



Agenda

Regular Meeting of Council

Tuesday, May 27, 2025

Council Chambers - City Hall
413 Fourth Street, Kaslo

Page

1. CALL TO ORDER

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

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

2. ADOPTION OF THE AGENDA

- 2.1 Addition of late items

5 - 19

[Additional Correspondence RE South Beach.pdf](#)

- 2.2 Adoption of the agenda

Recommendation:

THAT the agenda for the May 27, 2025 Council Meeting be adopted as amended with the addition of the late correspondence regarding the RV Park proposal.

3. ADOPTION OF THE MINUTES

20 - 27

[2025.05.13 Minutes DRAFT](#)

Recommendation:

THAT the minutes of the May 13, 2025 Council Meeting be adopted as presented.

4. DELEGATIONS




- 4.1 Mick Skuce, Fire Chief, Kaslo

5. INFORMATION ITEMS

- 5.1 Council Reports












28 - 43

Mayor's Report

- [May 27, 2025 Mayors Report](#) 
- [1. Area D-Kaslo Allocation Sheet](#) 
- [2. MFA Report to Members on Activities October 1 2024 to May 1 2025](#) 

Councillor Reports

- [Councillors Report Erika Bird May 5 25](#) 
- [Councillors Report Matthew Brown AKBLG 2025](#) 

5.2	Committee Meetings	44 - 46
	Liquid Waste Monitoring Committee - May 05 2025 - Minutes - DRAFT 	
5.3	Staff Reports CAO Report	
5.4	Correspondence	47 - 61
	2025.05.12 Smith RE South Beach Development 	
	2025.05.14 Holland RE Incorrect Information supplied to QP Developments by the Village 	
	2025.05.14 KLIC RE Congratulations on the Kemball Renovation Milestone 	
	2025.05.14 Malik RE Bylaw 1298 Public Hearing 	
	2025.05.15 Kaslo Community Services RE Expansion Project 2025 - The House Next Door 	
	2025.05.15 KORTS RE Old Pumphouse Restoration 	
	2025.05.15 Malik RE Public Hearing & OCP inconsistencies 	
	2025.05.16 Malik RE Strata lot development 	
5.5	BC Hydro - Columbia River Basin Operations Updates	62 - 69
	Columbia Operations Update Summary Spring 2025 	
	2025.05.21 BC Hydro RE Columbia & Duncan Operations Update Meeting for Elected Officials 	

6. QUESTION PERIOD

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

7. BUSINESS

- 7.1 Camping Fees Amendment Bylaw No. 1318, 2025 70 - 89
For Council to consider amending the campground and sanitary dump fees listed in the Fees and Charges Bylaw No. 1300, 2023.

[Staff Report - Camping Fees Amendment Bylaw No. 1318, 2025.pdf](#) 

[1318 - Fees & Charges - DRAFT](#) 

[1300 Fees and Charges 2023](#) 

Recommendation:

THAT Camping Fees Amendment Bylaw No. 1318, 2025 be adopted.

8. COMMITTEE OF THE WHOLE

Recommendation:

THAT Council now resolve itself into the Committee of the Whole.

The Council meeting recessed at _____ p.m.

- 8.1 Active Transportation Network Plan 90 - 236
For Council to receive and consider adoption of the Active Transportation Network Plan (ATNP).

[Staff Report - Active Transportation Network Plan](#) 

[Kaslo Active Transportation Network Plan](#) 

[WATT Presentation Slides Kaslo ATNP Council Meeting_2025-05-27](#)


Recommendation:

THAT the Committee recommends the adoption of the Active Transportation Network Plan as presented.

- 8.2 RV Park Proposal 237 - 242
For Council to consider the RV Park proposal.

[Staff Report - RV Park Proposal \(with attachment\)](#) 

- 8.3 Draft Annual Municipal Report 243 - 273
For Council to consider the draft Annual Municipal Report including measures and objectives.

[2024 Annual Municipal Report - DRAFT](#) 

Recommendation:

THAT the Committee of the Whole now rise and report.

The Council meeting reconvened at _____ p.m.

9. LATE ITEMS

10. ADJOURNMENT

Recommendation:

THAT the meeting be adjourned at _____ p.m.

From: Russell Precious [REDACTED]
Sent: Saturday, May 24, 2025 5:25 PM
To: Mayor Hewat <mayor@kaslo.ca>; Rob Lang <lang@kaslo.ca>; Erika Bird <bird@kaslo.ca>;
Matthew Brown <brown@kaslo.ca>; Molly Leathwood <leathwood@kaslo.ca>
Subject: Avoiding a Legal Tangle

Mayor and Councillors

When I sent the letter below to you on February 11th, it was after the South Beach Working Group had engaged a highly regarded lawyer to examine the whole situation. She was keen for the benefit of all, that we do our best to address the disagreements that might lead us to a court battle.

AND that is why in summarizing her conclusion in the letter below, she didn't want to put her name on it at this time so as to not provoke legal counsel from either the developer or the Village.

Her conclusion was very straightforward and I offer it here again, only this time please appreciate these were her words and not ours.
You might find it curious that it dovetails pretty completely with the message Anne Malik has been delivering to Council for many months after her very thorough research,

Either Bylaw 1298 has to be amended to be consistent with the OCP (i.e. to only permit a seasonal campgrounds/RV park and not the sale of strata lots for long term residential use), or the OCP has to be amended to permit what the developer is really trying to do: sell strata lots that would allow the owners to reside in their RVs for up to 8 months of the year. In the latter case, the Village would have to hold a public hearing and give the residents of Kaslo a right to be heard before the OCP amendments and rezoning bylaw are adopted.

Please give this your full attention as it seems pretty straightforward and could lead to a complete resolution.

With thanks for being in service to us all!

russell precious

Begin forwarded message:

From: Russell Precious [REDACTED]

Subject: OUR MOST SERIOUS CONCERN

Date: February 11, 2025 at 3:52:11 PM PST

To: Mayor Hewat <mayor@kaslo.ca>, bird@kaslo.ca, leathwood@kaslo.ca, Matthew Brown <brown@kaslo.ca>, lang@kaslo.ca

Mayor and Councillors

As you know, we are very concerned about the South Beach proposal and have spent a great deal of time researching Quality Property Developments Inc.'s plan to rezone its waterfront property to permit an RV Park. In addition to the issues and concerns we have already brought to your attention we wanted Council to be aware of another serious concern regarding the proposal that has recently come to our attention.

From the outset, we have been told that "since the proposed use is compatible with the OCP, a formal public hearing is not required" (see October 24, 2022, presentation to Council by Ian Dunlop, CAO). However, a careful review of the OCP and the draft rezoning bylaw shows that this is not true and that the proposed use of the property conflicts with OCP.

The way Bylaw No. 1298 is currently worded, if the property is rezoned to C-4, it would permit the long-term residential use of the Property. This is inconsistent with the OCP.

Neither Bylaw No. 1298 or the current Zoning Bylaw define the principle uses set out in the C-4 zone, including 'recreational strata lots'. Section 3.8.2, however, provides that a maximum of two accessory structures, such as decks and patios, are permitted on individual strata lots, and section 3.8.5 also includes that for "Strata Lot / RV Stalls" the maximum RVs per site is 1, the Maximum Occupancy is 8-months, and the minimum size of each lot is 220 m² (2368 sq. ft).

So, what does this mean? The Developer can sell the strata lots and the owners of these large lots can live in their recreational vehicles (which are not even designed for residential use) for 8 months of the year and potentially store the RVs on the site for the remainder of the year.

Section 10 of the Waterfront Development Area limit developments on a floodplain to passive recreational uses, which may include "seasonal campgrounds/RV park". What the developer is proposing is not a "seasonal campground/RV Park".

Bylaw No. 1298 would allow non-passive long-term residential uses within the floodplain and thus conflicts with Section 11.2.10 of the OCP.

Either Bylaw 1298 has to be amended to be consistent with the OCP (i.e. to only permit a seasonal campgrounds/RV park and not the sale of strata lots for long term residential use), or the OCP has to be amended to permit what the developer is really trying to do: sell strata lots that would allow the owners to reside in their RVs for up to 8 months of the year. In the latter case, the Village would have to hold a public hearing and give the residents of Kaslo a right to be heard before the OCP amendments and rezoning bylaw are adopted.

We believe that the present development as proposed is fraught with difficulties--a cacophony of uncertainties waiting to emerge. We urge Council to consider these issues before this application goes any further.

Respectfully submitted by the South Beach Working Group

From: Harel Challmie [REDACTED]
Sent: Sunday, May 25, 2025 9:16 AM
To: Village of Kaslo
Subject: South Beach RV Park proposal

Sir/Madam

This note to inform your office(s) that I do not approve of a proposed RV Park at South Beach, for a number of reasons, including because it isn't in the interests of the community.

From a business perspective, I don't see the proposed RV development as a good economic driver, quite the opposite. The only one who stands to benefit (long term) is the developer.. We, the community of Kaslo can do so much better than this.

I am by the way not one of those NIMBY type people who oppose all development, quite the opposite, if you knew me you'd see that - I only oppose those developments that are ill advised. As this one is.

And why is Council continuing to deny a community open house on this issue?

Respectfully

Harel Challmie

From: Jeff Mattes <[REDACTED]>
Sent: Sunday, May 25, 2025 3:50 PM
To: Robert Baker (CAO Kaslo)
Subject: South Beach

Hello Robert and Council. I have been following this proposal from the start. I want to thank all of your staff and Council for providing time for questions and giving answers. I am a Front St. business owner as well as other property within the VOK. Given the property is on a floodplain with buildings restrictions the ability of the developer to do certain things is restricted. The VOK has some r.o.w's contains within the development area but they do not provide any usable access by any themselves. The current offering by the developer provides a win win for the residents of Laslo with good beach access. There is no need to purchase this land from the developer because Kaslo residents with the proposed access will be able to enjoy the beach area they already own as residents of Kaslo and BC. I have lived here long enough to have witnessed the same sort of negativity for no real bona fide reason. In the water system upgrades; the sewer system that could have been, presently now only the specified area; skate park just to name a few. Some went ahead regardless and presently the residents enjoy them. The sewer system was bastardized and looking back the bulk of the funding was available. Not so much today. I remember quite well being publicly chastised for doing fire interface work within VOK by some of the same people clamoring today, misrepresenting many facts just like they did in the past. Please councillors and mayor, quit the politicking as some seem to be doing and endorse this proposal. More taxes collected, better for merchants, we get good legal access to the beach and more. Please move this forward. Respectfully Jeff Mattes
Sent from my iPhone

From: Catherine McCormick <[REDACTED]>
Sent: Sunday, May 25, 2025 6:54 PM
To: Village of Kaslo
Subject: South Beach

Dear Mayor Hewat and Members of Council,

I attended the Council meeting via zoom where the second presentation was made to develop the South Beach for residential use. To me, the proposal had not been changed in any substantial way so why would Council consider this proposal when the original plan had already been rejected?

I urge Council to oppose the development of the South Beach as a residential area.

Thank you.

Catherine McCormick,
Area D

From: Robin Mercy <[REDACTED]>
Sent: Sunday, May 25, 2025 9:53 PM
To: Mayor Hewat; Erika Bird; Matthew Brown; Rob Lang; Molly Leathwood
Cc: Village of Kaslo
Subject: No to South Beach development

Dear mayor and council,

We're writing to express our concern that council is once again considering a largely unchanged proposal from QP Developments regarding the creation of a Strata RV Park at South Beach and to state our opposition to any proposal involving a Strata RV development on this property.

We very much appreciate Council's decision to say no to the initial QP proposal. QP's subsequent offer to make what are currently Village rights-of-way into publicly accessible walking paths is nice, but it in no way addresses the substantive concerns that have been raised repeatedly by many Kaslo residents. These include the very real risk of putting a paved development (with septic systems) on a flood plain during a period of climate destabilization when "1,000-year floods" are now occurring multiple times in a 20-year period; the likelihood of substantially changing the character of our village without any guarantee of generating substantial new revenue streams for anyone other than the developer, who doesn't even live in this province; and destruction of existing recreational and natural values.

We would also ask Council to consider the fact that contrary to CAO Baker's unsubstantiated statement that this development conforms to the Official Community Plan, the development in fact contravenes the OCP in multiple ways -- such as the limitations stated in the OCP on development within the Development Permit Area, which includes 75% of the land in the proposed RV park (a strata RV park with a boat launch for motorized recreation does NOT qualify as a "passive recreational use") and the fact that it runs counter to the stated climate goals in the OCP. Please see Don Scarlett's editorial regarding the changes that were made to the draft OCP to try to make it sound like a strata RV Park could fit the limitations of the DPA, and the significant problems with how these revisions to try to include it were made.

Numerous Kaslo residents have gone to great lengths to point out the many serious flaws in this development plan. As far as we're aware, the developer has not addressed these problems in any significant ways. No research has been done to show any benefits to the community. The vast majority of Kaslo residents have made it abundantly clear that they oppose this development, in spite of the very limited opportunities for public participation.

Lastly, we'd like to point out that Council's acceptance of a \$60,000 donation from the developer to Village gives the appearance of a serious conflict of interest. Mr. Unruh publicly stated there were "no strings attached" to this donation. We encourage Council to take him at his word and reject the proposal entirely. QP is free to sell their land at fair market value. Even if the Village is not in a financial position to buy it, this would give the community the opportunity to consider fundraising to purchase it for purposes more suited to the real needs of our community.

Sincerely,

Robin Mercy and Tamara Schwartzentruber

May 25, 2025

Dear Mayor and Council,

In Support of South Beach Rezoning: A Call for Progress and Balanced Growth in Kaslo

I am writing as a concerned and engaged resident in **strong support of the rezoning of the South Beach property** from industrial to a mix of RV park, parkland, and residential use. This is a rare opportunity to repurpose underutilized land in a way that reflects the present and future needs of Kaslo.

Let's be clear: the idea that the community is united in opposition to this development is false. A small but vocal group has dominated the public narrative, but many residents, myself included, support this rezoning and keeping the conversation going. **Kaslo needs thoughtful progress, not paralysis.**

It is also worth acknowledging that there appears to be a growing **culture of silence** in Kaslo. Many residents who support the rezoning have expressed hesitation to speak publicly for **fear of backlash or social retaliation**. That dynamic is unhealthy for our community dialogue and reinforces a distorted impression of consensus. Council must consider not only the loudest voices, but also those who are quietly in favour.

Some have claimed that Village staff have “failed to answer the question” of what is in the best interest of the community. I would argue the opposite, the path forward is clear:

- We are losing essential services.
- Our tax base is shrinking.
- Some local businesses are struggling.
- This proposal represents an opportunity to:
 - Attract investment,
 - Generate revenue through increased property taxes, and
 - Boost both seasonal and year-round economic activity.

The current zoning as industrial is **outdated and inappropriate** for this lakeside property. Rezoning would:

- Allow for **green space** and **housing**.
- Support **seasonal tourism**.
- Preserve **public access** to what is now private land, including:
 - A **30-metre riverfront** setback, and
 - A **15-metre lakefront** setback — both already included in the revised plan.

This is about planning for public good.

Critics point to the absence of a full economic or environmental impact study. This is **exactly why the rezoning is needed first**:

- It provides the developer with the clarity and confidence to invest in detailed plans.
- Requiring a finalized proposal before basic zoning assurance:
 - Sets an unreasonable precedent and
 - Actively discourages responsible development.

This decision is **not** about whether every detail of the plan is perfect. It's about whether the Village wants to move forward at all. Rezoning:

- Opens the door to **progress**,
- Enables **community consultation** and
- Supports **continued refinement** of the plan.

Rejecting it slams that door shut.

If rezoning is not approved:

- The landowner retains the right to pursue other industrial or non-community-focused uses under existing zoning.
- Kaslo residents could **lose the guaranteed public access** that Council has already worked hard to negotiate.
- The opportunity for thoughtful and inclusive growth will be lost.

Kaslo's challenges are real. Let's meet them with courage, vision and leadership.

Please vote in favour of the South Beach rezoning - for a stronger tax base, responsible growth and a more resilient Kaslo.

Respectfully,

Rick Nay

[REDACTED]

Kaslo, BC V0G 1M0

[REDACTED]

May 25, 2025

To Mayor and Council

Re: Support for South Beach Rezoning

I am writing to express my support for the proposed rezoning of the South Beach property. I believe this is a chance to make a practical, forward-looking decision that serves Kaslo's long-term interests.

The current industrial zoning doesn't reflect the location or the potential of the land. A mix of RV use, residential and parkland makes far more sense—especially with public access to the waterfront maintained in the revised plan. These are meaningful improvements that address earlier concerns while still moving the project forward.

There has been a lot of noise from those opposed but many of us are simply quieter supporters who want to see Kaslo adapt and thrive. Our tax base needs growth. Our economy needs fresh energy. And our residents—current and future—need options. Thoughtful development, guided by community feedback and responsible oversight, is how we get there.

Rezoning doesn't mean rubber-stamping a final design. It means giving this proposal the chance to evolve through a proper planning process. That's how progress happens—step by step, not all at once.

Please support the rezoning and allow the next phase of planning to begin.

Sincerely,

Jason Olson

From: Lorraine Symmes [REDACTED]
Sent: Sunday, May 25, 2025 5:54 PM
To: Village of Kaslo
Subject: South Beach proposal

To: The Village of Kaslo Council,
From : Lorraine Symmes
May 25th, 2025

Dear Mayor Hewat and Council Members ,

In these last eight months I have been following the ongoing debate about the proposed South Beach Development with interest and despair. As a result I have some questions:

- Why is the Village not responding to ongoing requests from their constituents to hold a full public meeting regarding this important issue.
- Why is the Council entertaining a land swap deal before a development permit has even been applied for? Once the land swap goes through, there is no turning back.
- Why does the Village seem unconcerned that the OCP seems to have been changed by someone, that would “coincidentally” benefit the South Beach proposal?

The land that the Village owns around South Beach is some of the most treasured recreationally, for the people and future generations of Kaslo. Why would the Council NOT fight tooth and nail to protect it?

—Many troubling questions remain.

I strongly urge the Village to hold a full PUBLIC Meeting, regarding this very important matter.

Sincerely
Lorraine Symmes

From: Beth Tobiasz <[REDACTED]>
Sent: Sunday, May 25, 2025 10:03 PM
To: Village of Kaslo; Mayor Hewat; Molly Leathwood; Rob Lang; Erika Bird; Matthew Brown
Subject: Kaslo South Beach Development

Dear Mayor Hewat, Councillor Erika Bird, Councillor Matthew Brown, Councillor Rob Lang and Councillor Molly Leathwood,

I do not want the Village and private land in the Kaslo area called "South Beach" to be developed into a strata RV park.

I have been following the discussions, actions taken by the council and the land owner, Dale Unruh, and all the efforts to move the proposal forward since the first public meeting in November 2023 presenting the QP Development plan for the area.

I find it baffling to see the beautiful series of photographs showcasing our village on the Kaslo.ca website and the words Welcome to the Village of Kaslo, a picturesque village, and yet the very councillors we voted for in 2022 are entertaining a 70 site RV Park within our Village and adjacent to the waterfront. Surely a better use of the floodplain area can be found.

Thank you for your attention to this important issue.

Sincerely,

Beth Tobiasz

[REDACTED]

Kalso, BC

May 25, 2025

To Mayor and Council

Re: In Support of South Beach Rezoning

I am writing in **strong support of the rezoning of South Beach** from industrial to a mix of RV park, parkland, and residential. This is a valuable opportunity to repurpose underutilized land in a way that reflects Kaslo's evolving needs.

The idea that the community is united against this proposal is misleading. Many residents, including us, believe that rezoning is the responsible first step to encourage thoughtful development and economic revitalization. To date, many of us in favour have been the silent majority.

Kaslo is facing real challenges: business closures, a shrinking tax base, and pressure on public services. Rezoning offers a path forward by allowing for increased tax revenue, managed seasonal tourism, public green space, and housing options. The revised plan already responds to key concerns, including setbacks that maintain public access to the waterfront.

Calls for detailed studies are premature at this stage. Rezoning is the starting point—not the end—of the planning process. It allows a full proposal to be developed with community input and greater clarity.

We urge Council to support this rezoning as a commitment to progress, responsible growth, and a more sustainable future for Kaslo.

Respectfully,

Nicole Williams

From: Erika B <[REDACTED]>
Sent: Monday, May 26, 2025 10:34 AM
To: Village of Kaslo
Cc: Mayor Hewat; Erika Bird; Matthew Brown; Rob Lang; Molly Leathwood
Subject: South beach land swap proposal

To the Village of Kaslo Mayor and Council,

Regarding the south beach land exchange proposal.

After listening to the landowner and developer it sounds like they want to work with Kaslo in a respectful manner. Demonstrated further by allowing camping during jazz fest again this year.

The proposal appears to improve access to the beach for public day usage in perpetuity.

Future visitors of the seasonal RV Strata will very likely patronize our Village's shops and restaurants and fall in love with our wonderful environment just as we all do.

It is very important that no Council restrict private land usage or inhibit development done in good faith based on personal preference or anticipated emotion. The proposal mock up looks beautiful and it stands to improve the beach going experience and increase the visitors and fans of Kaslo.

Thank you for listening to an opinion.

Erika Bauer

Shutty Bench

To the Village of Kaslo Mayor, Councillors, CAO:

Before Tuesday night's Council meeting, I am registering my disappointment throughout all your deliberations re South Beach, you've yet to provide opportunities to air fully in a completely open forum all village residents' concerns (who voted you into office). The one such open meeting, gave more time to the developers' proposals than to the questions & concerns of villagers. The limited time given for delegation spokespersons, or attendees able to be present (or by zoom) to be heard at any meetings since, has shown me that you're not very interested in the legitimate concerns of mine, and many others re allowing any RV development on land partially owned by the Village...particularly when as I read the latest OCP, such development on that land is clearly prohibited, for surely any RV park development is hardly "passive recreational"...as the OCP originally clearly states:

"Development in the DPA, from Moyie Beach, east and south to beyond the mouth of Kaslo River except for the Logger Sports ground, shall be limited to passive recreational amenities, such as walking and multi use trails, natural parks areas, non-motorized pleasure craft launches, and park benches."

Yet, I'm aware that the following alteration occurred, since the completion of the OCP, so I smell a rat, and believe all residents deserve your answers to the question why?

"The Village will Limit development on a floodplain to passive recreational uses, which may include seasonal campgrounds/RV parks and require appropriate flood mitigation measures as determined by a qualified professional."

Further information you and I have received is completely relevant to all ongoing deliberations with Mr. Unruh:

The Municipal Act requires development on Village land to be compatible with Kaslo's Official Community Plan (OCP). In 2022, Kaslo began drafting the current OCP with a steering committee that included four resident volunteers. The initial draft of the 2022 OCP recognized the sensitivity of the South Beach Development Permit Area (DPA) due to potential flooding in its Section 16.4.3.4:

This Section was accompanied by two maps in the 2022 OCP, Map C and Map F, showing the "Lakefront Protection DPA" on South Beach occupying 75% of the flat land that would be required for a RV park. The RV park could not have been permitted if that statement had been left alone.

However, since Dale Unruh, an Edmonton-based land speculator (who controls dozens of 50-foot wide South Beach lots surveyed in the 1890s) wanted to build an RV park, the Village chose to accommodate him. In August 2022, at the final steering committee meeting, a new Section 11.2.10 had been added to the draft OCP:

Therefore, I implore you as a Kaslo resident of 34 years, to show you're not trying to hide behind your offices, to make your decisions about this critical land use issue, without fully considering these concerns and doing your individual homework, including investigating the legal repercussions of this important decision, and what will change forever a beautiful, quiet, lakeside part of our village, where visitors and we who call this our home value our pristine location!

Respectfully submitted,

Karen Pidcock

May 26, 2025

From: Marianne Hobden [REDACTED]
Sent: Monday, May 26, 2025 1:55 PM
To: Village of Kaslo
Subject: Proposed development of South Beach

To: Mayor Hewat and Village of Kaslo Councillors

We are writing to add our voices to those who have presented solid arguments to request that Council NOT give approval to the proposed QR Development of South Beach. Kaslo and area's current residents and future generations will applaud your decision.

Sincerely,
Marianne and Allan Hobden



Council Meeting - May 13 2025 Minutes

Tuesday, May 13, 2025 at 6:00 PM

Council Chambers - City Hall 413 Fourth Street, Kaslo

Chair: Mayor Hewat
Councillors: Bird, Brown, Leathwood, Lang
Staff: CAO Baker
Public: 32

1. CALL TO ORDER

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

The meeting is called to order at 6:01 p.m.

2. ADOPTION OF THE AGENDA

2.1 Addition of late items

None

2.2 Adoption of the agenda

112/25 THAT the agenda for the May 13, 2025 Council Meeting be adopted as presented.

CARRIED

3. ADOPTION OF THE MINUTES

2025.04.22 Council Minutes

2025.05.08 Special Minutes

113/25 THAT the minutes of the April 22, 2025 Council Meeting be adopted as presented.

THAT the minutes of the May 8, 2025 Special Council Meeting be adopted as presented.

CARRIED

4. DELEGATIONS

None

5. INFORMATION ITEMS

5.1 Council Reports

Mayor's Report

May 13,2025 Mayor's Report

1. MFA AGM Agenda

2. AKBLG-2025-AGM-short-program-1

3. FCM Speaking Notes for AKBLG

4. RISWG Agenda

5. 2025-BC-Achievement-Community-Award-Rec...s-
Announced-Press-Release-FinalV02

Councillor Reports

Councillors Bird and Brown reported on their attendance at the AKBLG conference.

Councillor Leathwood reported on the upcoming Maydays event.

5.2 Committee Meetings

Councillor Bird reported on the recent Recreation Grant Committee meeting.

2025.04.17 Recreation Grants Committee - Minutes - DRAFT

5.3 Staff Reports

CAO Report

CAO Baker provided a verbal update on municipal activities including ongoing and upcoming projects.

5.4 Village of Kaslo Q1 Report

1st Quarter - Financial Report

5.5 Correspondence

2025.04.19 Malik RE Sewer Parcel Tax

2025.04.22 Jones RE Request for Space in Kemball Building
for Archives

2025.04.25 Thomson RE Parcel Tax Roll Notice

2025.04.29 Letter RE BC Senior Games

20250414_LTR_CO to HEWAT_2024-0309-3 (signed DM)

2025.05.05 Geche RE Golf Balls

Councillor Brown raised the 2025.04.22 correspondence from Mr. Jones for discussion.

114/25 THAT the letter received from Mr. Jones titled "Request for Space in Kemball Building for Archives" dated April 22, 2025, be referred to staff for review and report to Council.

CARRIED

5.6 Kaslo RCMP Detachment Q1 Report

Quarterly Crime Statistics - January/ February / March 2025

Kaslo 2025Q1

5.7 Climate Action Funding

In response to Council resolution 103/25 regarding pollinators and climate action funding, the following information is provided:

[Local Government Climate Action Program funding - Province of British Columbia](#)

The website identifies that LGCAP funding must be used to achieve community and provincial climate objectives that are aligned with the CleanBC RoadMap to 2030 or the Climate Preparedness and Adaption Strategy:

CleanBC Roadmap to 2030

Climate Preparedness and Adaptation Strategy - Actions for 2022-2025

115/25 THAT the Events Committee consider the Kaslo Community Garden Society's request for municipal support of pollinators.

CARRIED

6. QUESTION PERIOD

Six members of the public asked questions of Council.

7. BUSINESS

7.1 2025-2029 Financial Plan

To introduce the 2025-2029 financial plan bylaw.

Staff Report - 2025-2029 Financial Plan

1316 - 2025-2029 Financial Plan - DRAFT

116/25 THAT the 2025-2029 Financial Plan Bylaw No. 1316, 2025 be adopted.

CARRIED

7.2 2025 Property Tax Rates

To introduce the 2025 property tax rates bylaw.

Staff Report - 2025 Property Tax Rates

1317 - 2025 Property Tax Rates - DRAFT

117/25 THAT the 2025 Property Tax Rates Bylaw No. 1317, 2025 be adopted.

CARRIED

Councillor Brown declared a conflict of interest as he is the president of KBSA and left the meeting at 6:43 p.m.

7.3 2025 Spring Recreation Grants

To consider the recommendation from the Recreation Grants Committee for awarding the 2025 Spring Recreation Grants.

Staff Report - 2025 Spring Recreation Grants.pdf

118/25 THAT the 2025 Spring Recreation Grants be awarded as follows:

JVH PAC \$ 500.00

Kaslo & Area Senior Citizens' Society \$ 500.00

Kaslo & District Public Library \$ 500.00

**Kaslo Baseball and Softball
Association \$ 500.00**

**Kaslo Outdoor Recreation & Trails
Society \$ 500.00**

Kaslo Wild Ultra \$ 500.00

North Kootenay Lake Arts Council \$ 250.00

Wild Turkey Cross Country Race \$ 500.00

CARRIED

Councillor Brown returned to the meeting at 6:44 p.m.

7.4 Kaslo Municipal Campground Policy

For Council to consider the Village's policy for the Kaslo Municipal Campground.

Staff Report - Kaslo Municipal Campground Policy - May 2025

Policy - Kaslo Municipal Campground DRAFT

Trish Bennett Correspondence re Campground

119/25 THAT the Village's Camping Policy be revised as presented in the Staff Report titled Kaslo Municipal Campground Policy dated May 5, 2025.

CARRIED

120/25 THAT for the 2025 Camping Season only, Ring Road may be used for overflow camping without being restricted to long weekends.

CARRIED

7.5 Camping Fees Amendment Bylaw No. 1318, 2025

For Council to consider amending the campground and sanitary dump fees listed in the Fees and Charges Bylaw No. 1300, 2023.

Staff Report - Camping Fees Amendment Bylaw No. 1318, 2025

1318 - Fees & Charges - DRAFT

1300 Fees and Charges 2023

121/25 THAT Camping Fees Amendment Bylaw No. 1318, 2025 receive first, second, and third readings.

CARRIED

7.6 2025 Pride Celebration

To consider requests from the Kaslo Community Services Society related to their 2025 Pride Celebration.

Staff Report - 2025 Pride Celebration

Kaslo Community Services - Delegation Request

Kaslo Community Services - Temporary Street Closure Request

122/25 THAT the Kaslo Community Services Society be permitted to paint a rainbow crosswalk at the intersection of Front Street and Fourth Avenue on June 6-7, 2025.

CARRIED

123/25 THAT Fourth Street be temporarily closed between Penny Lane and Front Street to permit the Kaslo Community Services Society to paint a rainbow crosswalk from 2:00pm Friday, June 6th to 9:30am Saturday, June 7th, 2025.

CARRIED

124/25 THAT Mayor Hewat attend the 2025 Pride Celebration and read aloud the land acknowledgment and proclamation.

CARRIED

125/25 THAT the Kaslo Community Services Society be permitted to raise the Progress Pride flag for the month of June at the Kemball Memorial Centre and the railing at City Hall.

CARRIED

126/25 THAT a grant-in-aid be provided to the Kaslo Community Services Society in the amount of \$60 to cover the cost of renting Legacy Park and obtaining a temporary street closure permit for the 2025 Pride Celebration.

CARRIED

7.7 Temporary Street Closure Request – Kootenay Mushroom Festival

To consider a request from the Kootenay Mushroom Festival organizers for a temporary closure of a portion of 5th Street on Saturday, October 11, 2025.

Staff Report - Mushroom Festival Street Closure Request

Policy - Temporary Street Closures - 2012

2025.04.14 Special Request to Council - Temporary Street Closure

127/25 THAT the portion of 5th Street, South of A Avenue and between the Langham and the Legion, be temporarily closed to traffic from 8:00 a.m. to 7:00 p.m. on Saturday, October 11, 2025 for the Kootenay Mushroom Festival.

CARRIED

8. LATE ITEMS

None

Council recessed at 6:55 p.m.

Council reconvened at 7:03 p.m.

9. COMMITTEE OF THE WHOLE

128/25 THAT Council now resolve itself into the Committee of the Whole.

CARRIED

Council resolved into Committee of the Whole at 7:03 p.m.

9.1 RV Park Proposal – Quality Development Properties

To consider the revised RV Park Layout presented by Quality Property Developments.

2025.04.30 Letter from Dale Unruh

2025-04-17 Letter to Kaslo 20090

2025-04-08 South Beach Working Group letter to Council

2025-03-24 Letter to Kaslo 20090

1298 Bylaw to amend Land Use Bylaw 1130 (QP Developments)

Attachment - Land Development Timeline

129/25 THAT the Committee of the Whole now rise without reporting.

CARRIED

Council reconvened at 8:55 p.m.

10. ADJOURNMENT

130/25 THAT the meeting be adjourned at 8:56 p.m.

CARRIED

Corporate Officer

Mayor

VILLAGE OF KASLO - MAYORS REPORT

Report Date: May 20, 2025

Regular Council Meeting

Tuesday, May 27, 2025

The following is a summary of the meetings and events that I have participated in since my last written report and they are listed in date order.

I have also included a list of upcoming meetings and events.

COLUMBIA BASIN TRUST.

Finance and Audit Committee meeting – May 20th.

REGIONAL DISTRICT OF CENTRAL KOOTENAY.

Joint Resource Recovery – May 14th.

There was a single motion that was passed at the meeting which was forwarded to the Board Meeting.

There was a late addition to the agenda regarding the possible disposal of the ostriches resulting from the cull ordered by the Canadian Food Inspection Agency.

Board Meeting – May 15th.

This meeting was chaired by Vice Chair Aidan McLaren-Caux in Chair Aimee Watsons absence.

There were many members of the public in attendance, either in the room (30+) or online (250+). They were in attendance to hear the deliberations on 2 different items. One of them being a rural planning matter and the other regarding item 2 arising from the Joint Resource Recovery meeting.

CAO Stuart Horn introduced new staff members Jessie Lay, RDCK FireSmart Program Coordinator, replacing Garret Fishlock, Mick Skuce, Kaslo Fire Chief, replacing Eric Graham and Nathan Pocock, Regional Training Officer, replacing Day Zayac.

