



AGENDA

Regular Council Meeting

6:00 PM - Monday, April 13, 2026

Village of Fruitvale Council Chambers and Zoom Video Conference

Zoom Meeting: <https://us02web.zoom.us/j/3353726693>

Meeting ID: 335 372 6693

1. CALL TO ORDER

Mayor Startup called the meeting to order at 6:00 pm.

2. LAND ACKNOWLEDGEMENT

In the spirit of respect, truth and reconciliation, we honour and thank the Indigenous Peoples on whose traditional and unceded lands we operate.

3. ADOPTION OF AGENDA

THAT the agenda be adopted as presented.

4. DELEGATIONS, PRESENTATIONS & RECOGNITIONS

5. ADOPTION OF MINUTES

a) Minutes of the Regular Council Meeting held on March 9, 2026

THAT the minutes of the regular Council meeting held March 9, 2026 be adopted as presented.

b) Minutes of the Committee of the Whole meeting held March 23, 2026

THAT the minutes of the Committee of the Whole meeting held March 23, 2026 be adopted as presented.

6. CONSENT AGENDA

a) RDKB Building Permit Report - March 2026

b) Council Information Summary April 9, 2026

THAT the consent agenda be accepted as presented.

7. STAFF REPORTS REQUIRING ACTION

a) K. Friesen, Beaver Valley Youth Action Network Coordinator

b) Public Works Forman J. Startup Report

- c) P. Dehnel, Chief Administrative Officer

THAT the staff reports be accepted as presented.

8. COUNCIL MEMBER AND COMMITTEE REPORTS (ACTION OR INFORMATION)

- a) Councillor Guesford – Report attached.
- b) Councillor Halifax
- c) Councillor Mason
- d) Councillor Wenman
- e) Mayor W. Startup - Report attached.

9. CORRESPONDENCE REQUIRING ACTION

- a) Grant in Aids

1. Request \$1000 for Remembrance Day Ceremony - coordinator Halifax
2. Request \$2000 for Candy Cane Lane Celebration - coordinator Mason

THAT Council approve the requests for submission of the Remembrance Day Ceremony and Candy Cane Lane Celebration 2026 RDKB Grant-in-aid.

- b) May Days - Hall rental and replace the Beaver Valley May Days mascot.

THAT the Village of Fruitvale support Beaver Valley May Days Society through waived rental fee of the Fruitvale Memorial Centre for May 23, 2026 and providing a maximum of \$800 dollars to replace the Beaver Valley May Days mascot.

10. UNFINISHED BUSINESS

11. NEW BUSINESS

12. BYLAWS/POLICIES

- a) RFD CFO Partridge - Village of Fruitvale 5-Year Financial Plan (2026-2030) Bylaw No. 992, 2026 - Second reading

THAT the Village of Fruitvale 5-Year Financial Plan 2026-2030 Bylaw No. 992, 2026 be read for a second time.

b) GYM - Terms of Reference

THAT the Terms of Reference for the Village of Fruitvale Fitness Centre Advisory Commission be adopted and that Village advertise volunteers needed for appointment to the Commission in the next community newsletter.

c) Terms of Reference for a Personnel Committee of Council

THAT the Terms of Reference for the Village of Fruitvale Personnel Committee of Council be adopted.

13. OPEN DISCUSSION

14. QUESTIONS FROM THE PUBLIC RELATED TO AGENDA ITEMS (1-MINUTE MAX)

15. IN CAMERA SESSION

a) In Camera Session

THAT Council move to a closed meeting pursuant to *Community Charter* Section 90 (1) (c) labour relations or other employee relations; (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; and recess the regular meeting at xx:xx pm.

THAT the regular meeting reconvene at xx:xx pm.

16. ADJOURNMENT

THAT the meeting adjourn at xx:xx pm.



MINUTES

Regular Council Meeting

6:00 PM - Monday, March 9, 2026

Village of Fruitvale Council Chambers and Zoom Video Conference

Minutes of the Regular Council of the Village of Fruitvale Council held on Monday, March 9, 2026 in the Village of Fruitvale Council Chambers and Zoom Video Conference .

- PRESENT:** Mayor Startup, Councillor Guesford via zoom, Councillor Mason, and Councillor Wenman
- EXCUSED:** Councillor Halifax
- STAFF:** Chief Administrative Officer Dehnel, CFO Partridge
- PUBLIC:** 9

1. CALL TO ORDER

Mayor Startup called the meeting to order at 6:00 PM.

2. LAND ACKNOWLEDGEMENT

In the spirit of respect, truth and reconciliation, we honour and thank the Indigenous Peoples on whose traditional and unceded lands we operate.

3. ADOPTION OF AGENDA

RES-18-2026

Moved by Wenman

Seconded by Mason

THAT the agenda be adopted as presented.

CARRIED

4. DELEGATIONS, PRESENTATIONS & RECOGNITIONS

Regular Council Meeting – Mar. 09, 2026

5. ADOPTION OF MINUTES

- A. Minutes of the Regular Council Meeting held on February 9, 2026

RES-19-2026

Moved by Wenman
Seconded by Mason

THAT the minutes of the regular Council meeting held February 9, 2026 be adopted as presented.

CARRIED

- B. Minutes of the Committee of the Whole meeting held February 23, 2026

RES-20-2026

Moved by Wenman
Seconded by Mason

THAT the minutes of the Committee of the Whole meeting held February 23, 2026 be amended and adopted as presented, by adding the word "options" to the Recommended statement in item 6B.

CARRIED

6. CONSENT AGENDA

- A. RDKB Building Permit Update - End of February 2026
B. Council Information Summary March 4, 2026

RES-21-2026

Moved by Wenman
Seconded by Mason

THAT the For Information Only items be received as presented.

CARRIED

Regular Council Meeting – Mar. 09, 2026

7. STAFF REPORTS REQUIRING ACTION

- A. K. Friesen, Beaver Valley Youth Action Network Coordinator - Report attached
- B. J. Startup, Public Works - Report attached
- C. P. Dehnel, Chief Administrative Officer - Report attached

RES-22-2026

Moved by Wenman
Seconded by Guesford

THAT the staff reports be accepted as presented.

CARRIED

8. COUNCIL MEMBER AND COMMITTEE REPORTS (ACTION OR INFORMATION)

- A. Councillor Guesford – Report attached
- B. Councillor Halifax – not in attendance for regular council meeting
- C. Councillor Mason - Verbal report
Community in Bloom
- D. Councillor Wenman
- E. Mayor W. Startup - Report attached

RES-23-2026

Moved by Wenman
Seconded by Mason

THAT the Council reports be received as presented.

CARRIED

9. CORRESPONDENCE REQUIRING ACTION

10. UNFINISHED BUSINESS

Regular Council Meeting – Mar. 09, 2026

11. NEW BUSINESS

A. Appointment of Chief Election Officers

RES-24-2026

Moved by Wenman
Seconded by Mason

THAT M. Stevens be appointed Chief Election Officer and P. Dehnel be appointed Deputy Chief Election Officer for the Village of Fruitvale local general election in accordance with the provisions of Section 58 of the Local Government Act.

CARRIED

12. BYLAWS/POLICIES

A. Chief Financial M. Partridge - Middle School roof repair

RES-25-2026

Moved by Mason
Seconded by Guesford

THAT no money be spent to repair the Middle School Roof, as outlined in the Chief Financial Officers Request for Decision Bylaw No. 992, 2026 Report dated March 9, 2026.

CARRIED

B. RFD CFO Partridge - Village of Fruitvale 5-Year Financial Plan (2026-2030) Bylaw No. 992, 2026 - First reading

RES-26-2026

Moved by Wenman
Seconded by Guesford

THAT the Village of Fruitvale 5-Year Financial Plan 2026-2030 Bylaw No. 992, 2026 be read for a first time.

CARRIED

13. OPEN DISCUSSION

14. NOTICE OF MOTION

15. QUESTIONS FROM THE PUBLIC RELATED TO AGENDA ITEMS (1-MINUTE MAX)

16. IN CAMERA SESSION

A. In Camera Session

RES-27-2026

Moved by Mason

Seconded by Wenman

THAT Council move to a closed meeting pursuant to *Community Charter* Section (1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; (c) labour relations or other employee relations;(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; (l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*]; and recess the regular meeting at 7:00 pm.

CARRIED

RES-28-2026

Moved by Mason

Seconded by Wenman

THAT the open meeting resume at 8:02 pm.

CARRIED

B. Items moved from In-Camera:

IC-RES-09-2026

THAT the Village of Fruitvale award the Green Road Watermain Replacement Contract to Gally Equipment Services Ltd. in the amount of \$697,588.55 plus GST.

IC-Res-10-2026

THAT IC-RES-09 item be moved to Regular Meeting.

Regular Council Meeting – Mar. 09, 2026

17. ADJOURNMENT

RES-29-2026

Moved by Wenman

THAT the meeting adjourn at 8:02 pm.

Chief Administrative Officer

Mayor



MINUTES

Committee of the Whole Meeting

6:00 PM - Monday, March 23, 2026

Village of Fruitvale Council Chambers and Zoom Video Conference

Minutes of the Village of Fruitvale Council Committee of the Whole held on Monday, March 23, 2026 in the Village of Fruitvale Council Chambers and Zoom Video Conference.

