



REGULAR MEETING OF COUNCIL AGENDA

DATE: 2023.01.24

LOCATION: Council Chambers – City Hall

TIME: 6:00 p.m.

413 Fourth Street, Kaslo

1. **Call to Order**

The Chair will call the meeting to order.

2. **Adoption of the Agenda**

2.1 Adoption of the Agenda for the 2023.01.24 Council Meeting

3. **Adoption of the Minutes**

3.1 Adoption of the Minutes of the 2022.01.10 Council Meeting

4. **Delegations**

4.1 Kaslo & District Library

5. **Information Items**

5.1 **Mayor's Report**

5.2 **Council Reports**

5.3 **CAO Report**

5.3.1 2022 Budget Variance Report to December 31, 2022

5.3.2 Wildfire Development Permit DP2022-07

5.3.3 Kaslo South Lands Project Information Report

5.4 **Correspondence**

5.4.1 2023.01.09 UBCM meeting with the BC RCMP – September 14, 2022

5.4.2 RCMP 2022 Q4 Report

5.5 **2023.01.10 Circulation Package**

6. **Question Period**

The public may ask questions and provide comments regarding items on the agenda.

7. **Business**

7.1 **Remuneration and Expense Amendment Bylaw 1284**

To consider adopting a bylaw to update regulations for the reimbursement of expenses for Council and staff.

7.2 **Front Street Park**

To consider lighting on the Kaslo Front Street Park stage.

7.3 **Neighbours United Engagement**

To consider a request for the Village to participate in a local government working group on renewable energy.

7.4 WildSafe BC

To receive the 2022 report and consider supporting the program for 2023.

7.5 Kaslo River Bank Remediation Project

To consider approval to purchase construction materials for the project.

7.6 Winter in the Forest

To consider a request for the Village to apply for a Family Day grant in support of the event.

7.7 Council Benefits

To consider an expenditure to provide benefits coverage for Council members.

7.8 Library Building Committee

To consider amendments to the Terms of Reference and appointment of a Council representative for the select committee.

7.9 Kootenay Lake Partnership

To consider appointing a Village representative to the group.

7.10 UBCM CRI 2023 Grant

To consider an application for funding to continue FireSmart program activities.

8. Late Items

Consideration of late items that have been added to the agenda.

9. In Camera Meeting

Council will reconvene In Camera under section 90(1) of the Community Charter.

10. Raised from In Camera Meeting

Any resolutions brought forward from closed to open meeting.

11. Adjournment





REGULAR MEETING OF COUNCIL MINUTES

DATE: 2023.01.10

LOCATION: Council Chambers – City Hall

TIME: 6:00 p.m.

413 Fourth Street, Kaslo

PRESENT: Chair Mayor Hewat
Councillors Bird, Brown, Lang, Leathwood
Staff CAO Dunlop, CO Allaway
Public 1

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 was called to order at 6:03 p.m.

2. Adoption of the Agenda

2.1 Adoption of the Agenda for the 2023.01.10 Council Meeting

01/2023

Moved, seconded and CARRIED

THAT the Agenda for the 2023.01.10 Regular Meeting of Council be adopted as presented.

3. Adoption of the Minutes

3.1 Adoption of the Minutes of the 2022.12.13 Council Meeting

02/2023

Moved, seconded and CARRIED

THAT the Minutes for the 2022.12.13 Regular Meeting of Council be adopted as presented.

4. Delegations

Nil

03/2023

Moved, seconded and CARRIED

THAT Council now dissolve into Committee of the Whole to receive information, and questions from the public.

5. Information Items

5.1 Mayor's Report

Mayor Hewat reported on her recent activities and answered questions from Council.

5.2 Council Reports

Councillor Leathwood reported that the roof at the arena has been removed.

5.3 CAO Report

5.3.1 CBT Seniors Tech Grant Final Report

- 5.3.2 CBT Wildfire Risk Reduction Final Report
- 5.3.3 REDIP Grant Application
- 5.3.4 CBT ChargeUp Grant Application
- 5.3.5 CBT CRI Wildfire Resiliency Grant Application

CAO Dunlop answered questions from Council regarding items in his report.

5.4 Correspondence

- 5.4.1 2023.01.03 ArtScape Mural Update
- 5.4.2 2023.01.03 Streetlights

5.5 2023.01.10 Circulation Package

04/2023

Moved, seconded and CARRIED

THAT Council rise and report from Committee of the Whole.

Councillor Bird gave Notice of Motion that the lights at the Front Street Stage be turned off unless there is a special event.

6. Question Period

Nil

7. Business

7.1 Development Procedures Bylaw 1283

05/2023

Moved, seconded and CARRIED

THAT Development Procedures Bylaw 1283, 2022 be adopted.

7.2 Remuneration and Expense Amendment Bylaw 1284

06/2023

Moved, seconded and CARRIED

THAT Remuneration and Expense Amendment Bylaw 1284, 2023 be given first, second and third reading.

7.3 Local Government Leadership Academy Training

07/2023

Moved, seconded and CARRIED

THAT Councillors Bird and Brown be authorized to attend the Local Government Leadership Academy 2023 Elected Officials Seminar, with expenses paid.

7.4 Association of Kootenay Boundary Local Government Convention

08/2023

Moved, seconded and CARRIED

THAT CAO Dunlop, Mayor Hewat and Councillors Bird, Brown, Leathwood and Lang be authorized to attend the Association of Kootenay Boundary Local Governments Convention in Cranbrook from April 21-23, with expenses paid.

7.5 Council Liaison Policy



09/2023 Moved, seconded and CARRIED
THAT the Council Liaison Policy be adopted as presented.

10/2023 7.6 Terms of Reference – Art & Heritage Committee
Moved, seconded and CARRIED
THAT an Art and Heritage Committee be established, and the Terms of Reference adopted as presented.

11/2023 7.7 Terms of Reference – Asset Management Committee
Moved, seconded and CARRIED
THAT an Asset Management Committee be established, and the Terms of Reference adopted as presented.

12/2023 7.8 Terms of Reference – Health Advisory Committee
Moved, seconded and CARRIED
THAT a Health Advisory Committee be established, and the Terms of Reference adopted as presented.

13/2023 7.9 Terms of Reference – Liquid Waste Monitoring Committee
Moved, seconded and CARRIED
THAT the Terms of Reference for the Liquid Waste Management Committee be adopted as presented.

14/2023 7.10 Terms of Reference – Recreation Grant Committee
Moved, seconded and CARRIED
THAT the Terms of Reference for the Recreation Grant Committee be adopted as presented.

8. Late Items
Nil

15/2023 9. **In Camera Meeting**
Moved, seconded and CARRIED
THAT Council now recess and reconvene in-camera with the public excluded under Sections 90(1) (a), (c), and (j) of the Community Charter.

The open meeting recessed at 6:56 p.m.
The open meeting reconvened at 8:26 p.m.

10. Raised from In Camera Meeting
IC03/2023 Moved, seconded and CARRIED



THAT the Village renew its 2023 Equipment, Crime, Property and Aerodrome Liability insurance with CapriCMW Insurance Services Ltd. for a total premium of \$112,939.

IC04/2023 Moved, seconded and CARRIED
THAT the Village renews its 2023 Municipal Insurance Program with Municipal Insurance Association of British Columbia for a total premium of \$11,722.

IC05/2023 Moved, seconded and CARRIED
THAT Jeff Davie be appointed to represent the Village of Kaslo on the Kaslo & Area D Economic Development Commission for a term expiring December 31, 2024.

IC06/2023 Moved, seconded and CARRIED
THAT Elizabeth Brandrick, Elizabeth Ross and Deb Borsos be appointed to the Health Advisory Committee for a term expiring December 31, 2026.

IC07/2023 Moved, seconded and CARRIED
THAT Councillor Bird, Ken Butt, Lynn Goldsborough and Joy Lukacs be appointed to the Recreation Grant Committee for a term expiring December 31, 2026.

IC08/2023 Moved, seconded and CARRIED
THAT the CAO be authorized to attend the MATI The Successful CAO course in West Kelowna from February 8-15, 2023, with expenses paid.

IC09/2023 Moved, seconded and CARRIED
THAT a letter of condolence be sent to the City of Nelson.

11. Adjournment

The meeting was adjourned at 8:27 p.m.

CERTIFIED CORRECT:

Corporate Officer

Mayor Hewat





Kaslo & District PUBLIC LIBRARY

413 4th Street, Box 760, Kaslo, BC, V0G 1M0
250-353-2942 info@kaslo.bclibrary.ca

Village of Kaslo
413 Fourth St., P.O. Box 576
Kaslo, BC
V0G 1M0

January 17, 2023

Dear Mayor Hewat and Village Council,

Library representatives from the Villages' Kaslo Library Building Committee request to be a delegation at the January 24 regular meeting of Council to present the New Library Project & fundraising updates (via PowerPoint) followed by a project budget for the Green and Inclusive Community Buildings (GICB) grant opportunity.

Specifically, we will be requesting that the Village (as the owner of the proposed asset) submit the GICB grant application. To reduce time commitments, this would be achieved as a team effort with KDPL board trustee Margaret Wanke and library director Eva Kelemen for the February 28 deadline.

Additionally, we would like to request for \$50,000 from the Village from the Canada Community Building Fund to be put aside for the 2024 fiscal year to count as 'secured funding' for the GICB application. This would match the \$50,000 grant to be received through the RDCK for infrastructure.

Thank you for your consideration and continued support,

Kind regards,

C. Anne Heard
KDPL Chair

A new library for Kaslo & Area *Building for the next 100 years*



January 23, 2023

1

Our Appreciation for Village Support

- Kaslo Library Building Committee meetings (since Nov 2019)
- CBT Land Acquisition Grant (\$180,000)
- ICIP grant support 2020
- Fundraising supports (bylaw, outdoor movie night, etc)



2

A necessary partnership



MEDIA RELEASE

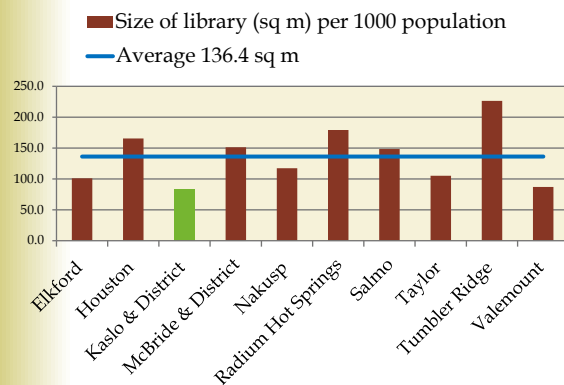
For Immediate Release
September 15, 2020

Village of Kaslo and Kaslo & District Public Library Partner to Construct New Library

The new Library will be a cornerstone of Kaslo's heritage downtown and a focal point of community activities and life-long learning. But under provincial library legislation, public library associations cannot own land or buildings, so a partnership with the Village to hold the assets was necessary to move the project forward. The Library will occupy the future building through a long-term lease and be responsible for all operating and maintenance costs. An

3

Need for New Library is Established



| 2018 STATISTICS | KASLO Library | AVERAGE (small libs) |
|------------------------|----------------------|----------------------|
| Population | 2,136 | 2,081 |
| Membership | 43.1% | 33.7% |
| Lending/capita | 13.8 | 9.1 |
| Collection size/capita | 6.8 | 8.3 |
| Library size | 178 sq m 1,915 sf | 297 sq m 3,197 sf |

Our library is the smallest with higher use than average

4

We're bursting at the seams!



5

Community is solidly behind this project

- 374 signatures of support (16% of Kaslo & Area D residents) collected in 2 weeks in Sept 2020
- **\$120,000 raised & repaid to Village Reserves in 9 months**
- plus \$357,000 via private donations, fundraising events
- Local grants have helped with some design costs (\$11,500) & fundraising expenses (\$2,750)
- \$100,000 library reserve
- \$10,000 projected by Feb 2023 (Fortis grant)
- We are in discussion with CBT

6

Vision: *A gateway for lifelong learning & enjoyment – a place for everyone*

PRINCIPLES:

- Welcoming
- Visible
- Accessible
- Versatile
- Expandable
- Sustainable
- Collaborative
- Energy Efficient



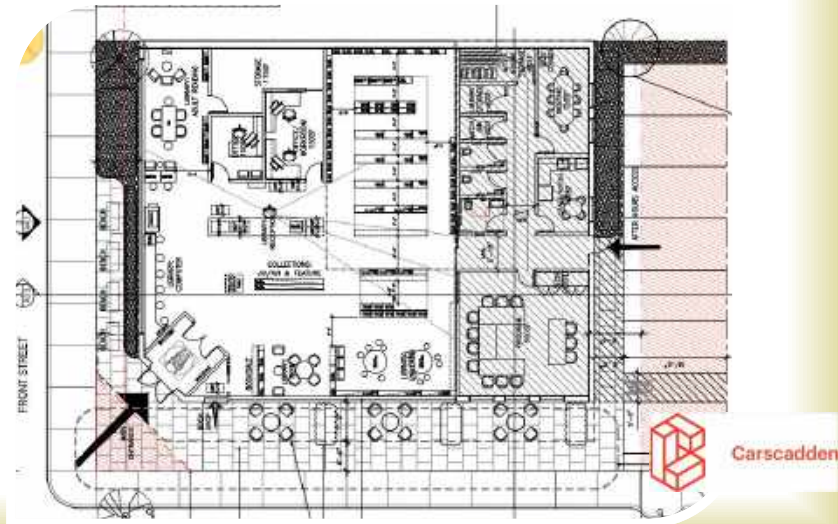
7

Key Features

- 5,000 sf purpose built space in prime downtown location, allowing for more programs and greater resource capacity
- Green build: net carbon zero / passive house design
 - A demonstration project
- Community hub / gathering place:
 - After hours access to high tech. meeting room & large program room
 - Fully accessible with attention to a variety of service needs
 - Air conditioned, clean air reprieve in summer
 - Muster station
 - Outdoor seating and picnic area
- Heritage exterior design per bylaw
- Flexible "loose fit" design for future expansion or reconfiguration

8

Interior Design



9

Expected Impact



- Increased membership & usage of 25-30% due to better location, larger collection and programs
- A *new* landmark asset supporting a vibrant and sustainable community; a key factor in attracting and retaining people to live and work here
- A cornerstone of Kaslo's social infrastructure and economic strategy

10

Why invest in libraries?



Libraries change lives – Research has shown that reading for pleasure as a child predicts better outcomes in life regardless of socioeconomic status.

The Life Project, UK

***“Social infrastructure** provides the setting and context for participation and the library is among the most critical forms of social infrastructure we have.”*

The problem libraries face isn’t that people no longer visit them to take out books. On the contrary: so many people are using them, for such a wide variety of purposes.”

Eric Klinenberg, Sociology Professor, New York University & Author,
‘Palaces for the people’



11

Design & Class B Costing Project



Engaged Carscadden Stokes McDonald Architects (Dec 21 – June 22)

- Obtained detailed design from architect, quantity surveyor, and electrical, mechanical and structural engineers
- Obtained Class B cost estimates

Current focus: **Green & Inclusive Community Buildings (GICB)** grant

- Grant provides 60% of project cost (\$2.61M); we must secure remaining 40% (\$1.74 M)
- February 28, 2023 application deadline
- Construction timeline: Spring 2024 – March 2026

12

Green & Inclusive Community Buildings

funds
up to
60%



GICB can fund the construction and retrofits of non-commercial community-oriented structures that provide publicly-accessible community services

Projects must:

- ✓ Be in an area with underserved populations experiencing high needs.
- ✓ Be the site of publicly-accessible programming and/or activities that serve these communities.
- ✓ Improve energy efficiency (retrofits)
- ✓ Achieve highest environmental and energy standards

13

Considerations



The GICB application guide (p 6) states: 'the applicant must have authority of the building/asset (owner or via 6-yr agreement).'

Our delegation requests:

1. The Village, as owner of the proposed asset, to submit the GICB grant application due February 28.

Considerations:

- *Time commitment: via teamwork: KDPL board trustee Margaret Wanke, library director Eva Kelemen to support CAO Dunlop*
- *Risk: budget plan estimates shortfall of approx. \$450,000.*

2. A \$50,000 grant from the Village from the Canada Community Building fund as 'secured funds' for this application to be put aside for the 2024 fiscal year. This would match the \$50,000 RDCK commitment.

14

New Kootenay Libraries



The Columbia Valley
Centre 2017



Radium Hot Springs Centre:
Com. Hall & Library 2018



15



***"Without libraries – what have we? We
have no past and no future"***

– Ray Bradbury, Author

16

KASLO & DISTRICT NEW LIBRARY PROJECT BUDGET

DRAFT as at January 17, 2023

| | Target | Received | | Remaining | Notes |
|--------------------------------------|------------------|---------------------------------|------------------|-----------------------|--|
| Phase 1: Land Purchase | 300,000 | 300,000 | | 0 | Purchase completed September 2020. |
| Foundation & Corporate Grants | 183,000 | 183,000 | | | Columbia Basin Trust (CBT) \$180,000; CFNKL \$3,000 |
| Donations - local fundraising | 117,000 | 117,000 | | | |
| | Cost | Secured / | | | |
| Phase 2: Building | Estimate | Promised | Projected | Remaining | Notes |
| REVENUE | 4,350,000 | 463,667 | 3,440,000 | 446,333 | Outstanding represents approx 10% of building cost estimate |
| Gov't Grants (Fed, Region, Munic)* | | 106,750 | 2,610,000 | | GICB \$2.61M @ 60%; RDCK \$50K; VOK \$50K |
| Foundation & corporate grants | | | 550,000 | | CBT (not yet secured) & other foundations for smaller grants |
| Donations / local fundraising events | | 356,917 | 250,000 | | Have proven track record of community financial support |
| Interest on secured funds | | | 30,000 | | |
| Phase 3: Sustainability | Target | Available | | Remaining | Notes |
| Capital Maintenance & Replacement | 100,000 | 100,000 | | | KDPL reserves/bequest |
| | TOTAL | RECEIVED & AVAILABLE | PROJECTED | TOTAL IF Rec'd | |
| TOTAL: ALL PHASES | 4,750,000 | 863,667 | 3,440,000 | 4,303,667 | 90% of total if GICB, CBT & projected FR \$ are secured |
| Excl. projected annual operating | | | | | |

Notes:

1. The above budget figures are in draft form; some adjustments are anticipated by February 28, 2023
2. GICB does not require funds to be secured at time of application but needs clear description of:
 - (a) plan to secure, and (b) contingency plan if funding is not secured
3. Total funds raised since Sept 2020 = \$681,000, of which \$300,000 was used to purchase land, and approx \$22K is ineligible for the GICB grant



Mayors Report to Council

Regular Council Meeting

Tuesday, January 24, 2023

The following is a summary of the meetings/activities that I have participated in since my last written report as well as a list of upcoming meetings. If you have any questions, please don't hesitate to ask.

Documents provided:

FCM Report to Council

Imagine Kootenay Steering Committee – January 9th minutes.

CRRC budget summary

2023-01-20_Special_Budget_RDCK_V1

CFUW VAW in Politics Advocacy 2022

January 9th – Imagine Kootenay Steering Committee meeting

January 11th – RDCK Central Resource Recovery Budget meeting

January 16th

Library Building Committee

January 17th

RDCK Regional Housing Workshop

Kaslo & Area Chamber of Commerce

January 18th – RDCK Joint Resource Recovery meeting

January 19th – RDCK Board meeting – I have copied the resolutions that directly impact services that Kaslo participates in. The minutes of the meeting will be available on the RDCK website mid February.

Kaslo & Area D Economic Development Commission

1. That the Kaslo & Area D Economic Development Commission commit to the Imagine Kootenay Partnership and that the Regional District of Central Kootenay sign the Memorandum of Understanding with Imagine Kootenay;
AND FURTHER, that Mayor Hewat be appointed to represent the Economic Development Commission on the Imagine Kootenay Steering Committee.
2. That the recommendation from the Village of Kaslo appointing Councillor Rob Lang as the Council representative and Jeff Davie as the Village of Kaslo resident representative to the Kaslo and Area D Economic Development Commission be ratified.
3. That the Board appoint the following individual to the Kaslo and Area D Economic Development Commission for a term to end December 31, 2024:
Matthew Brown (Area D)





Mayors Report to Council

Joint Resource Recovery Committee

1. That the Board approve the RDCK enter into a Standing Offer Agreement with Masse Environmental for works associated with the regular environmental management programs at RDCK's resource recovery sites for a two-year term starting January 31, 2023, with the two year agreement cost not to exceed \$252,905;

AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER, that the costs be paid from the following Services:

- Service S186 East Sub-Region Resource Recovery Service not to exceed \$98,105.35.
- Service S187 Central Sub-Region Resource Recovery Service not to exceed \$102,504.90.
- Service S188 West Sub-Region Resource Recovery not to exceed \$52,293.80.

2. That the Board approve the RDCK enter into a Standing Offer Agreement with SLR Consulting (Canada) Ltd. for works associated with environmental support for the HB Mine Tailings Facility for a two year term starting January 31, 2023, with the two year agreement cost not to exceed \$322,080;

AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER, that the costs be paid from Service S187 Central Sub-Region Resource Recovery Service.

3. That the Board approve the RDCK enter into a Standing Offer Agreement with ALS Canada Ltd. for laboratory analysis works associated with the regular environmental management programs at RDCK's resource recovery sites for a two year term starting January 31, 2023, with the two year agreement cost not to exceed \$148,882;

AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER, that the costs be paid from the following Services:

- Service S186 East Sub-Region Resource Recovery Service not to exceed \$59,731.20
- Service S187 Central Sub-Region Resource Recovery Service not to exceed \$71,332.80
- Service S188 West Sub-Region Resource Recovery not to exceed \$17,817.60

Other resolutions

That the Board direct staff to provide options for an online public engagement tool and for in-person meetings for the ReDi program, and that the report be brought back to the February 16, 2023 Board meeting.

January 20th – RDCK Budget meeting – presentation provided.

January 21st – Canadian Federation of University Women (CFUW) Nelson & District Violence Against Women in Politics presentation and discussion by MLA Brittney Anderson.

Former (and first female) Mayor of Nelson, Deb Kozak and Director Cheryl Graham (Area E) were also in attendance. This provided an opportunity to share experiences as women in government. The group was meeting afterward to discuss next steps.

I was able to share resources provided by staff of FCM Increasing Women's Participation in Municipal Government Committee (which I am a member of) – copy of advocacy document provided.





Mayors Report to Council

Upcoming Meetings

January 23rd

North Kootenay Lake Services Committee meeting
Kaslo & Area D Economic Development Commission
Kaslo Health Advisory Committee

January 24th

Indigenous Relations Workshop
Regular Meeting of Council

January 25th

West Kootenay Boundary Regional Hospital District meeting

January 26th – Emergency Preparedness meeting

January 31st – Columbia Basin Trust Orientation Webinar

February 1st - FCM – Municipal Asset Management Program Steering Committee meeting

February 6th - North Kootenay Lake Services Committee meeting

Respectfully submitted,
Mayor Suzan Hewat





FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

Report to council

FCM's Board of Directors meeting and
Advocacy Days

Ottawa, ON

December 6-8, 2022

This document summarizes key updates from the most recent meeting of the Board of Directors of the Federation of Canadian Municipalities (FCM). It is designed to support board and committee members in reporting back to their local and regional councils on their progress with FCM.

December 2022 Report to council

Table of content

- ▶ Message from FCM’s president 3
- ▶ Context and key points 4
- ▶ Report from board 6



FCM’s Board of Directors met in Ottawa, ON (December 8, 2022).

Message from FCM's president

Dear Board and committee members,

As the year draws to a close, I'm happy to report that our collective municipal voice was greatly amplified by last month's series of high-profile events in Ottawa.

From December 5-8, FCM brought to Ottawa our Board of Directors meeting, the December meeting of FCM's Big City Mayors' Caucus (BCMC), and the latest edition of our Advocacy Days.

Held in our nation's capital, FCM facilitated direct meetings with a diverse set of federal parliamentarians from all major parties, including Prime Minister Justin Trudeau, government ministers including Minister of Intergovernmental Affairs, Infrastructure and Communities Dominic LeBlanc, numerous MPs from the official opposition Conservative Party of Canada, NDP leader Jagmeet Singh and members of his caucus, plus an MP from the Bloc Québécois.

These high-profile events were conducted professionally, passionately, and with a close focus on the responsibilities we have to Canadian communities. The engagement allowed us to highlight our key priorities ahead of Budget 2023, including the design of renewed infrastructure programs, tackling housing and homelessness, implementing better climate adaptation and mitigation measures, and pushing to resolve the RCMP retroactive costs issue.

Our Board of Directors meeting served as an excellent opportunity to underline these key issues, welcome newcomers and prepare for a productive new year. As Board and committee members, you all play an important role in serving our communities' interests, providing much-needed oversight, and keeping FCM strong—into the new year and beyond.

Sincerely,



Taneen Rudyk

FCM President

Councillor, Town of Vegreville, AB



Context and key points

December's combined Advocacy Days, BCMC meeting, and our Board of Directors meeting took place amid important developments and a changing political and economic context.



FCM's leadership and Big City Mayors' Caucus met with PM Justin Trudeau in Ottawa, ON on December 6, 2022

Changing national circumstances: Economic uncertainty and the impact of inflation, underlined in the federal government's Fall Economic Statement in November, are clear points of focus for elected officials in Canada. Combined with the lingering effects of the COVID-19 pandemic, Canadians and their communities are dealing with considerable challenges as we look forward to 2023.

Pre-budget priorities: FCM hosted these meetings with a focus on key topics: including unlocking the next generation of infrastructure for Canadian communities, and the steps necessary to address the housing and homelessness crises. Additionally, putting in place stronger climate adaptation and mitigation measures across the country was a key priority, with the country experiencing more extreme weather events. These urgent issues, among others, were prominent during the meetings, being priorities for FCM and our members. The concrete solutions that FCM is recommending were presented to all attendees in the form of our concise [leave-behind document](#).

Rural and small communities: Discussions were also distinctly focused on advancing FCM's advocacy for communities of all sizes, including the ongoing issue of resolving retroactive costs associated with the latest RCMP collective bargaining agreement, the importance of improving rural and remote connectivity through the Universal Broadband Fund, and the critical role played by inter-community transportation operations.

High-profile BCMC meeting: The week of advocacy launched on Monday, December 5 with a meeting of FCM’s Big City Mayors’ Caucus. Chaired by Halifax Mayor Mike Savage, this meeting brought together the leadership of some of Canada’s largest cities, with a strong focus on unlocking housing supply as well as tackling acute homelessness—including the need for better mental health services as part of measures to address homelessness.

With cities acting as key engines for Canada’s growth, the push for strengthened partnership was clear. The caucus welcomed the adoption of the National Adaptation Strategy but called for investment beyond November’s announced top-up to the Disaster Mitigation and Adaptation Fund. This is required to address the true impact of extreme weather events that have struck the country, such as the historic scale of damage done by Hurricane Fiona in September, as well as future events.

Engagement with the Prime Minister: FCM leadership and the BCMC also met with Prime Minister Justin Trudeau, with the caucus urging both the expansion of the Rapid Housing Initiative to generate more positive progress on housing unit construction, and the expedition of the co-development of an urban, rural and northern Indigenous Housing Strategy in Budget 2023. The caucus also called on federal authorities to commit to a permanent doubling of the Canada Community Building Fund to drive predictable core infrastructure renewal and recommended accelerating the launch of the Permanent Public Transit Fund to kickstart major transformative projects.

Advocacy across party lines: The kick-off of FCM’s Advocacy Days on the morning of December 6 provided an excellent opportunity to highlight key priorities as we enter the vital pre-budget period. The numerous meetings focused on the most pressing issues facing Canadian communities today, and were categorized under banners including infrastructure, housing, and climate mitigation. These meetings led to countless direct interactions between federal representatives from all parties and municipal leadership, allowing for a distinct and full picture of community needs.

Federal presence on the ground: Federal representatives of all political stripes contributed to FCM’s Advocacy Days in the form of panel discussions, side meetings, fireside chats, and keynote speeches. These included two shadow ministers from the Conservative party of Canada, MPs Gérard Deltell and Scott Aitchison, who contributed to a special panel discussion, with Deputy Leader Melissa Lantsman also in attendance. Additionally, NDP leader Jagmeet Singh delivered a keynote address to the FCM’s Committee of the Whole, with a fireside chat delivered by Minister Dominic LeBlanc. This demonstrated the calibre of political engagement that FCM has been able to drive in Ottawa—enabling meaningful interactions with federal decision-makers from across the political spectrum for those FCM members in attendance.

Addressing Political Intimidation: A special panel discussion was held alongside FCM’s Committee of the Whole on December 7, addressing the increased harassment of elected officials. A growing problem in Canadian society, especially for women and people of colour, this panel discussion sought to focus on this serious problem and how to combat the increase of abuse and threatening behavior, which represents a threat to all orders of government and civil society.

Hydrogen Innovation: On December 8, a special presentation was given on the Edmonton Region Hydrogen HUB. A coalition of municipalities, cities, advocacy groups, and First Nations have come together to create a Canada-first: the country’s first HUB for Hydrogen production. Presented by Alanna Hnatiw, Mayor of Sturgeon County and Chief George Arcand Jnr. of Alexander First Nation and Grand Chief of the Confederacy of Treaty 6 First Nations, this special event outlined the huge potential benefits this project could bring to the region, including a wealth of direct municipal applications.

Report from Board

FCM's member-elected Board of Directors met December 8 in Ottawa, ON, with municipal leaders from coast to coast to coast gathered to discuss collective municipal priorities ahead of the end-of-year parliamentary break.



FCM's Board of Directors meets in the Chateau Laurier ballroom in Ottawa, On on December 8, 2022

- President Rudyk's report outlined current priorities for FCM and provided an update on the advocacy meetings with MPs, Ministers, party leaders and the Prime Minister throughout the week.
- President Rudyk stressed the need for unity and collective action among municipalities, noting the best way to achieve current priorities ahead of Budget 2023, as outlined in FCM's [leave-behind document](#), is to advocate as a whole, with conversations had this week potentially yielding results in the spring.
- The President spoke of the urgent need to continue to push for a comprehensive solution to the RCMP bargaining issue.
- Following municipal elections across a number of provinces this fall, six new board members were welcomed and ratified as directors of the board: Paul Ainslie, Councillor, City of Toronto, Andrew Black, President of the Union of Municipalities of New Brunswick, Brenda Chisholm-Beaton, President of the Nova Scotia Federation of Municipalities, Jen Ford, President of the Union of BC Municipalities, James Pasternak, Councillor, City of Toronto and Joe Savikataaq Jr., President of the Nunavut Association of Municipalities.
- President Rudyk highlighted that a call for nominations for vacant board seats will be issued in mid-December, regarding vacant caucus seats in BC, ON, QC, and PEI, with the closing date for nominations in set for January 30.