The following are the resolutions that were passed at the meeting. Only the ones that have an impact on the Village of Kaslo are included.

4.1.8 Joint Resource Recovery Committee: minutes May 14, 2025

1. That the Board approve the RDCK enter into a Service Agreement with Drillwell Enterprises for the HB Tailings Facility piezometer drilling and Central Landfill groundwater monitoring well installation programs to a maximum value of \$80,196 plus GST, and 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.

2. That staff obtain legal advice on whether or not local government can refuse accepting animal carcasses due to Canada Food Inspection Agency ordered cull or other dead stock arising from natural disasters such as flood or fire.



VILLAGE OF KASLO - MAYORS REPORT

4.1.9 Emergency Program Executive Committee: minutes May 13, 2025

That the Board direct staff to draft a policy that guides third party resource access to areas under evacuation order within its jurisdiction and seek legal guidance to inform the policy; AND FURTHER, bring the policy back to the Board for adoption.

6.2 Bylaw 3027: Regional District of Central Kootenay Utilities Rates, Fees and Charges

I have included this item as a matter of interest. This bylaw shows that our water rates and parcel taxes are certainly not as high as those in other areas.

I do however recognize that each area has different circumstances that they are dealing with in regard to operating expenses and asset management needs.

The backup documentation can be found as part of the board agenda package for this meeting if you are interested in seeing it.

7.3.2 ReDi Grant Funding

That the ReDi funding proposals listed in Attachment A of the 2025 ReDi Grants Board report dated May 1, 2025 be approved, and that the funds be disbursed from Service X101 – Columbia Basin Trust Grants allocated to each area as listed.

A copy of the Area D/Kaslo listing of approved funding allocations has been provided.

7.4.2 Community Development

The current balance is as follows:

KASLO	2024 carry forward			\$	122,081.86
	Village of Kaslo	20-Mar-25	4,000.00		
	Total grants issued to date		4,000.00		
	Total Available Funds			\$	118,081.86

The \$4,000 Village of Kaslo grant is the amount for the Events Committee.

The open meeting was almost at the end around 11:15am after directors' verbal reports. It was decided that given the large number of public members participating, that public time be extended. Public time went to 12:15pm to allow for the large number of questions.

After lunch, a resolution was brought forward, as below and it was passed unanimously.

THAT The RDCK Board direct staff to withhold acceptance, at any landfill, of ostrich carcasses originating from a farm in Edgewood, BC, to be culled and delivered by the Canadian Food Inspection Agency as a result of them being exposed to Highly Pathogenic Avian Influenza until the number of birds confirmed infected with HPAI and the number classified as exposed, based on testing performed after May 15, 2025 is confirmed from the CFIA and/or Ministry of Agriculture and Food.

AND FURTHER THAT the RDCK request the CFIA provide this information directly to the public, in a timely and transparent manner, to support public understanding and trust.

MUNICIPAL FINANCE AUTHORITY

I provided some information in my last report but have since received some information to be shared.

A copy of the MFA report to members has been provided.



VILLAGE OF KASLO - MAYORS REPORT

UPCOMING MEETINGS/EVENTS

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

- May 21 CBT Committee Meeting in Nakusp.
Kootenay Lake Historical Society AGM.
- May 22 WKBRHD Executive Committee.
- May 23 & 24 CBT Board Meetings in Nakusp.
- May 26 FCM Board Meeting (virtual).
South Kaslo Development Plan - Drop-in Open House @ the Royal Canadian Legion.
- May 27 Council meeting.
- May 28 – June 2 FCM Annual Conference in Ottawa.
- June 6 & 7 Kaslo Pride Event.
- June 10 Council meeting.
- June 17 RDCK Workshop.
- June 18 RDCK Joint Resource Recovery @ 1:00pm.
- June 19 RDCK Board @ 9:00am.
- June 21 JV Humphries School Graduation Ceremony.
- June 24 Celgar Stakeholders Update Call.
Council meeting.
- June 26 WKBRHD Meeting – this meeting was scheduled for a meeting with Minister Osborne and MLA's Anderson, Morissette and Wilson.

Respectfully submitted,
Mayor Suzan Hewat



Organization	Project Title	Area Recommendation
Kaslo Concert Society	Concert Grand Piano Maintenance	\$ 465.00
Diverse Family Roots	Supporting Families with Diverse Needs	\$ 378.00
Wildwood Discovery Society	Kaslo Wild Ultra	\$ 335.00
Kootenay Lake Hospital Foundation	Cardiac Ultrasound System for Kootenay Lake Hospital	\$ 756.00
North Kootenay Lake Arts and Heritage Council	Art in the Market	\$ 1,436.00
Kaslo Outdoor Recreation & Trails Society (KORTS)	Kaslo Trails Hazardous and Dangerous Tree Removal and Mitigation	\$ 3,147.00
Wildwood Discovery Society	Wildwood Discovery	\$ 1,717.00
Lardeau Valley Historical Society (LVHS)	Community Canada Day Celebration and Time Capsule Opening	\$ 729.00
Kaslo Outdoor Recreation & Trails Society (KORTS)	KORTS 2025 Summer Trail Crew Support	\$ 3,563.00
The British Columbia Society for the Prevention of Cruelty to Animals	Community Spay Neuter & Medical Assistance	\$ 729.00
Kaslo Community Services Society	Family Centre Guest Speaker Series	\$ 2,904.00
Greater Trail Community Skills Centre Society	Designing a Regional Training Hub	\$ 54.00
Kaslo Community Services Society	Youth Art and Culture (YAC)	\$ 2,748.00
Kootenay Boundary Regional Hospital & Health Foundation	Mental Health Matters	\$ 65.00
Kootenay Mushroom Festival	Kootenay Mushroom Festival	\$ 1,102.00
Nelson & District Hospice Society	West Kootenay Boundary Caregiver Support	\$ 695.00
Kaslo Community Services Society	Food Cupboard	\$ 5,605.00
J.B. Fletcher Restoration Society	Building Security Improvements	\$ 357.00
Kaslo Community Services Society	Kaslo Saturday Market	\$ 2,905.00
Kaslo Community Acupuncture Society	Kaslo Community Acupuncture Society	\$ 3,305.00
Kaslo Search and Rescue	Kaslo SAR Drone Project	\$ 3,705.00
Kaslo & District Community Forest Society	KDCFS Winter in the Forest Festival	\$ 1,805.00

Friends of Kootenay Lake Stewardship Society	2026 Kootenay Lake Stewardship & Education Project	\$ 745.00
Lardeau Valley Community Club	Programming at LVCC 2025	\$ 865.00
Lardeau Valley Community Club	Swimming Lessons 2025	\$ 756.00
Central Kootenay Invasive Species Society	Community Pulling Together	\$ 675.00
Victorian Hospital of Kaslo Auxiliary Society	Heritage Homes and Buildings of Kaslo Walking Tour	\$ 578.00
The Canadian Red Cross Society RDCK Health Equipment Loan Program (HELP)	NoCost Equipment Loans for RDCK Seniors	\$ 621.00
West Kootenay Fibreshed Society	Flax Processing Tools Regional Skills Revival Pilot	\$ 346.00
Kootenay Emergency Response Physicians Association	Strengthening KERPAs Frontline Emergency Response	\$ 1,841.00
Little Mittens Animal Rescue Association	Multi Use Pen for Raptor Rehabilitation	\$ 735.00
The Kaslo Shakespeare Festival	HAMLET	\$ 1,290.00
Living Lakes Canada Society	Water Monitoring for Local Climate Change Adaptation	\$ 71.00
Kaslo to Sandon Rails to Trails Society	Kaslo to Sandon Rails to Trails Society Bridge Repair	\$ 1,010.00
Kaslo and Area Youth Council	Kaslo Pride 2025	\$ 1,771.00
Langham Cultural Centre	Kootenay Roots: Elevating Local Artists	\$ 2,225.00
Nelson History Theatre Society	Storytelling in Schools	\$ 98.00
Lardeau Valley Community Club	Freezer Meals for Community Members and Seniors, and Mobility Challenged Citizens	\$ 2,495.00
Kids to Camp 2025	Kids to Camp 2025 Lardeau Valley and Kaslo	\$ 3,655.00



Municipal Finance Authority of BC

REPORT FROM THE CHAIR and VICE-CHAIR ON ACTIVITIES DURING THE 2024 YEAR AND FOR THE FIRST QUARTER OF 2025 UP TO MAY 1, 2025

BACKGROUND

The following is a review of activities of the MFA in 2024 during the period of October 1st to the first quarter of 2025 up to April 30th, with a focus on the activities of the past six months.

GOVERNANCE

The MFA is governed by 40 Members of the Authority from 28 regional districts (“Members”) and its 10-member Board of Trustees (“Trustees”), representing every community in British Columbia.

The last meeting of the Members of the Authority was April 24th, 2025 (Annual General Meeting).

Since October 1st, 2024, the Trustees met with management four times to review operating performance, access to the financial markets, administration, and other miscellaneous items, as well as to provide oversight for MFA’s Pooled Investment Funds. Trustees and management made presentations on behalf of the MFA at various local government conferences during the year.

RESULTS

Income from Operating Activities, Short-Term Debt Fund, Retention Fund, and Capital Adequacy

MFA’s Retention Fund grew to \$129 million at the end of 2024, a \$13 million increase from 2023. This was accomplished by a combination of income from operations of \$4 million, Short-Term Debt Fund earnings of \$3 million, and interest earned on the Retention Fund itself of \$6 million. The \$13 million increase included a ~\$1.5 million fair market value gain (including expected credit loss provisions) on investment holdings for accounting purposes only (these are not realized economic gains).

The Retention Fund (\$129 million) and the Debt Reserve Fund (\$124 million) collectively comprise the total capital (\$253 million) for the organization to help support MFA’s AAA ratings. MFA’s Capital Adequacy Policy was adopted by the Board of Trustees in September 2019. Capital is needed to absorb credit or other losses at the Authority, protecting bond investors. As a AAA issuer, MFA currently holds appropriate capital of \$253 million which is adequate given the relative risks associated with assets held and the nature of its regional infrastructure banking operations.

Asset and Investment Management

MFA's assets under management were \$10.2 billion at the end of 2024. Assets comprise its long-term loans to clients of \$5.4 billion, representing 1,436 outstanding long-term requests for financing through 28 regional districts and three other entities. MFA's short-term loans outstanding of \$508 million represented 481 short-term loans for financing (including equipment financing arrangements). Included in MFA's assets are cash and investments of \$4.2 billion managed internally. Of these, \$3.9 billion are held as sinking funds which reflect payments collected from clients and invested for the future retirement of debenture obligations. MFA also internally manages the Debt Reserve Fund, with investments valued at \$124 million, and the Retention Fund, containing investments valued at \$129 million at the end of the 2024.

LENDING AND BOND ISSUANCE

Investor Relations

Management continues to actively promote our credit story to institutional investors around the world. Investor development meetings are done in various formats, including one-on-one teleconference calls, one-on-one in-person meetings, and group conference presentations. Investor development is critical in differentiating MFA and achieving continuous access to the markets and the lowest cost of funds among our peers.

Triple A Credit Ratings

Annual credit rating presentations were held April 28-29, 2025. The representatives for MFA included the Chair, Vice-Chair, Chief Executive Officer, and Chief Financial Officer. MFA is, at the time of writing this report, rated AAA by all three credit rating agencies, with a stable outlook from all three.

The Province of BC's recent string of deficits, fast rising overall debt levels and lack of a plan to return to balance have put pressure on its credit ratings. Both Moody's and S&P downgraded the Province's credit rating in April 2025, from Aaa to Aa1 and from AA- to A+ respectively while both maintained negative rating outlooks. A negative outlook signifies that there is a 1 in 3 chance that the provincial credit rating may be downgraded again in the medium term.

In light of the negative provincial ratings news, Moody's had a due diligence call in April with MFA's management and re-confirmed its AAA rating with stable outlook. However, we should note that despite MFA having very strong standalone credit fundamentals, the local government sector relies on its strong links with and supports from the Province and it therefore unclear that MFA will be able to retain our AAA ratings by all three rating agencies going forward. In particular, it would be quite rare for a lower level of government to have a ratings differential with upper layers of government of more than 2 to 3 notches. S&P currently rates the Province at A+, which is four

notches lower than MFA's current AAA rating. The current credit ratings of the Province of BC appear below.

Province of British Columbia Long-term Issuer Credit Rating (As of Apr.2, 2025)			
Moody's Investors Service	Standard & Poor's	Morningstar DBRS	Fitch Ratings
Aa1 Negative April 2, 2025*	A+ Negative Apr.2, 2025*	AA (high) Stable May 22, 2024*	AA+ Stable March 29, 2024*
*Last credit review publication			

Long-term Lending

For MFA's next public issues, 2 separate bonds will be issued in the market (a dual-tranche approach) to fund sizeable new loan requests. These new issues will likely be done in May and June, following the approval to fund new loan requests of approximately \$700 million at the Annual General Meeting on April 24th.

New Long-Term Loans – 2024 Full Year		
Size	Number	Aggregate Amount (\$)
< \$1 million	15	\$ 8,514,589
Between 1 & < 5 million	21	57,965,669
Between 5 & < 10 million	5	36,022,620
Between 10 & < 15 million	5	51,614,955
≥ 15 million	1	17,200,00
	1	25,250,000
	1	31,500,000
	1	38,380,000
	1	50,000,000
	1	59,000,000
	1	76,000,000
	1	154,000,000
Total	54	\$605,447,833

Note: Figures are gross of expected credit loss provisions

Commercial Paper and Short-term Lending

The Commercial Paper Program continues to provide low-cost short-term and equipment financing to our members. MFA's short-term lending rate is currently 3.39%. As of the 2024-year end, MFA had \$600 million in commercial paper outstanding, funding approximately \$508 million of short-

term and equipment financing loans. MFA is well-positioned to increase the program and respond to other short-term loan demands from members.

Short-term Outstanding Loans December 31, 2024		
Size	Number	Aggregate Amount (\$)
< \$50,000	164	\$ 3,438,313
Between 50,000 & 149,999	117	11,542,479
Between 150,000 & 499,999	99	26,009,919
Between 500,000 & 999,999	40	26,283,354
Between 1 & 4.99 million	38	72,763,303
Between 5 & 9.99 million	13	84,364,683
≥ 10 million	10	283,531,606
Total	481	\$507,933,657

Note: Figures are gross of expected credit loss provisions

Pooled Investment Funds

	Pooled Investment Funds Assets under Administration				
	Market Value (millions)			Performance 1-Year Total Return (%) as of Dec.31, 2024	
	Dec.31, 2024	Dec.31, 2023	Change (\$)	Fund	Benchmark
Pooled High Interest Savings Accounts (aggregate)	1,832	1,905	(73)	N/A	N/A
Money Market Fund	1,838	1,580	258	4.83	4.59
Gov't Focused Ultra-short Bond Fund	438	444	(5)	5.33	5.25
Short-term Bond Fund	914	845	69	5.53	5.50
FFF Short-term Bond Fund	239	226	13	5.39	5.50
Mortgage Fund	312	270	42	6.13	5.45
Diversified Multi-asset Class Fund	706	456	250	17.48	17.41
FFF Diversified Multi-asset Class Fund	125	74	51	20.25	18.93
Total Assets under Administration	6,405	5,800	605	--	--

A favourable investment environment and focused Client engagement supported MFA Pooled Fund assets-under-administration growth in 2024. The overall program increased in size by about \$0.6 billion (10%). Excluding the Pooled High Interest Savings Accounts program, the Pooled Investment Funds increased in size by almost \$0.7 billion as a result of robust market returns and strong subscriptions into the Money Market and DMAC funds.

The following market factors supported MFA's Funds and led to strong returns in 2024:

- Bond returns were strong as overall interest rates were lower in 2024. Bank of Canada began cutting interest rates as inflation cooled while credit spreads remained tight.

- Returns from the equity markets were outstanding as well resulting from artificial intelligence enthusiasm, improved economic conditions, and stronger sentiment from lower interest rates.

As a result of continued outreach effort and delivery of value-adding complementary services (e.g. educational presentation, investment policy review, etc), MFA's DMAC and FFFDMAC grew by 55% (\$250 million) and 69% (\$51 million) in size in 2024. While new investors were welcomed into the DMAC fund, several existing participants in both DMAC and FFFDMAC funds also added to their positions during the year. Both funds benefited from the exceptionally strong equity performance in 2024. Investors in these Funds were rewarded with 1-year fund performance ranging between 17.5% and 20.3%.

MFA always seeks to improve the deposit terms offered to its Clients through its Pooled High Interest Savings Account program – and was successful in increasing the rate on offer from one of its PHISA partners twice during 2024. Furthermore, MFA has introduced an enhancement to the Scotiabank PHISA to Clients in January 2025, the Pooled High Interest Notice Plan Account (PHINA). The PHINA provides Scotiabank PHISA account holders with a premium interest rate of 15 basis points above the current PHISA account rate, based on Client commitment to provide 31 days advance notice prior to withdrawing funds.

To further improve the economies of scale of the Pooled Fund program, MFA is collaborating with the First Nations Finance Authority (FNFA) to offer MFA investment products to FNFA's First Nation clients. This is legislatively permitted and the Board of Trustees along with the Ministry of Finance and the Ministry of Housing & Municipal Affairs have been informed on key updates regarding this pursuit and have indicated strong support. MFA staff are currently working with the pooled fund manager (PH&N) and custodian (CIBC Mellon) to finalize the operational protocols to enable this new partnership.

CLIMATE & SUSTAINABILITY

In 2024, standard setters, regulators, and institutional investors within Canada and globally, began to coalesce around a common set of sustainability and climate-related financial risk disclosures. The international IFRS sustainability and climate standards (IFRS S1 and S2) were published in the summer of 2023 for the private sector, initially targeting financial institutions and publicly traded companies. Jurisdiction and sector specific standards aligned with this international global baseline were spawned in 2024, including the Canadian Sustainability Disclosure Standards (CSDS 1 and CSDS 2) finalized in December 2024, and an IPSASB exposure draft proposing a public sector climate disclosure standard which is expected to be finalized by the end of 2025. Absent sectoral regulation or jurisdictional legislation, these standards are voluntary. Regulatory bodies and policymakers in Canada have endorsed these international and Canadian standards for the private and public sector, and the federal government has announced its intention to work with provinces

and territories and securities regulators to make these standards mandatory. At present, only federally regulated financial institutions in Canada are required to comply with the OSFI regulator guidelines for climate-related risk and GHG impact disclosures.

MFA is proactively preparing for these standards to become mandatory by working towards integration of climate risk into our enterprise risk management processes and alignment of our financial and non-financial disclosures with the IFRS sustainability standards.

Members are referred to the Management Discussion and Analysis accompanying our 2024 audited financial statements for disclosure of climate-related financial risk information alongside discussion of our financial position and performance.

SPONSORSHIP & EDUCATION SUPPORT

MFA continues to be the major, non-commercial supporter of education and conference events each year for both local government elected officials and staff in BC. This practice builds financial and operational strength for clients and expands and benefits the MFA's reputation as part of the local government system. Funds primarily support financial education, in direct line with MFA's own mandate, but also support training in related topics such as management, leadership, asset management, risk management, and cybersecurity. In 2024, the MFA sponsored and either presented, moderated, or attended the following organizations' events and initiatives:

- GFOABC
- UBCM
- LGLA and its chapters
- LGMA and its chapters
- Vancouver International Privacy and Security Conference & Local Government Sector Day on Cybersecurity
- Asset Management BC

In addition, MFA's staff team presented and led courses for Capilano University and other professional development training through GFOABC.

Sustaining Educational Alliance

In 2024, MFA created the Sustaining Education Alliance by partnering with the Local Government Management Association of BC (LGMA). In early 2025, the Government Finance Officers Association of British Columbia (GFOABC) also entered this education partnership. The Alliance formalizes our existing relationship with our core local government education partners and provides stable and significant funding for these partners annually. The increased funding serves many goals of the MFA, including enhancing our visibility and influence, and providing budget certainty for our like-minded, local government partners. We refer to the provision of education focused on finance and

broader business best practices for our clients as our 'Third Pillar' alongside our lending and investment programs.

SUMMARY / CONCLUSION

The 2025 Financial Forum and Annual General Meeting (AGM) took place in Victoria on April 24th. In attendance were 37 out of 40 Members. During the election for the Board of Trustees, two new Trustees were elected and the remaining members returned for another term.

We are pleased to announce our 2025-2026 Board of Trustees:

Chair Malcolm Brodie, Metro Vancouver Regional District

Vice-Chair Al Richmond, Cariboo Regional District

Trustee Doug Kobayashi, Capital Regional District

Trustee Melanie McCollum, Comox Valley Regional District

Trustee Rob Gay, Regional District of East Kootenay

Trustee Kyle Sampson, Regional District of Fraser-Fort George

Trustee John McEwen, Metro Vancouver Regional District

Trustee Brad West, Metro Vancouver Regional District

Trustee Eric Woodward, Metro Vancouver Regional District

Trustee Barry Pages, North Coast Regional District

The Semi-Annual Meeting of the Members is set to take place in person in Victoria on Tuesday, September 23, 2025, in conjunction with the UBCM Annual Convention.

Submitted by:



Malcolm Brodie
Chair



Al Richmond
Vice-Chair

To begin with, I'd like to express my appreciation for the opportunity to attend the Association of Kootenay Boundary Local Government conference in Kimberley at the end of April. This report is my account of what I got out of the conference.

On Friday morning, I went on a walking tour of downtown Kimberley. Our tour guides were Kimberley's Head Planner and the Mayor. A distinctive feature of Kimberley is the Platzl, a couple of blocks, paved with cobblestones, and meant for walking, shopping and imbibing. Not a recent development, the "Pedestrian Priority" area, as our guides described it, was an idea that the townspeople agreed upon in the 1970s. Fortunately, Kimberley has a lot of space around its downtown core for parking cars, and the parking is free. Most stores can deliver from their back doors to the alley ways and the parking area.

Of course I, and everyone else on the tour got to wondering if a car-free zone would work in their own town. Kimberley does have some significant differences from Kaslo. For one they are bigger (and have a Planning Department of 3!) Kimberley is also a Resort Municipality, close to two other Resort Municipalities (important for sharing resources like biking networks) and only a half hour from Cranbrook.

By far the most interesting presentation at the conference, in my opinion, was the opening address by Mike Bushore 'A State of the Local Economy'. Mike Bushore is the Chief Risk & Operations Officer for Kootenay Savings Credit Union. He talks at a blistering pace, but his analysis of what is happening here and now in the Kootenays is fascinating. The main takeaway from his talk was the metaphor of the chess board. You can only see what position you are in, or what your resources are (a bishop stuck behind a pawn is not a resource) as the pieces move. With every move an opportunity is opened up. Perhaps surprisingly, his prognosis for the Kootenay economy is positive. The kind of resources we have here will only become more important to the larger economy.

It was hard to take notes so I only have a few:

You're never going to make a decision based on all the facts – there is no perfect information.

Greenwood hosts "Coffee with Council" events

Invermere allows for public input at the beginning of council meetings and a question period at the end. He also introduced the term "Polarity Mapping" - a way to come to a doable solution when parties are at odds over a complex problem. I'm going to look into that further.

At a presentation by Kootenay Rockies Tourism I found out that they have funds to support tourist infrastructure projects such as trails and outhouses. Which got me to thinking of Kaslo Bay Park's need for a washroom, and signs at strategic lookout points naming the mountains in the viewscape.) KRTourism predicts that this summer we will see an increase in tourism, domestic but also American visitors.

Trade Show items to follow up on:

- Urban Systems (consulting firm, grant opportunities).
- ICBC: crash incident mapping.
- Winton Homes, Sinclair Group
- EtsiBC Up to 25K fully funded program to sponsor a FireSmart downtown core program and re the potential for downtown vacant lots and issues of business expansion and succession, the Chamber could be the proponent under the Business Expansion and Retention Program, basic

question being: Are Kaslo bylaws and regulations helping or hindering development in the downtown core?

- Columbia Basin Trust/ Columbia River Treaty. Re: Duncan Dam, their dam inspector is world class, Duncan Dam integrity not a concern. The treaty is “pause” but they are working on an interim agreement. Flood control Agreement due 2027.

Another presentation where it was hard to take notes because the speaker was so engaging and informed was delivered by Ktunaxa leader Jared Basil, and entitled Foundational Relationships with First Nations and Local Governments. He was repetitive in the way that a pastor can be, but there was a purpose to that. It was like when you're learning a song from someone – returning to the chorus reinforces the learning. A few points made by Basil: “Equity means equitable distribution of opportunities... Focus less on rights and more on responsibilities e.g.: we have the responsibility to educate ourselves... Think generationally, set up the next generation for success. Empower the next generation to show up as their true authentic self... To know where you're going, you have to know where you've been.”

The presentation on Community Engagement recommended e-newsletters as 60% effective vs Facebook posts which may only get a 5% readership and then slip away. Also recommended: when you have finished a project, create a communication strategy – let your community know when something got done.

The Strong Towns presentation was very interesting. Norm Van Eeden Petersman made a strong case for matching infrastructure costs, both at creation and over time, to the ability of taxpayers to pay. Using screenshots from Google maps, he showed how traditional town centres (which grew/developed organically) are much more affordable over the long term than your typical planned community. Basically, he was showing how a town can avoid being broke, crippled by its ongoing costs to maintain infrastructure. Certainly, he made some good points to keep in mind as we are contemplating developing the Kaslo South Area. A good resource to subscribe to is “Dear Winnipeg.”

Submitted by Erika Bird

Councillor Report

Councillor Matthew Brown

May 13, 2025

I had the opportunity to attend AKBLG from Friday, April 25 through Sunday April 27 in Kimberley. I appreciate the opportunity to attend, both to cast votes on issues that will be brought forward at UBCM in the fall, as well as to learn from the many sessions I was able to attend. I feel there is great value meeting with other local elected officials as well and enjoyed sharing ideas and learning from them.

I started the conference by getting a tour from a Kimberley planning team member who guided us through Kimberley's pedestrian-only downtown core.

I then attended the following sessions. I will expand upon a few of my favorite sessions, but generally I will just note what sessions I attended

Opportunities, Cooperation, and Connectivity for a dynamic Kootenay Region. A State of the Local Economy – Mike Bushore, Chief Risk Officer, Kootenay Savings Credit Union

This was one of my favorite presenters. He was very knowledgeable, intelligent, and a compelling speaker. He left me with a great deal of hope for our local economy moving into the future. He spoke about fiscal prudence, optimizing services, and innovating revenue to prepare for potential funding cuts and ensure long-term stability. He spoke about investing in infrastructure for energy security and digital connectivity, essential for regional and national security. He spoke on the need to forge a unified regional voice. He spoke on diversifying economic drivers beyond traditional resource extraction, fostering innovation in technology, sustainable tourism, and knowledge-based industries to create a more robust and adaptable economy.

Leading with Heart: Building Relationships that Strengthen Governance – Christina Bentley, Strategic Leadership Solutions

The Working Forest – Interior Lumber Manufacturers Association – Ted Dergoussoff, President, Interior Lumber Manufacturers Association

Introducing Amenity Cost Charges: The Revenue Source You Didn't Know You Needed – Timothy Luk, Lawyer, Young Anderson

Foundational relationships with First Nations and local governments – Jared Basil, Cultural Framework Educator, Ktunaxa Nation

I found this session to be very powerful. Jared had an amazing way of speaking that was incredibly mindful and honest. He shared wisdom and understanding on our shared way forward that I thought was very powerful and hopeful. He spoke on the importance of building relationships grounded in our true authentic selves.

Easy Methods and Best Practices to Build Ongoing Public Engagement Capacity in Your Community – And in turn Build Higher Public Trust - Kent Waugh, Managing Partner, The W Group

Building Resilient Homes and Local Economies Through Community Retrofit Programs – Jeremy Johnson, Community Planner, Community Energy Association

Jenna Annett, Built Environment Initiatives Coordinator, Community Energy Association

Theresa Wood, Business Advisor, Columbia Valley Chamber of Commerce

Andy Christie, Building Inspector, City of Kimberley

Geoff Kirkpatrick, Energy Advisor, CLEAResult Canada

Merideth Hampstead, Co-Owner of thinkBright Homes

I attended AKBLG business meetings in which we voted on resolutions to be brought forward in the fall at UBCM. To me this is the most important reason I attended. I appreciate the opportunity to have a voice in the priorities that our region advocates for when speaking to the province.

I am thankful for the opportunity to represent the Village of Kaslo and for the learning opportunities and relationships developed in my time in Kimberley.

Councillor Matthew Brown



Liquid Waste Monitoring Committee - May 05 2025 Minutes

Monday, May 5, 2025 at 4:00 PM

Council Chambers - City Hall 413 Fourth Street, Kaslo

Chair: Mayor Hewat
Members: Councillor Lang, A. Malik, D. Scarlett
Staff: CAO Baker, I. Dunlop, G. Scott
Public: None

1. CALL TO ORDER

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

The meeting is called to order at 4:02 p.m.

2. ADOPTION OF THE AGENDA

2.1 Addition of late items
None

2.2 Adoption of the agenda

THAT the agenda for the May 5, 2025 Liquid Waste Monitoring Committee Meeting be adopted as presented.

CARRIED

3. ADOPTION OF THE MINUTES

Liquid Waste Monitoring Committee - Jan 28 2025 - Minutes - DRAFT.pdf

THAT the minutes of the January 28, 2025 Liquid Waste Monitoring Committee Meeting be adopted as presented.

CARRIED

Councillor Lang joined the meeting at 4:06 p.m.

4. DELEGATIONS

None

5. INFORMATION ITEMS

5.1 Member Reports

None

5.2 Correspondence

None

5.3 Advancing Long Term Community Goals

- Source Control Bylaw - Update from Robert Baker, CAO

5.4 Project Cost Recovery

- Parcel Taxes - Update from Robert Baker, CAO

G. Scott joined the meeting at 4:22 p.m.

5.5 Monitoring & Sampling of the Receiving Environment Update from Geoff Scott, Public Works Foreman

5.6 Monitoring & Documentation of Private Septic System Performance

- Lake Water Quality Monitoring Successful Grant Application - Update from Geoff Scott, Public Works Foreman
 - Staff Report - Grant Application - Lake Water Quality Monitoring.pdf
 - 72644_Village of Kaslo_IPG250070 - Approval Letter.pdf
- IHA Lists - Update from Geoff Scott, Public Works Foreman
 - SewerageSystemMap2025.pdf

- 5.7 Incremental Expansion of the System and Service Areas
- Sewer Treatment Plant upgrades plan - Ian Dunlop, Manager of Strategic Initiatives

- 5.8 Assisting with Public Initiatives and Public Education
Update from Robert Baker, CAO

6. QUESTION PERIOD

None

7. BUSINESS

- 7.1 Liquid Waste Management Plan 5-Year Review
To conduct and report on a Liquid Waste Management Plan 5-Year Review.

Staff Report 2025.05.05 LWMP 5-Year Review.pdf

THAT estimated project costs be increased by 30% as compared to 2018 estimates.

CARRIED

8. LATE ITEMS

None

9. Next Meeting

The next meeting will be held at the call of the Chair.

10. ADJOURNMENT

THAT the meeting be adjourned at 4:56 p.m.

CARRIED

Corporate Officer

Mayor

From: paula Smith <[REDACTED]>
Sent: Monday, May 12, 2025 12:18 PM
To: Village of Kaslo
Subject: South Beach Development

The proposed South Beach development in Kaslo is a well-researched plan by Quality Property Developments to create an RV park on land best suited for such use due to its location in a floodplain and steep terrain limiting other types of construction. This development would bring valuable tourist dollars to our community by attracting visitors who would be staying in the RVs, and supporting local businesses. Additionally, it could provide temporary housing for seasonal summer employees, addressing a local need. There is also a need for family and friends visiting Kaslo to have places to stay. Importantly, the plan maintains excellent public beach access and includes parkland with trails, preserving community use of the area. The developer has conducted thorough environmental, flood, and infrastructure assessments to ensure the best use of this land while balancing public interest. The land owner has allowed public use of all kinds on south beach for years. And The owner and developer has proposed a viable and generous plan to allow the public to continue to use south beach. Without this deal going through the public will lose this.

I believe as well there could be liabilities in the future for the village and the public if this land stays industrial.

Council needs to make a decision on this vs being political.

Paula Smith

Paula Smith

From: [REDACTED]
Sent: Wednesday, May 14, 2025 12:59 PM
To: Robert Baker (CAO Kaslo); Village of Kaslo
Cc: Laura Douglas; Linda Ullo Lynch; Doug Roberts; Jimi Holland; dscarlett; russell precious; Randy Morse; South Beach Working Group
Subject: Incorrect Information supplied to QP Developments by the Village
Attachments: 22 April 2025 Delegation to Village of Council V.2.docx; Section 9 extracted items.docx

Dear CAO, Mayor and Council,

SBWG sent a package to the Village requesting a Delegation for the 8April2025 meeting.

The Delegation was denied, because the content included references to purchasing private property adjacent to Village lands. And this topic was not part of the context of the proposal.

In reviewing our submission, we had to agree that the purchase of adjacent private properties was not part of the process to date.

We modified our request to adjust our Delegation to be in line with the conditions put forward by CAO/Council and added some clarity on OCP Section 9.

We submitted this new Delegation request package to appear at Council 22April2025, and the package was accepted.

Unfortunately, the CAO/Village did not provide the Delegation package that went before Council, but did forward the denied package to QP Developments to respond to.

I have attached the actual Delegation as was presented on 22April2025.

Sincerely,
Jimi Holland

PS Would Village Staff please forward this correct information to Dale Unruh and correct the error. THX

Delegation to Village of Council

22 April 2025

(Please display QPD Land Survey Map)

South Beach Working Group proposes the indicated Village properties be retained for the use of Kaslo and area residents and Kaslo visitors by designating these areas as *Parks and Natural Areas* as per Section 9 in the OCP. This proposal ensures public access to South Beach and area.

