reflected in the updated Snow and Ice Control Policy.
- **Implement De-icing Strategies** | Selecting de-icing materials, from road salt to environmentally friendly alternatives like beet juice additive, tailored to maintain safe and accessible conditions across all active transportation modes.
- **Introduce a Facility Sweeping Program** | The presence of debris on an active transportation facility could make for a less comfortable—and safe—experience. Whether its gravel, broken glass, leaves, or something else, debris can be a barrier for users and presents hazards for those using the facilities. As such, it is critical to sweep the facilities on a regular basis.

- As the Village builds out the network, it is recommended that it consider the following:
 - Incorporate MUPs into a road sweeping program
 - Create a schedule that prioritizes sweeping of road with cycling facilities seasonally
 - Sweep facilities whenever there is an accumulation of debris that may pose a hazard
- **Maintain Signage and Pavement Markings** | Whether it is signage required for new pedestrian crossings or pavement markings (stencils) for neighbourhood bikeways—they are useful for helping to identify the facility type for all road users. They can also provide wayfinding for people and warn users of potential conflicts. The Village will need to conduct regular inspection of signage and pavement markings to ensure they remain in good condition.

For pavement markings, which could include stencils, solid or dashed lines, and/or turning lane arrows, it is important to select a material that is durable, visible, and provides adequate traction in all road conditions. Communities use a variety of treatments ranging from paint, epoxy, and thermoplastic and tape, for example.

5.3.4 Speed Limit Reduction Policy

A blanket speed limit reduction is recommended for a portion of Lower Kaslo, specifically the roads within and around the downtown area. The proposed area for a blanket speed limit reduction is shown in **Map 4**. This area is recommended due to the active transportation infrastructure identified in the area and its general proximity to downtown, the waterfront, and local businesses. It is also the most population-dense area of Kaslo. It should be noted that Highway 31 has been excluded from the blanket speed limit reduction because it falls under MOTT jurisdiction.

It is recommended that the posted speed limit for this area be **30km/h**. Lowering the posted speed limit will require additional enforcement at the outset and regular enforcement over time to ensure there is compliance. Vehicles may still be tempted to travel at higher speeds as the roads have been designed to accommodate those speeds. Therefore, enforcement is a critical part of the success of this policy change.

The new speed limit should be posted along the major routes entering the area, with signage indicating that this is the speed limit unless otherwise posted. Similarly, as drivers exit the area, the posted speed limit should clearly be identified so it is clear that they have left slower speed area.

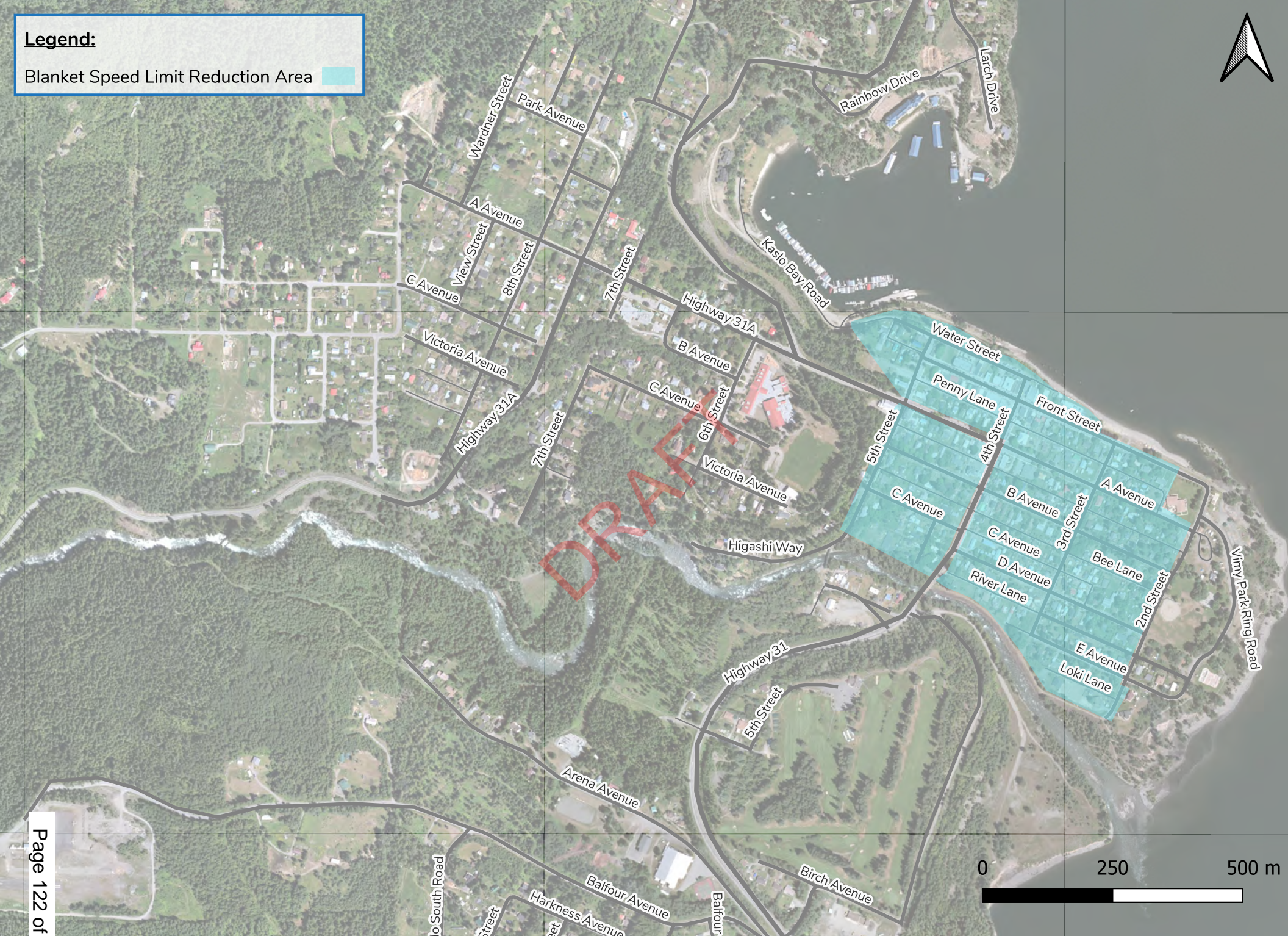
Other roadways could be future candidates for a lower speed limit under one of the following scenarios:

- **Existing Roadways** | Where speeding is a concern on existing roadways, a study must be completed prior to implementing a speed limit reduction. If speeding is proven to be an issue, a reduced speed limit could be posted and accompanied by traffic calming mitigation measures (see **Section 5.1.5**). Alternatively, a reduced speed limit could be considered as improvements are being made to the roadway, where the existing geometry of the road is altered. This could include reduced travel lane widths, curb return radii, road radii, etc.
- **Future Roadways** | As future roadways are developed, consideration can be given as to what speed the Village would like them to be designed to.

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Legend:

Blanket Speed Limit Reduction Area



Map 4: Blanket Speed Limit Reduction Area



6.0 IMPLEMENTATION STRATEGY

The implementation strategy includes recommendations around project phasing for the priority improvement areas, high-level cost estimates for the active transportation infrastructure and traffic calming measures, an overall action plan for all the recommendations in the ATNP, the different funding sources that are available to help pay for the infrastructure, and high-level direction on different indicators that can be used to monitor the implementation of the ATNP.

6.1 Priority Improvement Areas

As outlined in **Section 5.1.2**, there are four priority improvement areas recommended for the Village. All of them are recommended to be implemented in the short-term, defined as one to ten (1-10) years from plan adoption. While all four are important, it may not be possible to implement them simultaneously due to staffing and budgetary constraints. Recognizing these constraints, several project prioritization criteria were developed to guide project phasing, as shown in **Table 4** below.

Table 4: Project Prioritization Criteria

Criteria	Definition
Existing Facility	There is no existing facility and/or the quality of the existing facility is poor either on the corridor or in proximity to the corridor. This indicates that there is not a safe all ages and abilities option for those who want to use active transportation.
Quick-buildability	The ability to construct the facility in a time and cost efficient manner. Quick-buildability also refers to a project's ability to be implemented as a pilot and more temporary in nature as opposed to a more permanent solution.
Network build-out	The project's ability to fill gaps between existing facilities in the current active transportation network.
Project Complexity	The project's overall complexity including engineering, costing, and coordination with multiple groups / parties.

Based on the criteria outlined in **Table 4**, it is recommended that the Village pursue the priority improvement areas in the following order of priority, which is based on professional judgment. Note, the overall prioritization of the project(s) may be subject to change based on shifting priorities, budget availability, available resources, and coordination with external partners including the Ministry of Transportation and Transit. Therefore, the list below is included for recommendation purposes only; ultimately, the Village will need to determine the order in which it pursues these projects.

1. **J.V. Humphries Elementary-Secondary** | There are not many existing active transportation facilities around the school. Some of the recommended improvements can be done through quick-build approaches and therefore be implemented in a cost-effective and time efficient way. The recommended improvements would also build out the active transportation network and provide important east-west connections in Kaslo.
2. **Vimy Park Ring Road & 1st Street** | The recommended improvements can be done through quick-build approaches. The area lacks existing active transportation infrastructure. Further, improvements in this location would help fill important network gaps.
3. **Downtown** | The recommended improvements in the downtown are critical for forming the “spine” of the active transportation network. While there are existing facilities in the downtown (e.g., crosswalks, sidewalks), there are no cycling facilities that are suitable for all ages and abilities. The recommended improvements would all be more permanent in nature and therefore have higher project complexity.
4. **Highway 31 Kaslo River Crossing** | The recommended improvements are critical for the overall active transportation network. However, the improvements would need to be more permanent in nature and therefore have higher project complexity. The improvements would also require strong coordination with and approval by the MOTT, which also adds to project complexity.

6.2 High Level Cost Estimates

High-level (Class D) unit costs have been included in this section to help Village staff implement the priority improvement areas and other facilities identified in the network. This includes unit cost estimates for a range of infrastructure types including cycling facilities, traffic calming devices, signage, and pavement markings. The unit costs are reflective of typical costs and recent construction pricing observed in communities of similar size within British Columbia. The estimates assume that the active transportation facilities can be constructed with existing rights-of-way to as well as the development of new MUPs and sidewalks on land already owned by the Village.

Recognizing the complexity of sidewalk and pathway construction, the unit costs encompass potential requirements for curb, gutter, and drainage systems. The unit costs **do not** include expenses associated with land acquisition, structural enhancements, traffic control mechanisms, the relocation of hydro lines, or additional engineering assessments.

As the Village implements the ATNP, a more detailed cost estimate—and accompanying design— could be provided for each recommended project. **Table 5** below shows the unit cost rates for the active transportation facilities and **Table 6** shows the lump sum costs associated with the crossing and traffic calming treatments.

Table 5: Unit Costs

Facility Type	Unit Cost - per KM	Assumptions
Sidewalk On One Side when Curb and Gutter are Already in Place	\$600,000	For constructing a 1.8m-2.2m wide concrete sidewalk, including site preparation, select utility relocation, minor drainage modifications, and traffic control. Assumes sidewalk on one side of the street.
Sidewalk On One Side c/w New Curb and Gutter	\$750,000	For constructing a 1.8m-2.2m wide concrete sidewalk, including non-mountable curb and gutter, and the site preparation, select utility relocation, minor drainage modifications, and traffic control. Assumes sidewalk on one side of the street.
Two Way Active Transportation Multi-use Pathway	\$800,000	A 3.5-4.0m wide hard surface pathway (asphalt) within road right-of-way, assuming no utility relocations. Includes Signage at start and end of each block at each 200m) + Pavement Marking with Ped/Bike Symbol. Costs may vary with the scale/complexity of the project and if existing sidewalk removal is required.
Neighbourhood Bikeway Adding Paint Markings & Signage for - Both Sides	\$15,000	Assumes installation on both sides of road, with signage every 400m and Sharrows installed at start and end of block for each direction - assume every 200m.
Advisory Lane	\$15,000	Same assumptions as a neighbourhood bikeway as the treatments are similar.

Table 6: Lump Sum Costs for Crossing & Traffic Calming Treatments

Device / Treatment	Lump Sum Cost	Assumptions
Painted Pedestrian Crossing	\$15,000-\$16,000	Ramps on both sides, back to back signs, tactile domes, and solid white lines, or +1000 with Zebras
Curb Extension	\$30,000	Price per curb extension, which extends curb within existing roadway.
Asphalt Speed Humps	\$3,500	N/A

6.3 Action Plan

The action plan provides a summary of the steps that are required to implement all of the recommended actions within the ATNP. It is organized around the three strategic directions outlined in this plan, which include:

- Developing the Network
- Fostering Active Transportation Culture
- Improving User Experience

All of the recommended actions are guided by the following:

- **Timeframe:** Immediate-term refers to 1-3 years; medium-term is 4-7 years; and longer term refers to 7-10 years. In practice, some actions may not be implemented until the 10-year mark; however, the timeframe is intended to serve as a guiding framework to help the Village with project planning and capital planning. Further, the overall prioritization of the action(s) may change over time due to shifting priorities.
- **Partners:** There are many groups and parties within Kaslo that have a role to play in supporting, promoting, and building the active transportation network. While the Village is responsible for most recommended actions, several will require coordination with a partner(s) for successful implementation.
- **Implementation Approach:** There are different ways to implement an action, including (1) capital project; (2) operational / maintenance; (3) education / programming / advocacy; and (4) policy / regulatory.

The detailed action plan is shown in **Table 7**.

Table 7: Action Plan Summary

Action	Timeframe	Partners	Implementation Approach
Developing the Network			
Priority Improvement Area 2 (J.V. Humphries Elementary-Secondary)	Immediate-term	J.V. Humphries Elementary-Secondary	Capital Project
Priority Improvement Area 3 (Vimy Park Ring Road & 1st Street)	Immediate-term	--	Operational / Maintenance
Priority Improvement Area 1 (Downtown)	Medium-term	Kaslo Chamber of Commerce	Capital Project
Priority Improvement Area 4 (Highway 31 Kaslo River Crossing)	Medium-term	Ministry of Transportation & Transit	Capital Project
Fostering Active Transportation Culture			
Community Engagement and Education (Safe Routes to School Program)	Medium-term	J.V. Humphries Elementary-Secondary	Education / Programming / Advocacy
Community Engagement and Education (Reduce Speeding)	Immediate-term	RCMP, ICBC	Education / Programming / Advocacy
Community Engagement and Education (Road Safety Education)	Immediate-term	RCMP, ICBC	Education / Programming / Advocacy
Community Engagement and Education (Bike Safety)	Immediate-term	HUB Cycling	Education / Programming / Advocacy
Community Engagement and Education (Support Pilot Programs)	Immediate-term	--	Education / Programming / Advocacy
Improving User Experience			
Universal Design & Accessibility Improvements	On-going	--	Capital Project; Operational / Maintenance; Policy / Regulatory

Action	Timeframe	Partners	Implementation Approach
Publicly Accessible Bicycle Parking	On-going	Kaslo Chamber of Commerce	Capital Project; Operational / Maintenance
Maintenance (Update Snow and Ice Control Policy)	Immediate-term	--	Operational / Maintenance; Policy / Regulatory
Maintenance (Implement De-icing Strategies)	Immediate-term	--	Operational / Maintenance
Maintenance (Introduce a Facility Sweeping Program)	Medium-term	--	Capital Project; Operational / Maintenance
Speed Limit Reduction Policy	Immediate-term	--	Policy / Regulatory

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6.4 Funding Opportunities

There are multiple funding opportunities available to pay for the recommended infrastructure outlined in the ATNP. The Village can pay for the infrastructure using local funding sources and/or it could look to external funding opportunities through various provincial and federal grant programs.

A summary of each funding opportunity is summarized below.

6.4.1 Village Funding

The Village can utilize several different internal funds to pay for new active transportation infrastructure. Specifically, there are at least four sources, as follows:

- The Canada Community-Building Fund (CCBF) – a transfer-based program administered by the federal government, the CCBF provides \$2.4 billion per year in funding to communities across Canada. Municipalities have the flexibility to use their funding to make strategic investments across 19 different project categories including local roads and bridges and recreation, which is the most relevant for the ATNP.
- Transportation Capital Reserve Fund – the Village uses monies from this fund to pay—principally—for road paving projects. Consideration should be given to using monies from this fund to pay for the recommended projects in the ATNP, especially if road paving is required.
- Community Development Grants – the Regional District of Central Kootenay administers a grant program. Funds from the grant program can be allocated to infrastructure projects.
- Borrowing Dollars – the Village is also able to borrow money to pay for new infrastructure.

6.4.2 B.C. Active Transportation Infrastructure Grant Program

The B.C. Active Transportation Infrastructure Grants Program offers two grant options for Indigenous governments and local governments, including municipalities, regional districts, and Islands Trust. Specifically, the Active Transportation Infrastructure Grant allows eligible governments to apply for a maximum of two grants if they satisfy the following criteria (based on the 2024 intake):

- Projects previously funded prior to 2022/23, or prior to 2021/22 for projects with budgets over \$1M, must be completed by application submission date.
- Project is part of an active transportation network plan or equivalent.

- Project can begin construction once provincial funding has been announced.
- Projects will be completed by March 2026 (projects under \$1 million) or by March 2026 (projects over \$1 million).
- Projects are open to the public.

The grant program typically requires that projects be “shovel-ready”. If the Village acts quickly on moving forward with the priority improvement area projects, it can position itself to apply for funding for the next grant intake (2025-2026), which opens September 1, 2025.

6.4.3 Local Government Climate Action Program

The Local Government Climate Action Program (LGCAP), which launched in 2022, provides long-term funding for communities to support local climate action to reduce emissions and prepare for the impacts of a changing climate. The program has several eligibility requirements including the need for a specific project to be linked to one more objectives outlined in the CleanBC Roadmap to 2030 and/or the Climate Preparedness and Adaptation Strategy.

A total of \$24.456 million will be available annually and will be allocated to local governments and Modern Treaty Nations under the new LGCAP program. The annual funding allocation varies depending on the community’s population size. The LGCAP website provides more detail on the eligibility requirements but in general, several of the active transportation facilities project would be eligible for funding.

6.4.4 BC Vision Zero in Road Safety Grant Program

The Ministry of Health and the Ministry of Transportation and Transit provide funding through the BC Vision Zero in Road Safety Grant Program to support local governments, Indigenous governments, and non-governmental organizations (NGOs) who are looking to solve a road safety issue their community. The goal of the grant program is to generate immediate and long-term injury reduction benefits for vulnerable road users in underserved communities, Indigenous communities, and small and remote communities. It also helps to advance the implementation of innovative, technology-driven, proven and low-cost road safety crash countermeasures. The award amount for grants range from \$5,000 to \$20,000 and application requests are typically accepted for review between November and January every year.

6.4.5 National Active Transportation Fund

The Active Transportation Fund (ATF) is a national, merit-based contribution program intended to support projects that improve active transportation infrastructure across Canada. Announced in March 2021, the Fund will make available \$400 million over five years to help build new and expanded networks of pathways, bike lanes, trails and pedestrian bridges, as well as support Active Transportation planning and stakeholder engagement activities.

Contributions are available for capital projects that build new or enhance existing active transportation infrastructure, or which provide ancillary features and facilities that promote active transportation or enhance user safety and security. The maximum program contribution rate from Canada is 60% for municipal projects. The government has not yet made the announcement for when the applications period will commence in 2025.

6.4.6 Green Municipal Fund

The Green Municipal Fund (GMF) is a program administered by the Federation of Canadian Municipalities intended to help Canadian communities expand their sustainability initiatives. Since 2000, the GMF has deployed \$900M in financing to 1,250+ sustainability initiatives and a further \$1 billion has been committed to the fund through the Federal 2019 budget. The specific GMF initiative that is relevant to Fruitvale is the “Capital Project Transportation Networks Commuting Options”, which is a combined loan and grant funding program for capital projects that reduce pollution by improving transportation systems and networks. This program covers a number of topics including bike paths, walking and cycling networks that promote accessibility and safety, and evaluation of active transportation infrastructure, among others.

6.5 Monitoring & Evaluation

As the saying goes, “you can only manage what you measure”. To avoid having the active transportation network plan from sitting on the proverbial bookshelf, the Village will need to regularly monitor and evaluate how well it is meeting the objectives of the plan. There are several metrics that can be tracked to monitor and measure the success of the ATNP, as outlined in **Table 8** below.

