

TOWN OF CRESTON
REGULAR COUNCIL MEETING MINUTES – December 13, 2016

Minutes of a Regular Meeting of Council held on Tuesday, December 13, 2016 at 4:00 p.m. in the Town of Creston Council Chambers, 238 – 10th Avenue, North.

PRESENT: Mayor Toyota
Councillors Comer, Elford, Unruh, Wilson
Lou Varela, Town Manager
Steffan Klassen, Director of Finance & Corporate Services
Ross Beddoes, Director of Municipal Services/Chief Building Official
Colin Farynowski, Manager of Engineering
Mike Moore, Fire Chief
Jared Riel, Assistant Fire Chief
Helene Miles, Community, Policy & Research Coordinator
Bev Caldwell, Executive Assistant

ABSENT: Councillor Boehmer

MEDIA: Lorne Eckersley, Creston Valley Advance

GALLERY: Brenda Brucker, The Full Plate Organizing Committee
Audrey Orosz, The Full Plate Organizing Committee
Maureen Cameron, The Full Plate Organizing Committee
Allan Clement, Resident
Signe Miller, Canyon, BC

CALL TO ORDER: The Mayor called the Regular Meeting to order at 4:00 p.m.

721-16
AGENDA Moved by Councillor Unruh, seconded by Councillor Comer
THAT the Agenda for the Regular Meeting of December 13, 2016, be adopted. CARRIED

722-16
MINUTES Moved by Councillor Elford, seconded by Councillor Comer
THAT the minutes of the Regular Council Meeting held November 22, 2016, be adopted as read on this day and that such minutes as read set out all the business before Council that day and fully and properly record all of the resolutions and bylaws passed and adopted by Council at that meeting. CARRIED
▶ REGULAR NOV. 22/16

723-16
▶ SPC REGULAR DEC. 6/16 Moved by Councillor Elford, seconded by Councillor Comer
THAT the minutes of the Special Regular Council Meeting held December 6, 2016, be adopted as read on this day and that such minutes as read set out all the business before Council that day and fully and properly record all of the resolutions and bylaws passed and adopted by Council at that meeting. CARRIED

724-16
▶ SPC COMMITTEE NOV. 22/16 Moved by Councillor Unruh, seconded by Councillor Comer
THAT the minutes of the Special Committee of the Whole Meeting held November 22, 2016, be received. CARRIED

725-16
▶ COMMITTEE DEC. 6/16 Moved by Councillor Unruh, seconded by Councillor Wilson
THAT the minutes of the Committee of the Whole Meeting, held December 6, 2016, be received. CARRIED

DELEGATION
▶ A FULL PLATE Mayor Toyota welcomed Ms. Brenda Brucker, Ms. Audrey Orosz and Ms. Maureen Cameron of The Full Plate Organizing Committee, to the meeting at 4:05 p.m.

Ms. Brucker, Ms. Orosz and Ms. Cameron stated that The Full Plate Organizing Committee is an Ad Hoc Committee of the Creston Arts Council and will be working in connection with the Fields Forward initiative. The Committee is a growing working group of volunteers with a vision to carry out a project in celebration of Canada's 150th Birthday in 2017. The project is titled 'A Full Plate' with a purpose of bringing awareness to and document the diversity and contribution of local agriculture expressed through the arts. 'A Full Plate' was the name chosen to acknowledge the bounty and diversity of food culture that is enjoyed through the region (Yahk to Riindel).

The group pictures a year long opportunity to capture the seasons, the processes, the products, the little known family stories begging to be told and a window into the joys and challenges of the food culture. They imagine people being inspired to create videos, writings, music, installations, visual arts, performances, personal projects or public events. Youth could be involved through the schools, and skills and resources in the community utilized in documentation. The resulting collaborations may be something that can be promoted on websites, You Tube or FaceBook. Local media has expressed interest in working with the Committee on how this can be best promoted.

Council suggested that The Full Plate Organizing Committee approach the Regional District of Central Kootenay's Creston Valley Services Committee, to present their project to that Committee and to contact the Chair to request a delegation in the New Year.