Background – Reason for request

From the outset of the QP Properties proposal to develop the South Beach properties, the Village has been in a reactive mode, and has not been proactive in adhering to the Context, Purposes, Objectives, Guidelines or Policies in various sections of *Bylaw 1280, 2022 Village of Kaslo Official Community Plan*, specifically:

OCP Sec. 9 Parks and Natural Spaces – Purposes, Objectives, Policies

OCP Sec. 11 Water Development Area – Purposes, Objectives, Policies

OCP Sec. 16 Development Permit Areas

OCP Sec. 16.4.1 Lakefront Protection DPA – Context and Purpose

OCP Section 16.4.3.4 Guidelines

The SBWG has previously discussed OCP Sections 11, 16 with Council. We have not directly drawn your attention to Section 9 PARKS AND NATURAL AREAS. It seems that Section 9 was largely created specifically for the South Beach properties.

Please display Section 9 - provided for a quick review and return to map.

REVIEW

It would be of great service to the residents of the Village and any potential developer, for the Village to be proactive in establishing clear processes and perimeters guiding the potential for development at South Beach. The first step should be to designate Village owned properties at South Beach to be Parks and Natural Areas with the mandate expressed in the OCP to enhance and protect these areas.

KEY ISSUES FOR CONSIDERATION

CURRENT ACCESS STATUS along the water front.

There is currently a roughed in trail from the yellow gate, between the 3rd Street road and private property, to F Avenue which opens up into over 2 acres of Village property. There is an additional 2+ acres of property that is isolated by the corner of Block 33. The corner is on the edge of the creek and there is a setback from that point of 30 metres that cannot be developed. There are at least three solutions to this bottle neck, that would provide access to 2nd Street, H Ave, I Ave, and all of the South Beach area.

- 1) If a property owner subdivides any of Block 33, that would trigger a Village regulation that requires a 7 metre public access strip.
- 2) If the private lands are not developed, the Village could seek access to the 30 metre setback through a simple easement agreement.
- 3) With the justification of providing public access to Village public lands, access could be expropriated.
- 4) There are other Public Access Proposals that would need planning, design work.

ADDITIONAL PUBLIC ACCESS OPTIONS

1. Public Access # 1 – SBWG proposes that the surveyed 3rd Street ROW, which is the old Mirror Lake/Kaslo Wagon Road, be restored as a trail linking Birch Ave to Kaslo River. This would be a relatively minor project since the road bed is mostly intact. It will enhance linking the Kaslo Trail systems. The parallel 3rd Street road above is frequently used by pedestrians and bicycles and the Wagon Road/Trail would be a popular alternative to avoid car traffic. It would also fit the theme of wagon road access trails popular in the region for tourist attraction. KORS members have cruised this trail, and envision the trail continuing South beyond the Village limits. As a side note, it would greatly reduce the incidence of this section of road being used for dumping appliances, tires and garbage.
2. Public Access #2 – From the wagon road to H and/or I Avenues are being studied for potential access utilizing a mix of Trails and some stairs. There is credible potential but they would involve detailed planning and development.

REGARDING PARKS AND NATURAL AREAS DESIGNATION

SBWG acknowledges that this would be a significant addition to Village open areas that might put additional demands on public works. We would like to discuss how to address this issue with Council on behalf of Village residents. We feel certain, given the public support to preserve and protect the South Beach area that, there are viable opportunities for ongoing community engagement, support and maintenance. Preserving this area on behalf of the Village residents, Area D residents and visitors to Kaslo, will create a prized legacy for the community and deliver social, cultural, environmental and economic benefits in perpetuity.

SBWG has been offered significant financial resources to support the public input as expressed in Section 9 of the OCP to secure, preserve and enhance open space on Kaslo waterfront.

In summary, I'd like to give a quick assessment of this public access proposal, compared to the public access proposal presented to Council by the developer.

Any development proposed in the flood plain will require a dike, or concrete wall to protect the development. The developer proposed that public access would exist on the river side of a 6 foot high concrete wall with a 4' high chain link fence on top of that (10 feet high)- from the gate area to the lakeshore, on the 30 metre setback from the river.

The natural flood plain area acts as protection from the river cresting the bank. The potential high velocity debris flows would normally be dissipated over a large flat area. By eliminating the mitigating effect of the flood plain from this system, all the debris flow and flooding water will be channeled into a new river channel. Proposing that the new river channel will be public access to the beach, frankly, is a huge misrepresentation of the reality, and it is dangerous. Imagine being along that section of wall if there was a flood event – people and animals would be trapped, with no escape.

Please, just visualize for a moment, that you are standing on the South bank of the river looking over to the dike on the other side. And imagine that a developer tells you that he is going to guarantee you access to the lake on a trail about 2/3rds the way down the side of the rip rap, not a trail on top. That is what the developer is proposing for the South side of the river, a trail at the bottom of a dike

Surely Council has the awareness now that it is not a matter of IF there is a flood event, but only a matter of when it will happen – and it will.

There can be no justification or rational discussion about how development will improve public access to South Beach, when that access is practically guaranteed and largely in place now – along with over 5 acres of prime natural area, open space on the waterfront.

Flood events and debris flow implications from the channelization of Kaslo River below the bridge has been raised in the information Council currently has, but no studies have been done to assess the *TRANSFER OF RISK* to the Village properties on the Left Bank (North side of river) as recommended.

Channelization of Kaslo River below the bridge does not protect or preserve the 30 metre riparian area or provide access – it ensures its destruction.

9.0 Parks and Natural Areas

9.1 Purpose

To provide passive outdoor recreation opportunities while protecting and preserving natural areas.

9.2 Objectives

1. To retain, maintain, connect, and improve existing parkland, open space, and trails.
7. To protect, maintain and enhance natural areas and watercourses through municipal asset management and recognize their role in mitigating the impacts of climate change. *Like the flood plain*

9.3 Policies

THE VILLAGE WILL:

3. Establish and maintain the Stream Protection and Lakefront Protection Development Permit Areas to protect natural areas and riparian zones.
4. Preserve the public lands along lakefront and riverfront areas for parks, trails, and public use.
6. Require that public access be provided along key waterfront lands to achieve a linked multiuse trail system between major parks, greenbelts, dikes, and other recreational features throughout Kaslo and area.
7. Provide support to the Kaslo Outdoor Recreation and Trails Society to:
 - b. maintain, improve, and expand the network of trails throughout the Village.
8. Encourage linkages between trails, parks, lakefront areas, open spaces, and beaches within the village, and those that extend beyond village properties.
9. Require a minimum 7 metre public access strip along all waterfront areas at the time of subdivision through the Subdivision Bylaw.
10. Seek foreshore rights to Kootenay Lake waters.

From: Kootenay Lake Innovation Centre <klic@kootenays.org>
Sent: Wednesday, May 14, 2025 8:13 PM
To: Village of Kaslo; Robert Baker (CAO Kaslo); Matthew Brown; Mayor Hewat; Erika Bird; Rob Lang; Molly Leathwood
Subject: Congratulations on the Kemball Renovation Milestone

Dear Mayor and Council,

On behalf of the Kootenay Lake Innovation Centre (KLIC), we extend our heartfelt congratulations to the Village of Kaslo on the long-awaited renovation of the Kemball Memorial Centre. This is a transformative milestone for the community, and [we are proud to have played a foundational role by writing the original grant that helped secure the initial \\$1 million investment to launch this process.](#)

Since 2020, KLIC has been deeply committed to the revitalization and stewardship of the Kemball. We've brought in three additional long-term tenants, welcoming hundreds of visitors and supporting both the building and the garden areas, and contributed over \$50,000 in rent. Our presence has not only supported economic (technology programs) and social activity in Kaslo (co-hosting 50+ events) but helped reimagine Kemball as a living hub for innovation, collaboration, and regeneration.

We invite you to explore our impact and ongoing projects at kootenays.org/updates, where you'll find a record of what we've accomplished and a glimpse of what's yet to come.

Given our active role in supporting the building and its future, we respectfully request a rent-free arrangement for KLIC during periods when renovations significantly impact our operations. We believe this is a fair and reasonable request, grounded in partnership, trust, and a shared vision for what the Kemball can become.

We're excited to continue this journey with you and remain grateful for your leadership in shaping a thriving future for Kaslo.

Warm regards,

KLIC Board

Kootenay Lake Innovation Centre
kootenays.org

May 14, 2025

Village of Kaslo

Attention: Mayor Hewat, Counsellors Bird, Brown, Lang, Leathwood

Re: South Beach – Bylaw 1298 Public Hearing

The OCP review process was flawed in regard to the Waterfront Development Area section.

- At the first OCP review public meeting and open house in October 2021 a development application was mentioned as a land use planning issue.
- In April 2022 the OCP steering committee was updated. A presentation slide states: “A development application is pending for the South Beach lands which will involve an amendment to the current OCP.”
- The Waterfront Development Area section did not appear until August 2022 when the final draft OCP was made available. At this, their last steering committee meeting, neither a presentation nor a discussion pertaining to the Waterfront Development Area section was observed by this public member meeting attendee.

Surely this cannot be considered adequate engagement with the community or public members of the OCP steering committee?

Given the apparent rewrite of an entire section of our OCP with neither adequate public engagement nor OCP steering committee consideration **it would be unconscionable for council to proceed to 2nd reading of Bylaw 1298 without a Public Hearing.**

Submitted by the Kaslo resident who attended OCP steering committee meetings,

Anne Malik

From: Jane Ballantyne <janeballantyne@kaslo.services>
Sent: Thursday, May 15, 2025 3:40 PM
To: Village of Kaslo; Mayor Hewat
Cc: Patrick Steiner
Subject: Kaslo Community Services Expansion Project 2025 - The House Next Door
Attachments: Building Project - MayDays handout - final.pdf

Dear Mayor Hewat and Councillors,

This is to let you know that Kaslo Community Services has a new plan for expansion of our office at 336 B Avenue. We are very excited to have signed a Contract for Purchase of the neighbouring property at 330 B Avenue, with a plan to renovate the interior for additional office and meeting space, while maintaining the exterior look of the building to preserve the character of the neighbourhood.

We have been in conversation with Ian Dunlop about this plan and will be submitting an application for zoning change and OCP amendment very soon. We have let our immediate neighbours know about our plans, with only positive feedback so far. We will be talking about the project with the public at our May Days Booth at Vimy Park on Sunday - and sharing the attached handout. Do stop by our booth on Sunday to chat about this exciting new plan.

We look forward to further discussing our project with you as we move ahead.

Best regards,

Co-Executive Directors,

Jane Ballantyne, Patrick Steiner, Jana Gmur

Jane Ballantyne

Co-Executive Director – Finance and Administration

Hours: Monday to Thursday from 9am to 4pm

Preferred Pronouns: She, Her, Hers



Kaslo Community Services Society

336 'B' Avenue

Box 546 Kaslo V0G 1M0

Phone: 250 353 7691 ext. 201

Fax: 250 353 7694

Web: www.nklcss.org

Kaslo Community Services works on the stolen territories of the Ktunaxa, Sinixt and Syilx nations. We acknowledge the impacts of colonization, both past and present, and we seek to deliver our services in a manner that honours the land and the Indigenous peoples living here today.

This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, re-transmission, or other disclosure is strictly prohibited. If you have received this message in error, please notify the sender immediately, and then delete the original message. Thank you.

Kaslo Community Services Expansion Project 2025

- The House Next Door

The Project—Marking 50 years by Building for the Future

After years of discussion, growing demand has made it clear: Kaslo Community Services (KCS) needs more space to continue meeting the needs of our community .

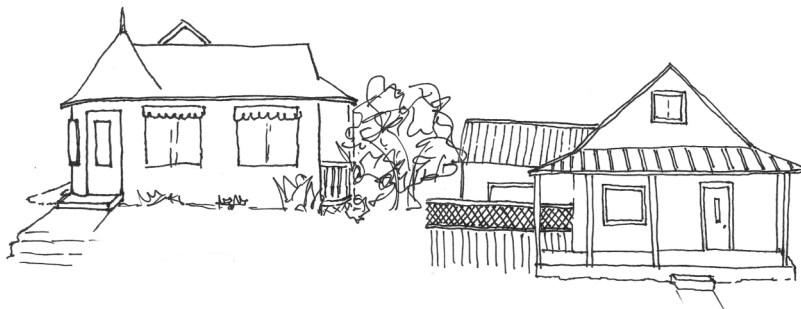
KCS has our main office building at 336 B Avenue and a new opportunity has become available to purchase the neighbouring property at 330 B Avenue. This is the most cost-effective and least disruptive solution to our space needs. We plan to renovate the interior for offices, while maintaining the exterior look of the building to preserve the character of the neighbourhood. This provides a rare opportunity to address space constraints without relocation or intrusive new construction.



For this project to move forward, we will need both a zoning change and an amendment to the Official Community Plan (OCP). Local residents will have opportunity for comment, including a public hearing.

Watch for more information and opportunities for input. We will be launching a fundraising campaign to seek financial support, grants and donations. All donations over \$20 will receive a charity receipt.

Follow us on Facebook for updates: [Kaslo Community Services Society](#)



About KCS

Kaslo Community Services (KCS) is a registered charity providing essential supports to families, seniors, children, youth and adults across the North Kootenay Lake region for 50 years.

KCS serves approximately 750 individuals annually with over 8,000 client visits per year across all locations including the Food Hub, Youth programs and 2 Family Centres.

Services include:

Early Years programs (Kaslo and Meadow Creek Family Centres), Youth programs, Counselling, Kaslo Food Hub, Seniors programs.



KCS contributes to the local economy through local purchasing, venue rentals and wages for up to 30 staff.

Our 50th anniversary is a milestone — and this expansion ensures we're ready for the next 50 years of care, connection, and community.



Box 546, 336 'B' Avenue, Kaslo, BC, V0G 1M0

Tel: 250 353 7691 • Fax: 250 353 7694

office@kaslo.services • www.kaslo.services

Serving the communities of North and Central Kootenay Lake and the Lardeau Valley

Village of Kaslo Old Pumphouse Restoration

This spring the Village of Kaslo removed an old pump house on the Kaslo River North Trail. With VOK permission, a team of folks obtained and planted over 100 native plants in support of a Pollination Pathway for our local pollinators. Native species include Showy Milkweed (especially for Monarch butterflies, seen in 2024 at Meadow Creek), Canada Goldenrod, Fall Asters, Pearly Everlasting, Alumroot, Douglas maple, Sedge, Yarrow, and more.

Support provided by:

- ★ Kaslo Outdoor & Trails Society KORTS
- ★ Kaslo Climate Action Team KCAT
- ★ Kaslo Community Garden Club Society
- ★ Kaslo Community Forest
- ★ KinSeed Ecologies
- ★ Kootenay Native Plant Society (Pollination Pathway & Milkweed for Monarchs Programs)

Thanks to Everyone for the support and volunteer efforts.

A summer watering regime is underway.

Kaslo Outdoor Recreation and Trails Society (KORTS)

Box 1024

Kaslo, BC V0G 1M0

kortsbc@gmail.com

www.korts.ca



KORTS acknowledges that the trails we build and maintain are on the unceded lands of Indigenous communities, past, present and future. It is with gratitude, respect, and responsibility we are striving to work with Indigenous communities to care for these shared spaces to ensure future enjoyment for all.



Restoration Area

Native Seeds & Plants

Please Stay Off
Including Pets

Thank You



May 15, 2025

Village of Kaslo

Attention: Mayor Hewat, Counsellors Bird, Brown, Lang, Leathwood

Re: South Beach – Inconsistencies with OCP & Public Hearing

There are two conflicting clauses in the OCP.

Waterfront Development Area Policies 11.2.10

“Limit development on a floodplain to passive recreational uses, which may include seasonal campgrounds/RV parks and require appropriate flood mitigation measures as determined by a qualified professional.”

Lakefront Protection Development Permit Area Guidelines 16.4.3.4

“Development in the DPA, from Moyie Beach, east and south to beyond the mouth of Kaslo River except for the Logger Sports ground, shall be limited to passive recreational amenities, such as walking and multi use trails, natural parks areas, non-motorized pleasure craft launches, and park benches.”

My correspondence of May 14, 2025 documents the lack of public and steering committee engagement in regard to the Waterfront Development Area section of the OCP.

“Where there is not consistency with the OCP, local government must hold a public hearing on a proposed zoning bylaw, including amendments to the bylaw.”

Source: <https://www2.gov.bc.ca/gov/content/governments/local-governments/planning-land-use/local-government-planning/engagement-on-local-planning-land-use/public-hearings>

For your consideration,

Anne Malik

May 16, 2025

Village of Kaslo

Attention: Mayor Hewat, Councillors Bird, Brown, Lang, Leathwood

Re: South Beach and Strata-lot development

During your May 13th Committee of the Whole meeting, the CAO asked Council members what their concerns were in regard to strata-lot development.

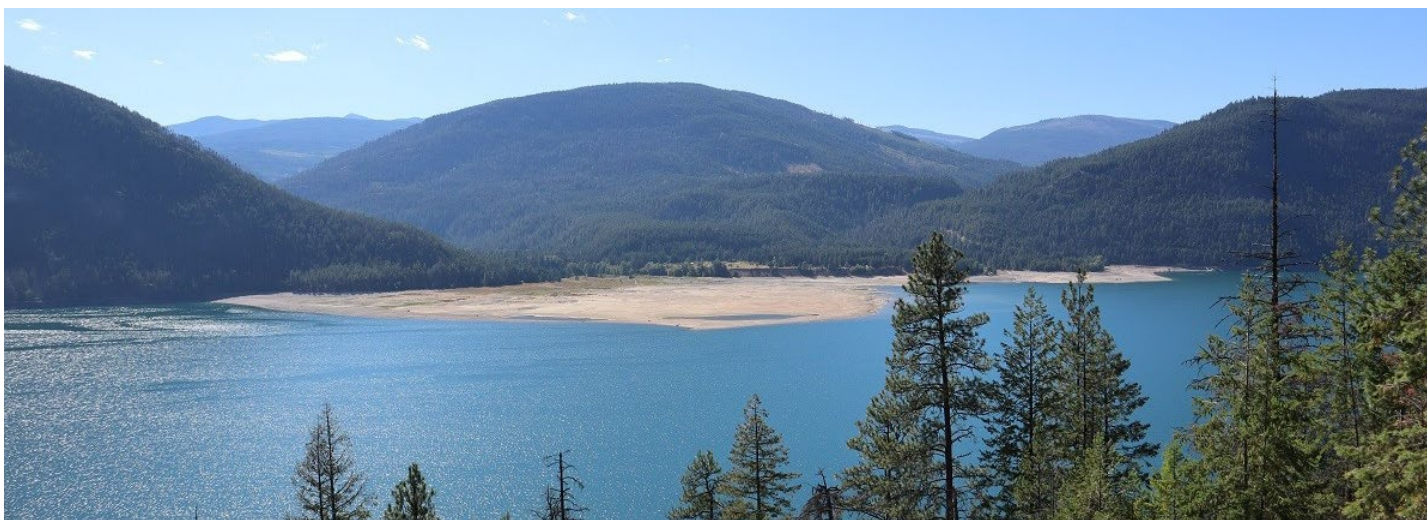
Council members should be very concerned and aware of the following:

“A BC municipality generally cannot directly restrict a strata lot owner. The primary authority to regulate a strata lot owner lies with the strata corporation itself through strata bylaws and rules.”

The Village may be able to initially have a hand in shaping the bylaws that are filed by the owner developer with the land title office; however, over time “the strata corporation may amend, change, create or delete bylaws through a three-quarter vote of the owners and file the amendments in the land title office.”

For your consideration,

Vladimir and Anne Malik



Arrow Lakes Reservoir

Columbia River Basin operations summary

Spring 2025

This publication provides an overview of BC Hydro's operations in the Columbia River Basin, including Kinbasket Reservoir, Revelstoke Reservoir, Arrow Lakes Reservoir, Duncan Reservoir, and Columbia River flows. This summary also offers information about the current operating conditions in the Columbia River Basin, as well as the Columbia River Treaty ("the Treaty").

SNOWPACK AND RUNOFF

This year's peak snowpack accumulation in mid-April was higher than the observed levels in 2024, but still below average. As of April 30, 2025, the forecast runoff for April to September for the Canadian portion of the Columbia River Basin is 84% of normal, and 85% of normal for the entire Columbia River Basin (Canada and the U.S. combined). Last year, the observed runoff in the Canadian portion of the Columbia River Basin was 75% of normal, and the overall runoff in the entire Columbia River Basin was 74% of normal.

KINBASKET RESERVOIR

Kinbasket Reservoir is created by Mica Dam and provides 12 million-acre-feet (MAF) of storage over a possible operating range up to approximately 47 metres (155 feet). This reservoir regulates discharges and generation for both Mica and Revelstoke dams and regulates approximately 50% of the average annual flows into Arrow Lakes Reservoir. Combined, Mica and Revelstoke provide approximately 27% of BC Hydro's annual average generation.

Kinbasket Reservoir drafted¹ as normal in the fall and winter, and reservoir levels were near to above average for the operating year. The reservoir reached to a minimum of 728.9 metres (2,391.7 feet) on April 24, 2025, about 3.7 metres (12 feet) above average for this date. Since then, the reservoir has been refilling. As of May 12, 2025, Kinbasket Reservoir is about 4.5 metres (15 feet) above average for this time of year.

The May official water supply forecast for Kinbasket Reservoir from February to September is 83% of normal. Based on this water supply forecast, the reservoir is expected to reach average levels this summer. Actual levels will depend on actual inflows and electricity demand.

¹ "Draft" refers to the lowering of the water level in reservoirs for various purposes, including hydroelectric generation, downstream flow management, and other water-related needs. Draft is usually expressed as a change in elevation (in meters or feet) of water in the reservoir compared to the previous level.



Kinbasket Reservoir

The normal licensed range for Kinbasket Reservoir is between 754.4 metres (2,475 feet) and 706.96 metres (2,319.42 feet) respectively. The reservoir can be operated up to two feet above its normal maximum level, if approved by the Comptroller of Water Rights. Kinbasket Reservoir provides 7 MAF of Treaty storage and 5 MAF of non-Treaty storage.

REVELSTOKE RESERVOIR

Revelstoke Reservoir is created by Revelstoke Dam and provides 1.5 MAF of storage. Unlike Arrow Lakes Reservoir or Kinbasket Reservoir, Revelstoke Reservoir has limited storage and is usually operated within the top 1.5 metres (5 feet) of full pool. Revelstoke Reservoir water levels may fluctuate in response to weather patterns, inflow levels, and electricity demand. It is common to have daily fluctuations of the reservoir within 1.5 metres (5 feet) of full pool during the spring freshet and winter peak load periods. Periodically, the reservoir is drafted (lowered) below its normal minimum level of 571.5 metres (1,875 feet) to meet increasing system needs for short-term generating capacity. The reservoir may fill to near full pool during periods of high reservoir inflows. Water is occasionally released over the Revelstoke Dam spillway during low demand and high inflow periods to maintain minimum flows or to maintain the reservoir water level.



Revelstoke Reservoir

The licensed range for Revelstoke Reservoir is between 573 metres (1,880 feet) and 554.7 metres (1,820 feet). Revelstoke Reservoir is normally maintained at or above 571.5 metres (1,875 feet), although there may be frequent fluctuations with this range every day.

ARROW LAKES RESERVOIR

Arrow Lakes Reservoir is created by the Hugh L. Keenleyside Dam and provides 7.1 MAF of storage over a possible operating range of approximately 20 metres (66 feet). Water releases from Arrow Lakes Reservoir are regulated under the Treaty and its supplemental operating agreements. The Treaty requires Canada to hold back water during wet years and release more water during dry years.

As usual, Arrow Lakes Reservoir drafted during the fall and winter. The reservoir reached a minimum level of 423.03 metres (1,387.9 feet) on January 31, 2025. In comparison, the reservoir reached a minimum level of 422.7 metres (1,386.9 feet) on January 11, 2024. Arrow Lakes Reservoir has been refilling since then. As of May 12, 2025, the reservoir is currently about 3 metres (10 feet) above average, similar to this time last year.

The May official water supply forecast for Arrow Lakes Reservoir from February to September is 86% of normal, and the Dalles at 85% of normal. Based on the latest water supply forecast and the required Treaty releases, Arrow Lakes Reservoir is expected to refill to above average levels between 437 and 439.5 meters (1,435 and 1,442 feet) in late June. In comparison, last year the reservoir reached a maximum level of 436.7 metres (1,433 feet) on June 29, 2024.

The normal licensed range for Arrow Lakes Reservoir is between 440.1 metres (1,444 feet) and 419.9 metres (1,377.9 feet). The reservoir can be operated up to two feet above its normal maximum level (to 440.7 metres or 1,446 feet), if approved by the Comptroller of Water Rights. Arrow Lakes Reservoir provides 7.1 MAF of Treaty storage.



Duncan Dam from the lower viewpoint

DUNCAN RESERVOIR

Duncan Reservoir is created by Duncan Dam and provides 1.4 MAF of storage. The dam's operations help to minimize downstream flood risk in and around Kootenay Lake. Duncan Dam operations also provide minimum fish flows year-round as required by the Duncan Dam Water Use Plan.

Duncan Reservoir reached a minimum level of 549.0 metres (1,801.3 feet) on April 25, 2025, which is about average for this date. In comparison, the minimum level reached last year was 547.3 metres (1,795.6 feet) on April 26, 2024.

Duncan Dam has been refilling since it reached its minimum level in late April. As of May 12, 2025, the reservoir is at average levels for this time of year. The May official water supply forecast for Duncan Reservoir from February to September is 84% of normal. Based on the current water supply forecast, the reservoir is expected to refill to a maximum of 576.4 metres (1,891 feet) by the end of July, which is 0.3 metres (1 foot) below full pool. Last year, the reservoir reached a maximum level of 572.7 metres (1,879 feet) on August 4, 2024.

The normal operating range for Duncan Reservoir is between 576.7 metres (1,892 feet) and 546.9 metres (1,794.2 feet). Duncan Reservoir can be operated up to 1.2 feet above its normal maximum level (577 metres or 1,893.2 feet) if approved by the Comptroller of Water Rights. Duncan Reservoir provides 1.4 MAF of Treaty storage.

COLUMBIA RIVER FLOWS

Columbia River flows, downstream of the Kootenay River confluence at Castlegar, are the result of flow regulation at Hugh L. Keenleyside and other dams on the mainstem Columbia, as well as dams on the Kootenay River system. Actual discharges depend on many factors, including upstream runoff and storage operations and Treaty discharge requirements.

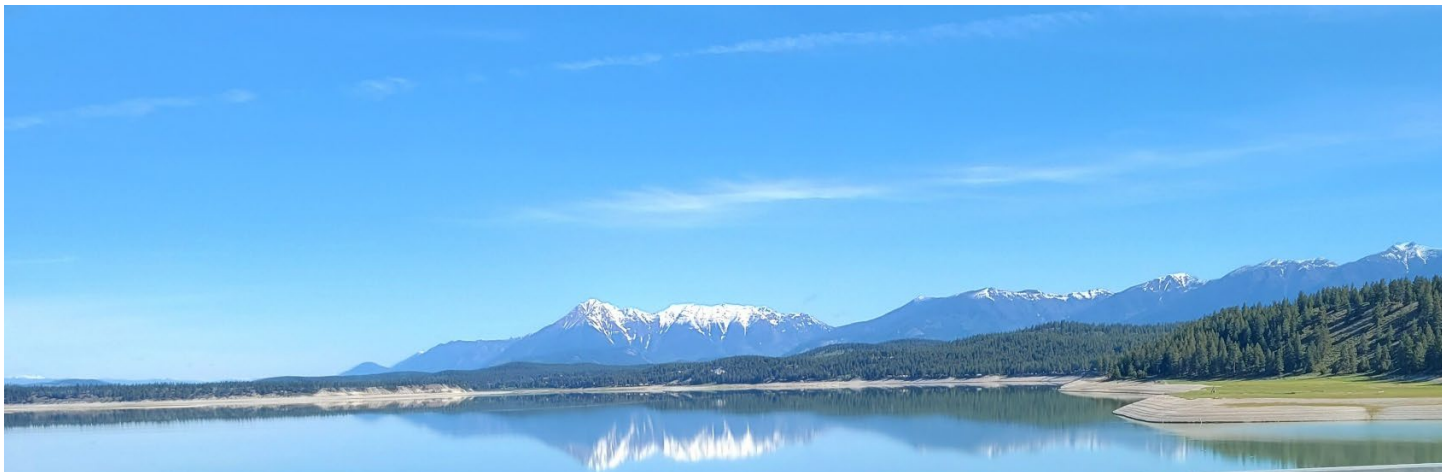
The current forecasted peak level at Birchbank is between 2,548 and 2,831 cubic metres (m³/s) or 90,000 and 100,000 cubic feet per second (ft³/s). This flow rate is well below the peak regulated flow experienced in 2012 of 6,090 m³/s (215,000 ft³/s), and the peak pre-dam flow of 10,590 m³/s (374,000 ft³/s) in 1961. The last peak flow on the Columbia River was 2,931 m³/s or 103,500 ft³/s on July 7, 2024.



Columbia River in Trail

Columbia River flows are measured at the Birchbank flow measuring station downstream of the Kootenay River confluence between Castlegar and Trail. Flooding conditions on the Columbia River are not anticipated this year based on the current forecast conditions associated with the below average snowpack.

BC Hydro's water license has no minimum discharge requirements for the Columbia River downstream of the Hugh L. Keenleyside Dam. However, BC Hydro can be obliged (per the Treaty) to reduce flows to a minimum weekly average flow of 141.5 m³/s or 5,000 ft³/s under certain water conditions. Please note that although this is the lowest possible flow rate under the Treaty, the required weekly discharges are largely based on inflows. The Treaty requires Canada to hold back water during wet conditions and release more water during dry conditions.



Koocanusa Reservoir

KOOCANUSA RESERVOIR

Koocanusa Reservoir on the Kootenay River is controlled by Libby Dam in Libby, Montana, and is operated by the U.S. Army Corps of Engineers (USACE). The reservoir backs into Canada and provides approximately 5 MAF of storage.

Koocanusa Reservoir is typically drafted during the winter for Treaty flood risk management. Libby Dam continues to be operated under VarQ² procedures for U.S. fisheries interests and flood control. The forecast runoff for Koocanusa Reservoir from April to August 2025 is 81% of average. Due to the well below average inflow forecast, reduced draft was required to manage flood risk this year. The reservoir reached a minimum level of 733.17 metres (2,405.4 feet) on March 25, 2025, which is about 10.4 metres (34 feet) above average for this date. In comparison, the reservoir reached a minimum of 736.2 metres (2,415.4 feet) on March 18, 2024, which is about 13.4 metres (44 feet) above average for this date.

Information regarding the operation of Libby Dam and Koocanusa Reservoir water levels is available from USACE at nwd.usace.army.mil or by calling 206 764 6702.

The normal operating range for Koocanusa Reservoir is between 749.5 metres (2,459 feet) and 697.1 metres (2,287 feet). During periods of high downstream flood risk, the Treaty entities may coordinate additional storage in Koocanusa Reservoir.

KOOTENAY LAKE

Information regarding Kootenay Lake is available from FortisBC at fortisbc.com or by calling 1 866 436 7847.



The West Arm of Kootenay Lake in Nelson

² VarQ was developed to improve the multi-purpose operation of Libby and Hungry Horse while maintaining the current level of system flood control protection in the Columbia River. VarQ reduces the contribution of reservoir space at Libby and Hungry Horse for system flood control of spring runoff in the Columbia River in years with low to moderate potential for flooding. For more information, please visit: <https://www.nwd-wc.usace.army.mil/cafe/forecast/VARQ/varq.htm>.

About the Columbia River Basin

At 2,000 kilometres long, the Columbia River is the fourth largest river in North America. The headwaters of the Columbia River are in Canal Flats, British Columbia (B.C.). The river then flows northwest through the Rocky Mountain trench before heading south through B.C. and Washington, emptying into the Pacific Ocean at Astoria, Oregon. Other major tributaries of the Columbia River in Canada include the Kootenay River and the Pend d'Oreille River.

Only 15% of the Columbia River Basin lies in Canada. The Canadian portion of the basin is mountainous, accumulates a lot of snow and produces an average of 30% to 35% of the runoff for Canada and the U.S. combined. The river's large annual discharge and relatively steep gradient gives it tremendous potential for generating electricity. Hydroelectric dams on the Columbia's mainstem and its many tributaries produce more hydroelectric power than on any other North American river.

BC Hydro's facilities in the Columbia River Basin include 13 hydroelectric dams, two water storage dams, and a system of reservoirs. Four of the larger reservoirs within Canada are operated according to the Treaty and other agreements signed between Canada and the U.S.

For more information, visit bchydro.com/energy-in-bc/operations/our-facilities/columbia.html.



Columbia River Treaty

The Columbia River Treaty is a water management agreement between Canada and the United States. The Treaty was signed in 1964 and provides flood control and power generation benefits to British Columbia and the United States. BC Hydro is responsible for the implementing the treaty in Canada and we operate several dams in the Columbia region that are bound by Treaty obligations: Duncan Dam, Hugh L. Keenleyside Dam, and Mica Dam.

Last year, Canada and the United States reached an agreement-in-principle (AIP) to modernize the Columbia River Treaty. The AIP initiated the next phase in negotiations as both countries began drafting amended Treaty text in a way that reflects the AIP.

Early this year the U.S. paused negotiations with Canada on an amended Columbia River Treaty. The U.S. administration is conducting a broad review of its international engagement.

The Province of BC will continue to share information on the status of the Treaty modernization when there are new developments. To learn more, visit <https://engage.gov.bc.ca/columbiarivertreaty/>.