Table 8: Measuring the Success of the ATNP

Plan Objective	Metric	Data Source
Design for All Ages & Abilities. Develop a more inclusive and accessible transportation network that works for people of all ages and abilities – an accessible network is one that works for everyone.	Number of collisions involving people walking and cycling (#)	ICBC
	Proportion of all collisions involving people walking and cycling (%)	ICBC
	Number of near misses between a person cycling and a motor vehicle	BikeMaps.org
	Number of new or upgraded curb ramps installed (#)	Village of Kaslo
	Winter maintenance coverage	Village of Kaslo
Fill in the Gaps. Create more connections for people to walk, roll, cycle around the community that support any trip purpose.	Walking, cycling, and transit mode share (%)	Statistics Canada
	Total length of the multi-use pathway network (m)	Village of Kaslo
	Total length of the neighbourhood bikeway network (m)	Village of Kaslo
	Total length of the advisory lane facilities (m)	Village of Kaslo
	Total length of new or improved sidewalks (including adaptive sidewalk) (m)	Village of Kaslo

Plan Objective	Metric	Data Source
Foster a Culture of Active Transportation. Promote and educate the community and its visitors about the active transportation network to foster a greater culture around planning, designing, and investing in active transportation.	Participation from J.V. Humphries Elementary-Secondary in a Safe Routes to School program	School District 8
	Number of annual walking, cycling, and rolling events including infrastructure grand openings	Village of Kaslo
Stay Connected to Nature. Active transportation is recreational in nature. Build the active transportation network to help facilitate more recreational trips and greater access to Kaslo's surrounding natural destinations.	Number of local trails or off-street pathways constructed (#)	Village of Kaslo
	Total length of local trail / off-street pathway network (m)	Village of Kaslo

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7.0 NEXT STEPS

The Active Transportation Network Plan is intended to be bold and ambitious while also being practical and implementable, recognizing the limited resources and budget available in a smaller community like Kaslo. The implementation of the network will take time and will require an ongoing commitment to make active transportation as inclusive, accessible, and connected as possible for Kaslo's citizens and its visitors.

The ATNP is intended to be a 10-year planning document. Within this 10-year planning horizon, the Village can focus on and prioritize its priority improvement areas along with adopting policy and regulatory changes to improve accessibility, lower vehicle speeding, and create a greater culture around active transportation. Beyond the 10-year planning horizon, Kaslo can focus more on regional connections.

Like any robust and implementable plan, the ATNP should be regularly monitored so Kaslo can track how well it is meeting its objectives based on the metrics identified in this plan. Monitoring its progress should be communicated and celebrated with the community. Over time, as Kaslo builds its active transportation network, it will also achieve many of the Village's overarching aspirations—namely to strengthen community well-being, enhance sustainability, and preserve its natural environment.



Phase		Event / Task	Tool(s)	Level of engagement	Objectives	Audience	Timeline / Venue	Roles
PHASE 1 Pre-Planning	A	Startup Meeting with Staff & Internal Strategy Meeting	<ul style="list-style-type: none">Virtual MeetingAgendaPresentationDialogue/discussion	Inform / Consult	<ul style="list-style-type: none">Discuss objectives, scope of work, progress made to date, and measures of successEstablish overall project process, timeline and constraintsDefine project roles and responsibilitiesDiscuss next steps	Primary <ul style="list-style-type: none">Village Staff	December 2024	Project Team <ul style="list-style-type: none">Organize and facilitate meeting
	B	Develop and Finalize Engagement Strategy	<ul style="list-style-type: none">Engagement & Communication Strategy	Inform / Consult	<ul style="list-style-type: none">Develop and finalize engagement and communication strategy to engage neighbouring First Nations, local businesses, Village officials, and the public	Primary <ul style="list-style-type: none">Village Staff	January/February 2025	Project Team <ul style="list-style-type: none">Develop Strategy Village Staff <ul style="list-style-type: none">Support development of Strategy
	C	Targeted Consultations	<ul style="list-style-type: none">Virtual meeting(s)	Inform / Consult	<ul style="list-style-type: none">Conduct targeted engagement with Village Officials, staff, First Nations, and stakeholders, including business owners, on issues and opportunities for South Kaslo as needed	Primary <ul style="list-style-type: none">Stakeholders	February/March 2025	Project Team <ul style="list-style-type: none">Organize and facilitate meeting(s) Village Staff <ul style="list-style-type: none">Make project team introductions (e.g., via email) to stakeholdersAttend meetings as requested
	D	Support Preparation of Digital Engagement	<ul style="list-style-type: none">Project webpage (e.g., project information, online engagement)	Inform / Consult	<ul style="list-style-type: none">Prepare an online engagement webpage for Phase 2 of public engagement	Primary <ul style="list-style-type: none">Community Secondary <ul style="list-style-type: none">First NationsStakeholders	March/April 2025	Project Team <ul style="list-style-type: none">Develop online webpage Village Staff <ul style="list-style-type: none">Review and provide feedback on the online webpage
	E	Develop Engagement Materials & Support Public Launch	<ul style="list-style-type: none">"Let's Talk South Kaslo" campaign advertisements (e.g. newsletter, online, content, press release, news advertisement, poster)SurveyDisplay Boards	Inform / Consult	<ul style="list-style-type: none">Set up logistics, venues, and resources needed for Phase 2 of public engagementPrepare materials to support public engagement on the Development Plan, opportunities and challenges, and early concepts	Primary <ul style="list-style-type: none">Community Secondary <ul style="list-style-type: none">First NationsStakeholders	March/April 2025	Project Team <ul style="list-style-type: none">Develop engagement materials and tools Village Staff <ul style="list-style-type: none">Review and provide feedback on engagement materials
PHASE 2 Directions & Engagement	A	Check-in Meeting	<ul style="list-style-type: none">Virtual MeetingAgenda	Inform	<ul style="list-style-type: none">Meet with the Village Project Manager	Primary <ul style="list-style-type: none">Village Project Manager	April 2025	Project Team <ul style="list-style-type: none">Organize and facilitate meeting

Phase		Event / Task	Tool(s)	Level of engagement	Objectives	Audience	Timeline / Venue	Roles
					<ul style="list-style-type: none">Review insights and feedback from Phase 1Refine the approach and strategies for Phase 2			
PHASE 2 Directions & Engagement	B	Facilitate Ideas Fair & Online Engagement	<ul style="list-style-type: none">Drop-in, in-person Ideas FairDisplay BoardsPhysical surveys	Inform / Consult	<ul style="list-style-type: none">Organize and facilitate in-person Ideas FairReceive community feedback on community needs, a vision, planning and design principles, and priorities for South KasloAdminister community needs and visioning surveys	Primary <ul style="list-style-type: none">Community Secondary<ul style="list-style-type: none">First NationsStakeholders	April/May 2025	Project Team <ul style="list-style-type: none">Facilitate Ideas Fair Village Staff<ul style="list-style-type: none">Organize the venue for the Ideas FairSupport project team at the Ideas Fair
PHASE 2 Directions & Engagement	C	Key Stakeholder Workshop #1 Facilitation	<ul style="list-style-type: none">Virtual or in-person WorkshopPresentationDialogue/discussion	Inform / Consult	<ul style="list-style-type: none">Develop and facilitate an in-person or virtual Stakeholder Workshop	Primary <ul style="list-style-type: none">First NationsStakeholders	April/May 2025	Project Team <ul style="list-style-type: none">Organize and facilitate workshops Village Staff<ul style="list-style-type: none">Support project team with Stakeholder engagement
PHASE 2 Directions & Engagement	D	Develop Phase 2 Engagement Summary	<ul style="list-style-type: none">"What We Heard" Report	Inform / Consult	<ul style="list-style-type: none">Collect and analyze community input Phase 2 in a "What We Heard" report	Primary <ul style="list-style-type: none">CommunityFirst NationsStakeholders	May 2025	Project Team <ul style="list-style-type: none">Develop Report Village Staff<ul style="list-style-type: none">Review Report
PHASE 3 Development & Finalization	A	Check-in Meeting	<ul style="list-style-type: none">Virtual MeetingAgenda	Inform	<ul style="list-style-type: none">Meet with the Village Project ManagerReview insights and feedback from Phase 2Refine the approach and strategies for Phase 3	Primary <ul style="list-style-type: none">Village Project Manager	May 2025	Project Team <ul style="list-style-type: none">Organize and facilitate meeting
PHASE 3 Development & Finalization	B	Develop Early Plan Content and Review with Staff	<ul style="list-style-type: none">Draft Development Plan	Inform / Consult	<ul style="list-style-type: none">Work with Village staff to prepare a preliminary draft of the Development Plan	Primary <ul style="list-style-type: none">Village Staff	May/June 2025	Project Team <ul style="list-style-type: none">Draft South Kaslo Development Plan Village Staff<ul style="list-style-type: none">Provide input on the draft Development Plan
PHASE 3 Development & Finalization	C	Review Round with Staff	<ul style="list-style-type: none">Virtual Meeting	Inform / Consult	<ul style="list-style-type: none">Organize a review meeting with the project team to review the draft Development Plan content, graphics,	Primary <ul style="list-style-type: none">Village Staff	June 2025	Project Team <ul style="list-style-type: none">Organize and facilitate meeting

Phase		Event / Task	Tool(s)	Level of engagement	Objectives	Audience	Timeline / Venue	Roles
					and maps and the upcoming Open House			Village Staff <ul style="list-style-type: none">Review and provide input on the draft Development PlanProvide feedback on Open House ideas
PHASE 3 Development & Finalization	D	Refine and Develop Implementation Strategy with Staff	<ul style="list-style-type: none">Draft Development Plan	Inform / Consult	<ul style="list-style-type: none">Refine the Development Plan and develop an implementation strategy with staff input	Primary <ul style="list-style-type: none">Village Staff	May 2025	Project Team <ul style="list-style-type: none">Refine Development PlanDevelop Implementation Strategy Village Staff <ul style="list-style-type: none">Review and provide input on the draft Development Plan & Implementation Strategy
PHASE 3 Development & Finalization	E	Prepare for Open House and Digital Feedback	<ul style="list-style-type: none">Draft Development PlanPresentation	Inform / Consult	<ul style="list-style-type: none">Organize and prepare for a virtual open house to elicit feedback from the community and stakeholders on the draft Development Plan	Primary <ul style="list-style-type: none">Village Staff	July/August 2025	Project Team <ul style="list-style-type: none">Organize and facilitate meeting(s) Village Staff <ul style="list-style-type: none">Review and provide input on the draft Development PlanProvide feedback on Open House ideas
PHASE 3 Development & Finalization	F	Facilitate Open House (virtual)	<ul style="list-style-type: none">Virtual Open HousePresentationDialogue/discussion	Inform / Consult	<ul style="list-style-type: none">Facilitate the Open House on the Draft PlanOpen House will include a presentation for the public	Primary <ul style="list-style-type: none">CommunityFirst NationsStakeholders Secondary <ul style="list-style-type: none">Village Staff	September 2025	Project Team <ul style="list-style-type: none">Organize and facilitate Open House Village Staff <ul style="list-style-type: none">Support project team with Open House
PHASE 3 Development & Finalization	G	Presentation to Council	<ul style="list-style-type: none">Finalized South Kaslo Development PlanPresentation	Inform / Consult	<ul style="list-style-type: none">Present the finalized Development Plan to the Council for consideration and adoption	Primary <ul style="list-style-type: none">Village Council Secondary <ul style="list-style-type: none">Village Staff	November 2025	Project Team <ul style="list-style-type: none">Present Development Plan Village Staff <ul style="list-style-type: none">Support project team with Council presentation

FIRST NATIONS LIST

#	GROUP / NAME	LEVEL OF ENGAGEMENT	NOTES
1	Yaqan Nuʔkiy [Lower Kootenay Band] - Ktunaxa Nation	Inform, Consult, Involve	
2	ʔaq'am [St. Mary's Indian Band] - Ktunaxa Nation	Inform*	*Engagement with ʔaq'am will be based on feedback from Yaqan Nuʔkiy.
3	Sinixt Confederacy	Inform	Sinixt Confederacy's offices are located in Nelson
4	Syilx Okanagan Nation	Inform	Syilx Okanagan Band include the following Nations: <ul style="list-style-type: none">• Westbank First Nation - located in Kelowna• Lower Similkameen Indian Band - located near Cawston• Upper Similkameen Indian Band - located near Hedley• Osoyoos Indian Band - located in Oliver• Penticton Indian Band - located in Penticton• Okanagan Indian Band - located in Vernon• Upper Nicola Indian Band - located near Douglas Lake

STAKEHOLDER LIST

#	GROUP / NAME	LEVEL OF ENGAGEMENT	NOTES
1	Kaslo Village Officials	Inform, Consult, Involve	
2	Local Interest Groups <ul style="list-style-type: none">• Kaslo Business Owners• Kaslo Chamber of Commerce• Kaslo Outdoor Recreation & Trails Society• Kaslo Housing Society<ul style="list-style-type: none">◦ Kathie Shaw Hanson - info@kaslohousingociety.org	Inform, Consult, Involve	
3	Kaslo Residents	Inform, Consult, Involve	
4	West Kootenay Regional District	Inform, Consult, Involve	
5	Regional Interest Groups <ul style="list-style-type: none">• Kootenay Lake Historical Society• Kootenay Conservation Program	Inform	



Village of Kaslo

2024 ANNUAL WATER SYSTEM REPORT

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APPENDICES

Appendix 1: Kaslo Water Service Area

Appendix 2: 2024 CARO Drinking Water Bacteriology Sampling Results

Appendix 3: Water Conservation Measures Policy

Appendix 4: Water Treatment Plant Emergency Response Plan

1.0 Introduction

This report has been published to meet the requirement for water suppliers to produce an annual report on water quality as per Section 15 of the *Drinking Water Protection Act* and Section 11 of the *Drinking Water Protection Regulation*.

The annual report covers the period from January 1, 2024 to December 31, 2024 and uses data that is regularly obtained by the Village of Kaslo to highlight water quality issues and to discuss the monitoring results of the Village's water system.

This report aims to convey information to residents regarding the overall operation of the municipal water system and describe the Village of Kaslo's approach to the operation and maintenance of the water system.

For more detailed information on drinking water health effects, the Village of Kaslo recommends the following web sites:

Interior Health Authority

<http://www.interiorhealth.ca/health-and-safety.aspx?id=534>

Health Canada:

<http://www.hc-sc.gc.ca/ewh-semt/water-eau/drink-potab/index-eng.php>

World Health Organization:

http://www.who.int/water_sanitation_health/dwg/en/

2.0 Water System Overview

The Village of Kaslo was incorporated in 1893 and is home to approximately 1000 residents. It is located 70 kilometres north of Nelson along Highway 31, on the western shore of Kootenay Lake. The Village of Kaslo is the oldest incorporated municipality in the Kootenays.

The Village of Kaslo's water distribution system is rated by the Environmental Operator Certification Program as Level II. This classification level is based on the system's complexities and the number of homes serviced. The Village of Kaslo obtains its domestic water supply from 3 primary sources. The first source consists of the springs known as Brooks, Clarke and Cross Creek, located outside the Village boundaries. This source is the most reliable and economical water supply for the municipality, providing 50 gallons per minute all year round. Kemp Creek and the Kaslo River are the Village's other two primary sources. The Kaslo River is used, for the most part, during times of peak demand or in an emergency situation.

2.1 Service Area

The current water system supplies domestic water to residents, businesses and the local golf course located within municipal boundaries and to the McDonald Creek water user group located outside the Village of Kaslo (Appendix 1). In addition, it acts as the primary source of water for the Kaslo and Area Volunteer Fire Department.

2.2 Source

The Village currently has four sources for water:

Source	Licensed volume (Gallons/year)
Kaslo River	109,5000,000.000
Brooks, Clark and Cross Creek	182,500,000.000
Kemp Creek	218,365,000.000
McDonald Creek	730,000.000

95% from Kemp Creek and 5% from Kaslo River

2.3 Storage

The Village of Kaslo reservoir is located west of the Kaslo aerodrome on a small bench above the Kaslo River.

The Reservoir, constructed in the early 1980s, is an earthen pond with a synthetic liner. It was built to fulfill three functions;

- Provide a pressure break to atmosphere for the Kemp Creek supply pipe;
- Provide storage for fire protection and peak demands;
- Provide a settling basin for silt-laden water during spring runoff.

The liner was replaced in 2011 with 60mil High Density Polyethylene (HDPE) liner. The reservoir has a storage capacity of 5700 m³, with a depth of approximately 5 meters.

2.4 Water Treatment Plant

Due to perpetual boil water advisories, the water treatment plant was constructed in 1999 to provide a safe, reliable water supply for the Village of Kaslo. The structure was built by Graham Construction, with components from Westech Controls with funding from the Province of British Columbia. Built to the Interior Health Authority (IHA) standards, the plant is a gravity fed rapid sand filtration system, including 3 auto-backwash filter trains of 350 gallons per minute each. Chlorine is added before entering the 200,000-gallon closed reservoir. This reservoir gives us the contact time (ct) to achieve a 3-log removal. The entire process is monitored by SCADA (Supervisory Control and Data Acquisition). The system has a more than adequate available contact time for 3-log Giardia inactivation which is the Interior Health Authority standard.

2.5 Distribution System

In total, the Village of Kaslo and the McDonald Creek water users have approximately 23 kilometers of water main comprised of mainly polyvinyl chloride C900 pipes. Sizes range from 50 mm to 300 mm in diameter with five pressure reducing stations within the system. The municipality has numerous standpipes and 62 fire hydrants for fire

protection. There are an additional 12 fire hydrants in the McDonald Creek Water System and through a service agreement with the RDCK, the Village maintains and services the water infrastructure within the area.

2.6 Supervisory Control and Data Acquisition Software (SCADA)

Connected via the internet, the Village of Kaslo's SCADA software is able to monitor sensors at source (raw water reservoir), and storage (water treatment plant) points within the system. Interpreting data received, the software is able to automatically turn pumps on and off, and keep the system running smoothly. When any sign of trouble is detected, the software issues alarms to notify Village staff.

3.0 Water System Maintenance

3.1 Water Treatment Plant Maintenance

The plant is inspected daily by a certified operator and any maintenance is performed as required.

3.2 Reservoir Maintenance

The reservoir is cleaned yearly to flush sediments through a drain.



3.3 Distribution System Maintenance

The distribution system in the Village of Kaslo consists of watermains, valves, service connections and fire hydrants. Proper maintenance of the distribution system allows the municipality to monitor the quality of water as well as to take a proactive approach to mitigate potential causes for concern.

3.3.1 Watermain Flushing and Hydrant Maintenance

Currently, the Village of Kaslo does not have a formal unidirectional flushing (UDF) program for the annual flushing of watermains. However, as the Village continuously

inspects and maintains hydrants within the municipality, mains are exposed to flushing activities.

Hydrants are inspected yearly to determine the unit's ability to function properly and to provide adequate fire protection. Village staff perform inspections such as checking the hydrant pressure, exposing any worn parts, and updating service records.

3.3.2 Watermain Breaks

Unfortunately, municipalities will always have to deal with both unexpected watermain breaks and the disruption of those breaks to the domestic water system. However, most problems associated with breaks can be remedied in a short amount of time and thus, regular service can be quickly restored. There were two water main breaks in the calendar year of 2024, one in the lower section of the hale subdivision. It was repaired in two hours. The second one happened in August in lower Kaslo, parts of A ave and Front street were without water for 5 hours.

3.3.3 Cross Connection

The Village of Kaslo continues to develop a cross connection control program. High risk connections have been identified within the municipality and staff continue to develop preventative measures to safeguard the community's water. Bylaws and policies have also been put in place for safeguard measures. The Village's public works yard, sewer treatment plant and majority of the parks have backflow preventers installed and are tested annually by a certified operator.

4.0 Water System Operator Training Program

The Village of Kaslo's water system is classified as a Level II water system. This classification level is based on system complexities and the number of homes serviced. The Conditions of Permit to operate the water system are established and monitored by IHA and call for continual operator training and upgrading. This also includes the attainment of operator certification levels applicable to the level of classification of the municipal water system. The Village continues to meet all of these IHA requirements.

In 2024 the Village of Kaslo had three certified Water Distribution and Water Treatment system operators. One operator had Level II in Water Distribution and in Water Treatment, the second operator had Level II in Water Treatment and Level I in Water Distribution, while the third operator had Level I in Water Distribution. Each of these operators take new courses as required to keep their certificates current and to gain knowledge, providing the municipality with safe, highly skilled water system operation.

5.0 Monitoring and Testing Program

The *Drinking Water Protection Regulation* sets minimal guidelines that water purveyors

must meet in respect to water monitoring analysis. Therefore, the Village of Kaslo is required to maintain the following components within its testing program:

1. Monitor the drinking water source, the water in its system and the water it provides;
2. Monitor the above not less than 4 times per month;
3. Monitor for both Total Coliform Bacteria and E. Coli;
4. Have the analyses required for monitoring carried out by accredited laboratories that meet the requirements of the Drinking Water Protection Act and Public Health Officer; and
5. Send weekly reports to the Public Health Inspector that summarize the above test results and daily water consumption totals.

The Village of Kaslo takes weekly water samples from the end of the distribution system on 2nd Street and the results are forwarded directly by the laboratory to the Interior Health Authority.

All water analysis on domestic water in the Village of Kaslo is performed by CARO Analytical Services, located in Kelowna, BC. CARO Analytical Services employs methods, which are based on those foundations in *Standard Methods for the Examination of Water and Wastewater, online Edition*, published by the American Public Health Association, US EPA protocols found in *Test Methods for Evaluating Solid Waste, Physical/ Chemical Methods, SW846, 3rd Edition* and protocols published by the British Columbia Ministry of Environment.