- FCM's CEO Carole Saab provided more detail on the successful advocacy for substantial new funds invested into municipalities via the Green Municipal Fund and the Disaster Mitigation and Adaptation Fund as part of the **recently announced** federal National Adaptation Strategy. CEO Saab outlined the importance of these advancements, for FCM, the municipal sector and for Canadians, to help in the wake of floods, fires and other climate disasters, but acknowledged that more remains to be done.
- Kitchener Mayor Berry Vrbanovic provided a report on the BCMC meeting and welcomed new additions to the BCMC caucus including Ottawa Mayor Mark Sutcliffe, London Mayor Josh Morgan, Hamilton Mayor Andrea Horwath, Winnipeg Mayor Scott Gillingham, Vancouver Mayor Ken Sim and Surrey Mayor Brenda Locke.
- FCM First Vice-President and Township of Gore Mayor Scott Pearce, presented the report from FCM's Finance and Audit Committee in his role as Chair. The committee's November meeting was focused on preparations for the year-end audit. A partner and a senior manager from Deloitte presented the audit plan, which probed on any potential risks, and no issues were raised. The Chair reported that the committee was satisfied with all the information presented as part of the November Finance and Audit Committee work plan.
- FCM President Taneen Rudyk presented a report from FCM's Human Resources Committee. This noted the recent appointment of Mathieu Bélanger as Executive Director of Policy and Public Affairs. FCM currently has 278 active employees, and President Rudyk noted strong continuity and performance across FCM's workforce.
- President Rudyk also noted FCM's continued commitment to being a people-centred organization, reporting on a successful, first in-person staff gathering held in Ottawa in October.
- Third Vice President and Vancouver City Councillor Rebecca Bligh presented a report from the Governance Working Group. The Working Group is advancing its work with the Institute of Governance to produce recommendations on Board Effectiveness. For a number of reasons, finalizing the board survey and report has had delays. Accordingly, the group has shifted its deadline to deliver recommendations from this report to the upcoming Board of Directors meeting in March.
- Rural Municipalities of Alberta President Paul McLauchlin provided an update on a meeting with the Provincial and Territorial Association Presidents. This meeting focused on the need for a coordinated strategy to meet critical shared priorities between orders of government and ensure municipal autonomy, particularly in the push to deliver and support housing. The group agreed to schedule an additional meeting early in 2023.
- Chair of the Francophone Network and Municipal Councillor for the Mitigomijokan district, City of Gatineau, Anik Des Marais reported that the position of Vice-Chair of the network is currently open to eligible applicants, and stressed the importance of strengthening the network, adding new members, and supporting French-speaking communities across the country at this time.



imaginekootenay
Your better life

Imagine Kootenay Partnership
Regional Steering Committee Quarterly Meeting
Minutes
January 09, 2023

In Attendance

Tom Thomson - ***Chair***
Garry Jackman - ***Vice Chair***

Suzan Hewat
Andrea Wilkey
Sandy Elzinga
Melanie Myers
Eric Burton
Leah Kleinhans

Aaron Gregory
Karen Cathcart
Aidan McLaren-Caux
Pete Bourke
Susan Clovechok
Roberta Schnider

Nelson & Area
Creston Valley - East
Shore Kootenay Lake
Kaslo & Area D
Community Futures
Boundary & Area
Golden & Area
Factor 5
Creston Valley - East
Shore Kootenay Lake
Factor 5
Golden & Area
Nakusp & Area
Columbia Valley
Columbia Valley
Columbia Valley

Regrets

Ron Oszust
Ingrid Bron
Corinne Tessier
Catherine Moffat

Golden & Area
Revelstoke & Area
Nakusp & Area
Revelstoke & Area

1. Welcome & Introductions

2. Election of Chair and Vice-Chair

- Tom Thomson has been nominated and he has accepted the position as Chair of the Imagine Kootenay Steering Committee. This position was elected by acclamation and he has officially assumed the position as chair.
- Director Garry Jackman has been nominated and he has accepted the position as Vice-Chair of the Imagine Kootenay Steering Committee. This position was elected by acclamation.
- Both elections were conducted by Eric Burton, President & CEO, Factor 5 Group.

3. Approval of the January 09, 2023 Agenda

Motion: Approve the January 09, 2023 agenda

Moved by Pete Bourke **seconded by** Garry Jackman

Agenda Approved.

4. Approval of October 03, 2022 meeting minutes

Motion: Approve the October 03, 2022 meeting minutes

Moved by Suzan Hewat **seconded by** Sandy Elzinga

Minutes Approved.

5. Approval of Management Report and Financials

Motion: Approve the management report and financials

Moved by Suzan Hewat **seconded by** Tom Thomson

Reports Approved.

6. Management Report

- The strategic planning session held in Kaslo went well along with a mixer the night before. For the next strategic planning session in October, we want to have a similar mixer the night before the meeting to collaborate with the members.
- If anybody has any ideas on which community would like to host the session along with a small mixer event the day before, please contact Aaron.
- Our Imagine Canada project has officially been completed. The project focused on telling the Kootenay Region's story to an international audience. We focused on highlighting opportunities for Foreign Direct Investment through Imagine Kootenay, hosting an investment workshop, and showcasing foreign direct investment success stories in the Kootenays.

7. Financial Review

- Currently there are no grants in the fiscal year, over the next few months we will have to look for new grants.

8. Looking Ahead - Annual Budget Review

- We have spoken previously about increasing the membership fees or having a “pay to play” where communities would pay additional fees for a specific investment attraction service for their community.
- We need to clearly outline to our partners and future partners what each community pays for and what service they will be receiving.
- We had an idea of leveraging the marketing materials from community partners. For example, if a Destination Marketing Organization (DMO) is posting content, Imagine Kootenay could share their content. We could work more closely with the DMOs to convert some tourists into future residents/business owners.

*Most of the elected officials (Garry Jackman, Susan Clovechok, Aidan McLaren-Caux) needed to leave the meeting due to a conflicting schedule

9. 2023-24 Meeting Schedule

A new meeting schedule was proposed in order to collect quarterly statistics and present them in the report in a timely manner to the steering committee. Below is the proposed schedule:

- Monday, April 24, 2023 - Annual Budget Review and Approval
- Monday, July 24, 2023 - Marketing Strategy and Plans
- Monday, October 23, 2023 - Strategic Planning Workshop
- Monday, January 29, 2024 - Partnership Development

Aaron will send a calendar invite with the zoom link for these new dates.

10. Roundtable Community Updates

Boundary (Sandy) – The Vaagen Fibre Canada has indefinitely shut down the Midway mill operation. The closure impacts approximately 85 direct employees, as well as nearly 100 contractors, vendors, suppliers and other partners, according to the press release.

Golden (Melanie) - Like many other municipalities, we have many new councillors. The Aquatic centre referendum has ended. A majority of the voters said yes. We are now looking for the funds to build it. Golden CED shared their minimum wage numbers. We have new

housing initiatives downtown.

Community Futures (Andrea) - Community Futures is hosting the How to Sell Your Business Workshop on Wednesday February 15, 2023 10:00 am - 11:00 am (Pacific Time)
<https://mycfck.ca/workshops/101/how-to-sell-your-business/>.

Creston Valley - East Shore Kootenay Lake (Leah) - We have a Creston Valley - Kootenay Lake Events Coordinator and we look forward to developing more events this year. We have submitted an application at the end of the month for a childcare facility, the land has been given to us by the Town of Creston. We are developing a housing proposal along with the Creston Valley Housing Society. An application has been put forward for an entrepreneurship program through the Rural Economic Diversification and Infrastructure Program (REDIP).

Kaslo & Area D (Suzan) - A successful light up parade, it is great to have events back. This year marks the 125th anniversary for the SS Moyie.

Columbia Valley (Pete) - There are lots of housing initiatives underway. We have seen lots of interest in our IK listings.

11. Adjournment

Meeting adjourned at 10:28 am PST/11:28 am MST

Next Meeting: Monday, April 24, 2023 9:00 am PST - 10:30 am/10:00 am MST - 11:30 am MST - Annual Budget Review and Approval



2023-2027 DRAFT FINANCIAL PLAN

Budget Summary
Resource Recovery - Central

Presented by: Amy Wilson
Date: January 11, 2023

rdck.ca



2023 S187 BUDGET - HIGHLIGHTS

- Taxation consistent with 2022 Financial Plan (3%)
- 10% Tipping Fee increase to ALL rates (to be prorated & adjusted)
- HB Facility moving into active care phase (post remediation & closure works)
- HB Facility Dam Safety Review
- Central TS staff facility and tipping wall upgrades near completion
- New compacting trailer purchase
- Legacy Landfill Assessments, Central Hydrogeological Assessment
- Central – West Compost facility construction complete in Q2 2023
- Scale software transition in Q1 2023
- Rural curbside consultation in Q1/Q2 2023



2023 -2027 DRAFT FINANCIAL PLAN

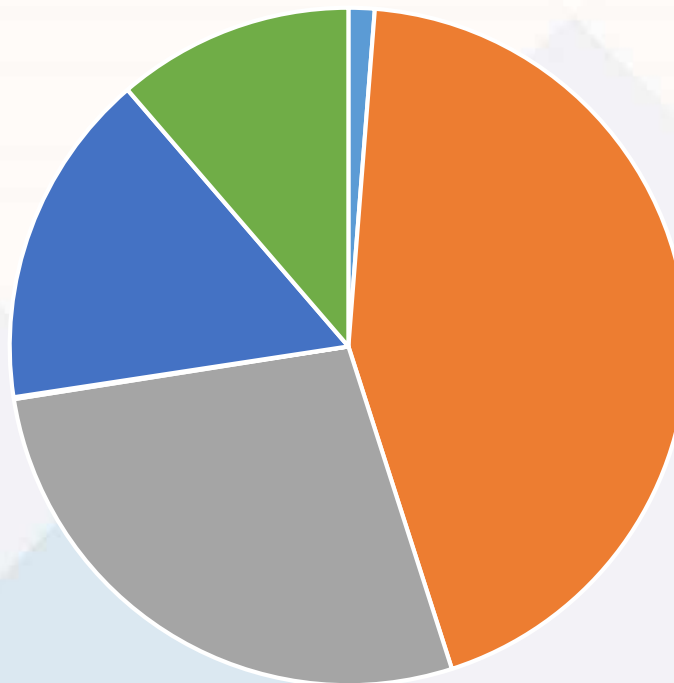
S187 – Central Resource Recovery

A117 – Central Recycling

A120 – Central & West Compost



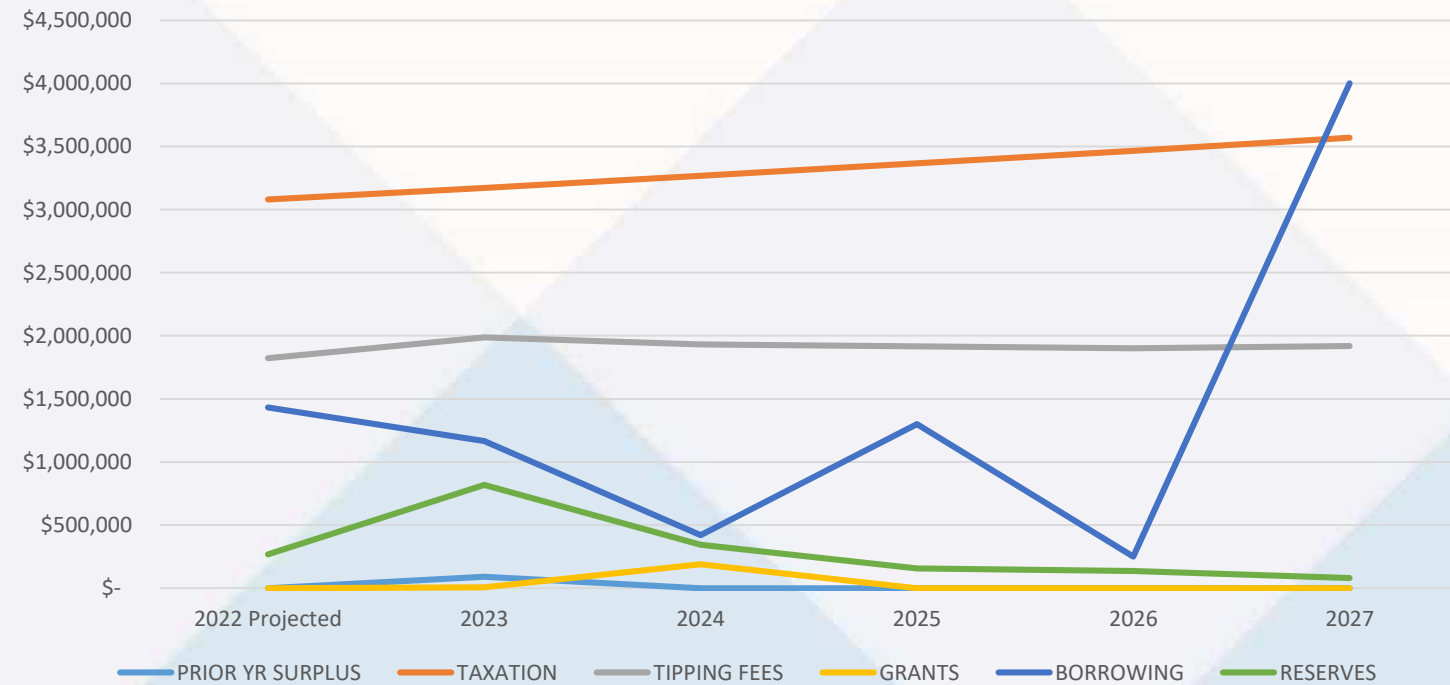
2023 BUDGET – \$187 REVENUES



■ PRIOR YR SURPLUS ■ TAXATION ■ TIPPING FEES ■ GRANTS ■ BORROWING ■ RESERVES

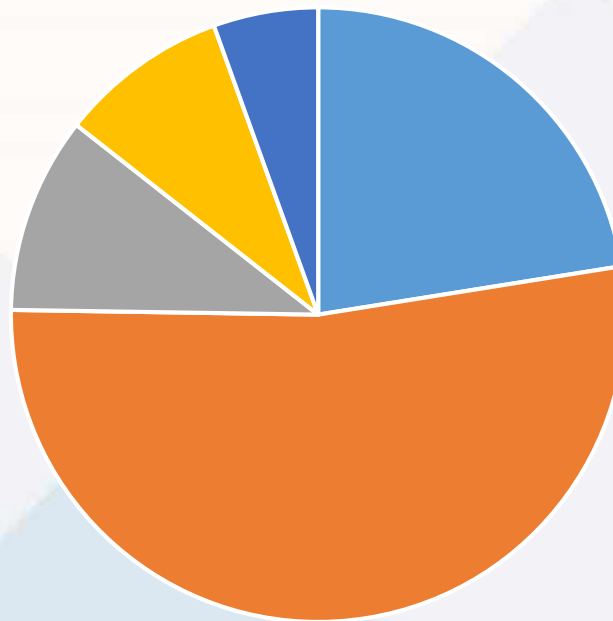


2023 - 2027 BUDGET – S187 REVENUES





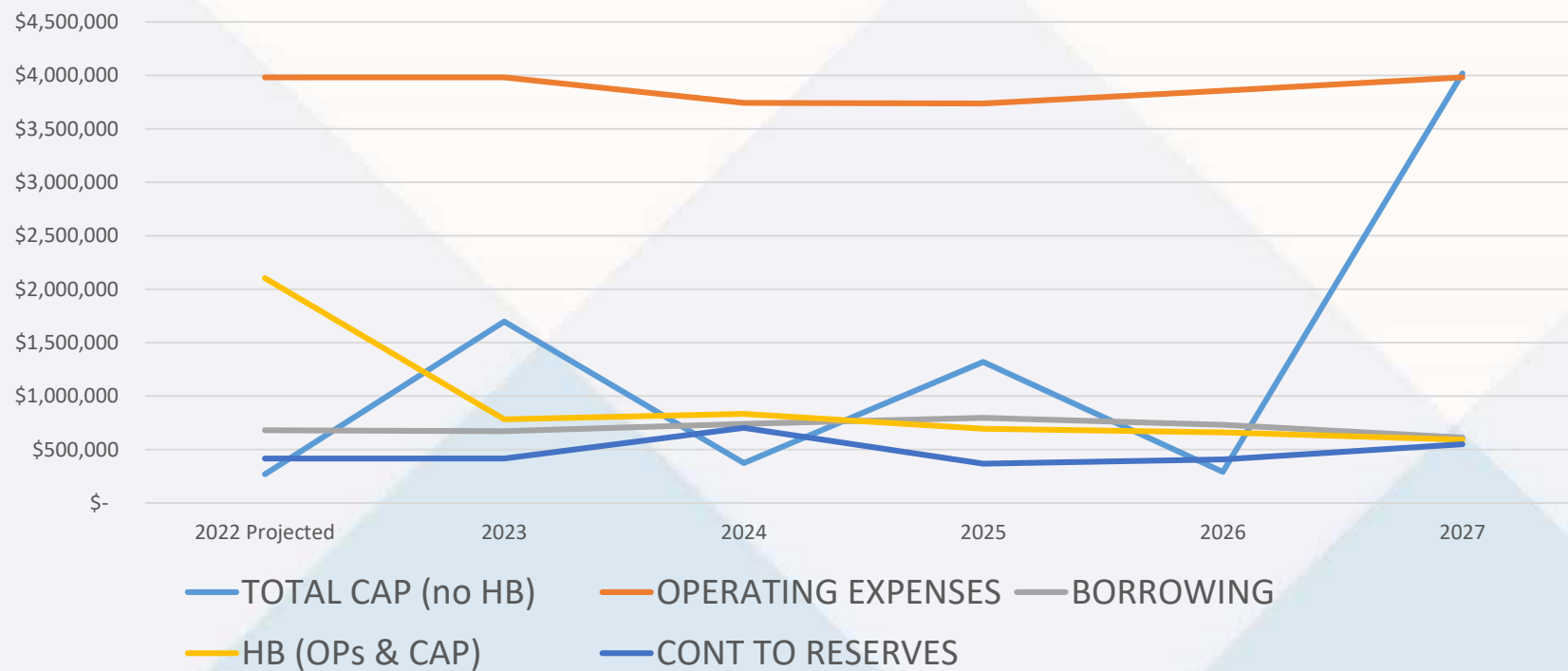
2023 BUDGET – \$187 EXPENSES



■ CAPITAL ■ OPERATING ■ HB (OPs & CAP) ■ BORROWING ■ CONT TO RESERVES



2023 - 2027 BUDGET – S187 EXPENSES





CURRENT AND DRAFT REVISED TIPPING FEES
Resource Recovery Bylaw
Schedule A – 1 Central

CURRENT**SCHEDULE A-1 TO AMENDMENT BYLAW NO. 2863: USER FEES – CENTRAL SUB-REGION**

| Municipal Solid Waste | ⁽¹⁾Weight-based fee | ⁽²⁾Volume based fee |
|---|---------------------------------------|---------------------------------------|
| Mixed Waste – Per Container (applies to first three Containers) | \$3.50 ea | \$3.50 ea |
| Mixed Waste – Minimum charge for all weighed loads larger than three Containers. | \$12.50 | \$12.50 |
| Mixed Waste | \$125.00/tonne | \$30.00/m ³ |
| Mixed Waste (compacted) | \$125.00/tonne | \$40.00/m ³ |
| Construction, Demolition and Renovation Waste | \$200.00/tonne | \$50.00/m ³ |
| Organic Waste – Per Container (applies to first four Containers) | \$2.00 ea | \$2.00 ea |
| Organic Waste | \$80.00/tonne | \$20.00/m ³ |
| Rejected Organic Waste | \$250.00/tonne | Not Accepted |
| Controlled Waste (See Bylaw Schedule C) | | |
| Controlled Waste specified in Schedule C that is not otherwise specified in this Schedule A-1 | \$125.00/tonne | ⁽³⁾ \$30.00/m ³ |
| Noxious Weeds (Source Separated) | No Charge | No Charge |
| Municipal Wastewater Biosolids | \$50.00/tonne | Not Accepted |
| Noxious Weeds (not Source Separated) | \$125.00/tonne | \$30.00/m ³ |
| Rubble | \$44.00/tonne | \$66.00/m ³ |
| Uncontaminated Soil | \$18.00/tonne | \$27.00/m ³ |
| Recyclable Materials | | |
| Excluded ODS-Containing Products | \$15.00 ea | \$15.00 ea |
| ODS-Containing Products | No Charge | No Charge |
| Non-ODS Containing Products | No Charge | No Charge |
| Propane Tanks | No Charge | No Charge |
| Reusable Products | \$125.00/tonne | \$30.00/m ³ |
| Scrap Metal | \$40.00/tonne | \$20.00/m ³ |
| Wood Waste | \$65.00/tonne | \$26.00/m ³ |
| Clean Wood Waste | \$20.00/tonne | \$8/m ³ |
| Yard and Garden Waste – Per Container (applies to first two containers) | \$2.50 ea | \$2.50 ea |

REVISED**SCHEDULE A-1 TO AMENDMENT BYLAW NO. 2863: USER FEES – CENTRAL SUB-REGION**

| Municipal Solid Waste | ⁽¹⁾Weight-based fee | ⁽²⁾Volume based fee |
|---|---------------------------------------|---------------------------------------|
| Mixed Waste – Per Container (applies to first three Containers) | \$3.75 ea | \$3.75 ea |
| Mixed Waste – Minimum charge for all weighed loads larger than three Containers. | \$13.75 | \$13.75 |
| Mixed Waste | \$137.50/tonne | \$33.00/m ³ |
| Mixed Waste (compacted) | \$137.50/tonne | \$44.00/m ³ |
| Construction, Demolition and Renovation Waste | \$220.00/tonne | \$55.00/m ³ |
| Organic Waste – Per Container (applies to first four Containers) | \$2.25 ea | \$2.25 ea |
| Organic Waste | \$88.00/tonne | \$22.00/m ³ |
| Rejected Organic Waste | \$275.00/tonne | Not Accepted |
| Controlled Waste (See Bylaw Schedule C) | | |
| Controlled Waste specified in Schedule C that is not otherwise specified in this Schedule A-1 | \$137.50/tonne | ⁽³⁾ \$33.00/m ³ |
| Noxious Weeds (Source Separated) | No Charge | No Charge |
| Municipal Wastewater Biosolids | \$55.00/tonne | Not Accepted |
| Noxious Weeds (not Source Separated) | \$137.50/tonne | \$33.00/m ³ |
| Rubble | \$48.50/tonne | \$72.50/m ³ |
| Uncontaminated Soil | \$19.75/tonne | \$29.75/m ³ |
| Recyclable Materials | | |
| Excluded ODS-Containing Products | \$16.50ea | \$16.50ea |
| ODS-Containing Products | No Charge | No Charge |
| Non-ODS Containing Products | No Charge | No Charge |
| Propane Tanks | No Charge | No Charge |
| Reusable Products | \$13/tonne | \$30.00/m ³ |
| Scrap Metal | \$44.00/tonne | \$20.00/m ³ |
| Wood Waste | \$71.50/tonne | \$28.60/m ³ |
| Clean Wood Waste | \$22.00/tonne | \$8.75/m ³ |
| Yard and Garden Waste – Per Container (applies to first two containers) | \$2.75 ea | \$2.75 ea |

CURRENT

SCHEDULE A-1 TO AMENDMENT BYLAW NO. 2863: USER FEES – CENTRAL SUB-REGION

| | | |
|---|--|------------------------------|
| Yard and Garden Waste – Loads ≤ 2.5 m³ | ⁽⁴⁾ \$5.00/load | ⁽⁴⁾ \$5.00/load |
| Yard and Garden Waste – Loads > 2.5 m³ | ⁽⁴⁾ \$50.00/tonne | ⁽⁴⁾ \$10.00/m³ |
| Chipped Yard and Garden Waste – Loads >2.5 m³ | ^{(4) (5)} \$20.00/tonne | ^{(4) (5)} \$4.00/m³ |
| Tires off rim | \$3.00 ea | \$3.00 ea |
| Tires on rim (inner diameter of 20" or smaller or marked P, LT or T) | \$15.00 ea | \$15.00 ea |
| Tires on rim (inner diameter larger than 20" or not marked P, LT or T) | \$55.00 ea | \$55.00 ea |
| Tires on rim marked LS | \$120.00 ea | \$120.00 |
| Other Fees | Fee | |
| Charge to weigh a Vehicle for a person not Disposing of or Depositing Municipal Solid Waste | \$5.00 | |
| Application fee for Waste Soil | \$100.00 | |
| Questionnaire fee for Waste Soil | \$50.00 | |
| Special handling fees (subject to Schedule C) for Asbestos – Friable, Asbestos – Non Friable, Bulky Waste, Condemned Foods, Dead Animals and Parts, Food Processing Waste, Rejected Organic Waste | Rate for quantities less than 1.5 m³ = \$25 Rates for all other quantities will be estimated in advance by the Manager and will reflect actual labour and equipment costs expected to be incurred by the RDCK plus a 20% administration fee | |
| Charge for Mixed Waste loads containing more than 10% Recyclable Materials which are not otherwise considered Prohibited Waste | Double applicable user fee (subject to section 3.4.2) | |
| Charge for Unsecured Loads | Double applicable user fee (subject to section 3.4.2) | |
| Charge for Loads of Source Separated Waste that are Contaminated | Double applicable user fee (subject to section 3.4.2) | |
| Charge for a container larger than the maximum size | Double applicable user fee (subject to section 3.4.3) | |
| (1) Applicable at Resource Recovery Facilities equipped with a weigh scale. | | |
| (2) Applicable at Resource Recovery Facilities not equipped with a weigh scale. | | |
| (3) Fee applies only to categories of Controlled Waste that are accepted at Transfer Stations. Refer to Schedule C for Controlled Waste acceptance at Transfer Stations. | | |
| (4) Fee to dispose of up to a single Load per day of Yard & Garden Waste is waived during the months of May and October. | | |
| (5) Fee to dispose of Chipped Yard & Garden Waste is waived year round at the Central Transfer Station. | | |
| Minimum Charge for any material with a weight-based fee. | The equivalent of 100kg of material to be applied at both scaled and volume-based facilities, with a minimum charge of \$5.00 and maximum charge of \$12.50. | |

REVISED

SCHEDULE A-1 TO AMENDMENT BYLAW NO. 2863: USER FEES – CENTRAL SUB-REGION

| | | |
|---|---|---|
| Yard and Garden Waste – Loads ≤ 2.5 m³ | ⁽⁴⁾ \$5.50/load | ⁽⁴⁾ \$5.50/load |
| Yard and Garden Waste – Loads > 2.5 m³ | ⁽⁴⁾ \$55.00/tonne | ⁽⁴⁾ \$11.00/m³ |
| Chipped Yard and Garden Waste – Loads >2.5 m³ | ⁽⁴⁾ ⁽⁵⁾ \$22.00/tonne | ⁽⁴⁾ ⁽⁵⁾ \$4.50/m³ |
| Tires off rim | \$3.25 ea | \$3.25 ea |
| Tires on rim (inner diameter of 20" or smaller or marked P, LT or T) | \$16.50ea | \$16.50ea |
| Tires on rim (inner diameter larger than 20" or not marked P, LT or T) | \$60.50 ea | \$60.50ea |
| Tires on rim marked LS | \$132.00 ea | \$132.00 |
| Other Fees | Fee | |
| Charge to weigh a Vehicle for a person not Disposing of or Depositing Municipal Solid Waste | \$5.50 | |
| Application fee for Waste Soil | \$110.00 | |
| Questionnaire fee for Waste Soil | \$55.00 | |
| Special handling fees (subject to Schedule C) for Asbestos – Friable, Asbestos – Non Friable, Bulky Waste, Condemned Foods, Dead Animals and Parts, Food Processing Waste, Rejected Organic Waste | Rate for quantities less than 1.5 m³ = \$27.50 Rates for all other quantities will be estimated in advance by the Manager and will reflect actual labour and equipment costs expected to be incurred by the RDCK plus a 20% administration fee | |
| Charge for Mixed Waste loads containing more than 10% Recyclable Materials which are not otherwise considered Prohibited Waste | Double applicable user fee (subject to section 3.4.2) | |
| Charge for Unsecured Loads | Double applicable user fee (subject to section 3.4.2) | |
| Charge for Loads of Source Separated Waste that are Contaminated | Double applicable user fee (subject to section 3.4.2) | |
| Charge for a container larger than the maximum size | Double applicable user fee (subject to section 3.4.3) | |
| ⁽⁶⁾ Applicable at Resource Recovery Facilities equipped with a weigh scale. | | |
| ⁽⁷⁾ Applicable at Resource Recovery Facilities not equipped with a weigh scale. | | |
| ⁽⁸⁾ Fee applies only to categories of Controlled Waste that are accepted at Transfer Stations. Refer to Schedule C for Controlled Waste acceptance at Transfer Stations. | | |
| ⁽⁹⁾ Fee to dispose of up to a single Load per day of Yard & Garden Waste is waived during the months of May and October. | | |
| ⁽¹⁰⁾ Fee to dispose of Chipped Yard & Garden Waste is waived year round at the Central Transfer Station. | | |
| Minimum Charge for any material with a weight-based fee. | The equivalent of 100kg of material to be applied at both scaled and volume-based facilities, with a minimum charge of \$5.50 and maximum charge of \$13.75. | |



Thank You
Questions?



RDCK Special Budget Meeting

Presented by: Yev Malloff

Date: January 20, 2023

rdck.ca

This presentation contains DRAFT budget numbers subject to change and is for discussion purposes only



Outline/Meeting Agenda

- 1** 2023 Budget Review Process
- 2** Property Taxes & Assessments 101
- 3** 2022 Quick Review
- 4** General Administration
- 5** Rural Administration
- 6** GIS
- 7** Building Inspection
- 8** Planning



The Budget Process

| Board | Commissions and Committees | Local Service Committees | Directors/Participants |
|---|--|---|---|
| January 20 and February 17 | As Scheduled | Creston A, B, C and Kaslo, D | As Scheduled |
| <ul style="list-style-type: none"> Core Services (GA, RA, Building, GIS, Planning) 911 Communications Emergency Planning | <ul style="list-style-type: none"> Parks Recreation Riondel Services Utilities (Some CAC) Resource Recovery | <ul style="list-style-type: none"> Library, Museum, Airport FR/Search & Rescue Creston and District Recreation Kaslo/D Recreation Economic Development | <ul style="list-style-type: none"> Fire Animal Control Library, Cemetery, other contribution services. Economic Development |

** Public budget review meetings are to be held between early February and mid March to allow for a final draft of the budget to be ready for adoption by the Board on March 16 for submission to the ministry by March 31st.



RDCK Services 101

- There are over 180 services in the RDCK, ranging from small to large
- Each service has its own budget and funding. Surpluses from one service cannot be used to fund a deficit in another service.
- Services funded with property tax requisitions can have from a few defined properties participating, to one or more electoral areas & municipalities, to the entire Regional District
- Services are fully costed, including their share of general administration and other shared overhead expenses



How are annual property taxes calculated?