Stay informed

REGIONAL OPERATIONS UPDATE MEETINGS

BC Hydro periodically hosts meetings to provide updates on our Columbia and Kootenay system operations to:

- listen to and learn from local residents, stakeholders, First Nations and community representatives who have an interest in the operation of the Treaty facilities and BC Hydro facilities in the Southern Interior; and
- provide information on BC Hydro's activities and facility operations in the Columbia River Basin.

To request information about these meetings and presentations, please contact us by emailing southern-interior.info@bchydro.com.

RESERVOIR LEVEL UPDATES

You can receive regular updates about BC Hydro reservoir levels in a variety of ways:

- Go online to view near [real-time water level information](#) for various locations around our reservoirs .
- Sign up to receive weekly water level forecasts by emailing southern-interior.info@bchydro.com.
- Listen to river flow and reservoir level information by phoning our toll-free reservoir information line at **1 877 924 2444**. These recorded messages are updated every Monday, Wednesday, and Friday, and include:
 - Current elevation levels: Arrow Lakes Reservoir, Duncan Dam Reservoir, Kinbasket Reservoir, Koocanusa Reservoir, Kootenay Lake, Revelstoke Reservoir, Sugar Lake Reservoir, and Whatshan Lake Reservoir.
 - Current flows: Columbia River at Birchbank, Duncan River at the Lardeau Confluence, Shuswap River, and the flow downstream from Wilsey Dam at Shuswap Falls.

VISIT BCHYDRO.COM

- [Real-time water level information](#) for various locations around our reservoirs.
- Details about our [Columbia River Basin facilities](#) and [Revelstoke Dam Visitor Centre](#).
- Information and updates on the [Columbia River Water Use Plan](#) and [Duncan Dam Water Use Plan](#).
- Report an outage, find current and planned outages, and tips on how to prepare for outages at bchydro.com/outages.

REACH OUT TO THE SOUTHERN INTERIOR COMMUNITY RELATIONS TEAM

southern-interior.info@bchydro.com

Dag Sharman	Community Relations Manager	250 549 8531	dag.sharman@bchydro.com
Susan Edgell	Stakeholder Engagement Advisor	778 694 9386	susan.edgell@bchydro.com
Dave Cooper	Public Affairs Coordinator	250 549 8581	david.cooper@bchydro.com
Angela Choi	Public Affairs Research Assistant	250 668 3083	angela.choi@bchydro.com

From: southern-interior.info <southern-interior.info@bchydro.com>
Sent: Wednesday, May 21, 2025 3:23 PM
To: southern-interior.info
Subject: BC Hydro's Columbia & Duncan Operations Update Meeting for Elected Officials and Key Stakeholders, Wednesday, June 18

Good afternoon,

We are pleased to invite you to attend our Columbia & Duncan Operations Update Meeting for elected officials and key stakeholders on **Wednesday, June 18** from **10:30 a.m. to noon PDT**. This meeting will be held virtually via MS Teams.

During this meeting, we will provide information about this year's snowpack, forecast inflows, the expected summer levels for Kinbasket Reservoir, Revelstoke Reservoir, Arrow Lakes Reservoir, and Duncan Reservoir, and the expected Columbia River flows at Birchbank. We will also provide updates on the Columbia River and Duncan Dam Water Use Plans.

We hope you can join us for this meeting on Wednesday, June 18. You are also welcome to join us for the Columbia & Duncan Operations Update Meeting for the public that is scheduled to take place later that day from 6:30 p.m. to 8:00 p.m. PDT.

To register for either or both of these meetings, please complete the online form [here](#) by Friday, June 13. Please note that the MS Teams invitation will be sent to the registered email address on Tuesday, June 17.

If you have any questions or concerns, please contact us directly at southern-interior.info@bchydro.com.

Best regards,

Susan

Susan Edgell (she/her) | Stakeholder Engagement Advisor
Community Relations

BC Hydro
1155 McGill Road
Kamloops, BC V2C 5L1

M 778-694-9386
E susan.edgell@bchydro.com

bchydro.com

Smart about power in all we do.

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DATE: May 5, 2025

FILE NUMBER: 0890-20

TO: Mayor and Council

FROM: Robert Baker, Chief Administrative Officer

SUBJECT: Camping Fees Amendment Bylaw No. 1318, 2025

1.0 PURPOSE

For Council to consider amending the campground and sanitary dump fees listed in the Fees and Charges Bylaw No. 1300, 2023.

2.0 RECOMMENDATION

THAT Camping Fees Amendment Bylaw No. 1318, 2025 receive first, second, and third readings.

3.0 BACKGROUND

Council recently considered the Kaslo Municipal Campground Policy, and staff now propose that the campground and sanitary dump fees listed in the Village's Fees and Charges Bylaw No. 1300, 2023 be amended to align with Council's Policy. A Camping Fees Amendment Bylaw No. 1318, 2025 has been drafted for Council's consideration.

4.0 DISCUSSION

The current Fees and Charges Bylaw uses terms that are not defined in the Bylaw or Kaslo Municipal Campground Policy. Staff propose that the terms used in the Bylaw be aligned with the definitions contained in the Policy. Specifically, the draft bylaw identifies that "Definitions used in this Fee Category are the same as those in the Kaslo Municipal Campground Policy, as amended from time to time." Moreover, the draft Bylaw uses the term "Campsite" instead of "Regular Site", "Additional Camper" instead of "Additional occupants", "Group Camping" instead of "Group Sites", and "Wastewater" instead of "Sewer".

The draft Bylaw categorizes the types of serviced campsites as 15-amp electricity, 30-amp electricity, and 30-amp electricity with wastewater. The intent is to simplify the identification of applicable fees for Village staff and the operator.

The draft Bylaw deletes the fee for "Special Event Group Camping" as the operator has indicated that this fee is not used. Rather, "Group Camping" is charged a fee per person per night.

The draft Bylaw deletes the fee for "Overflow Camping – tents" as the operator has indicated that this is a duplicate of "Group Camping".

The draft Bylaw deletes the fee for "Showers – day park users" as the operator has indicated that administering shower access for non-campers is onerous. The operator has reported challenges identifying whether non-campers are day park users or visitors from another campground, and that non-campers have often created extra janitorial work for the operator. The operator has requested that the Policy provide them with discretion in deciding whether to permit shower access to non-campers, and that the \$5 fee for non-

campers be deleted as it adds extra administration. The Policy states that the operator shall remit 100% of Shower Fees to the Village which means the operator does not have a financial incentive to accommodate non-campers, and this might be influencing their request. If Council would like to guarantee that park users continue to have access to the showers, then direction should be provided to amend the draft Bylaw to include the \$5 fee that appears in the parent bylaw.

The draft Bylaw amends the fees for bulk disposal and Camper sanitary dump to include GST, and lowers the Camper sanitary dump fee to a flat rate of \$10 so that users and the operator do not need to manage small change. The \$10 fee is comparable to fees charged by neighboring municipal sanitary sewer dumps and the convenience of using whole dollars might outweigh the benefit of charging a higher fee but handling small change.

5.0 OPTIONS

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

1. **THAT Camping Fees Amendment Bylaw No. 1318, 2025 receive first, second, and third readings, as presented.**
2. **THAT Camping Fees Amendment Bylaw No. 1318, 2025 receive first, second, and third readings, as amended to include a \$5 fee for non-camper shower access. *Staff will amend the bylaw.***

6.0 FINANCIAL CONSIDERATIONS

None to report.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Fees and Charges Bylaw No. 1300, 2023

Kaslo Municipal Campground Bylaw No. 1312, 2025

Kaslo Municipal Campground Policy

8.0 STRATEGIC PRIORITIES

None to report.

9.0 OTHER CONSIDERATIONS

Fees and Charges Bylaw No. 1300, 2023 has been amended twice, by Fees and Charges Amendment Bylaw No. 1301, 2024, and Fees and Charges Amendment Bylaw No. 1308, 2024. In addition to proposing amendments to campground and sanitary dump fees, the Kaslo Municipal Campground Bylaw No. 1312, 2025 proposes that all four bylaws be consolidated.

RESPECTFULLY SUBMITTED



Robert Baker, Chief Administrative Officer

Attachments: Camping Fees Amendment Bylaw No. 1318, 2025 DRAFT
Fees and Charges Bylaw No. 1300, 2023

Campground Fees Amendment Bylaw

Village of Kaslo

Bylaw No. 1318, 2025

A bylaw to amend and consolidate the Fees and Charges Bylaw No. 1300, 2023.

ENACTMENT

The Council of the Village of Kaslo, in open meeting assembled, hereby enacts as follows:

APPLICATION

Jurisdiction

Section 137 of the Community Charter - Power to amend or repeal a bylaw.

Purpose

Fees and Charges Bylaw No. 1300, 2023 be amended by Camping Fees Amendment Bylaw No. 1318, 2025, and consolidated with Fees and Charges Amendment Bylaw No. 1301, 2024, Fees and Charges Amendment Bylaw No. 1308, 2024, and Camping Fees Amendment Bylaw No. 1318, 2025.

PROVISIONS

1. Delete from Schedule E - Community Services:

Fee Category: Campground Fees

2. Insert into Schedule E - Community Services:

Definitions used in this Fee Category are the same as those in the Kaslo Municipal Campground Policy, as amended from time to time.

FEE CATEGORY: Camping Fees	
<i>Service</i>	<i>Fee</i>
<i>Campsite</i>	<i>\$33 per night</i>
<i>Serviced Site with 15-amp electricity</i>	<i>\$38 per night</i>
<i>Serviced Site with 30-amp electricity</i>	<i>\$45 per night</i>
<i>Serviced Site with 30-amp electricity, and wastewater</i>	<i>\$50 per night</i>
<i>Additional Camper</i>	<i>\$5 per person per night</i>
<i>Overflow Camping Areas</i>	<i>\$35 per Campsite per night</i>
<i>Group Camping</i>	<i>\$10 per person per night</i>
<i>Shower Fees</i>	<i>\$1.00</i>
<i>These fees include GST</i>	

3. Delete from Schedule I – Waste:

Fee Category: Sani Dump Fees

4. Insert into Schedule I – Waste:

Definitions used in this Fee Category are the same as those in the Kaslo Municipal Campground policy, as amended from time to time.

FEE CATEGORY: Sani-Dump Fees	
<i>Service</i>	<i>Fee</i>
<i>Bulk disposal from municipal operations</i>	<i>\$0.62 per gallon</i>
<i>Camper</i>	<i>\$10</i>
<i>These fees include GST</i>	

SEVERABILITY

5. If any section, subsection, paragraph, subparagraph or clause of the Camping Fees Amendment Bylaw No. 1318, 2025 is for any reason held to be invalid by the decision of any court of competent jurisdiction, such decision does not affect the validity of the remaining portions of the Camping Fees Amendment Bylaw No. 1318, 2025.

COMING INTO EFFECT

6. The Camping Fees Amendment Bylaw No. 1318, 2025 comes into effect upon adoption.

CITATION

7. This bylaw may be cited as the “Camping Fees Amendment Bylaw No. 1318, 2025”.

READ A FIRST TIME this day day of month, year.

READ A SECOND TIME this day day of month, year.

READ A THIRD TIME this day day of month, year.

ADOPTED this day day of month, year.

Mayor

Corporate Administrator

**VILLAGE OF KASLO
BYLAW NO. 1300, 2023**

A BYLAW TO AUTHORIZE THE CHARGING OF FEES FOR SPECIFIED MUNICIPAL SERVICES AND PRODUCTS
--

WHEREAS the *Community Charter* provides that Council may, by bylaw, impose a fee payable in respect to all or part of a service or product of the municipality;

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

1. Title

This Bylaw may be cited as “Fees and Charges Bylaw No. 1300, 2023”.

2. Definitions

Village means the Village of Kaslo

Council means the duly elected Council for the Village

Person means any individual, sole proprietorship, partnership, corporation, trust, joint venture, society, or any incorporated or unincorporated entity or association of any nature

Schedule means a schedule attached to and forming part of this bylaw.

- 3.** This bylaw shall apply to any person who requires goods or services supplied by the Village and provided for in this bylaw.
- 4.** Applicable provincial and federal sales taxes are not included fees and charges unless otherwise stated.
- 5.** Fees and charges shall not apply to the Village’s municipal business, property or operations unless otherwise stipulated by legislation, policy or resolution.
- 6.** Unless otherwise specified fees and charges shall:
 - a)** Be due and payable immediately by a person upon receipt of the products, works or services rendered by the Village, and

- b)** After 60 day, may have a late fee based on the Interest Rate on Taxes in Arrears, as periodically set by the Provincial Government, applied to the full amount starting from the date of the first invoice or notice issued by the Village.
- 7.** For work done or services provided to land or improvements:
 - a)** Fees and charges left unpaid by a tenant or a person legally occupying the land shall become the responsibility of the owner of the land, including the late fee set out in 6(b), upon receipt of notice from the Village;
 - b)** Fees and charges due and payable by December 31, and unpaid on that date, may be deemed to be taxes in arrears.
- 8.** Where the Village is required by legislation to publish notice by way of advertising, signage, mailing or other means, the person requesting the goods or services shall be required to pay the actual cost of such notice in addition to the fees and charges.
- 9.** The fees and charges set out in the following schedules are hereby imposed:
 - Schedule A – Administrative Services
 - Schedule B – Rentals
 - Schedule C – Business Licences
 - Schedule D – Development Services
 - Schedule E – Community Services
 - Schedule F – Protective Services
 - Schedule G – Public Works
 - Schedule H – Water
 - Schedule I – Waste

10. Severability Clause

If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

11. Repeal

Village of Kaslo Fees and Charges Bylaw No. 1271, 2021 and all amendments thereto are hereby repealed.

12. Effective Date

This bylaw shall take effect January 1, 2024.

READ A FIRST TIME this 28th day of November 2023.

READ A SECOND TIME this 28th day of November 2023.

READ A THIRD TIME this 28th day of November 2023.

RECONSIDERED AND ADOPTED this 12th day of December 2023.

MAYOR

CORPORATE OFFICER

Certified to be a true copy of "Fees and Charges Bylaw No. 1300, 2023."

CORPORATE OFFICER

FEE CATEGORY: Clerical Services	
Item	Fee
Property Tax & Utility Certificate	\$15.00 per folio, per year
Title Search	\$17.00
Reprint of Tax Notice or Utility Bill	Current year: no charge Prior year: \$10 per folio
Hardcopy of Official Community Plan, Zoning Bylaw or Subdivision Servicing Bylaw	\$30.00
Photocopying or Printing (Black & White)	\$0.40 per letter/legal page \$0.80 per tabloid size page \$10.00 minimum charge
Photocopying or Printing (Colour)	\$2.00 per letter/legal page \$4.00 per tabloid size page \$10.00 minimum charge
Fax Send or Receive	\$0.40 per page \$10.00 minimum charge
Document Scan	\$0.40 per page \$10.00 minimum charge
NSF Cheque Fee	\$27.50
Lapel Pin - Retail	\$3.00
Lapel Pin - Wholesale (minimum 50)	\$1.25
Municipal Flag	Actual Cost
Postage/Courier/Shipping	Actual Cost
These amounts do not include GST which will be applied	

FEE CATEGORY: Freedom of Information Requests	
Item	Fee
For Commercial Applicants	Actual Cost
For All Other Applicants	As per Schedule 1 of the Provincial FOIPP Regulation

Fees and Charges
SCHEDULE B
Rentals

FEE CATEGORY: Indoor Space Rentals	
Item	Fee
Key Deposit	\$25.00
Damage Deposit	\$500
Cleaning Services	Actual Cost
Kemball Building - Upper Floor	\$1.20/sq. ft. per month
Kemball Building - First Floor	\$1.40/sq. ft. per month
Kemball Building - Basement	\$1.00/sq. ft. per month
Meeting Room (Kemball, Jury, Council Chambers)	\$30 per day
City Hall Courtroom - Community Use	\$50 per day
These amounts do not include GST which will be applied	

FEE CATEGORY: Outdoor Space Rentals	
Item	Fee
Kemball Building Courtyard	\$30 per day
Legacy Park	\$30 per day
Kaslo Bay Park	\$150 per day
Front Street Park (no stage)	\$50 per day
Front Street Park (with stage)	\$100 per day
Vimy Park Baseball Diamond	\$30 per day
Vimy Park Gazebo	\$30 per day
Vimy Park Picnic Shelter	\$30 per day
2 or More Vimy Park Facilities	\$60 per day
Skatepark	\$50 per day
Moyie Beach Park	\$200 per day
Logger Sports Grounds & Concession Stands	\$50 per day
Damage Deposit	\$250
Cleaning Services	Actual Cost
Installation of Notice of Reservation	\$30
These amounts do not include GST which will be applied	

FEE CATEGORY: Special Event Fees	
Item	Fee
Large Event Fee (101-500 Attendees)	\$275 per day
Large Event Fee (501-1000 Attendees)	\$750 per day
Large Event Fee (>1000 Attendees)	\$1000 per day

FEE CATEGORY: Street and Boulevard Usage		
Item		Fee
Street Closure Permit		\$30
Licence of Occupation Application Fee		\$100
Constructed Patio Inspection (first year)		\$92
Annual Patio Reinspection		\$50
Patio Licence of Occupation	10% of the assessed value of the land fronting (or in proximity of) the public lands being occupied, or a minimum annual fee of \$10 per square meter, whichever is greater	
Patio Licence of Occupation		\$550 per parking stall
Barricade Rental		\$5 per item per day
Barricade Damage Deposit		\$250

FEE CATEGORY: Aerodrome Fees		
Item		Fee
Airside Commercial Use (per year)		\$437
Licence of Occupation/Hangar Lease		\$3.12/sq m, minimum \$175
Outdoor Aircraft Parking (per night)		\$10
These amounts do not include GST which will be applied		

FEE CATEGORY: Public Wharf Fees		
Item		Fee
Off-season Mooring Fee (November 1 - March 31)		\$150 per month
Off-season Mooring Damage Deposit		\$500
These amounts do not include GST which will be applied		

FEE CATEGORY: Annual Business Licences	
Item	Fee
Licence Transfer or Change	10% of licence fee, minimum \$15
Third Party Vending Machine	\$20
Home Based Business	\$60
Short-term Rental Accommodation	\$60 per rentable bedroom
Contractors and Certified Trades	\$120
Professional and Financial Services	\$150
Liquor or Cannabis Retail Application	\$1,750
All Other Resident Businesses	\$75
All Other Non-Resident Businesses	\$100
Inter-Community Business Licence (ICBL)	\$100

FEE CATEGORY: Temporary Business Licences	
Item	Fee
Community Event with Vendors	\$15 per event
Trade Show or Other Event with Vendors	\$10 per vendor
Outdoor Market	\$100 per day
	\$200 per season
Mobile Vendor	\$25 per day

FEE CATEGORY: Subdivision Fees		
Item		Fee
Fee Simple Subdivision Application Fees	Application for Preliminary Review	\$200
	Preliminary Review, Per Lot Charge	\$200
	Amendment after Preliminary Review	\$200
	Final Plan Approval	\$250
Bare Land Strata, Strata Conversion or Phased Strata (per phase) Application Fees	Application for Preliminary Review	\$500
	Preliminary Review, Charge Per Strata Lot	\$200
	Final Plan Approval	\$250
Internal Lot Line or Boundary Adjustment		\$250
Extension of Preliminary Review		\$200
Performance Security Bond		120% of total estimated construction costs
Maintenance Period Security Bond		Greater of \$2,000 or 10% of total estimated servicing construction costs
Subdivision Inspection		Greater of \$250, 2% of servicing construction costs, or the actual cost of professional inspection
Document Administration (per document executed or registered)		\$200
Development Security Deposit required by Approving Officer		Greater of \$1,000 per lot or the total estimated cost of incomplete works related to the subdivision
Other Costs		Actual Cost
FEE CATEGORY: Development Fees		
Item		Fee
Official Community Plan Amendment Application Fee		\$1,000
Land Use Bylaw Amendment Application Fee		\$1,000
Combined OCP and Land Use Bylaw Amendment Application Fee		\$1,500
Development Permit Application Fee		\$250
Development Variance Permit Application Fee		\$250
Temporary Use Permit Application Fee		
	Related to the construction of a residential dwelling	\$250
	All other permit types	\$500
Encroachment Agreement Application Fee		\$250
Large Project Fee (for all commercial and industrial developments, and residential projects with 5 or more dwelling units)		\$1.00/m ² of Developed Area
Public Notice		Actual Cost
Other Costs and deposits		Actual Cost

FEE CATEGORY: Board of Variance Appeals	
Item	Fee
Appeal of Land Use (Zoning) Bylaw Requirements	\$300
Appeal of Subdivision Servicing Bylaw Requirements	\$500
Appeal of Structural Alteration or Addition for a Non-Conforming Use	\$300
Appeal of extent of damage to non-conforming use determined by Building Inspector	\$500
Other Costs	Actual Cost
Extension to Appeal	\$200
Amendment to Order	\$200
Public Notice	Actual Cost

FEE CATEGORY: Miscellaneous Charges and Refunds	
Item	Fee
LTSA Document Retrieval, other than title search	Actual Cost
LTSA Filings	Actual Cost
Village Planning Report if required for a RDCK Building Permit Application	\$50
Notice on Title Removal	\$750
Partial refund of an application fee, if an application is withdrawn prior to the earliest of preparation of a report by staff, issuance of public notice, or the matter appearing on a public meeting agenda.	75% of the applicable fee excluding costs already incurred

Definitions applicable to this Schedule:

“Lot” means the remnant portion of the original lot and each subdivided parcel, for determining the number of lots in a subdivision application.

“Developed Area” means the total area of new construction:

- i) including the gross floor area, parking and loading areas, porches, decks, driveways, paths, landscaped, garden and amenity areas, and other ancillary or utility facilities of a proposed development;
- ii) excluding undisturbed natural areas and any structures and facilities existing prior to development that will remain.

“Other Costs” include but are not limited to expert review, such as fees for engineering, architectural, environmental, appraisal and legal professionals who may be engaged by the Village to provide advice and technical approvals on matters relating to an application for which the Village lacks sufficient in-house expertise.

“Public Notice” means advertising, signage, mailing, or other form of notification required by an enactment.

FEE CATEGORY: Cemetery Fees	
Item	Fee
Grave Space – Kaslo & Area Resident	\$300 (includes \$150 allocation to care fund)
Grave Space – Area D resident	\$550 (includes \$150 allocation to care fund)
Grave Space – Non-resident	\$550 (includes \$150 allocation to care fund)
Memorial Installation	\$175 (includes \$50 allocation to care fund)
Opening/closing - Adult	\$550
Opening/closing - Child/Infant	\$475
Opening/closing - Cremated remains	\$225
Opening/closing - Exhumation	\$800
Opening/closing - Exhumation (Cremated remains)	\$200
Reinterment	\$550
After Hours Surcharge (opening/closing)	\$400
Licence Transfer	\$25
These amounts do not include GST which will be applied	

FEE CATEGORY: Campground Fees	
Item	Fee
Serviced Site - 30A	\$45 per night
Serviced Site - 15A	\$38 per night
Regular Site	\$33 per night
Site with sewer available	add \$5 per night per unit
Additional occupants (beyond 2)	\$5 per person per night
Group Sites	\$10 per person per night
Special Event Group Camping	\$230 per night
Overflow Camping	\$35 per unit per night
Overflow Camping - tents	\$10 per person per night
Showers - campers	\$1.00
Showers - day park user	\$5.00
These amounts include GST	

FEE CATEGORY: Electric Vehicle Charging Fees	
Item	Fee
FLO Level 2 (240V) - per hour	\$2.00

FEE CATEGORY: Dog Licences	
Item	Fee
Dog Licence	\$50
Dog Licence if paid before January 31	\$40
Dog Licence - neutered or spayed	\$15
Dog Licence - neutered or spayed, if paid before January 31	\$12
Replacement Dog Tag	\$5

FEE CATEGORY: Animal Control	
Item	Fee
Impoundment - first occurrence	\$75
Impoundment - second occurrence	\$100
Impoundment - additional occurrence(s)	\$150
Food, Water, Shelter, Transportation for impounded dogs	Actual Cost
Veterinarian fees incurred during impoundment	Actual Cost
Live Animal Trap Rental	\$5 per day
Deposit for Live Animal Trap Rental	\$75
These amounts do not include GST which will be applied	

FEE CATEGORY: Burning Permits	
Item	Fee
Category 3 or 4 Fire	\$30

FEE CATEGORY: Sales and Services	
Item	Fee
Custom work, externally contracted	Actual cost + 15%
Work performed by municipal staff*	Actual cost + 15%
Pit run	\$8 per cubic meter
Field Stone (3" or larger)	\$5 per cubic meter
Road Base	\$21 per cubic meter
Sawdust – commercial use	\$5 per cubic meter
Sawdust – personal use	\$5 per pickup load
These amounts do not include GST which will be applied	

*Cost includes materials, wages, benefits, equipment rates

FEE CATEGORY: Annual Residential Water Fees	
Item	Fee
Dwelling Unit (each)	\$378
Swimming Pool	\$131

FEE CATEGORY: Annual Home-based Business Water Surcharges	
Item	Fee
Hairdressing, barber shops, beauty salons, pet grooming	\$310
Boardinghouse, rooming house, lodge (per unit)	\$124
Home-based food and beverage production (no seating/dining)	\$158
Short-term rental accommodation (per room available)	\$124
Other home-based business (per washroom)	\$124

FEE CATEGORY: Annual Commercial/Institutional Water Fees	
Item	Fee
Hairdressing, barber shops, beauty salons, pet grooming	\$383
Coffee shop, restaurant, dining	\$605
Food/beverage production facilities, take out - no seating	\$396
Food/beverage production facilities, take out - with seating	\$605
Brewery (if unmetered)	\$1,260
Service stations	\$378
Car Wash (per bay)	\$614
Laundries - first machine	\$279
Laundries - each additional machine	\$116
Motel units and/or tourist cabins - first unit	\$351
Motel units and/or tourist cabins - each additional unit	\$158
Hotel accommodation (per unit)	\$123
Hotel café, pub lounge or dining room	\$595
Short term rental accommodation - up to 4 bedrooms	\$499
Short term rental accommodation - each additional bedroom	\$125
Short term rental accommodation - strata unit	\$410
Retail stores, public halls	\$310
Offices, with use of washroom facility	\$350
School, per classroom	\$350
Commercial work/maintenance yards	\$606
Industrial sites	\$1,260
Commercial swimming pools	\$1,260
Vacant lot with service available	\$68
Other uses (per washroom)	\$310

FEE CATEGORY: Metered Water and Irrigation Rates	
Item	Fee
Basic monthly charge	\$47.25
Monthly meter rental	\$4.88
Monthly meter reading fee (if meter can not be read externally)	\$21.00
Residential usage, per cubic meter	\$0.48
Commercial, manufacturing or industrial usage, per cubic meter	\$0.48
Unmetered irrigation (per 0.4 ha or part thereof, per 6-month period)	\$85.05
Metered irrigation, per cubic meter	\$0.23
Water meter installation	Actual Cost + 15%

FEE CATEGORY: Discounts and Penalties	
Item	Fee
10% Discount, before February 15 (Dec. 31 for eligible seniors)	Feb. 15th
\$2.00 Penalty, applied monthly beginning April 1st	\$2.00/month

FEE CATEGORY: Water Connection Fees	
Item	Fee
20mm (3/4") service connection charge	\$3,500
25mm (1") service connection charge	\$ 4,200
>25mm (>1") service connection charge	\$4,200 + \$100 for each mm >25mm
Upgrade to existing service	Actual Cost + 15%
Seal off abandoned service connection	Actual Cost + 15%
Water disconnect or connect - regular working hours	40.00
Water disconnect or connect - after hours	208.00
Public works crew & equipment for water connection and street restoration	Actual Cost + 15%

FEE CATEGORY: Solid Waste Fees	
Item	Fee
Garbage bag tags retail	Same as user fee set by RDCK for one (1) container of mixed waste
Garbage bag tags wholesale (minimum 10 sheets)	20% discount

FEE CATEGORY: Annual Residential Sewer Fees	
Item	Fee
Dwelling Unit	\$432
Vacant residential lot with service available	\$432
Improved residential lot with service available	\$108

FEE CATEGORY: Annual Commercial/Institutional Sewer Fees	
Item	Fee
Small retail/commercial, office, service station	\$432
Take out restaurant	\$648
Café/restaurant/bar with seating	\$863
Large retail	\$1,295
Brewery	\$1,618
Municipal facility	\$2,590
Hospital	\$8,634
School	\$10,792
Car wash - per bay	\$648
Laundromat - per machine	\$216
Other use - per washroom	\$216
Vacant commercial lot with service available	\$648

FEE CATEGORY: Annual Short-Term Rental Accommodation Sewer Fees	
Item	Fee
Hotel/Motel/Cabins - first 4 units	\$863
Vacation rental - up to 4 bedrooms	\$863
Each additional rentable room or unit	\$108

FEE CATEGORY: Sewer Connection Fees	
Item	Fee
Connection to municipal sewer or wastewater treatment plant	\$4,492
Public works required for sewer connection and street restoration	Actual Cost + 15%

Fees and Charges
SCHEDULE I
Waste

FEE CATEGORY: Sani Dump Fees	
Item	Fee
Bulk disposal from Municipal operations (per gallon)	\$0.53
RV tanks	\$10
FEE CATEGORY: Portable Toilet Rental	
Item	Fee
Portable toilet damage deposit - first unit	\$200
Portable toilet damage deposit - each additional unit	\$100
Portable toilet rental	\$45/day
	\$70/week
	\$150/month

DATE: May 22, 2025

FILE NUMBER: 8330

TO: Mayor and Council

FROM: Ian Dunlop, Manager of Strategic Initiatives

SUBJECT: Active Transportation Network Plan

1.0 PURPOSE

For Council to receive and consider adoption of the Active Transportation Network Plan (ATNP).

2.0 RECOMMENDATION

THAT the Active Transportation Network Plan be adopted.

3.0 BACKGROUND

An ATNP works to establish a vision and roadmap for managing how people walk, bike, and roll around the community. The ATNP's overarching vision is to create a connected, accessible, and sustainable active transportation network to be used by residents and visitors of all ages and abilities for commuting and recreation.

Council identified development of an ATNP as a strategic priority and allocated funding within its Capital budget in 2024. After a competitive bidding process, Watt Consulting Group was awarded the project in May last year at a cost of \$32,335. Watt embarked on a 3-phase program of research, public consultation and plan development.

Interviews were conducted in September with key audiences to gather insights from groups directly involved in or impacted by active transportation in Kaslo. Key audiences can provide specific knowledge regarding the community from their organization's point of view, addressing specific issues, challenges, barriers, and successes with respect to active transportation. A workshop was later held in December as an opportunity for key audiences to evaluate the early recommendations for the plan. Targeted interviews with youth were also conducted to gain an understanding of young people's travel patterns, particularly related to school commuting.

The draft plan was publicized in February 2025 along with a public questionnaire to obtain feedback on the plan's recommendations. A public open house was held on April 1, 2025, with the consultant attending in person to present the plan and speak directly to interested citizens. Feedback from the open house, survey, a meeting with the Ministry of Transportation and Transit, and discussions with staff were incorporated into the final plan that is being presented.

A companion project completed in tandem with the ATNP is the Road Signs and Pavement Marking Review, which was completed with the financial assistance of ICBC. This report is referred to in the ATNP and is also included in the Council package. Road Signs and Pavement Marking Review is a professional analysis of signage and markings for compliance with provincial and ICBC road safety standards.

4.0 DISCUSSION

The ATNP proposes an Ultimate Network of active transportation improvements that work in synergy with and enhances Kaslo's existing transportation network. Suggested improvements are prioritized based on the engagement feedback on what are most important to the community.

The improvements are a mix of street and off-street proposals aimed at making a more complete network of transportation for non-motorized vehicles and making the interaction of motorized and non-motorized transportation modes safer for all users. The improvements include extending sidewalks, connections to the recreational trail system, crosswalk upgrades, multi-use pathways (accommodating pedestrians and cyclists), and designating corridors for bikeways.

The consultant was sensitive to Kaslo's unique character as a rural, remote community with relatively low traffic volumes and some challenging geography. So, we don't see suggestions like a network of bike lanes, which would only be appropriate in a more urban setting. Rather, we see ways of sharing road space, introducing traffic calming and reducing speed limits in some areas so that road users, be they in a car, on a bike, or walking, are treated more equally within that space. In other words, lessening the incidence of a pedestrian or cyclist having a car speed by them in close proximity.

Some of the recommended improvements will require further study and detailed design before they can be implemented. But this is also a goal of the ATNP. The plan is not meant to prescriptively solve transportation problems. It is a framework to help prioritize transportation improvements, guide strategic planning and capital investment, and help unlock future grant opportunities. Areas for further study include the improvements related to Highway 31 and 31A, which will need approval of the Ministry of Transportation and Transit, and the Water Street corridor.

Both the ATNP and the Road Signs and Pavement Marking Review recommend a lower speed limit for Lower Kaslo, excluding Highway 31 where the Village does not have jurisdiction. A speed limit of 30 km/h is the lowest speed that is legally enforceable under provincial legislation. Some streets near the downtown have a posted limit of 25 km/h, which is not enforceable. The 30 km/h speed limit is usually recognized for areas around schools, but many municipalities have implemented lowered speed limits in residential and high pedestrian areas to make them safer.

Other recommendations include a mid-block cross walk on Front Street, improving pedestrian safety along Highway 31 south of Kaslo River and to the arena, an alternative pedestrian route to Upper Kaslo, and upgrades to 4th Street from Front Street to C Avenue. Another suggestion are "advisory lanes" where a two-lane street is divided with pavement markings to encourage vehicular traffic to drive in the centre of the road except for passing, leaving paved shoulders available for cyclists and pedestrians where sidewalks are not available.

Implementation priorities were based on public feedback of the plan. Council may decide to reconsider the priorities based on further community input and the alignment with future grant funding opportunities that may favour one type of project over another.