5.1 Parameters

A Maximum Allowable Concentration (MAC) has been established by Health Canada for microbiological criteria. Each MAC has been designed to safeguard human health and is based on projecting lifelong consumption of drinking water that contains the substances at the maximum concentration level. These MAC's are identified in Schedule A of the Drinking Water Protection Regulation as follows:

Water Quality Standards for Potable Water

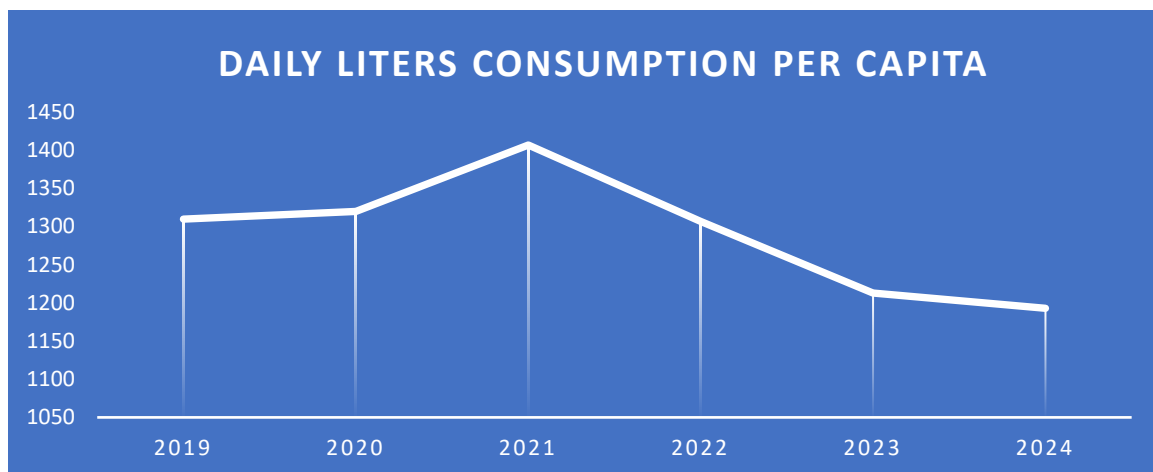
<u>Parameter:</u>	<u>Standard:</u>
Fecal coliform bacteria	No detectable fecal coliform bacteria per 100 ml
Escherichia coli	No detectable Escherichia coli per 100 ml
Total coliform bacteria:	
(a) 1 sample in a 30 day period	No detectable total coliform bacteria per 100 ml
(b) more than 1 sample in a 30 day period	At least 90% of samples have no detectable total coliform bacteria per 100 ml and no sample has more than 10 total coliform bacteria per 100 ml

5.2 Results

Overall results indicate that the Village of Kaslo falls below the required Maximum Allowable Concentrations allowed by Health Canada and the *Drinking Water Protection Regulations* in respect to Total Coliform concentrations, with no abnormal counts in respect to E. coli for 2023. These results also indicate that the municipality falls well within the required MAC allowed by Health Canada and the *Drinking Water Protection Regulations* in respect to E. coli concentrations. The Village's weekly water sampling results are forwarded to Interior Health and summarized in Appendix 2.

6.0 Annual Consumption Records

The Village of Kaslo has a higher total average daily flow rate than the BC average at 1193 liters per capita, per day, while the provincial average is 494 liters [2023 data - Environment Canada]. In 2021 Kerr Wood Leidal consulting engineers updated the Water Loss Management and Water Conservation plan and with 2023 data it is showing a downward trend.



Since 2017 the Village of Kaslo has had the following Water Conservation Measures Policy in place. This policy is included in **Appendix 3**.

7.0 2018-2023 Capital Works and Projected 2023/2024 Capital Works

The municipality upgraded PRV#1 with a backup generator and an airburst system in 2018-2019. This system allows the Kaslo river backup intake to be blown out with air to allow maximum flow to the pumps, which then feed the water treatment plant. This backup system is used if the waterline from the dam or reservoir breaks. In the event the municipality is on the backup pumps in PRV#1 when power goes out, we are then able to run the pumps off the new backup generator.

In November of 2022, work was finished on the new A Ave water main which allowed the abandonment of the old 1940's main water feed for lower Kaslo. The old steel line

was unserviceable due to the depth and location underneath Highway 31. The new High-Density Polyethylene 10" line crosses the highway at A Ave and 6th Street and then continues down the hill along the foot path through the Royal Canadian Legion parking lot.

8.0 Emergency Response and Contingency Plan

The Village of Kaslo currently has established procedures for dealing with water quality notification and emergency call outs. These procedures are included in **Appendix 4**.

Water Events 2020-2023

On June 1st, 2020, a debris torrent washed out some of the dam infrastructure and left the water line and road access divided and inaccessible. The Public Works crew quickly built a temporary water intake, lower down on Kemp Creek. In the meantime, a local contractor was hired to rebuild the road access and re-connect the water line to the dam. Repair work on the dam and road were completed in October 2021.



Looking down from the dam June 2020.
event.



Photo of the dam shortly after the 2020 debris

9.0 Conclusion

Since the implementation of the BC Government *Drinking Water Protection Act* and *Drinking Water Protection Regulation*, standards for ongoing operator training, water sampling, system monitoring, emergency response plans, long-range planning and public reporting have increased dramatically.

The Village of Kaslo aims to comply with Provincial legislation and welcomes the opportunity to inform residents of the municipality's practices regarding the supply and distribution of domestic potable water. As a result of presenting this Annual Report, the Village hopes that residents understand the current complexities municipalities face in supplying an adequate water source to its residents and further, encourages the residents to help the Village maintain a safe, reliable water source for both current and future generations.

Appendix 1: Village of Kaslo Water Service Area



Appendix 2:

2024 CARO Drinking Water Bacteriology Sampling Results

CERTIFICATE OF ANALYSIS

REPORTED TO Kaslo, Village of
PO Box 576
Kaslo, BC V0G 1M0

ATTENTION CAO

PO NUMBER

PROJECT Wastewater- PE13868

PROJECT INFO Wastewater

WORK ORDER See Page 2 for list

**RECEIVED / TEMP
REPORTED** See Page 2 for list
2025-01-16 09:52

COC NUMBER

Introduction:

CARO Analytical Services is a testing laboratory full of smart, engaged scientists driven to make the world a safer and healthier place. Through our clients' projects we become an essential element for a better world. We employ methods conducted in accordance with recognized professional standards using accepted testing methodologies and quality control efforts. CARO is accredited by the Canadian Association for Laboratories Accreditation (CALA) to ISO/IEC 17025:2017 for specific tests listed in the scope of accreditation approved by CALA.

Big Picture Sidekicks



You know that the sample you collected after snowshoeing to site, digging 5 meters, and racing to get it on a plane so you can submit it to the lab for time sensitive results needed to make important and expensive decisions (whew) is VERY important. We know that too.

We've Got Chemistry



It's simple. We figure the more you enjoy working with our fun and engaged team members; the more likely you are to give us continued opportunities to support you.

Ahead of the Curve



Through research, regulation knowledge, and instrumentation, we are your analytical centre for the technical knowledge you need, BEFORE you need it, so you can stay up to date and in the know.

By engaging our services, you are agreeing to CARO Analytical Service's Standard Terms and Conditions outlined here:
<https://www.caro.ca/terms-conditions>

If you have any questions or concerns, please contact me at TeamCaro@caro.ca

Authorized By:

Team CARO
Client Service Representative

1-888-311-8846 | www.caro.ca

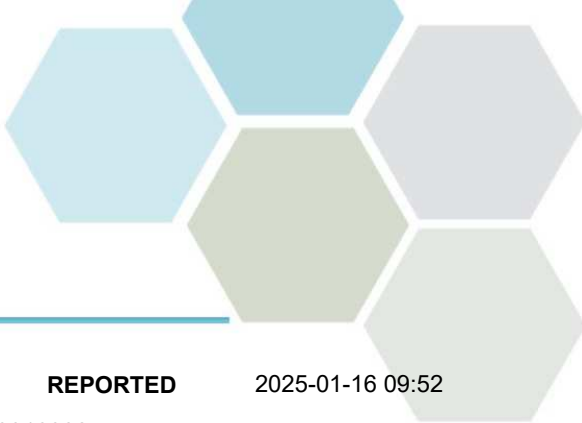
#110 4011 Viking Way Richmond, BC V6V 2K9 | #102 3677 Highway 97N Kelowna, BC V1X 5C3 | 17225 109 Avenue Edmonton, AB T5S 1H7 |
#108 4475 Wayburne Drive Burnaby, BC V5G 4X4

WORK ORDER INFORMATION

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Wastewater- PE13868

REPORTED 2025-01-16 09:52

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24C1477	2024-03-13 08:17	12	eCOC#00010909
24C2246	2024-03-20 08:27	14	eCOC#00011044
24C3051	2024-03-27 08:17	10	eCOC#00011252
24C3053	2024-03-27 08:17	10	eCOC#00011250
24D0342	2024-04-03 08:17	19	eCOC#00011397
24D1233	2024-04-10 08:30	7	eCOC#00011608
24D2109	2024-04-17 08:29	9	eCOC#00011804
24D3048	2024-04-24 08:23	12	eCOC#00011982
24D3052	2024-04-24 08:23	12	eCOC#00011978
24E0085	2024-05-01 08:25	12	eCOC#00012182
24E0090	2024-05-01 08:25	12	eCOC#00012184
24E0982	2024-05-08 08:00	10	eCOC#00012378
24E1940	2024-05-15 08:10	18	eCOC#00012657
24E2187	2024-05-15 08:10	18	eCOC#00012658
24E2721	2024-05-22 08:12	15	eCOC#00012848
24E3567	2024-05-29 08:22	14	eCOC#00013022
24E3569	2024-05-29 08:22	14	eCOC#00013021
24F0454	2024-06-05 08:16	13	eCOC#00013223
24F1371	2024-06-12 08:27	12	eCOC#00013463
24F2404	2024-06-19 08:57	10	eCOC#00013703
24F3309	2024-06-26 08:14	21	eCOC#00013911
24F3316	2024-06-26 08:14	21	eCOC#00013912
24G0232	2024-07-03 08:20	10	eCOC#00014103
24G1119	2024-07-10 08:09	10	eCOC#00014349
24G2097	2024-07-17 08:01	13	eCOC#00014568
24G3044	2024-07-24 08:19	21	eCOC#00014804
24G3045	2024-07-24 08:19	21	eCOC#00014805
24G3827	2024-07-31 08:38	11	eCOC#00014988
24G3828	2024-07-31 08:38	11	eCOC#00014987
24H0636	2024-08-07 09:03	17	eCOC#00015190
24H1650	2024-08-14 08:24	12	eCOC#00015454
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WORK ORDER INFORMATION

REPORTED TO PROJECT		REPORTED	
Kaslo, Village of Wastewater- PE13868		2025-01-16 09:52	
24I0195	2024-09-04 08:38	17	eCOC#00016082
24I1242	2024-09-11 08:46	16	eCOC#00016316
24I2161	2024-09-18 08:26	19	eCOC#00016539
24I3154	2024-09-25 08:26	18	eCOC#00016759
24I3155	2024-09-25 08:26	18	eCOC#00016761
24J0228	2024-10-02 08:17	11	eCOC#00016982
24J1278	2024-10-09 08:00	15	eCOC#00017207
24J2095	2024-10-16 08:23	13	eCOC#00017438
24J3006	2024-10-23 08:05	14	eCOC#00017671
24J3891	2024-10-30 08:42	9	eCOC#00017842
24J3892	2024-10-30 08:42	9	eCOC#00017843
24K0607	2024-11-06 08:39	13	eCOC#00018086
24K1397	2024-11-13 08:28	12	eCOC#00018296
24K2276	2024-11-20 09:15	8	No Number
24K3122	2024-11-27 11:21	8	eCOC#00018687
24K3123	2024-11-27 08:34	8	eCOC#00018685
24L0359	2024-12-04 08:26	5	eCOC#00018881
24L1225	2024-12-11 09:04	8	eCOC#00019119
24L2020	2024-12-18 08:23	7	eCOC#00019304
24L2623	2024-12-24 08:14	9	eCOC#00019474
24L2816	2024-12-31 08:00	9	eCOC#00019512
24L2818	2024-12-31 08:00	9	eCOC#00019515

TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analyte	Result	Guideline	RL	Units	Analyzed	Qualifier
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Village of Kaslo (24A0212-01) | Matrix: Drinking Water | Sampled: 2024-01-02

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-01-03	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-01-03	

Final Effluent (24A0244-01) | Matrix: Wastewater | Sampled: 2024-01-02

General Parameters

Ammonia, Total (as N)	< 0.050		0.050	mg/L	2024-01-04	
BOD, 5-day	17.1		2.0	mg/L	2024-01-10	
pH	7.75		0.10	pH units	2024-01-04	HT2
Solids, Total Suspended	16.8		2.0	mg/L	2024-01-04	

Microbiological Parameters

Coliforms, Fecal (Q-Tray)	< 1		1	MPN/100 mL	2024-01-03	
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village of kaslo (24A0930-01) | Matrix: Drinking Water | Sampled: 2024-01-09 10:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-01-10	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-01-10	

Village of Kaslo (24A1577-01) | Matrix: Drinking Water | Sampled: 2024-01-16 09:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-01-17	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-01-17	

village of kaslo (24A2266-01) | Matrix: Drinking Water | Sampled: 2024-01-23 10:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-01-24	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-01-24	

Comprehensive 2024 (24A2267-01) | Matrix: Drinking Water | Sampled: 2024-01-23 10:00

Anions

Chloride	0.84	AO ≤ 250	0.10	mg/L	2024-01-25	
Fluoride	< 0.10	MAC = 1.5	0.10	mg/L	2024-01-25	
Nitrate (as N)	0.166	MAC = 10	0.010	mg/L	2024-01-25	
Nitrite (as N)	< 0.010	MAC = 1	0.010	mg/L	2024-01-25	
Sulfate	20.9	AO ≤ 500	1.0	mg/L	2024-01-25	

Calculated Parameters

TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analyte	Result	Guideline	RL Units	Analyzed	Qualifier
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Comprehensive 2024 (24A2267-01) | Matrix: Drinking Water | Sampled: 2024-01-23 10:00, Continued

Calculated Parameters, Continued

Hardness, Total (as CaCO ₃)	154	None Required	0.500 mg/L	N/A	
Solids, Total Dissolved	167	AO ≤ 500	1.00 mg/L	N/A	

General Parameters

Alkalinity, Total (as CaCO ₃)	144	N/A	1.0 mg/L	2024-01-25	
Alkalinity, Phenolphthalein (as CaCO ₃)	< 1.0	N/A	1.0 mg/L	2024-01-25	
Alkalinity, Bicarbonate (as CaCO ₃)	144	N/A	1.0 mg/L	2024-01-25	
Alkalinity, Carbonate (as CaCO ₃)	< 1.0	N/A	1.0 mg/L	2024-01-25	
Alkalinity, Hydroxide (as CaCO ₃)	< 1.0	N/A	1.0 mg/L	2024-01-25	
Conductivity (EC)	297	N/A	2.0 µS/cm	2024-01-25	
Cyanide, Total	< 0.0020	MAC = 0.2	0.0020 mg/L	2024-01-27	
pH	7.94	7.0-10.5	0.10 pH units	2024-01-25	HT2
Turbidity	0.11	OG < 1	0.10 NTU	2024-01-25	

Total Metals

Aluminum, total	0.0095	OG < 0.1	0.0050 mg/L	2024-01-27	
Antimony, total	< 0.00020	MAC = 0.006	0.00020 mg/L	2024-01-27	
Arsenic, total	< 0.00050	MAC = 0.01	0.00050 mg/L	2024-01-27	
Barium, total	0.0186	MAC = 2	0.0050 mg/L	2024-01-27	
Boron, total	< 0.0500	MAC = 5	0.0500 mg/L	2024-01-27	
Cadmium, total	0.000039	MAC = 0.007	0.000010 mg/L	2024-01-27	
Calcium, total	43.7	None Required	0.20 mg/L	2024-01-27	
Chromium, total	< 0.00050	MAC = 0.05	0.00050 mg/L	2024-01-27	
Copper, total	0.0122	MAC = 2	0.00040 mg/L	2024-01-27	
Iron, total	< 0.010	AO ≤ 0.3	0.010 mg/L	2024-01-27	
Lead, total	< 0.00020	MAC = 0.005	0.00020 mg/L	2024-01-27	
Magnesium, total	11.0	None Required	0.010 mg/L	2024-01-27	
Manganese, total	< 0.00020	MAC = 0.12	0.00020 mg/L	2024-01-27	
Potassium, total	0.76	N/A	0.10 mg/L	2024-01-27	
Selenium, total	0.00250	MAC = 0.05	0.00050 mg/L	2024-01-27	
Sodium, total	1.67	AO ≤ 200	0.10 mg/L	2024-01-27	
Strontium, total	0.204	MAC = 7	0.0010 mg/L	2024-01-27	
Uranium, total	0.00175	MAC = 0.02	0.000020 mg/L	2024-01-27	
Zinc, total	< 0.0040	AO ≤ 5	0.0040 mg/L	2024-01-27	

Final Effluent (24A2934-01) | Matrix: Wastewater | Sampled: 2024-01-30 10:00

General Parameters

Ammonia, Total (as N)	0.072		0.050 mg/L	2024-02-03	
BOD, 5-day	13.7		2.0 mg/L	2024-02-05	
pH	7.63		0.10 pH units	2024-02-01	HT2
Solids, Total Suspended	10.5		2.0 mg/L	2024-02-01	

Microbiological Parameters

TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analyte	Result	RL	Units	Analyzed	Qualifier
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Final Effluent (24A2934-01) | Matrix: Wastewater | Sampled: 2024-01-30 10:00, Continued

Microbiological Parameters, Continued

Coliforms, Fecal (Q-Tray)	< 1	1	MPN/100 mL	2024-01-31	
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Village of kaslo (24A2936-01) | Matrix: Drinking Water | Sampled: 2024-01-30 09:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-01-31	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-01-31	

Village of Kaslo (24B0715-01) | Matrix: Drinking Water | Sampled: 2024-02-06 13:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-02-07	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-02-07	

Village of Kaslo (24B1492-01) | Matrix: Drinking Water | Sampled: 2024-02-13 08:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-02-14	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-02-14	

Village of Kaslo (24B2124-01) | Matrix: Drinking Water | Sampled: 2024-02-20 08:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-02-21	HT3
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-02-21	HT3

Village of Kaslo (24B2859-01) | Matrix: Drinking Water | Sampled: 2024-02-27 08:30

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-02-28	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-02-28	

Village of Kaslo (24B2860-01) | Matrix: Wastewater | Sampled: 2024-02-27 08:30

General Parameters

Ammonia, Total (as N)	0.084	0.050	mg/L	2024-03-02	
BOD, 5-day	< 6.4	2.0	mg/L	2024-03-04	
pH	7.48	0.10	pH units	2024-02-29	HT2
Solids, Total Suspended	11.8	2.0	mg/L	2024-03-01	

Microbiological Parameters

Coliforms, Fecal (Q-Tray)	< 1	1	MPN/100 mL	2024-01-31	
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TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analyte	Result	RL	Units	Analyzed	Qualifier
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Village of Kaslo (24C0548-01) | Matrix: Drinking Water | Sampled: 2024-03-05 08:30

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1 CFU/100 mL	2024-03-06	
E. coli	< 1	MAC = 0	1 CFU/100 mL	2024-03-06	

Village of Kaslo (24C1477-01) | Matrix: Drinking Water | Sampled: 2024-03-12 08:30

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1 CFU/100 mL	2024-03-13	
E. coli	< 1	MAC = 0	1 CFU/100 mL	2024-03-13	

village of kaslo (24C2246-01) | Matrix: Drinking Water | Sampled: 2024-03-19 08:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1 CFU/100 mL	2024-03-20	
E. coli	< 1	MAC = 0	1 CFU/100 mL	2024-03-20	

Village of Kaslo (24C3051-01) | Matrix: Wastewater | Sampled: 2024-03-26 08:30

General Parameters

Ammonia, Total (as N)	0.096	0.050	mg/L	2024-04-04	
BOD, 5-day	8.0	2.0	mg/L	2024-04-02	
pH	7.66	0.10	pH units	2024-03-27	HT2
Solids, Total Suspended	9.6	2.0	mg/L	2024-03-28	

Microbiological Parameters

Coliforms, Fecal (Q-Tray)	< 1	1	MPN/100 mL	2024-03-27	
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Village of Kaslo (24C3053-01) | Matrix: Drinking Water | Sampled: 2024-03-26 08:30

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1 CFU/100 mL	2024-03-27	
E. coli	< 1	MAC = 0	1 CFU/100 mL	2024-03-27	

Village of Kaslo (24D0342-01) | Matrix: Drinking Water | Sampled: 2024-04-02 08:15

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1 CFU/100 mL	2024-04-03	HT3
E. coli	< 1	MAC = 0	1 CFU/100 mL	2024-04-03	HT3

End of Distribution (24D1233-01) | Matrix: Drinking Water | Sampled: 2024-04-09 09:00

Microbiological Parameters

TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

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Analyte	Result	Guideline	RL	Units	Analyzed	Qualifier
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End of Distribution (24D1233-01) | Matrix: Drinking Water | Sampled: 2024-04-09 09:00, Continued

Microbiological Parameters, Continued

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-04-10	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-04-10	

Village of Kaslo (24D2109-01) | Matrix: Drinking Water | Sampled: 2024-04-16 08:15

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-04-17	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-04-17	

Village of Kaslo (24D3048-01) | Matrix: Drinking Water | Sampled: 2024-04-23 09:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-04-24	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-04-24	

UV Treatment Testing (24D3052-01) | Matrix: Drinking Water | Sampled: 2024-04-23 09:00

CT1, F2

Calculated Parameters

Hydrogen Sulfide, total	< 0.01	N/A	0.01	mg/L	2024-04-30	CT6
Hardness, Total (as CaCO3)	142	None Required	0.500	mg/L	N/A	