- PRESENT:** Mayor W. Startup, Councillor Mason via Zoom, and Councillor Wenman
- EXCUSED:** Councillor Halifax, Councillor Guesford
- STAFF:** CAO Dehnel and CFO Partridge
- PUBLIC:** 0

1. CALL TO ORDER

Mayor Startup called the meeting to order at 6:00 pm.

2. LAND ACKNOWLEDGEMENT

In the spirit of respect, truth and reconciliation, we honour and thank the Indigenous Peoples on whose traditional and unceded lands we operate.

3. ADOPTION OF THE AGENDA

4. DELEGATIONS, PRESENTATIONS & RECOGNITIONS

5. UNFINISHED BUSINESS

a) OCP Compliance with HNR – Report

Council reviewed the CAO's report on OCP compliance to Bill 44, Small Scale Multi Use Housing and discussed the RFP timeline for the OCP review scheduled for 2026.

b) 2026 Budget with revisions from Council.

Council held a discussion on components of the 2026 Budget

6. DISCUSSION ITEMS

a) UBCM attendance

The Mayor, CAO and up to 2 Councillors are budgeted to attend UBCM. Staff will register the CAO, Mayor Startup, Councillor Guesford, with possibly Councillor Halifax deciding to attend at a later date.

Committee of the Whole Meeting – Mar. 23, 2026

b) Gym discussion

Discussion held on preparation of terms of reference for a gym committee.

7. EMERGENT CORRESPONDENCE

8. IN CAMERA SESSION

Council moved to an in-camera session at 7:20 pm to discuss Land and Labour:

Former Beaver Valley Middle School discussion

Labour

8. ADJOURNMENT

The meeting was adjourned at 8:12 pm

Chief Administrative Officer

Mayor



**TOTAL TO DATE
VILLAGE OF FRUITVALE
TO THE END OF MARCH 2026**

NUMBER OF PERMITS TO DATE:	5
PERMIT FEE VALUE TO DATE:	\$910
TOTAL SEARCHES TO DATE:	\$65
PERMIT FEE VALUE TO DATE (MINUS SEARCH FEES):	\$845
2026 BUILDING VALUE TO DATE:	\$130,000
2025 BUILDING VALUE TO DATE:	\$340,750
2025 TOTAL PERMITS TO DATE:	18

	PERMIT FEE	PERMITS ISSUED	NUMBER OF UNITS	ACTUAL PERMIT VALUE
NEW SFD	\$0	0	0	\$0
NEW MFD	\$0	0	0	\$0
NEW (MANUFACTURED)	\$0	0	0	\$0
ADDITION / ALTER / REPAIR	\$560	2	1	\$80,000
ACCESSORY BUILDING	\$140	1	0	\$20,000
ADDITION / ALTER / REPAIR	\$0	0	0	\$0
COMMERCIAL	\$0	0	0	\$0
ADDITION / ALTER / REPAIR	\$0	0	0	\$0
INDUSTRIAL	\$0	0	0	\$0
ADDITION / ALTER / REPAIR	\$0	0	0	\$0
INSTITUTIONAL	\$0	0	0	\$0
ADDITION / ALTER / REPAIR	\$105	1	0	\$15,000
RENEWAL	\$0	0	0	\$0
SECONDARY SUITE	\$105	1	1	\$15,000
DEMOLITION	\$0	0	0	\$0
TOTAL	\$910	5	2	\$130,000



UPCOMING MEETINGS & IMPORTANT DATES

<u>ITEM</u>	<u>DATE</u>	<u>LOCATION</u>
Regular Council Meeting (Tax Rate Bylaw 2 nd reading)	Monday, April 13, 2026	Village Office Council Chambers 6:00 p.m.
AKBLG in Trail BC	April 17-19, 2026 Pre Conference session April 16	Trail Memorial Centre https://akblg.ca/agm-convention/2026-agm-convention/program/
Public Town Hall Budget Presentation	Tuesday April 21, 2026	Fruitvale Memorial Hall 6:00 p.m.
Committee of the Whole Meeting Special Meeting (Tax Rate Bylaw 3 rd reading)	April 27, 2026	Village Office Council Chambers 6:00 p.m.
Regular Council Meeting (Tax Rate Bylaw Adoption)	Monday, May 11, 2026	Village Office Council Chambers 6:00 p.m.

Council Information Package for April 9, 2026

VILLAGE CORRESPONDENCE

#	ITEM	SUBJECT MATTER	RECOMMENDATION	RESPONSE REQUIRED
1	Beaver Valley Bulletin April 2026 edition	The link will take you to the Village of Fruitvale’s website where you can find all the newsletters/bulletins. fruitvale.ca/residents/newsletters/	For Information	No
2	CKISS	Invasive Plant inventory for properties in RDKB	For information	Staff to respond
3	Trail Silver City Days	Invitation/Application to 2026 Silver City Days Parade (125 th Trail anniversary) on May 9 at 11:00 am.	For Information	No
4	Beaver Valley Childcare Centre	Request to waive rental fee for use of FMC for their annual daycare graduation. Meets eligibility criteria of Grants & Donations Policy #FIN-2016-02 to waive fees by CAO.	For information	Fees waived Staff have booked FMC and responded
5	Royal Canadian Legion Branch 11	Mayor and Council Centennial Gala Invitation May 23, 2026 The Royal Canadian Legion Branch #11 is proud to have served the Greater Trail area for over 100 years and 2026 marks our 100 th Anniversary.	For Information Tickets \$60 RSVP by May 12	Individually RSVP if attending
6	Minister of Housing and Municipal Affairs	Invitation for Mayor and CAO to attend a roundtable discussion on April 8, 2026	For information	No
7	David Ross	Request to install rumble strip and yellow line at Lutheran church	For Information	Staff to respond

OTHER GOVERNMENT, NEWSLETTERS AND MISCELLANEOUS

	ITEM	SUBJECT MATTER	RECOMMEN DATION	RESPONSE REQUIRED
1	RDKB Board Highlights March 4, 2026 Area A approved grants-in-aid: Beaver Valley Snowmobile Club – trail improvements - \$5000 Beaver Valley May Days – 116th year event - \$6000	https://ehq-production-canada.s3.ca-central-1.amazonaws.com/002d0e0ae330965102f63512bab708195770bd80/original/1772743105/3f9a718846524ecbe4a60b90053ff48f_Draft%20Board%20Highlights%204%20March%202026%20%281%29.pdf?X-Amz-Algorithm=AWS4-HMAC-SHA256&X-Amz-Credential=AKIA4KKNQAKIII4DU7AG%2F20260312%2Fca-central-1%2Fs3%2Faws4_request&X-Amz-Date=20260312T212732Z&X-Amz-Expires=300&X-Amz-SignedHeaders=host&X-Amz-Signature=cd3fd8716b2c4d69a4f8d192ccc02d86b934d0b8ccb54144df5e07f4d3a790ca	Receive & file	No
2	RDKB Board Highlights March 25, 2026	https://ehq-production-canada.s3.ca-central-1.amazonaws.com/a5572fd8e44ca91bef1af678e1d03160b7ee0387/original/1774537941/d8665b1bb5bdf8950c487c226d181a51_2026_03_25_BoardHighlights.pdf?X-Amz-Algorithm=AWS4-HMAC-SHA256&X-Amz-Credential=AKIA4KKNQAKIII4DU7AG%2F20260330%2Fca-central-1%2Fs3%2Faws4_request&X-Amz-Date=20260330T214852Z&X-Amz-Expires=300&X-Amz-SignedHeaders=host&X-Amz-Signature=674303a7cd6342c157b750a626ff003a628782e7e51af24af5631591680fabb3	Receive & file	No
3	FCM March 5, 2026 Board Nominations Open	https://email.fcm.ca/m/1/47806714/02-b26064-471f524ae7694871ab7c373990622ee7/2/861/5d773698-8b5a-4fb0-9bd5-3d4c04caad31	Receive & file	No
4	FCM Voice March 9, 2026	https://email.fcm.ca/m/1/47806714/02-b26068-b5f61cb83d614e8b90a2841205bef913/1/696/e78cebf9-1304-40b0-9f49-158cdef6ee4b	Receive & file	No
5	Columbia Basin Trust March 2026	March in the Basin Circulated via email – March 9/2026	Receive & file	No
6	UBCM The Compass, March 11, 2026	https://myemail.constantcontact.com/UBCM-seeks-intervenor-status-for-Cowichan-Tribes-appeal--continues-opposition-to-Bill-M216.html?soid=1110936526726&aid=alnOqmRljiQ	Receive & file	No
7	UBCM The Compass, March 25, 2026	https://myemail.constantcontact.com/OAG-s-report-on-Lytton--Update-on-local-government-engagement-in-reconciliation.html?soid=1110936526726&aid=GZejXVeF2dw	Receive & file	No