5.0 OPTIONS

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

- 1. **THAT the Active Transportation Network Plan be adopted.** *The plan will be adopted and the project declared complete. The plan’s recommendations will be considered in fulfilling transportation-related strategic priorities, budgeting, regulatory updates and staff work plans.*
- 2. THAT consideration of the Active Transportation Network Plan be referred to the next (or a future) meeting of Council. *Council can take time to review the plan, and the item will be put on a future agenda.*
- 3. THAT staff be directed to report back on a bylaw and cost implications to implement a 30 km/h speed limit in Lower Kaslo as recommended in the Active Transportation Network Plan. *This optional recommendation should be only considered in conjunction with the adoption of the plan. Staff will investigate regulatory, enforcement, and budgetary requirements for implementation.*
- 4. Council provides direction to staff for further review and report. *Staff will address Council’s concerns with the consultant. A revised plan or recommendations will be brought back to Council. Additional consultant fees may be incurred.*

6.0 FINANCIAL CONSIDERATIONS

This ATNP project was funded through provincial grants as shown below. Expenses for this project were budgeted and incurred in 2024 and 2025. The project was \$5,000 more than originally proposed in 2024 due to additional work on consultation and exploring priority options. Based on the thorough content of the final report, and synergy with the Road Sign and Marking Review, the expenditure represents good value to the Village and will make it easier to access funding for implementing the recommendations in future.

Source	Amount
British Columbia Active Transportation Infrastructure Grant Program	\$15,000
Local Government Climate Action Program	\$22,113

The ICBC Road Sign and Pavement Marking review was covered separately through a 50/50 cost sharing agreement with ICBC and the balance from reserve.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Legislation

Motor Vehicle Act

Bylaw

Official Community Plan Sections 5.3.2.5, 11.2.5, 14.2.3, 14.3.2, 17.2.9

Bylaw 1120, Street and Traffic Bylaw, as amended.

8.0 STRATEGIC PRIORITIES

Adoption of the Active Transportation Network Plan is a NOW priority in Council’s Strategic Priorities through 2025.

9.0 OTHER CONSIDERATIONS

The Village regularly receives communication from residents with concerns regarding speeding and signage concerns, particularly in Vimy Park and high pedestrian areas. The Active Transport Network Plan has identified priority actions that can help address community concerns.

RESPECTFULLY SUBMITTED



Ian Dunlop, Manager of Strategic Initiatives

Attachments:

- Kaslo Active Transportation Network Plan
- ICBC Sign and Marking Review

CAO COMMENTS:

If Council is comfortable with the process that was followed to develop the ATNP, then it should adopt the ATNP as presented. Staff will review the ATNP's Action Plan Summary and bring forward to Council its recommendations for implementation as opportunities arise. Council is encouraged to provide direction to staff through its strategic priority sessions that are planned for the fall of 2025. Staff capacity is extremely limited right now and providing direction to implement specific recommendations is not advised.

APPROVED FOR SUBMISSION TO COUNCIL:



Robert Baker, Chief Administrative Officer

Village of Kaslo

Active Transportation Network Plan

May 2025



Village of
Kaslo



VILLAGE OF KASLO ACTIVE TRANSPORTATION NETWORK PLAN

Prepared For: Village of Kaslo
Date: May 09, 2025
Our File No: 3780.B01

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



ACKNOWLEDGEMENTS

Territorial Acknowledgement

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

Grant Acknowledgement

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

Project Acknowledgment

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

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

WATT Consulting Group

Tim Shah, RPP, MCIP

Project Lead & Sr. Transportation
Planner

Emma Watts, B.Eng

Project Co-lead & Engineer-in-Training

Village of Kaslo

Ian Dunlop

Manager of Strategic Initiatives

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

GLOSSARY

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

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

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1.0 INTRODUCTION

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

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

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

1.1 Defining Active Transportation

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

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

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



Environmental Benefits

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



Economic Benefits

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



Health Benefits

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



Societal Benefits

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



Safety Benefits

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



1.2 Approach

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

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

Approach

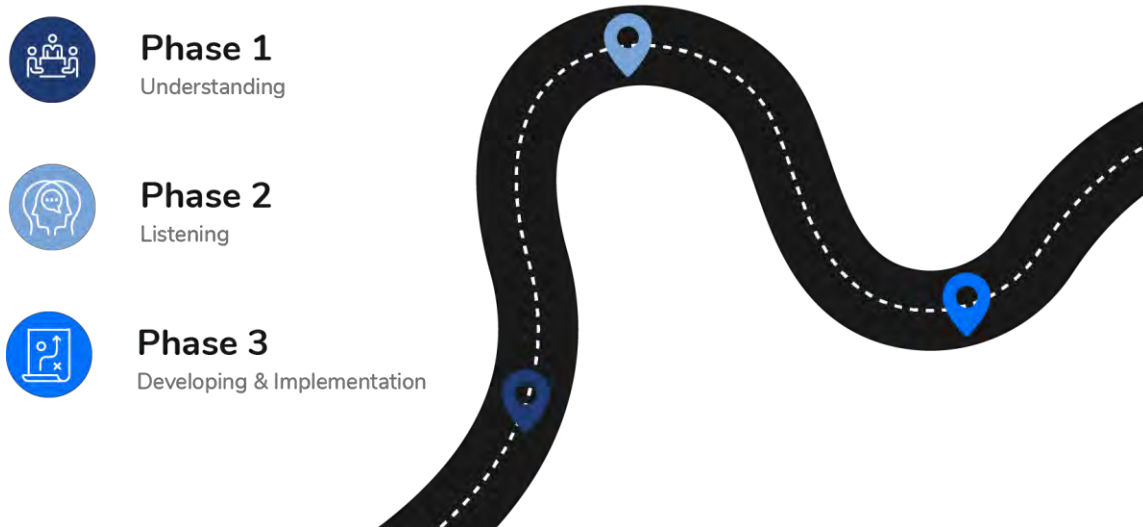


Figure 1: Project Timeline





2.0 COMMUNITY CONTEXT

2.1 Community Profile

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

2.1.1 Geography

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



2.1.2 Community Snapshot

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



Aging Community

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

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



Local Economy

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



Commuter Trends

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



Transit

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



Trails

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



Collisions

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



2.1.3 Key Local Destinations

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

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

Commercial and Employment Areas

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

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

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

Schools

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

Parks & Recreation

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

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

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

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



Community Amenities

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

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



Legend:

Existing Sidewalk

Existing Trail

Existing Bus Stop

Key Destination

1 Historic City Hall

2 Kemball Memorial Centre

3 Langham Cultural Centre

4 Visitor Information Centre

5 J.V. Humphries School

6 Victorian Community Health Centre

7 Kaslo Arena

8 Golf Course

9 Kaslo Bay Park

10 Village Campground

11 Vimy Park Playground

12 Post Office

13 RCMP

14 Skate Park

15 Royal Canadian Legion

16 Airstrip

17 Unity Bridge



Map 1: Existing Conditions

2.2 Strategic Planning Context

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

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

2.2.1 Local Policies & Plans

Village of Kaslo Official Community Plan (2022)

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

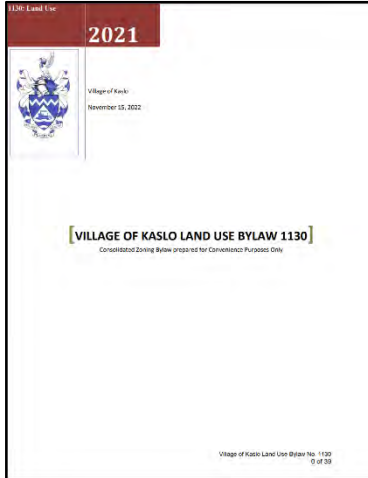
Developing an Active Transportation Plan is included as a policy within the OCP. Transportation policies in general highlight the need to make Kaslo more accessible and support for low carbon emission transportation options.

Policy 14.3.2.

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



Village of Kaslo Land Use Bylaw 1130



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

2.2.2 Regional Policies & Plans

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

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

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

BC Transit West Kootenay Transit Future Service Plan (2021)

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

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

2.3 Current Transportation Network Review

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

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



3.0 COMMUNITY VOICE AND KEY AUDIENCE INSIGHTS

3.1 Engagement Approach

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

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

3.2 Voice of Kaslo: Feedback Highlights

3.2.1 School Mapping Exercise

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

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

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

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



Figure 2: J.V. Humphries Elementary-Secondary



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



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

What do you like about your route to school?

Write in the box below!

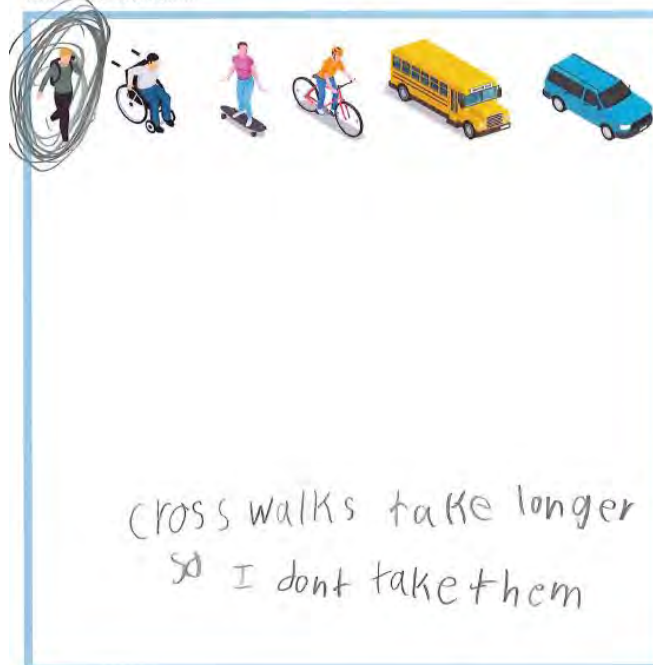


Figure 3: Excerpts from student mapping activity

3.2.2 Key Audience Interviews

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

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

3.2.3 Key Audiences Workshop

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

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

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

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

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

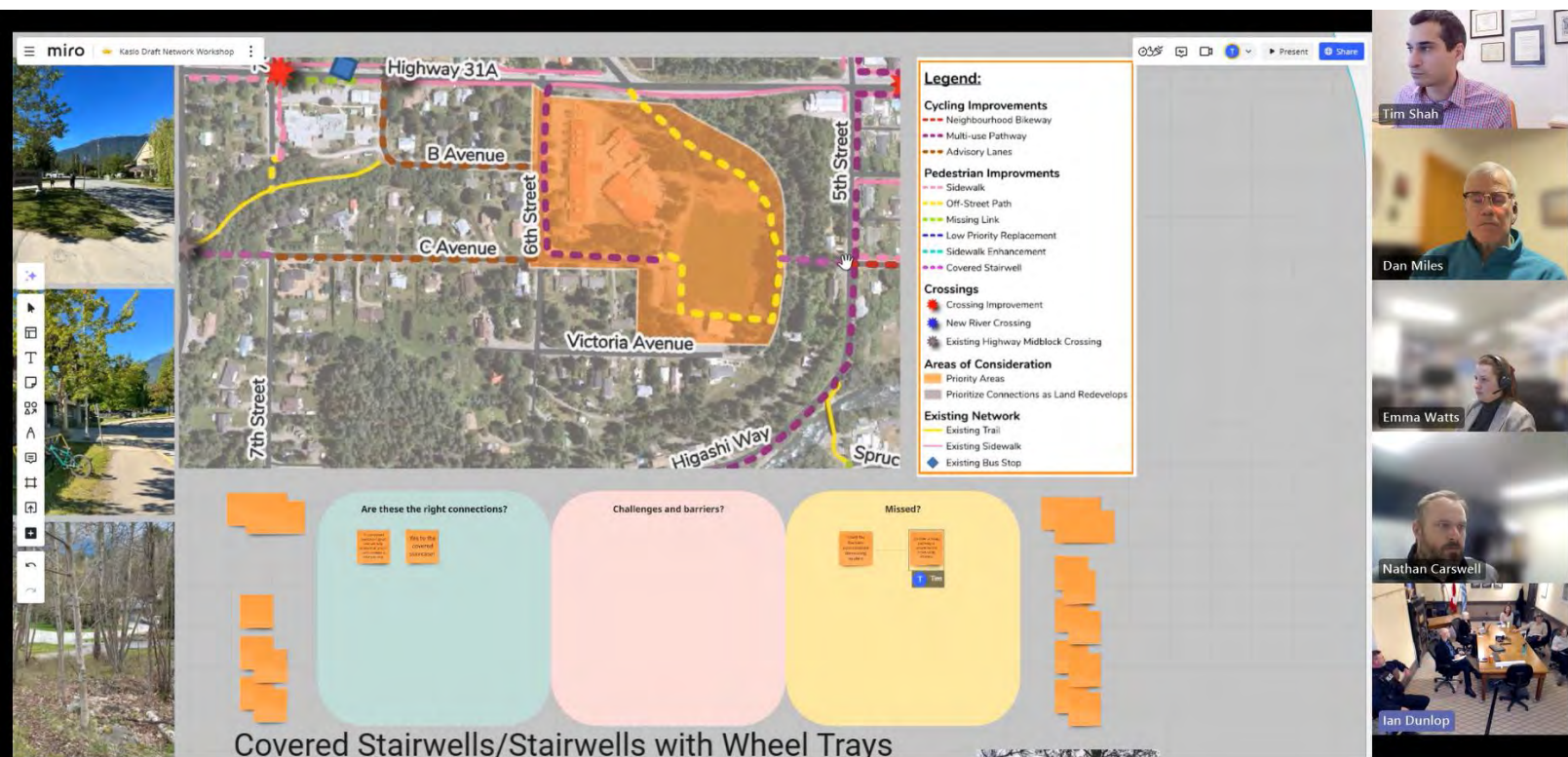


Figure 4: Screenshot from the Miro board, which was the online platform used to facilitate the workshop.

3.2.4 Open House and Questionnaire

In March 2025, a full draft of the Active Transportation Network Plan was released online. The community had a chance to provide their feedback through an online questionnaire that launched on April 1st and closed on April 14th. The online questionnaire included questions for the community to provide their high-level feedback on the plan including their overall level of support; their preferences around the priority improvement areas; and general thoughts on the ATNP. A total of 20 responses were received for the online questionnaire.

The community was also invited to participate in an open house, which was held on April 1st from 6pm to 8pm at the Heritage Hall. The ATNP was presented through a series of boards and interactive displays. The community was asked to share their feedback on the ultimate network, the priority improvement areas, and the speed limit reduction policy.

A total of 25 people attended the open house.



Figure 5: Community Open House (April 1, 2025)



4.0 VISION AND STRATEGIC GOALS FOR THE FUTURE

4.1 Shared Vision for Active Transportation

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

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



4.2 Plan Objectives

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



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



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



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



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





5.0 KASLO'S ACTIVE TRANSPORTATION FUTURE

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

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

5.1 Developing the Network

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



5.1.1 Ultimate Active Transportation Network

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

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

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

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

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

At the community open house, participants broadly agreed with the directions outlined in the ultimate network. That said, several did indicate that they would like the Village to focus on improving existing infrastructure first before expanding the network.

Legend:

Cycling Improvements

- Neighbourhood Bikeway
- Multi-use Pathway
- Advisory Lanes

Pedestrian Improvements

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

Crossings

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

Areas of Consideration

- Priority Improvement Areas
- Prioritize Connections as Land Redevelops





5.1.2 Enhanced Connectivity - Priority Improvement Areas

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





Legend:

Areas of Consideration

- Priority Improvement Areas
- Prioritize Connections as Land Redevelops

Cycling Improvements

- Neighbourhood Bikeway
- Multi-use Pathway
- Advisory Lanes

Pedestrian Improvments

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

Crossings

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



Map 3: Priority Improvement Areas



Priority Improvement Area 1 – Downtown

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

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

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

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



What We Heard from the Community on Front Street

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

At the open house, there was general support for the proposed changes along Front Street. However, some indicated that a mid-block crossing is not worth adding if it meant losing vehicle parking.



Figure 6: Example of raised mid-block crosswalk



Figure 7: Example of curb extensions

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



Figure 8: Goat trail along Water Street (top) and existing sidewalk leading to goat trail (bottom)

What We Heard from the Community on Water Street

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

Feedback on Water Street was more mixed in the community open house and the online questionnaire. The online questionnaire found that respondents would like to see Water Street as the first corridor prioritized for Priority Improvement Area 1. Some expressed concern though about converting Water Street to one-way as it could impact overall traffic operations in the downtown. Similar concerns were shared in the open house. Broadly speaking though, open house participants and online questionnaire respondents indicated their support to see pedestrian improvements on Water Street including a sidewalk facility on the north side.

Improving the active transportation environment on Water Street includes the following recommendations with an updated cross-section for the roadway shown in **Figure 9**:

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

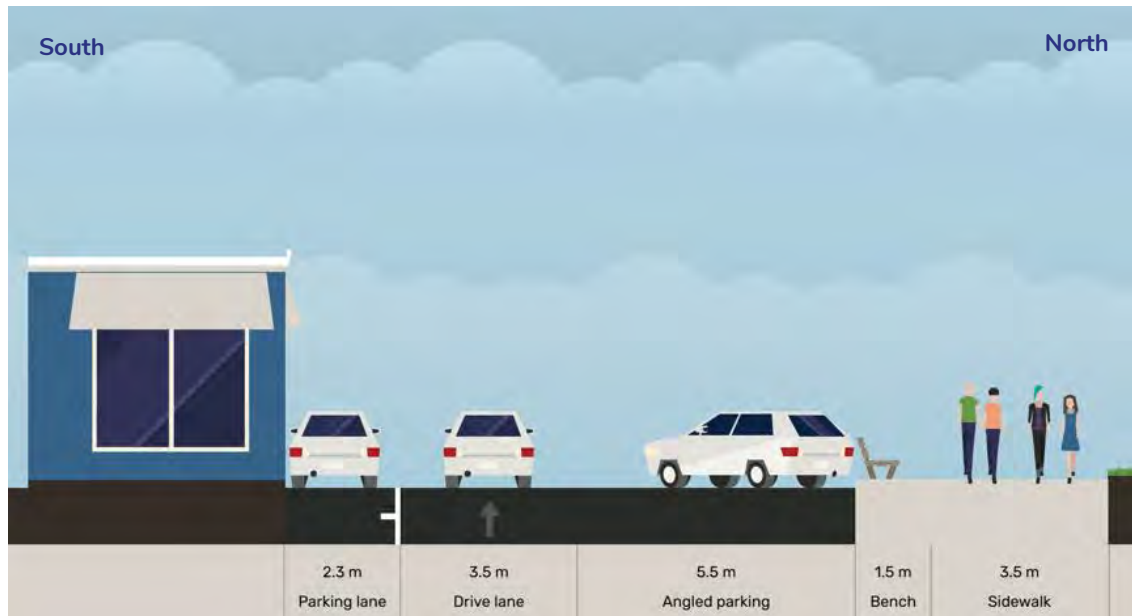


Figure 9: Recommended Water Street Cross-Section

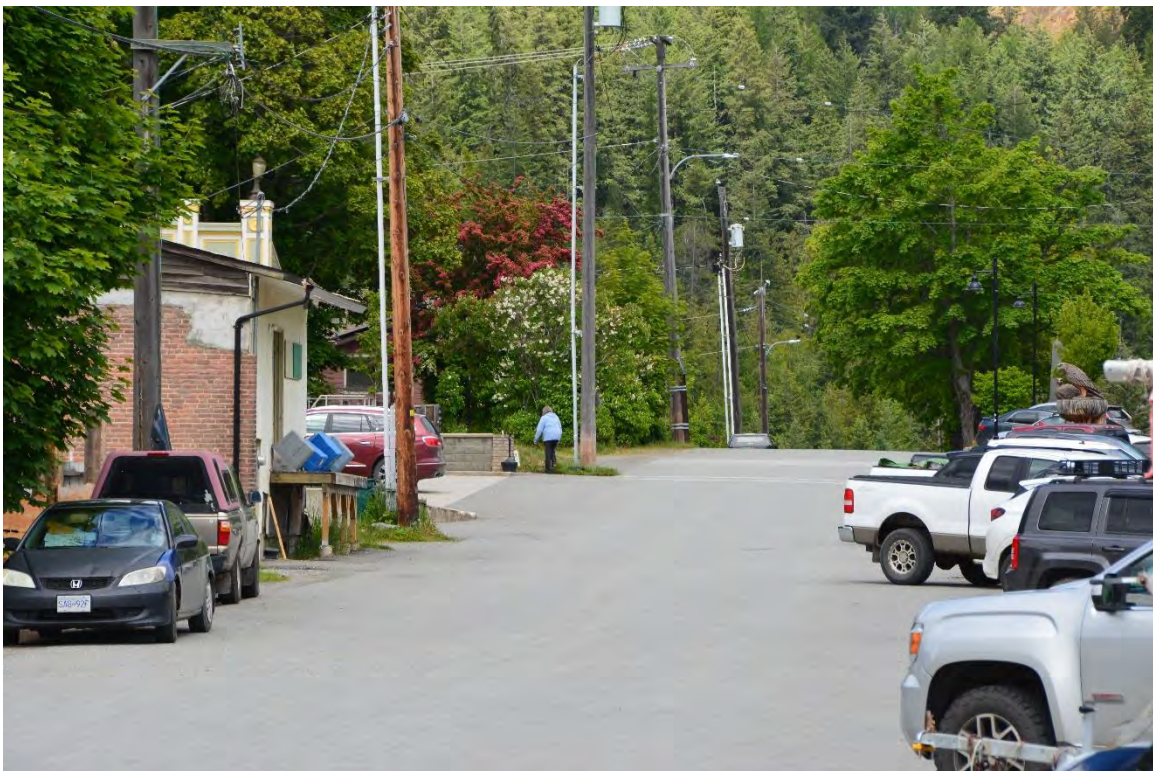


Figure 10: Existing Conditions on Water Street

The last corridor in Priority Improvement Area 1 is **4th Street between C Avenue and Front Street**. Along this section of 4th Street, the existing standard cross-section typically consists of sidewalk and parallel parking on both sides of the roadway and a travel lane in each direction. However, the sidewalk condition, width, and continuity vary along the corridor, which results in gaps in the pedestrian network. Further, there are large driveway accesses between B Avenue and A Avenue, which disrupts on-street parking and sidewalks. The existing typical cross-sections are shown below in **Figure 11 to Figure 14**.



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



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

Did you know?

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





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

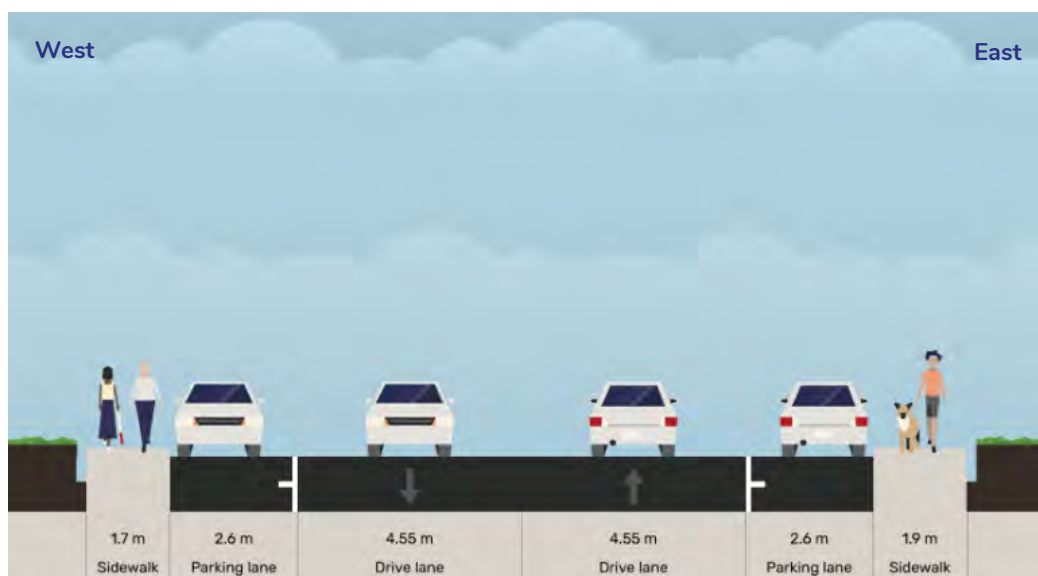


Figure 14: Existing 4th Street Cross-Section Between C Avenue and B Avenue

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

- Along 4th Street between A Avenue and Front Street, the existing 2.45m sidewalk on the east side of the road should be maintained. The parallel parking spaces on both sides of the roadway are to be reduced to 2.3m and the travel lanes reduced to 3.3m. A 4.0m MUP and a 0.65m buffer are recommended on the west side of the roadway. The recommended cross-section is shown in **Figure 16**.



Figure 15: Example of Downtown MUP in Kelowna, BC

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

- vehicle turning movements into the gas-station and mechanic shop. However, this connection is still important to connect to the proposed facilities immediately to the north and south, and therefore a cost-effective solution is being recommended. The recommended cross-section is shown in **Figure 17**.
- Along the southern portion 4th Street between B Avenue and A Avenue, the existing 2.45m sidewalk should be maintained along the east side of the roadway. The parallel parking spaces on both sides of the roadway are to be reduced to 2.3m and the travel lanes are to be reduced to 3.5m. It should be noted that parallel parking spaces may need to be removed near the intersection with B Avenue to maintain acceptable sightlines, and this should be confirmed later in later stages of design. A 3.6m MUP and 0.65m buffer are recommended on the west side of the roadway. Design consideration will be needed for how to best to integrate the existing bus stop along this block with the MUP. It is recommended that the Village work with BC Transit when implementing this design. The recommended cross-section is shown in **Figure 18**.
 - Along 4th Street, between C Avenue and B Avenue, the existing 1.9m sidewalk on the east side of the roadway is to be maintained. The parallel parking spaces on both sides of the roadway are to be reduced to 2.3m and the travel lanes are to be reduced to 3.5m. It should be noted that parallel parking spaces may need to be removed near the intersections with B Avenue and C Avenue to maintain acceptable sightlines, and this should be confirmed later in later stages of design. A 4.0m MUP and 0.8m buffer are recommended on the west side of the roadway. The recommended cross-section is shown in **Figure 19**.

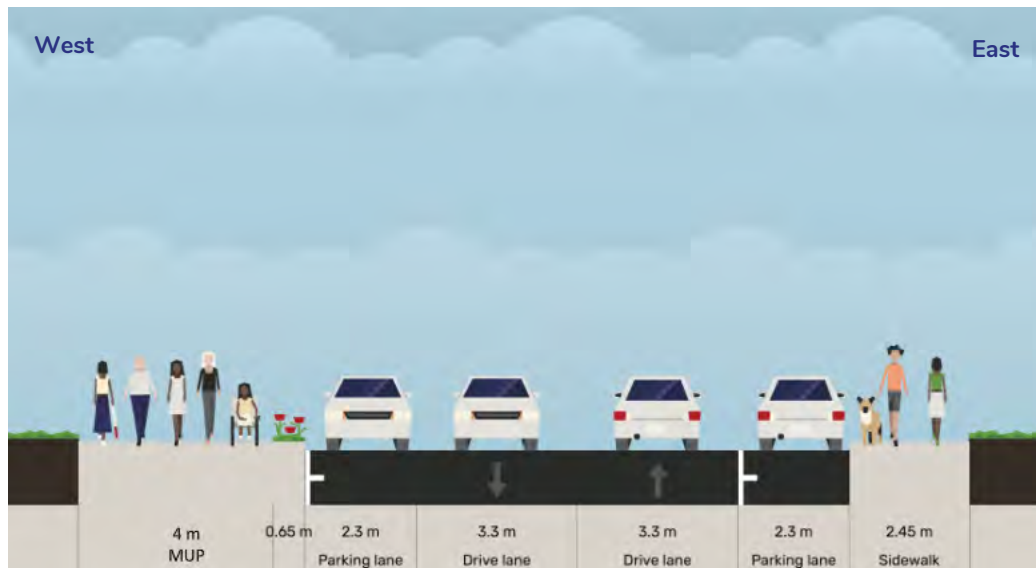


Figure 16: Recommended 4th Street Cross-Section Between A Avenue and Front Street

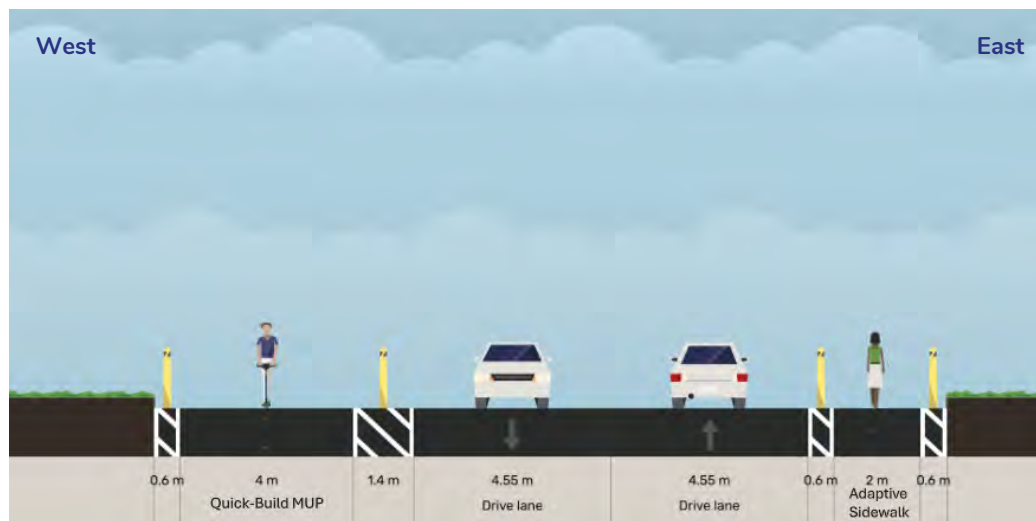


Figure 17: Recommended Northern 4th Street Cross-Section Between B Avenue and A Avenue

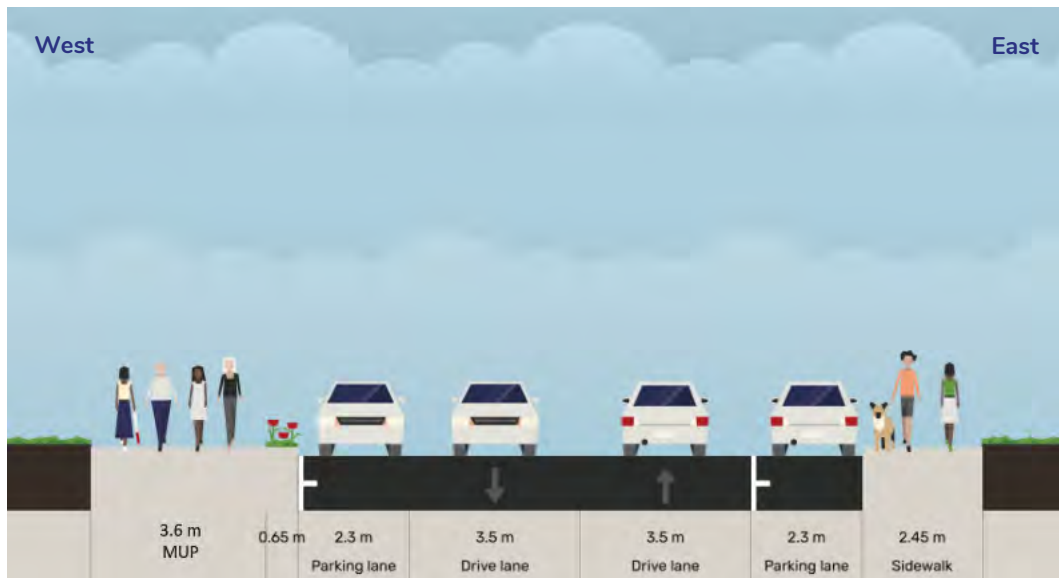


Figure 18: Recommended Southern 4th Street Cross-Section Between B Avenue and A Avenue

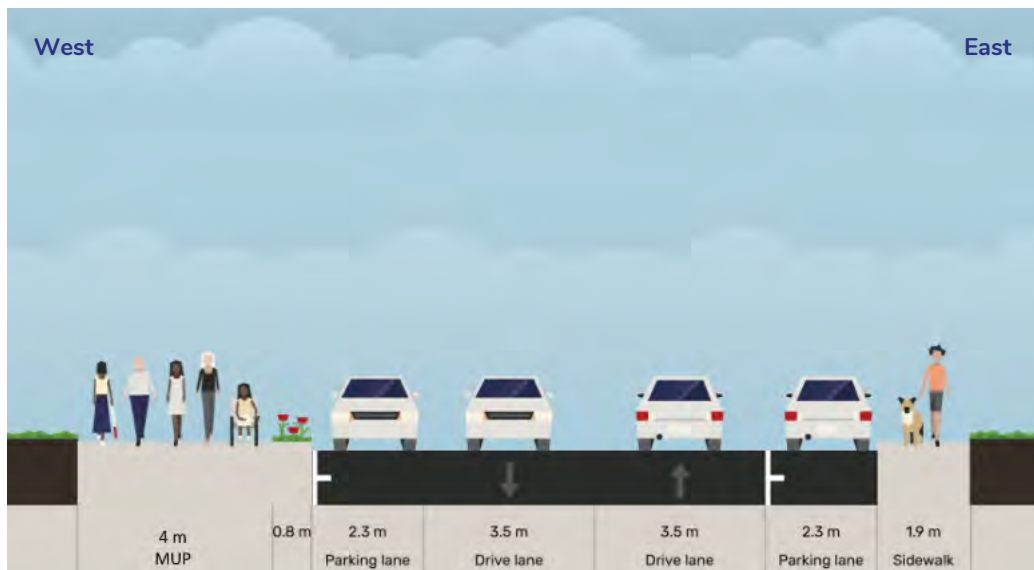


Figure 19: Recommended 4th Street Cross-Section Between C Avenue and B Avenue



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

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

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



Figure 20: Entrance to elementary school

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

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



Figure 21: Students' parked bikes at school (top left); existing off-street pathway between Highway 31A and B Avenue (top right); and example of a stairway with bicycle channel.