Tax requisition amounts required to fund each service are determined through the RDCK budget process

Property assessment values are determined by BC Assessment

Tax rate \$/1000

X

Assessed value of each individual property

=

Property tax for each individual property

rdck.ca



Market & Non-Market Changes to Assessment Values

MARKET CHANGE

- Refers to changes in assessment values related to shifts in the real estate market
- Values are determined based on actual sales data in a particular area

NON MARKET CHANGE

- Generally related to development & growth which results in an overall increase to the tax base
- Can also be related to shifts in municipal & electoral area boundaries



Converted Assessment Values

- Converted assessment values are used to calculate the change in tax apportionment between property classes
- For example, residential properties have a conversion factor of 10% while businesses have a conversion factor of 24.5%; therefore, the business tax rate is 2.45 times greater than the residential tax rate.
- Conversion value factors for Regional Districts are prescribed by Provincial regulation.
- For sake of simplicity, **converted residential** assessment values are shown in the RDCK financial plan

| Property Class | | Converted Value % |
|----------------|---------------------|-------------------|
| 01 | Residential | 10.0% |
| 02 | Utilities | 35.0% |
| 03 | Supportive Housing | 10.0% |
| 04 | Major Industry | 34.0% |
| 05 | Light Industry | 34.0% |
| 06 | Business & Other | 24.5% |
| 07 | Managed Forest Land | 30.0% |
| 08 | Rec/Non Profit | 10.0% |
| 09 | Farm | 10.0% |



Residential (Converted) Assessment Changes: 2022 to 2023

| Tax Area | 2022 Revised | 2023 Completed | Total % Change | Market Change | Non Market Change |
|-----------------------|----------------------|----------------------|----------------|---------------|-------------------|
| City of Castlegar | \$ 247,604,544 | \$ 277,373,006 | 12% | 11% | 0.8% |
| City of Nelson | 389,701,727 | 417,953,484 | 7% | 6% | 0.9% |
| Town of Creston | 118,754,467 | 137,961,814 | 16% | 15% | 1.4% |
| Village of Kaslo | 29,178,849 | 34,993,582 | 20% | 19% | 1.4% |
| Village of Nakusp | 37,355,557 | 42,679,030 | 14% | 12% | 2.1% |
| Village of New Denver | 13,777,771 | 17,347,083 | 26% | 25% | 0.5% |
| Village of Salmo | 19,141,743 | 23,114,166 | 21% | 20% | 0.4% |
| Village of Silverton | 6,495,778 | 8,355,943 | 29% | 28% | 0.5% |
| Village of Slocan | 7,912,739 | 10,067,950 | 27% | 25% | 2.1% |
| Electoral Area 'A' | 99,939,147 | 115,622,697 | 16% | 15% | 0.8% |
| Electoral Area 'B' | 118,908,022 | 136,548,298 | 15% | 14% | 1.0% |
| Electoral Area 'C' | 50,114,853 | 57,050,932 | 14% | 12% | 1.4% |
| Electoral Area 'D' | 50,942,604 | 59,366,473 | 17% | 16% | 0.9% |
| Electoral Area 'E' | 145,112,605 | 166,574,038 | 15% | 13% | 2.1% |
| Electoral Area 'F' | 136,731,376 | 158,075,471 | 16% | 15% | 0.7% |
| Electoral Area 'G' | 54,200,701 | 65,149,473 | 20% | 19% | 0.7% |
| Electoral Area 'H' | 119,082,145 | 140,864,608 | 18% | 17% | 0.9% |
| Electoral Area 'I' | 61,950,494 | 67,705,079 | 9% | 8% | 0.8% |
| Electoral Area 'J' | 89,617,408 | 103,808,818 | 16% | 13% | 2.5% |
| Electoral Area 'K' | 59,573,031 | 68,374,625 | 15% | 14% | 0.9% |
| | 1,856,095,561 | 2,108,986,570 | 14% | 13% | 1.1% |

rdck.ca

This presentation contains DRAFT budget numbers subject to change and is for discussion purposes only



Example tax effect of assessment changes

- An individual property's % change in assessment relative to the average % change for all of the tax areas participating in the service can have a material impact on the individual property's tax amount*

| | Year 1 | Year 2 - Scenario 1 | | Year 2 - Scenario 2 | | Year 2 - Scenario 3 | |
|----------------------------------|----------------|---------------------|--------|---------------------|--------|---------------------|--------|
| | Amount | Amount | Change | Amount | Change | Amount | Change |
| Tax Requisition - \$ | \$ 1,000,000 | \$ 1,080,000 | 8.0% | \$ 1,080,000 | 8.0% | \$ 1,080,000 | 8.0% |
| Total Assessment - \$ | \$ 500,000,000 | \$ 575,000,000 | 15.0% | \$ 575,000,000 | 15.0% | \$ 575,000,000 | 15.0% |
| Tax rate - \$/1000 | 0.00200 | 0.00188 | -6.1% | 0.00188 | -6.1% | 0.00188 | -6.1% |
| Example Property Assessment - \$ | \$ 500,000 | \$ 575,000 | 15.0% | \$ 525,000 | 5.0% | \$ 600,000 | 20.0% |
| Example Property Tax Amount - \$ | \$ 1,000 | \$ 1,080 | 8.0% | \$ 986 | -1.4% | \$ 1,127 | 12.7% |



Tax Area Types and Example Services

- *An individual property's % change in assessment relative to the average % change for all of the tax areas participating in the service can have a material impact on the individual property's tax amount*
- *The equivalent change in a tax requisition in a smaller tax area will have a much larger tax impact on an individual property than a larger tax area*

| Tax Area Type | Example Service | Participating Municipalities & Electoral Areas | | | | | | | | | | | | | | | | | | | |
|---------------------------|--|--|-----|-----|-----|-----|-----|-----|-----|-----|---|---|---|---|---|---|---|---|---|---|---|
| | | Cas | Nel | Cre | Kas | Nak | NDe | Sal | Sil | Slo | A | B | C | D | E | F | G | H | I | J | K |
| Entire RDCK | S100 General Admin | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| Rural Electoral Areas | S101 Rural Admin | | | | | | | | | | X | X | X | X | X | X | X | X | X | X | X |
| Subregion | S186 Refuse Disposal (Central Subregion) | | X | | X | | | X | | | | | | X | X | X | X | | | | |
| Local Group | S234 Transit - Creston & Area | | | X | | | | | | | X | X | X | | | | | | | | |
| Individual Electoral Area | S199 Public Library - Area F | | | | | | | | | | | | | | | X | | | | | |
| Defined Area | S209 Riondel Rec Facility | | | | | | | | | | d | | | | | | | | | | |



Requisitions and Assessed Value example from 2022

S100 General Administration

INCOME

| Account | Description | 2021 Draft | 2021 Budget | 2022 Budget |
|---------|--------------|--------------|--------------|--------------|
| 41010 | Requisitions | 1,289,601.39 | 1,289,600.00 | 1,510,000.00 |

2022 REVISED ASSESSMENT

| Tax Area | Assessed Value | Rate/1000 | Revenue |
|-----------------------|----------------|-----------|-----------|
| Electoral Area 'A' | 99,939,147 | 0.081 | 81,304 |
| Electoral Area 'B' | 118,908,022 | 0.081 | 96,736 |
| Electoral Area 'C' | 50,114,853 | 0.081 | 40,770 |
| Electoral Area 'D' | 50,942,604 | 0.081 | 41,444 |
| Electoral Area 'E' | 145,112,605 | 0.081 | 118,054 |
| Electoral Area 'F' | 136,731,376 | 0.081 | 111,236 |
| Electoral Area 'G' | 54,200,701 | 0.081 | 44,094 |
| Electoral Area 'H' | 119,082,145 | 0.081 | 96,878 |
| Electoral Area 'I' | 61,950,494 | 0.081 | 50,399 |
| Electoral Area 'J' | 89,617,408 | 0.081 | 72,907 |
| Electoral Area 'K' | 59,573,031 | 0.081 | 48,465 |
| City of Castlegar | 247,604,544 | 0.081 | 201,435 |
| Town of Creston | 118,754,467 | 0.081 | 96,611 |
| Village of Kaslo | 29,178,849 | 0.081 | 23,738 |
| Village of Nakusp | 37,355,557 | 0.081 | 30,390 |
| City of Nelson | 389,701,727 | 0.081 | 317,036 |
| Village of New Denver | 13,777,771 | 0.081 | 11,209 |
| Village of Salmo | 19,141,743 | 0.081 | 15,572 |
| Village of Silverton | 6,495,778 | 0.081 | 5,285 |
| Village of Slocan | 7,912,739 | 0.081 | 6,437 |
| | 1,856,095,561 | | 1,510,000 |



Requisitions and Assessed Value example from 2022

Regional District of Central Kootenay Tax Requisition and Calculated Residential Tax Rates - Electoral Areas 2022, 2021, and 2020

Electoral Area A Creston Rural

| | | 2022 | | |
|---|---------------------------------|------------|---------------------|--------------|
| | | Assessment | Requisition | Rate/\$1,000 |
| S100 | GENERAL ADMINISTRATION | 99,939,147 | 81,304 | 0.081 |
| S261 | DISCRETIONARY GRANTS | 99,939,147 | 25,000 | 0.025 |
| S101 | RURAL ADMINISTRATION | 99,939,147 | 141,813 | 0.142 |
| S102 | GIS SERVICE | 99,939,147 | 19,852 | 0.020 |
| S103 | BUILDING INSPECTION | 99,939,147 | 55,141 | 0.055 |
| S104 | PLANNING AND LAND USE | 99,939,147 | 81,177 | 0.081 |
| S105 | COMMUNITY SUSTAINABILITY | 99,939,147 | 19,831 | 0.020 |
| S106 | FEASIBILITY STUDY SERVICE | 99,939,147 | - | - |
| S107 | ECONOMIC DEVELOPMENT -AREA A | 99,939,147 | 40,000 | 0.040 |
| S117 | ADVISORY PLANNING-AREA A | 99,939,147 | 856 | 0.001 |
| S152 | JAWS OF LIFE SERVICE CRES ABC | 99,939,147 | 37,646 | 0.038 |
| S156 | EMERGENCY COMMUNICATIONS 911 | 99,939,147 | 32,433 | 0.032 |
| S157 | EMERGENCY PLANNING-CRESTON AREA | 99,939,147 | 69,448 | 0.069 |
| S174 | CEMETERY-CRESTON, AREAS A B C | 99,939,147 | 25,967 | 0.026 |
| S186 | REFUSE DISPOSAL-EAST SUBREGION | 99,939,147 | 324,947 | 0.325 |
| S193 | LIBRARY-CRESTON, AREAS A B C | 99,939,147 | 138,787 | 0.139 |
| S205 | REGIONAL PARK - AREA A | 99,939,147 | 151,891 | 0.152 |
| S292 | LOCAL CONSERVATION SERVICE | 99,939,147 | - | - |
| Regional Requisition | | | \$ 1,246,092 | |
| Residential Rate per \$1,000 of Assessment | | | | 1.247 |
| Surveyor of Taxes - Collection Fee | | | | 0.065 |
| Estimated Rate per \$1,000 of Assessment | | | | 1.312 |
| Difference (\$) from prior year | | | 109,960 | |
| Percentage Change from prior year | | | 9.68% | |



rdck.ca

This presentation contains DRAFT budget numbers subject to change and is for discussion purposes only



Tax Area Types and Example Services

Regional District of Central Kootenay Tax Requisition and Calculated Residential Tax Rates - Electoral Areas 2022, 2021, and 2020

Electoral Area A Creston Rural

| | | 2022 | | | |
|---|---------------------------------|------------|---------------------|--------------|------------|
| | | Assessment | Requisition | Rate/\$1,000 | Assessment |
| S100 | GENERAL ADMINISTRATION | 99,939,147 | 81,304 | 0.081 | 81,261,136 |
| S261 | DISCRETIONARY GRANTS | 99,939,147 | 25,000 | 0.025 | 81,261,136 |
| S101 | RURAL ADMINISTRATION | 99,939,147 | 141,813 | 0.142 | 81,261,136 |
| S102 | GIS SERVICE | 99,939,147 | 19,852 | 0.020 | 81,261,136 |
| S103 | BUILDING INSPECTION | 99,939,147 | 55,141 | 0.055 | 81,261,136 |
| S104 | PLANNING AND LAND USE | 99,939,147 | 81,177 | 0.081 | 81,261,136 |
| S105 | COMMUNITY SUSTAINABILITY | 99,939,147 | 19,831 | 0.020 | 81,261,136 |
| S106 | FEASIBILITY STUDY SERVICE | 99,939,147 | - | - | 81,261,136 |
| S107 | ECONOMIC DEVELOPMENT -AREA A | 99,939,147 | 40,000 | 0.040 | 81,261,136 |
| S117 | ADVISORY PLANNING-AREA A | 99,939,147 | 856 | 0.001 | 81,261,136 |
| S152 | JAWS OF LIFE SERVICE CRES ABC | 99,939,147 | 37,646 | 0.038 | 81,261,136 |
| S156 | EMERGENCY COMMUNICATIONS 911 | 99,939,147 | 32,433 | 0.032 | 81,261,136 |
| S157 | EMERGENCY PLANNING-CRESTON AREA | 99,939,147 | 69,448 | 0.069 | 81,261,136 |
| S174 | CEMETERY-CRESTON, AREAS A B C | 99,939,147 | 25,967 | 0.026 | 81,261,136 |
| S186 | REFUSE DISPOSAL-EAST SUBREGION | 99,939,147 | 324,947 | 0.325 | 81,261,136 |
| S193 | LIBRARY-CRESTON, AREAS A B C | 99,939,147 | 138,787 | 0.139 | 81,261,136 |
| S205 | REGIONAL PARK - AREA A | 99,939,147 | 151,891 | 0.152 | 81,261,136 |
| S292 | LOCAL CONSERVATION SERVICE | 99,939,147 | - | - | 81,261,136 |
| Regional Requisition | | | \$ 1,246,092 | | = |
| Residential Rate per \$1,000 of Assessment | | | | 1.247 | |
| Surveyor of Taxes - Collection Fee | | | | 0.065 | |
| Estimated Rate per \$1,000 of Assessment | | | | 1.312 | |
| Difference (\$) from prior year | | | 109,960 | | |
| Percentage Change from prior year | | | 9.68% | | = |

rdck.ca



2023 Overall Outlook

- CPI Increase on staff salaries and Director stipends – 4.4%. The CPI increase is tempered because of the smoothing calculation used
- Canadian CPI from December 2021 to December 2022 was approximately 6.3%
- Inflation and supply chain constraints will continue to have a cost impact across many services and projects/initiatives
- Interest rate increases putting pressure on short term borrowing costs
- Hybrid work model for staff is working very well and has reduced the need for building expansion or a new location.
- Projected overall tax increase of approximately 8% in the draft preliminary budget
- Continued work on implementing Asset Management Program
- Staff recruitment continues to be a challenge



2023 Overall Outlook

- Staff recruitment continues to be a challenge
 - Higher than normal turnover likely to continue, straining HR department
 - Tight supply of qualified labour
 - High expectations for wages and compensation, workplace flexibility
- HR initiatives include Mental Health strategy, violence in the workplace rollout, fire services strategy development and leader development initiatives
- Projected overall tax increase of approximately 8% in the draft preliminary budget
- Continued work on implementing Asset Management Program



2022 and 2023 Quick Take on non-core Services

| DEPARTMENT | 2022 IMPACTS | 2023 IMPACTS |
|------------------------------|---|---|
| Indoor Recreation Facilities | <ul style="list-style-type: none"> - Pandemic recovery - Inflation / Supply chain Issues - Staffing levels / recruitment | <ul style="list-style-type: none"> - Inflation / supply chain - Asset Management planning - Continuing to recover attendance |
| Parks and Trails | <ul style="list-style-type: none"> - Completion of various projects - Increased use of Outdoors - Krestova Regional Park | <ul style="list-style-type: none"> - Various projects - Increased maintenance - Adjusting to weather events - Staffing levels |
| Contribution Services | <ul style="list-style-type: none"> - Inflation - Failed AAP for Nelson Public Library | <ul style="list-style-type: none"> - Inflation |
| Fire Services | <ul style="list-style-type: none"> - Inflation / supply chain - Increasing regulation and administration – PPE, equipment, exhaust extraction | <ul style="list-style-type: none"> - Inflation - Lack of sufficient reserves may cause move to long term funding for apparatus |
| 911 Communications | <ul style="list-style-type: none"> - Continued decline in Telus 911 levies from landlines - Upgrades to repeaters | <ul style="list-style-type: none"> - Upgrades to infrastructure - Planning for NG 911 |



2022 and 2023 Quick Take on non-core Services

| DEPARTMENT | 2022 IMPACTS | 2023 IMPACTS |
|-------------------|--|---|
| Capital Projects | <ul style="list-style-type: none"> - Inflation / supply chain - Worked on 39 projects - Lack of qualified engineers and consultants | <ul style="list-style-type: none"> - Inflation / supply chain - Starting year with 32 active projects - Shortage of labour & contractors |
| Resource Recovery | <ul style="list-style-type: none"> - Completion of Resource Recovery Plan - Creston Composting Facility - HB Mines remediation | <ul style="list-style-type: none"> - Central Composting Facility - Transfer station replacements - Legacy landfill assessments - New scale software |
| Utilities | <ul style="list-style-type: none"> - Establishment of Water Services Committee - Completed various projects | <ul style="list-style-type: none"> - Governance review changes - Review moratorium on water services acquisition - Water system metering plan |
| Emergency Program | <ul style="list-style-type: none"> - Reduced activity level from a very active 2021 | <ul style="list-style-type: none"> - 8% increase in requisitions |
| Transit | <ul style="list-style-type: none"> - Labour Shortages - Slow post pandemic ridership recovery - Fuel cost inflation | <ul style="list-style-type: none"> - Fuel cost inflation / volatility - Maintenance costs - Labour shortages - Initiate governance discussions |



Core Service Budget Summary

| General Admin | Rural Admin | Building Inspection | Planning | GIS |
|--|---|---|--|--|
| 20.6% Increase | 5.4% Increase | 16.5% | 11.8% | 6.5% Increase |
| <ul style="list-style-type: none"> • 4.4% CPI increase in wages, benefits and director stipends • Increased travel costs • Reduced prior year surplus carry forward | <ul style="list-style-type: none"> • 4.4% CPI increase in wages, benefits and director stipends. • Increased travel costs • Reduced prior year surplus carry forward | <ul style="list-style-type: none"> • 4.4% CPI increase in wages and benefits • Permit fees down from 2022 actual • Projected surplus of \$425k in 2022 | <ul style="list-style-type: none"> • 4.4% CPI increase in wages and benefits • \$50K for OCP support | <ul style="list-style-type: none"> • 4.4% CPI increase in wages and benefits • \$40K for GIS systems efficiency review |



General Administration

- *4.4% wage & director stipends increase, retirement cross-training overlap, full year CFO driving wage cost increases*
- *2023 will see a return to pre pandemic levels of travel with resulting budget impacts*
- *Mileage rate set by CRA increased to \$0.68/km*
- *Increased catch up post-pandemic training opportunities for staff*
- *EV vehicle and charger to be funded from grants*



General Administration – Information Technology

- *4.4% CPI increase*
- *\$20K Increase in overtime to implement new initiatives (M365, cyber security)*
- *Transition to subscription based Microsoft 365 environment (from Office 2016) will require \$50K to \$75K in implementation consulting and \$100K in subscription fees in the second half of 2023*
- *\$60K increase in funding for additional cyber security initiatives to combat increasing sophistication of cyber attacks. Multifactor Authentication was strengthened in 2022*
- *\$625K in short term borrowing for the following capital projects*
 - *\$275K for a disaster recovery site for business continuity purposes.*
 - *\$150K for desktop/laptop replacements for Nelson Lakeside office and hybrid work from home staff*
 - *\$200K for networking infrastructure, including core switching replacement*



Rural Administration

- *Service houses rural director expenses, fire services overhead and bylaw services*
- *4.4% CPI increase in salaries and director stipends*
- *\$480K UBCM fire training grant supports staff wages, equipment and other training costs.*
- *Reduced advertising costs from 2022 due to election in 2022*
- *Increased contribution to vehicle and elections reserves.*
- *5.4% total increase in requisitions.*



Geospatial Information Systems

- *Projected \$70K surplus carried forward from 2022*
- *4.4% CPI Increase for GIS staff*
- *\$40k for ArcGIS systems efficiency assessment to capture benefits and improve processes available with latest version of ArcGIS. Benefit is reduced GIS system downtime and improved delivery of GIS initiatives.*



Building Inspection

- *Building Inspection set another record in 2022, with over \$1 Million in user fees. Reduction predicted in 2023 due to unusually large permit fee.*
- *4.4% CPI increase for wages and benefits*
- *Increased staff training opportunities from prior years*



Planning

- *Service is quite predictable as majority of costs are staffing*
- *4.4% CPI increase in salaries*
- *Total increase 12%*
- *\$65K surplus from 2022 tempers the increase in 2023.*
- *\$18K in vehicle and stabilization reserve additions*



Proposed New Positions (not reflected in draft budget)

| Position | Department | Services Impacted |
|----------------------------------|------------------------|---|
| Network/Systems Administrator | Information Technology | Gen Admin & all with computer terminals |
| Payroll Specialist | Finance | Gen Admin & all with employees |
| HR Advisor | Human Resources | Gen Admin & all with employees |
| Bylaw Officer | Development Services | Rural Admin and Park Services |
| Plan Checker (Nelson) | Buidling | Building Inspection |
| Plan Checker (Creston) | Buidling | Building Inspection |
| Development Technician (Creston) | Buidling | Building Inspection |
| Administrative Asst (Part time) | Environmental Services | Project Management & services with Capital projects |



Potential Budget Meeting Dates – Virtual? – Other Options?

| Sub Region | Date and Time (Local) |
|-------------------------------|---------------------------------|
| East Shore – Area A North | Monday, February 6: 6pm (local) |
| Nakusp, K | Tuesday, February 7: 7pm |
| Slocan/New Denver/Silverton/H | Wednesday, February 8: 7pm |
| RDCK MEETING 2 | Friday, February 17: 9am |
| Castlegar/I/J | Tuesday, February 21: 7pm |
| Nelson/E/F | Thursday, February 23: 7pm |
| Kaslo/D | Monday, February 27: 7pm |
| Salmo/G | Tuesday, February 28: 7pm |
| Creston/A/B/C | Thursday, March 3: 9am (local) |



rdck.ca

VIOLENCE AGAINST WOMEN IN POLITICS

PROPOSED BY CFUW OAKVILLE

RESOLVED, That the Canadian Federation of University Women (CFUW) urge all levels of government to fund, develop and implement action plans to end Violence Against Women in Politics (VAW-P) including but not limited to:

1. The creation of a policy framework(s) identifying and addressing the root causes of Violence Against Women in Politics;
2. The establishment of a broad regulatory framework for Social Media companies to ensure they address the online increase of Violence Against Women in Politics;
3. Encouraging all political parties and politicians to take public stands against violence and harassment of women in politics.

QUICK FACTS

- Currently: in Canadian Parliament, **98 out of 338 members identify as women**. For Provincial and Territorial legislative assemblies, women make up 35.6% or 275 women of 772 legislators.
- Women in politics face a disproportionate amount of online abuse, known as “**gender trolling**”, which can be perpetrated against women who have an opinion online and state it. It is: graphic in sexuality and gender-based insults; cross-platform in nature (i.e. Twitter/Facebook/Instagram); high in frequency, intensity and duration; and committed by multiple attackers in a coordinated campaign ([SSHRCC, 2019](#)).
- A 2016 global study on women in politics, found that **80%** of survey women MPs had experienced psychological violence, where 1 in 3 experienced economic violence, 1 in 4 experienced physical violence, and 1 in 5 experienced sexual violence in their parliament ([Inter-Parliamentary Union 2016](#))



VIOLENCE AGAINST WOMEN IN POLITICS

BACKGROUND

Attacks against women politicians are often focused on **physical appearance and sexuality rather than political views**. VAW-P happens at all levels of government and is suspected to be the result of deep-rooted prejudice, structural inequality and antiquated gender role theory ([Carnegie, 2020](#)). VAW-P is a growing problem worldwide and seems grounded in **gender roles**.

Characteristics traditionally associated with politicians, such as ambition and assertiveness, are perceived to be traits associated with men. Women who demonstrate those traits are moving outside traditional social norms and stigmatized ([Carnegie, 2020](#)). “VAW-P is motivated by a desire to repress, deter, control or otherwise coerce the political rights of the victims because of the victim’s gender” ([SSHRCC, March, 2019](#)). VAW-P is increasingly recognised around the world as **a significant barrier to women’s participation in politics** ([Krook, M. L., & Restrepo Sanin, J., 2019](#)).

It is also of note that researchers find the hyper-partisan nature of Westminster Parliaments to perpetuate sexism: in the basis of the institution, and the masculinized norms. A [study by UN Women](#) in 2016 found that **political parties are the most common perpetrators of violence**. Political parties can do more by committing to a more respectful, safer, and human political environment, and address VAW-P in their party platforms and regulations.

RELEVANT LEGISLATION AND CANADA’S OBLIGATIONS:

- **No federal legislation exists** to protect politicians from political violence. Politicians are treated as citizens and hold the same protections. Some countries (namely Bolivia, Brazil, and Tunisia) have passed legislation to criminalize VAW-P and are leading the way for change ([UN Women, 2016](#)).
- All forms of discrimination against a person’s sexual orientation, gender identity or expression are prohibited (RCMP, Canadian Human Rights Act)
- It is against the law to harm or threaten to harm another person, or to engage in harassing conduct (RCMP, Criminal Code of Canada)
- The Federal Strategy to End Gender-Based Violence was established in June 2017 to prevent GBV, support survivors and families, and promote justice for GBV victims. Over \$40 million per year is allocated for the strategy since 2022.
- The Government of Canada is to be commended for allocating funds in the Fall 2021 budget to create a National Action Plan on Violence Against Women and Gender-based violence ([Dale, A., et. al., 2021](#)).



TAKE ACTION

VIOLENCE AGAINST WOMEN IN POLITICS

Consider these ideas for how you can support women in politics against violence.

ADOPT



Adopt and include the definition of VAW-P proposed in this resolution and include it in any club correspondence related to this issue

CALL IT OUT



Encourage members to call out misogynistic behaviour when observed

INCLUDE

Include local women politicians as speakers to highlight this issue

Hold all candidates' meetings focused on platforms and issues prior to elections



WRITE

Write to your local MPs/MLAs/MNAs/MPPs about your concerns and demanding action

Send Letters to Editors and news media to denounce gender-based political violence



ADVOCATE TO/FOR:



- legislatures across Canada to immediately adopt explicit policies and procedures that prohibit VAW-P
- improved filtering tools by social media companies to identify and remove abusive or disinformation content from their platforms
- the development and enforcement of a code of conduct for users of Social Media that condemns VAW-P
- education in schools on appropriate use of social media including communicating respectfully.

INDIVIDUALLY:

SUPPORT



Support political candidates who stand against violence in politics



*Village of
Kaslo*

Regular Meeting of Council

Chief Administrative Officer's REPORT

REPORT TO: Mayor & Council
FROM: Chief Administrative Officer

DATE: January 24, 2023

SUBJECT: CAO Report for January 23, 2023, Regular Meeting of Council

Good evening, Mayor Hewat and Members of Council,

This report provides an update on current Village projects and initiatives that staff are working on or involved with since the last Council meeting. I am happy to answer any questions you have, or to follow up with further information on any of these matters.

CAO Activities

- CRI, WRR and FireSmart Project
 - Met with Cathro Consulting to review the 2020 CRI project report, which will be submitted to UBCM this week
 - Reviewed 2021 and 2022 program status.
 - Reviewed 2023 grant application materials (on tonight's agenda)
 - Meetings and correspondence regarding the use of the old Lardeau water reservoir for extra water storage during wildfire season. Involved discussions with FireSmart Working Group, contractor, and RDCK. Evaluation of the reservoir is part of the scope of the 2022 CRI project.
- Arena Project
 - Contractor has started work on the fire alarm system.
 - Completion schedule extended to April 30, 2023
- Kaslo River Dike & Bank Project
 - Attended site visit with contractor, Brenton Industries, and Foreman Scott to look at sites 1 and 2.
- Kemball Building Renovations
 - Waiting for energy assessment from engineer to complete the CBT Basin Charge Up grant application
 - Met with North Mountain Construction to review procurement of other engineering services to finalize construction budget and revise the grant deliverables.
 - Got estimates for window replacement.
- Planning & Development
 - Finalizing subdivision of 344 River Lane. Development permit applications will be coming to Council in February for consideration.
 - Finalizing road allowance, statutory right of way and easement surveying through the A Avenue watermain corridor.
 - Reviewed application for development of a hangar at Kaslo Aerodrome.

- Issued Wildfire Development Permit and completed building permit review for new home at 326 Washington St North
- Site visit to discuss potential development of vacant lot on C Ave.
- Other activities:
 - Year-end financial reconciliation, utility billing audit, and 2023 budget planning.
 - Rural Resident Attraction Pilot virtual meeting (Kaslo South project). Submitted request for project extension to March 2024. (report attached)
 - Garbage and recycling collection issues being reviewed with GFL
 - Library Building Committee meeting (report attached), Jan 16
 - North Kootenay Lake Shared Services Committee Meeting, Jan 23.