Council Information Package for April 9, 2026

8	FCM Connect, March 10, 2026	https://email.fcm.ca/m/1/47806714/02-b26069-ba94e699cb844465b531502c9aa52f0a/4/666/5396fa53-df7a-471c-9168-7f7dd01e629b	Receive & file	No
9	FCM Voice, March 23, 2026	https://email.fcm.ca/m/1/47806714/02-b26082-503c2dc91b33416c83be78dd94d1741a/1/694/4671d544-8b93-4c5c-b94d-9885c4a80c84	Receive & file	No
10	FCM Connect, March 17, 2026	https://email.fcm.ca/m/1/47806714/02-b26076-92bbb1934ad044d3935e4b82c9324cee/3/231/08660b65-516d-4893-a013-c883326f4f3d	Receive & file	No
11	FCM Connect, March 24, 2026	https://email.fcm.ca/m/1/47806714/02-b26083-eb2487b41f5647fb9885a4c107c47885/4/977/5c9a67cb-5dee-48ff-b31d-8ebaef4c2a50	Receive & file	No
12	FCM Voice, March 30, 2026	https://email.fcm.ca/m/1/47806714/02-b26089-37f5ca6a384f4dae85184de34d54fad/1/650/0f5426d1-30f6-40bd-b12d-ed9886ea19e7#		
13	Kootenay-Monashee Steve Morissette MLA Newsletter March 13, 2026	https://mailchi.mp/0ce453478371/kootenay-monashee-mla-newsletter-19881821?e=2f6fa44ba7	Receive & file	No
14	Legislative Assembly of BC Media Release March 23, 2026	Finance Committee announces Budget 2027 Consultation Details https://www.leg.bc.ca/committee-content/21102/MR_Pre-Registration_Budget-2027%202.pdf	Receive & file	No
15	Ministry EMCR Community Newsletter March 2026	https://e1.engage.com/m/a06e7aefa57febbeba86500cb3400d50/m/97e9f0013bf8cba346c69b2e9070c62e/?utm_medium=email&utm_campaign=Emergency-Management-and-Climate-Readiness-newsletter-March-2026&utm_source=Engage-Community-News-%28monthly-newsletter%29&utm_term=Emergency-Management-and-Climate-Readiness---March-2026-news	Receive & file	No
16	Selkirk Innovates March 24 2026 Issue 3 State of Basin Focus	https://stateofthebasin.ca/ Stories of well-being in our region see attached pdf	Receive & file	No
17	Selkirk Innovates Focus on Climate Newsletter March 2026	Data Tool Supports Climate resilience future in the Basin https://basinclimatesource.ca/risk-analysis see attached pdf	Receive & file	No
18	RDKB Solid Waste Management Plan Update	https://jointheconversation.rdkb.com/solid-waste-management-plan-update Survey open until April 5, 2026	Receive & file	No

Council Information Package for April 9, 2026

19	Interior Health Healthy Community Newsletter March 2026	https://mailchi.mp/49bec232b930/march-2026-healthy-communities-newsletter?e=de65bb4dbe	Receive & file	No
20	ETSI-BC eNews Spring 2026 Edition	https://mailchi.mp/cd25845083aa/2026springfundingannouncement-18332982?e=d7521923b6	Receive & file	No
21	FCM Connect April 8, 2026	https://email.fcm.ca/m/1/47806714/02-b26098-4ab921d04aa04f4396dedc11e9f4f4d4/3/8/16/a24823beca0-4b44-9c2e-911dcb8e544d	Receive & file	No
22	FCM April 8, 2026 Reminder FCM Board nominations open	https://email.fcm.ca/m/1/47806714/02-b26098-ceb9bff4c95842d8ad97cec304f04f87/3/8/b83d3ac7-8af6-4360-bac0-1fa1eef1466c	Receive & file	No
23	UBCM The Compass April 8, 2026	https://myemail.constantcontact.com/Code-of-conduct-legislation--Ride-hailing-regulations-input.html?soid=1110936526726&aid=c7BmuTjXj-Q	Receive & file	No
24	Columbia Basin Trust Gather Grants open – deadline Oct 15, 2026	https://ourtrust.org/grants-and-programs-directory/gather-grants/ NEW GATHER Grants will help local governments and First Nations communities in revitalizing, restoring and enhancing outdoor community gathering places for Basin residents. These grants will support improvements to downtown areas, town squares, plazas and outdoor event spaces designed to foster social connection and community vitality. Funding supports both project planning and design, as well as outdoor improvements that align with the program's goals.	Receive & file	No
25	FCM April 7, 2026 Build Communities Strong Fund	https://email.fcm.ca/m/1/47806714/02-b26097-88b0057ae58849cebad04fe3d877da36/4/535/afd25d8b-20a0-4d0d-b491-330e8d6a3f44	Receive & file	No
26	FCM Voice April 7, 2026	https://email.fcm.ca/m/1/47806714/02-b26097-2b3c6d2b437e4a01b19eacb602a29023/1/947/816c3860-e75f-48fd-8adb-f6929c6d0a3f	Receive & file	No
27	Kootenay-Monashee Steve Morissette MLA Newsletter April 9, 2026	https://mailchi.mp/a27a4079ecc6/kootenay-monashee-mla-newsletter-19882121?e=2f6fa44ba7	Receive & file	No



BEAVER VALLEY YOUTH ACTION NETWORK

c/o The Village of Fruitvale
1947 Beaver Street, PO Box 370
Fruitvale, BC V0G 1L0
Phone: 250-367-7551 / Fax: 250-367-9267
Email: beavervalleyyan@gmail.com

REPORT

Date: April 6, 2025
To: Mayor and Councillors
From: Kate Friesen, Youth Coordinator
SUBJECT: Beaver Valley Youth Action Network (BVYAN)

The following is a summary report of the BVYAN to the end of March 2026.

March 7 - Geocaching Make & Hunt @ Creekside Park

We created, hid, and then looked for Geocaches around Fruitvale! We had 9 youth attend this session. It went very well, and everyone had fun hunting for the caches around town

March 10 - Drop in @ Creekside Park

We had a general drop-in day, and had 13 youth attend this event.

March 10 - BV Maydays Planning Meeting

I attended the BV May Days Planning meeting and offered to plan and run the Kids Carnival this year. I will be doing this with the help of both my youth, and other local YANs.

March 13 - Planning Meeting with Salmo YAN

Visited Sheri, the Salmo YAN coordinator, to talk about plans for future collaboration opportunities, as well as planning out the initial details for the camping trip we have planned for May.

March 14 - Pasta Potluck Lunch w/ BV Food Bank @ Creekside Park

We had a Potluck lunch planned, but unfortunately we didn't have anyone attend this event. Mady from the BV Food Bank joined us to help us cook and provided us with some food supplies, which I was thankfully able to save for a future event.

March 17 - Spring Break Drop-in - Garden Stones @ Creekside Park

We created Garden Stones out of concrete, glass tiles, and other small decorative materials. We had 9 youth attend this event.

March 24 - Spring Break Drop-in @ Creekside Park

We unfortunately didn't have any youth show up to this event. We had lots of rain that day, which I believe contributed to the low attendance.

March 26 - BYN Coordinator Session

We had our monthly coordinator zoom call. This session we were joined by Desneiges Profili, Executive Director of CBAL, and then had our regular discussions

March 26 - BV Maydays Meeting

Had our first meeting where we got set up with their system, and I had a chance to meet the new board members and other volunteers.

March 28 - Kids Corner @ the BV Easter Market

Participated in the BV Easter Market located at the Fruitvale Memorial Hall. We had our usual community booth showing off what we have coming up for the YAN, and also ran some spring youth activities.

March 28 - First Aid Training w/Salmo YAN @ the Salmo YAN Center

Subsidized the cost for two of our youth to attend a First Aid + CPR training session with the Salmo YAN

March 31 - Drop in @ Creekside Park

We had a general drop-in session, and had 10 youth attend this event.

Respectfully submitted,
Kate Friesen
BVYAN Coordinator

"PRACTISE RANDOM ACTS OF KINDNESS"



THE CORPORATION OF THE VILLAGE OF FRUITVALE

PUBLIC WORKS DEPARTMENT

P.O. Box 370, 1840 Highway 3B

Fruitvale, BC V0G1L0

Ph.: 250-367-6162

Fax: 250-367-6190

E-mail: jstartup@village.fruitvale.bc.ca

Public Works Report

Date: April 2, 2026
To: CAO T. Dehnel
From: Public Works Foreman J. Startup
Subject: **Public Works Report**

The following is a summary of important items Public Works has been involved with recently:

1. Sewer:

- A. Sewage Treatment Plant
 - i. Operating Plan and Contingency Plan update nearing completion
 - ii. Blower #2 replacement on hold pending budget
 - iii. UV system ballast failure-repairs completed
 - iv. Lift Station overflow tank repairs completed by contractor
 - v. System inflows remaining below average
 - vi. Compliance report to MoE required due to database uploading issue with laboratories
- B. Collection System
 - i. Main Lift Station
 - a. Air Flow monitoring equipment being replaced
 - b. Confined Space Entry procedures being re-evaluated and amended for recommendation to the OH&S committee
 - c. Air inlet piping improvements required to meet WorkSafeBC minimum standards
 - ii. Highway Lift Station
 - a. Overflow tanks relining expected to be completed mid-April
 - iii. Beaver St Lift pump #2 inefficiencies increasing
 - a. Emphasized during recent bypass operation
 - i. Pump #2 operating near 50% of Pump #1
 - iv. "Problem Sewer Lines" scheduled for cleaning
 - v. McHale Lane Phase 2 contractor returning in April to complete contract
 - vi. FES sewer main suffered extensive damage during root clearing and problem area investigations
 - a. CCTV equipment stuck @ approximately 60 meters
 - b. Excavation required to retrieve and repair broken main line
 - c. Extensive root intrusion continues to cause major concern

2. Water Department

- A. Fruitvale Creek Tank
 - i. Access road ditching and maintenance after winter plowing
- B. Water service installation @ Old Salmo Rd subdivision
- C. Hydrant Maintenance planned for late Spring
- D. Flow meters and Backflow prevention devices to be installed at each park/facility
- E. Repairs to valve boxes and meter boxes