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

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

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

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



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

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



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

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

There was very strong support provided at the open house for the proposed recommendations for this priority improvement area. Participants stressed the importance of making changes to the streets surrounding Vimy Park to help slow vehicles down and to make it easy, fun, and safe for children and other members of the community to enjoy the park area.

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

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

Priority Improvement Area 4 – Highway 31 Kaslo River Crossing

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



Figure 22: Pedestrian underpass under Highway 31



Figure 23: Highway 31 Kaslo River Crossing

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

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

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



Figure 24: Northbound cyclist on Highway 31 prior to Kaslo River crossing

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

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

5.1.3 Facility Types

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

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



Example of a non-separated concrete sidewalk.



Example of an adaptive sidewalk.

Sidewalk (Concrete & Adaptive)

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

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



Example of a bike channel.

Covered Stairway

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

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



Example of a MUP. Credit: Thomas Thivener

Multi-Use Pathway

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



Example of an off-street pathway

Off-Street Pathway

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

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



Credit: Advisory Lanes in North America

Advisory Lane

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

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



Neighbourhood Bikeway

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

Table 1: Design Guidance for Active Transportation Facilities

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

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

5.1.4 Quick-build Facilities

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

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

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

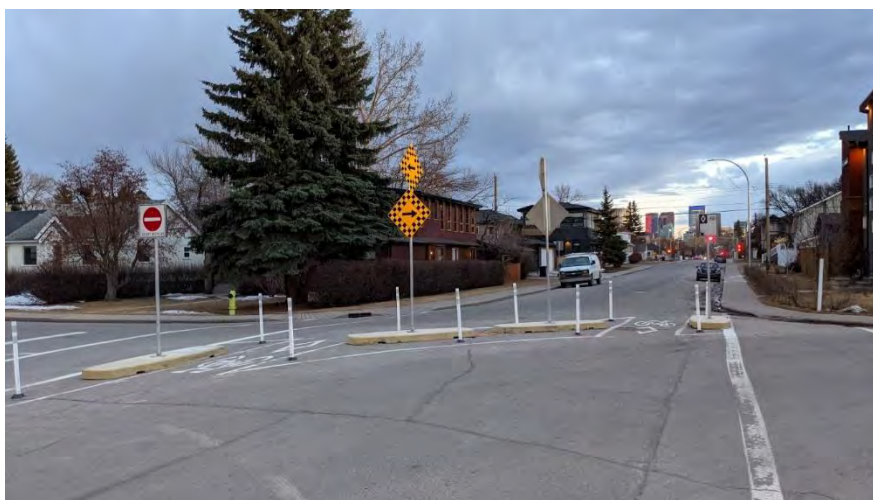
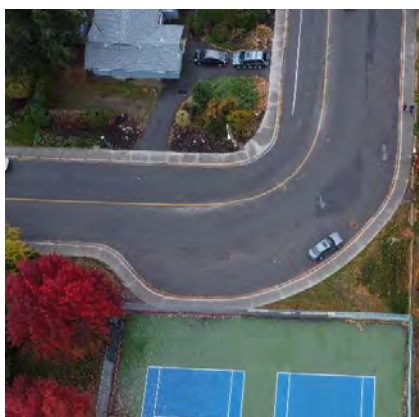


Figure 25: Example of a quick-build advisory lane (top) in Bloomington, Indiana (credit: Alta Planning + Design). Example of a neighbourhood bikeway in Calgary (bottom) with diverters and temporary traffic calming curbs to prioritize the road for people cycling.

5.1.5 Traffic Calming Treatments

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



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



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

Narrowing the Roadway

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

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



Example of a speed table.

Speed Table

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



Example of a mid-block curb extensions using TCCs.

Mid-Block Curb Extensions

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



Example of curb radius reduction using TCCs.

Curb Radius Reduction

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



Did you know?

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

5.1.6 Crossings

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



Highway 31 and 31A Crossings

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

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



Credit: BC Active Transportation Design Guide

Multi-use Pathway Crossings

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

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

Table 2: Key Crossings Identified in Ultimate Active Transportation Network

Crossing Location	Notes
Highway 31A at C Avenue	Work closely with MOTT to upgrade crosswalk to include advanced warning signs and flashers on Highway 31A south of the crosswalk.
Highway 31A at 7 th Street	Work closely with MOTT to install new crosswalk.
Highway 31 at 5 th Street	Work closely with MOTT to install new crosswalk offset from Highway 31 / 5 th Street intersection. The crosswalk could also consider having curb extensions to shorten the crossing distances for people walking and rolling and to slow down vehicles.
Highway 31 at C Avenue	Work closely with MOTT to install new crosswalk.
Highway 31 at Spruce Avenue	Work closely with MOTT to install new crosswalk and consider including advanced warning sign and flashers on Highway 31 south of crosswalk.
Kaslo River Crossing at 3 rd Street	Active transportation bridge, additional consultation required.

5.2 Fostering Active Transportation Culture

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

5.2.1 Community Engagement and Education

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

Safe Routes to School Program

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

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



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

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

Reduce Speeding

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

Signage & Pavement Markings

To complete a Speed Watch Program, the Village should continue to explore implementing signage and pavement markings that could support slower speeds, especially in the area where the Speed Limit Reduction Policy is recommended (see **Section 5.3.4**). Signage and pavement markings could include:

- **Slow Streets** – to alert people driving that they are in an area where there are more people walking, biking, and rolling either on or in proximity to the street. This could also help reinforce the character of the street as a place where users should be travelling at slower speeds. Pavement markings could also be considered, which help to communicate roadway conditions, encourage slow vehicle speeds, and indicate pedestrian and bicycle priority on the street. The streets surrounding Vimy Park including 1st Street and 2nd Street would be candidates for these types of treatments.
- **Children at Play** – similarly, these signs could alert people about children in the area in the area and who might be using the street as space to play.

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

Examples of signage and pavement markings are provided below to illustrate what the Village could consider, especially on streets around Vimy Park and in the larger area where the Speed Limit Reduction Policy is recommended.



Image credit: Government of BC



Image credit: Government of BC



Image credit: Signature Streetscapes



Figure 26: Example of pavement markings that help communicate roadway conditions and encourage slow vehicle speeds. Image credit: SFMTA



Road Safety Education

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

Bike Safety

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

Support Pilot Programs

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



5.2.2 Promotional Activities

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

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

5.3 Improving User Experience

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

What the Village will need to consider, both immediately and in tandem with infrastructure improvements, is making changes to the network to help users feel more comfortable as they walk, cycle, and roll throughout the community. This section

includes description of the different approaches the Village can take to enhance the user experience—from accessibility improvements and new amenities to maintenance of the network and addressing vehicle speeding.

5.3.1 Universal Design & Accessibility Improvements

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

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

What We Heard from the Community on Accessibility

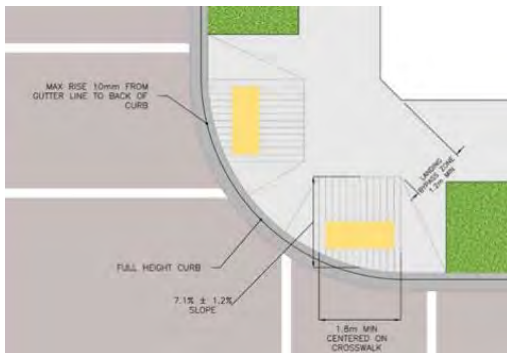
Both attendees of the open house and respondents to the online questionnaire stressed that accessibility should be a top consideration when making improvements to the active transportation network plan. People explained how the Village should strive to make accessibility improvements both to existing infrastructure and to new facilities that are constructed as part of the future network. People expressed frustration with existing infrastructure, or lack of, that made it difficult for people with mobility issues to move throughout Kaslo. Examples of these concerns include street and sidewalk transitions and surfaces (like mud or loose gravel) that are difficult to navigate.

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

Table 3: Seven Principles of Universal Design

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

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



Credit: BC Active Transportation Design Guide

Double Curb Ramps

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



Credit: Town of Okotoks

Curb Ramp Improvements

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



Tactile Walking Surface Indicators

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

There are currently no TWSIs in Kaslo.



Credit: City of Edmonton

Street Furniture

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

5.3.2 Publicly Accessible Bicycle Parking

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

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





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

5.3.3 Maintenance

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

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

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

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

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

5.3.4 Speed Limit Reduction Policy

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

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

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

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

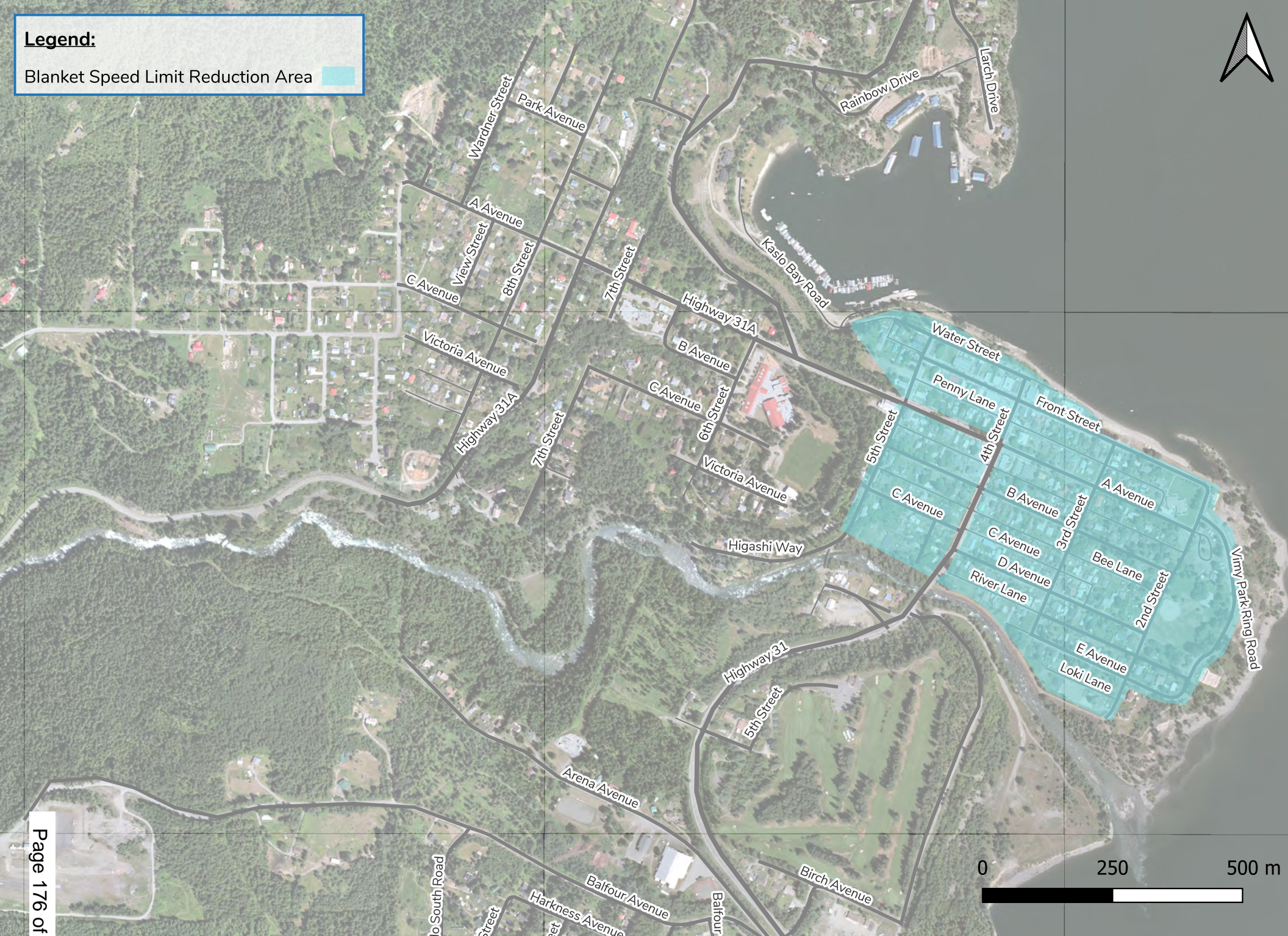
- **Existing Roadways** | Where speeding is a concern on existing roadways, a study must be completed prior to implementing a speed limit reduction. If speeding is proven to be an issue, a reduced speed limit could be posted and accompanied by traffic calming mitigation measures (see **Section 5.1.5**).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

What We Heard from the Community on the Speed Limit Reduction Policy

During the community open house, the public was asked to provide feedback on the proposed Speed Limit Reduction Policy. Overall, participants indicated their support for the proposed policy, and several highlighted the need for additional measures such as traffic calming and signage to slow vehicle speeds in the Vimy Park area.

Legend:

Blanket Speed Limit Reduction Area



Map 4: Blanket Speed Limit Reduction Area



6.0 IMPLEMENTATION STRATEGY

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

6.1 Priority Improvement Areas

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

Table 4: Project Prioritization Criteria

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

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

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

What We Heard from the Community on Ranking the Priority Improvement Areas

In the online questionnaire, survey respondents were asked to rank the priority improvements areas to help the Village determine what should be done first. The ranking, based on the respondents' input, is as follows:

- Priority Improvement Area 2
- Priority Improvement Area 3
- Priority Improvement Area 4
- Priority Improvement Area 1

6.2 High Level Cost Estimates

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

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

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

Table 5: Unit Costs

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



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

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

6.3 Action Plan

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

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

All of the recommended actions are guided by the following:

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

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

Table 7: Action Plan Summary

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

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



6.4 Funding Opportunities

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

A summary of each funding opportunity is summarized below.

6.4.1 Village Funding

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

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

6.4.2 B.C. Active Transportation Infrastructure Grant Program

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

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

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

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

6.4.3 Local Government Climate Action Program

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

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

6.4.4 BC Vision Zero in Road Safety Grant Program

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

6.4.5 National Active Transportation Fund

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

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

6.4.6 Green Municipal Fund

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

6.5 Monitoring & Evaluation

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

Table 8: Measuring the Success of the ATNP

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

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

7.0 NEXT STEPS

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

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

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




VILLAGE OF KASLO / ICBC


Signs and Markings Field Review

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PERMIT TO PRACTICE:
Number 1001432

Prepared For: Village of Kaslo / Insurance
Corporation of British Columbia (ICBC)
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1.0 INTRODUCTION

WATT Consulting Group (WATT) was retained by the Insurance Corporation of British Columbia (ICBC) and the Village of Kaslo (Village) to conduct a Road Sign and Pavement Marking Safety Review, and to develop a Village of Kaslo specific signs and markings Guide. Signs and pavement markings have a significant influence on road safety and user behavior for all travel modes. Clear, consistent application within a jurisdiction is particularly important, but also consistency with practices at a regional, provincial, and national level is desirable to ensure as many road users as possible understand and react accordingly to these road design elements. This report summarizes our field assessment approach, the general and specific findings for issues where improvements may be required or may be beneficial along with the appropriate countermeasure(s) and develops an implementation priority hierarchy to assist the Village in addressing issues in a targeted manner that prioritizes measures with the highest safety benefit.

This report also provides a high-level guidance for application of traffic calming treatments as per the Transportation Association of Canada (TAC) Traffic Calming Guide along with their benefits and disbenefits, as well as guidance for speed limit reductions on Village streets.

2.0 ASSESSMENT APPROACH

The project process involved the following general steps:

1) Workshop with the Village of Kaslo

This assessment provided technical and field staff with an overview of general sign and pavement marking concepts and applications, and then solicited feedback in terms of known trouble areas or general issues that may need addressing in the community. Attendees included Dave Dean of ICBC (led the workshop), Village of Kaslo staff, and WATT staff who would undertake the field assessment.

2) Field Assessment by WATT

The field assessment was conducted on September 9th, 2024. It involved driving every public road under the jurisdiction of the Village of Kaslo with an eye for any signage or pavement marking issues, particularly as related to any safety deficiencies. Photos were



taken for many issues, with multiple photos / more in-depth field reviews for issues of particular safety concern. The review did not consider signage directly related to Highway 31 or Highway 31A (which are Ministry of Transportation & Infrastructure roads) unless there was a direct influence on signs and markings under the Village's jurisdiction as well. The review also did not assess site accesses unless an obvious issue or consideration was apparent.

3) Summarize Findings and Develop Report

The detailed findings were summarized, for each issue, in a matrix/table, which identified the location, nature of the issue, mitigation requirement, and a photo of the issue as possible. The general trends from this detailed list were identified in terms of issue and safety severity, from which a prioritization approach was developed and then a detailed implementation priority list was developed. In general, the prioritization ranges from highest-safety / conflict issues as highest, to decreasing priority based on level of safety and ease of implementation.



3.0 AREAS OF CONCERN IDENTIFIED BY THE VILLAGE OF KASLO

As part of the workshop, four specific locations of concern were identified by the Village of Kaslo staff. Specific locations of concern included:

- Water Street
- Front Street
- 5th Street / A Avenue Intersection
- Roads Around Vimy Park (Campground, Baseball Field, and Playground)

The specific locations of concern are illustrated below in **Figure 1**. All of these locations were explicitly reviewed in the field assessment and are included in **Section 4.4**. Additional details can be found in the attached Meeting Minutes in **Appendix A**.

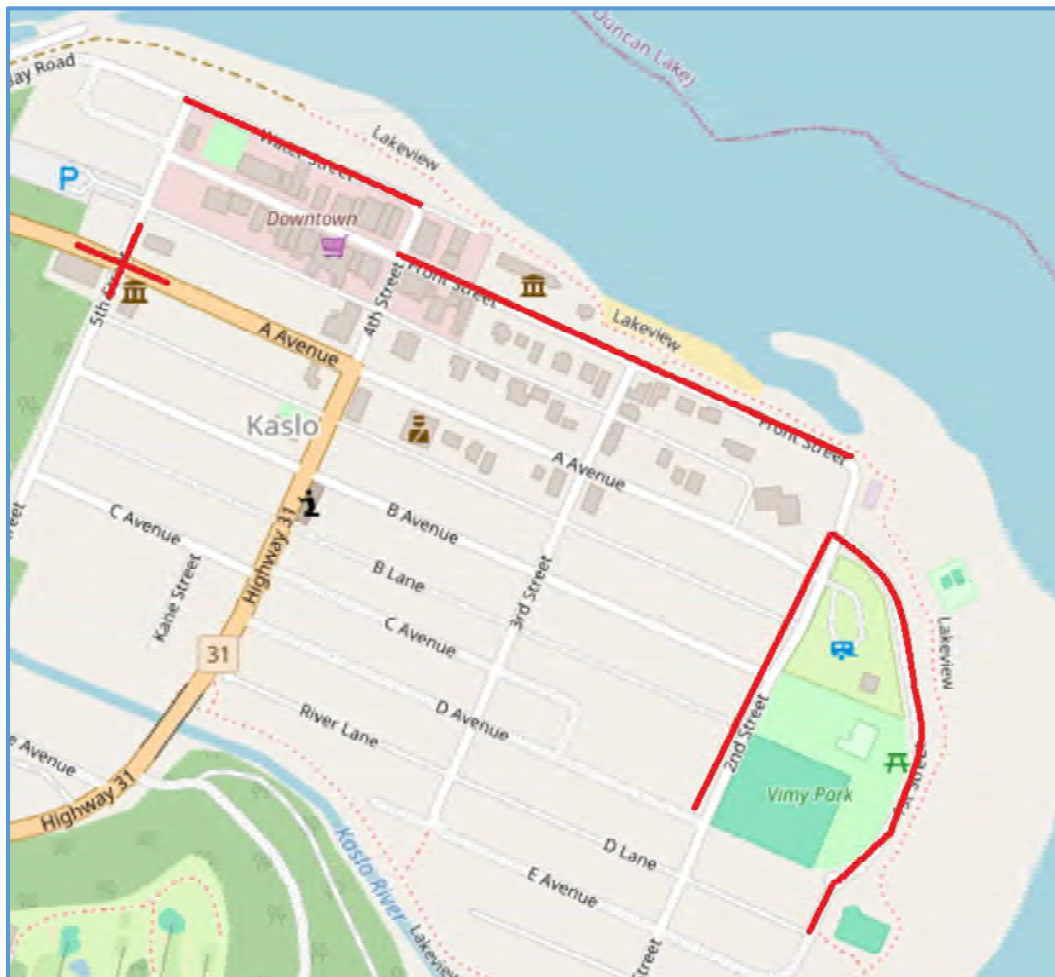


Figure 1: Specific Locations of Concern



4.0 FIELD ASSESSMENT FINDINGS

The detailed roster of field assessment findings of sign and pavement marking issues are summarized in **Appendix B**. The findings have been separated based on whether they fall under the Village of Kaslo's jurisdiction or under the jurisdiction of the BC Ministry of Transportation and Transit (MOTT). Where applicable, it is recommended that the Village work with the MOTT to achieve the recommended action. Each issue generally includes the following:

- A photo;
- Street block and location;
- The sign or marking type and sign number;
- Issue
- Recommended action; and
- Implementation Priority ranking (from 1 to 4).

4.1 General Trends

General trends are as follows and are discussed in more detail in **Appendix C**.

Street Name Signs: Throughout the Village, the majority of the Street Name signs with white text and a green background are not a reflective grade. In addition to not being a reflective grade, they are very worn. It is recommended that the Street Name signs be replaced and upgraded to be reflective grade. With respect to placement, Street Name signs are not consistently placed at intersections, which makes it difficult to find them. All Street Name signs should be located on the same corner, for example the northeast corner could be chosen.

Service Lanes: It was discovered that some service lanes have Street Name and Traffic Control (Stop, Yield) signs while others do not. This leads to inconsistent sign installations. It is recommended to install Street Name and Traffic Control signs for all laneways.

Parking Configurations: There are a variety of on-street parking configurations throughout the Village, including parallel, reverse angle parking, and perpendicular parking. Parking that is not parallel must be indicated as such with signs. All signs should be oriented between 30 and 45 degrees to the curb/edge of the road.

Parking Stall Pavement Markings: Yellow paint is being used to indicate parking stalls throughout the Village. The correct colour to denote parking stalls is white. It is



recommended that the Village upgrade the existing pavement markings to white paint when new pavement markings are required.

All-Way Stops: Throughout the Village, many intersections with all-way stop-control are missing All Way Stop (RA-1S5) tabs underneath the Stop (RA-1) signs. These tabs easily communicate to drivers that an intersection is an all-way stop. It is recommended that the RA-1S5 tab be used, and they can be used at both three-way and four-way stop-controlled intersections.

In **Appendix C**, the general trends have been separated based on whether they fall under the Village of Kaslo's jurisdiction or under the jurisdiction of the MOTT. Where applicable, it is recommended that the Village work with the MOTT to achieve the recommended action.

4.2 School Areas and Zones

The roads adjacent to the existing school within the Village boundary were reviewed to examine the existing signs and determine the appropriate usage.

A School Area is a section of the roadway adjacent to a school that is denoted by School Area or signing only. A School Zone is a section of the roadway adjacent to a school that is denoted by the School Area signing and a Reduced Speed Limit sign. A tab with the wording "ENDS" may be installed to indicate the end of the school area or zone. School Area and School Zone signage is shown in **Figure 2**.

Specific recommendations to the roads adjacent to the existing school are included in **Appendix D**. In general, it is also recommended that the Village undertakes a School Zone signage plan for all schools in the community by utilizing the warrant procedure outlined in the *TAC School and Playground Areas and Zones: Guidelines for Application and Implementation* (2006) shared during the ICBC Workshop and also the *Road Sign & Pavement Marking Guide* (2024) prepared by WATT.



Figure 2: School Area and School Zone Signage



4.3 Other Observed Issues

Appendix E summarizes additional issues that are beyond the scope of signing and marking modifications alone, but nonetheless are an important consideration going forward and that will have an influence on how to best and most safely manage all road users in certain instances through geometric or other operational reviews. These issues have been separated based on whether they fall under the Village of Kaslo's jurisdiction or under the jurisdiction of the MOTT. Where applicable, it is recommended that the Village work with the MOTT to achieve the recommended action.

4.4 Assessment of Specific Locations of Concern

Additional consideration was given to the four locations identified by Village staff. Note that the mitigation figures below and in the review are conceptual only and are subject to a full functional and detailed design prior to establishing all design parameters and feasibility.

4.4.1 Water Street

Water Street is a local road that runs east-west between 5th Street and 4th Street. Water Street provides access to Downtown to the south and views of Kootenay Lake to the north. It has a cross-section with a travel lane in each direction and angle parking on the north side of the road. The Water Street / 5th Street intersection is stop-controlled on 5th Street in the northbound direction. The ICBC Workshop with Village staff and the field review identified two existing issues along Water Street.

The first issue was the reverse-in 45-degree angled parking stalls. The existing reverse parking signs are difficult to see, because they are installed parallel to the centreline of the road. Additionally, it was found that cars travelling from west to east are parking nose-in, which is shown in **Figure 3**. During the field assessment, a



Figure 3: Nose-In Parking on Water Street



major issue identified with the reverse-in 45-degree angled parking stalls was that the existing signs are not standard and are badly faded, which makes them difficult to interpret and read. It is recommended that customized Parking Control (BC MOTT P-023) signs replace the existing signs. The Parking Control signs are to read “REVERSE ONLY”. The use of modified Parking Control signage may assist with those not abiding by the reverse angle parking requirement. Additionally, it is recommended that the Village consider making Water Street a one-way road. It is noted that the Village is currently undertaking an Active Transportation Network Plan (ATNP), and which may include cross-section changes to Water Street. The ATNP is currently still in the early stages of being drafted. While not finalized, consideration is being given to including a sidewalk along the north side of Water Street. This may be achieved by replacing the angle parking with parallel or 30-degree angle parking. Alternatively, the existing 45-degree angle parking may be maintained if Water Street is switched to a one-way.

The second issue was the midblock crosswalk which is shown in **Figure 4**. This crosswalk connects an existing sidewalk on the north side of the road directly to Kaslo Hotel and Front Street Park. During the field assessment, the crosswalk was confirmed to be incorrectly marked. It is recommended that the existing crosswalk is upgraded with zebra crosswalk markings. In conjunction with the zebra crosswalk markings, it is recommended that Pedestrian Crosswalk (RA-4) signs be installed at the crosswalk. A total of four signs should be installed if Water Street remains a two-way road: two RA-4R signs and two RA-4L signs. The RA-4R and RA-4L signs are to be mounted back-to-back. The signs should be installed such that the symbol shows the pedestrian walking towards the centre of the road. This means that the RA-4R signs should be placed on the right-hand side of the road and the RA-4L signs should be placed on the left-hand side of the road. The new crosswalk signage and pavement markings is illustrated below in **Figure 5**.



Figure 4: Existing Midblock Crosswalk on Water Street

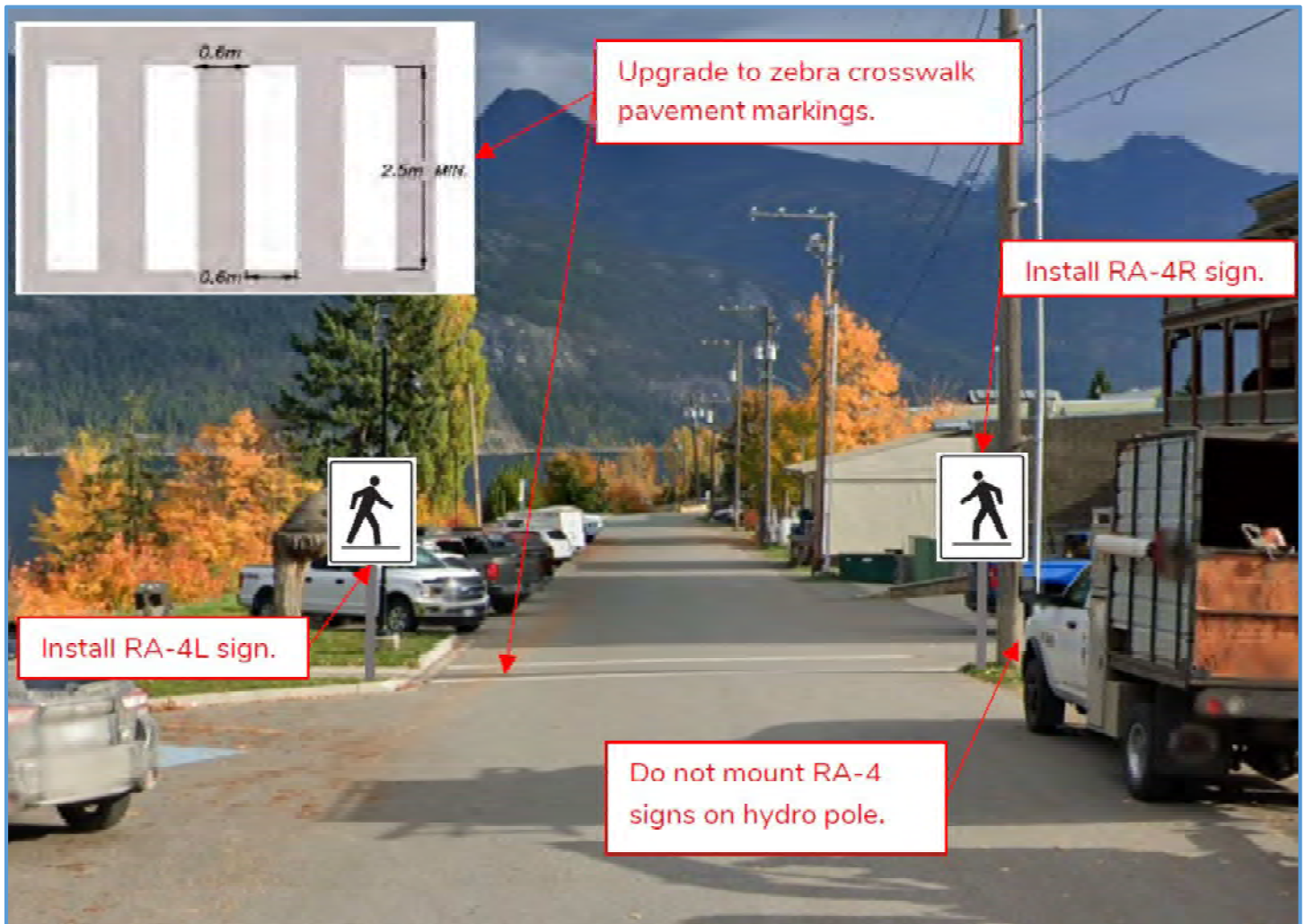


Figure 5: Recommended Crosswalk Signage and Pavement Markings on Water Street



4.4.2 Front Street

Front Street is a local road that runs east-west between 5th Street and 2nd Street. The area of concern identified by the Village is between 4th Street and 2nd Street. This portion of Front Street has a cross-section with two travel lanes and parallel parking on each side. Between 4th Street and 3rd Street, Front Street transitions from being bound by shops on both sides of the road to access to Kootenay Lake on the north side and residences on the south side.

This portion of Front Street was identified by the Village as an area of concern due to speeding concerns and parking problems involving tour buses and campers. During the field assessment, it was observed that the study portion of Front Street was generally observed to be working well. To address speeding concerns, it is recommended that the Village consider a 30km/h speed limit. This can be enforced with the installation of Maximum Speed (RB-1) signage denoting the area where the speed limit is in effect. The Village should also consider adding midblock crosswalks. Midblock crosswalks should be denoted with zebra crosswalk pavement markings and Pedestrian Crosswalk (RA-4) signs. Additionally, adding curb bulb-outs to the mid-block crosswalks can act as a traffic calming feature, that simultaneously increase the visibility of pedestrians attempting to cross the roadway and narrows the vehicle travel lanes. As a quick-win, curb bulb-outs can be achieved using temporary traffic calming curbs and paint, an example of this is shown in **Figure 6**.



Figure 6: Midblock Crosswalk with Temporary Traffic Calming Curbs



It is likely that parking concerns with tour buses and campers are arising during the summer in peak tourist season. To address these concerns, it is recommended that the two-hour parking time limit be enforced during peak summer activity. Enforcement is likely not required during the off-season.

4.4.3 5th Street / A Avenue Intersection

5th Street / A Avenue is a stop-controlled intersection in the northbound and southbound directions along 5th Street. A Avenue is Highway 31, and is under the jurisdiction of BC Ministry of Transportation and Infrastructure. West of the intersection, it has a two-lane cross-section. East of the intersection, it has a two-lane cross-section with parallel parking provided on both sides of the road. 5th Street is a local road. 5th Street has a two-lane cross-section with parallel parking provided on both sides of the road, in some cases the parking is making use of the available boulevard.

This is an intersection where pedestrians feel vulnerable. There is a steep grade in the eastbound direction on A Avenue approaching the intersection, which makes it difficult for vehicles to stop when the road is subject to snow and ice. In addition to the steep grade, there is insufficient lighting to illuminate the intersection for pedestrians to be easily seen by vehicles. While there are streetlights in the vicinity, they do not provide enough illumination. A lighting assessment is recommended for this intersection. It is also recommended that options to improve pedestrian crossings at this intersection such as a crosswalk is explored in conjunction with the Village's Active Transportation Network Plan (ATNP).

4.4.4 Roads Around Vimy Park (Campground, Baseball Field, and Playground)

The roads around Vimy Park include 2nd Street from D Avenue to 1st Street and 1st Street from 2nd Street to D Lane. 2nd Street is a two-way local road. 1st Street, locally referred to as Ring Road, is not an official road right-of-way. It was previously a gravel road but has been recently paved. It acts a two-way road that is gated on each end. During the summers, when the campground is open, the campground operator will close the gates each night at 10pm. This is done to discourage use of the waterfront and park during the night. In the fall and winter, when the campground is closed, the gates remain open. Since paving, the Village has received speeding complaints in this area. This is of particular concern due to the surrounding campground, baseball field, playground, and skatepark.