CAO Schedule

| | |
|----------|--|
| Jan 24 | Indigenous Relations Workshop |
| | Regular Council Meeting |
| Jan 26 | Weekly Staff Meeting |
| | Emergency Preparedness Committee |
| Feb 6 | North Kootenay Lake Shared Services Committee |
| Feb 7 | Council Strategic Planning Workshop |
| Feb 9-14 | Away on Training – MATI CAO Course in Kelowna |
| Feb 14 | Regular Council Meeting (CO Allaway is Acting CAO) |
| Feb 18 | First Aid Training |
| Feb 20 | Family Day / Winter in the Forest |
| Feb 21 | Village of Kaslo Budget Special Meeting of Council |
| Feb 22 | RDCK Budget - Kaslo & Area D Public Meeting |
| Feb 24 | Kootenay Lake Partnership Meeting |
| Feb 28 | Regular Council Meeting |
| Mar 6-9 | Auditor Week (2022 year-end) |

VILLAGE OF KASLO 2022 BUDGET VARIANCE REPORT
Year-to-date as of DECEMBER 31, 2022

Not finalized. This report does not include all year-end expenses or adjustments.

| | 2022 BUDGET (REVISED) | 2022 Y-T-D as of Dec 31-22 | Variance | % Budget Realized/Exp ended | |
|---|--------------------------|-------------------------------|---------------------|-----------------------------------|--|
| GENERAL OPERATING REVENUE | | | | | |
| Municipal Property Tax | \$ (682,500) | \$ (682,474) | \$ 26 | 100% | |
| Grants in Lieu of Taxes | \$ (31,364) | \$ (31,627) | \$ (263) | 101% | |
| Interest on Taxes | \$ (9,500) | \$ (16,811) | \$ (7,311) | 177% | |
| Sale of Services | \$ (106,230) | \$ (97,674) | \$ 8,556 | 92% | Some revenues for waste and recycling still to come |
| Recreation | \$ (39,002) | \$ (39,468) | \$ (466) | 101% | |
| Permits and Licenses | \$ (17,686) | \$ (17,023) | \$ 663 | 96% | |
| Rental and Lease Revenue | \$ (115,188) | \$ (113,503) | \$ 1,685 | 99% | |
| Other Revenue and Donations | \$ (292,394) | \$ (299,036) | \$ (6,642) | 102% | |
| Investment Income | \$ (20,000) | \$ (43,982) | \$ (23,982) | 220% | Rising interest rates have boosted investment income |
| Conditional Transfers & Grants | \$ (1,177,033) | \$ (345,439) | \$ 831,594 | 29% | This revenue is project dependent and there is slow progress on capital projects |
| Unconditional Transfers & Grants | \$ (505,082) | \$ (505,082) | \$ - | 100% | |
| Sale of Assets | \$ (10) | \$ (10) | \$ - | 100% | This is the sale of land for the housing project |
| <i>Total Operating Revenue</i> | <i>\$ (2,995,988)</i> | <i>\$ (2,192,129)</i> | <i>\$ 803,860</i> | <i>73%</i> | Revenues are under budget due to delayed large capital projects |
| GENERAL OPERATING EXPENSE | | | | | |
| Debt Charges - Principal & Interest | \$ 28,758 | \$ 28,407 | \$ (351) | 99% | Public works equipment financing payments; more to come |
| Community Planning and Services | \$ 20,975 | \$ 23,450 | \$ 2,475 | 112% | Planning costs, mainly legal fees, exceeded budget |
| Materials and Supplies | \$ 267,334 | \$ 245,979 | \$ (21,355) | 92% | Expensive year for equipment maintenance but saved in other areas |
| Administrative - Wages and Benefits | \$ 581,946 | \$ 575,326 | \$ (6,620) | 99% | On target |
| Protective Services | \$ 369,250 | \$ 319,178 | \$ (50,072) | 86% | Some budgeted CRI project expenses will be incurred in 2023 |
| Public Works - Operations & Maintenance | \$ 222,083 | \$ 199,047 | \$ (23,036) | 90% | Less money spent on streetlight and street maintenance program |
| Public Works - Wages and benefits | \$ 293,320 | \$ 304,562 | \$ 11,242 | 104% | Over-budget due to overtime related to snow removal |
| Environmental Services | \$ 98,352 | \$ 84,251 | \$ (14,102) | 86% | Waste and recycling collection expenses still to come |
| Aeordome | \$ 14,946 | \$ 12,217 | \$ (2,730) | 82% | Surveying project under budget |
| Recreation and Cultural | \$ 58,381 | \$ 51,444 | \$ (6,937) | 88% | Parks & boulevard maintenance under budget, and fewer memorial monuments |
| Capital Expenditures | \$ 1,063,850 | \$ 360,655 | \$ (703,195) | 34% | Slow progress on capital projects other than A Avenue (see water) |
| <i>Total Operating Expense</i> | <i>\$ 3,019,195</i> | <i>\$ 2,204,515</i> | <i>\$ (814,680)</i> | <i>73%</i> | Expenses are under budget due to delayed large capital projects |
| OPERATING (SURPLUS)/DEFICIT | \$ 23,206 | \$ 12,386 | | 53% | |
| WATER UTILITY REVENUE | | | | | |
| Water Rates & Charges | \$ (282,500) | \$ (482,912) | \$ 200,412 | 171% | Prior year surplus allocated to A Avenue project, reduces transfer from reserve |
| Water Parcel Tax | \$ (60,560) | \$ (62,143) | \$ 1,583 | 103% | |
| Water Capital Grants & Reserves | \$ (794,500) | \$ (448,054) | \$ (346,446) | 56% | A Avenue watermain project; used surplus funds, and not all costs allocated yet |
| Emergency Funding - Dam | \$ (34,555) | \$ (34,555) | \$ - | 100% | DFA funding received from 2020 dam washout. Transferred to reserves. |
| <i>Total Water Revenue</i> | <i>\$ (1,172,115)</i> | <i>\$ (1,027,665)</i> | <i>\$ (144,451)</i> | <i>88%</i> | |
| WATER UTILITY EXPENSE | | | | | |
| Water Wages, Benefits & Administration | \$ 112,320 | \$ 79,812 | \$ (32,508) | 71% | Lower PW time at WTP this year; admin costs not reconciled |
| Water Operations and maintenance | \$ 155,180 | \$ 142,529 | \$ (12,651) | 92% | |
| Debt Charges - Principal & Interest | \$ - | \$ - | \$ - | 0% | |
| Water Capital Expenditures | \$ 790,000 | \$ 680,529 | \$ (109,471) | 86% | Final expenses to be realized |
| Transfers to reserves Water | \$ 114,615 | \$ 124,794 | \$ 10,178 | 109% | Excess campground and user fees to reserve |
| <i>Total Water Expense</i> | <i>\$ 1,172,115</i> | <i>\$ 1,027,665</i> | <i>\$ (144,451)</i> | <i>88%</i> | |
| WATER UTILITY (SURPLUS)/DEFICIT | \$ - | \$ - | | | |
| SEWER UTILITY REVENUE | | | | | |
| Sewer Rates & Charges | \$ (149,547) | \$ (150,244) | \$ (697) | 100% | |
| Sewer Other Revenue & Parcel Tax | \$ (20,598) | \$ (19,218) | \$ 1,380 | 93% | |
| Sewer Capital Grants & Reserves | \$ (11,500) | \$ (10,000) | \$ 1,500 | 87% | |
| <i>Total Sewer Revenue</i> | <i>\$ (181,645)</i> | <i>\$ (179,462)</i> | <i>\$ 2,183</i> | <i>99%</i> | |
| SEWER UTILITY EXPENSE | | | | | |
| Sewer Wages, Benefits & Administration | \$ 103,045 | \$ 91,025 | \$ (12,020) | 88% | PW staff time under budget |
| Materials and services | \$ 34,592 | \$ 31,365 | \$ (3,227) | 91% | |
| Debt Charges - Principle & Interest | \$ - | \$ - | \$ - | 0% | |
| Sewer Capital Expenditures | \$ 11,500 | \$ 11,500 | \$ - | 100% | Final payment for highway crossing at D Ave |
| Transfers to reserves Sewer | \$ 32,509 | \$ 34,176 | \$ 1,668 | 105% | Excess campground fees to reserve |
| <i>Total Sewer Expense</i> | <i>\$ 181,645</i> | <i>\$ 168,066</i> | <i>\$ (13,579)</i> | <i>93%</i> | |
| SEWER UTILITY (SURPLUS)/DEFICIT | \$ - | \$ (11,396) | | | |
| TRANSFERS | | | | | |
| Net Transfers to (from) Reserves, excluding Utilities | \$ 154,526 | \$ 183,216 | \$ 28,690 | | |
| Net Transfers to (from) Utilities to Operating | \$ (72,273) | \$ (73,200) | \$ (927) | | |
| Transfer to (from) Operating Surplus* | \$ (105,459) | \$ (115,381) | \$ (9,922) | | |
| *includes COVID Rapid Restart Funds | | | | | |
| NET (SURPLUS)/DEFICIT | \$ (0) | \$ (4,375) | | | |
| COLLECTIONS FOR OTHERS | | | | | |
| Taxes collected on behalf other Governments | \$ (1,218,096) | \$ (1,218,047) | \$ 48 | | |
| School Tax Collection | \$ 483,876 | \$ 449,780 | \$ (34,096) | | |
| Police Tax Collection | \$ 61,041 | \$ 57,234 | \$ (3,807) | | |
| RDCK Tax Collection | \$ 586,582 | \$ 586,792 | \$ 210 | | |
| Hospital District Collection | \$ 53,503 | \$ 53,498 | \$ (5) | | |
| MFA Collection | \$ 59 | \$ 59 | \$ 0 | | |
| BCAA Collection | \$ 11,135 | \$ 11,135 | \$ (0) | | |
| GIL/PILT Collections for other agencies | \$ 21,900 | \$ 12,402 | \$ (9,498) | | |
| Taxes remitted to other Gov'ts: | \$ 1,218,096 | \$ 1,170,898 | \$ (47,198) | | Final payments on collections will be made in January |
| NET BUDGET including Collections | \$ (0) | \$ (51,524) | | | |

PREPARED BY: Ian Dunlop, CAO

DATE: January 11, 2022

SUBJECT: DP 2022-07 – Budyk Residence, Washington Street

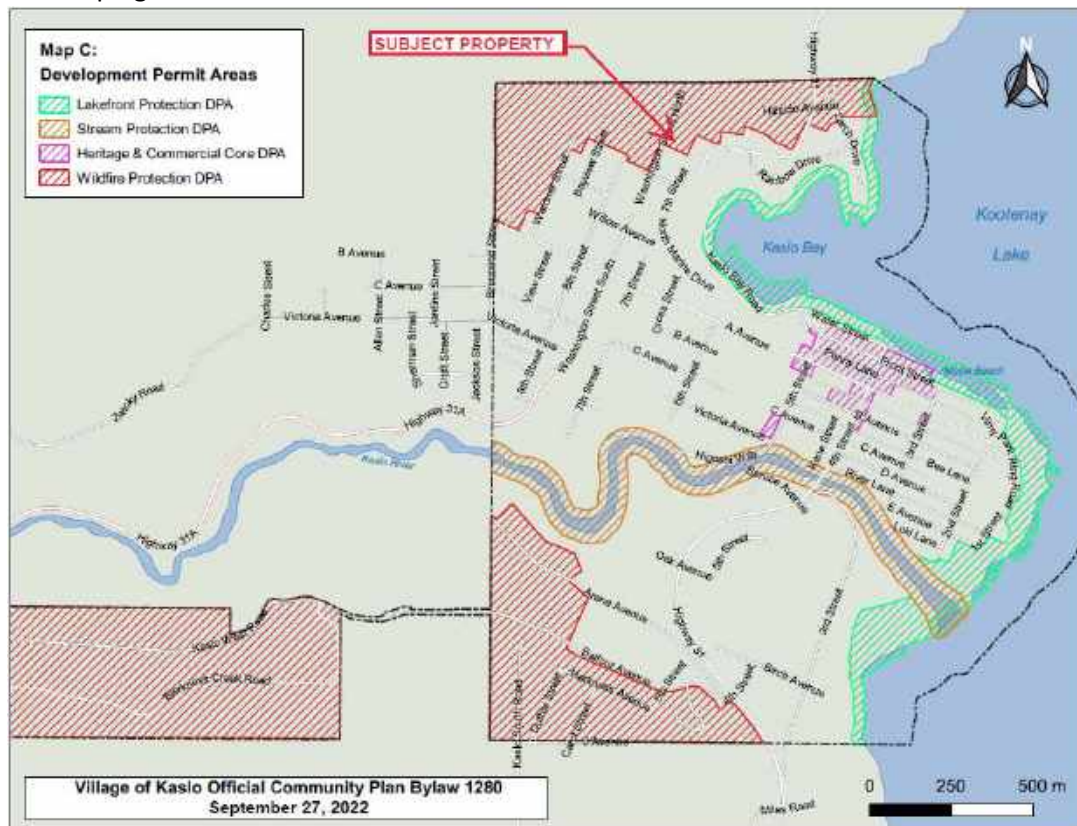
PURPOSE: This application requests a Wildfire Development Permit review for construction of a new single-family residence.

DECISION: Wildfire Development Permit application DP 2022-07 was approved without conditions.

ANALYSIS:

- A. **Background:** The applicant, Ken & Shanna Budyk propose to construct a new single-family dwelling on Washington Street North at:
 LOT 1 PLAN NEP9338 DISTRICT LOT 208 KOOTENAY LAND DISTRICT
 PID: 013-137-891
 FOLIO: 533.00359.006

The property is within the Wildfire Development Permit Area, as defined in Section 16.6 and Map C of the Official Community Plan, Bylaw 1280. The Wildfire Protection DPA is established for the purpose of protection from hazardous conditions, pursuant to 488(1)(b) and 492(2)(a), (c) and (d) of the Local Government Act, by encouraging development to be resilient to natural hazards and climate change, largely by following Fire Smart guidelines for building materials and landscaping.



The Wildfire DPA is intended to be more educational than restrictive. It raises awareness of fire-resistant building design and landscaping practices. A FireSmart Home Assessment may be required. For approval, an applicant needs to show how they have considered wildfire protection or justify why certain measures are not taken.

Within the Wildfire Protection DPA, no new construction of a dwelling, addition, or accessory structure for which a building permit is required is allowed without a Wildfire Protection Development Permit.

A permit issued under this section in relation may include:

1. requirements respecting the character of the development, including landscaping, and the siting, form, exterior design and finish of buildings and other structures, and;
2. establishing restrictions on the type and placement of trees and other vegetation in proximity to the development.

- B. **Discussion:** The applicants provided photographs of the property along with plans for the proposed residential dwelling. They had already put thought into building materials and landscaping to build a resilient home. The applicant was not required to complete a Fire Smart home assessment because that program does not operate during the winter months. Staff therefore confirmed the use of appropriate building materials, considered the landscaping and proximity of the building site to wildland forest.



The proposed dwelling will be clad in hardy plank siding and asphalt roof shingles. The patio features a concrete surface. Windows will be double-glazed. These are appropriate building materials for constructing a fire-resistant house. A cluster of trees in the vicinity of the proposed dwelling were removed. The forest is discontinuous around the property, so wildfire risk is lower than in a densely forested area.

For future reference, landscaping should provide for a defensible space of approximately 10 metres around structures with the goal of eliminating fuel and combustible materials and debris to prevent wildfire from spreading to a building and a structure fire spreading to the forest. Avoid using groundcover materials such as wood chips and mulch.

C. Conclusion

The applicant has already thought about ways of making their property and proposed home fire resistant, so the application can be approved without conditions provided that the plans submitted with the application are followed through the building permit stage. Wildfire Development Permit DP 2022-07 will be issued by the CAO under the authority of the Official Community Plan and Development Procedures Bylaw.

D. Attachments:

None.

CAO Approval: 2023.01.11



*Village of
Kaslo*

Planning Project Brief

KASLO RIVER SOUTH LANDS

REPORT TO: Mayor & Council
FROM: Chief Administrative Officer

SUBJECT: Rural Resident Attraction Pilot Project

DATE: April 7, 2021

1. Introduction

The Rural Resident Attraction Pilot Project is an initiative of the Ministry of Forests, Lands, Natural Resource Operations and Rural Development. The Province is looking to partner with a few smaller, rural communities to help them sustain and responsibly grow through this pilot project. The pilot offers capacity and resources to help communities position themselves for investment, development and ultimately the attraction of potential residents as they deem appropriate.

The idea was presented to Council in February and staff was directed to express the Village's interest in participating in the project. The development of municipal land south of Kaslo River was identified as the most appropriate, readily available opportunity to take advantage of the pilot. The pilot offers total funding of \$250,000 over two years to be shared between the 5 participating municipalities and Regional District Electoral Areas – Kaslo, New Denver, Silverton, Slocan, and RDCK Areas D and H. Each participant has similar projects positioning land for potential investment and development for residential purposes.

For Kaslo, this is an excellent opportunity to obtain professional services in land development feasibility, planning and engineering, and how to market this opportunity to potential investors once we are ready. It is also great timing as we embark on our Official Community Plan review, and obviously, we have already seen the surge in real estate that the post-pandemic new world is bringing to our quiet corner of the province.

2. Background

The Kaslo Lands Investment Attraction Program Report (Produced by CTQ Consultants Ltd., June 2018) highlighted the extensive municipally owned lands south of Kaslo River as an outstanding development opportunity. Each of these areas has a diversity of developable portions due to the favourable topography. However, as confirmed by the finalized Liquid Waste Management Plan, Council does not envision servicing this area with municipal sewer due to the complexities of running service across the river and the limited long-term expansion options at the existing wastewater treatment facility. The report notes “due to the number of lands containing institutional and other extensive uses, it is advisable to assess future (long-term) development potential within a comprehensive planning approach such as an Area Plan in advance of any major divestment decisions”. So, here we are.

The two areas identified in the report are referenced as number 8 and 9, shown on the map below.



Figure 1 - CTQ Report Land Inventory Map clip.

Description of areas from the Kaslo Lands Investment Attraction Program Report:

AREA 8:

Contains 14 acres of quality developable land in a series of benches. This area lends itself to a comprehensive land use plan. This is the area that the Housing Society has expressed interest to locate some social/affordable and attainable housing. The current situation with the lack of sanitary sewer service on this side of the River will make it challenging to achieve residential densities that will translate into affordable housing units, be they small single family or multi-family forms such as townhouses or apartments. If the area is developed in the short term at low density without sewer service, it may compromise opportunities for the future higher density options. If the need for a housing location is deemed urgent, and Area #8 is the most feasible, the municipality may wish to entertain the use of a package treatment plant for liquid waste.

Recommendation:

Complete an area plan.

AREA 9:

This area of approximately 9 acres constitutes one of the best larger contiguous development properties in Kaslo. It is in the immediate vicinity of Village institutional facilities such as the Kaslo Fire and Emergency Centre. There is an SRW along the edge of the property to address drainage in this area of the village. Sanitary sewer service is not available to this side of the River. The opportunity to achieve some higher density residential development in a comprehensively planned project will be dependent on the extension of sanitary sewer.

Recommendation:

The Village's need for more or expanded institutional facilities should also be ascertained and compared to using the land for satisfying residential or other private development demand. The site warrants a comprehensive development plan to achieve land efficiencies as well as quality development. It can also be planned in conjunction with Riding Club land (part of Area 10), should that become available.

The CTQ report also describes Area 10, which is zoned P2 for civic and institutional uses. The Village has fielded requests for expansion of recreational uses, such as the tennis/racquet club, and expansion of emergency services to accommodate search and rescue storage needs. The west end of the property is the Riding Club, which is considered under-utilized but could provide future recreational or institutional amenities for intensified residential development in this area. The report also considers relocation of the existing Public Works yard (Area 11). This site is a potential new location, which would open Area 11 to new development adjacent to the highway.

Section 6.0 of the CTQ report even provides a draft Terms of Reference (copy attached) for a South Kaslo Area Plan, which would encompass the entire area south of the river and the Aerodrome lands. Since the report was released in 2018, Council decided to move ahead with a full review of the Official Community Plan (OCP). Examination of the potential for the South Kaslo Area will be an important part of this review process. The Rural Resident Attraction Pilot is a timely opportunity to accelerate planning for potential development, specifically Areas 8 and 9, and feed into the revised OCP.

3. Analysis

The map below shows the 12.2 ha of contiguous land to be included in the pilot planning outlined in yellow. The area is comprised of 5 parcels and unopened road allowances. This analysis refers to Area 8 and 9 to be consistent with the CTQ report, although Area 8 is modified.



Figure 2 - Planning Area

The parcel on the above map that is red-highlighted is part of Area 8, which partly extends outside the proposed planning area. The western part of this parcel is unbuildable due to the steep slope down to the river, so this area will be severed and dedicated to parkland.

Official Community Plan

The 2011 OCP Schedule B designates Areas 8 and 9, through an amendment in 2018, as a Comprehensive Development Area (CDA). The OCP calls for a CDA plan to be established prior to development, “providing flexibility and mix of land uses, housing types, densities, public open space, infrastructure and amenities.” The CDA is aimed specifically at large undeveloped parcels. The specific policies are attached to this report. The project area falls under the CDA-1 classification: primary use residential with intention of incorporating mixed residential densities, typologies, useable open space, trails, and small commercial opportunities. A key consideration is how a proposed development of the area will fund the necessary expansion of municipal and private services while promoting environmental protection and fostering a sense of place.

Area 8 – Oak Avenue Area (6.3 ha)

This area is characterized by tabled land with several good development sites. There is one private dwelling at the intersection of Highway 31 and Oak Avenue. Water service is available from this stub of Oak Avenue, and from Arena Avenue via an unopened road allowance beside Fortis’ Kaslo Substation. A primary power line runs along the western edge of the land from the substation, crossing the river to 6th Street in Upper Kaslo. KiN fibre also uses this corridor.

The Kaslo Housing Society has a long-term lease on a small parcel on the north side of the private dwelling. The Society has explored development of a multi-unit affordable housing complex with onsite sewerage. But on its own, this site is too expensive to service because a municipal road must be extended from Spruce Street. Anecdotally, the cost to service the site was estimated to be at least \$400,000. In the past, the site was also used for overflow event camping during Jazzfest.

Servicing and Access

Area 8 has 3 potential accesses, the obvious and easiest one being to extend Oak Avenue into the site. At the north end, Spruce Avenue connects to Highway 31 south of the Kaslo River Bridge. The intersection of Spruce/Highway 31/Third St will be upgraded this summer as part of the Ministry of Transportation and Infrastructure’s project to replace the bridge. However, Spruce Avenue has a sub-standard road allowance that is only 25’ (7.6m) wide. The Village will need to surrender land from the Public Works property to acquire a 50’ (15.2m) road allowance, which is still below the 18.3m standard but consistent with other road allowance widths in the Village. Extension of water to the site from Spruce Avenue is also limited because the existing main is only a 4” (10mm) line intended to serve the dead-end street.

The other possible access is via the unopened road allowance from Arena Avenue. The terrain is steep and there may be a trespass of Fortis’s substation into the road allowance, which narrows the path. Engineering analysis for roads and services will be critical to successfully maximising development potential of Area 8. The other critical question is the potential density limitations

since all development would be serviced by on-site sewerage systems. Kaslo's Land Use Bylaw contains provisions for bare land strata development, which could accommodate communal sewerage systems, but no zoning currently permits this type of development.

Zoning

Current zoning is RM-1, Multiple Residential, allowing for medium density housing development if servicing requirements can be met. This zone is compatible with the OCP's CDA-1 designation but, given the varying characteristics of the area, each parcel and potential subdivided parcel, should have the most appropriate zone for each parcel including some areas designated R-1 (single and two family) and C-3 (neighbourhood commercial). The RM-1 zone should also be modified, or a new spot specific zone designated, to allow for potential bare land strata development with common sewerage facility, internal roads, and amenities. Possible zoning areas are shown on the map, below. Building height restrictions can also be introduced to maximize views from each elevation.



Figure 3 - Area 8 showing 1 metre elevation contours

Area 9 – Arena Avenue Area (5.1 ha)

This area is bisected by a steep embankment, which makes development along the west end of Arena Ave and the east end of Balfour Ave challenging. But the terrain within the area is varied and there are many excellent building sites with the potential for some nice views. Immediately east of Area 9 is also municipally owned land (CTQ report Area 10), containing the Riding Club, Arena, Emergency Services and Tennis/Racquet Club. There is development potential on Area

10, and development of Area 9 should consider whether the lands can be developed together or in isolation. Water will be provided from Arena Avenue.

Servicing and Access

Area 9 has frontage on Balfour Avenue (Kaslo West Rd) and Arena Ave. There is a stub unopened road allowance at Arena Ave intersecting with the unopened road allowance to Area 8. This stub lines up with Kaslo South Rd (Back Rd) so there may have been thought at one time of extending this road to Arena Ave, but the terrain is too steep for a direct road connection.

Zoning

Current zoning is R-1, Single & Two Family Residential. This zone is compatible with the OCP's CDA-1 designation but does not achieve the goals of promoting varied or innovative developments. There is the potential for mixed-use development here, such as residences with small industrial workshops for home-based business and co-operatives with the potential for increased taxation revenue.



Figure 4 - Area 9 showing 1 metre elevation contours

4. Project Deliverables

The Pilot Project Draft Workplan identifies 3 focus area for project funding. Kaslo's primary focus will be on land development, but we can also benefit from the other project areas.

| Focus Areas | Project examples | Deliverables |
|----------------------------------|--|--|
| 1. Economic Development Capacity | | |
| Land development | Feasibility, engineering, planning, site layout/design | Land is positioned for investment and development for residential purposes |

| 2. Place Making | | |
|---------------------------------|--|---|
| Amenity development | Resident amenity planning, engineering and construction | Resident amenity improvements |
| | Downtown improvement planning, costing | Community is positioned for downtown revitalization |
| | Signage, wayfinding | Community is navigable |
| 3. Marketing | | |
| Prospectus development | Land development marketing and materials | Investors and developers are attracted to the communities |
| Coordinated resident attraction | Collaborative resident materials and campaign is developed and delivered | Potential new residents are attracted to the region |

Under the Place Making category, Kaslo previously submitted a wayfinding proposal through the Rural Dividend and subsequently CERIP project streams, which were not funded. A share of Place Making funds, estimated at \$10,000, could go towards local signage improvement.

The Marketing category is an important one, as Kaslo should actively seek a developer for Area 8 once the development planning work has been completed. An outcome of this planning work should include a recommendation for divestiture of the land and the conditions (including zoning and subdivision requirements) that will give the Village our desired outcome for how the land will be developed and maximize taxpayer return.

However, we recognize that the funding available to Kaslo for land development under this program is limited. Bundling Kaslo's project with the other partners under one procurement will help maximize the amount of work we can get done towards conceptualizing our desired outcome. A fixed price RFP procurement for a planning consultant with sub-contracted engineering and specialized services, with proposals assessed on the best value and deliverables for a maximum upset price, may be the best approach.

From the CTQ Report: *"the municipality should leave the subdivision and servicing, with conditions, to the buyer/developer. Unless the Village has alternative motives to sell the lots already subdivided, and assume the time and expense for doing so, the property can be put on the market with the subdivision plan provided... subject to conditions, and with the implied understanding that the Village will support the buyer/developer to achieve the subject's highest and best use."*

Land Development Deliverables:

- Analysis of current regulations (OCP, zoning, subdivision, building, provincial) to frame the desired outcome.
- Conceptual subdivision plan, including preliminary lot layout (unsurveyed).
- Sewerage soil capability analysis and potential size and location of common sewerage fields for multi-residential development.
- Servicing plan including conceptual water main and hydrant layout, power, fibre.
- Roads, including strata roads.
- Zoning designations and variances.

- Park and trail corridors with connectivity.
- Appraisal of appropriate sale price with consideration of a development pro-forma.
- Recommend development cost charges and sureties from developer to Village.

Estimated Costs (for Kaslo, over 2-year program):

| | |
|--|-----------|
| Environmental overview | \$2,500 |
| Civil Engineering roads and servicing plan | \$10,000 |
| Planning development and zoning report | \$12,000 |
| Market study and valuation report | \$10,000 |
| Consultant travel | \$5,000 |
| Contingency | 25% |
| Overall Project Budget | ~\$50,000 |

5. Attachments

- a. Section 6, Terms of Reference for South Kaslo Area Plan (Draft) from Kaslo Lands Investment Attraction Program Report
- b. Section 11, Comprehensive Development Area regulations from Official Community Plan

6.0 TERMS OF REFERENCE FOR SOUTH KASLO AREA PLAN (DRAFT)

6.1 Introduction/Background

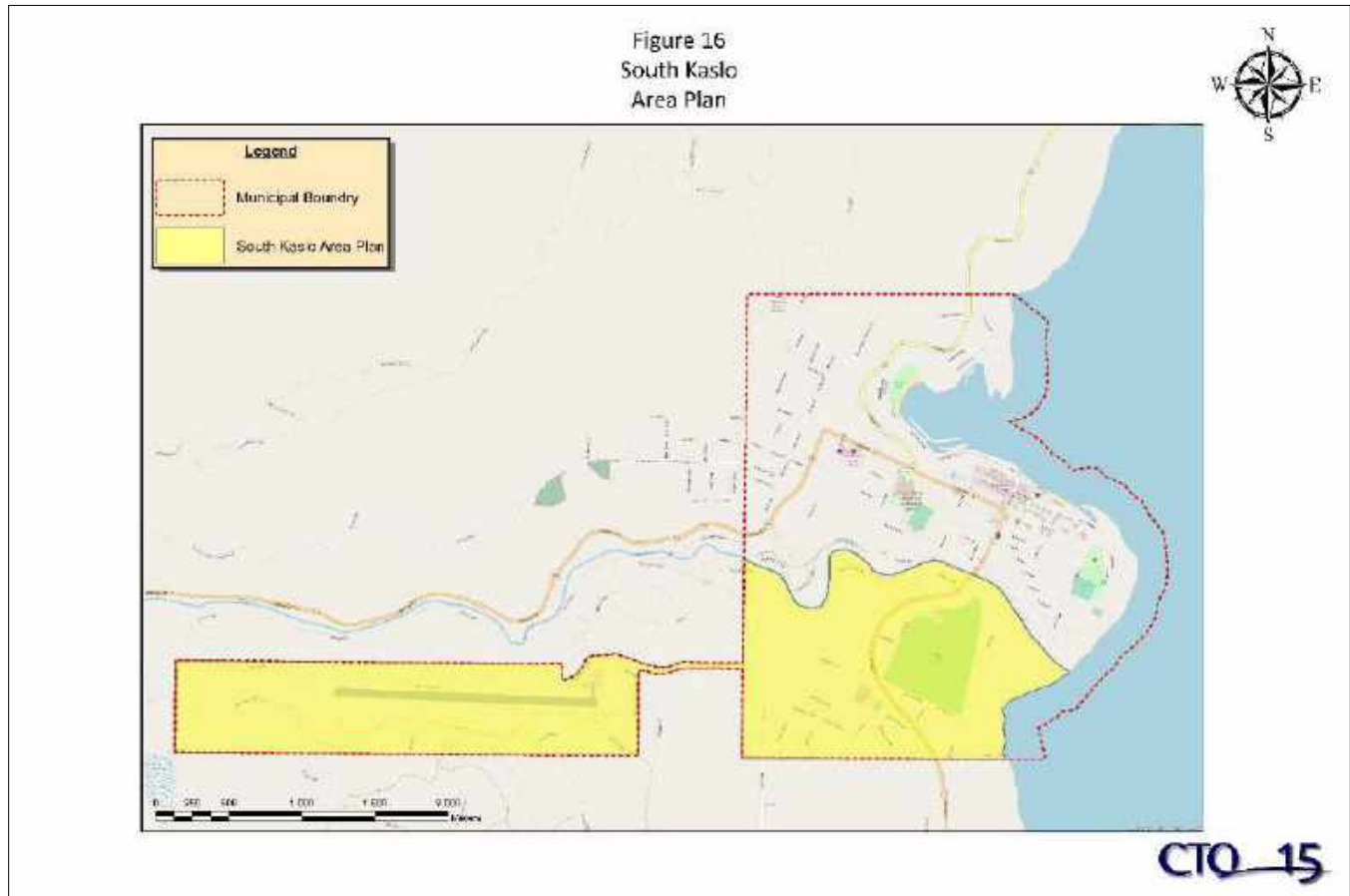
Since the adoption of the Village of Kaslo Official Community Plan in 2011, the Village has embarked on other studies and plans that have given rise to re-considering future land use on the south side of the Kaslo River. The focus of attention has otherwise been to the north of the River where much of the historical settlement of Kaslo exists, including utilities, amenities, social services and other community infrastructure that supports the residential and commercial base. In recent years, the Village has been studying the potential expansion of the sanitary sewer service (Liquid Waste Management Plan) as well as an in-depth investigation of its municipal land holdings (Kaslo Lands Investment Attraction). Although the immediate upgrades will be concentrated in the Lower Town and Upper Town to the north of the River, the Village feels there is merit to study the potential of the future land use for the area south of the River. This is also where there may be potential opportunities to phase-in greenfield development for both private and municipally-owned lands. In this regard, the Village feels long-term planning requires a comprehensive approach, establishing a framework for land use, roads, municipal services and utilities, parks and protection of open space. Pursuing such a comprehensive Area Plan will then allow the municipality to address development proposals in the context of the whole community. Priorities for infrastructure or commitments to various agencies with property interests would then be coordinated over time. An Area Plan is the first important step, allowing for community dialogue and setting an early vision for an important part of the village. Such a plan would then be enshrined in Kaslo's Official Community Plan to help manage growth and maintain a sustainable future for Kaslo.³

6.2 Study Area

The study area will include all public and private lands depicted on the attached map (See Figure 16 below). The proposed properties to be affected do not imply changes to land use or zoning. The plan may consider phasing of urban growth and municipal services but only in the context of need or economic potential for the future.

The boundary of the study area will be the Kootenay Lake's edge, the Kaslo River and the municipal corporate limits. It is understood that much of the land within the study area will be subject to development constraints, including steep slopes, flood hazard, and environmentally sensitive features. All such lands shall be inventoried and mapped as definitively as possible. This does not imply that the remaining lands are to be designated for development. It is also understood that agencies other than the Village may influence the ultimate potential of the lands. Similarly, the Area Plan may be used to pursue programs offered by other agencies/senior government to address the community's policy directives.

³An Area Plan can draw direction from the current Village of Kaslo OCP, but it is also a means to conduct a detailed study and create new policies and objectives for the specific area under study. Many communities in BC conduct several 'area' plans that ultimately are rolled into the OCP, or may be maintained as a separate "Area OCP". Regardless, overarching policy directives or programs related to those such as economic sustainability, affordable housing, climate change, food security, water protection and waste management shall be respected in an Area Plan.