General Parameters

Conductivity (EC)	292	N/A	2.0	µS/cm	2024-04-27	
pH	7.92	7.0-10.5	0.10	pH units	2024-04-25	HT2
Solids, Total Suspended	< 2.4	N/A	2.0	mg/L	2024-04-26	
Sulfide, Total	< 0.020	AO ≤ 0.05	0.020	mg/L	2024-04-29	
Temperature, at pH	20.0	N/A		°C	2024-04-27	HT2
Turbidity	0.12	OG < 1	0.10	NTU	2024-04-25	
UV Transmittance @ 254nm	94.2	N/A	0.10	% T	2024-04-26	

Microbiological Parameters

Coliforms, Total (Q-Tray)	< 1	MAC = 0	1	MPN/100 mL	2024-04-24	HT1
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Total Metals

Calcium, total	40.5	None Required	0.20	mg/L	2024-04-29	
Iron, total	< 0.010	AO ≤ 0.3	0.010	mg/L	2024-04-29	
Magnesium, total	9.91	None Required	0.010	mg/L	2024-04-29	
Manganese, total	< 0.00020	MAC = 0.12	0.00020	mg/L	2024-04-29	

Village of Kaslo (24E0085-01) | Matrix: Drinking Water | Sampled: 2024-04-30 09:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-05-01	
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TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
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Analyte	Result	Guideline	RL	Units	Analyzed	Qualifier
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Village of Kaslo (24E0085-01) | Matrix: Drinking Water | Sampled: 2024-04-30 09:00, Continued

Microbiological Parameters, Continued

E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-05-01	
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Village of Kaslo (24E0090-01) | Matrix: Wastewater | Sampled: 2024-04-30 09:00

General Parameters

Ammonia, Total (as N)	0.109		0.050	mg/L	2024-05-03	
BOD, 5-day	8.6		2.0	mg/L	2024-05-06	
pH	7.70		0.10	pH units	2024-05-02	HT2
Solids, Total Suspended	12.7		2.0	mg/L	2024-05-03	

Microbiological Parameters

Coliforms, Fecal (Q-Tray)	< 1		1	MPN/100 mL	2024-05-01	
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Village of Kaslo (24E0982-01) | Matrix: Drinking Water | Sampled: 2024-05-07 08:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-05-08	HT3
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-05-08	HT3

Village Of Kaslo (24E1940-01) | Matrix: Drinking Water | Sampled: 2024-05-14 08:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-05-15	HT3
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-05-15	HT3

UV Treatment Testing (24E2187-01) | Matrix: Drinking Water | Sampled: 2024-05-14

Calculated Parameters

Hydrogen Sulfide, total	< 0.01	N/A	0.01	mg/L	2024-05-23	CT6
Hardness, Total (as CaCO3)	114	None Required	0.500	mg/L	N/A	

General Parameters

Conductivity (EC)	219	N/A	2.0	µS/cm	2024-05-23	
pH	8.03	7.0-10.5	0.10	pH units	2024-05-23	HT2
Solids, Total Suspended	< 4.0	N/A	2.0	mg/L	2024-05-18	
Sulfide, Total	< 0.020	AO ≤ 0.05	0.020	mg/L	2024-05-22	HT1
Temperature, at pH	18.0	N/A		°C	2024-05-23	HT2
Turbidity	0.51	OG < 1	0.10	NTU	2024-05-17	
UV Transmittance @ 254nm	90.5	N/A	0.10	% T	2024-05-17	

Microbiological Parameters

Coliforms, Total (Q-Tray)	30	MAC = 0	1	MPN/100 mL	2024-05-16	HT1
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TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analyte	Result	Guideline	RL	Units	Analyzed	Qualifier
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UV Treatment Testing (24E2187-01) | Matrix: Drinking Water | Sampled: 2024-05-14, Continued

Total Metals

Calcium, total	33.5	None Required	0.20	mg/L	2024-05-23	
Iron, total	0.013	AO ≤ 0.3	0.010	mg/L	2024-05-23	
Magnesium, total	7.30	None Required	0.010	mg/L	2024-05-23	
Manganese, total	0.00031	MAC = 0.12	0.00020	mg/L	2024-05-23	

Village Of Kaslo (24E2721-01) | Matrix: Drinking Water | Sampled: 2024-05-21

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-05-22	HT4
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-05-22	HT4

Village Of Kaslo (24E3567-01) | Matrix: Wastewater | Sampled: 2024-05-28 08:15

General Parameters

Ammonia, Total (as N)	0.075		0.050	mg/L	2024-05-30	
BOD, 5-day	< 6.4		2.0	mg/L	2024-06-04	
pH	6.79		0.10	pH units	2024-06-05	HT2
Solids, Total Suspended	10.4		2.0	mg/L	2024-05-31	

Microbiological Parameters

Coliforms, Fecal (Q-Tray)	< 1		1	MPN/100 mL	2024-05-29	CST2
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Village Of Kaslo (24E3569-01) | Matrix: Drinking Water | Sampled: 2024-05-28 08:15

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-05-29	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-05-29	

Village Of Kaslo (24F0454-01) | Matrix: Drinking Water | Sampled: 2024-06-04 08:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-06-05	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-06-05	

Village Of Kaslo (24F1371-01) | Matrix: Drinking Water | Sampled: 2024-06-11 08:15

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-06-12	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-06-12	

Village Of Kaslo (24F2404-01) | Matrix: Drinking Water | Sampled: 2024-06-18 08:21

TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
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Analyte	Result	Guideline	RL	Units	Analyzed	Qualifier
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Village Of Kaslo (24F2404-01) | Matrix: Drinking Water | Sampled: 2024-06-18 08:21, Continued

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-06-19	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-06-19	

village of kaslo (24F3309-01) | Matrix: Drinking Water | Sampled: 2024-06-25 09:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-06-26	HT3
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-06-26	HT3

Village of Kaslo (24F3316-01) | Matrix: Wastewater | Sampled: 2024-06-25 09:00

General Parameters

Ammonia, Total (as N)	0.081		0.050	mg/L	2024-06-28	
BOD, 5-day	5.4		2.0	mg/L	2024-07-03	
pH	6.92		0.10	pH units	2024-06-28	HT2
Solids, Total Suspended	10.5		2.0	mg/L	2024-06-28	

Microbiological Parameters

Coliforms, Fecal (Q-Tray)	< 1		1	MPN/100 mL	2024-06-26	HT1
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Village Of Kaslo (24G0232-01) | Matrix: Drinking Water | Sampled: 2024-07-02 08:15

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-07-03	HT3
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-07-03	HT3

Village Of Kaslo (24G1119-01) | Matrix: Drinking Water | Sampled: 2024-07-09 08:30

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-07-10	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-07-10	

Village Of Kaslo (24G2097-01) | Matrix: Drinking Water | Sampled: 2024-07-16 08:20

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-07-17	HT3
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-07-17	HT3

Kaslo River (24G3044-01) | Matrix: Drinking Water | Sampled: 2024-07-23 08:00

Anions

Chloride	0.42	AO ≤ 250	0.10	mg/L	2024-07-23	
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TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analyte	Result	Guideline	RL Units	Analyzed	Qualifier
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Kaslo River (24G3044-01) | Matrix: Drinking Water | Sampled: 2024-07-23 08:00, Continued

Anions, Continued

Fluoride	< 0.10	MAC = 1.5	0.10 mg/L	2024-07-25	
Nitrate (as N)	0.025	MAC = 10	0.010 mg/L	2024-07-25	
Nitrite (as N)	< 0.010	MAC = 1	0.010 mg/L	2024-07-25	
Sulfate	5.9	AO ≤ 500	1.0 mg/L	2024-07-25	

Calculated Parameters

Hardness, Total (as CaCO ₃)	52.4	None Required	0.500 mg/L	N/A	
Solids, Total Dissolved	63.0	AO ≤ 500	1.00 mg/L	N/A	

General Parameters

Alkalinity, Total (as CaCO ₃)	59.0	N/A	1.0 mg/L	2024-07-25	
Alkalinity, Phenolphthalein (as CaCO ₃)	< 1.0	N/A	1.0 mg/L	2024-07-25	
Alkalinity, Bicarbonate (as CaCO ₃)	59.0	N/A	1.0 mg/L	2024-07-25	
Alkalinity, Carbonate (as CaCO ₃)	< 1.0	N/A	1.0 mg/L	2024-07-25	
Alkalinity, Hydroxide (as CaCO ₃)	< 1.0	N/A	1.0 mg/L	2024-07-25	
Conductivity (EC)	116	N/A	2.0 µS/cm	2024-07-25	
Cyanide, Total	< 0.0020	MAC = 0.2	0.0020 mg/L	2024-07-29	
pH	6.50	7.0-10.5	0.10 pH units	2024-07-25	HT2
Turbidity	0.68	OG < 1	0.10 NTU	2024-07-25	

Microbiological Parameters

Coliforms, Total	700	MAC = 0	1 CFU/100 mL	2024-07-24	HT3, MD-2, MIC15
E. coli	23	MAC = 0	1 CFU/100 mL	2024-07-24	HT3, MD-2

Total Metals

Aluminum, total	0.0388	OG < 0.1	0.0050 mg/L	2024-07-25	
Antimony, total	< 0.00020	MAC = 0.006	0.00020 mg/L	2024-07-25	
Arsenic, total	< 0.00050	MAC = 0.01	0.00050 mg/L	2024-07-25	
Barium, total	0.0078	MAC = 2	0.0050 mg/L	2024-07-25	
Boron, total	< 0.0500	MAC = 5	0.0500 mg/L	2024-07-25	
Cadmium, total	0.000225	MAC = 0.007	0.000010 mg/L	2024-07-25	
Calcium, total	16.7	None Required	0.20 mg/L	2024-07-25	
Chromium, total	< 0.00050	MAC = 0.05	0.00050 mg/L	2024-07-25	
Copper, total	0.00082	MAC = 2	0.00040 mg/L	2024-07-25	
Iron, total	0.071	AO ≤ 0.3	0.010 mg/L	2024-07-25	
Lead, total	0.00074	MAC = 0.005	0.00020 mg/L	2024-07-25	
Magnesium, total	2.60	None Required	0.010 mg/L	2024-07-25	
Manganese, total	0.00619	MAC = 0.12	0.00020 mg/L	2024-07-25	
Potassium, total	0.45	N/A	0.10 mg/L	2024-07-25	
Selenium, total	0.00053	MAC = 0.05	0.00050 mg/L	2024-07-25	
Sodium, total	0.84	AO ≤ 200	0.10 mg/L	2024-07-25	
Strontium, total	0.106	MAC = 7	0.0010 mg/L	2024-07-25	
Uranium, total	0.000351	MAC = 0.02	0.000020 mg/L	2024-07-25	
Zinc, total	0.0218	AO ≤ 5	0.0040 mg/L	2024-07-25	

TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analyte	Result	Guideline	RL Units	Analyzed	Qualifier
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Kemp Creek (24G3044-02) | Matrix: Drinking Water | Sampled: 2024-07-23 09:00

Anions

Chloride	< 0.10	AO ≤ 250	0.10 mg/L	2024-07-25	
Fluoride	< 0.10	MAC = 1.5	0.10 mg/L	2024-07-25	
Nitrate (as N)	0.071	MAC = 10	0.010 mg/L	2024-07-25	
Nitrite (as N)	< 0.010	MAC = 1	0.010 mg/L	2024-07-25	
Sulfate	13.4	AO ≤ 500	1.0 mg/L	2024-07-25	

Calculated Parameters

Hardness, Total (as CaCO ₃)	117	None Required	0.500 mg/L	N/A	
Solids, Total Dissolved	120	AO ≤ 500	1.00 mg/L	N/A	

General Parameters

Alkalinity, Total (as CaCO ₃)	100	N/A	1.0 mg/L	2024-07-25	
Alkalinity, Phenolphthalein (as CaCO ₃)	< 1.0	N/A	1.0 mg/L	2024-07-25	
Alkalinity, Bicarbonate (as CaCO ₃)	100	N/A	1.0 mg/L	2024-07-25	
Alkalinity, Carbonate (as CaCO ₃)	< 1.0	N/A	1.0 mg/L	2024-07-25	
Alkalinity, Hydroxide (as CaCO ₃)	< 1.0	N/A	1.0 mg/L	2024-07-25	
Conductivity (EC)	225	N/A	2.0 µS/cm	2024-07-25	
Cyanide, Total	< 0.0020	MAC = 0.2	0.0020 mg/L	2024-07-29	
pH	7.12	7.0-10.5	0.10 pH units	2024-07-25	HT2
Turbidity	0.22	OG < 1	0.10 NTU	2024-07-25	

Microbiological Parameters

Coliforms, Total	170	MAC = 0	1 CFU/100 mL	2024-07-24	MD-2, MIC15
E. coli	< 1	MAC = 0	1 CFU/100 mL	2024-07-24	MD-2

Total Metals

Aluminum, total	0.0187	OG < 0.1	0.0050 mg/L	2024-07-25	
Antimony, total	< 0.00020	MAC = 0.006	0.00020 mg/L	2024-07-25	
Arsenic, total	< 0.00050	MAC = 0.01	0.00050 mg/L	2024-07-25	
Barium, total	0.0109	MAC = 2	0.0050 mg/L	2024-07-25	
Boron, total	< 0.0500	MAC = 5	0.0500 mg/L	2024-07-25	
Cadmium, total	0.000060	MAC = 0.007	0.000010 mg/L	2024-07-25	
Calcium, total	37.6	None Required	0.20 mg/L	2024-07-25	
Chromium, total	0.00070	MAC = 0.05	0.00050 mg/L	2024-07-25	
Copper, total	< 0.00040	MAC = 2	0.00040 mg/L	2024-07-25	
Iron, total	0.018	AO ≤ 0.3	0.010 mg/L	2024-07-25	
Lead, total	< 0.00020	MAC = 0.005	0.00020 mg/L	2024-07-25	
Magnesium, total	5.54	None Required	0.010 mg/L	2024-07-25	
Manganese, total	0.00064	MAC = 0.12	0.00020 mg/L	2024-07-25	
Potassium, total	0.80	N/A	0.10 mg/L	2024-07-25	
Selenium, total	0.00245	MAC = 0.05	0.00050 mg/L	2024-07-25	
Sodium, total	0.80	AO ≤ 200	0.10 mg/L	2024-07-25	
Strontium, total	0.213	MAC = 7	0.0010 mg/L	2024-07-25	

TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analyte	Result	Guideline	RL Units	Analyzed	Qualifier
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Kemp Creek (24G3044-02) | Matrix: Drinking Water | Sampled: 2024-07-23 09:00, Continued

Total Metals, Continued

Uranium, total	0.00102	MAC = 0.02	0.000020 mg/L	2024-07-25	
Zinc, total	< 0.0040	AO ≤ 5	0.0040 mg/L	2024-07-25	

Kaslo Springs (24G3044-03) | Matrix: Drinking Water | Sampled: 2024-07-23 09:00

Anions

Chloride	< 0.10	AO ≤ 250	0.10 mg/L	2024-07-25	
Fluoride	< 0.10	MAC = 1.5	0.10 mg/L	2024-07-25	
Nitrate (as N)	0.197	MAC = 10	0.010 mg/L	2024-07-25	
Nitrite (as N)	< 0.010	MAC = 1	0.010 mg/L	2024-07-25	
Sulfate	12.0	AO ≤ 500	1.0 mg/L	2024-07-25	

Calculated Parameters

Hardness, Total (as CaCO3)	122	None Required	0.500 mg/L	N/A	
Solids, Total Dissolved	128	AO ≤ 500	1.00 mg/L	N/A	

General Parameters

Alkalinity, Total (as CaCO3)	111	N/A	1.0 mg/L	2024-07-25	
Alkalinity, Phenolphthalein (as CaCO3)	< 1.0	N/A	1.0 mg/L	2024-07-25	
Alkalinity, Bicarbonate (as CaCO3)	111	N/A	1.0 mg/L	2024-07-25	
Alkalinity, Carbonate (as CaCO3)	< 1.0	N/A	1.0 mg/L	2024-07-25	
Alkalinity, Hydroxide (as CaCO3)	< 1.0	N/A	1.0 mg/L	2024-07-25	
Conductivity (EC)	237	N/A	2.0 µS/cm	2024-07-25	
Cyanide, Total	< 0.0020	MAC = 0.2	0.0020 mg/L	2024-07-29	
pH	7.06	7.0-10.5	0.10 pH units	2024-07-25	HT2
Turbidity	< 0.10	OG < 1	0.10 NTU	2024-07-25	

Microbiological Parameters

Coliforms, Total	40	MAC = 0	1 CFU/100 mL	2024-07-24	MD-2
E. coli	1	MAC = 0	1 CFU/100 mL	2024-07-24	MD-2

Total Metals

Aluminum, total	0.0110	OG < 0.1	0.0050 mg/L	2024-07-25	
Antimony, total	< 0.00020	MAC = 0.006	0.00020 mg/L	2024-07-25	
Arsenic, total	< 0.00050	MAC = 0.01	0.00050 mg/L	2024-07-25	
Barium, total	0.0276	MAC = 2	0.0050 mg/L	2024-07-25	
Boron, total	< 0.0500	MAC = 5	0.0500 mg/L	2024-07-25	
Cadmium, total	0.000014	MAC = 0.007	0.000010 mg/L	2024-07-25	
Calcium, total	39.6	None Required	0.20 mg/L	2024-07-25	
Chromium, total	0.00072	MAC = 0.05	0.00050 mg/L	2024-07-25	
Copper, total	< 0.00040	MAC = 2	0.00040 mg/L	2024-07-25	
Iron, total	0.012	AO ≤ 0.3	0.010 mg/L	2024-07-25	
Lead, total	< 0.00020	MAC = 0.005	0.00020 mg/L	2024-07-25	
Magnesium, total	5.66	None Required	0.010 mg/L	2024-07-25	

TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analyte	Result	Guideline	RL	Units	Analyzed	Qualifier
Kaslo Springs (24G3044-03) Matrix: Drinking Water Sampled: 2024-07-23 09:00, Continued						
<i>Total Metals, Continued</i>						
Manganese, total	0.00085	MAC = 0.12	0.00020	mg/L	2024-07-25	
Potassium, total	0.78	N/A	0.10	mg/L	2024-07-25	
Selenium, total	0.00088	MAC = 0.05	0.00050	mg/L	2024-07-25	
Sodium, total	1.21	AO ≤ 200	0.10	mg/L	2024-07-25	
Strontium, total	0.140	MAC = 7	0.0010	mg/L	2024-07-25	
Uranium, total	0.000704	MAC = 0.02	0.000020	mg/L	2024-07-25	
Zinc, total	< 0.0040	AO ≤ 5	0.0040	mg/L	2024-07-25	

End of Distribution (24G3045-01) | Matrix: Drinking Water | Sampled: 2024-07-23 08:00

<i>Microbiological Parameters</i>						
Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-07-24	HT3
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-07-24	HT3

Village Of Kaslo - Final Effluent (24G3827-01) | Matrix: Wastewater | Sampled: 2024-07-30 08:30

<i>General Parameters</i>						
Ammonia, Total (as N)	0.213		0.050	mg/L	2024-08-02	
BOD, 5-day	11.1		2.0	mg/L	2024-08-06	
pH	7.05		0.10	pH units	2024-07-31	HT2
Solids, Total Suspended	23.2		2.0	mg/L	2024-08-01	
<i>Microbiological Parameters</i>						
Coliforms, Fecal (Q-Tray)	2		1	MPN/100 mL	2024-07-31	

Village Of Kaslo - End of Distribution (24G3828-01) | Matrix: Drinking Water | Sampled: 2024-07-30 08:30

<i>Microbiological Parameters</i>						
Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-07-31	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-07-31	

Village Of Kaslo (24H0636-01) | Matrix: Drinking Water | Sampled: 2024-08-06 08:00

<i>Microbiological Parameters</i>						
Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-08-07	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-08-07	

Village Of Kaslo (24H1650-01) | Matrix: Drinking Water | Sampled: 2024-08-13 07:55

<i>Microbiological Parameters</i>						
Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-08-14	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-08-14	

TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analyte	Result	Guideline	RL	Units	Analyzed	Qualifier
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End of Distribution (24H2636-01) | Matrix: Drinking Water | Sampled: 2024-08-20 09:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-08-21	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-08-21	

Village Of Kaslo (24H3583-01) | Matrix: Drinking Water | Sampled: 2024-08-27 08:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-08-28	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-08-28	

Village Of Kaslo (24H3584-01) | Matrix: Wastewater | Sampled: 2024-08-27 08:00

General Parameters

Ammonia, Total (as N)	0.334		0.050	mg/L	2024-08-30	RE2
BOD, 5-day	< 5.4		2.0	mg/L	2024-09-03	
pH	7.52		0.10	pH units	2024-08-28	HT2
Solids, Total Suspended	9.0		2.0	mg/L	2024-08-30	

Microbiological Parameters

Coliforms, Fecal (Q-Tray)	< 1		1	MPN/100 mL	2024-08-28	
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village of kaslo (24I0195-01) | Matrix: Drinking Water | Sampled: 2024-09-03 11:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-09-04	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-09-04	

village of kaslo (24I1242-01) | Matrix: Drinking Water | Sampled: 2024-09-10 10:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-09-11	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-09-11	

Village Of Kaslo (24I2161-01) | Matrix: Drinking Water | Sampled: 2024-09-17 08:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-09-18	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-09-18	

Village Of Kaslo (24I3154-01) | Matrix: Drinking Water | Sampled: 2024-09-24 08:30