THE CORPORATION OF THE VILLAGE OF FRUITVALE

PUBLIC WORKS DEPARTMENT

P.O. Box 370, 1840 Highway 3B

Fruitvale, BC V0G1L0

Ph.: 250-367-6162

Fax: 250-367-6190

E-mail: jstartup@village.fruitvale.bc.ca

3. Roads

- A. Seasonal Snow Data (to end of March 2026)
 - i. Approximately 35% of normal snow fall for season
 - a. **60cm** this season
 - b. **168cm** Average over last 20 years
 - c. Lowest amount of snow since recording began
- B. Storm Sewer
 - i. Annual catch basins cleaning and system flushing postponed due to early parks preparation requirements
- C. Winter Cleanup
 - i. Street sweeping and sidewalk cleaning underway
- D. Invasive “knotweed” being investigated for removal @ Fruitvale Creek grizzly near Mountain St

4. Facilities

- A. Fruitvale Family Parks
 - i. Parks being prepped to open early this season
 - a. McInnis Diamond prepared for April 13th opening
 - b. All other diamonds prepared for April 24th opening
 - c. Washroom/concession opening date TBD
 - ii. Concrete installation @ Lewis and Matteucci diamonds, including drainage improvements, nearing completion
 - iii. Playground needs annual safety inspection
- B. BV Child Care Facility
 - i. Building Permit for awnings installation received
 - ii. Additional Shade structure being investigated
 - iii. Playground needs annual safety inspection
- C. Community Garden
 - i. Blooming Society grant application for site modifications and new planters installed
 - ii. Blooming Society expected to manage and operate the facility this year
- D. Creekside Community Park
 - i. Playground needs annual safety inspection
 - ii. Damage to handrail/pathway resulting from winter windstorm require repair
- E. Railway Park
 - i. Winter cleanup underway
 - ii. Damaged/rotten fence posts to be replaced
- F. Cemetery
 - i. Winter cleanup of stakes and damage underway
 - ii. Sunken graves and markers need filling as this poses a safety concern for visitors
- G. RV Park
 - i. Numerous fence poles rotten and need replacing
 - ii. Flower beds and landscaping to be removed



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- iii. Lime rock base needs replenishing and grading
- H. Vale Park
 - i. Winter cleanup underway
 - ii. Playground needs annual safety inspection
- I. FMC
 - i. Sani-dump open for season
 - ii. Maintenance Shutdown scheduled for July
 - a. Still waiting for BV Rec Budget finalisation to determine capital projects
 - b. Contractor tentatively scheduled to perform floor maintenance
- 5. PW Staff
 - A. Training
 - i. EOCP Operator certification exams
 - a. 2 exams successfully passed for Wastewater Collection certifications
 - b. Other certification courses and exams scheduled
 - ii. Safety Training courses being investigated
 - B. Staffing Levels
 - i. No seasonal workers to be hired this year
 - ii. No Summer Students to be hired this year

Respectfully submitted,
Jason



**THE CORPORATION OF
THE VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"

CAO DEHNEL REPORT

CAO Report for Council Meeting held on April 13, 2026

Staff	<ul style="list-style-type: none"> • Village office / works closed for Easter Holiday April 3 and 6, 2026 • Works Department – full complement • The posting for temporary worker was withdrawn. • Summer students are not being considered at this time. • Office full complement plus one casual 10 hours per week • Village Office Hours are Monday to Friday 8:30 am to 4:00 pm.
CAO Meetings / Workshops	<ul style="list-style-type: none"> • Mar 9 – LCAHS Fruitvale monthly project team meeting • Mar 9 – Regular Council meeting • Mar 12 – Regional IER working group meeting with RDKB and member CAOs • Mar 17 monthly staff team meeting • Mar 23 – annual MOTT / RDKB / VOF meeting • Mar 23 – local CAO meeting • Mar 23 – Committee of the Whole/Budget meeting • Mar 30 – Agenda setting meeting • April 2 to 7 Easter Weekend Vacation/leave • April 8 – roundtable regional discussion with regional Mayors, Minister of Housing and Municipal Affairs and MLA for Kootenay-Monashee.
Other / Projects	<ul style="list-style-type: none"> • Discussions with property owners concerning planning matters/property inquiries • Green Road contract issued • OCP RFP issued. • Support CotW /Budget Agenda preparation Mar 23 • Support Council Agenda preparation April 13

Patricia Dehnel

P. Dehnel
Chief Administrative Officer



**THE CORPORATION OF
THE VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"

DEPUTY MAYOR GUESFORD REPORT

Deputy Mayor Report for Council Meeting held on April 13, 2026

<p>Liaisons and Tasks</p>	<p>1. BEAVER VALLEY MAY DAYS **LIAISON</p> <ul style="list-style-type: none"> ○ Beaver Valley May Days will proceed on May 22-24, 2026, ○ There were meetings held on March 10th and March 26, 2026. Meetings will be held every 2 weeks until after the event. ○ The blow-up Beaver has seen its last days as it was stored incorrectly and mold has grown on the Beaver. <ul style="list-style-type: none"> ▪ The BV May Days team is inquiring if the Village of Fruitvale will purchase a new Beaver, as it is an icon for Fruitvale. ○ Beaver Valley Lions Club has offered to provide the Kids' Movie for BV May Days this year. <ul style="list-style-type: none"> ▪ They will supply the movie, popcorn, and pop for the event. ▪ They have requested to use the Fruitvale Memorial Hall w/kitchen for the Movie Night on May 23, 2026, for either the reduced non-profit rate of \$137.00 or have the hall donated by the Village of Fruitvale for the event. ○ BV May Days has requested that the fence be repaired on the upper ball field. <ul style="list-style-type: none"> ▪ I instructed them to put this request in the letter to the Village of Fruitvale for the event. ○ The Citizen of the Year event will be coordinated by Karen Halifax Thank You Karen! ○ Additional Bleachers have been requested by BV May Days. <ul style="list-style-type: none"> ▪ I instructed them to put this request in the letter to the Village of Fruitvale for the event. <p>2. LOWER COLUMBIA COMMUNITY HEALTH CENTRE NETWORK SOCIETY MARCH 17, 2026 ** DIRECTOR</p> <ul style="list-style-type: none"> ○ A Strategic Planning session was held on March 13, 2026. A consultant was hired to facilitate the session. ○ A Board meeting was held on March 17, 2026. <p>3. WEST KOOTENAY BOUNDARY HOSPITAL BOARD MEETING – MARCH 25, 2026 **DIRECTOR</p> <ul style="list-style-type: none"> ○ Interior Health Capital funding request for 2026/27 was carried. ○ There was a presentation for a West Boundary Rural Hub at Big White. ○ West Kootenay Boundary Nelson Mental Health & Substance Use Update.
<p>Council Duties</p>	<p>1. I attended the Regular Council Meeting on March 9, 2026, unfortunately I was absent from the Council of the Whole meeting on March 23, 2026.</p>
<p>Other / Projects</p>	<p>1. Nitehawks have progressed to the 3rd round of Hocket Playoffs, beating Spokane in Round 1 and Grand Forks in Round 2. They will now play Kimberly in Round 3.</p> <p>2. I attended the installation of the Royal Canadian Legion Branch 11 Executive and attended a Colour Party at the Smokeaters hockey game on March 6, 2026.</p>

Recommendation:

That the Deputy Mayor's April 13, 2026 report be received for information.

Respectfully Submitted,
Catherine Guesford, Deputy Mayor



**THE CORPORATION OF
THE VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"

MAYOR STARTUP REPORT

Mayor Report for Council Meeting held on April 13th, 2026

<p>Liaisons and Tasks</p>	<ul style="list-style-type: none"> • Lower Columbia Community Health Centre Network Society <ul style="list-style-type: none"> ○ March 17th – attended Board Meeting ○ Continue as construction lead and post construction deficiency mediation – minimum weekly ○ Liaise with Kootenay Saving Credit Union on Lease space expansion ○ Working on HVAC operations with KSCU Facility Manager ○ March 13th – all day strategy session
<p>Council Duties</p>	<ul style="list-style-type: none"> • Mar 2, Agenda prep with CAO • Mar 9, Regular Council Meeting • Mar 11, hosted Fruitvale Elementary students in chambers • Mar 13, LCCHCNS strategy session • Mar17, LCCHCNS Board Meeting • Mar 23, MoTI YRB information session • Mar 23, COW budget deliberations • Mar 26, Met with CAO, HR discussions • Mar 31, ReDi Grant session at Montrose Hall • Apr 8 – Roundtable discussion with Minister Boyle, MLA Morrissette, and other municipal leaders on housing issues • Apr 9, agenda prep with CAO
<p>Other / Projects</p>	<ul style="list-style-type: none"> • Nil Report

Recommendation:

That the Mayor's April 13th, 2026 Report be received for information.

Respectfully Submitted, Wes Startup, Mayor



**The Corporation of the
VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"
Memo

DATE: April 13, 2026
TO: Mayor and Village Council
FROM: M. Stevens, Finance Specialist
SUBJECT: 2026 Grant in Aid

Attached for Council's approval for submission are the applications for the 2026 RDKB Grant-in-aid. We are requesting funds from Area 'A ' for the Remembrance Day Service in the amount of \$1000.00 and Candy Cane Lane in the amount of \$2000.00.