6.3 Key Objectives

1. Designate Future Land Use (residential, commercial, industrial, institutional, and park/open space);
2. Investigate and define the potential use of the municipally-owned lands, including the need to retain some lands within the municipal land bank, which could also entail industrial park/employment areas;
3. Study and identify Environmentally Sensitive Areas (waterfront, wetlands, special features) to protect their integrity for the sustainability of the community;
4. Identify Recreational land needs, includes a golf course, parks, and recreational trails;
5. Inventory current land use, which includes a review of background reports available from or through the Village of Kaslo;
6. Slope Analysis, including delineation of hazard/geotechnical constraints;
7. Provide concept for a future Roads and Transportation Network, including Highway access management and bridges;
8. Define Kaslo Airport (CBR2) area protection and zoning concept, allowing for long-term use and operation of the aerodrome, airside and ground side components of the airport;
9. Define the area of future use for institutional properties: public works yard, fire hall, waste recycling, and other operational needs of the municipality as Kaslo grows and evolves. Also, schools and other needs deemed appropriate by Senior Government;

10. Address and confirm/update flood hazard area protection through communication with Provincial agencies;
11. Determine a Protocol on historic lots; means for consolidation, survey, and subdivision for future development;
12. Trails, walkways, pedestrian linkages should be investigated as part of a Recreational Trail Network and/or Open Space System linking crown lands beyond the Village's corporate boundary;
13. Municipal services, including sewer, water, and storm drainage will be investigated and planned to allow a feasible and environmentally sustainable method of management, treatment, and collection permitted under Provincial legislation;
 - The Sewer (Liquid Waste Management) service should investigate the feasibility of individual treatment by sub-areas versus connection to the municipal sanitary sewer system including the main treatment plant in Lower Kaslo. If the latter is deemed most appropriate, it should be reviewed in conjunction with the means to cross the Kaslo River in the most convenient and environmentally suitable location(s). This would imply greater scrutiny conducted with the combined expertise of civil engineers and QEPs versed in aquatic environmental planning and impact analysis. The chosen LWM option should be selected with land use priorities and densities in mind, and phasing opportunities over the long-term development horizon and within strategic growth management goals;
14. Public consultation and engagement with key stakeholders will form an integral part of the Plan. Although directed at the South Kaslo lands, the planning exercise should include dialogue with the entire community and interest groups that may have a stake in South Kaslo. A communication plan will be approved by the Village and the Steering Committee;
15. Referrals of the Area Plan to government agencies (MOTI, RDCK, FLNRO, IHA, etc.) will be a required step towards final approval and adoption;
16. A (steering or advisory) committee will be established to assist the consultant with review and feedback on Plan drafts;

6.4 Scope/Phases

1. Background report and land inventory of area, including ownership, uses, issues, constraints. GIS-based is preferable.
2. Mapping of the area using GIS base (cadastral; slopes; uses; utilities and roads; environmental; flood hazard, etc.)
3. Establish Steering (Advisory) Committee
4. Public Consultation/Stakeholder Group Communication regarding options for South Kaslo
5. Establish Vision/Community Values and Broad Goals for Area Plan
6. Servicing Analysis – Sanitary Sewer (Means to service new areas on the south side of River, and water upgrades)
7. Confirm Policy Direction and Objectives; includes any new/revised DP Areas (Draft Plan)
8. Committee Reviews
9. Referrals
10. Adoption of Plan/OCP Amendment (Final Plan)

6.5 Committee Involvement

It is expected that a Steering Committee will be used to support Council and a Consulting Team throughout the preparation of the Plan. The Terms of Reference for such a Committee should include the following:

- Structure of committee
- Responsibilities
- Scheduling and reporting

6.6 Public Consultation

Public consultation and engagement should incorporate (as much as the budget will permit) the following, as a comprehensive approach to the South Kaslo Area Plan:

- Create Awareness to get involved
- Engage all community
- Key stakeholder communication: Airport; Equestrian Club; Golf Course; Emergency; Recreation and Trails, etc.
- Public Open Houses to allow dialogue on options
- Visioning
- Social Media



6.7 Timing

It is expected that the Area Plan will require approximately a two-year process, depending on the type of sewer analysis involved at that time. These timelines should be set with the Consulting Team.

- 18-24 months (dependent upon duration and type of sewer analysis).

6.8 Budget Allocation

Subject to availability of funds.

6.9 Submission Requirements/Deliverables Forming Part of Final Plan

The following is a preliminary list of deliverables that will assist in achieving the Plan objectives:

- Background Report
- Land Use Inventory/GIS Base
- Results of Public consultation/Stakeholder meetings
- Vision, Goals, and Objectives for South Kaslo
- New Land Use Plan for Area, complete with Land Use Designations and Policies
- Servicing Analysis and Concept for Liquid Waste Management
- Environmental Findings (DPAs)
- Suggestions for Municipal Lands
- Priority Areas of Development if deemed appropriate

Excerpt from:
OFFICIAL COMMUNITY PLAN BYLAW 1098

11.0 Comprehensive Development Areas

Larger, undeveloped or derelict parcels in the southern area of Kaslo offer unique advantages in terms of size and scale of development, in addition to incorporating innovative mixes of land use. Developments proposed within Comprehensive Development (CDA) designated areas shall be developed according to a CDA plan providing for flexibility and mix of land uses, housing types, densities, public open space, infrastructure and amenities.

11.1 Goals:

- a) Allow for flexible, innovative development options for larger parcels of land targeted for development;
- b) Ensure public confidence that appropriate policies and regulations are in place prior to the potential disposition of large municipally-owned lands;
- c) Ensure that the development community understands that extended services and new or newly developed roadways will typically be funded by the development community;
- d) To maximize environmental protection, viewsapes, amenity provisions and variability in densities and land uses; and
- e) To provide long term consistent land use decisions in proposed new neighbourhoods.

11.2 Objectives

- 11.2.1 To encourage innovative design and flexibility combined with sustainable community development;
- 11.2.2 To develop distinctive, attractive neighbourhoods with a strong sense of place; and
- 11.2.3 To enhance the quality of community by improving the character of the built environment, including visually appealing architectural elements and streetscapes that encourage pedestrian travel, facilitate community interaction and promote public safety while incorporating appropriate climate change adaptation measures.

11.3 Policies

- 11.3.1 The Village may facilitate and co-implement Phased Development Agreements (PDAs) through a bylaw in order to create an additional tool to acquire amenities, land or housing concessions;

11.3.2 Proposed developments located within CDA areas shall be required to address the following:

- Phase I and Phase II (if necessary) Environmental Impact Assessment;
- Viewscape plan (where appropriate);
- How proposals will approach and fund roads, water and septic solutions (in the absence of nearby developed roads, water and sewer);
- How proposals will fund necessary survey work and/or undeveloped road dedication closures in partnership with the Village to achieve a mutual vision;
- Design and integrate new street patterns into the existing network of Kaslo;
- Demonstrate that the density, land uses, and related facilities are appropriate in form and scale to the community and the immediate neighbourhood;
- Promote the protection of environmental and scenic land values;
- When mixed land uses are proposed, demonstrate that the development and its features are of a form, scale, character and use that fosters a sense of neighbourhood focus;
- Organize new development into compact groupings or clusters as a way of reducing sprawl, consolidating natural areas of protection where appropriate, reducing municipal servicing costs and creating additional amenities for homeowners;
- Reduce the need for reliance upon automobiles in neighbourhoods through the adoption of lanes and rear loading techniques, among others, while providing for the inclusion of landscaped pedestrian spaces, walkways and amenities; or
- Provide trail connectivity within community trail networks.

11.3.3 The comprehensive development land use designations are organized into 4 categories to distinguish the primary use of the area and the best fit with surrounding and existing land-uses:

CDA 1: primary use residential with intention of incorporating mixed residential densities, typologies, useable open space, trails, and small commercial opportunities.

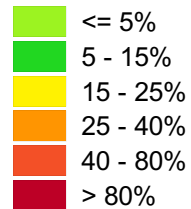
CDA 2: commercial and residential mixed-use opportunities, with the intention of the provision of affordable housing opportunities.

CDA 3: residential, industrial, institutional, non-profit, tourism-based activities, including trail development and connection to the downtown core.

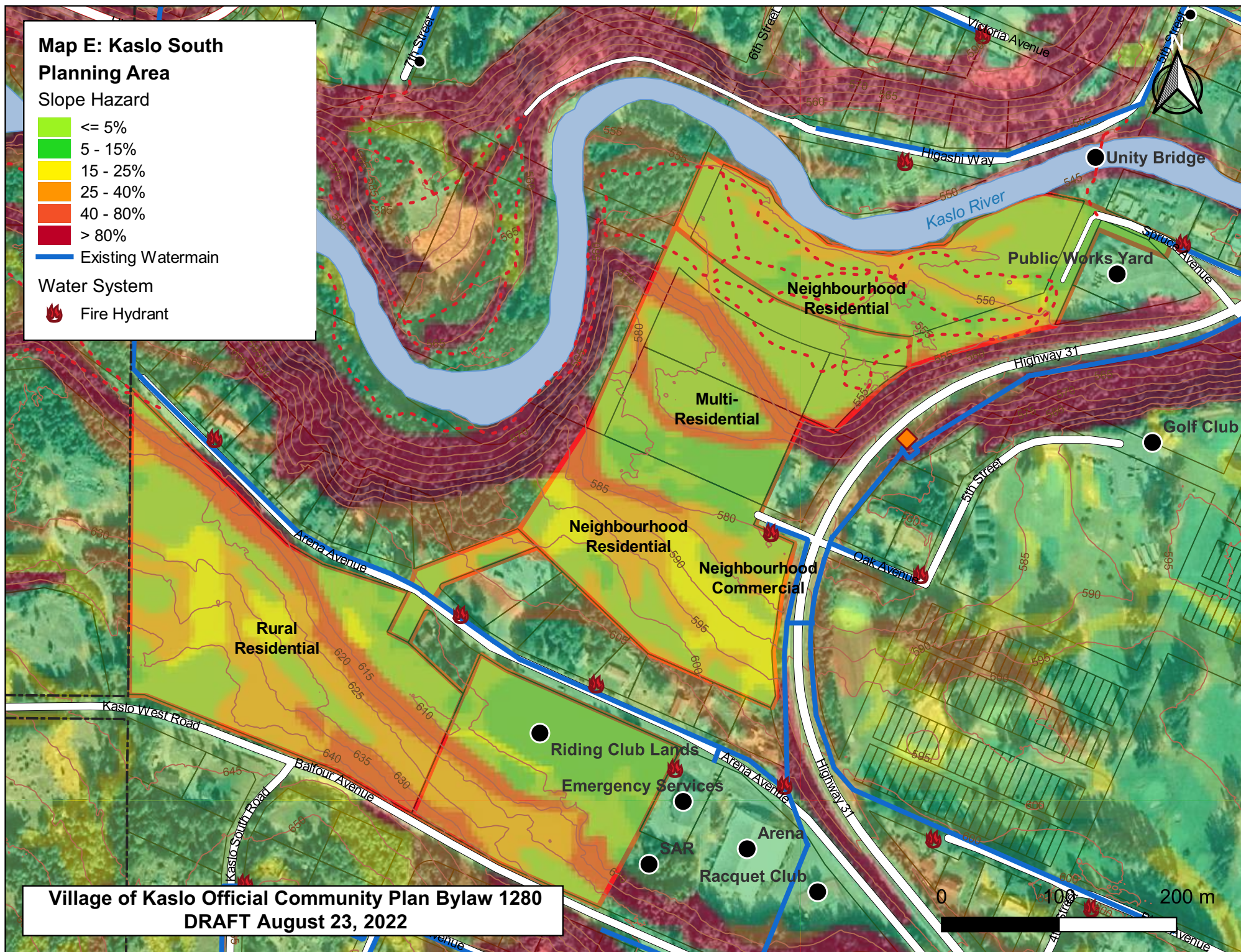
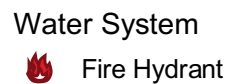
CDA 4: primary use commercial (service commercial and tourism-based), incorporating industrial and public sector/ non-profit opportunities. Restrictions around Kaslo Municipal Aerodrome restrictions/ regulations and municipal gravel pit may impact on development/building in this area.

Map E: Kaslo South Planning Area

Slope Hazard



Water System





Royal Canadian Mounted Police Gendarmerie royale du Canada
Commanding Officer Commandant divisionnaire

January 9, 2023

Her Worship Mayor Suzan Hewat
Village of Kaslo
PO BOX 576
Kaslo, B.C. V0G 1M0

Via Email: [mayor@kaslo.ca]

Dear Mayor Hewat,

Subject: UBCM meeting with the BC RCMP - September 14, 2022

Thank you for having your Council representatives meet with myself and Assistant Commissioner Eric Stubbs at the 2022 Union of British Columbia Municipalities Convention in Whistler, BC. We appreciate them taking the time to bring forward feedback that is important to the Village of Kaslo.

During the meeting, your Council representatives requested either one additional officer for the Kaslo Detachment or the reduction of the detachment's geographic border. We heard that the Village is concerned that the increasing influx of summer visitors will negatively affect the ability to maintain adequate and effective seasonal policing. Another option voiced was that if an increase of one officer was not feasible, could Nelson Provincial RCMP provide coverage for the Belford area which is currently policed by Kaslo Detachment, thereby decreasing the Detachment's geographic responsibility.

We advised during the meeting that the Kaslo Detachment's workload does not support an increase in establishment. We committed to providing the Village of Kaslo with a status update of the proposal to amend the Detachment's geographic border, which includes the area around Belfour. If available, we will provide the Village with historical information as it relates to when Kaslo RCMP assumed responsibility for the Belfour area. We will also update the Village of options to supplement policing by utilizing the Provincial Support Team, Reservists and BC Highway Patrol during the peak summer and special event months.

Since the meeting Staff Sergeant Jason Burndred - Southeast District Advisory NCO, and Corporal Harland Venema – Kaslo Detachment Commander, met with you on October 21, 2022, to advise of the continued adequacy of the Detachment's establishment and its geographic responsibilities, and that based on this a formal review will not be considered at this time. The establishment continues to be sufficient based on operational needs with the use of Nelson Provincial RCMP resources as and when required. Also discussed was surge capacity assistance available from the Provincial Support Team, Reservists and BC Highway Patrol. Corporal Venema will request additional resources from the appropriate team as and when required, with consideration to the peak summer and special event months.

Thank you again for your feedback and willingness to collaborate with the BC RCMP in achieving our common goal of building a safer community. Your continued commitment and input are invaluable to the collective success of the BC RCMP and the Village of Kaslo.

Should you have any further questions or concerns, please do not hesitate to contact Corporal Harland Venema (harland.venema@rcmp-grc.gc.ca), or Superintendent Brad Haugli - Southeast District Commander (brad.haugli@rcmp-grc.gc.ca).

Regards,



Dwayne McDonald
Deputy Commissioner
Commanding Officer, BC RCMP

cc: Chief Superintendent John Brewer, Acting Criminal Operations Officer – CORE Policing
Chief Superintendent Brad Haugli, Southeast District Commander
Corporal Harland Venema, Kaslo Detachment Commander



KASLO
MAYOR'S REPORT
QUARTER 4, 2022

Kaslo RCMP Detachment

335 A Avenue

PO Box 632

Kaslo, BC V0G 1M0

Telephone (250) 353-2225 Fax (250) 353-2226

Village of Kaslo

Box 576

312 4th Street

Kaslo, BC V0G 1M0

January 4, 2023

Dear Mayor Hewat:

RE: Quarterly Crime Statistics - October/ November/ December

| CRIME CATEGORIES | TOTAL Q4 2021 | KASLO Q4 2022 | South of Kaslo to Balfour Q4 2022 | North of Kaslo Q4 2022 | Total Q4 2022 |
|-------------------------------------|------------------|------------------|--|------------------------------|------------------|
| Homicide / Attempted Homicide | 0 | 0 | 0 | 0 | 0 |
| Assaults | 4 | 0 | 1 | 0 | 1 |
| Sexual Offences | 0 | 1 | 1 | 0 | 2 |
| Robbery | 0 | 0 | 0 | 0 | 0 |
| Auto Theft | 0 | 1 | 2 | 0 | 3 |
| Break and Enters | 2 | 1 | 0 | 0 | 1 |
| Theft From Motor Vehicle | 0 | 1 | 0 | 0 | 1 |
| Drug Investigations | 0 | 0 | 0 | 0 | 0 |
| Motor Vehicle Collisions | 13 | 4 | 4 | 0 | 8 |
| Motor Vehicle Collisions W Fatality | 0 | 0 | 0 | 0 | 0 |
| Impaired Driving - CC | 0 | 0 | 2 | 0 | 2 |
| Impaired Driving - MVA (IRPs) | 0 | 1 | 0 | 0 | 1 |
| TOTAL PERSONS/VIOLENT CC | 8 | 2 | 4 | 0 | 6 |
| TOTAL PROPERTY CC | 14 | 14 | 10 | 4 | 28 |
| TOTAL OTHER CC | 10 | 8 | 7 | 2 | 17 |
| TOTAL CRIMINAL CODE (CC) | 32 | 24 | 21 | 6 | 51 |
| TOTAL CALLS FOR SERVICE | 183 | 84 | 61 | 17 | 162 |

| COMMUNITY | TOTAL Q4 2021 | KASLO Q4 2022 | South Q4 2022 | North Q4 2022 | Total Q4 2022 |
|------------------------------------|------------------|------------------|------------------|------------------|------------------|
| Files with youth negative contacts | 0 | 0 | 0 | 0 | 0 |
| Mental Health Related Calls | 20 | 7 | 13 | 1 | 21 |
| Files involving Alcohol / Drugs | 12 | 8 | 5 | 0 | 13 |
| Domestic Violence Files | 3 | 0 | 0 | 0 | 0 |

Should you have any questions or concerns, or should you wish to discuss these statistics, please do not hesitate to contact me at 250-353-2225.

Yours truly,

Harland Venema, Cpl., NCO I/C
Kaslo RCMP Detachment

Kaslo Administration

From: KOOTENAY ROCKIES TOURISM <info@kootenayrockies.com>
Sent: Tuesday, January 17, 2023 1:29 PM
To: Kaslo Administration
Subject: Sustainability News - EV Charging Infrastructure is key to attracting visitors.

[View Online](#)

EARLY BIRD REGISTRATION ENDS JANUARY 18!

BC TOURISM & HOSPITALITY CONFERENCE

March 1-3, 2023 - Prince George, BC

[LEARN MORE & REGISTER](#)



Kootenay Rockies Tourism Association (KRTA)
is committed to sustainably growing and contributing
to the region's tourism industry.

The four pillars of sustainability
- Economy, Environment, Culture and Society -
have the potential to be a positive force for good in
our industry and communities.

The Kootenay Rockies is the first region in Canada to implement a [community-driven strategy](#) to build a clean transportation network in a rural setting.

Part of the strategy includes an electric vehicle (EV) charging network with

detailed itineraries, routes and charging station locations shared on the consumer travel website: KootenayRockies.com.



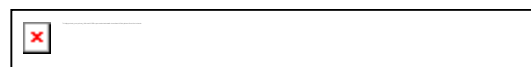
Part of Kootenay Rockies Tourism's destination development goals is to implement strategies to help reduce the contribution of the tourism industry to greenhouse gas emissions.

As such, KRTA supports the Accelerate Kootenays 2.0 initiative and Destination Electric Vehicle (EV) projects led by the Community Energy Association (CEA).

Accelerate Kootenays 2.0 builds off the success of the Accelerate Kootenays project and aims to fill gaps in EV charging infrastructure in the Kootenay Rockies region. The project will reimburse eligible applicants, including private businesses, non-profit organizations, local governments and Indigenous communities, for the cost of installing Level 2 EV chargers.


The Accelerate Kootenays Rebate amount is 50% of the total cost for installation, up to \$5,000 total.

The project also includes administrative time to support applicants through the process.



Through the partnership with CEA,
the Destination EV project has
installed three Level 2 EV Charging
Stations at key tourism sites in
Nakusp, New Denver and Kimberley.

**The Destination EV Charging
Program has availability for
more Charging Applications!**



If you are a non-profit, an Indigenous community, or municipality and have an
interest in having a Charger installed,
please email Destination-EV@CommunityEnergy.bc.ca

**The Destination EV Program covers 100% of eligible costs
for non-profits and Indigenous communities and
75% of total costs for municipalities.**

*"Both the Province of BC and the Government of Canada have set timelines for
all new cars sold to be zero emission; the transition is underway and locals &
visitors alike are travelling throughout the region in electric vehicles, looking
for convenient charging options."*

Rebates for businesses and organizations to install a Charging Station, won't be offered indefinitely, so it's a great time to get ahead of the curve!" says Danielle Wiess, Transportation Lead, Community Energy Association.

EVs continue to grow in popularity and charging infrastructure is key to attracting these visitors to the region.

Trip planning tools such as [PlugShare](#) are available to visitors also featured on the regional travel website's Plan Your Trip section, [KootenayRockies.com](#).

Do you have an EV Charging Station at your property?

We'd like to know, to ensure it's featured on KootenayRockies.com.

Email Karen@KootenayRockies.com

INFO ON EV CHARGERS & RELEVANCE TO TOURISM INDUSTRY

Learn more about which Rebate or Discount you are eligible for:

Contact: Danielle Wiess, DWiess@CommunityEnergy.bc.ca



BC Tourism Sustainability Network
Announcement

The five regions that represent the BC Regional Tourism Secretariat (BCRTS) - *4VI, Thompson Okanagan Tourism Association, Kootenay Rockies Tourism Association, Cariboo Chilcotin Coast Tourism Association and Northern BC Tourism Association* - are pleased to announce a new Sustainability Program to support tourism businesses across BC as they build capacity and resilience, and adapt to a changing world.

The **BC Tourism Sustainability Network (BCTSN)** will kick off in January 2023, and Kootenay Rockies Tourism invites your organization to take advantage of this important opportunity to learn, plan, and incorporate sustainability into your operations.

Program Overview

The BC Tourism Sustainability Network has been designed to support tourism businesses on their sustainability journey, providing foundational knowledge, capacity, best practices, and action across the environmental, social, and economic dimensions of sustainability.

One-on-one Guidance

Participating businesses will kick off the program by meeting with a BCTSN Program Advisor for a sustainability consultation. Program Advisors will develop a customized sustainability roadmap for participating businesses that will include next steps, recommended educational resources and partner program referrals to support sustainability goals.

Educational Resources

In collaboration with Synergy Enterprises, the BCTSN will be developing a series of educational guides, videos, and other supporting resources on a wide range of sustainability topics. These user-friendly resources will be hosted on the [Tourism Resiliency website](#) and help guide businesses through the planning and implementation phases of incorporating sustainable practices into everyday operations.

Workshop Series

In addition to the sustainability guides with accompanying videos and resources, three live workshops will be hosted by the team at Synergy Enterprises. These engaging workshops will be open to all businesses participating in the program and will dive deeper into one of the three core pillars of sustainability - People, Planet, and Prosperity.

Learn More

If you are interested in learning more about the BC Tourism Sustainability Network and how it can benefit your business, please fill out this [Request for Information Form](#) and a Program Advisor will contact you.

As the BC tourism and hospitality industry continues to work towards recovery in the wake of COVID-19, go2HR has partnered with the Canadian Mental Health Association to provide a range of industry-

specific mental health supports, resources and training for front line employees, supervisors, managers and senior leaders.

Workplace Learning Coaches

Psychological Health & Safety

(AKA your Mental Health Concierges)

Funded by a grant from the Ministry of Mental Health and Addictions through this partnership, the go2HR Coaches are:



- knowledgeable, experienced industry professionals with a wealth of lived experiences who have been trained to support employees and employers
- offering personalized, one-on-one meetings to provide mental health guidance and resources
- offering mental health presentations for industry-related organizations
- available at no cost, and more.

LEARN MORE

Labour Force Development

Tools and Resources

The Kootenay Rockies is a diverse tourism destination that offers a wide range of activities and visitor experiences. A strong and skilled workforce is needed to deliver exceptional guest services and support the tourism businesses. These tools & resources will help tourism businesses recruit, retain & train employees.

- [Job Board and Listings](#)
- [Recruitment & Retention](#)
- [Industry Training](#)
- [Health & Safety and Career Explorer](#)



**Contact Sarah Moseley,
Regional HR Consultant**

SMoseley@go2HR.ca; 250-421-9420

Business Education Opportunities



Destination BC has partnered with Small Business BC offering free access for tourism business stakeholders across the province to online education supporting COVID-19 recovery.

Mental Health Tools and Resources for Small Business

Part 1: February 9

Part 2: February 16

[**LEARN MORE**](#)

The Importance of Health and Safety in the Workplace

On-Demand E-Learning

[**LEARN MORE**](#)

Register using Code: DBC3034

DBC LEARNING CENTRE

BCHA Virtual Event:

How To Welcome LGBT+ Travellers

February 15



Join in and discover how to thoughtfully welcome the LGBT+ community to your property. The BCHA will be joined by Loren Christie, Director of Business & Strategy at Canada's LGBT+ Chamber of Commerce, who will outline actionable tactics to create a safe space at your property and showcase how to market your efforts.

MORE INFO & REGISTER

STAKEHOLDER HIGHLIGHTS

REGIONAL



Canadian Mountain Holidays -

As they head into heli-skiing season

RADIUM HOT SPRINGS



Nipika Mountain Resort -

The resort, near Radium Hot Springs

they are proud to share an update about CMH's focus on measuring, reducing and offsetting their carbon footprint. Following a full year of tracking their activities across all CMH destinations, they are now offsetting 100% of their greenhouse gas emissions. You are invited to review their [brand new report](#) to learn the full details, including emissions measurements and more about the project. You are also welcome to watch a [short film](#). It's all about the 'why' that's driving them to change their energy use and lower greenhouse gas emissions.

CMHHeli.com

is an off-grid property that uses clean energy sources and helps guests explore its spectacular surroundings in non-consumptive ways. The resort focuses on self-propelled activities; once parked, guests are encouraged to hike, bike, canoe, trail run, ski or snowshoe. Nipika's electricity is generated via renewable, clean energy supported by a state-of-the-art solar panel system that can harness up to 15 kilowatts.

Additionally, all of its facilities are built using salvaged dead wood, with logging completed selectively to preserve and enhance wildlife.

Nipika.com

We'd love to hear about what you are doing in your business!

*Have you employed a new tool or strategy that has
made a difference to your bottom line, attracted new guests or
made a difference to your staff?*

Tell us about the efforts you are making to increase your sustainability.

Share Your Sustainability Efforts with Us!

Please email Sylvia@KootenayRockies.com

Sylvia O'Connor, Destination Development Coordinator

KR IN THE MEDIA

MOON HANDBOOK

Road Tripping in an Electric Car

by Carolyn Heller

The sunset was painting a gingery
streak across the Rocky Mountains
as I turned south off Highway 1,
heading toward Kootenay National
Park. My destination for the night
was Radium Hot Springs.



This was my first long-distance road trip with our recently purchased electric vehicle, I was looping from my home city of Vancouver through the Selkirks and Monashee Mountains toward the Canadian Rockies. Although road tripping in an EV takes more planning than a gas-powered drive, particularly if you're exploring smaller communities, I found it fairly easy to recharge my car whenever I needed. EVs encourage stops - and that's a good thing.

READ MORE

***We look forward to working together with our partners,
stakeholders and visitors, to ensure our region's experiences be
regenerative and will continue to
be enjoyed by visitors and residents for decades to come.***

FREE TO DISPLAY AT YOUR BUSINESS

Responsible Travel starts with Awareness & Education.

**The Visitor Code of Conduct poster (11x17") was developed in an
effort to compile and summarize the various aspects of responsible
travel that are relevant to our tourism region.**



The posters are FREE!

Get yours today: Info@KootenayRockies.com

Visitor
Education



Electric Vehicle
Travel



Accessibility & Inclusion

Sustainability Programs



[CONTACT US](#) | [ARCHIVED NEWS](#) | [IN THE MEDIA](#) | [UNSUBSCRIBE](#)

Kootenay Rockies Tourism (KRT) is one of British Columbia's five official Regional Destination Management Organizations (RDMO).

**The Kootenay Rockies Tourism staff are here to help
with all tourism industry services. Contact us any time:**

Kathy Cooper, CEO

Kathy@KootenayRockies.com

Wendy Van Puymbroeck

Director, Industry Development & Destination Marketing

Wendy@KootenayRockies.com

Shannon Harrison

Manager, Digital Content

Shannon@KootenayRockies.com

Karen Cook

Manager, Stakeholder & Corporate Communications

Karen@KootenayRockies.com

Heidi Korven

Regional Media Relations Specialist

Heidi@KootenayRockies.com

Rhiannon Paterson

Destination Development & Sustainability Coordinator

Travel Trade Specialist

Rhiannon@KootenayRockies.com

Sylvia O'Connor

Destination Development & Sustainability Coordinator

Sylvia@KootenayRockies.com

Bonnie Castle-Dixon
Finance & HR
Accounting@KootenayRockies.com

CONNECT WITH US



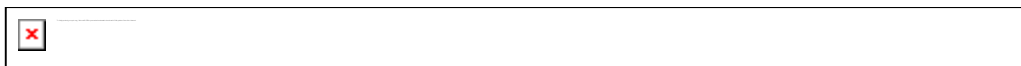
Copyright © |2021| Kootenay Rockies Tourism Association, All rights reserved.

Kaslo Administration

From: KOOTENAY ROCKIES TOURISM <info@kootenayrockies.com>
Sent: Tuesday, January 17, 2023 10:01 AM
To: Kaslo Administration
Subject: New Program Aims to "Spark" Innovative Accessible Tourism Ideas in the Kootenay Rockies

[View Online](#)

NEWS RELEASE



New Program Aims to "Spark" Innovative Accessible Tourism Ideas in the Kootenay Rockies



[KIMBERLEY, BC] A new program aimed at sparking and supporting innovative accessible tourism ideas in the Kootenay Rockies tourism region was officially announced today by local and provincial tourism partners.



The "Spark" Mentorships & Grants Program will match selected applicants from the region with a tourism mentor, provide a \$3,000 grant and additional partner support to help take their new tourism ideas to the next level of development.

The goal is to find, foster and support new accessible tourism ideas, experiences and partnerships that will enhance current offerings, address gaps or challenges, motivate travel and longer stays, and increase year-round visits.

Applications are encouraged from entrepreneurs, small businesses and non-profit organizations based in the Kootenay Rockies from January 17 to February 28. Following a review process, five finalists will be invited to a virtual Pitch Session where three winners will be selected.

The “Spark” Program was first launched in Ontario in 2018 by the Tourism Innovation Lab and has now expanded to several regions across British Columbia.

The Kootenay Rockies Accessible Tourism “Spark” Program is presented by Destination British Columbia in collaboration with the Kootenay Rockies Tourism Association, and the Tourism Innovation Lab.



LEARN MORE

Richard Porges, President & CEO, Destination BC

“Destination BC is excited to launch the 'Spark' Program in the Kootenay Rockies region to support mentorship opportunities for local entrepreneurs as they endeavour to create accessible and innovative new tourism offerings and experiences.”

Kathy Cooper, CEO, Kootenay Rockies Tourism

“We are pleased to offer the 'Spark' grants and mentorship program, once again. This launch in the Kootenay Rockies region will provide businesses with a unique opportunity to build on their existing Accessible products and enhance the value of the experiences they are providing to visitors. We believe proving this opportunity to

crease some new offerings will complement the existing compelling products our regional businesses are currently providing their visitors."

Justin Lafontaine, Program Lead, Tourism Innovation Lab

"We are excited to be launching the BC 'Spark' Program in the Kootenay Rockies tourism region," said Justin Lafontaine, Program Lead of the Tourism Innovation Lab.