Microbiological Parameters

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TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analyte	Result	Guideline	RL	Units	Analyzed	Qualifier
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Village Of Kaslo (24I3154-01) | Matrix: Drinking Water | Sampled: 2024-09-24 08:30, Continued

Microbiological Parameters, Continued

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-09-25	HT3
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-09-25	HT3

Village Of Kaslo (24I3155-01) | Matrix: Wastewater | Sampled: 2024-09-24 08:30

General Parameters

Ammonia, Total (as N)	0.148		0.050	mg/L	2024-09-26	
BOD, 5-day	8.0		2.0	mg/L	2024-10-01	
pH	7.47		0.10	pH units	2024-09-27	HT2
Solids, Total Suspended	15.5		2.0	mg/L	2024-10-03	HT1

Microbiological Parameters

Coliforms, Fecal (Q-Tray)	< 1		1	MPN/100 mL	2024-09-25	
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Village Of Kaslo (24J0228-01) | Matrix: Drinking Water | Sampled: 2024-10-01 08:45

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-10-02	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-10-02	

Village Of Kaslo (24J1278-01) | Matrix: Drinking Water | Sampled: 2024-10-08 08:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-10-09	HT3
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-10-09	HT3

Village Of Kaslo (24J2095-01) | Matrix: Drinking Water | Sampled: 2024-10-15 08:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-10-16	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-10-16	

village of kaslo (24J3006-01) | Matrix: Drinking Water | Sampled: 2024-10-22 09:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-10-23	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-10-23	

Village Of Kaslo (24J3891-01) | Matrix: Drinking Water | Sampled: 2024-10-29 08:15

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-	
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TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analyte	Result	Guideline	RL	Units	Analyzed	Qualifier
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Village Of Kaslo (24J3891-01) | Matrix: Drinking Water | Sampled: 2024-10-29 08:15, Continued

Microbiological Parameters, Continued

E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-10-30	
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Village Of Kaslo (24J3892-01) | Matrix: Wastewater | Sampled: 2024-10-29 08:15

General Parameters

Ammonia, Total (as N)	0.114		0.050	mg/L	2024-10-31	
BOD, 5-day	8.0		2.0	mg/L	2024-11-05	
pH	7.60		0.10	pH units	2024-10-30	HT2
Solids, Total Suspended	5.0		2.0	mg/L	2024-11-04	

Microbiological Parameters

Coliforms, Fecal (Q-Tray)	1		1	MPN/100 mL	2024-10-30	
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Village Of Kaslo (24K0607-01) | Matrix: Drinking Water | Sampled: 2024-11-05 08:50

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-11-06	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-11-06	

village of kaslo (24K1397-01) | Matrix: Drinking Water | Sampled: 2024-11-12 08:40

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-11-13	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-11-13	

End of Distribution (24K2276-01) | Matrix: Drinking Water | Sampled: 2024-11-19 09:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-11-20	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-11-20	

Village Of Kaslo (24K3122-01) | Matrix: Drinking Water | Sampled: 2024-11-26 08:00

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1	CFU/100 mL	2024-11-27	
E. coli	< 1	MAC = 0	1	CFU/100 mL	2024-11-27	

Village Of Kaslo (24K3123-01) | Matrix: Wastewater | Sampled: 2024-11-26 08:00

General Parameters

Ammonia, Total (as N)	< 0.050		0.050	mg/L	2024-12-03	
BOD, 5-day	< 5.0		2.0	mg/L	2024-	

TEST RESULTS

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analyte	Result	RL	Units	Analyzed	Qualifier
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Village Of Kaslo (24K3123-01) | Matrix: Wastewater | Sampled: 2024-11-26 08:00, Continued

General Parameters, Continued

pH	7.67	0.10	pH units	2024-12-02	HT2
Solids, Total Suspended	11.2	2.0	mg/L	2024-11-28	

Microbiological Parameters

Coliforms, Fecal (Q-Tray)	< 1	1	MPN/100 mL	2024-11-27	HT1
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Village Of Kaslo - End of Distribution (24L0359-01) | Matrix: Drinking Water | Sampled: 2024-12-03 08:15

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1 CFU/100 mL	2024-12-04	
E. coli	< 1	MAC = 0	1 CFU/100 mL	2024-12-04	

Village Of Kaslo (24L1225-01) | Matrix: Drinking Water | Sampled: 2024-12-10 08:15

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1 CFU/100 mL	2024-12-11	
E. coli	< 1	MAC = 0	1 CFU/100 mL	2024-12-11	

Village Of Kaslo (24L2020-01) | Matrix: Drinking Water | Sampled: 2024-12-17 08:15

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1 CFU/100 mL	2024-12-18	
E. coli	< 1	MAC = 0	1 CFU/100 mL	2024-12-18	

Village Of Kaslo (24L2623-01) | Matrix: Drinking Water | Sampled: 2024-12-23 09:10

Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1 CFU/100 mL	2024-12-24	
E. coli	< 1	MAC = 0	1 CFU/100 mL	2024-12-24	

Village Of Kaslo (24L2816-01) | Matrix: Drinking Water | Sampled: 2024-12-30 08:30

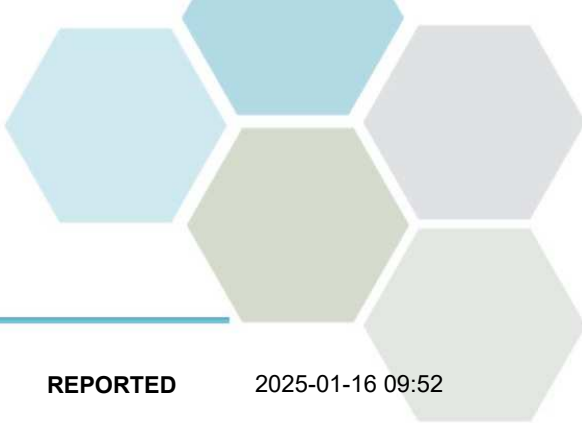
Microbiological Parameters

Coliforms, Total	< 1	MAC = 0	1 CFU/100 mL	2024-12-31	
E. coli	< 1	MAC = 0	1 CFU/100 mL	2024-12-31	

Village Of Kaslo (24L2818-01) | Matrix: Wastewater | Sampled: 2024-12-30 08:30

General Parameters

Ammonia, Total (as N)	< 0.050	0.050	mg/L	2025-01-06	
BOD, 5-day	8.0	2.0	mg/L	2025-01-07	
pH	7.77	0.10	pH units	2025-01-07	



TEST RESULTS

REPORTED TO PROJECT	Kaslo, Village of Wastewater- PE13868	REPORTED	2025-01-16 09:52
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Analyte	Result	RL	Units	Analyzed	Qualifier
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Village Of Kaslo (24L2818-01) | Matrix: Wastewater | Sampled: 2024-12-30 08:30, Continued

General Parameters, Continued

Solids, Total Suspended	14.4	2.0	mg/L	2024-12-31	
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Microbiological Parameters

Coliforms, Fecal (Q-Tray)	< 1	1	MPN/100 mL	2024-12-31	
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Sample Qualifiers:					
CST2	Result is an estimate due to matrix Interference. Resampling is recommended				
CT1	Incorrect Container(s) supplied for TC analysis				
CT6	Results were based on lab temperature & lab pH.				
F2	The sample was not field-preserved with HNO3 and was therefore preserved in the laboratory and held for at least 16 hours prior to analysis for total metals.				
HT1	The sample was prepared and/or analyzed past the recommended holding time.				
HT2	The 15 minute recommended holding time (from sampling to analysis) has been exceeded - field analysis is recommended.				
HT3	Microbiological analysis was initiated beyond the maximum holding time of 30 hours. Results may not be valid.				
HT4	The collection date and/or time was not provided. Therefore holding time exceedances cannot be properly identified.				
MD-2	Test method deviation - Total Coliform and E.coli analysis were run using Chromocult Coliform Agar. Results are estimates.				
MIC15	The final result is estimated due to a high bacterial count.				
RE2	Result was confirmed by re-analysis prior to reporting.				

APPENDIX 1: SUPPORTING INFORMATION

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

Analysis Description	Method Ref.	Technique	Accredited	Location
Alkalinity in Water	SM 2320 B* (2021)	Titration with H2SO4	✓	Kelowna
Ammonia, Total in Water	SM 4500-NH3 G* (2021)	Automated Colorimetry (Phenate)	✓	Kelowna
Anions in Water	SM 4110 B (2020)	Ion Chromatography	✓	Kelowna
Biochemical Oxygen Demand in Water	SM 5210 B (2019)	Dissolved Oxygen Meter	✓	Kelowna
Coliforms, Fecal in Water	SM 9223 (2016)	Quanti-Tray / Enzyme Substrate Endo Agar	✓	Kelowna
Coliforms, Total in Water	SM 9222* (2015)	Membrane Filtration / Chromocult Agar	✓	Kelowna
Coliforms, Total in Water	SM 9223 (2016)	Quanti-Tray / Enzyme Substrate Endo Agar	✓	Kelowna
Conductivity in Water	SM 2510 B (2021)	Conductivity Meter	✓	Edmonton
Cyanide, SAD in Water	ASTM D7511-12	Flow Injection with In-Line UV Digestion and Amperometry	✓	Kelowna
E. coli in Water	SM 9222* (2015)	Membrane Filtration / Chromocult Agar	✓	Kelowna
Hardness in Water	SM 2340 B* (2021)	Calculation: 2.497 [total Ca] + 4.118 [total Mg] (Est)	✓	N/A
Hydrogen Sulfide, total in Water	SM 4500-S2 H (2021)	Calculation		N/A
pH in Water	SM 4500-H+ B (2021)	Electrometry	✓	Edmonton
Solids, Total Dissolved in Water	SM 1030 E (2021)	SM 1030 E		N/A
Solids, Total Suspended in Water	Solids in Water, Filtered / SM 2540 D* (2020)	Solids in Water, Filtered / Gravimetry (Dried at 103-105C)	✓	Kelowna
Sulfide, Total in Water	SM 4500-S2 D* (2021)	Colorimetry (Methylene Blue)	✓	Edmonton
Total Metals in Water	EPA 200.2 / EPA 6020B	HNO3+HCl Hot Block Digestion / Inductively Coupled Plasma-Mass Spectroscopy (ICP-MS)	✓	Richmond
Transmittance at 254 nm in Water	SM 5910 B* (2021)	Ultraviolet Absorption	✓	Kelowna
Turbidity in Water	SM 2130 B (2020)	Nephelometry	✓	Kelowna

Note: An asterisk in the Method Reference indicates that the CARO method has been modified from the reference method

Glossary of Terms:

RL	Reporting Limit (default)
% T	Percent Transmittance
<	Less than the specified Reporting Limit (RL) - the actual RL may be higher than the default RL due to various factors
°C	Degrees Celcius
AO	Aesthetic Objective
CFU/100 mL	Colony Forming Units per 100 millilitres
MAC	Maximum Acceptable Concentration (health based)
mg/L	Milligrams per litre
MPN/100 mL	Most Probable Number per 100 millilitres
NTU	Nephelometric Turbidity Units
OG	Operational Guideline (treated water)
pH units	pH < 7 = acidic, pH > 7 = basic
µS/cm	Microsiemens per centimetre
ASTM	ASTM International Test Methods
EPA	United States Environmental Protection Agency Test Methods
SM	Standard Methods for the Examination of Water and Wastewater, American Public Health Association

APPENDIX 1: SUPPORTING INFORMATION

REPORTED TO PROJECT Kaslo, Village of
Wastewater- PE13868

REPORTED 2025-01-16 09:52

General Comments:

The results in this report apply to the received samples analyzed in accordance with the Chain of Custody document. This analytical report must be reproduced in its entirety. CARO is not responsible for any loss or damage resulting directly or indirectly from error or omission in the conduct of testing. Liability is limited to the cost of analysis. Caro will dispose of all samples within 30 days of sample receipt, unless otherwise agreed. The quality control (QC) data is available upon request

Results in **Bold** indicate values that are above CARO's method reporting limits. Any results that are above regulatory limits are highlighted **red**. Please note that results will only be highlighted red if the regulatory limits are included on the CARO report. Any Bold and/or highlighted results do not take into account method uncertainty. If you would like method uncertainty or regulatory limits to be included on your report, please contact your Account Manager: TeamCaro@caro.ca

Please note any regulatory guidelines applied to this report are added as a convenience to the client, at their request, to help provide some initial context to analytical results obtained. Although CARO makes every effort to ensure accuracy of the associated regulatory guideline(s) applied, the guidelines applied cannot be assumed to be correct due to a variety of factors and as such CARO Analytical Services assumes no liability or responsibility for the use of those guidelines to make any decisions. The original source of the regulation should be verified and a review of the guideline(s) should be validated as correct in order to make any decisions arising from the comparison of the analytical data obtained to the relevant regulatory guideline for one's particular circumstances. Further, CARO Analytical Services assumes no liability or responsibility for any loss attributed from the use of these guidelines in any way.

Appendix 3:

Water Conservation Measures Policy

THE VILLAGE OF KASLO

Resolution 212/2017

POLICY TITLE: Water Conservation Measures

POLICY STATEMENT:

The Village seeks to align Water Conservation measures with those of the Regional District of Central Kootenay given that unincorporated utility customers and municipal residents should receive clear, consistent information at times of shortage or drought. In a period of serious concerns with respect to climate change adaptation, the public is encouraged to take water conservation measures seriously and comply voluntarily.

- 1. Stage 1 Water Conservation Measures go into effect every year regardless of seasonal weather patterns.** These measures are in effect from June 1st to September 30th. The Village may, upon notification, impose further water conservation measures (Stages 2-4) as necessary and will additionally request the Regional District to inform their **municipal customers** accordingly.
- 2. Public Works may, in response to complaints or observed non-compliance, plant *Water Smart* flags in front of properties to encourage initial compliance through a friendly warning that additionally alerts the passing public to the situation.** This will not be done in unincorporated customer areas.
- 3. Conservation enforcement with respect to unincorporated customers shall be done through the Regional District of Central Kootenay with their cooperation and agreement with respect to actions.**
- 4. As per municipal bylaws and powers under the *Community Charter*, Public Works may shut off the water connection to properties in serious cases of non-compliance after serving one written warning to the tenant/ owner/ occupant.**
- 5. Water Conservation stage changes will be communicated by physical posting and social media/ website.**
- 6. Activities and stages are described in the table appended to this policy.** If Regional District of Central Kootenay conservation measures change, this policy shall automatically be updated by staff to reflect that change and shall be provided to Council for information and review.
- 7. Council or the CAO will review requests to vary or relax the restrictions in specific situations.** Any approval will be issued in writing.
- 8. Serious noncompliance at specific properties within the Village may be partly mitigated by the CAO recommending to Council that a water meter be installed at the owner's expense and the property billed at the appropriate metered rate going forward.**

Activity	Mandatory Restrictions			
	Stage 1	Stage 2	Stage 3	Stage 4
Watering of lawns	ONLY between the hours 7 pm - 10 am	ONLY between the hours 6 am – 10 am, and 8 pm – 10 pm	Prohibited	Prohibited
Watering of new lawns (seed within 45 days and sod within 21 days of installation)	ONLY between the hours 7 pm - 10 am	ONLY between the hours 6 am – 10 am, and 8 pm – 10 pm	ONLY between the hours 6 am – 10 am, and 8 pm – 10 pm	Prohibited (Except where permitted by the Manager)
Watering of gardens, trees and shrubs (excluding watering of commercial agricultural products)	ONLY between the hours 7 pm - 10 am	ONLY between the hours 6 am – 10 am, and 8 pm – 10 pm	ONLY between the hours 6 am – 10 am, and 8 pm – 10 pm	Prohibited
	<i>Watering using drip irrigation*, a watering can, and or hand held hose, which eliminates over-spray is permitted at any time.</i>			
Watering of Commercial Agricultural Products (production and sales)	Permitted	Permitted	Permitted	Permitted (Voluntary Conservation)
Wash down (sidewalks, walkways, driveways, exterior building surfaces, window, vehicles or other outdoor surface)	Permitted	ONLY between the hours 6 am – 10 am, and 8 pm – 10 pm	Prohibited (Except where critical for health and safety, & business operations)	Prohibited (Except where critical for health and safety)
Filling of fountains or other decorative features	Permitted	Prohibited (Except where permitted by the Manager)	Prohibited	Prohibited
Filling of outdoor hot tubs and/or wading pools.	Permitted	Permitted	Prohibited	Prohibited
Filling of swimming pools	ONLY between the hours 8 pm - 7 am	Prohibited (Except where permitted by the Manager)	Prohibited	Prohibited
Dwelling water consuming appliances such as washing machines and dishwashers	Permitted	Permitted	Permitted (Voluntary Conservation)	Permitted (Voluntary Conservation)
Large commercial water use such as laundromats, washers, carwashes, etc.	Permitted	Permitted	Permitted (Voluntary Conservation)	Permitted (Voluntary Conservation)

**Drip irrigation delivers water to the root zone of the plants where individual emitters use less than 2 gallons per hours (7.6L/hr) at less than 20psi (140Kpa). This does not include soaker hoses or micro sprayers.*

THIS POLICY WAS CONSIDERED AND ADOPTED BY COUNCIL ON November 14th 2017
RESOLUTION 212/2017

SUPERCEDES: Standard operating guideline on water conservation measures

Appendix 4:

Water Treatment Plant Emergency Response Plan



Village of Kaslo

WATER TREATMENT PLANT

EMERGENCY RESPONSE PLAN

WATER ADVISORY PROTOCOL

The following steps are to be taken to notify the appropriate agencies.

- | | | |
|----|--|----------------|
| 1. | Notify Chief Administrative Officer | 250-353-2311 |
| 2. | Notify Mayor | |
| 3. | Notify Interior Health: Pouria Mojtahedi
Pouria.Mojtahedi@interiorhealth.ca | 250-365-4311 |
| | IHA After Hours - Medical health officer | 1-866-457-5648 |

INFORMATION REQUIRED

1. Identify yourself: Village of Kaslo; Water Treatment Plant
2. Relay circumstances or event causing water advisory
3. Relay action being undertaken to correct problem

ACTION REQUIRED BY OFFICE STAFF

1. Notify High Risk Facilities
2. Contact Media to Communicate Water Advisory to Public
3. Post Water Advisory Sign for Travelers in Parks, Motels, And Gas Stations

ACTION REQUIRED BY PUBLIC WORKS

1. Arrange Alternate Sources of Water If Applicable
2. Expedite Remediation of Problem Causing Advisory
3. Update CAO

PHONE LISTS

PRIMARY CONTACT

GEOFF SCOTT - Treatment plant operator	Work Cell	
	Cell	
JASON TURNER - Utility Operator	Cell	
POURIA MOJTAHEDI - Interior Health Authority	Cell	
	Office	250-551-1911
INTERIOR HEALTH AUTHORITY - Cranbrook		250-365-4311
		250-421-3471
ROBRT BAKER - Chief Administrative Officer		250-353-2311
SUSAN HEWAT - Mayor	Cell	
INTERIOR HEALTH AUTHORITY:		
- After Hours Manager on Call		1-855-851-4194
- Medical Health Officer		1-866-457-5648

SECONDARY CONTACTS

YRB		250-353-2453
YRB AFTER HOURS		1-888-352-0356
	Cell	250-505-2804
BRENTON INDUSTRIES	Cell	250-551-4058
EMERGENCY MANAGEMENT B.C.		1-800-663-3456
D.F.O.		1-800- 663-2224
HOSPITAL - EMERGENCY		911
FIRE DEPARTMENT EMERGENC		911
POLICE - KASLO DETACHMENT		911
FORTIS BC - EMERGENCY		1-866-436-7847
BELL MEDIA		250-352-5510
THE BRIDGE		250-365-0694
MOUNTIAN FM		news@mountianfm.net
KOOTENAY CO-OP RADIO		250-352-9600
ASTRAL MEDIA		250-868-4720
		Jgarry@astral.com
CBC RADIO		1-866-306-4636

HIGH RISKS

JV HUMPHRIES SCHOOL		250-353-2227
VICTORIAN HOSPITAL		250-353-2211
		250-353-2291
PERIWINKLE/KLISS PRESCHOOL		250-353-2222
		250-505 6091
ABBAY MANOR		250-353-7745

FOOD STORES

KASLO FRONT STREET MARKET	250-353-2331
ERICS MEAT MARKET	250-353-2436
CORNUCOPIA	250-353-2594
SUNNYSIDE	250-353-9667
KASLO SOURDOUGH	250-353-7656

RESTAURANTS

KASLO HOTEL & BREW PUB	250-353-7714
TREEHOUSE	250-353-2955
BUDDY'S PIZZERIA	250-353-2282
TERESA'S COFFEE SHOP	250-353-2115
BLUEBELL BISTRO	250-353-7361
ANGRY HEN	250-353-7446
THE PARLOUR	250-353-1217
CHEZ SERGE	250-777-4016
GOLF COURSE CLUB HOUSE	250-353-2262

ACCOMODATIONS

KASLO CAMPGROUND	250-353-2662
KASLO HOTEL	250-353-7714
KASLO MOTEL	250-353-2431
TRUE BLUE LODGE	250-353-7599
TRUE BLUE LODGE	250-215-4438
SUNNY BLUFFS	250-353-7728
KANES LANDING	250-353-8582
AIR BnB	

HIGH DEMAND INDUSTRIES

KASLO FIRE DEPT	Office	250-353-2314
	Cell	250-505-8175
KASLO GOLF COURSE		250-353-2262
		250-353-2355
JV HUMPHRIES SCHOOL		250-353-2227
KASLO AUTOMOTIVE		250-353-2645

TYPES OF EMERGENCIES

A: CONTAMINATION OF SOURCE

ACTION: Switch to alternate raw water source.
Primary raw water source contamination would require the isolation of the contaminated system and activation of the secondary source.
If contaminant could be in distribution system activate appropriate advisory (i.e. "do not use" or "boil water" or "water quality advisory").