RECOMMENDATION:

That Council approve the requests for submission of the Remembrance Day and Candy Cane Lane 2026 RDKB Grant-in-aid.

M. Stevens
Finance Specialist



Grant-in-Aid Request

The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the collection of your personal information, please contact Anitra Winje, Manager of Corporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com.

This application must include a complete mailing address. Incomplete address fields will result in delays in processing GIA funds and your request sent back to the RDKB Director.

Please check all Electoral Area Boxes You Are Making Application To:

<input checked="" type="checkbox"/>	Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/>	Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/>	Electoral Area 'C' Christina Lake Director Grace McGregor	<input type="checkbox"/>	Electoral Area 'D' Rural Grand Forks Director Linda Kay Wiese	<input type="checkbox"/>	Electoral Area 'E' West Boundary Director Sharen Gibbs
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Applicant:	* THE CORPORATION OF THE VILLAGE OF FRUITVALE			
FULL Mailing Address: Including Postal Code	* PO BOX 370, 1947 BEAVER ST, FRUITVALE BC V0G 1L0			
Phone:	* 250-367-7551	Fax:	250-367-9267	E-Mail: * mstevens@village.fruitvale.bc.ca
Representative:	* MISTI STEVENS			
Make Cheque Payable To:	* THE VILLAGE OF FRUITVALE			

*Starred items, including contact information, must be completed in full.

****GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$ 2000.00 What amount are you requesting from this RDKB Director(s)? \$ 1000.00

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

This grant-in-aid will be used for the Remembrance Day programs, food and refreshments for the residents attending the service at the Cenotaph.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____
 Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
 Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
 Amount Requested: \$ _____ Amount Secured: \$ _____

Date: **April 14, 2026** Applicant Signature _____ Print Name _____

Please note that as a condition of receiving grant funding, the RDKB asks that you acknowledge the support received from the RDKB Electoral Area(s) in any communications related to your work, your **project(s), and/or your organization's activities for which you received our support.** Communications may include: banner (your Director has one or two which you may borrow and return); brochures; posters (we can provide a couple upon request); flyers; and social media posts, etc. If you are unsure how to do your acknowledgement, please contact the Director(s) that provided the grant for guidance/suggestions.

Office Use Only Grant approved by Electoral Area Director: _____ Approved by Board: _____



Grant-in-Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

<input checked="" type="checkbox"/>	Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/>	Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/>	Electoral Area 'C' Christina Lake Director Grace McGregor	<input type="checkbox"/>	Electoral Area 'D' Rural Grand Forks Director Linda Kay Wiese	<input type="checkbox"/>	Electoral Area 'E' West Boundary Director Sharen Gibbs
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Applicant:	* THE CORPORATION OF THE VILLAGE OF FRUITVALE			
FULL Mailing Address: Including Postal Code	* PO BOX 370, 1947 BEAVER ST, FRUITVALE BC V0G 1L0			
Phone:	* 250-367-7551	Fax:	250-367-9267	E-Mail: * mstevens@village.fruitvale.bc.ca
Representative:	* MISTI STEVENS			
Make Cheque Payable To:	* THE VILLAGE OF FRUITVALE			

*Starred items, including contact information, must be completed in full.

****GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$ 5000.00 What amount are you requesting from this RDKB Director(s)? \$ 2000.00

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

This grant-in-aid will be used to purchase crafts and setting up events for the children of our community at the annual Candy Cane Lane.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____
 Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
 Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
 Amount Requested: \$ _____ Amount Secured: \$ _____

Date: **April 14, 2026** Applicant Signature _____ Print Name _____

Please note that as a condition of receiving grant funding, the RDKB asks that you acknowledge the support received from the RDKB Electoral Area(s) in any communications related to your work, your **project(s), and/or your organization's activities for which you received our support.** Communications may include: banner (your Director has one or two which you may borrow and return); brochures; posters (we can provide a couple upon request); flyers; and social media posts, etc. If you are unsure how to do your acknowledgement, please contact the Director(s) that provided the grant for guidance/suggestions.

Office Use Only Grant approved by Electoral Area Director: _____ Approved by Board: _____



**The Corporation of the
VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"
Memo

**Regular Agenda
Agenda Item**

DATE: April 13, 2026
TO: Mayor and Village Council
FROM: P. Dehnel, CAO
SUBJECT: Beaver Valley May Days 2026 – Village support

ANALYSIS SUMMARY:

The Beaver Valley May Days Society has submitted their annual letter of request for support from the Village to host the annual event the weekend of May 22 to 24, 2026. Included in the request is a “check list” for Village staff to follow for preparation and set up. Staff do these tasks during their regular working days. Some tasks require working with outside groups such as MOTT for parade flagging and Liquor license authority for beer garden. These processes are underway.

The Beaver Valley May Days Mascot is in disrepair and requires replacement. This is a Village owned item. Councillor Guesford and the Beaver Valley May Days Society have sourced a new beaver mascot costing \$505.70 to \$786.64. Care of storage is required in future years to protect this investment.

The Beaver Valley Lions club have requested waiver of fees for the FMH on May 23 for movie night in conjunction with Beaver Valley May Days.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

- Council Policy FIN-2016-02 Grants & Donations provides procedure to provide “Grant in Aid” or waiver of rental fees.
- Local non-profit community organizations are eligible for consideration of a grant by cash or waiver of rental fees.
- Beaver Valley May Days is an annual event supported by the Village.

COSTS AND BUDGET IMPACT:

- Village policy permits waiver of rental fee for specific community events.
- The non-profit rental fee, if not waived, is \$192.50.
- When rental fees are waived, the Village still covers other “in-kind” fees such as the operation/custodian service costs of the event. Village staff support the event during regular hours.
- The cost of a new mascot is maximum \$800. The Spirit Events Materials and Supplies 2026 budget is \$1000.

OTHER CONSIDERATIONS:

This is an annual event that proudly celebrates the Village and Beaver Valley. Mayor and Council play an important role in this annual community celebration.

RECOMMENDATION:

That the Village of Fruitvale support Beaver Valley May Days Society through waived rental fee of the Fruitvale Memorial Hall for May 23 and providing a maximum of \$800 to replace the Beaver Valley May Days mascot.

Patricia Dehnel

P. Dehnel
Chief Administrative Officer

BEAVER VALLEY MAY DAYS SOCIETY



Box 219,
Fruitvale,
British Columbia,
V0G 1L0

Village of Fruitvale, Box 370,
1947 Beaver Street,
Fruitvale, BC
V0G 1L0

Attention: Chief Administrative Officer

To whom it may concern,

In preparation for Beaver Valley May Days (May 22, 23 and 24, 2026), the Beaver Valley May Days Society Directors respectfully request of the Village of Fruitvale:

- To grant permission to run a beer garden on Friday, Saturday, and Sunday.
- Arrange for parade traffic control on Highway 3B during the parade. Please speak to Kaitlyn about flagging. Please contact Kaitlyn our parade director about this (250-921-7926)
- Check and/or clean filters on the stove and make sure the chimney is venting properly.
- Have the stove serviced and the grill cleaned.
- Ensure fridges, freezers are plugged in and working, hot water tank is working
- May Days Board requires 4 keys for the main door access to the concession building and 2 key for the rear door. Please contact Mike Hudson when they are ready for pick up
- Clean all ground areas and cut grass prior to set-up at 2:00 p.m. on Thursday, May 22nd, 2026 in Haines Park and Lewis Park .
- Prepare the four fields (Haines, upper and lower Lewis and McInnes).
- Ensure power is connected.
- Deliver barricades and pylons to the downtown area for the parade by end of day Friday if required for flagging, May 22nd 2026.
- Kiddie Cars will be used this year, we plan to set the unit up on the lower field area by the new road where the concrete pad is
- Bring a load of sand and dump it on Thursday, May 21st, and remove it after the weekend. The Society will provide an enclosure made from 2"x 12" lumber to help confine the pile of sand for the "Dig Dirt" play area (please have Jason contact me for placement).

Request for Decision – Beaver Valley May Days 2026

2

- Allow the use of Village-owned tents and the supplies previously used for the "Dig" pile. These will be picked up by volunteers on Thursday or Friday before the event.
- Make sure the lights in the park are working. They are mostly for the loss prevention personnel that will be working during the event.
- Remove barricades at the arena-end of the alley beside Haines/Lewis parks to allow for through traffic.
- Additional barricades or traffic cones required to block off entrance and exit access to Fruitvale Elementary school for the Car show. Can be left onsite Friday afternoon May 23rd or delivered the morning of Saturday May 24th.
- Move bleachers as required.
- The works crew is not required during the weekend, except in case of emergency.
- Open and keys to the BV Curling rink for Friday afternoon for the Free lunch provided to Parade participants and volunteers
- Request the use of the Golf Cart/charging system and the Giant Blow up Beaver.
- We are working on hiring someone to clean the washrooms, and we plan to keep the grounds as tidy as possible with volunteers.

We appreciate the cooperation and support of Village Mayor and Council, staff and works crew in our efforts to provide a fun weekend for the residents of Beaver Valley.

If you have any questions, please contact me at 250-521-0588 or by email president@beavervalleymaydays.com or Jakki Van Hemert at 250-921-9090 or by email vicepresident@beavervalleymaydays.com .