"We are keen to spark and support new accessible tourism ideas that will enhance the region's tourism offerings and drive innovation."

Kathy Cooper, CEO, Kootenay Rockies Tourism
Phone: 250-427-4838 #201
Email: Kathy@KootenayRockies.com

Destination BC Media Relations
Email: Media.Relations@DestinationBC.ca

Alex Berlyand, BC Programs Coordinator, Tourism Innovation Lab
Phone: 844-455-0325 #2
Email: Outreach@TourismInnovation.ca

SOCIAL MEDIA

Kootenay Rockies Tourism
LinkedIn: [@Kootenay-Rockies-Tourism](https://www.linkedin.com/company/@Kootenay-Rockies-Tourism)
Twitter: [@KootRocks](https://twitter.com/@KootRocks)

Destination BC
LinkedIn: [@DestinationBritishColumbia](https://www.linkedin.com/company/@DestinationBritishColumbia)
Twitter: [@DestinationBC](https://twitter.com/@DestinationBC)

Tourism Innovation Lab
Facebook: [@tourisminnovationcanada](https://www.facebook.com/@tourisminnovationcanada)
Instagram: [@tourisminnovationcanada](https://www.instagram.com/@tourisminnovationcanada)
Twitter: [@tourinnovation](https://twitter.com/@tourinnovation)

About Kootenay Rockies Tourism:

As the Regional Destination Management Organization (RDMO) for the southeast corner of British Columbia, Kootenay Rockies Tourism works in partnership with the provincial DMO, Destination BC, to grow the tourism economy in the region. We help deliver on both Destination BC's corporate strategy and the Ministry's Strategic Tourism Framework. Some of the pillars of both of these include Destination Development, Travel Trade & Travel Media, Touring & Exploring Marketing and Industry Development. Learn more at KRTourism.ca.

About Destination BC:

Destination British Columbia (Destination BC) is a Provincially funded, industry-led Crown corporation that supports a strong and competitive future for BC's tourism industry through a combination of global marketing, destination development, industry learning, cooperative community-based programs, and visitor servicing. Destination BC's programs help to improve the visitor experience, support businesses and communities across the province, and strengthen BC's worldwide reputation as a destination of choice. For more information about Destination BC's programs and services, please visit: DestinationBC.ca.

About the Tourism Innovation Lab

The Tourism Innovation Lab is a non-profit initiative created to find, foster and support new tourism ideas, experiences and partnerships, to cultivate and propel collaborations between the tourism and tech sectors, and to build a community of tourism innovators, idea makers and entrepreneurs. Launched in Ontario in 2018, the Lab and its "Spark" Mentorships & Grants Program are expanding to new regions across Canada. The Tourism Innovation Lab is a program of Hackforce and has a BC home base in Squamish. Learn more at TourismInnovation.ca.

Industry Events



Professional Development



Kootenay Rockies Online Imagebank



Research Data & Insights



[CONTACT US](#) | [ARCHIVED NEWS](#) | [IN THE MEDIA](#) | [UNSUBSCRIBE](#)

Kootenay Rockies Tourism (KRT) is one of British Columbia's five official Regional Destination Management Organizations (RDMO).

**The Kootenay Rockies Tourism staff are here to help
with all tourism industry services. Contact us any time:**

Kathy Cooper, CEO
Kathy@KootenayRockies.com

Wendy Van Puymbroeck

Director, Industry Development & Destination Marketing

Wendy@KootenayRockies.com

Shannon Harrison

Manager, Digital Content

Shannon@KootenayRockies.com

Karen Cook

Manager, Stakeholder & Corporate Communications

Karen@KootenayRockies.com

Heidi Korven

Regional Media Relations Specialist

Heidi@KootenayRockies.com

Rhiannon Paterson

Destination Development & Sustainability Coordinator

Travel Trade Specialist

Rhiannon@KootenayRockies.com

Sylvia O'Connor

Destination Development & Sustainability Coordinator

Sylvia@KootenayRockies.com

Bonnie Castle-Dixon

Finance & HR

Accounting@KootenayRockies.com

CONNECT WITH US



Copyright © |2021| Kootenay Rockies Tourism Association, All rights reserved.

Kaslo Administration

From: Annie Loosen <Loosen@y2y.net>
Sent: Friday, January 13, 2023 9:23 AM
Subject: Recreation Ecology and You!
Attachments: Y2Y_UNBC_RecEcologyProject_Update_20230112.pdf



Hello!

We have been making progress on the recreation ecology research project, which is a joint project between University of Northern British Columbia and Yellowstone to Yukon (Y2Y) Conservation Initiative. We want to thank you for your continued support and to highlight key milestones from 2022, and exciting work coming up in 2023!

Project Summary and Objectives

Western Canada is celebrated for its spectacular landscapes and unique wildlife and is an increasing outdoor tourism and recreation destination. However, the ecological impacts of recreation have been consistently identified as a leading stressor to fragmented mountain ecosystems and at-risk species. While federal and provincial governments have identified managing recreation as a priority, there is broad recognition that existing data sources and resources are inadequate.

Our research project will improve the understanding of when, where, and how people recreate and the impacts to wildlife. The project focuses on two areas in the Yellowstone to Yukon region: the Kananaskis-Ghost in Alberta and Upper Columbia of British Columbia (Figure 1).

We have three objectives to better understand recreation use and its impacts:

1. Map and classify trails from government and non-government sources.
2. Measure and model intensity of human use: when, where, how many, and which activities.
3. Model important wildlife habitat (grizzly bears, wolverines, and caribou) and compare to the intensity of recreation use.

By partnering with governmental agencies and recreation user groups, our research fills important knowledge gaps that are needed for land use planning, supporting actions for wildlife management and conservation, and promoting high-quality and sustainable recreation management in western Canada and beyond.

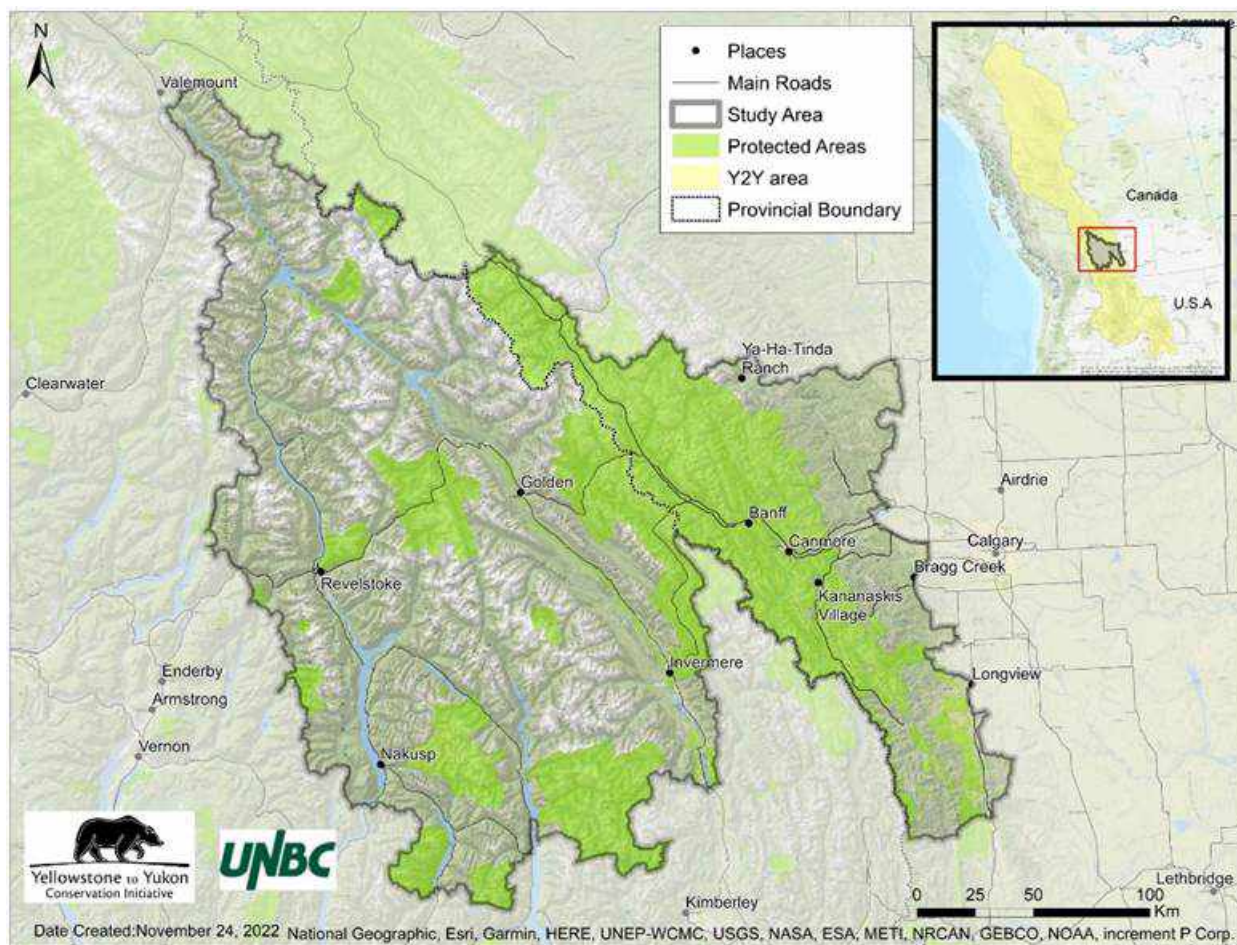


Figure 1: Map of the 63,000 km² study area (thick grey line) in western Alberta and eastern British Columbia of the Yellowstone to Yukon region (yellow shading in inset map).

Key Milestones and Project Updates

We are excited to share highlights from this past year.

Objective No. 1 is wrapping up!

Map and classify trails from government and non-government sources

- We compiled government and non-government data, often user-created sources, to map the cumulative footprint of recreation across the study region. We mapped nearly 54,000 kilometers of trails and linear features and found that user-created sources such as Open Street Maps can help improve estimates of recreation human footprint. This work highlights the recreation data gap managers face during land use and recreation planning and management.
- Results of this work are detailed in a technical report, which can be found [here](#). Results were also presented by [Talia Vilalta](#) at the BC Protected Areas Forum in Nanaimo, BC in December 2022.
- We also wrote a manuscript on the cumulative footprint of recreation to complement the report (resubmission to peer-review journal Feb 1, 2023).

Objective No. 2 is in the works

Measure and model intensity of human use: when, where, how many, which activities

We completed aerial surveys to assess the intensity and type of recreation inside and outside protected areas (Figure 2). Surveys occurred near Golden/Revelstoke, Canmore/Banff, and Kananaskis, and covered 7,300 km². These data will be incorporated into recreation use modeling in 2023. The success of this survey effort was made possible by our strong partnerships!

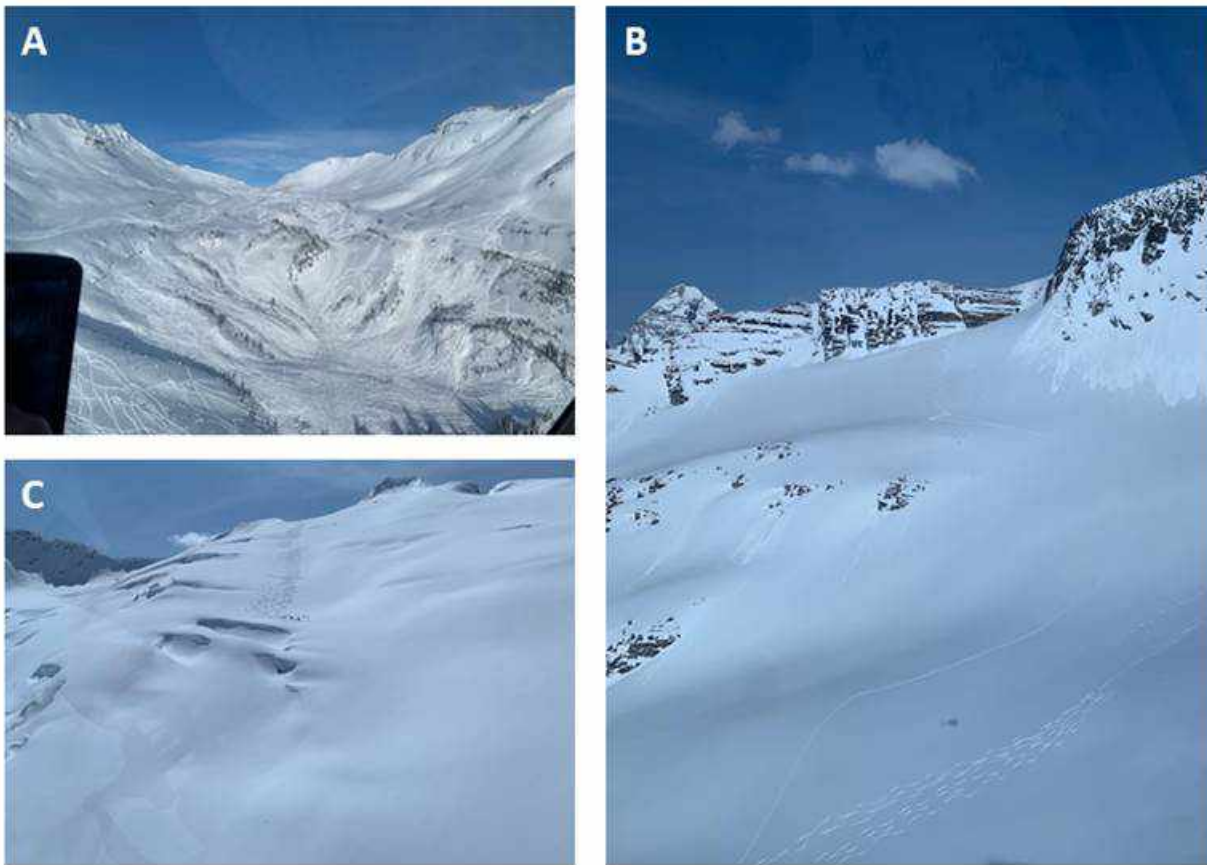


Figure 2. *Panel A.* Snowmobiling tracks seen from the helicopter near Golden, British Columbia. Photo credit: Aerin Jacob. *Panel B.* Backcountry skiing tracks. Photo credit: Devin Holterman. *Panel C.* A heli-skiing group in action. Photo credit: Devin Holterman

- Modeling for predicted human recreation use is underway. Annie Loosen presented this work at the BC Protected Areas Forum in Nanaimo, B.C. in December 2022. Preliminary models are expected in spring 2023.
- A report comparing traditional (e.g., trail counters) and newer data technologies (e.g., Strava Metro) for monitoring recreation is underway, with results expected in summer 2023.

Objective #3 is underway

Model important wildlife habitat and compare to the intensity of recreation use

- We synthesized existing wolverine habitat research and looked at future snow projections in the study area.
- A manuscript reflecting this work was submitted to a peer-reviewed journal in December 2022.
- Results were presented by [Gabe Schepens](#) at the Raincoast Conservation Foundation in June and the BC Protected Areas Forum in December 2022.
- Grizzly bear habitat modeling (Figure 2) is underway, using grizzly bear collar data shared by provincial and federal government staff and independent researchers. Preliminary modeling results are expected in spring 2023.
- Other species of interest for habitat mapping include mountain caribou.



Figure 2. A grizzly bear on the British Columbia-Alberta border. Photo credit: Troy Malish.

Other project updates

- We have a new and updated [website](#). Please check it out!
- A new science intern, Brynn McLellan, joined the team this fall and will be working on data management and analysis.
- Y2Y also welcomed Dr. Libby Ehlers as a Conservation Scientist this fall. Learn more about Libby's work [here](#).

What is coming next

- We look forward to more data analysis to complete objectives no. 2 and 3, and to finally compare the intensity of recreation use to wildlife habitat. 2023 will be a busy year!
- The recreation ecology team will present at the [Responsible Recreation: Pathways, Practices and Possibilities](#) conference in Revelstoke in May 2023 (FYI: call for proposals is open until Feb. 3, 2023). We encourage you to attend! Y2Y is also a partner and sponsor of this conference. For more information visit <https://cmiae.org/event/responsible-recreation-pathways-practices-and-possibilities>

We will continue to share project outputs as they become available. In the meantime, please reach out to us with questions (Project lead, Annie Loosen: loosen@y2y.net). We also ask you to please forward this update to your network! Thanks!

Our partners are the force behind the work at Y2Y and we want to thank you for your continued support!

Project Funders & Partners:

- Animal Welfare Institute
- Calgary Foundation
- Donner Canadian Foundation
- Eco Canada
- Habitat Conservation Trust Foundation
- Mitacs Canada
- Parks Canada
- RBC Foundation
- The Volgenau Foundation
- Wilburforce Foundation

- University of Northern British Columbia
- MITACS
- Government of Alberta
- Parks Canada
- Round River Conservation Studies
- Government of British Columbia

All the best,

Current project members

Talia Vilalta (M.Sc.) – Conservation Science Technician, Y2Y

Brynn McLellan (M.Sc.) – Conservation Science Intern, Y2Y

Gabe Schepens (M.Sc.) – Contract Researcher, Y2Y

Dr. Annie Loosen – Post Doctoral Researcher/Project Lead, University of Northern British Columbia (UNBC), Y2Y

Dr. Pam Wright – Professor, Wildland Conservation and Recreation, UNBC

Dr. Libby Ehlers – Conservation Scientist, Y2Y

(This update is also attached as a PDF for easy sharing)



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: January 20, 2023

SUBJECT: Remuneration and Expense Amendment Bylaw 1284

PURPOSE: *To consider adoption of a bylaw to update regulations for the reimbursement of expenses for Council and staff.*

OPTIONS:

Recommendation is indicated in **bold**. Implications are in *italics*.

1. **Adopt the bylaw. *The bylaw will take effect upon adoption.***
2. Do not adopt the bylaw. *Third reading must be rescinded if any changes are needed.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT Remuneration and Expense Amendment Bylaw 1284, 2023 be adopted.

ANALYSIS:

- A. **Background:** Remuneration and Expense Bylaw 1199 was adopted in 2017 and was amended in 2017 and 2018 (to adjust stipend amounts and reflect taxation rule changes). The following resolution was adopted at the 2022.12.13 Council Meeting:

THAT the Council Remuneration Bylaw be revised so that insurance, extended health, and dental benefits for Council may be provided at the municipality's cost.

Remuneration and Expense Amendment Bylaw 1284, 2023 received three readings at the 2023.01.10 Council Meeting.

- B. **Discussion:** The proposed bylaw includes changes as follows:

Section 3.2 – Council Remuneration

Language has been adjusted to clarify that Council members that are absent from the community but continue to participate in meetings electronically, as per the Procedure Bylaw, will not have their remuneration reduced.

Section 4 – Benefits Coverage

The words "at the member's expense" have been removed, and "will be made available" has been replaced with "may be made available". This change enables (but does not require) the Village to share the cost of providing benefits packages to Council.

Section 5.6 – Electronic Devices

In section 5.6 (a) the term of office for Councillors has been updated to reflect a 4 year term (formerly a 3 year term).

Section 7 – Expense Reimbursement Form

This section has been removed, along with Appendix A so that the form can be modified by staff (to reflect updated reimbursement rates) without requiring a bylaw amendment.

C. **Attachments:**

- DRAFT Remuneration and Expense Amendment Bylaw 1284, 2023
- Remuneration and Expense Bylaw 1199, as amended (current consolidation)

D. **Financial Implications:** Amending the bylaw does not trigger any costs. The estimated cost of providing a benefits package to Council is approximately \$12,000. Proceeding with this expenditure would require a further resolution from Council as it is above the threshold established in the purchasing policy.

E. **Corporate Priority:** Nil

F. **Communication Strategy:** Nil

CAO Approval: [Date approved by CAO]

VILLAGE OF KASLO

BYLAW NO. 1284

A BYLAW TO AMEND REMUNERATION AND EXPENSE BYLAW 1199, 2017

NOW, THEREFORE, Council of the Village of Kaslo, in open meeting assembled, ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as "Remuneration and Expense Amendment Bylaw No. 1284, 2023".

2. Substantive Provisions

2.1 Remuneration and Expense Bylaw 1199, 2017 is amended by deleting Section 4 and inserting the following in its place:

3.2 In the event of any member of Council being physically absent from the municipality, or otherwise unable to discharge the duties of office, for any 16 days or more in any one month, the remuneration that would otherwise be due to that member shall not be paid to that member for that month in which the member is absent unless the member was able to participate by electronic means pursuant to the Procedure Bylaw.

2.1 Remuneration and Expense Bylaw 1199, 2017 is amended by deleting Section 4 and inserting the following in its place:

4. Standard elected official health, dental and insurance group benefit plans may be made available for member(s) provided that there are sufficient participating members for group plan enrolment.

2.2 Remuneration and Expense Bylaw 1199, 2017 is amended by deleting Section 5 (6) (a) and inserting the following in its place:

5(6) (a) In the first year only of a four-year term of elected office, or upon by-election in the first year of any service as a Council member, Council members will be reimbursed for the purchase of an electronic device suitable to conduct the business of Council meetings to a maximum of Five hundred dollars (\$500.00) upon provision of receipt. The electronic device becomes the property of the Council member upon acquisition, and the member is responsible for all costs of maintaining the device in working order.

2.3 Remuneration and Expense Bylaw 1199, 2017 is amended by deleting Section 7.

2.3 Remuneration and Expense Bylaw 1199, 2017 is amended by deleting Schedule 'A'.

3. Effective Date

This bylaw shall take effect January 1, 2023.

READ A FIRST TIME this ____ day of _____, 2023.

READ A SECOND TIME this ____ day of _____, 2023.

READ A THIRD TIME this ____ day of _____, 2023.

RECONSIDERED AND ADOPTED this ____ day of _____, 2023.

MAYOR

CORPORATE OFFICER

Certified to be a true copy of "Remuneration and Expense Amendment Bylaw No. 1284, 2023"

CORPORATE OFFICER

VILLAGE OF KASLO

BYLAW NO. 1199, 2017 As Amended. Consolidated to 2023.01.05

VILLAGE OF KASLO REMUNERATION BYLAW NO 1199

WHEREAS Council may provide for the payment of remuneration and benefits to Council members for discharge of the duties of office;

NOW, THEREFORE, Council of the Village of Kaslo, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as “Remuneration and Expense Bylaw No. 1199, 2017” as amended.
2. In this Bylaw ***Municipality*** means the Village of Kaslo
3.
 - 3.1. There shall be paid in monthly installments out of annual revenue, an annual remuneration to Council members as follows:
 - a. to the Mayor, the amount of \$12,613.78 (January 1, 2019);
 - b. to the Councillors, the amount of \$6,627.69 (January 1, 2019)
 - c. to the Acting Mayor, when called upon to chair a Regular or Special in camera Council meeting in the absence of the Mayor, 10% of the monthly Mayor’s stipend as set out in subsection (a) in addition to the monthly remuneration paid to all Councillors as set out in subsection (b); and
 - d. to the Chairperson of a Standing Committee, for discharge of the duties of office in each month where a Standing Committee meeting is held, 10% of the monthly Councillor’s stipend as set out in subsection (b) in addition to the remuneration paid to all Councillors.
 - e. the amounts set forth in subsections (a) and (b) shall receive an annual adjustment based on the British Columbia Consumer Price Index (CPI) for the twelve month period January to December of the previous year. If the CPI is a negative amount, indemnity will not be reduced and will remain at the previous year’s level.
 - 3.2. In the event of any member of Council being physically absent from the municipality, or otherwise unable to discharge the duties of office unless by electronic means, for any 16 days or more in any one month, the remuneration that would otherwise be due to that member shall not be paid to that member for that month in which the member is absent.
4. Standard elected official health, dental and insurance group benefit plans will be made available for member(s) at their own expense provided that there are sufficient participating members for group plan enrolment.

5. Council members, while representing the Municipality, engaged in municipal business or attending a meeting, course or convention away from the Municipality, will be paid by the Municipality, at cost, including applicable taxes unless otherwise specified for:

5.1. Private car transportation

- a. Mileage shall be reimbursed at rates published twice yearly by the National Joint Council of the Public Service of Canada (Federal Treasury Board).
- b. Reimbursement for parking essential to the business may be claimed, receipts are required, and parking machine tickets marked with the total paid and signed by the member are required.
- c. Members are responsible for ensuring the proper vehicle use is insured on the individual's own motor vehicle, and the Municipality accepts no responsibility for motor vehicle insurance.
- d. Should Council members elect to travel together in a private motor vehicle, only one mileage allowance shall be payable per vehicle.
- e. Whenever there is a choice of mode of transportation and the Council member elects to travel by use of a private motor vehicle, an allowance equal to the lesser of mileage or the most economical airfare available and connections, shall be paid.

5.2. Public Transportation

- a. Plane reservations required will be made through the Village of Kaslo office. Air travel is the accepted method of transportation except where the use of a private motor vehicle is more economical or seasonal risk of flight cancellation or diversion is considered elevated by the Chief Administrative Officer.
- b. Reimbursement of actual expenses for the member only incurred through the use of buses, ferries, taxis and tolls. Receipts are required.
- c. Car rentals, corporate rates where available. Receipts are required.

5.3. Accommodation

- a. Reservations are made, wherever possible, through the office.
- b. Accommodation expenses may be reimbursed based on single occupancy rates. Receipts are required for commercial accommodation.
- c. A member of Council who uses private accommodation may be reimbursed at the rate of \$25 per day.

5.4. DELETED

5.5. Meal and Incidental Allowance

- a. Reimbursement will be provided at the rates published by the National Joint Council of the Public Service of Canada (Federal Treasury Board) for each 24 hour period he/she attends meetings on behalf of the municipality. The allowance is intended to compensate for all meal and incidental expenses incurred while representing the municipality and are calculated as follows:

| | DEPART PRIOR TO | RETURN AFTER | |
|-----------|-----------------|--------------|----------|
| BREAKFAST | 7:00am | | NTB RATE |
| LUNCH | 12:00 noon | 12:30pm | NTB RATE |
| DINNER | 6:00pm | 6:00pm | NTB RATE |

- b. Advance allowance requests must be formally approved by the Chief Administrative Officer at least one week in advance of authorized travel or meeting attendance.
- c. Receipts are not required for approved meal and incidental allowance reimbursement.
- d. Where a meal is provided without charge or is paid from municipal funds, no claim can be made for that meal.

5.6. Electronic devices for paperless Council meetings, available to Council members only

- a. In the first year only of a three year term of elected office, or upon by-election in the first year of any service as a Council member, Council members will be reimbursed for the purchase of an electronic device suitable to conduct the business of Council meetings to a maximum of Five hundred dollars (\$500.00) upon provision of receipt. The electronic device becomes the property of the Council member upon acquisition, and the member is responsible for all costs of maintaining the device in working order.
- b. In the event of resignation by a Council member prior to expiration of the full term of office, the pro-rated value remaining of the electronic device is payable to the Municipality.

5.7. Per Diem, available to Council members only

- a. A per diem allowance, when on authorized Council business outside of the Municipality, of \$75 is allowable when absence from the Municipality exceeds Eight (8) hours.
6. Following attendance by Council members at meetings and/or conferences, a written or oral report shall be submitted to Council in a timely fashion. A written report of highlights in point form is acceptable.

7. In addition to the above, the template form for Council meeting and expenses is contained in Schedule 'A' attached hereto.
8. Section 5 shall stand as the meeting and expense policies that govern the same for municipal employees, where applicable, in the execution of municipal business.
9. This Bylaw shall come into full force and effect retroactively on 1st January 2017.
10. Bylaws 1138 and 1169, Council Member Remuneration and Expense Bylaws, are hereby repealed.

READ A FIRST TIME this 14th day of February, 2017.

READ A SECOND TIME this 14th day of February, 2017.

READ A THIRD TIME this 14th day of February, 2017.

RECONSIDERED AND ADOPTED this 28th day of February, 2017.

LAST AMENDED March 26, 2019.



REQUEST FOR COUNCIL DECISION

PREPARED BY: Stephanie Patience, Deputy Clerk-Treasurer DATE: January 17, 2023

SUBJECT: 2023 WildSafeBC Program

PURPOSE: To seek Council approval for participation in the 2023 WildSafe BC program

OPTIONS:

Recommendation is indicated in **bold**. Implications are in *italics*.

1. **Support the program. A 2023 program will be delivered locally.**
2. Do not support the program. *A 2023 program will not be delivered locally.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Village of Kaslo provide \$2,000 towards the delivery of a 2023 WildSafe BC program for the area.

ANALYSIS:

- A. **Background:** WildSafe BC is a program delivered by the BC Conservation Foundation which promotes and delivers public education to reduce human-wildlife conflicts. The Village of Kaslo participated in the 2022 WildSafe BC program, and Lisa Thompson was hired as the local Community Coordinator. The Village of Kaslo has been asked to confirm their interest in and support of a similar local program for 2023.
- B. **Discussion:**
The Village of Kaslo is working towards becoming a Bear Smart community. The partnership with WildSafe BC furthers this goal and allows the Village to assist residents in reducing conflicts with wildlife in a cost-effective manner. In order for a Community Coordinator position to be created locally, financial support of \$4,000 is required. The local position covers the Village of Kaslo, as well as surrounding portions of Area D. The RDCK contributes a portion of the costs that covers the difference on behalf of the Area D communities. An additional contribution of at least \$2000 is required for 2023.
- C. **Attachments:**
 - WildSafe BC Community Program Application Information
 - WildSafe BC Community Application 2023 DRAFT
 - WildSafe BC Kaslo and Area D Annual Report
- D. **Financial Implications:** In 2022, the Village of Kaslo contributed \$2,000 towards the program, with an additional \$3,000 provided by the RDCK. Staff recommends a contribution of \$2,000 from the Village of Kaslo for 2023. Depending on the RDCK's commitment this year the funding combination will either meet or exceed the total minimum contribution requirement for a local Community Coordinator position.
- E. **Corporate Priority:** Nil
- F. **Communication Strategy:** Nil

CAO Approval: 2023.01.23



WildSafeBC Community Program Application Information 2023

WildSafeBC is the provincial leader in preventing conflict with wildlife through collaboration, education and community solutions. It has evolved out of the highly successful Bear Aware program and is managed and delivered by the British Columbia Conservation Foundation (BCCF).

The WildSafeBC Community Program

A part-time community coordinator that is hired trained and supervised by BCCF leads WildSafeBC Community Programs. These annual contracts typically run from mid April/May to November 30, and include a minimum of 400 contract hours. Local coordinators are responsible for delivering the WildSafeBC Community Program by working closely with their community liaison(s) and local Conservation Officers. An annual report, summarizing the program's activities, is made available each year on our [website](#).

How the Program is Funded

The BC Conservation Foundation (BCCF) currently applies for funding from the Provincial Government and Columbia Basin Trust in order to provide communities with an additional grant to supplement their contributions. The amount BCCF receives annually varies and is not guaranteed. Communities that apply for a WildSafeBC Community Program will automatically be considered for additional funding support if available. Combined with community funds, the total program budget is used to pay for local program delivery including coordinator salary and benefits, mileage and office expenses, toolkit education materials and program administration, as well as coordinator training and supervision.

The WildSafeBC Community Program application process is competitive as BCCF receives more requests than funds available. Applicants can strengthen their application in a number of ways:

- Provide support to the local coordinator with local in-kind resources such as providing office space, an office or mobile phone, storage area for materials, and/or access to printing services
- Completion of the [Bear Smart Community](#) program six criteria. Points are awarded for each criteria met. Proof of completion is required.
- Hosting Bear and/or Wildlife Working Group meetings, which includes attendance by the local government staff (e.g. bylaw, solid waste, environmental departments), Conservation Officer Service, and other key community partners (e.g. local First Nations, stewardship groups etc.)
- Work with other funding partners to increase contributions beyond the minimum \$4000 threshold.