CONTACTS: Notify personnel listed in primary contacts as required.
Notify secondary contacts if applicable.

B: LOSS OF SOURCE

ACTION: Switch to alternate water source.
Notify appropriate government agencies.

CONTACTS: Notify personnel listed in primary contacts as required.
notify secondary contacts if applicable.

C: LOSS OF BOTH PRIMARY AND SECONDARY SOURCES

ACTION: Repair as quickly as possible.
Fire-pump from lake into pumper trucks.
Bottled water delivery for drinking water within 24 hours.

CONTACTS: Notify primary contacts.
Notify secondary contacts if applicable.

D: FLOODING

ACTION: Use alternate water source if possible
Advisory protocol 1-5 ntu = Water Quality Advisory
+5 ntu = Boil Water Advisory

CONTACTS: Notify primary contact list.
Notify secondary list if required.

E: BROKEN WATER MAIN

ACTION: Notify users of interruption to service and advise users to restrict usage until service restored.
Notify high risk facilities of water quality advisory until system is tested.
Shut down main for repair.

CONTACTS: Notify primary contacts listed.
Notify the fire department.
Notify high risk facilities.

F: CHLORINATOR FAILURE

ACTION: Prioritize chlorinator repairs.

CONTACTS: Notify primary contact list.
Notify all users of boil water advisory.
Notify chlorinator manufacturer.

G: PUMP FAILURE

ACTION: Switch to gravity system if available.
Prioritize repairs.

CONTACTS: Notify primary contact list.
Notify pump manufacturer.

H: POWER FAILURE

ACTION: Switch raw water source to gravity System.
Notify users if there is an interruption to service or quality.

CONTACTS: Notify Village Foreman & treatment plant operator.
Notify CAO.
Notify fortis BC.

I: FIRE

ACTION: Call 911.
Identify self.
Give location of fire.

CONTACTS: 911 FIRE.
Notify primary contact list.

J: EARTHQUAKE

ACTIONS: Evaluate damage to infrastructure.
Arrange alternate source.
Increase disinfection.

CONTACTS: Notify primary contact list.
Notify the fire department.
Notify the media.
Notify appropriate ministry in secondary contact list.

VILLAGE OF KASLO
NOTICE
TEMPORARY STREET CLOSURE

The Village of Kaslo has received a request from:

Shelagh Smith and Neil McKinnon (North Kootenay Bike Shop)
(name of organization)

to close a street or streets pursuant to the map (see over) on:

DATE(S) Saturday, May 3, 2025

BETWEEN THE HOURS OF 8am - 12pm (event registration starts at 9am)

FOR THE PURPOSE OF Bike Safety program

This form may EITHER be returned to the person delivering it OR returned to the Village office by the person who completes the form.

Please return this form to the Village Office at 413 Fourth Street Kaslo B.C. prior to 12 Noon on Wednesday _____ with any comments may you have regarding the proposed closure. Council will be reconsidering this proposal for closure at its regular meeting scheduled to be held _____.

COMMENTS: see attached letter and map

Shelagh Smith Smith March 3, 2025
NAME (printed) SIGNATURE: DATE

March 3, 2025

Hello CAO, Mayor and Council

I live by the skateboard park in lower Kaslo and frequently see cyclists of all ages speed through the stop sign at the intersection of D Lane (alley) and First Street (Ring Road), and ride on the wrong side of First Street that turns into E Avenue which is a blind street corner coming from both directions. I am concerned for their safety.

I approached Neil McKinnon, owner of **North Kootenay Bike Shop**, to offer a bike safety course. We have approached JVH to give a 1 hour in class presentation on bike safety to Grades 4-5-6 in late April. This will be followed up by a free bike safety event at Vimy Park on **Saturday, May 3 from 9:30 - 2:00** providing practical experience to reinforce their classroom learning covering road safety scenarios, bike safety checks and providing safety packages. The event will end with a BBQ at the picnic shelter. All participants will have a parent or guardian sign waivers provided by Kaslo E-Bike. Western Financial has been contacted to provide an insurance estimate for this event. The RCMP, paramedics and volunteers from the Kaslo Mountain Bike Club will be invited to assist. We will approach various local businesses to donate food for the BBQ.

I am writing to request the Village of Kaslo's support of this initiative.

We request street closure from **8am – 12pm** to allow us to set up road scenarios (pylons) in advance of the start time of 9:30. Registration will be from 9am – 9:30am. We request the street along First Street (Ring Road) from the campground gate by Logger Sports extended to the intersection of E Avenue and Second Street to be temporarily closed. (see map) We include closing off the section of E Avenue up to Second Street so that we can use that section of the road to create scenarios and awareness of safety concerns when you cannot see around blind street corners. It may be necessary to close off D Lane (alley) to traffic going to First Street. I will inform the households along E Avenue and D Lane who will be affected by the road closure.

In order to offer this course for free we are working to keep our costs to a minimum and request that the Village of Kaslo provide the Vimy Park picnic shelter at no cost.

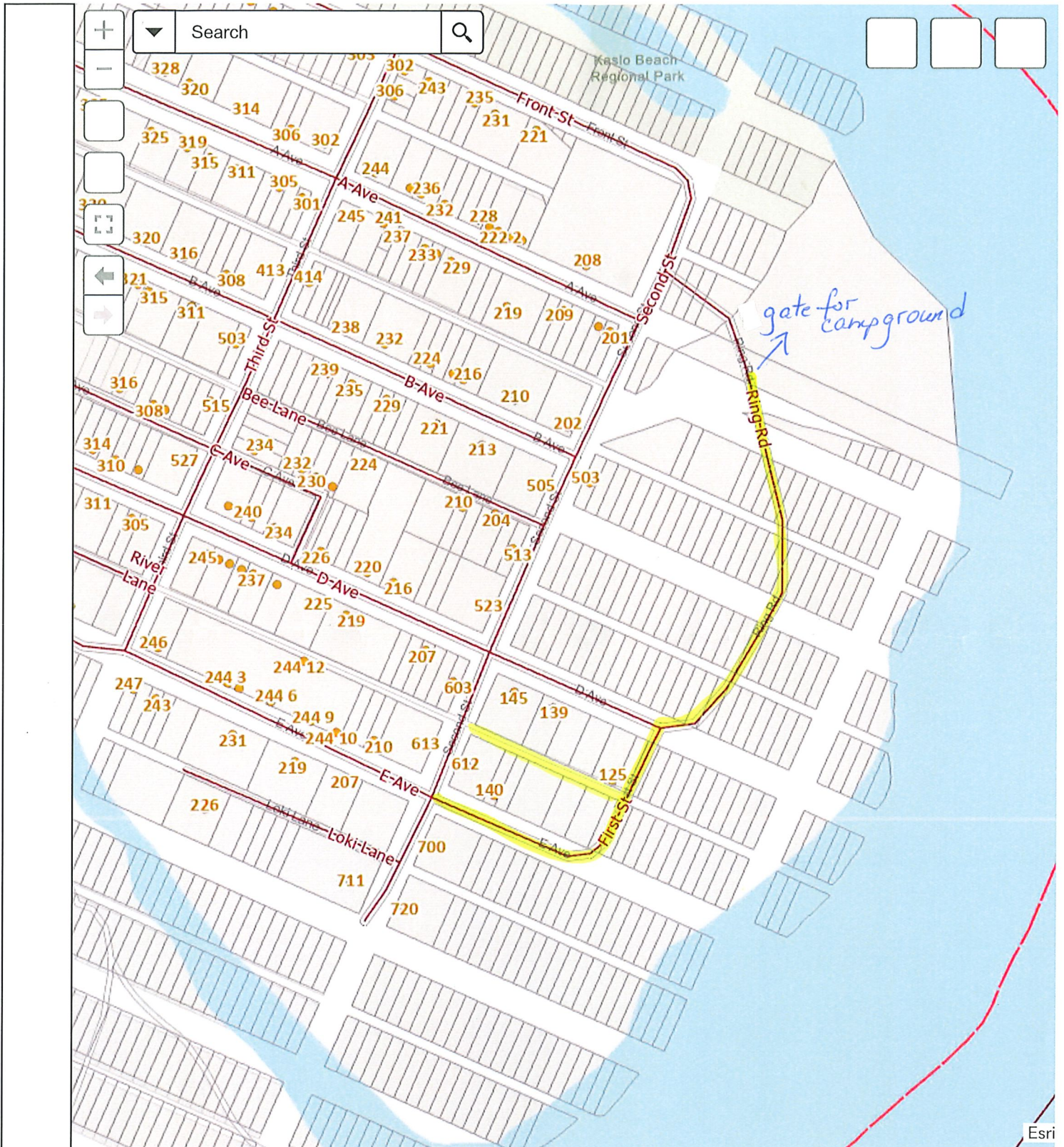
Thank you for your consideration. We can provide you with an outline of planned activities and are available to make a presentation to the council.

best regards,

Shelagh Smith

Kaslo, BC

Shelagh Smith
treeviapursuit@gmail.com
250-353-2445 (landline, no texting)



1:4,514

-116.900 49.908 Degrees

All rights reserved



January 8, 2025

Destination British Columbia
12th Floor – 510 Burrard Street
Vancouver, BC
V6C 3A8

Attn: Visitor Services Network Program

RE: VISITOR SERVICES IN THE VILLAGE OF KASLO

Please accept this letter as confirmation that Kootenay Lake Historical Society is the lead organization recognized by the Village of Kaslo for the provision of our community's visitor services.

Should you require any further information please do not hesitate to contact our office.

Sincerely,

Suzan Hewat
Mayor

cc: Kootenay Lake Historical Society

PO Box 576, Kaslo, BC V0G 1M0
Tel. 250-353-2311 ext. 101 Fax. 250-353-7767
E-mail: admin@kaslo.ca
<http://www.kaslo.ca>



2025.03.04

Community Fund of North Kootenay Lake Society
P.O. Box 661
Kaslo, BC
V0G 1M0

Dear Community Fund of North Kootenay Lake Society:

Letter of Support: Kaslo Community Garden Society Grant Application – Convertible Covered Picnic Bench

The Village of Kaslo is pleased to support the Kaslo Community Garden Society's application to the Community Fund of North Kootenay Lake for the purchase and installation of a convertible covered picnic bench. The Community Garden Society has worked hard to establish a beautiful place where members of the community can participate in growing food and the overall enjoyment of the garden. The covered picnic bench will add to the functionality and ambience of the Community Garden.

The Village of Kaslo supports the work of The Kaslo Community Garden Society and hopes that their funding request is successful.

Sincerely,

Suzan Hewat
Mayor, Village of Kaslo

PO Box 576, Kaslo, BC V0G 1M0
Tel. 250-353-2311 Fax. 250-353-7767
E-mail: admin@kaslo.ca
<http://www.kaslo.ca>

March 1, 2025

Council Members
Village of Kaslo
Box 576
Kaslo, BC, V0G 1M0



Dear Council Members,

I am pleased to invite Village of Kaslo to renew its annual membership in the Union of B.C. Municipalities (UBCM).

UBCM was founded in 1905 because local government leaders at the time recognized a need for a common voice when working with other levels of government. The same mission drives UBCM today. Our advocacy is rooted in the voices of our members to ensure your priorities and concerns are heard.

One of the overarching challenges facing local governments today is the cost of service delivery and the growing pressure on property taxes. In many the communities, the financial challenges we face are exacerbated by gaps in provincial and federal responsibilities.

During the fall provincial election, UBCM highlighted the impact of provincial funding gaps on local governments, specifically in housing and homelessness, infrastructure, climate action and emergency management. Our campaign, *Stretched to the Limit*, was launched prior to our annual convention, and provided a frame for media coverage leading into the election.

Last year, UBCM successfully challenged the government to hold back on implementing Bill 45, which would have limited the ability of local governments to seek court-ordered decampments. Had the province not pulled back the cost implications for local governments would have been considerable.

UBCM also continued our advocacy during the past year for better guidelines to support the province's decriminalization trial. Local governments quickly recognized that the exemption granted by Health Canada went too far in permitting the consumption of illicit drugs in public places. UBCM advocated to prohibit use in more public spaces, and we were glad to see the change made to the Health Canada exemption last spring.

We also know the cost pressures facing communities as you manage growth and replace aging infrastructure. A key achievement in the past year was completing negotiations with the federal and provincial governments to renew the Canada Community-Building Fund for another 10 years. This program will deliver over \$3.7 billion to B.C. communities over the next decade to provide predictable, flexible funding for infrastructure needs.

The new Emergency and Disaster Management Act (EDMA), introduced in fall 2023 with the aim of strengthening emergency management across the province, also added considerable responsibilities for local governments. During the past year, UBCM initiated a joint advisory committee to inform the development of EDMA regulations, emphasizing the need for less prescriptive regulations that will minimize the burden on local governments and account for local circumstances.

Responsible conduct is a priority for local government, and UBCM continues to work with the Local Government Management Association and Provincial staff to support it. Over the past year, UBCM joined with LGMA to release a discussion paper that explores options for additional code of conduct legislation. The province is drawing on this paper as it undertakes policy development as it explores legislative options. We expect to hear more from the province on these options in the coming months.

Reconciliation is a long-term matter of importance to our members. We were pleased to co-host a province-wide community-to-community forum in September with the First Nations Leadership Council. The full day event brought together dozens of First Nations and local governments for a day of dialogue around building relations, advancing reconciliation, and exploring ways to work together. We will continue to support local governments and First Nations to work together for the benefit of their communities, collaborating on areas of mutual interest, and setting an example for organizational reconciliation.

As we prepare this letter, we find ourselves on the eve of the 2025 provincial budget and the threat of tariffs targeting Canada's economy. The coming year will be a time of uncertainty and dramatic adaptation to new circumstances. As local governments navigate these changes, UBCM will redouble our efforts to represent your interests with the provincial government.

Our effectiveness as an organization is directly tied to the support and participation of our members. I sincerely thank you for Village of Kaslo's renewal of its membership last year and look forward to continuing our work on your behalf with the rest of the UBCM Executive.

If you have any questions or feedback about our work, please do not hesitate to contact me directly.

Sincerely,
Councillor Trish Mandewo
UBCM President



DATE: March 19, 2025

FILE NUMBER: 3900

TO: Mayor and Council

FROM: Robert Baker, Chief Administrative Officer

SUBJECT: Water & Wastewater Parcel Tax Bylaws

1.0 PURPOSE

To propose water and wastewater parcel tax bylaws, with rates to be incorporated into the 5-year financial plan.

2.0 RECOMMENDATION

THAT the Wastewater Parcel Tax Bylaw No. 1313, 2025 receive first, second, and third readings.

THAT the Water Parcel Tax Bylaw No. 1314, 2025 receive first, second, and third readings.

3.0 BACKGROUND

Parcels taxes are local government taxes levied on the unit, frontage or area of a property. Parcel taxes are distinct and separate from the property value taxes, which are levied on the assessed value of a property. A parcel is a designated area of land (i.e. a lot registered with the Land Title Survey Authority, or a folio from the property assessment roll) that does not include a highway. For example, a residential land lot and the home on that lot may represent one parcel. A parcel tax may be imposed on the basis of a single amount for each parcel (unit), the taxable area of a parcel, or the taxable linear frontage of the parcel. The local government has discretion in deciding which basis to use and might take into consideration that a flat rate per unit would be equitable to all property owners, but not necessarily fair to owners of smaller properties who might have the same financial resources as a larger property owner.

Application of parcel tax

A parcel tax may only be levied on properties that are currently receiving (or have a reasonable opportunity to receive) a specific service. For example, if a water line affronts a property and the property is not connected to that line, that property may still be liable to pay a water parcel tax because it has the opportunity to connect. This may also apply even if there this no water line and there is a firm plan to build a water line within a reasonable timeframe. However, if that property cannot be serviced by the water line, the parcel tax must not be levied on that property.

Normally, a parcel tax is levied in conjunction with a user-fee. For example, a local government will often recover the fixed capital costs (for infrastructure) through a parcel tax and the operating costs through a user-fee (e.g. water meter charge). Further, parcel taxes are usually combined with other funding sources to perform the capital work required. A local government might establish a ratio of what part of the work will be paid for by the parcel owner, and what will be paid by the municipality in general. A sidewalk, for instance, may be 50% paid by parcel tax, and 50% by the municipality, on the grounds that everyone will benefit from the sidewalk and may use it. However, the sidewalk will also enhance the value of the property that it abuts, so the property owner should pay a specific share as well. In the case of a driveway letdown, the parcel tax

might be attributed 100%, on the premise that only the owner of the driveway benefits from this. Please note, local governments cannot use parcel taxes to recover costs for general administration.

Bylaw requirements

The bylaw required to establish a parcel tax must identify the service (ex. water), state the basis of the tax (unit, frontage or area), and specify the years for which the tax is imposed. In addition, if the basis for taxation is frontage or area, the bylaw must establish how the taxable area or the taxable frontage of a given property is determined.

To levy a parcel tax, a local government must first create a parcel tax roll. The roll lists the parcels to be taxed, including the name and address of the owners (or holder of a registered charge) of each parcel. Once prepared by the local government, the parcel tax roll must be available for public inspection.

Liquid Waste Monitoring Plan

A liquid waste monitoring plan (LWMP) is a comprehensive strategy developed by local governments to manage liquid waste sustainably, ensuring wastewater is collected, treated, and disposed of responsibly, while protecting water quality, public health, and the environment.

4.0 DISCUSSION

Wastewater Utility

The Village operates and maintains a wastewater collection and treatment system for specified areas of Kaslo and has had a LWMP in place since 2018. The LWMP suggests that in 2024 the Village collect \$33,378 from parcel taxes to support its wastewater collection and treatment infrastructure. The actual revenue collected by the Village in 2024 was \$16,765. The current revenue from our parcel tax is not sufficient to support the LWMP.

Based on the LWMP, the Village should collect \$34,261 in parcel taxes in 2025. This equates to \$161 per folio. The Village's most recent parcel tax bylaw is based on frontage rather than a flat rate per folio. Levying the parcel tax on the basis of frontage distributes the levy in such a way that larger property owners pay more. The total taxable frontage for the Village's wastewater system is 12,750 feet based on a minimum of 25 feet and a maximum of 120 feet. To generate \$34,261 in parcel taxes in 2025, the Village would need to charge \$2.69 per foot of frontage. In 2024, the Village collected \$1.32 per foot. To align itself with the LWMP for 2025, the Village will need to increase its current parcel tax rate by 104%.

Given the large disparity between the current sewer parcel tax rate and what the LWMP recommends, and assuming Council does not want to impose a 104% rate correction in 2025, staff recommend that Council increase the parcel tax incrementally until the LWMP's recommended funding level is reached. Please be aware that since the Village has not been collecting the amount of parcel taxes recommended by the LWMP for the past several years, there is a \$126,175 deficit that needs to be recovered. This can also occur incrementally, but will need to be adjusted for inflation.

Using an incremental approach, the Village could bring itself into alignment with the LWMP over a 10-to-15-year period. To achieve this, staff would recommend a 20% increase to sewer parcel taxes in 2025; equating to a rate of \$1.58 per foot of frontage. Staff would also recommend that the Village's parcel tax bylaw identify the annual rates in 5-year increments so that the cost of infrastructure is reviewed no less than every 5 years to ensure it remains aligned with the LWMP which is also reviewed every 5 years. Although a 20% parcel tax

increase sounds significant, it will only result in \$3,353 of additional revenue in 2025 and the average property will only incur a \$16 increase. In this context, a 20% parcel tax increase doesn't appear to be unreasonable. For Council's information, if the parcel tax was doubled in 2025, the average property would incur a \$79 annual increase.

At the November 6, 2023 meeting of the Liquid Waste Monitoring Committee, a resolution was passed to recommend that the parcel tax be based on a 40-foot minimum and 200-foot maximum frontage. The proposed bylaw that accompanies this staff report reflects the Committee's recommendation.

Water Utility

The Village operates and maintains a water treatment and distribution system. We do not have a management plan in place that is as detailed as the LWMP for the wastewater utility, however, the Village's asset management program identifies that the Village should be investing somewhere between \$300,000 to \$500,000 in capital works, or a reserve fund, on an annual basis to support the water utility infrastructure. The exact amount that the Village should be investing needs to be refined, but it's worth noting that in 2024, water parcel tax revenue was \$75,173. This suggests that the water utility could have a significant funding deficit. The Village should plan to bring itself into alignment with its asset management program over a 10-to-15-year period. To achieve this, staff recommend a 20% increase to water parcel taxes in 2025; equating to a rate of \$1.58 per foot of frontage. The proposed bylaw that accompanies this staff report suggests an adjustment to the minimum and maximum frontages to align with the wastewater parcel tax.

5.0 OPTIONS

[Recommendation is indicated in **bold**. Implications are in *italics*.]

1. **Wastewater Parcel Tax Bylaw No. 1313, 2025 receive first, second, and third readings.**
2. **Water Parcel Tax Bylaw No. 1314, 2025 receive first, second, and third readings.**
3. Council provides direction to staff for further review and report.