Yours truly,

Mike Hudson

Mike Hudson
Beaver Valley May Days Society
President

Policy Title: Grants & Donations Policy #: FIN-2016-02

Section:	FINANCE - GENERAL		
Initially Approved:		2006 10 03	2008 04 08
Last Reviewed:			2011 01 17
Council Approval:			2011 02 14
Amended:		2008, 2011	2016 09 12

POLICY

At its discretion, Council may provide assistance to individuals or groups, with the exception of businesses, under the authority of the **Community Charter**. Council has determined that this assistance may be by disbursement of funds or waiver of fees. Funds will be budgeted annually in a category of the Village of Fruitvale Financial Plan for this purpose at a level deemed appropriate by Council.

POLICY GOAL:

To provide a guideline on the procedures for the issuance of grants to individuals and organizations.

POLICY SCOPE:

This Policy shall apply to Council, Chief Administrative Officer and all community groups or non-profit organizations or individuals applying to the Village for a grant or donation. This policy shall not apply to requests for Village of Fruitvale lapel pins.

PROCEDURES:

1. Council shall establish a budget account entitled "Grants in Aid" and an amount may be approved annually by Council in the Financial Plan for grants requests.
2. The following are eligible for consideration of a grant, either by cash or waiver of rental fees:
 - local non-profit community organizations;
 - individuals or teams participating in a regional or higher level of competition.
3. Notwithstanding previous *Section 2*, ongoing annual support shall be provided to the following organizations and groups by waiver of rental fees for Fruitvale Memorial Hall:
 - a. Beaver Valley Parks & Recreation Services "Breakfast with Santa";
 - b. Beaver Valley Parks & Recreation Services "Seniors' Dinner";
 - c. J.L. Crowe Senior Secondary Dry Grad or Prom;
 - d. BV Nitehawks Awards Dinner;
 - e. BV Nitehawks Christmas Dinner; and
 - f. Beaver Valley Dynamic Aging Society fundraising events (4 per year).



**The Corporation of the
VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"
Memo

DATE: April 13, 2026
TO: Mayor and Village Council
FROM: M. Partridge, CFO
SUBJECT: 5 -Year Financial Plan 2026-2030 Bylaw 992, 2026

ANALYSIS SUMMARY:

The Draft 2026 budget is ready for a first review by council. This includes both the operating and capital expenditures planned for the year.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

Community Charter, Part 6, Division 1, Section 165 states a municipality must adopt by bylaw a Five-Year Financial Plan before May 14 of each year. The first draft of this bylaw was read on March 9th.

COSTS AND BUDGET IMPACT:

The budgeted costs are summarized as follows:

After a first draft, the total operational budget for the Village is projected to increase by \$107,467 from \$3,373,377 to \$3,480,844 (3.186%).

	2025	2026 (2 nd Draft)	Difference
Total Combined Operational Budget	\$7,109,539	\$8,079,652	\$970,113
Less: Collection for Other Agencies	(2,349,069)	(2,500,507)	(151,438)
Less: Water Operating	(612,093)	(579,801)	32,292
Less: Water Capital	(775,000)	(1,518,500)	(743,500)
Total Village Operational Budget	\$3,373,377	\$3,480,844	\$107,467
% Increase			3.186%

Village (Draft)	Class	Rate	\$ Assessment	\$ Amount
	1	2.8689	372,561,000	1,068,849.19
	2	17.2135	545,590	9,391.54
	5	6.8854	210,400	1,448.69
	6	6.8854	16,561,100	114,030.09
			389,878,090	1,193,719.51

The projected property tax revenue is expected to increase by \$34,769 from \$1,158,950 to \$1,193,720 (3.00%). The average estimated tax burden on residential property owners is expected to be \$36.47 based on 865 properties.

The taxation rates for other agencies are as follows:

School	Class	Rate	\$ Assessment	\$ Amount
	1	1.8402	372,561,000	685,586.75
	2	12.0600	3,621,338	43,673.34
	5	4.0400	210,400	850.02
	6	4.0400	16,561,100	66,906.84
			392,953,838	797,016.95



Police	Class	Rate	\$ Assessment	\$ Amount
	1	0.3086	372,561,000	114,972.32
	2	1.0801	3,483,890	3,762.95
	5	1.0492	210,400	220.75
	6	0.7561	16,561,100	12,521.85
			392,816,390	131,477.87

MFA	Class	Rate	\$ Assessment	\$ Amount
	1	0.0002	372,561,000	74.51
	2	0.0007	3,483,890	2.44
	5	0.0007	210,400	0.15
	6	0.0005	16,561,100	8.28
			392,816,390	85.38

BCAA	Class	Rate	\$ Assessment	\$ Amount
	1	0.0381	372,561,000	14,194.57
	2	0.4142	3,483,890	1,443.03
	5	0.1127	210,400	23.71
	6	0.1130	16,561,100	1,871.40
			392,816,390	17,532.71

RDKB	Class	Rate	\$ Assessment	\$ Amount
	1	2.6962	372,561,000	1,004,498.97
	2	9.4367	3,483,890	32,876.42
	5	9.1671	210,400	1,928.75
	6	6.6057	16,561,100	109,397.49
			392,816,390	1,148,701.63

Hospital	Class	Rate	\$ Assessment	\$ Amount
	1	???	372,561,000	???
	2	???	3,483,890	???
	5	???	210,400	???
	6	???	16,561,100	???
			392,816,390	???



Other changes since first draft in the 2026 Budget:

- Middle School Roof Replacement
 - o Has been moved to capital and now using the Growing Communities Fund Grant to pay for the cost.
- Planning and Development
 - o Adjusted a line item to match the amount requested by the RDKB and corrected previous mistake in the 2027 year.
- Remaining changes were minor adjustments to budgeted amounts.

RECOMMENDATION:

THAT council read the 5-Year Financial Plan 2026-2030 Bylaw 992, 2026 a second time.

Marcus Partridge

M. Partridge, CPA, CGA, B.Comm
Chief Financial Officer



**THE CORPORATION OF THE VILLAGE OF FRUITVALE
BYLAW 992, 2026**

A Bylaw Establishing a Financial Plan Program
to be Undertaken During the Years 2026 to 2030

WHEREAS under the requirements of the *Community Charter*, Part 6, Division 1, Section 165, a municipality must adopt by bylaw a Five-Year Financial Plan;

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

1. THAT Schedule "A", being part of the Five-Year Financial Plan for the Years 2026 to 2030 inclusive, attached hereto and forming part of this Bylaw, is hereby adopted and will come into force and effect as of January 1, 2026;
2. THAT Schedule "B", being part of the Five-Year Financial Plan for the Years 2026 to 2030 inclusive, attached hereto and forming part of this Bylaw, is hereby adopted and will come into force and effect as of January 1, 2026;
3. THAT Bylaw No. 980 entitled "Village of Fruitvale Five-Year Financial Plan 2025-2029 Bylaw No. 980, 2025" is hereby repealed;
4. THAT Bylaw No. 989 entitled "Village of Fruitvale Amended Five-Year Financial Plan 2025-2029 Bylaw No. 989, 2025" is hereby repealed; and
5. THAT this Bylaw may be cited for all purposes as "Village of Fruitvale Five-Year Financial Plan 2026-2030 Bylaw No. 992, 2026".

READ a first time this 9th day of March , 2026.

READ a second time this ____ day of _____, 2026.

READ a third time this ____ day of _____, 2026.

RECONSIDERED, FINALLY PASSED AND ADOPTED this ____ day of _____ 2026.

Mayor

Chief Administrative Officer

CERTIFIED a true copy of Bylaw 992, 2026, entitled "Village of Fruitvale Five Year Financial Plan 2026-2030 Bylaw 992, 2026".

DATED this ____ day of _____, 2026.

Chief Administrative Officer

**SCHEDULE "A" to
FIVE YEAR FINANCIAL PLAN BYLAW 992, 2026**

OPERATING	2026 BUDGET	2027 BUDGET	2028 BUDGET	2029 BUDGET	2030 BUDGET
REVENUES					
Property Taxes	-1,281,921	-1,371,655	-1,467,671	-1,570,408	-1,680,337
Grants in Lieu of Taxes	-35,244	-36,301	-37,390	-38,512	-39,667
Franchise Fees	-23,491	-24,196	-24,922	-25,670	-26,440
Grants from Prov & Local Gov't	-731,391	-727,583	-749,410	-771,892	-795,049
Sales of Goods and Services	-20,800	-21,424	-22,067	-22,729	-23,411
User Fees	-86,212	-88,798	-91,462	-94,206	-97,032
Internal Transfers	-93,796	-96,610	-99,508	-102,493	-105,568
Cost Recoveries, Permits, Donations	-126,594	-130,392	-134,304	-138,333	-142,483
Reserve Transfers	-148,373	-59,516	0	0	0
Collections for Other Agencies – Water Parcel Tax	-340,200	-350,046	-360,918	-371,746	-382,898
Collection for Other Agencies – School Tax	-797,017	-820,928	-845,556	-870,923	-897,051
Collection for Other Agencies – West Kootenay Hospital	-65,426	-67,389	-69,411	-71,493	-73,638
Collection for Other Agencies – BC Assessment Authority	-17,533	-18,059	-18,601	-19,159	-19,734
Collection for Other Agencies – Municipal Finance Authority	-85	-88	-91	-94	-97
Collection for Other Agencies – RDKB	-1,148,703	-1,183,164	-1,218,659	-1,255,219	-1,292,876
Collection for Other Agencies – Police Tax	-131,543	-135,489	-139,554	-143,741	-148,053
Waste Water User Fees	-513,922	-529,340	-545,220	-561,577	-578,424
Waste Water Parcel Tax	-419,100	-431,673	-444,623	-457,962	-471,701
Waste Water Grants from Prov & Local Gov't	0	0	0	0	0
Waste Water Reserve Transfers	0	0	0	0	0
Water Grants from Prov & Local Gov't	-579,801	-597,195	-615,111	-633,564	-652,571
Water Capital Grants from Prov & Local Gov't	-1,518,500	-630,000	-1,840,000	-1,445,000	-40,000
TOTAL REVENUE	-8,079,652	-7,320,206	-8,724,478	-8,594,721	-7,467,030
EXPENDITURES					
Council	121,112	124,745	128,487	132,342	136,312
Finance and Corporate Services	868,922	869,240	895,317	922,177	949,842
Facilities	67,100	69,113	71,186	73,322	75,522
Protective Services	30,600	31,518	32,464	33,438	34,441
Public Works	518,939	534,507	550,542	567,058	584,070
Storm Drains	35,809	36,883	37,989	39,129	40,303
Community Services	30,885	31,812	32,766	33,749	34,761
Planning & Development	178,563	75,612	77,880	80,216	82,622
Parks & Recreation	355,987	366,667	377,667	388,997	400,667
Interest on Long-Term Debt	59,500	59,500	59,500	59,500	59,500
Long-Term Debt Repayment	44,700	44,700	44,700	44,700	44,700
Transfer to Capital Reserves	141,929	216,638	228,679	298,187	373,891
Transfer to Non-Capital Reserves	16,550	16,550	8,750	8,750	8,750
Transfer to Wastewater Capital Reserve	750	773	796	820	844