It is recommended that the existing 25km/h signs be removed and a 30km/h speed limit should be in effect for the study portions of 2nd Street and 1st Street. A 30km/h speed limit can be achieved through the installation of Maximum Speed (RB-1) signs that read 30km/h. The existing Playground Area (WC-3) sign above the existing 25km/h sign should be removed. Warning signage should be added to the curve at 2nd Street / Front Street with a Single Curve (WA-2) warning sign and an Advisory Speed (WA-7S) sign in both directions. The curve itself should be diligently delineated with Chevron Alignment (WA-9) signs. These recommendations are illustrated in **Figure 7** below.



Figure 7: Recommended Speed and Warning Signage for the Roads Around Vimy Park



5.0 PRIORITIZATION APPROACH & RECOMMENDED IMPLEMENTATION PLAN

The prioritization of sign and pavement marking mitigations is intended to assist the Village staff in addressing the noted issues in a systematic manner, since it is not feasible to address all issues at once. The general approach is to address concerns in order of risk severity (highest before lowest risk), as well as consideration for cheaper / more readily implementable measures. The suggested approach is as follows, from highest priority (Level 1) to lowest (Level 4):

1 – Conflict Locations and Highest Level Safety Concerns

These are locations where the signage and/or markings may potentially contribute to conflicts between road users. This includes vehicle-vehicle conflicts, vehicle-pedestrian conflicts, and vehicle-cyclist conflicts.

Examples include:

- Inconsistent multi-way stop sign usage on each approach to an intersection (for vehicle-vehicle conflicts), or stop signs in very poor condition.
- Lack of crosswalk signs to accompany midblock zebra crosswalk markings (vehicle-pedestrian conflicts).
- Uncontrolled intersections where one or more legs should have stop control.

2 – Relocation / Re-positioning of Regulatory and Warning Signs; Add Missing Regulatory and Warning Signs; Add New Stop Lines and Maintain Existing Faded Lane Lines Where Appropriate

This includes signs that are appropriate for the intended purpose, but are positioned in such a way that their effectiveness is compromised and could impact user safety. The existing signs could be re-used and would require repositioning only. If appropriate, add stop lines. This category also includes instances where there is no warning signage but should be (e.g. curve warning signs) as well as missing regulatory signs that may influence safety between users.



Examples include:

- Stop sign with poor base (tilted pole)
- Stop or Yield signs not placed in expected or correct location
- Yield control on an approach when Stop control should be used
- Regulatory or Warning signs obstructed by vegetation
- Absence of warning signage that may influence driver control
- Absence of speed limit signage either along a roadway (for non-50 km/h roads) or transitioning from one speed limit to another
- Prohibited turns due to one-way approaches or impossible turning movements challenged by the combination of steep road grades and intersection skew.
- Establish uniform school zones and areas.

3 – Replace or Adjust Incorrect or Ineffective Signs and Markings, (medium safety concern)

This is where signs and/or markings are provided and provide some degree of warning or regulation but are not consistent with the intended or correct message and may not reflect the safety risk as accurately as they could. This level of issue generally requires new signs to be made.

Examples include:

- A Single Curve sign is used with a 30 km/h advisory speed tab, when the actual curve is more appropriately warned with a Single Turn and 20 km/h advisory speed tab
- Use of single chevron sign or chevron plus checkerboard when a series of chevron signs plus curve warning signage is more appropriate
- S-curve warning signage indicating the wrong alignment condition
- Stop or Yield signs in poor condition
- Stop line, centreline or edge line application irregularities
- Remove incorrect, no longer relevant, and unwarranted signage
- Three or more signs on a post



4 – Correct Placement for Uniformity and Understanding and Longer Range Issues

This category covers minor improvements in signage placement that is lower risk and also includes:

- Relocate / Replace / Adjust Parking Regulation Signs
- Bus Stop related Signs and Markings
- Separating double loaded sign posts

The on-street parking signs throughout Kaslo were occasionally observed to be inconsistent in terms of pattern, appearance, and messaging. A full on-street parking strategy and plan is recommended, that develops a consistent approach to sign type, application requirements, and enforcement. In general, this was not observed to be a major safety concern but there may be some locations where parked vehicles could impact safety (e.g. in terms of sight lines, impacts to available drive lane widths, etc.).

In addition, other issues for the longer range include re-signing locations where development patterns may change (where the current signage may not be ideal but is functional, and where future road network changes will ultimately trigger the long term appropriate signage and markings approach).

6.0 TRAFFIC CALMING AND SPEED LIMITS IN KASLO

It is understood that the Village receives periodic requests for traffic calming treatments and speed management treatments such as speed humps. While speed humps are effective traffic calming treatments, these treatments can also create maintenance and operational challenges such as snow clearing. **Appendix F** provides a summarized list of select traffic calming treatments desired by Village staff from the Transportation Association of Canada (TAC) Guide to Traffic Calming which includes a set of advantages, disadvantages, and applicability considerations for Village streets.

In BC municipalities, under the provincial Motor Vehicle Act (MVA), the default speed limit is 50 km/h, and 80 km/h for highways outside municipalities. This means that, unless otherwise posted, drivers must follow the default speed limits. Under Section 146 of the MVA, municipalities may enact a bylaw that sets a different speed limit from the statutory default. The MVA requires that a speed limit sign be posted on each road with a reduced limit. As such, if the Village intends to reduce the speed limit from 50km/h to 40km/h or 30km/h on all streets then:

- A bylaw amendment will be required to adopt a municipality-wide default speed limit of 40km/h or 30km/h.



- 40km/h or 30km/h speed limit signs will need to be installed on every block of Kaslo streets.
- A communications plan will need to be developed which will identify all stakeholders associated with the impact of the speed reduction and outline an approach to inform and educate residents and identified stakeholders about the speed limit changes.

Reducing speed limits can greatly increase road safety for all road users. However, installing speed limit signs on every block of every street can be prohibitively expensive for the Village. Communities in BC such as Saanich on Vancouver Island are working towards reducing speed limits, starting with the local, residential streets. Local streets function as the start or end of a trip making journey which make them good candidate streets for initiating the process of lowering speed limits and influencing a positive road safety culture of driving at lower speeds. In the case of Village of Kaslo streets, many streets in Kaslo are already quite narrow such as Front Street which are suitable road characteristics for encouraging slower operating speeds. Speed limit reductions are recommended on these narrow streets in Kaslo through the initiation of speed limit reduction pilot projects by utilizing the following procedural steps:

- Form a Speed Limit Reduction Policy team with members from bylaw, transportation, and communications.
- Refer to the Active Transportation Network Plan (ATNP) network map for streets that have been recommended to have enhanced accommodation for people who walk and bike
- Collect speed data on the selected corridors to establish baseline statistics.
- Amend the existing Traffic By-Law to include the selected streets for a speed limit reduction to 40km/h or 30km/h.
- Communicate the bylaw amendment to residents and key stakeholders.
- Install 40km/h or 30km/h speed limit signs on the selected streets.
- Monitor speed data on the selected streets and evaluate changes in speeds at least one year after the installation of speed limit signs.



Kaslo Active Transportation Network Plan

Council Meeting

Village of Kaslo | May 27, 2025

- Project overview
- Review of engagement process
- ATNP vision + objectives
- Future active transportation network
- Speed limit reduction policy
- Implementation & next steps



PROJECT OVERVIEW

Project Purpose

The ATNP works to establish a vision and roadmap for managing how people walk, bike, and roll around the community. The ATNP's overarching vision is to create a connected, accessible, and sustainable active transportation network to be used by residents and visitors of all ages and abilities for commuting and recreation.

Project Goals

The ATNP is intended to achieve the following:

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



**Phase 1
(Understanding)**



**Phase 2
(Listening)**



**Phase 3
(Developing &
Implementation)**



REVIEW OF ENGAGEMENT PROCESS

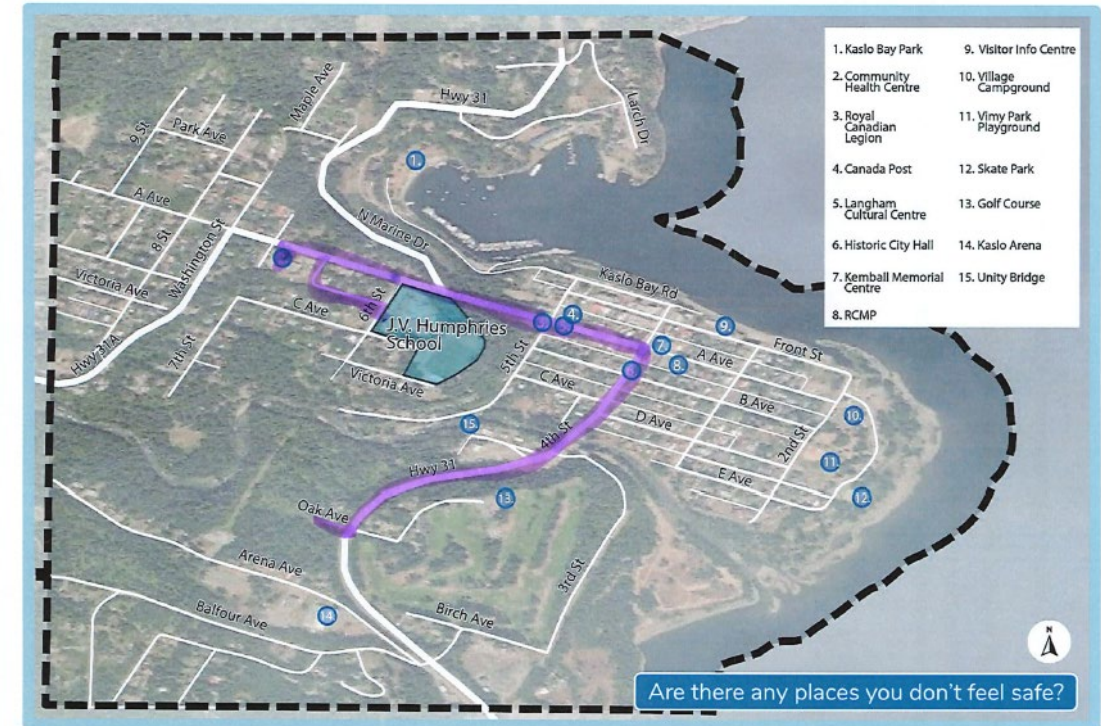
Round 1

- Part of the **listening** phase and focused on barriers, opportunities, and testing preliminary recommendations:
 - ❖ School mapping exercise
 - ❖ Key audiences interviews
 - ❖ Key audiences workshop

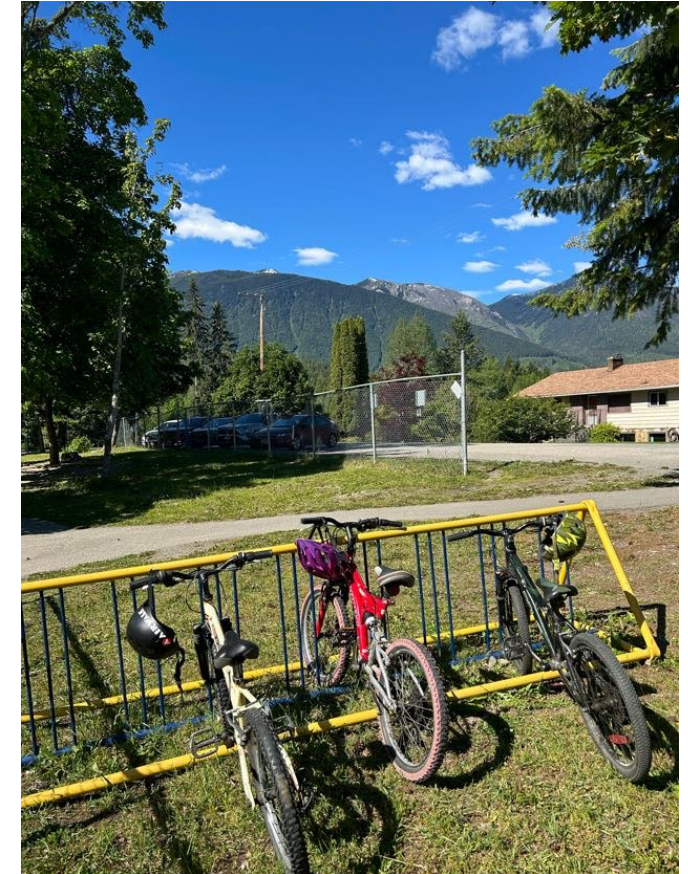
Round 2

- Part of the **developing & implementation** phase and focused on obtaining feedback on the draft ATNP:
 - ❖ Community open house
 - ❖ Online questionnaire

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



- Some students noted that they do not feel safe crossing roadways such as the existing midblock crossing on Highway 31A at C Avenue
- The lack of pedestrian crossings at Highway 31/ 5th Street. A crossing is desired, but it was noted that it would be difficult for heavy trucks to come to a stop when travelling downhill during the winter months
- There is support for traffic calming near the skatepark, Vimy Park, and campground area and a desire for slowing vehicles in this location
- Strong support for multi-use pathways in the village



VISION & OBJECTIVES

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



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



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



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



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



FUTURE ACTIVE TRANSPORTATION NETWORK

- Intended to provide a long-term vision for the future network
- Regional connections are critical
- Connections between the priority improvement areas
- Round 2 engagement participants agreed with the direction of the network. Many would like to see improvements to existing infrastructure first



Map 2: Ultimate Active Transportation Network

Priority Improvement Areas

- Downtown
- J.V. Humphries Elementary-Secondary
- Vimy Park Ring Road & 1st Street
- Highway 31 Kaslo River Crossing



Map 3: Priority Improvement Areas

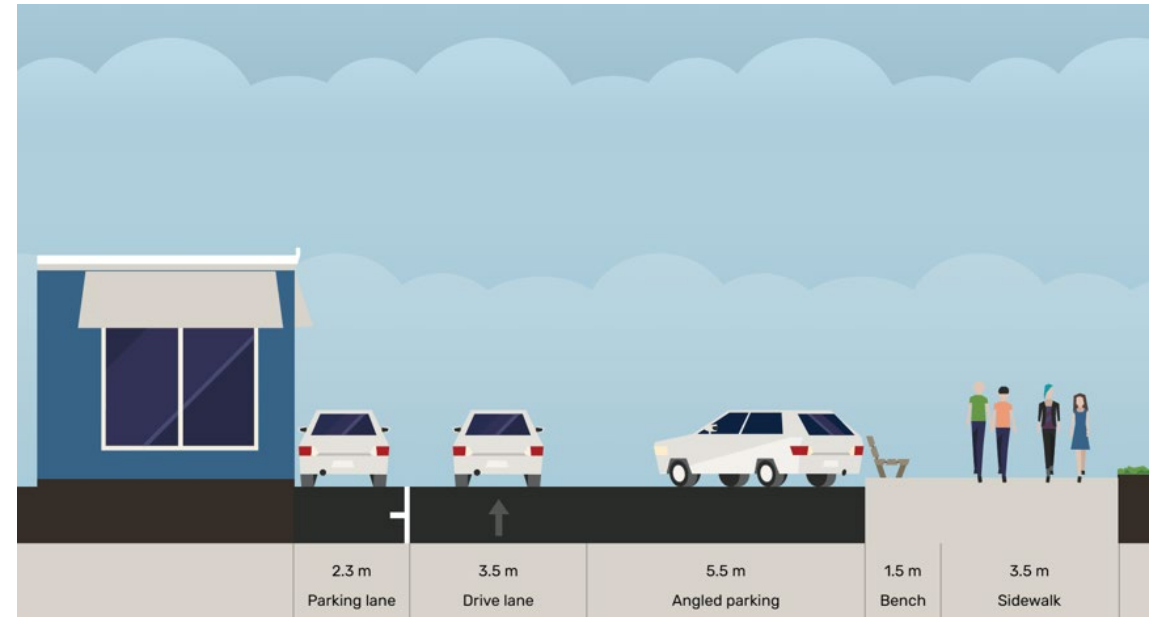
Front Street

- New mid-block crosswalk
- Additional lighting
- Add curb extensions to crosswalks at 5th Street and 4th Street
- We heard general support for the proposed changes but some concern about loss of on-street parking with a mid-block crossing

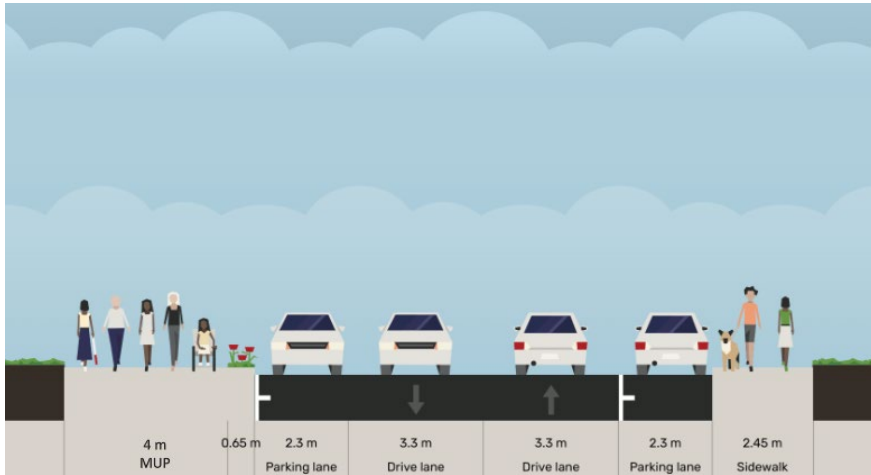


Water Street

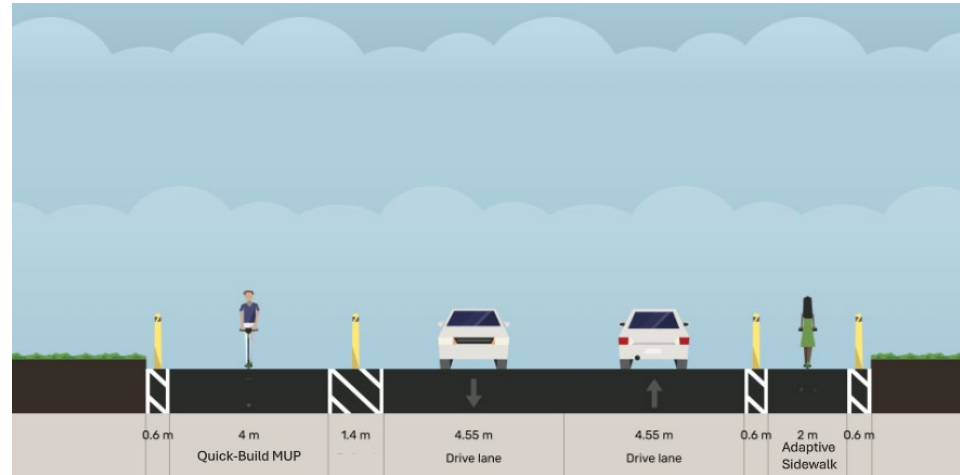
- Convert Water St to one-way in westbound direction (consistent with recommendations in ICBC Signs and Markings Field Review)
- Maintain parking lane on south side
- Shift angled parking on north side
- Add buffer, landscaping and a 3.5m sidewalk on north side to improve pedestrian experience
- Mixed feedback in round 2 engagement. Support for pedestrian infrastructure on Water Street but concern with conversion to one-way street



4th Street (C Avenue to Front Street)

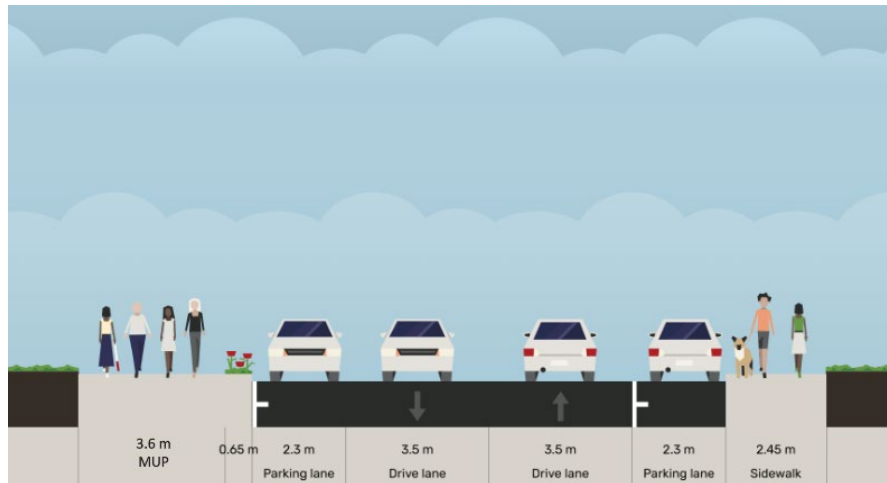


4th between A Avenue and Front Street

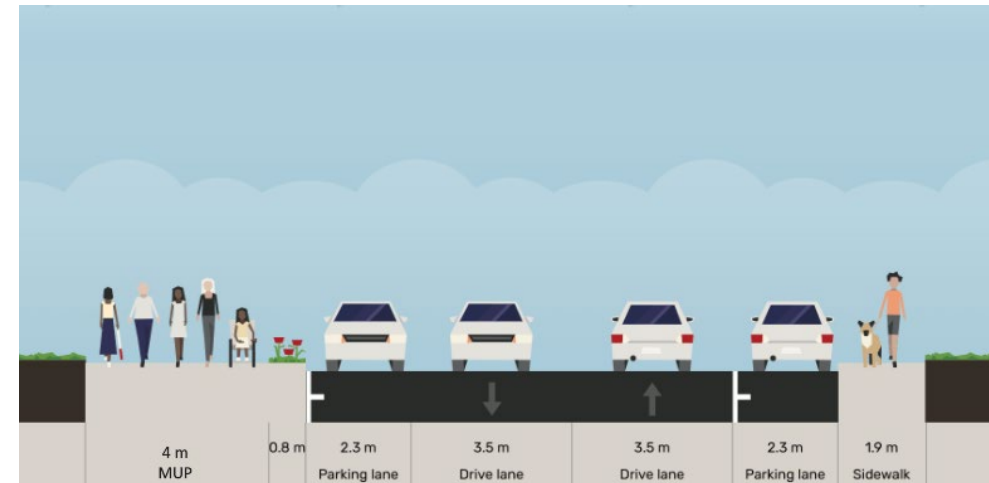


4th Street between B Avenue and A Avenue
(north segment)

4th Street (C Avenue to Front Street)



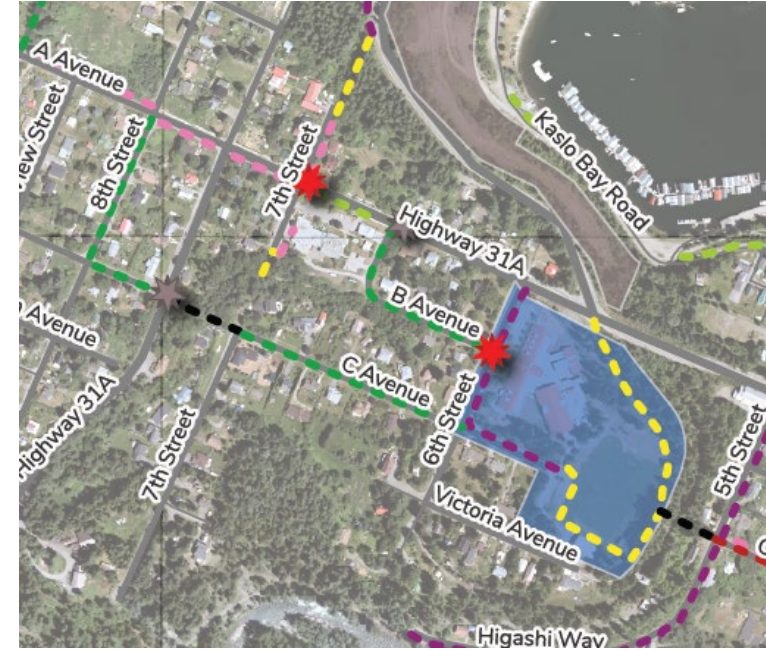
4th Street between B Avenue and A Avenue
(south segment)



4th Street between C Avenue and B Avenue

Priority Improvement Area 2

- Covered stairway from intersection of C Avenue / 5th Street to the school field
- Off-street pathway along the school field perimeter
- MUP on the north side of C Avenue from the school field to 6th Street and east of 6th Street to C Avenue to Highway 31A
- Advisory lanes on C Avenue and B Avenue
- Work with MOTT to upgrade crosswalk on Highway 31A at C Ave with advance warning signs and flashers



Priority Improvement Area 3 (Vimy Ring Rd & 1st)

- Add speed tables
- Mid-block crossings
- Signage and pavement markings to slow vehicles
- Very strong support from the community to see traffic calming improvements in this area



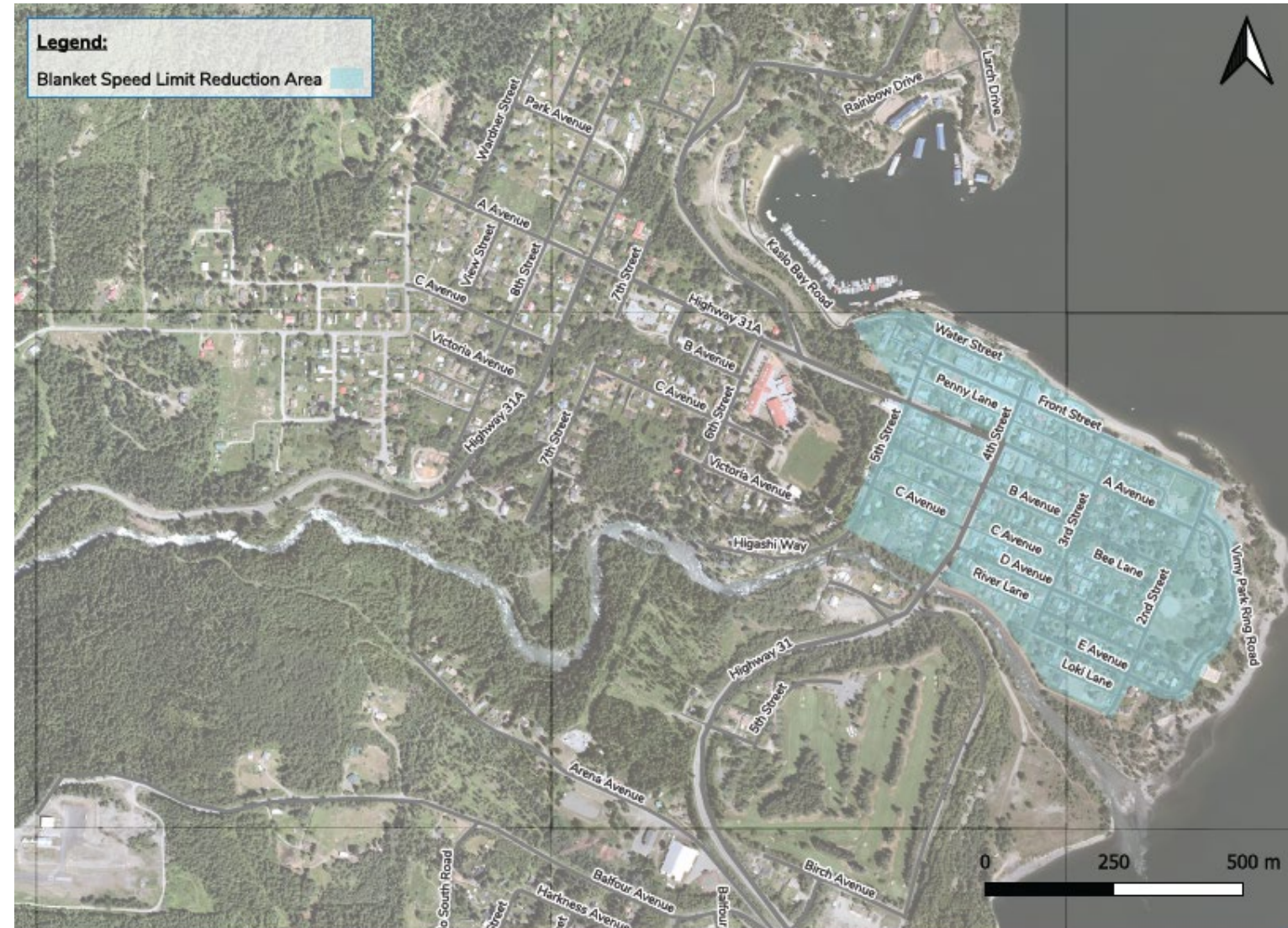
Priority Improvement Area 4 (Highway 31 Kaslo River Crossing)

- Pedestrian crossing at Highway 31 / Spruce Avenue
- Protected multi-use pathway on the west side of the highway from Arena Ave to Spruce Avenue
- General support from the community for these recommended improvements



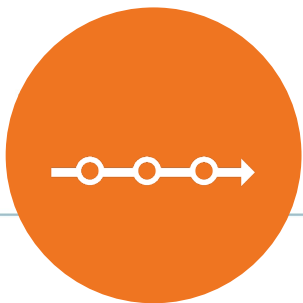
SPEED LIMIT REDUCTION POLICY

- Blanket 30 km/h speed limit reduction policy for Lower Kaslo
- Regular enforcement will be required
- Highway 31 excluded
- Other streets could be candidates for lower speeds, but a study should be completed to see if warranted
- Strong support for the policy during engagement along with need for more traffic calming, especially in the Vimy Park area



Map 4: Blanket Speed Limit Reduction Area

IMPLEMENTATION & NEXT STEPS



What should be done first?

- 1. J.V. Humphries Elementary-Secondary
- 2. Vimy Park Ring Road & 1st Street
- 3. Downtown
- 4. Highway 31 Kaslo River Crossing

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

THANK YOU!

DATE: May 20, 2025

FILE NUMBER: 3030-20

TO: Mayor and Council

FROM: Robert Baker, Chief Administrative Officer

SUBJECT: RV Park Proposal

1.0 PURPOSE

For Council to consider the RV Park proposal.

2.0 RECOMMENDATION

That Council decide whether the RV Park proposal is in the best interests of the community.

3.0 BACKGROUND

In December 2024, Council considered the key terms and conditions of a Purchase and Sale Agreement that would enable the RV Park development to proceed. During the meeting, Council decided to hold its decision in abeyance until the public had been provided an opportunity to express their perspectives in-person. A Committee of the Whole meeting occurred January 13, 2025, in which four delegations requested an opportunity to present to Council.

At a regular Council meeting on January 28th, Council again considered the key terms and conditions of a Purchase and Sale Agreement. A resolution was passed to defer a decision to the February 11th Council meeting. At the February 11th meeting, further discussion occurred, and a resolution was made to decline the RV Park proposal in its current form, however, Council remained open to considering a proposal from the developer that reflected the comments and concerns raised by Council during its recent meetings.

At the April 22nd regular Council meeting, another delegation presented to Council and suggested that road allowances be used as public trails. On May 13th a Committee of the Whole discussion occurred in which the RV Park developer presented a revised plan and addressed questions and concerns of Council.

The purpose of this staff report is to prompt a decision from Council regarding the RV Park proposal.

4.0 DISCUSSION

Land Development Process

Council has been provided with an outline of the land development process for the proposed RV Park, including the various steps and decisions involved. The process can be divided into two stages:

1. First Stage - land disposition, rezoning, road closure and transfer, the consolidation of the lands, and the registration of a development covenant.
2. Second Stage – development permit, subdivision, road dedication, public road/path/trail, statutory right of way, building permit, occupancy permit.

For a breakdown of the process, including detailed descriptions and a timeline, please refer to the document previously provided to Council titled Land Development Process – RV Park Proposal.

Next Steps

If Council opposes the RV Park, then negotiations on the Purchase and Sale Agreement should cease and the developer should be notified that the Village has declined the proposed land transfer. The zoning amendment bylaw will die unless the developer wishes for it to proceed without land transfer. Council may choose to provide a counteroffer to purchase the developer's land in hopes of turning the property into a park or other public service. The counteroffer could come now, or later. To prevent future development proposals of this nature, Council could seek to amend its regulatory scheme so that such land use is prohibited.

If Council is not opposed to the RV Park proposal, then the next logical step in the land development process is for the Village to provide public notice of its intention to dispose of road allowances. Council must also reach a consensus on the key terms and conditions of the Purchase and Sale Agreement. A draft of the key terms and conditions are included as an attachment to this staff report.

During the public notice period, staff will ask the Village's lawyer to develop a final draft of the Purchase and Sale Agreement. The final draft will be presented to Council along with any input received from the public notice. If Council agrees to finalize the Agreement, then the developer will send the Village a deposit, and both parties would begin working on the conditions that must be met before closing documents can be prepared. If any conditions are not met, then the land transfer will not be completed.

Request for Decision

Council is being asked to decide whether the RV Park proposal is in the best interests of the community, and more specifically, whether to proceed with a notice of disposition for the road allowances and to reach a consensus on the key terms and conditions of the Purchase and Sale Agreement.

5.0 OPTIONS

If Council opposes the RV Park proposal, then:

- Negotiations on the Purchase and Sale Agreement will cease and the developer will be notified that Council has declined their proposal.

If Council does not oppose the RV Park proposal, then the next steps in the process are to:

- Publish notice of the Village's intent to dispose of road allowances that are subject to the RV Park land transfer proposal.
- Reach consensus on the key terms and conditions of the Purchase and Sale Agreement.

6.0 FINANCIAL CONSIDERATIONS

None to report.