6.0 FINANCIAL CONSIDERATIONS

None to report.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Legislation

Community Charter Part 7: Division 4 – Parcel Taxes

Bylaw

To avoid confusion with older sewer and water parcel tax bylaws, Council should repeal the old bylaws when they adopt the new bylaws. Repeal of the old bylaws is included in the proposed bylaws that accompanies this staff report.

Council must direct staff, through bylaw, to prepare a parcel tax roll for the purpose of imposing a parcel tax pursuant to the Community Charter. This directive is also included in the proposed bylaws.

8.0 STRATEGIC PRIORITIES

Governance & Operations – Administrative Improvements

(v) review/develop bylaws, process maps, procedures – sewer parcel tax

9.0 OTHER CONSIDERATIONS

None to report.

RESPECTFULLY SUBMITTED



Robert Baker, Chief Administrative Officer

Attachments: DRAFT Wastewater Parcel Tax Bylaw No. 1313, 2025
DRAFT Water Parcel tax Bylaw No. 1314, 2025

Wastewater Parcel Tax Bylaw

Village of Kaslo

Bylaw No. 1313, 2025

A bylaw to impose a Wastewater Parcel Tax

The Council of the Village of Kaslo hereby enacts as follows:

TITLE

1. This bylaw may be cited as the Wastewater Parcel Tax Bylaw.

INTERPRETATION

2. In this Bylaw:

"Actual foot-frontage" means the number of feet of a parcel of land which abuts on the work or highway;

"Annual Costs" means preventative maintenance, debt servicing and capital costs for the works;

"Assessor" means an assessor appointed under the Assessment Authority Act;

"Collector" means the Collector of the Municipality duly appointed by the Council pursuant to the provisions of the Community Charter;

"Council" means the Council of the Village of Kaslo;

"Parcel" means any lot, block or other area in which land is held or into which it is subdivided, but does not include a highway. The term parcel includes strata parcels;

"Taxable foot-frontage" means the Actual foot-frontage or, where applicable, the number of feet of a parcel of land deemed to abut on the work or highway and in respect of which parcel the frontage tax is levied for the work or service.

"Village" means the Village of Kaslo;

ENACTMENT

3. A tax shall be and is hereby imposed upon the owners of land or real property within the Village of Kaslo which is capable of being connected with any wastewater main, whether or not the parcel of land is connected with such wastewater main, and shall be referred to as the Wastewater Parcel Tax.
4. The Wastewater Parcel Tax shall be levied in each year on each parcel of land, and the basis on which the tax shall be imposed, except as otherwise provided in this bylaw, will be the product of the Taxable foot-frontage and the annual rate.
5. The Wastewater Parcel Tax imposed under this bylaw is for the purpose of recovering all or part of the Annual Costs of constructing and maintaining a wastewater system for the benefit of residents and businesses within the specified service area.

Wastewater Parcel Tax Bylaw

Village of Kaslo

Bylaw No. 1313, 2025

6. The Wastewater Parcel Tax imposed under this bylaw shall remain in effect until the Village is satisfied that it has completely discharged of all obligations presently incurred, and to be incurred, with respect to the specified service area.

7. The annual rate to be paid per parcel under this tax shall be:

Taxation Year	Per Taxable Foot of Frontage
2025	\$1.58
2026	\$1.90
2027	\$2.28
2028	\$2.74
2029	\$3.29

The rate for 2030 and thereafter shall be determined with reference to the Village's liquid waste management plan and asset program.

8. For the purpose of this bylaw, a regularly shaped parcel of land is a rectangular parcel of land no side whereof is more than twice as long as any other side.
9. To place the Wastewater Parcel Tax on a fair and equitable basis, the Taxable foot-frontage of the following parcels of land shall be the number of feet fixed by the Collector:
- (a) a triangular or irregularly shaped parcel of land; or
 - (b) a parcel of land wholly or in part unfit for building purposes; or
 - (c) a parcel of land which does not abut on the work but is nevertheless deemed to abut on the work, as the case may be.
10. The Collector, in fixing the Taxable foot-frontage under subsection, shall have due regard:
- (a) to the condition, situation, value and superficial area of the parcel as compared with other parcels of land; or
 - (b) to the benefit derived from the wastewater system.
11. Where the number of feet of a parcel of land which abuts a wastewater main has less than forty (40) feet of frontage, the Taxable foot-frontage shall be forty (40) feet.
12. Where the number of feet of a parcel of land which abuts a wastewater main has more than two hundred (200) feet of frontage, the Taxable foot-frontage shall be two hundred (200) feet.
13. In the case of all strata title parcels sharing a single connection to the wastewater main, the taxable frontage per parcel will be deemed 25 feet.
14. Where a building or other improvement extends over more than one parcel of land and those parcels, if contiguous, have been treated by the Assessor in accordance with the Assessment Act as one parcel and assessed accordingly, shall be considered as one parcel of the purpose of determining taxable foot frontage.

Wastewater Parcel Tax Bylaw

Village of Kaslo

Bylaw No. 1313, 2025

15. The Collector is hereby directed to prepare a parcel tax roll for the purpose of imposing a parcel tax pursuant to the Community Charter.
16. The parcel tax roll that is to be used to impose the tax is the parcel tax roll to be prepared pursuant to this bylaw.

SEVERABILITY

17. If any section, subsection or clause of this bylaw is declared or held to be invalid by a court of competent jurisdiction, then that invalid portion shall be severed and the remainder of this bylaw shall be deemed to have been enacted and adopted without the invalid and severed section, subsection or clause.

REPEAL

18. The Council of the Village of Kaslo hereby enacts that the following bylaws are repealed:
 - (a) Sewer Specified Area No. 1 Bylaw No. 859, 1994
 - (b) Village of Kaslo Sewer Rates and Regulations Bylaw No. 1121, 2012
 - (c) 2021 Sewer System Capital Parcel Tax Bylaw No. 1264, 2021

COMING INTO EFFECT

19. The Wastewater Parcel Tax Bylaw comes into effect upon adoption.

READ A FIRST TIME this _____ day of _____, 2025.

READ A SECOND TIME _____ day of _____, 2025.

READ A THIRD TIME _____ day of _____, 2025.

RECONSIDERED AND FINALLY PASSED AND ADOPTED this _____ day of _____, 2025.

Mayor

Corporate Officer

Water Parcel Tax Bylaw

Village of Kaslo

Bylaw No. 1314, 2025

A bylaw to impose a Water Parcel Tax

The Council of the Village of Kaslo hereby enacts as follows:

TITLE

1. This bylaw may be cited as the Water Parcel Tax Bylaw.

INTERPRETATION

2. In this Bylaw:

"Actual foot-frontage" means the number of feet of a parcel of land which abuts on the work or highway;

"Annual Costs" means preventative maintenance, debt servicing and capital costs for the works;

"Assessor" means an assessor appointed under the Assessment Authority Act;

"Collector" means the Collector of the Municipality duly appointed by the Council pursuant to the provisions of the Community Charter;

"Council" means the Council of the Village of Kaslo;

"Parcel" means any lot, block or other area in which land is held or into which it is subdivided, but does not include a highway. The term parcel includes strata parcels;

"Taxable foot-frontage" means the Actual foot-frontage or, where applicable, the number of feet of a parcel of land deemed to abut on the work or highway and in respect of which parcel the frontage tax is levied for the work or service.

"Village" means the Village of Kaslo;

ENACTMENT

3. A tax shall be and is hereby imposed upon the owners of land or real property within the Village of Kaslo which is capable of being connected with any water main, whether or not the parcel of land is connected with such water main and shall be referred to as the Water Parcel Tax.
4. The Water Parcel Tax shall be levied in each year on each parcel of land, and the basis on which the tax shall be imposed, except as otherwise provided in this bylaw, will be the product of the Taxable foot-frontage and the annual rate.
5. The Water Parcel Tax imposed under this bylaw is for the purpose of recovering all or part of the annual costs of constructing and maintaining a water system for the benefit of Village residents and businesses.

Water Parcel Tax Bylaw

Village of Kaslo

Bylaw No. 1314, 2025

6. The Water Parcel Tax imposed under this bylaw shall remain in effect until the Village is satisfied that it has completely discharged of all obligations presently incurred, and to be incurred, with respect to the service.

7. The annual rate to be paid per parcel under this tax shall be:

Taxation Year	Per Taxable Foot of Frontage
2025	\$1.58
2026	\$1.90
2027	\$2.28
2028	\$2.74
2029	\$3.29

The rate for 2030 and thereafter shall be determined with reference to the Village's asset program.

8. For the purpose of this bylaw, a regularly shaped parcel of land is a rectangular parcel of land no side whereof is more than twice as long as any other side.
9. To place the Water Parcel Tax on a fair and equitable basis, the Taxable foot-frontage of the following parcels of land shall be the number of feet fixed by the Collector:
- (a) a triangular or irregularly shaped parcel of land; or
 - (b) a parcel of land wholly or in part unfit for building purposes; or
 - (c) a parcel of land which does not abut on the work but is nevertheless deemed to abut on the work, as the case may be.
10. The Collector, in fixing the Taxable foot-frontage under subsection, shall have due regard:
- (a) to the condition, situation, value and superficial area of the parcel as compared with other parcels of land; or
 - (b) to the benefit derived from the water system.
11. Where the number of feet of a parcel of land which abuts a water main has less than forty (40) feet of frontage, the Taxable foot-frontage shall be forty (40) feet.
12. Where the number of feet of a parcel of land which abuts a water main has more than two hundred (200) feet of frontage, the Taxable foot-frontage shall be two hundred (200) feet.
13. In the case of all strata title parcels sharing a single connection to water main, the taxable frontage per parcel will be deemed 25 feet.
14. Where a building or other improvement extends over more than one parcel of land and those parcels, if contiguous, have been treated by the Assessor in accordance with the Assessment Act as one parcel and assessed accordingly, shall be considered as one parcel of the purpose of determining taxable foot frontage.

Water Parcel Tax Bylaw

Village of Kaslo

Bylaw No. 1314, 2025

15. The Collector is hereby directed to prepare a parcel tax roll for the purpose of imposing a parcel tax pursuant to the Community Charter.
16. The parcel tax roll that is to be used to impose the tax is the parcel tax roll to be prepared pursuant to this bylaw.

SEVERABILITY

17. If any section, subsection or clause of this bylaw is declared or held to be invalid by a court of competent jurisdiction, then that invalid portion shall be severed and the remainder of this bylaw shall be deemed to have been enacted and adopted without the invalid and severed section, subsection or clause.

REPEAL

18. The Council of the Village of Kaslo hereby enacts that the following bylaws are repealed:
 - (a) Water Parcel Tax Bylaw No. 1174, 2015
 - (b) Water Parcel Tax Bylaw No. 1190, 2016
 - (c) Water Parcel Tax Bylaw No. 1205, 2017
 - (d) Water Parcel Tax Bylaw No. 1221, 2018
 - (e) Water Parcel Tax Bylaw No. 1243, 2019
 - (f) Water System Capital Parcel Tax Bylaw No. 1263, 2021

COMING INTO EFFECT

19. The Water Parcel Tax Bylaw comes into effect upon adoption.

READ A FIRST TIME this _____ day of _____, 2025.

READ A SECOND TIME _____ day of _____, 2025.

READ A THIRD TIME _____ day of _____, 2025.

RECONSIDERED AND FINALLY PASSED AND ADOPTED this _____ day of _____, 2025.

Mayor

Corporate Officer

DATE: March 21, 2025

FILE NUMBER: 4320-50

TO: Robert Baker, Chief Administrative Officer

FROM: Lee Symmes, Legislative Assistant

SUBJECT: Beer Garden License Application – Kaslo & District Arena Association

1.0 PURPOSE

To consider an application from the Kaslo & District Arena Association for a Beer Garden License for the 2025 Logger Sports.

2.0 RECOMMENDATION

THAT a Beer Garden License be granted to the Kaslo & District Arena Association for the 2025 Logger Sports event occurring May 18-19, 2025.

3.0 BACKGROUND

The Kaslo & District Arena Association (KDAA) has applied to host a Beer Garden at the 2025 Logger Sports event occurring May 18-19, 2025. Village bylaw No. 1052 Beer Garden Regulation section 2 requires:

Bona fide organizations to obtain a Beer Garden License to cover the sale of beer and wine at community and public celebrations.

The purpose of this Staff Report is to seek Council approval to issue a Beer Garden License to the applicant.

4.0 DISCUSSION

Section 1 of the Village's Beer Garden Regulation states:

A maximum of ten (10) Beer Garden Licenses may be issued by the Village of Kaslo between January and December in any one year.

To date, one (1) Beer Garden License has been issued in 2025. The applicant meets all requirements of the Village's Beer Garden Regulation and Beer Garden Policy.

5.0 OPTIONS

Recommendation is indicated in **bold**. Implications are in *italics*.

1. **Approve the license.** *A license will be issued.*
2. Do not approve the license. *The KDAA will be advised that they are not permitted to host a Beer garden.*

6.0 FINANCIAL CONSIDERATIONS

There are no fees charged to the applicant for a Beer Garden License. This event is a part of the May Days community event and their organizers will submit a Special Event Permit application.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Village of Kaslo Beer Garden Regulation Bylaw No. 1052 was adopted in 2007 and amended by Beer Garden Regulation Amendment Bylaw No. 1305 in 2024. Council has passed a resolution for a Beer Garden Policy (resolution #151/2024). In addition to complying with the bylaw and policy requirements, the applicant must obtain a liquor Special Event Permit from the Liquor and Cannabis Regulation Branch.

8.0 STRATEGIC PRIORITIES

None

9.0 OTHER CONSIDERATIONS

None

RESPECTFULLY SUBMITTED

Lee Symmes, Legislative Assistant

ATTACHMENTS:

Beer Garden License Application – Kaslo & District Arena Association, 2025 Logger Sports, May 18-19, 2025.

CAO COMMENTS:

Council should proceed as recommended.

APPROVED FOR SUBMISSION TO COUNCIL:



Robert Baker, Chief Administrative Officer

March 21, 2025

Date



BEER GARDEN LICENCE APPLICATION FORM

We are collecting your personal information under section 26(c) of the Freedom of Information and Protection of Privacy Act for the purpose of processing your application for a Beer Garden Licence. If you have questions about our collection of your information, please contact the Privacy Officer at corporate@kaslo.ca or 250-353-2311 x105.

Applicant Information

Name of Applicant: Maureen Leathwood

On behalf of: Kaslo and District Arena Association

Role of Applicant: President

Mailing Address: Box 543, Kaslo, BC V0G 1M0

Phone: 250-353-8849

Email: kasloarena@gmail.com

Event Information

Name of event: Kaslo MayDays Logger Sports Beer Garden

Date(s) and time(s)
of event: Saturday, May 18 11-6 Sunday, May 19, 11-6

Location of event: Vimy Park Logger Sports grounds

Approximate number of people attending the event: 300

Use of Proceeds

Community Project or Charitable
Agency that will receive the net
proceeds from the event:

Kaslo and District Arena Association

Name(s) of Controller(s):

Maureen Leathwood, Jo Davie, Connor Robertson

Supporting Documentation

- ☒ Proof of Liability Insurance
☒ Site Plan



BEER GARDEN LICENCE APPLICATION FORM

The following regulations apply to all Beer Gardens within the Village of Kaslo.

1. Proceeds from the function should be for charitable or public purposes only. Any profit accrued shall not be used by the organization to improve its own well being.
2. All applicants must comply with the rules and regulations set forth by the Province of British Columbia and the Village of Kaslo. A Special Event Permit from the Liquor and Cannabis Regulation Branch is required in addition to the Beer Garden licence.
3. All Beer Gardens must be approved by the Kaslo Detachment RCMP prior to opening.
4. Adequate fencing (as determined by the RCMP) at least 5 feet high must separate the Beer Garden from other spaces.
5. Entry and exit points must be controlled during hours of operation by a responsible adult representing the holder of the licence, to ensure that beer and wine are not taken out of the Beer Garden or passed over the fence.
6. The sponsoring organization will ensure that no minors are permitted entry to the Beer Garden. The identification of persons of questionable age must be checked and if proof of age is not provided entry must be denied.
7. The sponsoring organization will supply sufficient personnel to provide adequate security (as determined by the RCMP) for the event.
8. Beer and wine are to be served in disposable plastic or paper containers, or reusable metal cups.
9. Food must be available at all times.
10. Suitable washroom and/or any other related facilities requested by the Village must be provided. A letter or other evidence indicating that this requirement has been satisfied may be required.
11. A site plan of the designated Beer Garden area must be included with the application form.
12. Proof of adequate liability insurance, as determined by the Village, must be included with the application form.
13. If the event is cancelled for any reason, the licenced dates must be returned to the Village of Kaslo for redistribution.

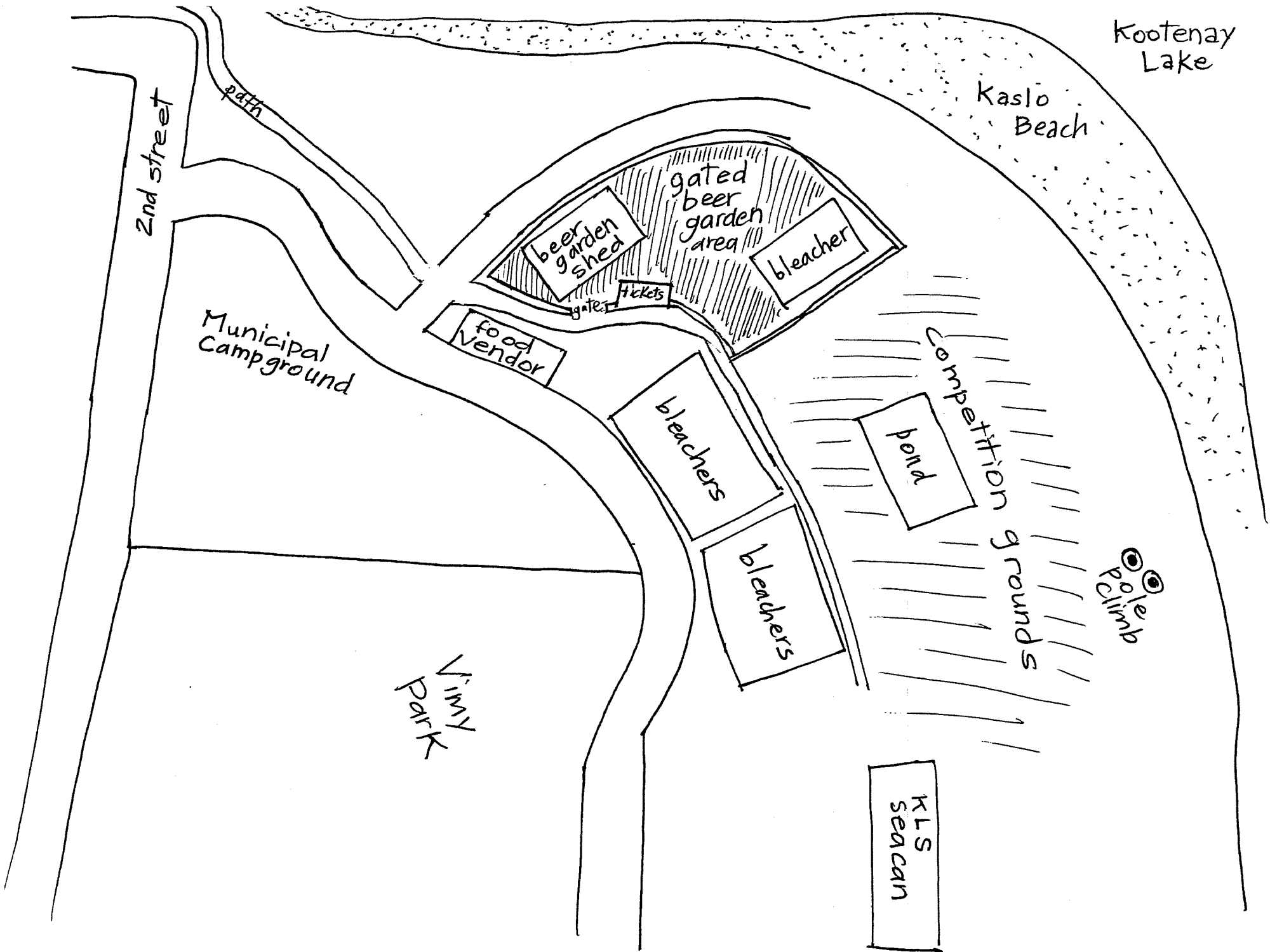
I acknowledge that I have read and understood the regulations.

Maureen Leathwood

March 1, 2025

SIGNATURE

DATE



DATE: March 17, 2025

FILE NUMBER: 3900

TO: Mayor and Council

FROM: Robert Baker, Chief Administrative Officer

SUBJECT: Beer Garden Regulation

1.0 PURPOSE

To consider whether the Village's beer garden bylaw is necessary given the provincial framework for liquor licensing.

2.0 RECOMMENDATION

THAT a bylaw to repeal the Village of Kaslo Beer Garden Regulation Bylaw No. 1315, 2025 receive first and second readings.

3.0 BACKGROUND

In 1975, the BC Liquor Control and Licensing Act was enacted to regulate liquor sales and consumption, including licensing and permits for various establishments and events. The Act has received numerous amendments over the last 50 years, and is enabled through the Liquor Control and Licensing Regulation.