Collection for Other Agencies	2,500,507	2,575,522	2,652,788	2,732,372	2,814,343
Solid Waste	27,945	28,783	29,646	38,535	31,451
Cemetery	49,281	50,759	52,282	53,850	55,466
Wastewater	513,172	528,567	544,424	560,757	577,580
Wastewater Interest on Long-Term Debt	10,500	10,500	10,500	10,500	10,500
Wastewater Long-Term Debt Repayment	7,882	7,882	7,882	7,882	7,882
Wastewater Transfer to Reserves	400,718	412,740	425,122	437,876	451,012
Water	579,801	597,195	615,111	633,564	652,571
Water Capital	1,518,500	630,000	1,840,000	1,445,000	40,000
TOTAL EXPENDITURES	8,079,652	7,320,206	8,724,478	8,594,721	7,467,030

CAPITAL	2026 BUDGET	2027 BUDGET	2028 BUDGET	2029 BUDGET	2030 BUDGET
REVENUES					
Transfer from Waste Water Operating Surplus	-750	-773	-796	-820	-844
Transfer from Deferred Waste Water Revenue	0	0	0	0	0
Waste Water Capital Grants	-750,000	0	0	0	0
Transfer from Waste Water Capital Reserves	0	-149,737	-136,282	-75,904	0
Transfer from Current Waste Water Reserves	-400,718	-412,740	-425,122	-437,876	-451,012
Transfer from Deferred Revenue	-60,000	0	0	0	0
Operating Transfers	0	-216,638	-228,679	-298,187	-373,891
General Capital Grants	-1,880,000	-190,000	-160,000	-105,000	-110,000
Loan Proceeds/Bank Indebtedness	0	0	0	0	0
Transfer from General Capital Reserves	-209,038	-994,843	-708,127	-261,427	-463,420
Transfer from Fleet Reserves	0	0	0	0	0
TOTAL REVENUE	-3,300,506	-1,964,731	-1,659,006	-1,179,214	-1,399,167
EXPENDITURES					
Waste Water Capital	1,146,545	563,250	562,200	514,600	342,200
Transfer to Future Wastewater Reserve	4,923	0	0	0	109,656
General Capital	2,069,332	886,775	732,100	414,908	582,605
Transfer to General Capital Reserve	15,000	0	0	0	0
Fleet Capital	64,706	514,706	364,706	249,706	364,706
Transfer to Fleet Reserve	0	0	0	0	0
TOTAL EXPENDITURES	3,300,506	1,964,731	1,659,006	1,179,214	1,399,167

**SCHEDULE "B" to
FIVE YEAR FINANCIAL PLAN BYLAW 980, 2025**

In accordance with Section 165(3.1) of the *Community Charter*, the Village of Fruitvale (Village) is required to include in the Five-Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*,
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

1. Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised for general municipal purposes from each funding source in 2025. Residential property taxes form the greatest proportion of revenue while government grants provide a large portion of funding to ensure capital projects and many operational services are provided.

Representing 34.99% of overall revenue, property taxation offers a number of advantages, for example, it is simple to administer, and it is relatively easy for residents to understand. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user pay basis. These include services such as general administration, planning services, fire protection, police services, bylaw enforcement, building inspection, roads and streets maintenance and street lighting.

User fees and charges form another significant portion of discretionary revenue. Many services can be measured and charged on a user pay basis. Services where fees and charges may be easily administered include sewer usage, building permits, business licenses, and sale of specific services and therefore, are charged on a user pay basis. User fees attempt to allocate the value of a service to those who use the service.

Table 1: Sources of Revenue

Revenue Sources	% of Total Revenue	\$ Dollar Value
Property Taxes	34.99%	3,841,163
Parcel Taxes	3.82%	419,100
User Fees and Charges	5.47%	600,134
Transfer from Reserves	3.26%	357,411
Other Sources	25.84%	2,837,394
Accumulated Surplus and Own Sources	0.85%	93,796
Proceed from Long-Term Borrowing	0%	0
Government Grants	25.77%	2,829,692
Total	100.00%	\$ 10,978,690

Objective

Ensure utilities are self-sustaining. Utilities include solid waste collection and disposal (garbage) and wastewater collection and treatment (sewer). Currently solid waste is not self-sustaining through user fees funding both capital and operating costs. Wastewater operational services are funded through user fees and is currently self-sustaining. The objective has been to slowly move the funding model to fully cover operational costs from user fees with parcel tax collections solely designated to the high costs of current and future capital improvements and replacements.

Plan for the long-term sustainability of the Village. A fitness gym user fee will ensure maintenance, repair and replacement of the current gym facility and equipment is funded by those using the facility and equipment. The fees ensure sustainability of the fitness gym and meeting user needs without a tax burden to all Village residents and taxpayers.

Ensure strategic use of our resources by proactively applying for public sector funding, pursuing sponsorships and seeking efficiencies. The Village of Fruitvale is applying for public sector funding and seeking partnerships whenever possible to more efficiently provide and use our resources to supplement investment into aging assets.

Policies

The Village will review user fee and parcel tax levels annually to ensure they adequately meet both the capital and delivery costs of the service.

Where possible, the Village will endeavor to supplement revenues from user fees and charges rather than taxation in order to lessen the burden on the residential property tax base.

1. Distribution of Property Tax Rates

Table 2 outlines the distribution of municipal property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class also forms the largest portion of the assessment base and consumes the majority of Village services.

Table 2: Distribution of Municipal Property Taxes

Property Class	% of Taxation	\$ Dollar Value
CLASS 1 Residential	90.33%	1,157,980
CLASS 2 Utilities	0.66%	8,425
CLASS 3 Supportive Housing		
CLASS 4 Major Industry		
CLASS 5 Light Industry	0.11%	1,437
CLASS 6 Business & Other	8.90%	114,079
CLASS 7 Managed Forest Land		
CLASS 8 Recreation/Non-profit		
CLASS 9 Farm		
Total	100.00%	\$ 1,281,921

Objective

The residential assessment base is 90.33% of all Village assessments. Businesses, while 8.90% of the total assessment base, receive a slightly elevated level of service. The objective is to correspond the proportionate percentage of tax collections to the level of service relative to the use of services.

Policies

Create financial sustainability of the Village by increasing awareness of Asset Management. Fund services appropriately to include a capital cost charge which represents the use of assets today while also ensuring proper maintenance, operation and replacement of assets. Relate the use of services to the use of assets which provide those services and proportionately allocate the costs to those using the services.

2. Permissive Tax Exemptions

The Village has an existing permissive tax exemption policy which guides the administration and approval of permissive tax exemptions. Eligibility criteria for permissive tax exemptions that are outlined in the policy include the following:

- The tax exemption must demonstrate benefit to the community and residents of the Village by enhancing the quality of life, economically, socially or culturally within the community.
- The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the Village.
- The organization receiving the exemption must be a registered non-profit society, as the support of the municipality will not be used for commercial or private gain.
- Permissive tax exemptions will be considered in conjunction with:
 - other assistance being provided by the Village;
 - the potential demands for Village services or infrastructure arising from the property; and
 - the amount of revenue that the Village will forego if the exemption is granted.

Objective

The Village will continue to provide permissive tax exemptions to non-profit societies who provide a benefit to the community.

Policies

Review the tax exemption policy annually to assess activities that will be targeted in compliance with the Official Community Plan guidelines.