7.0 LEGISLATION, POLICY, BYLAW CONSIDERATIONS

Bylaws

#1298 C4 Commercial Recreation – RV Camping [at first reading]

#1280 Official Community Plan

#1193 Floodplain Management Provisions

8.0 STRATEGIC PRIORITIES - 2023-2026

Planning & Development – campground expansion

Economy – waterfront development, land disposition, business retention & expansion

Parks & Natural Area – options for removing golf course irrigation from municipal system, Kaslo River dike and bank flood and erosion improvements

9.0 OTHER CONSIDERATIONS

Public Education

During the May 13th Committee of the Whole, discussion occurred regarding public education. Typically, a developer is not asked to provide public education on a land development proposal, rather, they are asked to provide Council with the information it requires to make an informed decision. The public is provided with an opportunity to educate themselves with the information provided to Council and available on the Village's website. All discussions between Council and the developer have been open to the public, and recordings are available on the Village's website. If the public is uncertain about how to interpret the information, they have had an opportunity to ask clarifying questions during the 30+ Council meetings that have occurred since a Public Information Session occurred in November 2023, and through direct communication with Council (email, letters, etc.). Staff have responded to emails and letters addressed to them and have had several in-person meetings with concerned citizens throughout the process.

As mentioned, a Public Information Session occurred in November 2023 to receive public input on the zoning amendment bylaw. At the meeting, the public was given an opportunity to learn about the proposed RV Park and ask questions to the developer. A summary was provided to Council in December 2023. The zoning amendment bylaw has not changed since 2023 and so it's unlikely that another Public Information Session would provide Council with new information.

Development Permit

During the May 13th Committee of the Whole, Council inquired about why the development permit process does not occur upfront. The following is intended to answer the question. A condition of the land exchange is that all the Lots sold to the developer be consolidated on the closing date. As this is merely a consolidation of parcels, the Land Title Act does not require approving officer approval, however, the Village's lawyer will need to confirm that a development permit application is not triggered by Lot consolidation. Currently, staff believe the development permit is not required until the land is subdivided as bare land strata. Further to this, a municipality does not typically require a developer to invest in the development permit process until after the municipality has committed to the land transfer or zoning amendment.

If Council has specific conditions that it would like to impose on the RV Park, then it should identify those conditions now so that staff can discuss with the Village's lawyer and determine whether those conditions should be included in the Purchase and Sale Agreement or at other stages of the land development process.

Land Use

The RV Park proposal is aligned with the Village's Official Community Plan and zoning regulations, and appears to be a viable use of the floodplain that may otherwise remain undeveloped. However, development of the subject lands is constrained by road allowances and parcels that do not conform to the topography. Legislation requires that the road allowances remain public passages or be consolidated with adjacent lots.

RESPECTFULLY SUBMITTED

A handwritten signature in blue ink, appearing to read 'R. Baker', is positioned above a horizontal line.

Robert Baker, Chief Administrative Officer

Attachments: Key Terms and Conditions of Purchase and Sale Agreement

Key Terms and Conditions of Purchase and Sale Agreement

Conditions

Council's endorsement of the key terms and conditions does not guarantee that the land transfer will be completed. There are conditions that must be met by both parties, and public notices must be issued for land disposal, road closures, and RV Park regulations. These public notices are intended to prompt public input. If all conditions of a Purchase and Sale Agreement are met, then closing documents can be prepared and the land transfer will be complete. The key conditions for Council to consider are as follows:

Village's Conditions

- a. A land survey be performed that withstands the scrutiny of the Village, including the location of the natural boundary.
- b. An independent third-party calculates the land transfer areas.
- c. The Village receives fair compensation based on the net land transfer and appraiser's estimated fair market value of \$52,500/acre. The lake protection setback area is not intended to be included in the calculation.
- d. Stream and Lake Protection Setback areas become public land.
- e. Developer to fund a water system capacity review that verifies there is sufficient capacity to serve the RV Park during peak demand.
- f. The developer has conducted Archaeological, Environmental, Flood Hazard, and Sewerage Dispersal assessments. They will be scrutinized by the Village, and the developer will be required to abide by all recommendations.
- g. Developer to comply with the Environmental Management Act Contaminated Sites Regulation.
- h. Issue a notice to adopt a road closure bylaw, as well as a notice of disposition for road allowances. The public will have an opportunity to provide input for Council's consideration when these notices are issued.
- i. Referrals to Ministries, including approval of road closure bylaw, and then Council adoption. If the road closure bylaw is not adopted, then the Village cannot dispose of the road allowances.
- j. Second and third readings to proposed bylaw #1298 for *C4 Commercial Recreation – RV Camping*. Council may amend the bylaw to regulate the number of RV sites, seasonal use, storage, etc. Council may choose to conduct a public hearing as part of the process, although the public has already been afforded an opportunity to provide input through development of the OCP and bylaw adoption process in 2022, and the proposed bylaw is congruent with the OCP, so a public hearing is not mandatory.
- k. Walkways and pathways along river to be constructed.
- l. Road to be constructed from highway to RV Park by the developer at their expense.
- m. The Village must be satisfied with developer's indigenous people's consultation.

Developer's Conditions

- n. Satisfied with the condition of road allowances.
- o. Satisfied with any conditions imposed by Approving Officer for approval of the consolidation plan and bare land strata subdivision plan.

Mutual Conditions

- p. Agreement on the net area of land exchange.
- q. Agreement on the terms of service right of way for raw water line, and register the right of way on titles.
- r. Adoption of proposed bylaw #1298 for *C4 Commercial Recreation – RV Camping*.
- s. RV Park regulations enacted through existing or new bylaws, and/or placing covenants on title. If a bylaw is required, the public will have an opportunity to provide input for Council's consideration. Regulations may include the number of RV sites, seasonal use, watering restrictions, amenities, etc. The Village has considerable control over the specific features of the proposed RV Park.
- t. Approving Officer approval of consolidation plan and subdivision plan. Further conditions may apply.



Annual Municipal Report

The Village of Kaslo has prepared its Annual Municipal Report pursuant to the Community Charter Part 4 *[Public Participation and Council Accountability]* Division 5 *[Reporting]* Section 98 *[Annual municipal report]*.

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Message from the Mayor

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Council Select Committees and Appointments

Mayor Suzan Hewat

Photo

Regional District of Central Kootenay Board
West Kootenay Boundary Regional Hospital District Board
Kaslo & Area D Economic Development Commission
Accessibility Advisory Committee
Art & Heritage Committee
Asset Management Committee
Events Committee
Health Advisory Committee
Library Building Committee
Recreation Grants Committee
Liquid Waste Monitoring Committee
Central Kootenay Invasive Species Society Working Group
Ktunaxa Kinbasket Treaty Advisory Committee (Alternate)

Councillor Molly Leathwood

Photo

Accessibility Advisory Committee
Art & Heritage Committee
Events Committee
Kaslo & District Arena Association Board
Kaslo & District Public Library Board

Councillor Robert Lang

Photo

Regional District of Central Kootenay Board (Alternate)
West Kootenay Boundary Regional Hospital District Board (Alternate)
Kaslo & Area D Economic Development Commission
Asset Management Committee
Liquid Waste Monitoring Committee

Councillor Erika Bird

Photo

Health Advisory Committee
Library Building Committee
Recreation Grants Committee

Councillor Mathew Brown

Photo

Kaslo & District Community Forest Society Board
Ktunaxa Kinbasket Treaty Advisory Committee

Municipal Services and Operations

Council has developed a vision for the community following an extensive consultation process culminating in a Strategic Plan for 2023-2026. Within this Plan, Council has developed Focus Areas and a series of objectives and measures that it hopes will help to realize its vision.

“Kaslo supports a full, productive, and meaningful life for all citizens through policies, services and programs that respect community values of inclusivity, diversity, accessibility, and sustainable development.”

Kaslo is a diverse, inclusive, and welcoming community that aspires to be a model for a small, mountain communities across British Columbia and around the world.”

Strategic Plan 2023-2026 (Areas of Focus)	
Community Health	Parks, Recreation & Natural Areas
Arts, Culture & Heritage	Capital Projects
Planning & Land Use	Economy
Governance	Capacity

Advocacy / Partnerships
Advocate for community health through the Health Advisory Committee
Advocate for affordable housing in partnership with the Kaslo Housing Society
Advocate for seniors' well-being through support of the Kaslo Seniors Centre
Maintain an Accessibility Committee to advocate for those experiencing barriers to their interaction with the Village
Support partnerships that bridge reconciliation between the Village and First Nations
Advocate for Arts & Heritage through support of the Kootenay Lake Historical Society and projects that enhance our two National Historic Sites of Canada

In support of Council's vision and Strategic Plan, the Village provides a multitude of services through several departments and key partnerships.

Administration

The Village of Kaslo's administrative staff work closely with the Mayor and Council to ensure that Council's decisions and directives are carried out. The department also takes care of legal and administrative services such as bylaw development, policies and procedures, and provides municipal information to the Village's residents. Administration handles a diverse bundle of services including permits, communications, cultural and community services, bylaw enforcement, and information systems. The Administrative team consists of the Chief Administrative Officer, Manager of Corporate Services, and the Legislative Assistant.

Finance

The Finance Department provides support services to the municipality, as well as maintaining and communicating financial information to the public, Council and staff. Some of the services provided by the department include:

- Accurate billing and collecting of utility and property tax accounts.
- Processing of all incoming City revenues.
- Dog licenses, and other applications, licenses and permits.
- Maintaining accurate tax related rolls.
- Preparing yearly financial plans and reports as required by legislation.
- Maintaining annual Operating and Capital Budgets.
- Safeguarding and administering the assets of the City through proper internal controls, risk management, accounting systems and policies and procedures.

The team consists of the Chief Financial Officer (also Chief Administrative Officer), Accounting Assistant, and Deputy Treasurer who provide accounts receivable, accounts payable, payroll and property tax account services.

Public Works

The Village's Public Works Department takes pride in operating and maintaining the Village's infrastructure while providing efficient and responsive services to our citizens. The Department maintains 22.2 kilometers of roads, 173 streetlights, 29,109 m² of parks and green spaces including the Kaslo Cemetery, a water treatment plant with 26.2 km of water distribution piping, a wastewater treatment plant with 4.8 km of wastewater mains, 360 street signs, 31 buildings totaling 93,7856 ft², and a fleet of 38 vehicles/equipment. The Department also provides support to the other Departments by maintaining the Village's maps, surveys, and geographic information system (GIS). Led by the Public Works Foreman, this 4-person crew is the backbone of our municipal services, providing safe, efficient, environmentally sensitive and cost-effective services.

Planning and Development

Planning Policy is set by Council through an Official Community Plan and is implemented through a Zoning Bylaw. The Zoning Bylaw regulates the use and development of property in the Village. Before a business locates to a commercial area or develops a plan for construction, the Planning Department can verify current zoning. The Department can also assist with information pertaining to subdividing a property, altering the legal property boundaries, creating a bare land strata, resolving Zoning Bylaw conflicts, and varying requirements through the Board of Variance.

Protective Services

Protective services include those provided by the Royal Canadian Mounted Police, comprised of administration, crime investigation and prevention, traffic, prisoner custody and court liaison. Fire protection is provided by the Kaslo Volunteer Fire Department with support from the Village's FireSmart Coordinator providing public education on fire safety and prevention. Emergency preparedness and response is coordinated through the Regional District of Central Kootenay and the Provincial Emergency Program.

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Audited Annual Financial Statements

This report includes the audited consolidated financial statements for the year ended December 31, 2024 for the Village of Kaslo pursuant to Sections 98 and 167 of the Community Charter. The preparation and presentation of the financial statements is the responsibility of the Chief Financial Officer for the Village of Kaslo. The Village maintains a system of internal controls designed to provide reasonable assurance for the safeguarding of assets and the reliability of financial records. The statements have been prepared in accordance with Canadian Public Sector Accounting Standards for local governments, as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. The Village's consolidated financial statements have been audited by Grant Thornton LLP in accordance with Canadian Generally Accepted Auditing Standards. This audit has resulted in an unqualified opinion, which is expressed in the Auditor's Report.

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Permissive Tax Exemptions

The Community Charter Part 7 [Municipal Revenue] Division 7 [Permission Tax Exemptions] permits Council to provide permissive tax exemptions. Section 98(2)(b) of the Community Charter requires those exemptions to be reported, including the amount of property taxes that would have been imposed on the property in the previous year if it were not exempt for that year. The following properties were provided permissive property tax exemptions by Council under Bylaw 1268 in 2024.

Occupier Name	Property Address	Value of Exemption
Properties owned by a non-profit, occupied for own use [Community Charter s. 224 2(a)]		
Kaslo Community Services Society	336 B Ave	2,303.79
Kaslo Masonic Holding Society	301 A Ave	469.34
Langham Cultural Society	447 A Ave	2,839.06
		<u>\$5,612.19</u>
Municipally owned properties, non-profit occupier [Community Charter s. 224 2(d)]		
Hospice Society of North Kootenay Lake	201 312 4th St	136.44
Kaslo & District Arena Association	517 Arena Ave	7,283.07
Kaslo & District Riding Club Society	517 Arena Ave	401.05
Kaslo Golf Club	340 H Ave, Oak Ave & Hwy 31	6,974.40
Kaslo Housing Society	334 A Ave	361.96
Kaslo Racquet Club	517 Arena Ave	527.32
Kaslo Search and Rescue	Kaslo Bay Rd & Arena Ave	686.94
Kaslo Senior Citizens Society	304 4th St	658.60
Kootenay Lake Historical Society	324 Front St	5,213.97
Kootenay Lake Independent School Society	2nd St	837.50
Victorian Hospital of Kaslo Auxiliary Society	409 A Ave	793.78
		<u>\$23,875.03</u>
Land surrounding buildings for public worship [Community Charter s. 224 2(f)]		
Kaslo Calvary Chapel (Kaslo Christian Assembly)	430 B Ave	618.07
Roman Catholic Bishop of Nelson (Sacred Heart)	313 5th St	1,038.37
St Andrews United Church	500 4th St	1,048.69
The Synod of The Diocese of Kootenay (St Marks)	601 5th St	709.97
		<u>\$3,415.10</u>
Owned by athletic or service clubs for recreation purposes [Community Charter s. 224 2(i)]		
Royal Canadian Legion Branch No. 074	403 5th St	1,173.18
Other levels of government [Community Charter s. 224 2 (b) & (h)]		
Central Kootenay (Regional District)	529 Arena Ave	5,846.05
Interior Health Authority	673 A Ave	10,957.42
		<u>\$16,803.47</u>
TOTAL		\$50,878.99

Notes:

- (1) The value of each tax exemption has been calculated using the assessed value of the property and the applicable tax rate.
- (2) These amounts include Village taxation only.
- (3) These amounts do not include taxes collected by the include RDCK, West Kootenay Boundary Regional Hospital District, Municipal Finance Authority, BC Assessment, school district, or RCMP.
- (4) Statutory exemptions under the Community Charter Part 7 [Municipal Revenue] Division 6 [Statutory Exemptions] Section 220 [General statutory exemptions] are not listed (i.e. Victorian Community Health Centre, Kaslo & District Public Library, building and land set aside for public worship, learning institutions, land and/or improvements held by the mu

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Progress Report of Objectives & Measures Established for 2024

Council set the following objectives for 2024 as described within its Strategic Plan. The objectives were set following public meetings where members of the public were invited to provide input. The following is the progress that has been made on those objectives.

Services Area	Objective	Measures/Strategies	Status
Administration	Integrate the planning, design, construction, operation, maintenance, asset disposal & renewal, and financial planning functions of the Village. [carried from 2023]	Gather asset data, and input in registry (2024, 2025)	In progress. Carry forward
		Develop a Preventative Maintenance Program, with reference to asset-specific Plans [buildings, roads, water, parks, etc.]	Not started. Carry forward
	Ensure the Village has an effective organizational structure.	Perform an Organizational Review.	Complete
	Develop an annual reporting system that promotes greater understanding of municipal responsibilities and priorities, fosters accountability, improves services, and enables continuous improvement in service delivery, as well as improved taxpayer awareness and knowledge of municipal services. [A Guide to Municipal Progress Reporting, Province of BC]	Develop a Governance and Operations Manual with reference to all municipal services and operations.	Not started. Carry forward
		Develop a Quality Assurance Program that enables the development of measurable objectives for annual municipal reporting. (2024, 2025)	Not started. Carry forward
	Follow industry best practices for Records Management.	Develop a Records Management Policy based on LGMA standards.	Complete
		Develop process maps and procedures, including naming conventions	Not started. Carry forward
	Improve public communication system	Develop a Correspondence Policy, process maps, and procedures	Not started. Carry forward
	Ensure people with disabilities can access Village information, services, and products without any barriers, making their lives easier and more fulfilling.	Refer to the Accessibility Committee any reports of barriers that individuals are experiencing with Village information, services, or products, and seek their advice on how to remove and prevent those barriers.	Complete

Buildings, Facilities and Properties	Develop Kemball Building. [carried from 2023]	Secure funding for Phase 2 of renovations (2024, 2025)	Not started. Carry forward
		Asset Management Committee to explore opportunities to provide secure, capable, and accessible storage and data processing capacity in a secured and geographically distributed fashion. [Kemball Data Centre]	Not started. Carry forward
	Improve grounds at SS Moyie. [carried from 2023]	Complete amphitheater and retaining wall design	Not started. Carry forward
	Renovate Kaslo Arena to enhance its functionality in the event of an emergency (Kitchen, Ventilation, Accessibility, Backup Power). [carried from 2023]	Perform Feasibility Study & Design	In progress. Carry forward
	Make Courtroom at City Hall available for private rentals.	Determine rental types and rates	Not started. Carry forward
		Determine janitorial needs	Not started. Carry forward
		Determine access control	Complete
		Develop cost estimate for acoustic treatment	Complete
	Support the development and implementation of an Asset Management Plan. [carried from 2023]	Develop Roof Replacement Plans and perform initial condition assessments of all buildings.	Not started. Carry forward
		Perform repairs and painting to exterior of City Hall.	Not started. Carry forward
	Perform structural assessments of roofs every 5 years.	Inventory buildings, gather structural assessment data, plan for assessments.	Not started. Carry forward
	Operate electrical systems in compliance with regulations, industry standards and best practices.	Comply with electrical permit requirements of Technical Safety BC under the BC Electrical Code.	In progress. Carry forward

Equipment and Supplies	Replace assets at the end of their useful life in accordance with Asset Management Plan.	Replace zero-turn mower.	Complete
	Improve functionality of fleet equipment	Purchase snowblower attachment for skid-steer.	Complete
Information Systems	Seek efficiencies in administrative and finance functions	Implement iCompass and MAIS computer software modules (2024, 2025)	In progress. Carry forward
Finance	Adopt best practices for municipal financial management	Establish Fleet Reserve Fund	Not started. Carry forward
		Standardize year-end audit documentation	In progress. Carry forward
		Define GL Accounts, breakdown standard charges, and track annual changes.	In progress. Carry forward
		Review and amend Purchasing Policy, giving consideration to spending limits, delegation of authority, and digital signatures.	Complete
		Review and amend Parcel Tax Bylaw	Complete
		Review grant-in-aid policy, then develop bylaw, process maps, and procedures.	Not started. Carry forward
	Improve communication of financial information between staff, Council, public.	Develop quarterly and year-end financial reporting	Complete

Legal Matters	Ensure licenses of occupation, lease/rental, and service agreements are valid and in accordance with industry standards and best practices.	Renew Marine Lease Agreements with Boat Clubs located in Kaslo Bay.	Complete
		Renew Agreement with Service BC located at City Hall.	Complete
		Renew Lease Agreement with Kaslo & District Library located at City Hall.	Complete
		Renew Lease Agreement with Thrift Store located in the old fire hall building.	In progress. Carry forward
		Renew Lease Agreement with Kaslo Racquet Club located at Kaslo Arena.	Complete
		Develop an Agreement with a campground operator, including consideration of public washroom cleaning.	In progress. Carry forward
		Renew Service Agreement with a recycling contractor, including consultation with the RDCK in improvements to transfer station.	In progress. Carry forward
		Renegotiate the Water Use Agreement for MacDonald Creek area with RDCK or decide to pursue municipal boundary expansion.	In progress. Carry forward
Personnel	Comply with occupational health and safety regulations.	Review and amend Workplace Bullying and Harassment Policy	Complete
	Follow best practices for human resource management within municipal government.	Systemize flextime as described in Collective Agreement by developing Village policy, processes, and procedures.	In progress. Carry forward
		Develop Performance Plan & Review system for supervisory positions.	Complete
Recreation and Cultural Services	Support community events	Plan Kaslo birthday celebration	Complete
		Participate in planning and debriefing activities for May Days and Jazz Fest.	Complete
	Foster community spirit	Citizen of the Year recognition	Complete

Land Administration	Update Zoning Bylaw to align with 2022 OCP [carried from 2023]	Project completion	In progress. Carry forward
	Systemize land development applications	Develop process maps and procedures for development applications	Not started. Carry forward
Legislative and Regulatory Services	Review and amend Bylaws to foster business retention and expansion [carried from 2023]	Review and amend Zoning Bylaw	Not started. Carry forward
	Develop system for processing building permit applications	Develop process maps and written procedures for building permit applications	Not started. Carry forward
Community Services	Advocate for community health	Support Health Advisory Committee	Complete
	Advocate for affordable housing [carried from 2023]	Welcome an annual delegation to Council	Not started. Carry forward
Parks Admin	Improve quality of Park services	Improve signage for Dog Off-Leash Area.	In progress. Carry forward
		Complete landscaping of Front Street Park. [carried from 2023]	In progress. Carry forward
Planning and Development	Develop south Kaslo. [carried from 2023]	Develop cost estimate for development plan.	Complete
	Comply with new Legislation regarding small-scale multi-unit homes.	Review and amend OCP and Zoning Bylaw in accordance with Bill 44.	In progress. Carry forward

Transportation and Transit Services	Develop Active Transportation Network Plan [carried from 2023]	Develop Active Transportation Network Plan	In progress. Carry forward
	Improve traffic safety	Develop a Strategic Action Plan for traffic safety improvements with particular concern for Vimy Park	Complete
Engineering and Public Works	Expand capacity of wastewater treatment system. [carried from 2023]	Perform enhanced effluent testing to gather data.	Complete
		Perform preliminary design of wastewater treatment plant expansion.	Not started. Carry forward
	Operate wastewater treatment system in accordance with industry standards and best practices.	Attain operational certificate from Ministry of Environment.	In progress. Carry forward
	Comply with water treatment regulatory requirements.	Upgrade water treatment plant with electronic valves and UV treatment.	In progress. Carry forward
	Support the development and implementation of an Asset Management Plan.	Develop Pavement Management Plan and perform initial condition assessments.	Complete
	Replace assets at the end of their useful life in accordance with Asset Management Plan.	Reconstruct road at east end of Front Street.	In progress. Carry forward
	Maintain water distribution system in accordance with regulations, industry standards and best practices.	Perform design of pressure reducing valves 2 and 4.	In progress. Carry forward
	Protect the Village's natural assets and infrastructure with proactive drainage and flood control measures.	Complete Phase 2 of Kaslo River Dike Project	Complete
	Support the development and implementation of an Asset Management Plan. [carried from 2023]	Replace streetlights that are at their end of life.	In progress. Carry forward

Protective Services	Comply with Indigenous Engagement Requirements within the Emergency and Disaster Management Act (EDMA).	Engage with indigenous communities to build relationships and collaborate towards the requirements of the EDMA.	In progress. Carry forward
	Employ FireSmart tactics to decrease the likelihood of losses from wildfire events.	Perform FireSmart treatment of areas prescribed in the Community Wildfire Protection Plan. (2024, 2025)	Complete

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Declaration of Disqualification

Following is a list of declarations of disqualification made under section 111 [*application to court for declaration of disqualification*] in the previous year, including identification of the council member or former council member involved and the nature of the disqualification.

None to report

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Statement of Municipal Objectives & Measures for 2025-2026

Following is a statement of the municipal objectives, and measures that will be used to determine progress respecting those objectives, for the current and next year. These objectives and measures are reflective of the Areas of Focus identified within the Strategic Plan developed by Council for 2023-2026.

SI – Manager of Strategic Initiatives PW – Public Works Foreman FSC – FireSmart Coordinator CAO – Chief Administrative Officer CO – Corporate Officer CFO – Chief Financial Officer

Services Area	Objective	Measures/Strategies	Assigned
Administration	Integrate the planning, design, construction, operation, maintenance, asset disposal & renewal, and financial planning functions of the Village. [carried from 2023]	Gather asset data, and input in registry (2025, 2026)	SI
		Perform asset condition assessments (2025, 2026)	SI
		Perform asset Risk Assessments (2026)	SI
		Draft an Asset Management Plan (2026)	SI
		Develop a Preventative Maintenance Program, with reference to asset-specific Plans [buildings, roads, water, parks, etc.] (2026)	SI
	Ensure the Village has an effective organizational structure.	Implement recommendations of the Organizational Review as funding permits. (2025, 2026)	CAO
	Develop an annual reporting system that promotes greater understanding of municipal responsibilities and priorities, fosters accountability, improves services, and enables continuous improvement in service delivery, as well as improved taxpayer awareness and knowledge of municipal services. [A Guide to Municipal Progress Reporting, Province of BC]	Develop a Governance and Operations Manual with reference to all municipal services and operations. (2026)	CAO
		Develop a Quality Assurance Program that enables the development of measurable objectives for annual municipal reporting. (2026)	CAO

Administration	Follow industry best practices for Records Management.	Develop process maps and procedures, including naming conventions (2026)	CO
	Improve public communication system	Develop a Correspondence Policy, process maps, and procedures (2026)	CO
		Develop policy to communicate Village initiatives through periodic newsletters and social media (2026)	CO
		Develop an opt-in email distribution system for public notices and media releases through Village website. (2025)	CO
	Follow industry best practices to ensure fair and equitable remuneration policies for elected officials.	Review and amend Council Remuneration Bylaw based on UBCM best practices guide (2025)	CO
	Ensure people with disabilities can access Village information, services, and products without any barriers, making their lives easier and more fulfilling.	Adopt an Accessibility Plan (2025)	CAO / Council
	Ensure all Flags at Village facilities are flown and displayed in a consistent and appropriate manner.	Develop flag policy in alignment with provincial standards regarding half-masting and display of flags. (2025)	CO
	Help bridge reconciliation between the Village and First Nations through relationship building and education.	Implement the Indigenous Engagement Requirements required by the Emergency and Disaster Management Act. (2025, 2026)	SI / CAO / Council

Buildings, Facilities and Properties	Foster rural resident retention and attraction. [carried from 2023]	Include rural resident retention and attraction policies within development plans for south Kaslo. (2025)	SI
	Develop Kemball Building. [carried from 2023]	Secure funding for Phase 2 of renovations (2026)	SI
		Complete construction – Phase 1 (2025), Phase 2 (2026)	SI
		Asset Management Committee to explore opportunities to provide secure, capable, and accessible storage and data processing capacity in a secured and geographically distributed fashion. [Kemball Data Centre] (2026)	SI
		Review lease and rental structures, processes, procedures. (2025, 2026)	CAO
	Improve grounds at SS Moyie. [carried from 2023]	Complete amphitheater and retaining wall design (2025)	SI
		Complete construction of amphitheater and retaining wall (2026)	SI
	Renovate Kaslo Arena to enhance its functionality in the event of an emergency (Kitchen, Ventilation, Accessibility, Backup Power). [carried from 2023]	Perform Feasibility Study & Design (2025)	SI
		Complete Construction (2026)	SI
	Make Courtroom at City Hall available for private rentals.	Determine rental types and rates (2026)	CAO
		Determine janitorial needs (2026)	CAO
		Install acoustic treatment (2026)	SI

Buildings, Facilities and Properties	Support the development and implementation of an Asset Management Plan. [carried from 2023]	Develop Roof Replacement Plans and perform initial condition assessments of all buildings. (2026)	SI
		Develop Building Maintenance Program for Village owned buildings. (2026)	SI
		Perform repairs and painting to exterior of City Hall. (2025)	SI
	Perform structural assessments of roofs every 5 years.	Inventory buildings, gather structural assessment data, plan for assessments. (2026)	SI
		% of buildings with current structural assessment. (2026)	SI
	Operate electrical systems in compliance with regulations, industry standards and best practices.	Comply with electrical permit requirements of Technical Safety BC under the BC Electrical Code. (2025)	SI/PW
Information Systems	Seek efficiencies in administrative and finance functions	Implement iCompass and MAIS computer software modules (2026)	CFO
Parks Administration	Improve quality of Park services	Implement Tree Planting Plan and integrate existing Tree Policy into one. (2026)	CAO
		Develop Master Plan for Vimy Park, Murray Pearson Ball Park, Campground, Logger Sports area, beaches, skatepark. (2026)	CAO
		Improve signage for Dog Off-Leash Area. (2025)	CAO
		Complete landscaping of Front Street Park. [carried from 2023] (2025)	SI
		Develop Parks & Sportfield Maintenance Program. (2026)	CAO/PW

Finance	Adopt best practices for municipal financial management	Establish Fleet Reserve Fund (2025)	CFO
		Standardize year-end audit documentation (2026)	CFO
		Define GL Accounts, breakdown standard charges, and track annual changes. (2026)	CFO
		Document financial management process and procedures, including identification of statutory requirements. (2026)	CFO
		Review and adopt Permissive Tax Exemption Bylaw (2025, 2026)	CFO
		Review grant-in-aid policy, then develop bylaw, process maps, and procedures. (2026)	CFO
Legal Matters	Ensure licenses of occupation, lease/rental, and service agreements are valid and in accordance with industry standards and best practices.	Renew Lease Agreement with Thrift Store located in the old fire hall building. (2025)	CAO
		Develop an Agreement with a campground operator, including consideration of public washroom cleaning. (2025)	CAO
		Renew Service Agreement with a recycling contractor, including consultation with the RDCK on improvements to transfer station. (2025)	CAO
		Renegotiate the Water Use Agreement for MacDonald Creek area with RDCK or decide to pursue municipal boundary expansion. (2026)	CAO
Personnel	Comply with occupational health and safety regulations.	Review and amend Occupational Health & Safety Program. (2025)	CAO/PW

Land Administration	Update Zoning Bylaw to align with 2022 OCP [carried from 2023]	Project completion (2025)	SI
	Systemize land development applications	Develop process maps and procedures for development applications (2026)	SI
Legislative and Regulatory Services	Review and amend Bylaws to foster business retention and expansion [carried from 2023]	Review and amend Business Licensing Bylaw; consider pro-rating, cannabis, definitions, mobile vendors. (2025)	CO
		Review and amend Utilities Bylaw (2025)	CAO
		Review and amend Zoning Bylaw (2025)	SI
		Engage with downtown businesses, the Kaslo and Area Chamber of Commerce, and the public regarding the Temporary License of Occupation Policy for patios in downtown. (2025)	CAO
	Develop system for processing building permit applications	Develop process maps and written procedures for building permit applications (2026)	SI
	Develop Cemetery Master Plan	Project completion (2026)	SI
Community Services	Advocate for community health	Support Health Advisory Committee (on-going)	Council
	Advocate for affordable housing [carried from 2023]	Welcome an annual delegation to Council (on-going)	Council
		Plan for social housing with south Kaslo development. (2026)	SI

Engineering and Public Works	Expand capacity of wastewater treatment system. [carried from 2023]	Perform preliminary design of wastewater treatment plant expansion. (2026)	SI
	Operate wastewater treatment system in accordance with industry standards and best practices.	Attain operational certificate from Ministry of Environment. (2025)	SI
		Review and amend Sewer Bylaw; give consideration to houseboat sewage disposal at sanitary dump. (2025)	SI/CAO
	Adopt industry best practice for street names and numberings	Develop Street Naming Bylaw (2026)	CAO
		Develop House Numbering Bylaw (2026)	CAO
		Review and correct street address irregularities and mapping. (2026)	CAO
	Comply with water treatment regulatory requirements.	Upgrade water treatment plant with electronic valves and UV treatment. (2026)	SI/PW
	Replace assets at the end of their useful life in accordance with Asset Management Plan.	Reconstruct road at east end of Front Street. (2026)	SI/PW
	Maintain water distribution system in accordance with regulations, industry standards and best practices.	Perform design of pressure reducing valves 2 and 4. (2026)	SI/PW
		Replace pressure reducing valves 2 and 4. (2026)	SI/PW
	Support the development and implementation of an Asset Management Plan. [carried from 2023]	Replace streetlights that are at their end of life. (2025)	PW
Planning and Development	Develop south Kaslo. [carried from 2023]	Create a development plan. (2025)	SI
	Comply with new Legislation regarding small-scale multi-unit homes.	Review and amend OCP and Zoning Bylaw in accordance with Bill 44. (2025)	SI

Protective Services	Comply with Indigenous Engagement Requirements within the Emergency and Disaster Management Act (EDMA).	Engage with indigenous communities to build relationships and collaborate towards the requirements of the EDMA. (2025, 2026)	SI / CAO / Council
	Employ FireSmart tactics to decrease the likelihood of losses from wildfire events.	Perform FireSmart treatment of areas prescribed in the Community Wildfire Protection Plan. (2025, 2026)	FSC
Recreation and Cultural Services	Support local Arts & Heritage [also see <i>Buildings, Facilities and Properties</i>]	Explore feasibility of commissioning local artists to provide exhibitions versus participation in regional program (2026)	CAO
	Support community events	Review and amend Beer Garden Bylaw to permit use of stainless-steel cups. (2025)	CO
		Participate in planning and debriefing activities for May Days and Jazz Fest. (on-going)	CAO
	Foster community spirit	Citizen of the Year recognition (on-going)	CO
Transportation and Transit	Develop Active Transportation Network Plan [carried from 2023]	Develop Active Transportation Network Plan (2025)	SI
	Maintain compliance with Aerodrome Standards & Best Practices	Perform regulatory audit and implement findings as funding permits. (2025)	CAO/SI

End of Report