In 1989, the Village enacted its first beer garden regulation bylaw for the primary purpose of ensuring the public was fully cognizant of the responsibilities of a license holder for a beer garden pursuant to the Act. The bylaw required organizations to apply for a beer garden license from the Village and adhere to requirements regarding the maximum number of days in a year that beer gardens could occur, as well as abide by guidelines for security, types of cups, hours of operation, the use of refrigerated trucks, financial reporting, supervision, and protection of minors. Amendments and repeals to the Village's beer garden bylaw(s) occurred in 2004, 2005, 2008, and 2024. The amendments removed many of the conditions that had been imposed in 1989.

Since 2008, the Village's beer garden bylaw has restricted beer gardens to 11am to dusk, allowed a maximum of ten (10) beer garden licenses to be issued in any calendar year for a maximum of three (3) days per occurrence, with no refrigerated trucks operating beyond one hour of the close of sales within 300 feet of residential zones, and requiring a financial statement from the license holder to be provided to the Village within 60 days of the event. In comparison to the 1989 bylaw, the Village's current bylaw does not reference security, types of cups, supervision, and underage access. This might be because the Act and Regulations which govern beer gardens have become more prescriptive since 1989 whereby many of the requirements of the Village's original bylaw are now part of the regulatory framework administered by the Liquor and Cannabis Regulation Branch (LCRB). The remaining requirements of the current bylaw are discussed in this staff report, and provide Council with an opportunity to consider whether the Village's beer garden bylaw is necessary given the provincial framework for liquor licensing.

4.0 DISCUSSION

The regulation of liquor licenses in BC is administered by the LCRB. The LCRB approves Special Event Permits for beer gardens and requires applicants to have written permission from their local government if the event is to occur on public land. If the Village has concern with a particular beer garden, it has an opportunity to discuss the concern with the applicant when they request local government permission. Council can decline to provide support, and this would effectively prevent a license from being issued by the LCRB.

The LCRB provides the Village with notification of all permits issued, and this enables the Village to remain informed of any community events that are planned to include a beer garden. By way of this notification, the Village would become aware of any permits issued by the LCRB that had not in fact received local government permission (i.e. the applicant indicated to LCRB that they had permission, but this was not true).

With respect to security, if the event is for more than 500 people, the LCRB requires a security plan to be approved by the RCMP and the local government as part of the application process.

It should be noted that there isn't any record of a beer garden license application being denied by Council because ten (10) licenses had already been issued for that year. Further, staff are not aware of an event utilizing a refrigerated truck for a beer garden, and the Village's requirement for license holders to submit a financial statement after their event does not appear to have influenced a Council decision regarding issuance of a subsequent beer garden license, and so the purpose of the financial reporting requirement is not clear.

As the original purpose of the Village's beer garden bylaw was to ensure the public was fully cognizant of the responsibilities of a license holder, and whereas the LCRB now has robust systems in place to educate the public and administer Special Event Permits, it could be argued that the Village's beer garden bylaw isn't as relevant as it was 35+ years ago. Continuing to require organizations to apply for a Village beer garden license in addition to their LCRB Special Event Permit could be adding an unnecessary layer of administration and be perceived by the public as onerous. While there are other municipalities in BC who have beer garden bylaws, their bylaw focus' on where and when beer gardens are permitted (i.e. arenas, parks, etc), rather than how they regulate beer gardens (i.e. number of events in a year and the use of refrigerated trucks).

The current Act and Regulations have provisions that provide Council with an opportunity to review beer garden applications before they are approved by the LCRB, and so the Village's beer garden bylaw could be repealed without adverse effect. If Council would like to communicate to the public how it will assess requests for local government permission for beer gardens, it could do so through policy. A possible resolution could be:

"THAT the Village develop a policy for providing local government permission of liquor license applications administered through the Liquor and Cannabis Regulation Branch."

If Council is interested in developing a policy, then specific information to include in the draft can be provided to staff at the time of resolution.

5.0 OPTIONS

[Recommendation is indicated in **bold**. Implications are in *italics*.]

1. **Council gives 1st and 2nd readings to a bylaw to repeal the Village's beer garden bylaw.** *This will prompt public input for Council to consider prior to 3rd reading.*
2. Status quo, no action will be taken by staff.

6.0 FINANCIAL CONSIDERATIONS

The Village does not charge any fees to beer garden license applicants, and yet administering the bylaw requires staff time. If the bylaw is repealed and Village staff no longer need to administer the beer garden bylaw, it would provide for operational efficiencies.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Legislation

BC Liquor Control and Licensing Act, Liquor Control and Licensing Regulation, and the policies of the Liquor and Cannabis Regulation Branch.

Bylaw

Village of Kaslo Beer Garden Regulation Bylaw No. 1052

8.0 STRATEGIC PRIORITIES

Governance and Operations – Administrative Improvements

(v) Review/develop bylaws, process maps, procedures...Beer Gardens.

9.0 OTHER CONSIDERATIONS

None to report.

RESPECTFULLY SUBMITTED



Robert Baker, Chief Administrative Officer

Attachments: Village of Kaslo Beer Garden Regulation Bylaw No. 1052
DRAFT Bylaw No. 1315, 2025 - A Bylaw to Repeal the Village of Kaslo Beer Garden Regulation

VILLAGE OF KASLO
BYLAW 1052, 2007
Consolidated for Convenience 2024.12.17

BEING A BYLAW FOR REGULATION OF BEER GARDENS WITHIN THE VILLAGE OF KASLO

WHEREAS it is deemed necessary and expedient to regulate the operation of beer gardens within the boundaries of the Village of Kaslo;

AND WHEREAS the Council of the Village of Kaslo deems it to be in the best interest of the general public to be fully cognizant of the responsibilities as a licence holder for a beer garden;

NOW THEREFORE the Council of the Village of Kaslo, in open meeting assembled, enacts as follows:

1. A maximum of ten (10) Beer Garden Licences may be issued by the Village of Kaslo between January and December in any one year.
2. Bona fide organizations may obtain a Beer Garden Licence to cover the sale of beer and wine at community and public celebrations during the calendar year, up to a maximum of three (3) days in any one year.
3. An application for a Beer Garden Licence shall be required in the form specified by the municipality.
4. A Beer Garden Licence issued under this bylaw shall be from 11:00 a.m. until dusk, seven (7) days a week.
5. There shall be no refrigeration vehicle operated beyond one hour of the close of sales for a beer garden within 300 feet of any R-1 or RM-1 zone.
6. A financial statement is to be submitted to the Village of Kaslo no more than sixty (60) days after the close of the beer garden, in the form specified by the municipality.
7. Bylaw 1022, 2005 is hereby repealed.
8. This bylaw comes into full force and effect on the 1st day of January 2008.
9. This bylaw may be cited as "Village of Kaslo Beer Garden Regulation Bylaw No. 1052, 2007".

READ A FIRST TIME this 23rd day of October 2007.

READ A SECOND TIME this 23rd day of October 2007.

READ A THIRD TIME this 23rd day of October 2007.

RECONSIDERED AND ADOPTED this 13th day of November 2007.

Mayor

Chief Administrative Officer

Certified Correct:

Chief Administrative Officer

A Bylaw to Repeal the Village of Kaslo Beer Garden Regulation

Village of Kaslo

Bylaw No. 1315, 2025

A bylaw to repeal the Village of Kaslo Beer Garden Regulation Bylaw No. 1052

TITLE

1. This bylaw shall be known and cited as a "Bylaw to Repeal the Village of Kaslo Beer Garden Regulation".

AUTHORITY

2. Pursuant to Section 137 of the Community Charter, Power to amend or repeal a bylaw.

ENACTMENT

3. The Council of the Village of Kaslo hereby enacts that the Village of Kaslo Beer Garden Regulation Bylaw No. 1052 is hereby repealed.

EFFECTIVE DATE

4. This Bylaw to Repeal the Village of Kaslo Beer Garden Regulation No. 1315, 2025, shall be effective on the date of approval and adoption below.

READ A FIRST TIME this _____ day of _____, 2025.

READ A SECOND TIME this _____ day of _____, 2025.

READ A THIRD TIME this _____ day of _____, 2025.

RECONSIDERED AND FINALLY PASSED AND ADOPTED this _____ day of _____, 2025.

Mayor

Corporate Officer

DATE: March 18, 2025

FILE NUMBER: 1840-20

TO: Mayor and Council

FROM: Robert Baker, Chief Administrative Officer

SUBJECT: Draw from Kaslo and Area D Arena Property Reserve Fund

1.0 PURPOSE

To seek Council approval to draw funds from the Kaslo and Area D Arena Property Reserve Fund for improvements at the Kaslo Arena.

2.0 RECOMMENDATION

THAT \$36,025.88 be drawn from the Kaslo and Area D Arena Property Reserve Fund and disbursed to the Kaslo and District Arena Association for improvements that are aligned with the funds purpose.

3.0 BACKGROUND

The Kaslo and District Arena Association operate the Kaslo Arena in partnership with the Village. A variety of improvements have recently been performed including painting, replacing some toilets and hot water tanks, adding lockers, locks, and fixing a hole in the roof. Much of this work is related to the creation of a female dressing room where an old concession previously operated. The cost of the work is \$36,025.88 which was initially paid for by the Association. The Village maintains the Kaslo and Area D Arena Property Reserve Fund which includes donations provided for the benefit of the arena. Any draws from the Fund require Council approval, which is the purpose of this staff report.

4.0 DISCUSSION

The improvements performed are aligned with the funds' purpose, and the Association can be reimbursed if Council passes a resolution to draw from the Fund.

5.0 OPTIONS

[Recommendation is indicated in **bold**. Implications are in *italics*.]

1. **The Village draw funds from the arena reserve and disburse them to the Association.** *Staff will advise the Association of Council's decision and process the disbursement.*
2. The Village declines the disbursement. A rationale for the decision should be stated by Council so that staff can advise the Association accordingly.

6.0 FINANCIAL CONSIDERATIONS

None to report.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Legislation

Community Charter Part 6: Division 4 – Reserve Funds, section 189 (1) Use of money in reserve funds.

Bylaw

Consolidated Reserve Funds bylaw No. 1159, and amending bylaws No. 1184, 2016 and No. 1299, 2023.

8.0 STRATEGIC PRIORITIES

Partnerships – Building Improvements (Tenants & Lessees)

9.0 OTHER CONSIDERATIONS

When Murray Pearson passed away, the Village received donations from his estate, and others, that were intended to benefit the Kaslo Arena. These donations are currently held within the Kaslo and Area D Arena Property Reserve Fund. When the donations were made, it was understood by the donors that the Kaslo and District Arena Association would be able to direct the use of those funds, however, as the funds are within a Village reserve it means that the Association's ability to direct the use of those donated funds is restricted. In 2025, staff will explore options that will enable the Association to have control over the use of funds as intended by the donors.

The Village and Association have a Net Lease Agreement in place which means that the Association is responsible for all operating and capital costs of the property. This type of lease structure does not reflect how the two organizations are functioning. For example, in 2024, the Village led projects at the arena related to mechanical, accessibility, and kitchen improvements. While the Association was a part of those projects, the fact that the Village led these initiatives means that the relationship does not resemble a Net Lease structure. In 2025, staff will explore options for an Agreement that reflects the relationship between the two organizations, and also gives consideration to the use of donations that currently reside within the Kaslo and Area D Arena Property Reserve Fund.

RESPECTFULLY SUBMITTED



Robert Baker, Chief Administrative Officer

Attachments: Letter – Kaslo and District Arena Association, March 13, 2025
Bylaw No. 1299, 2023 - A bylaw to amend the Kaslo and Area D Arena Property Reserve Fund

Box 543,
Kaslo, B.C.
13 March, 2025

Village of Kaslo
Box 517
Kaslo, B.C.

Attention: CAO Baker

The Kaslo and District Arena Association requests reimbursement in the amount of

\$36,025.88

from the donation made to the arena from Murray Pearson. As per the conditions of the donation, the Kaslo and District Arena board was given the task of how to spend the money. This year our board did a variety of improvements to the arena including painting, replacing some toilets and hot water tanks, adding lockers, locks, fixed a hole in the roof and other improvements.

We understand as it was placed in the Arena Reserve there needs to be a resolution of council to reimburse from the reserve. I also believe that in a normal circumstance permission is also needed from Director Watson but as this was specifically donated to the arena, then we do not require permission from Director Watson.

Thank you

Connor Robertson, Treasurer

Kaslo and District Arena Association



VILLAGE OF KASLO
BYLAW NO. 1299, 2023

A BYLAW TO AMEND THE KASLO AND AREA D ARENA PROPERTY RESERVE FUND
--

WHEREAS Council desires to amend Schedule 'L' of Consolidated Reserve Funds Bylaw 1159, 2014;

NOW, THEREFORE, Council of the Village of Kaslo, in open meeting assembled, ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as "Kaslo and Area D Arena Property Reserve Fund Amendment Bylaw No. 1299, 2023".

2. Provisions

- 2.1. Schedule 'L' of Consolidated Reserve Funds Bylaw 1159, 2014 (as amended) is deleted and replaced with the revised Schedule 'L' attached to this bylaw

3. Effective Date

This bylaw shall take effect upon adoption.

READ A FIRST TIME this 28th day of November, 2023.

READ A SECOND TIME this 28th day of November, 2023.

READ A THIRD TIME this 28th day of November, 2023.

RECONSIDERED AND ADOPTED this 12th day of December, 2023.

MAYOR

CORPORATE OFFICER

Certified to be a true copy of "Kaslo and Area D Arena Property Reserve Fund Amendment Bylaw No. 1299, 2023"

CORPORATE OFFICER

Bylaw 1159 – Schedule ‘L’
Kaslo and Area D Arena Property Reserve Fund
[Added by Bylaw 1184, amended by Bylaw 1299]

PURPOSE

1. The purpose of this reserve is to hold capital funds designated by Council for the following legally described property owned by the Village:
Parcel Identifier 013-140-825, Lot 22, District Lot 209A Kootenay District Plan 9499 except Plan EPP32990
2. The funds are designated for the following purposes:
 - a. The future replacing or upgrading of recreation facilities or equipment leased or used by Kaslo and District Arena Association; Kaslo Curling Club; Kaslo Racquet Club and successor organizations (the lessees).
 - b. Professional design, costing or assessment for the construction, upgrade or replacement of recreation facilities or equipment on the property;
 - c. Conducting joint-feasibility studies with area local governments in relation to any capital initiative relating to the property and its existing uses;
 - d. The redemption of any debentures issued in respect to capital improvements on the property owned by the Village of Kaslo.

FUNDING

3. The Kaslo and Area D Arena Property Reserve Fund shall be a cash reserve established in the General Capital Funds balance sheet of the Village of Kaslo.
4. The Regional District of Central Kootenay Community Facility Recreation & Parks Service (Kaslo and Area D) shall contribute to the Kaslo and Area D Arena Property Reserve Fund through a contribution grant identified in its annual service budget.
5. Council may, by resolution, make contributions to the Kaslo and Area D Arena Property Reserve Fund, through surplus monies of the annual general operating fund, at any time.
6. The lessees may make contributions to the reserve at any time.
7. Official donations by members of the public may be received and transferred to the Kaslo and Area D Arena Property Reserve Fund at any time.
8. The cash balance of this fund shall be established as a separate interest-earning account.
9. The interest earned by this reserve fund shall accrue to the reserve and be considered part of the reserve fund.

10. The principal amount of donations and contributions (as described in 6 and 7, above), may be designated for a specific facility, and these amounts will be tracked by the Village of Kaslo. Interest generated from these sources will be pooled and will accrue to the reserve but can not be earmarked for a specific facility.

DRAWS

11. Funds drawn from the Kaslo and Area D Arena Property Reserve Fund may be used to finance projects identified above in any given annual budget.
12. All draws of funds shall be subject to approval by Council.
13. All draws of funds contributed through the Regional District of Central Kootenay Community Facility Recreation & Parks Service shall be subject to the written consent of the Electoral Area 'D' Director.
14. The lessees shall provide adequate notice of their need to access the Kaslo and Area D Arena Property Reserve Fund in any given year before adoption of the annual municipal budget.
15. If the balance of this reserve fund, excluding amounts described in sections 6, 7 & 10 above, at year end is less than fifty thousand dollars (\$50,000), no funds can be subsequently drawn until the reserve has been restored to a minimum contingency level of fifty thousand dollars (\$50,000).

DATE: March 20, 2025

FILE NUMBER: 1855-03

TO: Mayor and Council

FROM: Ian Dunlop, Manager of Strategic Initiatives

SUBJECT: Economic Trust of the Southern Interior (ETSI) Grant Application

1.0 PURPOSE

To seek authorization to apply to the ETSI Building Economic Development Capacity grant program under the Large Scale Project stream for \$75,000 in funding towards the Kaslo Rural Innovation Centre project.

2.0 RECOMMENDATION

THAT the Village apply for \$75,000 from the Economic Trust of the Southern Interior Building Economic Development Capacity grant program for funding towards the Kaslo Rural Innovation Centre.

3.0 BACKGROUND

The Kaslo Rural Innovation Centre project is focused on renewal of the Kemball Memorial Centre, including upgrades to:

- Electrical
- Heating & Ventilation
- Fire safety systems
- Accessibility
- Structural deficiencies / building envelope
- Windows
- Washrooms and amenities
- Stairways and entrances

The Village received a grant under the Community Economic Recovery Infrastructure Program (CERIP) in April 2022 for the Kaslo Rural Innovation Centre. The original scope of work included creating co-working spaces to support small businesses and entrepreneurs, and harness the dark web fibre internet that is housed in the basement of the building. The project is well underway, however the original scope and budget for the project, which were developed by a third party in 2021 based on outdated studies and costs, are inadequate and overlook significant structural and building code deficiencies. As such, the CERIP funding is primarily being used to remedy structural, mechanical, and electrical issues which has pulled funding away from creating co-working spaces to support small businesses and entrepreneur.

The Economic Trust of the Southern Interior (ETSI) just announced a new round of funding under their Building Economic Development Capacity program. The program aims to enhance the capacity of smaller, rural & First Nations communities to fulfill their ED priorities by supporting local or regional economic development projects. The applicant must contribute to the project and priority is given to projects with higher leveraging. This program seems to be a good fit for the Kaslo Rural Innovation Centre project as it would enable construction of the co-working spaces and interior renovations that cannot be afforded by the CERIP grant alone.

4.0 DISCUSSION

The Kemball Memorial Centre is a significant landmark, and its preservation is important to Kaslo's unique heritage character. Kaslo lacks rentable office space and facilities for small businesses and entrepreneurs to get started. Funding is scant to transform the building into a technology and innovation centre, yet this was an objective of the original CERIP grant. Even with other funding from the Columbia Basin Trust, Community Development Grant, and Village reserves, funding is still limited. Obtaining this additional funding helps ensure that the original intent of the Kaslo Rural Innovation Centre can be met.

The application deadline for the ETSI Building Economic Development Capacity grant is April 11, 2025. The maximum amount that can be applied for is \$75,000. Total funding is \$1 million across ETSI's region for this intake.

The funding sought through this application has two main components:

1) Co-Work Space

Furnishing the co-working space to provide private workstation cubicles, other office amenities and décor upgrades to common areas. This work will benefit small businesses, existing tenants and support entrepreneurship and innovation in Kaslo and area.

2) Server Room

Transform a basement storage room into a new server room to replace the existing facility located in a utility room that is susceptible to water damage.

5.0 OPTIONS

1. **THAT the Village submits an application for \$75,000 to the Economic Trust of the Southern Interior Building Economic Development Capacity grant program for the Kaslo Rural Innovation Centre.** *Staff will submit the application and include the project in the 2025 budget.*
2. Council provides direction to staff for further review and report. *Staff will review and report back. We can still meet the application deadline if Council provides direction at its next meeting.*

6.0 FINANCIAL CONSIDERATIONS

The ETSI grant requires matching funding from the applicant towards the project's eligible activities. The table below shows the funding sources for the Kaslo Rural Innovation Centre project in 2025, so matching funding will not be a problem.

Revised 2025 Project Funding

Funding Source	Cost
Remaining CERIP Grant + interest earned	\$981,930
CBT Basin Charge Up Grant	\$105,600
Community Development Grant	\$40,000
ETSI Building EcDev Capacity Grant	\$75,000
Local Gov't Climate Action Program Grant	\$50,000
Kemball Reserve Fund	\$60,000
COVID Restart / Surplus Funds	\$24,000
TOTAL	\$1,336,530

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Legislation

n/a

Policy

Procurement of professional services and contractors will follow the guidelines of the Procurement and Asset Disposal Policy.

Bylaw

OCP Sections 6.1.2.3, 6.2.1, 8.3.6

8.0 STRATEGIC PRIORITIES

“Kemball Building Renovations” is a NOW priority in Council’s Strategic Priorities 2025-2026.

9.0 OTHER CONSIDERATIONS

n/a

RESPECTFULLY SUBMITTED

A handwritten signature in black ink, appearing to read 'Ian Dunlop', is written over a horizontal line.

Ian Dunlop, Manager of Strategic Initiatives

CAO COMMENTS:

Significant funding is required to renovate the Kemball Memorial Centre and enable the Kaslo Rural Innovation Centre. This grant opportunity is timely and well aligned with Council's existing strategic priorities. It makes good sense to submit an application and so Council should proceed as recommended.

APPROVED FOR SUBMISSION TO COUNCIL:

A handwritten signature in blue ink, appearing to read 'R. Baker', is written over a horizontal line.

Robert Baker, Chief Administrative Officer

March 20, 2025

Date