Application Process

Communities are required to submit their application in the month of January of every year. The application must include a minimum of \$4,000 in community funds in order to be considered. If their application is successful, and primary funding is secured, their contribution will be augmented by a funding grant to deliver a minimum 400 hour WildSafeBC Community Program. Communities are required to apply even if they are fully self-funded and are not relying on a grant.



To apply for this Program, and potential funding grant, please complete the application form attached and email it to programs@wildsafebc.com by **January 31, 2023**. If you have questions regarding the form, need guidance on levels of funding required, please contact us by email to set up a mutually convenient time.

| Key Dates in 2023 | Description |
|--|--|
| January 3 rd | Application intake is open |
| January 31 st | Applications are due - email to programs@wildsafebc.com |
| March 31 st | Community Program Applicants are notified |
| April 11 th | Typical start date for returning WildSafeBC Community Coordinators |
| April 30 th | Community Program funding payments are due for the community's portion of their contribution |
| May 8 th – 11 th | WildSafeBC New Community Coordinator Training |
| May 15 th | New coordinators begin working in their communities |
| November 30 th | Typical Program End Date |

Thank you for your interest and support of WildSafeBC and our mission to keep wildlife wild and communities safe.

Lisa Lopez
WildSafeBC Program Coordinator
250-828-2551 ext 109
programs@wildsafebc.com

Vanessa Isnardy
WildSafeBC Program Manager
250-828-2551 ext 110
bc@wildsafebc.com



WildSafeBC Community Program Application 2023

To apply for this program, please review the WildSafeBC Community Program Application information document and submit this application by **January 31st, 2023** by email to programs@wildsafebc.com.

Organization Information

Name of Organization: _____

Contact Name and Title: _____

Contact Mailing Address: _____

Telephone: _____ Email: _____

Community Information

Please list all of the communities and the approximate population that would be serviced by this program:

| Community | Population (approximate) |
|---------------------------------|--------------------------|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| Total Population Served: | |

Applicant Funding Contribution*

| Funder | Amount Confirmed | Tentative Amount** |
|----------------------|------------------|--------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| Total Amount: | | |

*communities are required to contribute a minimum of \$4000 in order to apply for community program

** amounts that are tentative must be confirmed by March 31, 2023.

In-Kind Support

Please check all items your community is able to provide to support the Community Program.

| ITEM | YES | NO |
|-----------------------------|-----|----|
| Office and/or storage space | | |
| Office phone | | |
| Printing/copying services | | |
| Cell Phone | | |
| Computer | | |
| Material storage space | | |

Other:

Bear Smart Community Progress

Please fill out the following form with regards to Bear Smart initiatives undertaken within your community. Consult the Province's [Bear Smart Community criteria](#). With regards to implementing an education program, please indicate the years (e.g 2018, 2019, 2022 = 3) you had a WildSafeBC Community Program: _____

| Provincial Bear Smart Community Program Criteria | Not started | Will start in 2023 | In Progress | Completed* |
|--|-------------|--------------------|-------------|------------|
| 1. Prepare a bear hazard assessment of the community and surrounding area. | | | | |
| 2. Prepare a human-bear conflict management plan that is designed to address the bear hazards and land-use conflict identified in the previous step. | | | | |
| 3. Revise planning and decision-making documents to be consistent with the bear-human conflict management plan. | | | | |
| 4. Develop and maintain a bear-resistant solid waste management system. | | | | |
| 5. Implement "Bear Smart" bylaws prohibiting the provision of food to bears as a result of intent, neglect, and irresponsible management of attractants. | | | | |

*Please submit latest copies and/or examples with your application (e.g. Bear Hazard Assessment, wildlife attractant bylaw).



Bear or Wildlife Working Groups

Human-wildlife conflicts cannot be addressed by one organization alone. Programs in reducing conflict with wildlife will be more effective when working with an engaged community. One of the ways this can be addressed is through the establishment of a bear and/or wildlife working group and/or committee. The composition of these working groups can vary by community but typically includes representation by local government, Conservation Office Service, local First Nations, community interest groups, waste management contractors, local RCMP, and WildSafeBC (if there is an existing program).

Please describe your community's recent efforts in establishing a working group and how often meetings have been held. Please limit your response to 250 words.



Community Need and Support

Please describe your community's need for this program, how the program will be supported and what goals are you trying to achieve with regards to human-wildlife conflict reduction. Please limit your response to 500 words.

CONDITIONS OF APPLICATION

1. **The applicant acknowledges that submission of an application does not guarantee funding.** Should funding be awarded by BCCF to a successful applicant, it is only for the current year and does not guarantee success in subsequent years. BCCF is a non-profit organization and funding availability changes annually and therefore, so does the amount of funding allocations available.
2. The applicant agrees to all funding commitments made herein during the term of the program.
3. Upon acceptance by March 31st, 2023, partners will receive an invoice from BCCF for the balance indicated on your application, which will be due by May 1st, 2023. Amounts listed as tentative will not be used to evaluate your application and must be confirmed by March 31st.
4. The applicant acknowledges that funding is to be used towards program delivery costs including the wages of a WildSafeBC Community Coordinator or as designated by BCCF.
5. The WildSafeBC Community Coordinators are employees of BCCF. The hiring, training, and supervision of WildSafeBC Community Coordinators are the responsibility of BCCF.
6. The applicant agrees to work on completing some or all of the Bear Smart Community criteria in order to qualify for additional funding support.
7. A WildSafeBC final report for the 2023 program will be completed by the WildSafeBC Community Coordinators in the prescribed WildSafeBC format that will be made publicly available on our [website](#).
8. The WildSafeBC Program is politically, socially, and culturally impartial and non-partisan with respect to wildlife management.
9. The program is designed to run from May to November 2023. Returning coordinators may be able to start by April 11th, 2023.
10. Please note: Monies unspent during the program year will automatically be rolled over for use in subsequent years unless specified by our partner. Monies that are unspent and returned to the partner will be pro-rated based upon original contributions. Carried over funds will not be considered as part of the annual required contribution in subsequent years.

Upon program approval by BCCF, this signed application forms the contract between your community and the BCCF.

By signing below, I agree to the terms and conditions of the application and I acknowledge that the information contained herein is true and correct to the best of my knowledge:

Date: _____ (dd/mm/yyyy) at _____ (place).

Name: _____ (Print), _____ (signature).

WildSafeBC Annual Report 2022

Kaslo and Area D

Prepared by: Lisa Thomson

WildSafeBC Kaslo and Area D Coordinator



Executive Summary

This report describes the activities of the 2022 WildSafeBC Community Coordinator (WCC) in Kaslo and Regional District of Central Kootenay (RDCK) Area D (Figure 1). WildSafeBC respectfully acknowledges that this program operates on the traditional territory of the Ktunaxa, Syilx (Okanagan), and Sinixt Peoples. The WCC is grateful to have the opportunity to work in this territory.

Kaslo and Area D are located within the watershed of the Columbia Basin with settlements surrounding Lake Kootenay and to the southwest and east of Duncan Lake. The area has numerous creeks and rivers such as the Duncan River, Lardeau River, Meadow Creek, Cooper Creek, Fry Creek, Kaslo River, Fletcher Creek and Falls. These waterways can serve as corridors for wildlife seeking fish or natural fruits and vegetation. Settled between the Selkirk and Purcell mountain ranges, grizzly bears, black bears, elk, and mountain goats, are all known to venture down the mountainsides from alpine meadows to visit Kootenay and Duncan Lake. The WildSafeBC Kaslo and RDCK Area D program covers the communities of Gerrard, Popular Creek, Howser, Meadow Creek, Argenta, Johnsons Landing, Cooper Creek, Schroeder Creek, Lardeau Valley, Shuttly Bench, Kaslo, Fletchers Falls, Mirror Lake and Ainsworth (Figure 1).

In 2022, wildlife activity reported was somewhat decreased compared to 2021. There were 39 wildlife reports made to the Conservation Officer Service (COS) in the Kaslo and Area D region. Of these, 25 (64%) reports were of black bears.

The WCC performed outreach activities with the goal of preventing conflict with wildlife in the community. These activities included:

- 1 WildSafe Ranger presentation with 14 youth reached.
- Through door-to-door activities, 16 people were contacted in person and 84 received door hangers.
- There were 4 booths held at the Kaslo Saturday Market and Kaslo Transfer Station with 113 people reached.
- The WildSafeBC Kaslo Facebook page grew from 351 to 518 followers, as a result of 46 posts made from May 15, 2022 to November 30, 2022.
- 3 businesses renewed the WildSafeBC Business Pledge commitment.
- 2 campgrounds and sites were provided Bare Campsite Program materials.

The key attractants reported to this WCC in 2022 were livestock, carrion, and fruit trees, resulting in human-wildlife encounters this season with 25 black bears and 11 grizzly bears. Management of these attractants by residents remained challenging, however, with WildSafeBC initiatives and collaborations such as educational outreach, door-to-door campaigns, fruit gleaning programs, electric fencing workshops, and supporting the Village of Kaslo moving towards becoming a Bear Smart Community, the community will be able to continue to improve their ability to “keep wildlife wild and the community safe”.

The WCC thanks the BC Conservation Foundation, the Province of BC, the Regional District of the Central Kootenay, the Village of Kaslo and Columbia Basin Trust for funding the program.



Figure 1. WildSafeBC Kaslo and Area D program coverage area.

Table of Contents

| | |
|---|----|
| Executive Summary | 1 |
| Highlights from the 2022 Season | 4 |
| Wildlife Activity | 4 |
| WildSafe Ranger Program..... | 5 |
| Display Booths | 6 |
| Door-to-Door Education and Community Support..... | 7 |
| Bin Tagging | 7 |
| Social Media and Press | 8 |
| Wildlife in Area Signs..... | 8 |
| Collaborations | 9 |
| WildSafeBC Business Pledge..... | 9 |
| WildSafeBC Bare Campsite Program | 9 |
| Special Initiatives..... | 10 |
| Challenges and Opportunities | 10 |
| Acknowledgements..... | 11 |

Table of Figures

| | |
|---|----|
| Figure 1. WildSafeBC Kaslo and Area D program coverage area..... | 2 |
| Figure 2. Reports to the COS and WARP by species from Jan 2017 to Nov 2022..... | 4 |
| Figure 3. Black bears reported in Kaslo and Area D from Jan 2017 to Nov 2022..... | 5 |
| Figure 4. Wildlife Rangers Program at Jewett Elementary School in Meadow Creek..... | 6 |
| Table 1. Displays at Community events, 2022 | 6 |
| Figure 5. Booth display at the Kaslo Saturday Market & Transfer Station, 2022 | 7 |
| Figure 6. Bear in Area sign posted in the Kaslo Community Garden | 8 |
| Figure 7. True Blue Kaslo Home Hardware renewed the WildSafeBC Business Pledge..... | 9 |
| Figure 8. Brochures at local campgrounds | 10 |

Cover Photo: Black bear passing through in Kaslo, BC.

Highlights from the 2022 Season

Wildlife Activity

Data for wildlife activity is captured by reports made to the Conservation Officer Service (COS) through the RAPP line (1-877-952-7277) and through the RAPP on-line reporting form. Such data is available to the public through the WildSafeBC Wildlife Alert Reporting Program (WARP) at <https://warp.WildSafeBC.com/warp/>. The data is updated daily and this report for Kaslo and Area D includes data from January 1, 2017 to November 26, 2022 (Figure 2). WARP underwent a software update early in the season, which prevented the inclusion of several factors in the report, including attractants and outcome. Therefore, these aspects of WARP will be excluded in this season's report.

There were 25 black bear reports for Kaslo and Area D, which is a reduction from the past three years (Figure 3). Grizzly bear reports increased this season with 11 reports. The region had its first cougar report since 2019. These reports were from encounters by residents in Kaslo, Mirror Creek, Shuttly Bench and Meadow Creek. Deer were not reported this season, unlike previous years.

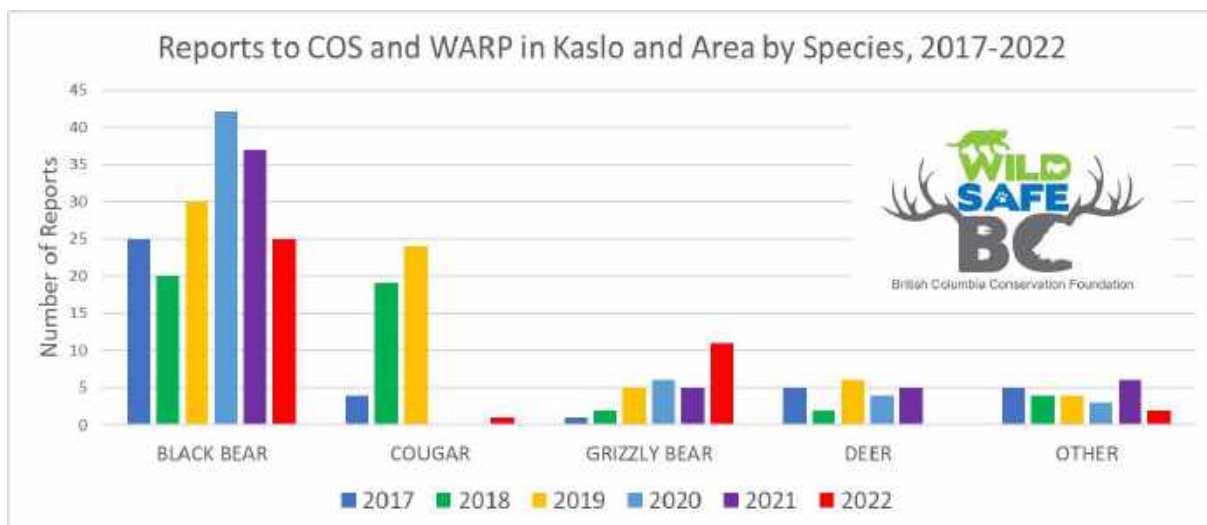


Figure 2. Reports to the COS and WARP by species from January 1, 2017 to November 26, 2022.

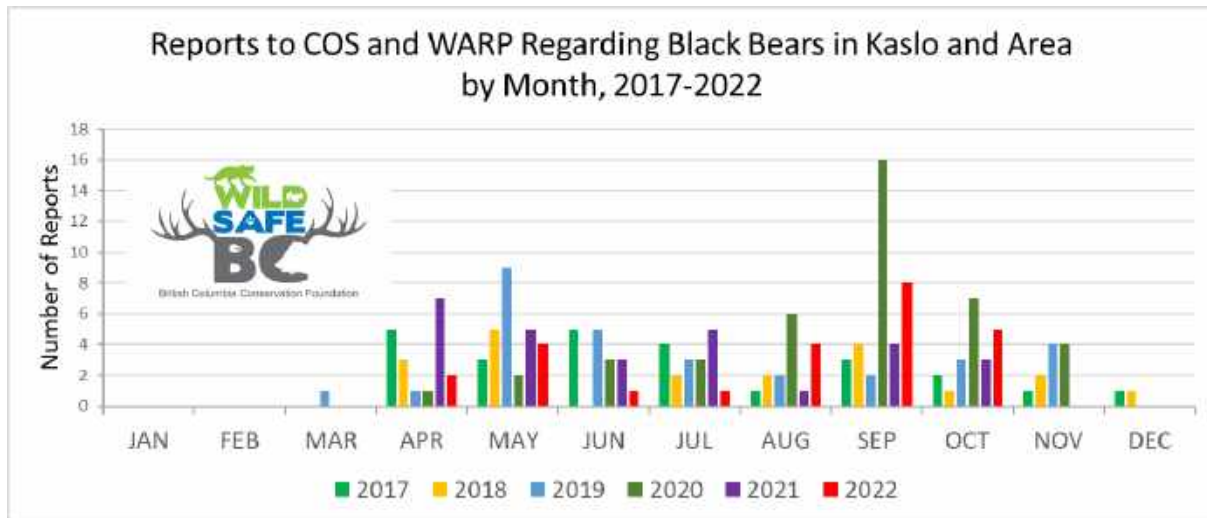


Figure 3. Black bears reported in Kaslo and Area D from January 1, 2017 to November 26, 2022.

WildSafe Ranger Program

The WildSafe Ranger Program (WRP) introduces youth to the basic needs of local wildlife (water, food, shelter and space), the concept of human-wildlife conflict, and how we can avoid and reduce our interactions with wildlife. Youth are encouraged to take an active role in reducing human-wildlife conflict at home by helping their families identify backyard wildlife attractants. Youth are also taught how to stay safe while in wildlife country and the best way to react in the event of encounter.

There was one WRP presentations held at the Jewett Elementary School in Meadow Creek with nine children from kindergarten to Grade 6 in attendance (Figure 4). The students became WildSafe Rangers and received WRP activity kits (activity book, bookmark, stickers, buttons and brochures on bears) to take home with them.



Figure 4. Wildlife Rangers Program at Jewett Elementary School in Meadow Creek

Display Booths

WildSafeBC attended three Kaslo Saturday Markets between July and October (Figure 5; Table 1). Unfortunately, due to illness, the WCC was not able to attend the Lardeau Valley Fall Festival in October. This additional outreach opportunity would be valuable to revisit for the next season.

A display booth was set up at the Kaslo Transfer Station to help educate local visitors on the importance of reporting wildlife encounters and how to mitigate such experiences through attractant management. This event reached the outer communities that do not have access to in-town services and so have different needs regarding attractant management strategies as well as different experiences with wildlife encounters and conflicts.

Table 1. Displays at Community events, 2022.

| Date | Event | People reached |
|-----------------------|------------------------|----------------|
| July 2022 | Kaslo Saturday Market | 42 |
| August 2022 | Kaslo Transfer Station | 14 |
| September 2022 | Kaslo Saturday Market | 30 |
| October 2022 | Kaslo Saturday Market | 27 |



Figure 5. Booth display at the Kaslo Saturday Market & Transfer Station, 2022.

Door-to-Door Education and Community Support

Door-to-door education outreach was made by the WCC to ensure that everyone in an area is aware of recent wildlife activity and serves as a reminder about managing attractants. Door-to-door education consisted of leaving informative door hangers at residences when the resident was not at home to have a conversation. This ensured that every resident in the area with human-wildlife encounters or increased activity was included and visited. The use of door hangers increased communication with residents.

Specific areas were prioritized in the neighbourhoods of Kaslo and Area D where encounters with wildlife were reported to the COS, WARP, the Kaslo RCMP, or directly to the WCC. While canvassing the WCC also gained information in areas with increased wildlife activity that may have not been reported directly to the COS or WARP. Door-to-door education took place in upper and lower Kaslo, Shuttly Bench, and Mirror Lake. In total, 100 residential properties were visited. Of those 100, 16 were in-person conversations with residents who were home and available at the time of the canvassing session.

Following canvassing sessions the WCC was approached and contacted in follow-up by email, Facebook messaging, phone and in person by residents in Kaslo and Area D wanting to discuss more about topics from bear safety, skunks, electric fencing, fruit tree management, waste management, and human-wildlife encounters on properties.

Bin Tagging

Bin tagging consists of placing a highly visible and removable warning sticker on top of residential containers set curbside the evening before collection. WildSafeBC garbage tagging normally focuses on garbage bins alone, however recyclables and recycling bins can also be

attractants to black bears especially if bins are left outside, or bins and their contents are not clean and so these bins can also be tagged if left out and unsecured during bin tagging outings.

Kaslo and Area D residents and businesses dispose of waste and recyclables either by contracting a service provider, or by travelling to either the Kaslo Waste Transfer Station or the Marblehead Waste Transfer Station operated by the RDCK.

It had been the experience of this WCC, through conversations with locals and members of Kaslo Bear Smart Working Group, that residents “self-police” their neighbourhoods with regards to garbage bins placed out early. Along with 2021 minimal offences (6), with 100% compliance rate, this season did not see a bin tagging campaign executed.

Social Media and Press

The WildSafeBC Kaslo and Area D Facebook page grew from 351 to 518 page followers. The highest number of people reached for a Facebook posting was 1,628 in October regarding bears and fruit trees. A post on Bat Week in October also proved to be popular with 162 viewers.

There was one news article in *The Valley Voice* that was co-commented on with the WildSafeBC Arrow-Slocan Lakes Coordinator. This collaboration allowed both WildSafeBC program areas to combine information and outreach opportunities to get messaging out to more community members.

Wildlife in Area Signs

In August 2022, a Bear in the Area sign was placed within the Kaslo Community Garden compound after repeat reports of a black bear accessing the garden (Figure 6). Upon canvassing the area, there were no obvious attractants found. The large compost may have been the source of attractant, however, there was no evidence that it had been tampered with by the bear.



Figure 6. Bear in Area sign posted in the Kaslo Community Garden

Collaborations

Although WildSafeBC does not participate directly in fruit gleanings or installation of electric fencing, the WCC does connect people to Kaslo Food Hub's Harvest "Feed Families Not Bears" sharing program for fruit gleanings. WildSafeBC also collaborates with Grizzly Bear Coexistence Solutions for advice and referrals on electric fencing installation.

The WCC provided information and educational materials for the Kaslo Bear Smart Working Group, and attended their booth at the Kaslo Saturday Market in June 2022.

In August 2022, the WCC provided support to the WildSafeBC Arrow-Slocan Lakes program for bear spray workshops at two RDCK transfer station locations in Rosebery and Nakusp. During these events, nine RDCK employees were in attendance.

WildSafeBC Business Pledge

The WildSafeBC Business Pledge has been developed to encourage businesses to become good examples in their community and demonstrate through their actions how to safely co-exist with wildlife. The WildSafeBC Business Pledge helps support communities in becoming Bear Smart. To take the pledge, a business is required to follow best practices in solid waste management, provide adequate training to staff and support the WildSafeBC safety and conflict reduction information. In return, WildSafeBC provides ongoing support to the business in the form of staff training, WildSafeBC materials, and a WildSafeBC Business Pledge poster. Three businesses in Kaslo renewed their WildSafeBC Business Pledge this year:

- True Blue Kaslo Home Hardware (Figure 7)
- The Kaslo Adventure Centre
- Kaslo Kayaking



Figure 7. True Blue Kaslo Home Hardware renewed the WildSafeBC Business Pledge.

WildSafeBC Bare Campsite Program

In 2021, WildSafeBC introduced a new program called the WildSafeBC Bare Campsite Program which aims to reduce wildlife attractants at camping sites and provide programming on how to successfully camp and co-exist with bears and other wildlife species. In 2022, The WCC visited two campgrounds and provided brochures informing users about wildlife and camping in bear country (Figure 8). Campgrounds included Kaslo Municipal Campground and Mirror Lake Campground.

With increased demand and interest in outdoor camping by locals and visitors again this year and with the goal of reducing attractants such as garbage at campsites in Kaslo and Area D,

this program can be presented to more campground operators in the area in the next season's programming to make an even greater impact on reducing human-wildlife conflicts.



Figure 8. Brochures at local campgrounds

Special Initiatives

September is the month when the WildSafeBC BC Goes Wild campaign occurs. This initiative is geared toward encouraging individuals to engage in activities that promote keeping our wildlife wild and communities safe. This year, the WCC collaborated with neighbouring WCC's from Castlegar and Selkirk-Purcell communities to host a "Bears & Brews" trivia night at the Angry Hen Brewery in Kaslo on October 4, 2022. This successful event had 16 enthusiastic attendees.

In addition, a colouring competition for youth was promoted at the Kaslo Saturday Market and online, connecting other local residents with the BC Goes Wild campaign.

Challenges and Opportunities

Fruit trees continue to be a main source of attractants in the community. These trees draw wildlife into residential areas. Bears have been reported damaging trees and remaining in people's yards, which affects the safety of the neighbourhood. Several areas have been identified as hotspots in the community and would benefit from increased education, tree trimming or removal, and/or fruit gleaning activities.

There has been an increase in communications around fruit sharing and assistance with overabundant fruit as seen in social media postings. To address the abundance of fruit in the community, the following initiatives should be implemented in 2023:

- Electric fence demonstration and workshops.
- Continue to connect residents through a social media food-sharing group.
- Education campaigns focusing on the hazards and solutions for reducing human-wildlife conflicts through social media, news articles, and workshops.
- Increased door-to-door campaigns in hotspots.

Opportunities to address local food security, waste management, and managing bear attractants needs to continue through dialogue and the common interests of many residents and community groups in Kaslo.

Additionally, the Village of Kaslo has made great progress in becoming Bear Smart with the Animal Attractant Bylaw coming into effect recently. In addition, the Village continues to work from the framework and suggestions put forward in the Bear Hazard Assessment completed in January 2022. A Kaslo Bear Smart Working Group has been formed and has been working together on this initiative since the fall of 2020. The working group has supported the work of the WCC and has been involved in education and outreach opportunities as well as identifying locations with fruit trees as attractants in Kaslo. Maintaining communications and support to the Village and staff by the Kaslo Bear Smart Working Group and the WCC can assist Kaslo in their progress towards becoming a designated Bear Smart Community.

Acknowledgements

Thank you to local Conservation Officers Nathan Smienk and Jason Hawkes, whose valuable support was immeasurable for this new WCC during this 2022 season. Thanks to the Village of Kaslo Council and staff for their support and receptivity to Bear Smart and wildlife safety initiatives in Kaslo. Thank you to the Regional District of Central Kootenay, the Columbia Basin Trust, the BC Government and BC Conservation Foundation (BCCF) as well, for providing funding for such a vital community program.

Thank you to Kathy Allaire of the North Kootenay Lake Community Services Society and the Kaslo Food Hub for coordinating fruit gleanings opportunities and for organizing the Kaslo Saturday Markets. Thank you to Gillian Sanders of Grizzly Bear Coexistence Solutions for expertise in electric fencing. Thank you to Marlaine Blanche, Anna Kallstrom, Joan Murach, Gillian Sanders, and Patricia Feeney of the Bear Smart Working Group for Kaslo for the efforts to support Kaslo's interest in becoming a Bear Smart Community and continued efforts to educate and reduce bear attractants in the community.

And finally, thank you to all the residents, tourists, farmers, and communities of the Kaslo and Area D program area with whom the WCC met and had conversations around wildlife safety and reduction of attractants.

PREPARED BY: Ian Dunlop, CAO

DATE: January 24, 2022

SUBJECT: Kaslo River Dike and Bank Remediation Project

PURPOSE: To seek Council approval to proceed with contracting the first phase of Kaslo River Dike and Bank Remediation project construction.

OPTIONS:

Recommendation is indicated in **bold**. Implications are in *italics*.

1. **Approve procurement of materials from Terrafix Environmental Technology Inc. for \$49,459 + GST. Phase 1 of the river bank project, involving sites 1 and 2, will proceed once materials are on site and as weather permits.**
2. Do not purchase the materials. *Work on site 1, involving the construction of an engineered MSE wall, will not proceed. Only site 2, which is riprap placement, will proceed.*
3. Refer back to staff to investigate other options for sourcing. *This could delay the project.*

RECOMMENDATION:

THAT Council approves procurement of materials Phase 1 of the Kaslo River Dike and Bank Remediation Process from Terrafix Environmental Technology Inc. for \$49,459 + GST.

ANALYSIS:

- A. **Background:** The remediation of the Kaslo River dike and bank is recognized as an important flood mitigation project that has been planned since 2016.

The remediation work includes a combination of rip rap bank (sections 2 and 3b), mechanically stabilized earth (MSE) wall (section 1 and 3) and dike rehabilitation (section 4). See map below. The project is divided into 2 phases. Phase 1 is sections 1 and 2, funded through the 2018 UBCM Structural Flood Mitigation program. Phase 2 is sections 3 and 3b, funded through the 2022 program.



Environmental permits and approvals process with the FLNRORD and DFO commenced in late 2019 and permission letters were received in August 2021. The permits are good until the end of April 2023. Funding for Phase 1 also expires at the end of April. An extension can be sought for Phase 2 if work does not proceed on those sections this spring.

- B. **Discussion:** While the construction contract and timeline are being finalized, the materials needed for the project can be ordered directly from the Village. We have the aggregate raw materials available in our gravel pit to use for fill, rip rap, and MSE rock. The native soil is also being tested for suitability to use in place.

Materials for construction of the MSE wall were specified by the consulting engineer. These included SierraScape MSE galvanized wire mesh for the face of the wall, which is back filled with the MSE rock and stabilized with a plastic Geogrid system that ties the wall into the riverbank. Geotextile fabric is put over fine gravel and fill so it does not get washed away, while the large rock provides the armouring protection for long-lasting erosion control. The most notable MSE wall in the area is the one you see passing Ainsworth Hot Springs. The MSE wall along Higashi way will be around 5 metres high.

The national supplier for the SierraScape product provided an alternative option called Nilex ECORock, which provides an equivalent system at a lower cost (around \$10,000 savings). Our consulting engineer approved of the change. The total cost including delivery is \$47,034. This material will be used for section 1. We will also order Geotextile for the base layer of the riprap slope for section 2 along with poly bags to create the coffer dam in the river (environmental permit requirement).

The Village's purchasing policy allows direct award in cases where there are a limited number of suppliers and the project is time-sensitive. The amount is below the threshold of \$75,000 that requires going through an open bid process.

- C. **Attachments:** Kaslo River Dike and Bank Remediation Project information for sites 1 and 2. Quotes from Terrafix/Nilex.

D. **Financial Implications**

The project budget for Phase 1 is:

| | | | |
|------------------------------|-----------|------------------------------|----------------|
| Revenue | | Expenses | |
| Funding | \$320,574 | Construction | \$191,196 |
| (UBCM CEPP | | Materials | \$48,640 |
| Structural Flood Mitigation) | | Aggregate Handling/Transport | \$9,300 |
| | | Environmental/Engineering | \$27,900 |
| | | Planning/Design/Permits | \$40,000 |
| | | <u>Other/Contingency*</u> | <u>\$3,538</u> |
| | | Total** | \$320,574 |

Notes:

* Other costs may include a charge from Fortis to adjust a power pole anchor and pole holding on Higashi way beside site 1, and costs for riparian plantings.

** Canada Community Building Fund reserve can be used to cover a cost overrun, with Council approval.



Figure 1 - Remediation Section 1 with Design Grades Overlaid on Existing Grades

Remediation Section 1 is illustrated in Figure 1. The aquatic habitat present is an instream substrate that consists of a mixture of cobbles and boulders on a steep bank that provides little to no rearing habitat. There is no gravel present.

The riparian habitat present consists of vegetation that is limited to a narrow (5 m) strip at the top of bank due to the adjacent road (Railroad Ave). The vegetation present consists of small western red cedar and birch (< 5 m), small shrubs, and grasses. Adjacent vegetation consists of sapling and mature conifers (primarily Douglas fir). Access to the site is via Railroad Ave.



Figure 2 - Remediation Section 2 with Design Grades Overlaid on Existing Grades

Remediation Section 2 is illustrated in Figure 2. The aquatic habitat present is an instream substrate that consists of a mixture of cobbles and boulders and provides little to no rearing habitat. There is no gravel present.

The riparian habitat present consists of vegetation at the top of bank - primarily late seral conifers (Douglas fir) approximately 10 to 15 m in height with an understorey of grass and low shrubs. There is no vegetation present on the bank as it has recently eroded. Access to the site is via the existing cleared area.