Table 3: Use of Permissive Tax Exemptions

BYLAW	NAME	ROLL #	CLASS	2025 ASSESSED VALUE	2025 ASSESSED VALUE TOTAL	2025 MUNICIPAL RATE	2025 VILLAGE GENERAL TAXES	WATER & SEWER PARCEL TAXES	2025 TOTALS
959, 2023	Beaver Valley Manor Society	521-00032.050	Land - 1	283,000		2.8570	\$ 808.53		
			Buildings - 1	2,064,000	2,347,000	2.8570	\$ 5,896.87	\$ 1,000.00	\$ 7,705.40
959, 2023	Scouts Properties	521-00267.000	Land - 8	296,000		2.8570	\$ 845.67		
			Buildings - 6	42,400	338,400	6.8568	\$ 290.73	\$ 1,000.00	\$ 2,136.40
959, 2023	Scouts Properties	521-00268.000	Land - 8	362,000		2.8570	\$ 1,034.24		
			Buildings - 6	148,000	510,000	6.8568	\$ 1,014.81	\$ 1,000.00	\$ 3,049.05
959, 2023	Beaver Valley Curling Club	521-00288.000	Land - 8	98,600		2.8570	\$ 281.70		
			Land - 6	98,600		6.8568	\$ 676.08		
			Buildings - 6	1,039,000	1,236,200	6.8568	\$ 7,124.28	\$ 1,000.00	\$ 9,082.06
960, 2023	St. Rita's Catholic Church (hall)	521-00055.012	Land - 8	98,700		2.8570	\$ 281.99		
			Buildings - 8	226,600	325,300	2.8570	\$ 647.40	\$ 1,000.00	\$ 1,929.39
960, 2023	Beaver Valley Christian Fellowship	521-00337.000	Land - 8	118,100		2.8570	\$ 377.41		
			Buildings - 8	162,000	280,100	2.8570	\$ 462.84	\$ 1,000.00	\$ 1,800.25
959, 2023	South Columbia Search & Rescue	521-00371.110	Land - 6	94,200		6.8568	\$ 645.91		
			Buildings - 6	166,000	260,200	6.8568	\$ 1,138.24	\$ 1,000.00	\$ 2,784.16
947, 2022	Lower Columbia Affordable Housing Society	521-00304.240	Land - 6	633,000		2.8570	\$ 1,808.49		
			Buildings - 6	3,500,000	4,133,000	2.8570	\$ 9,999.54	\$ 1,000.00	\$ 12,808.02
GRAND TOTAL							\$ 24,050.62	\$ 8,000.00	\$ 41,294.73



**The Corporation of the
VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"
Memo

**Regular Agenda
Agenda Item**

DATE: April 13, 2026
TO: Mayor and Village Council
FROM: P. Dehnel, CAO
SUBJECT: Adoption of Terms of Reference for a Fitness Advisory Commission

ANALYSIS SUMMARY:

The Village operates a gym in the downstairs of the Fruitvale Memorial Centre. The Gym is open to members who live in the Fruitvale, Montrose or Area A, the Beaver Valley and who are over 19 years. Members complete a membership Waiver in the Village office and pay the required fee. Members receive an access card which is non-transferable.

To oversee operations and equipment safety, the Village is seeking to have a Fitness Advisory Commission. Attached are draft terms of reference for the Commission. Members will be one member of Council plus up to 8 members of the community representing gym members as well as various recreation and sports user groups.

Councillor Mason is the Council representative of the Fruitvale Gym.

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

- Under the British Columbia *Community Charter* (Section 143), municipal councils are authorized to establish and appoint commissions to manage specific municipal functions.

COSTS AND BUDGET IMPACT:

For 2026, the Gym budget is \$18,250. This includes a budget of \$3,006 to replace any equipment – this amount is conservative because the gym is expected to be self-sufficient financially. The revenue from the membership passes is anticipated to be \$18,250. The operating expenses is budgeted to be \$15,244. This leaves the remainder of \$3,006 for equipment purchases to be budgeted.

The creation of a Commission is not expected to impact the budget but rather provide some oversight to operations and future grant applications for equipment purchases.

RECOMMENDATION:

That the Terms of Reference for the Village of Fruitvale Fitness Centre Advisory Commission be adopted and that Village advertise volunteers needed for appointment to the Commission in the next community newsletter.

Patricia Dehnel

P. Dehnel
Chief Administrative Officer



Terms of Reference

Adopted: xx 2026

Committee Name: Fitness Centre Advisory Commission

1.0 Commission Purpose

- 1.01 To advise on the ongoing operation of the Village of Fruitvale Gym, operated in the downstairs of the Fruitvale Memorial Centre

2.0 Duties

- 2.01 The Commission will review the status of the equipment and make recommendations as to replacement/purchase thereof.
- 2.02 The Commission will provide recommendations on the hours of operation of the Fruitvale Gym, volunteer staffing and rules and practices regarding use of the facility and equipment.
- 2.03 The Commission will actively identify grants and programs to support the ongoing viability of the Fruitvale Gym.
- 2.04 The Commission will research and report on methods in which the Fruitvale Gym shall be self-sustainable and able to cover the operating and utility costs to remain in place.

3.0 Membership

- 3.01 Appointment by Council:

The Commission will consist of up to 9 people,

1 member of Village of Fruitvale Council

Up to 8 members representing the following disciplines, if possible:

Sports/Recreation Representative

- 3.02 The term of the appointment shall be for two (2) years and members are to remain in office until their respective successor is appointed.

- 3.03 A Chair and alternate shall be appointed annually by a majority vote of the Commission.

4.0 Operations of the Commission

- 4.01 Meeting Schedule

The Commission shall establish the dates, time and location of meetings by resolution and shall meet a minimum of three (3) times per year. The Chair may call a meeting in addition to the scheduled meetings or may cancel a meeting.

Fitness Centre Advisory Commission

4.02 Notice of Meeting

Notices of meetings shall be posted on the Village Office bulletin board and at usual Village posting places.

4.03 Meeting Open to Public

Commission meetings will be open to the public and the Chairperson shall advise the CAO of the meeting date and times. A meeting or part of a meeting may be closed to the public if authorized to be closed by the *Community Charter*.

4.04 Rules of Procedure

a. Meeting Agendas:

Meeting agendas will be set by the Chairperson. The agenda is to be distributed to all members of the Commission at least two days prior to the meeting date.

b. Minutes:

Minutes of the proceedings of a Commission meeting must be legibly recorded, signed by the Chair or presiding member of the meeting, and open for public inspection in accordance with the requirements of the *Community Charter*. All minutes must be delivered to the CAO for distribution to Village Council.

c. Recommendations:

All decisions of the Commission shall be by majority vote. The recommendations of the Commission on items referred to it by Council shall be reported back to Council at the next meeting of Council. A memorandum to Council shall be prepared, outlining the recommendations of the Commission, including the background information and/or reports that have been provided to the Commission.

d. Quorum:

The quorum for a Commission is a majority of all of its members.

e. Conduct and Debate:

- I. A motion made at a meeting of a Council Commission is not required to be seconded.
- II. Council members who are attending a meeting of a Council Commission of which they are not a member may participate in a discussion only with the permission of the majority of all members of the Commission.
- III. Council members who are attending a meeting of a Council Commission of which they are not a member shall not vote on a question.



**The Corporation of the
VILLAGE OF FRUITVALE**
In the "HEART OF THE BEAVER VALLEY"
Memo

**Regular Agenda
Agenda Item**

DATE: April 13, 2026
TO: Mayor and Village Council
FROM: P. Dehnel, CAO
SUBJECT: Adoption of Terms of Reference for a Personnel Committee of Council

ANALYSIS SUMMARY:

The Village has not formally adopted a terms of reference for a Personnel Committee of Council. Based on review of similar committees in small Kootenay communities, Councillor Wenman and staff have developed a draft terms of reference.

Once the Terms of Reference have been adopted, the Mayor will make the committee appointment

LEGISLATIVE IMPACTS, PRECEDENTS, POLICIES:

- Section 4.01 of the Collective Agreement refers to the Personnel Committee of Council.

COSTS AND BUDGET IMPACT:

The adoption of terms of reference for a personnel committee of Council is not expected to impact the budget but rather provide some support on an as needed basis to administration in personnel matters.

RECOMMENDATION:

That the Terms of Reference for the Village of Fruitvale Personnel Committee of Council be adopted.

Patricia Dehnel

P. Dehnel
Chief Administrative Officer



Terms of Reference

Adopted: xx 2026

Committee Name: Personnel Committee of Council

Purpose:

This Committee acts in an advisory capacity to assist and support Village Administration on various personnel matters where necessary and/or when called upon.

Members:

The Committee shall consist of the Mayor and one (1) member of Council. The Mayor shall act as the Chair and will appoint the second Council Member. Membership of this Committee may be changed at any time by the Mayor.

Duties:

The Committee shall act in an advisory capacity to Village Administration. Functions of the Committee may include, but are not limited to, the following subject matter:

- Lead all processes for the recruitment, retention, evaluation, and annual review of the Chief Administrative Officer (CAO) position and/or any appointed personnel in that particular staffing capacity;
- When called upon, assist the CAO on matters brought forward related to any general human resources and/or compensation matters specific to the Village's Management Team;
- Be appointed to act as representatives participating and/or overseeing certain aspects of the Collective Agreement (i.e. Contract Negotiations, Labour Relations, Arbitration, and Grievances) when/where required. These functions are to be assisted by the Chief Administrative Officer, Chief Financial Officer and any other management position/contractor appointed by the Chief Administrative Officer;
- Review, monitor and make recommendations regarding the orientation, ongoing development, performance review and/or investigation of sitting Council Members; and
- Provide a high-level focus on general governance of the municipality that will enhance the Village's position locally, regionally, and provincially.

Term:

The Committee shall be appointed and serve on an annual basis. The Committee will meet at the discretion of the CAO and/or at the request of the Mayor.