**Kaslo River Dike & Bank Remediation Project
Kaslo, BC**

**Mechanically Stabilized Earth (MSE) Walls
Quotation
MSE Wall Supply Only**

16-Jan-2023



Attn: Estimator

Re: Kaslo River Dike & Bank Remediation Project, Kaslo, BC– Proposal
Quotation for MSE wall [Nilex Rock Face Retaining Wall System]

I. Nilex MSE Package

Nilex provides the Supply for the RSS slopes for the above-referenced project based on the following documentation:

- “MUN-1910-VOK-157 2021-09-28 - IFT” Attached below in Appendix I

Our system package includes:

1. Supply of MSE materials delivered to an accessible laydown area at job site, with up to two hours off-load time included within our pricing.
2. Option 1: SierraScape Rockfilled – w/ **galvanised** wire-mesh facing

Components for the **MSE** consisting of:

- Galvanized SierraScape Facing (0.457m x 0.457m x 2.83m long)
- Galvanized Locking Struts (8 per facing cage)
- HDPE Uniaxial (UX) Geogrid Soil Reinforcement (1.33m wide X 61.0m long)
- Nilex 4551 Geotextile (1.5m wide x 91m long) to separate rockfill from backfill
- 200 mm long plastic cable ties to facilitate component assembly

OR

Option 2: Nilex ECORock– w/ **galvanised** wire-mesh facing

Components for the **MSE** consisting of:

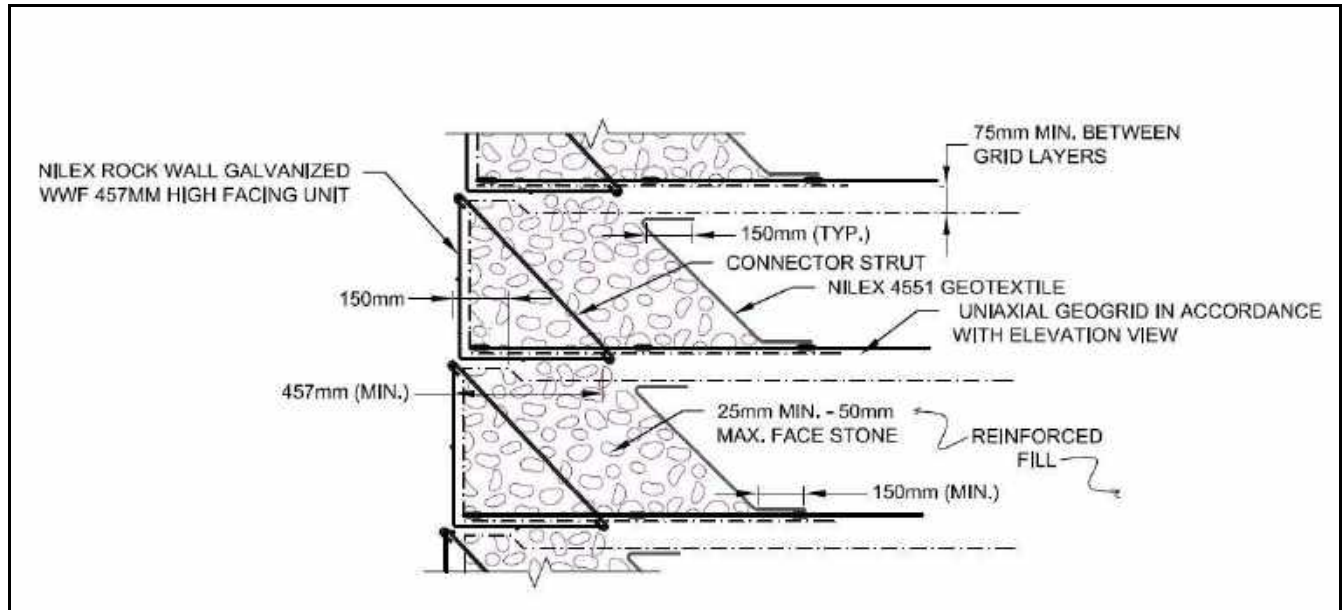
- Galvanized WWF Basket (0.457m x 0.457m x 2.83m long)
- Galvanized Connector Struts (8 per facing cage)
- PET Uniaxial (UX) Geogrid Soil Reinforcement (1.905m wide X 87.78m long)
- UV Stabilized BX Geogrid (3.93m wide X 75m long)
- Nilex 4551 Geotextile (1.5m wide x 91m long) to separate rockfill from backfill
- 200 mm long plastic cable ties to facilitate component assembly

II. Quality Control

Product mill certificates/specification sheets on all MSE components shall be provided prior to shipment to site.

III. Typical Details

ECORock



V. Items not within our scope

- Excavation
- Backfill (selection, supply, placement, compaction, sieve analysis, or density testing)
- Surveying, wall/slope layout, assembly, and erection of MSE system
- Precast traffic barriers, coping, or handrails along top of wall/slope
- Cutting of geogrid rolls (soil reinforcement) or any supplied geosynthetics to the lengths on the final IFC drawings
- Cutting/cold bending of Welded Wire-forms at wall ends
- Application of protective coating (Galvacon or equivalent) at cage cut ends/cold bends
- Design, supply or install of drains or drainage materials
- CAD drawings to be provided by the design team to assist in drafting design/checks
- Management or document control to the owner to be managed by the client
- Any decorative rock or topsoil (if required)
- Precast traffic barriers, coping, handrails & hardware
- Wall sign-off
- Any on-site installation

V. Engineering Design

The engineering design has already been provided in the client-provided drawings. Hence, engineering design & associated responsibilities are beyond Nilex's scope.

VI. Unit Pricing

| Item | Area* | Unit Rate (\$/m2) | Subtotal (CAD) |
|---------------------------|--------------------|--------------------|--------------------|
| Option 2 Nilex ECORock | 268 m ² | \$175.50/m2 | \$47,034.00 |

Area to be confirmed by client

Pricing Notes:

1. Based on receipt of a single PO in year 2022 for the combined scope & area noted above.
2. Delivery based on a single full truck load & single shipment for the scope above. Multiple shipments to be additionally charged.
3. Two hours unloading – extra time to be additionally invoiced
4. All applicable taxes extra to the above pricing.
5. Final contract value is determined at the unit price for the overall approved wall/slope area as determined from the final IFC Drawings.
6. Bonding is not included in our pricing table above.
7. Material quantities are based on supplied drawings, any variance to the design, drawings or installation wastage resulting in additional material required will be additionally priced

VII. Qualifications

1. Payments due within 30 days of invoice.
2. 2% interest shall be charged on overdue accounts.
3. This quote is valid until for a period of 30 days
4. Materials not ordered within 30 days of generation of a purchase order (or equivalent) may be subject to revised pricing
5. Please find our detailed Terms & Conditions listed in Appendix I below.
6. Supply lead times dependent on material-availability at the time of order.

VIII. Appendices

Please refer to the following Appendix Items for further information

Appendix I

Nilex Terms & Conditions

Appendix II

Client-provided design drawings

IX. Limitations of the quotation

The following are some limitations of this quotation:

- The quotation and corresponding design are based on the information shared in the drawings attached below in Appendix I. Any change or addition to these might require a revision to this document.

X. Closing Statement

Nilex welcomes the opportunity to assist on cost-effective solutions on projects such as the this. We look forward to the opportunity of being part of this project. Please feel free to contact the undersigned for more information or assistance in your decision-making process.

Regards,

Vikul Bhandari
Inside Sales Representative
Terrafix Geosynthetics Inc.

Cell (Work): 604.358.3228
Email: vikul.bhandari@nilex.com

Nicole Socha, P.Eng.
Technical Support - MSE
Terrafix Environmental Technologies.

Phone (Work): 780.801.3382
Email: Nicole.socha@nilex.com



Nilex Quotation

Date

Jan 19, 2023

Page

1

Quote Number

QT00014608

Terrafox Geosynthetics Inc., dba Nilex Inc.

18877 - 96 Avenue
Surrey, BC
V4N 3P3

(P) 604.420.6433

(F) 604.420.0445

(TF) 888.667.4811

Nilex Quotation Location:

VS

GST# 105178701RT0001

Ship To:

Village of Kaslo

lan - 250-353-2311

Quoted To:

Village of Kaslo

| Freight Terms | Ship Via: | PO Reference Number | Prepared By | Ship Date | Customer No. | Terms |
|---------------|-----------|---------------------|-------------|------------|--------------|-------|
| PICK | Pickup | KASLO RIVER | VB | 2023-01-19 | 1CASHVAN | CIA |

| | Qty. Quoted | Item Number | Description | Unit Price | UOM | Extended Price |
|----|----------------|-------------------|--|------------|------|----------------|
| VS | 1.0000 | NWV-NILEX4551-001 | NILEX 4551 NONWOVEN 4.57M X 91.44M (15' X 300') | 730.00 | ROLL | 730.00 |
| VS | 50.0000 | WOV-BULKBAG-002 | BULK BAG, WOVEN PP, 35" X 35" X 35", 1,500KG (50/Bundle) | 33.89 | EACH | 1,694.50 |

Accepted By: _____

PO Number: _____

Print Name: _____

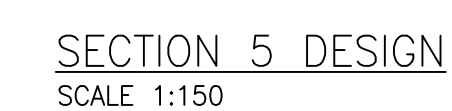
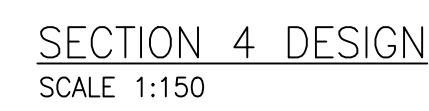
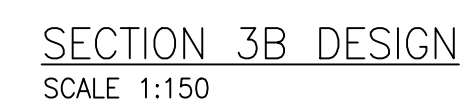
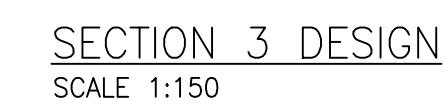
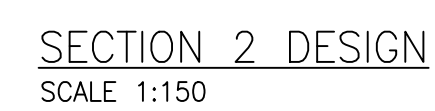
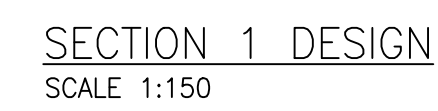
TO PLACE AN ORDER OR FOR TECHNICAL ASSISTANCE CALL 888.667.4811 or surrey.team@nilex.com**Terms:**

- Quote prices based on complete order quantities and full roll quantities.
- Quoted prices based on one time shipment and unloading by others.
- Quoted unit price governs.
- Prices based on current supplier prices and are subject to change in the event supplier prices increase prior to purchase.
- Price is in effect until the expiry date indicated above. If quantity varies more than 10%, Nilex reserves the right to adjust the price of the materials quoted.
- All applicable taxes extra.
- ALL CASH SALES ARE FINAL.** All returns are subject to approval. Prior written consent must be obtained from Nilex for all returns. Returns accepted up to 90-days from date of original invoice. Product must be returned to the designated Nilex location, freight prepaid. Nilex reserves the right to charge a **minimum 25%** restocking charge for all authorized standard products.
- Special Orders, Custom Fabricated, partial rolls, or damaged products are not eligible for return.**

Freight Quote:

Comments:

Tax Summary:BCPST 169.72
GST 121.23**Less****Included Tax 0.00**
Order Discount 0.00**Subtotal 2,424.50**
Total Sales Tax 290.95**Total Order 2,715.45**



1. SECTION 3 AND SECTION 3B ARE EXCLUDED FROM THE SCOPE OF THIS CONTRACT.

[illegible]



NOTE 1:
THIS NOTE SHALL APPLY TO SECTIONS 2,3B AND 5 ONLY.

- INSTALL LIVE DORMANT SHRUBS WITHIN RIP RAP STARTING AT APPROX. 1.0m ABOVE HIGH WATER MARK
- POTTED SHRUB STOCK CAN BE UTILIZED IN PLACE OF CUTTING (ENSURING STOCKS ARE LONG ENOUGH TO EXTEND THROUGH RIP RAP)
- CUTTINGS ARE TO BE LOCALLY SOURCED WILLOW AND/OR RED OSIER DOGWOOD SPECIES
- CUTTINGS MIN. BUTT END DIAMETER 2cm
- CUTTINGS MUST BE SOAKED IN FRESH, COLD AERATED WATER FOR 10 DAYS PRIOR TO INSTALLATION
- CUTTINGS MUST BE PROTECTED FROM DAMAGE DURING RIP RAP PLACEMENT
- CUTTINGS SHOULD BE PLANTED IN CLUSTERS (MAX 2cm WIDE) OF UP TO 5 STEMS PER CLUSTER WITH 2-3m SPACING BETWEEN CLUSTERS
- CLUSTERS SHOULD BE OFFSET WITH ROW BELOW TO OBTAIN PATCHWORK OF SHRUB COMMUNITIES



NOTE:

1. SECTION 3 AND SECTION 3B ARE EXCLUDED FROM THE SCOPE OF THIS CONTRACT.

[illegible]



REQUEST FOR COUNCIL DECISION

PREPARED BY: Stephanie Patience, Deputy Clerk-Treasurer DATE: 2023.01.17

SUBJECT: Winter in the Forest Festival 2023

PURPOSE: To seek Council approval for participation in the 2023 BC Recreation and Parks (BCRPA) Family Day Grant.

SUMMARY: BC Recreation and Parks will be offering grants to municipalities to support family-friendly events on Family Day, February 17-20, 2023. In years past the grants were for \$1,000 and the Village has applied successfully for the funding. This year the grants available are in the amount of up to \$1500.00

RECOMMENDATION:

THAT Council directs staff to submit a grant application for the BCRPA 2023 Family Day Grant Activity amount of _____.

ALTERNATIVES & IMPLICATIONS:

Recommendation is indicated in **bold**. Implications are in *italics*.

1. **Submit a grant application for 2023.**
2. **Do not support the grant application.**
3. **Refer back to staff for further review and report.**

ANALYSIS:

- A. **Background:** Winter in the Forest Festival is a beloved family-friendly event that has taken place most years since 2005. The festival takes place outdoors in a large clearing in a beautiful, wooded valley at the very edge of the municipality. Events include cross-country skiing (skis provided to kids), woodsmen competitions, fun races in the snow, ball hockey and sledding. Local non-profit organizations have booths and provide engaging demos. Hot food and drinks are provided free of charge, and local musicians and storytellers entertain. Local artists create monumental sculptures as the crowd watches.
- B. **Discussion:** The festival has been up and running for over a decade with a brief hiatus due to the Pandemic. The Winter In The Forest Festival (WIFF) committee promotes and co coordinates the event with the Village and other major community sponsors as listed in their program budget. The festival is on Village land located at the aerodrome lands. There is a Facebook page *Kaslo Winter in the Forest* where everyone can check out the upcoming activities and special moments from past festivals.
- C. **Attachments:**
 1. Kaslo Family Day Budget
 2. Winter in the Forest Festival info
 3. 2023 DRAFT Family Day Activity Grant Application
- D. **Financial Implications:** Kaslo Housing society has prepared a budget listing the community sponsors. The Village is contributing with "in kind" services and the use of the aerodrome lands. Resolution 384/2022 was passed 2022.13.13 *THAT the Village provide support in principle for the*

2023 Winter in the Forest event; and, THAT the Village provide in-kind assistance from the Public Works crew to prepare the site.

E. **Corporate Priority:** nil

F. **Communication Strategy:** nil

CAO Approval: 2023.01.23

Winter in the Forest 2023 Budget

Income

| | |
|---|---------------------|
| Kaslo & District Community Forest Sponsorship | \$4,500 confirmed |
| Columbia Basin Trust Sponsorship | \$600 confirmed |
| BC Family Day Sponsorship, Province of BC | \$1,000 unconfirmed |

Income **\$6,100**

Expenses

| | |
|---|---------|
| Maple Syrup | \$250 |
| Insurance | \$170 |
| site/facility fees | \$275 |
| market tent rentals | \$175 |
| Kaslo Grocery stores | \$450 |
| Nelson shopping, gas, 3 gal milk | \$300 |
| soups/chile honoraria | \$300 |
| Valley Voice ad | \$115 |
| septic pumping | \$250 |
| Kaslo Building Supply, wood for sculpture forms etc | \$750 |
| Pennywise paper, advertising, posters | \$310 |
| Kaslo Home Hardware - hockey sticks, sleds etc | \$250 |
| Kaslo Pump - propane and gas | \$150 |
| Musicians & sound | \$1,250 |
| Sculptors | \$450 |
| prizes Woodsman | \$100 |
| prize Human Dogsled | \$200 |
| craft supplies | \$100 |
| Pennywise Thank You ad | \$255 |

total paid **\$6,100**

To the Village of Kaslo Mayor and Council

Subject: Winter in the Forest Festival 2023

January 17, 2022

Dear Mayor Hewat, Kaslo Council and Village staff,

On behalf of the Winter in the Forest Festival Committee I wish to make a request of Council that staff be authorized to submit a grant application to BC Recreation and Parks.

BC Recreation and Parks will be offering grants to municipalities to support family-friendly events on Family Day, February 20. In years past the grants were for \$1,000 and the Village has applied successfully for the funding on our behalf every time. As in past years, the WiFF Committee will be happy to help with the application and the reporting. The application form should be available within the week.

Corporate Officer Catherine Allaway has asked that we provide the information needed for the Village to submit the application. That information is attached to this letter. I hope Council will consider this request at its upcoming meeting on January 24.

Sincerely,

Erika Bird

Cloe Bayeur-Holland

2023 Family Day Activity Grant Application

2023 Family Day Activity - Grant Application

The Province of BC is funding activities for families to enjoy as a part of celebrating BC Family Day. Please continue to follow the guidance from public health officials to keep yourselves and your loved ones safe.

Events this year must ensure support for equity, diversity and inclusion.

** Indicates mandatory field*

1. What is the name of your Family Day activity? *

2. Are you the person to contact if BCRPA has any questions about this grant application? *

☐ Yes

☐ No (if 'no', you will be asked for your contact information and that of the person responsible for the application)

Organization information - for grant review and processing

3. Please provide the following **information for the person and organization BCRPA is to follow up with on the status of this application.** *

First Name of person responsible for this grant application: *

Last Name of person responsible for this grant application: *

Organization Name *

Street Address *

City *

Postal Code *

Email Address *

Phone Number *

The Ministry of Tourism, Arts, Culture and Sport, in partnership with BCRPA, has made activity grants (to a maximum of \$1,500) available to communities **to cover a portion of** the facility costs, equipment rentals, basic refreshments, etc., of a **free** community BC Family Day activity.

Please note that applications approved in previous years are not guaranteed to be approved this year. The goal is to support communities equitably across British Columbia.

Activity criteria

To qualify for the grant, an activity must be:

- Hosted in-person and/or online, and produced by the municipal or regional district recreation department, or First Nations Band/Council
- Held in-person and/or online within the applicant's community during the Family Day long weekend – Feb 17, 18, 19, or 20, and for the applicant's community
- **Free** of cost to participants, and accessible to anyone who wants to participate
- Family-oriented
- In adherence with current Provincial Health Orders in relation to COVID-19

- Designated and branded as a “BC Family Day” activity
- (For Local Government grantees only) Supportive of Equity, Diversity, and Inclusion (EDI), including Indigenous peoples and communities, and equity seeking groups. In addition, Family Day activities should highlight cultural diversity, use inclusive promotional graphics and materials, be held in venues that ensure accessibility for all people, and respect gender diversity and expression, among other possible EDI initiatives.

4. I confirm that this activity meets the following criteria (all criteria must be met): *

- ☐ This activity is being hosted in-person or online, and produced by the Local Government or First Nation Council/Band
- ☐ This activity is being held in-person or online within the applicant's community during the Family Day long weekend – Feb 17, 18, 19, or 20
- ☐ This activity is free of cost to participants, and accessible to anyone who wishes to attend
- ☐ This activity is family- oriented
- ☐ This activity adheres to the current Provincial Health Orders in relation to COVID-19
- ☐ This activity is being branded as a “BC Family Day” activity and is acknowledging the financial support of the Provincial Government by including this statement “We gratefully acknowledge the financial support of the Province of British Columbia” in all activity promotional material.
- ☐ **(For Local Government applicants only)** Supports and celebrates Equity, Diversity and Inclusion (EDI), including support for Indigenous peoples and communities, and equity seeking groups.

5. Please indicate the category that your organization fits into: *

- ☐ Municipal or Regional District recreation and parks department (including Community Centre Associations)
- ☐ First Nation Band or Council

Activity information for grant review and processing only - not for listing page.

6. Please select if your activity is happening online or in-person: *

- ☐ Online
- ☐ In-person
- ☐ Both online and in-person
-

7. Please complete the **activity information** below. *

Name of facility or venue where the activity will occur, or where online activity will be hosted from: *

Street Address of activity venue/location or online host: *

Date of activity (check the date/s that apply to your activity): *

- ☐ Feb 17
- ☐ Feb 18
- ☐ Feb 19
- ☐ Feb 20

Time of activity (ex: 10 am - 2 pm): *

Expected number of participants: *

Amount of grant applied for (note: Maximum amount is \$1,500. Information on how the grant was spent will be required in the post-activity report) *

8. Description of the activity - this description will be used by the grant committee so please include as much detail as possible/applicable, and indicate how the activity meets the grant criteria. *

9. Comments/Questions for BCRPA:

Activity Information - the following information will display on the BCRPA's Family Day activity listings page for the public to learn about your activity.

10. Email address for the public to use to inquire about your activity: *

11. Brief description of your activity (for the public's use) *

12. Website/web page for the activity/organization: *

13. Phone number for the public to call

14. Declaration: I agree to the following terms and conditions (all conditions must be agreed to):

*

- ☐ I am authorized to submit this application on behalf of the organization and/or the activity organizers that I am representing.
- ☐ All information submitted with this application is complete, accurate and true.
- ☐ All in-person Family Day activities we are hosting adhere to current Provincial Health Orders and we have implemented all necessary COVID-19 safety measures
- ☐ Should my application be approved, I commit to submitting a post-activity report including grant allocation information in accordance to the guidelines included with the grant cheque by March 17, 2022.

15. The following information is required for grant processing. **Note: *providing this information does not guarantee or signify in any way that your application has been approved. Application adjudication results will be communicated to you by email.*** *

Name of the **organization** that **the cheque should be made payable to.** *

Name of the **individual** the grant cheque should be **mailed** to. *

The **mailing address** for the grant cheque. *

16. If your Family Day grant application is approved and your organization/ community is already set up for direct deposit from BCRPA, BCRPA will automatically send payment by direct deposit EFT (Electronic Funds Transfer).

In the event that your organization/ community is not already set up for direct deposit from BCRPA and your Family Day grant application is approved, how would you like to receive your grant funds? **Note:** BCRPA will email you an EFT Set-Up Form if needed. (Select one.) *

☐ Cheque

☐ Electronic Funds Transfer (EFT) (fastest and preferred payment method)

Submit

0%



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: January 20, 2023

SUBJECT: Council Benefits

PURPOSE: To obtain Council authorization to purchase benefits for Council

OPTIONS:

Recommendation is indicated in **bold**. Implications are in *italics*.

1. **Authorize the expenditure. Council will receive benefits coverage.**
2. Do not authorize the expenditure. *The Village will not cover the cost of benefits coverage for Council.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Village of Kaslo obtain annual insurance, extended health and dental coverage for Council from Manulife at a cost of \$12,246.84 plus applicable taxes.

ANALYSIS:

- A. **Background:** At the 2022.12.12 Council meeting, the following resolution was raised from In Camera:

THAT the Council Remuneration Bylaw be revised so that insurance, extended health, and dental benefits for Council may be provided at the municipality's cost.

Remuneration and Expense Amendment Bylaw 1284, 2023 received three readings at the 2023.01.10 Council Meeting, and is slated for adoption at the 2023.01.24 meeting.

The cost associated with obtaining a benefits package for Council exceeds the \$10,000 limit set by policy so a Council resolution is required to authorize the expenditure. The recommendation is conditional on the adoption of bylaw 1284.

- B. **Discussion:** The practice of providing benefits coverage for elected officials is becoming increasingly common and is popular as a means of encouraging diverse representation on Council and rewarding elected officials for their service. Village of Kaslo has not historically provided benefits coverage to Council members at the cost of the municipality but, following adoption of Bylaw 1284, is able to do so. Coverage is available through Manulife, the provider of benefits coverage for eligible Village employees. Four members of Council are interested in obtaining coverage at this time.
- C. **Attachments:** Nil
- D. **Financial Implications:** The cost of providing coverage is estimated at just over \$12,000/year for all participating Council members. The breakdown of costs is as follows:

| Benefit | Monthly Premium |
|-----------------|-----------------|
| Life | \$16.42 |
| AD&D | \$2.00 |
| Extended Health | \$606.56 |
| Dental | \$396.60 |

Monthly Total \$1,020.57
Annual Total \$12,246.84

- E. **Corporate Priority:** Nil
- F. **Communication Strategy:** Nil

CAO Approval: 2023.01.23



REQUEST FOR COUNCIL DECISION

PREPARED BY: Catherine Allaway, Corporate Officer

DATE: January 23, 2023

SUBJECT: Library Building Committee – Terms of Reference & Appointments

PURPOSE: To consider adoption of Terms of Reference and appointments to a Select Committee of Council

OPTIONS:

Recommendation is indicated in **bold**. Implications are in *italics*.

1. **Adopt the Terms of Reference as presented. *The committee will continue with amended Terms of Reference.***
2. Do not adopt the amended Terms of Reference. *The existing Terms of Reference will govern the committee's activities.*
3. Refer back to staff for further review and report.

RECOMMENDATION:

THAT the Terms of Reference for the Library Building Committee be adopted as presented.

ANALYSIS:

- A. **Background:** The *Community Charter* (s.142) authorizes Council to establish a select committee "to consider or inquire into any matter and to report its findings and opinion to the council." The establishment of a select committee, adoption of terms of reference and the appointment of committee members are all done by Council resolution.
- B. **Discussion:** The use of select committees can be an effective way of increasing citizen involvement in municipal government. Committee members assist Council by providing additional perspective on issues facing the Village, and improved representation can lead to greater inclusivity. Committees are not empowered to act on behalf of the municipality, they are limited to making recommendations to Council. Committees do require resources (time, personnel, wages) in order to function, so they should be used only as long as they benefit Council. To ensure their effectiveness, clear Terms of Reference (outlining the mandate, composition, reporting requirements, available resources, and applicable procedures) are helpful.

The Library Building Committee is an existing committee. The updated Terms of Reference include the following changes:

- Appointments are made by Council resolution, as required by the *Community Charter*
 - Only 2 elected officials serve on the committee
 - The meetings will be held at the call of the Chair, rather than on the 3rd Monday of the month at 4:00 p.m.
- C. **Attachments:**
- DRAFT Library Building Committee Terms of Reference
 - 2020 Library Building Committee Terms of Reference

- D. **Financial Implications:** At a minimum, select committee meetings require approximately 3 hours of staff time in addition to meeting time to complete the necessary administrative processes (scheduling, notice, agenda preparation & distribution, minute preparation & filing). The assembly of information or reports for the committee's consideration and the completion of tasks arising from the meeting are not included in this figure.
- E. **Corporate Priority:** Establishing a new location for the library was identified as a priority in the Village's 2021-2025 Strategic Plan.
- F. **Communication Strategy:** Terms of Reference for the committee will be posted on the Village's website.

CAO Approval: 2023.01.23



Library Building COMMITTEE

EFFECTIVE DATE :

RESOLUTION #:

PURPOSE: The Library Building Committee will provide advice to Council on the development of a new library in Kaslo.

Mandate

The committee will review, provide advice and make recommendations on:

- Developing terms of reference for the Village and Library to work together on the project, including an ownership model and operating framework;
- Land acquisition, site planning & design;
- Identifying grant, partnership and fundraising opportunities;
- Communications;
- Public consultation;
- Financial planning, asset management and long-term sustainability of the project.

Reporting

The committee will report to Council at least annually.

Schedule

Meetings shall be held at the call of the Chair.

MEMBERSHIP: All appointments to voting positions must be made by resolution of Council.

Term

Appointments shall be for a 4 year term. Appointments may be rescinded at any time by Council and vacancies may be filled by Council resolution.

Composition

The voting members of the Committee shall be:

- The Mayor of Kaslo or their designate
- One member of Council
- 2 Kaslo & District Public Library trustees

Staff may attend meetings at the discretion of the CAO, to provide procedural or subject matter advice, but will not have voting rights.

Quorum

Quorum shall be 2 voting members (one must be from Council, one must be from the Library) of the Committee.

RESOURCING:

The Corporate Officer or their designate will ensure that meeting notices are posted, agenda packages are distributed, minutes are recorded, and meeting materials are available for public inspection.

The Executive Director of the Kaslo & District Public Library shall act as the recording secretary for the committee.

PROCEDURE:

The Mayor shall act as Chair of the committee. If the Mayor is not present, staff will call for a chair to be selected by the members present at the meeting.

Council may refer specific matters to the Committee at any time.

The provisions in the Council Procedures Bylaw regarding Committees will apply.

Village of Kaslo
KASLO LIBRARY BUILDING SELECT COMMITTEE
TERMS OF REFERENCE

November 24, 2020

INTRODUCTION:

The Committee will provide advice to the Village of Kaslo (VOK) and the Kaslo and District Public Library on matters related to developing a new library in Kaslo.

OBJECTIVE:

The committee will review, provide advice, and make recommendations to Council and the Library Board on:

- Developing terms of reference for the Village and Library to work together on the project, including an ownership model and operating framework.
- Land acquisition, site planning and design.
- Identifying grant, partnership, and fundraising opportunities.
- Communication.
- Public consultation.
- Financial planning, asset management and long-term sustainability of the project.

MEMBERSHIP:

The Committee will consist of two Councilors, the Mayor (ex-officio), two Kaslo & District Public Library appointed trustees. All 4 members are voting members.

Quorum is 2 members provided there is one each representing the Village and the Library.

All members shall be volunteers.

Staff (non-voting): Village of Kaslo Chief Administrative Officer and the Kaslo & District Public Library Executive Director (recording secretary) or their designates.

The Chair of the Committee will be the Mayor. In the event of the Chair being absent from a meeting, staff will call for a chair to be selected by the members present at the start of the meeting. A Vice-Chair shall be appointed as needed by the Working Group. The Library Director will be the recording secretary for the meeting.

These appointments are valid for the term of Council. If there is a vacancy, the Mayor may appoint another individual after consultation with other members. If the vacancy is from a stakeholder group, that group shall be given the opportunity to provide a new representative.

SCHEDULE:

The Committee will meet on the 3rd Monday of each month at 4 pm in Council Chambers, or more frequently at the call of the Chair if timely matters of concern arise.

PROCEDURE:

Provisions of the Village of Kaslo Procedures Bylaw shall apply to the business of the Committee. In addition:

- Chair in conjunction with Secretary: calls for agenda items, prepares the agenda, runs the meeting
- Secretary: records meeting notes and circulates to capture errors or omissions
- Agenda package emailed to the group a week before the next meeting including: agenda, meeting notes, and recent documents
- Action items: directed to specific person/sub-group and reported on at next meeting
- A special meeting may be held between meetings provided quorum is met
- Decisions must be ratified at a Regular Council Meeting

REPORTING

- To Boards – at monthly meetings
- To Council – as required

ATTENDANCE:

A member is considered present if attending in person or via a real-time electronic medium. *If unable to attend a meeting, send regrets in a group email or via 'Reply All' to inform all.*

COMMUNICATION:

- Emails to all members
- “Reply all” to keep everyone in the loop
- Date and initial all edits to documents in ‘saved as’
- All documents in docx and/or pdf (docx for edits)
- Emails that require immediate action – include ‘ACTION’ in subject line
- The Committee will designate a spokesperson and all media enquires shall go through that spokesperson