Mayor Toyota thanked Ms. Brucker, Ms. Orosz and Ms. Cameron for their presentation.

**COUNCIL
COMMITTEE**

726-16
▶ NOV. 22/16 MTG
RECOMMENDATIONS
▶ DEPT. MUNIC.
SERV. WATER &
SEWER BUDGET
PRESENTATION

▶ WATER & SEWER
RATES 2017

727-16
▶ DEC. 6/16 MTG
RECOMMENDATIONS
▶ COMMUNITY
PARAMEDICINE
INITIATIVE

▶ BUILDING PERMIT
REPORT - 2016

▶ COUNCIL
COMMITTEE
APPOINTMENTS -
2017

Moved by Councillor Wilson, seconded by Councillor Unruh
THAT Council Committee Recommendations No. 1 and 2 from the November 22, 2016 Special Regular Committee of the Whole Meeting, be adopted as follows:

RECOMMENDATION NO. 1:

THAT Ltr #751 from the Director of Municipal Services, being a 2017 budget presentation on the Department of Municipal Services Water and Sewer Utilities, be received.

RECOMMENDATION NO. 2:

THAT Ltr #747 from the Director of Finance and Corporate Services, regarding water and sewer rates for 2017, be received; AND FURTHER, THAT staff is authorized to prepare amendments to the appropriate bylaws, for Council's consideration, with respect to the following:

- No increase to water rates for 2017;
- No change to the sewer rates for 2017 as set out in Sewer Rates and Regulations Bylaw No. 1440;
- Minimum charges for restaurants, bakeries and beauty salons be increased along with the historic general rate increases;
- Initiate a \$250 annual fee for non-automated commercial water filling fixtures; and,
- Charge 50% of the flat utility rate for single family dwellings, for all secondary suites.

CARRIED

Moved by Councillor Unruh, seconded by Councillor Comer
THAT Council Committee Recommendations No. 1 to 5 from the December 6, 2016 Regular Committee of the Whole Meeting, be adopted as follows:

RECOMMENDATION NO. 1:

THAT Ltr #666 from the BC Emergency Health Services, regarding a presentation on the Community Paramedicine Initiative in the Province of British Columbia, be received.

RECOMMENDATION NO. 2:

THAT Ltr #773 from the Director of Municipal Services, regarding the year to date Building Permit report for the Town of Creston as of December 6, 2016, be received.

RECOMMENDATION NO. 3:

THAT Ltr #771 from the Executive Assistant, regarding Council appointments to Committees for 2017, be received; AND FURTHER, THAT Council approves the following appointments for the year 2017:

Arrow Creek Water Treatment & Supply Commission

Representative: Councillor Elford; Alternate: Mayor Toyota

Kootenay East Regional Hospital District

Director: Councillor Unruh; Alternate Director: Councillor Elford

School District No. 8 (Kootenay Lake) – Board of School Trustees

Liaisons: Councillors Comer and Unruh

Emergency Operations Centre

EOC Director: Town Manager

Member: Fire Chief
 Resource: RDCK Emergency Coordinator, Creston, Areas A, B & C
 Council Liaisons: Mayor Toyota, Councillor Elford
 Municipal Insurance Association of BC
 Representative: Councillor Elford; Alternate: Councillor Wilson
 Community Arts Council of Creston
 Representative: Councillor Wilson
 Creston-Kaminoho Friendship Society
 Representative: Councillor Wilson
 Creston-Kootenay Foundation
 Representatives: Councillors Unruh and Wilson
 Creston & District Community Directed Funds Committee
 Representative: Mayor Toyota
 Creston & District Library Board
 Representatives: Councillor Comer and Unruh
 Creston Valley Blossom Festival Association
 Representatives: Councillors Unruh and Wilson
 Creston Valley Chamber of Commerce
 Representatives: Councillors Boehmer and Unruh
 Creston Valley Community Housing Society
 Representative: Waiting for By-Election
 Creston Valley Community Network Society
 Representatives: Councillors Boehmer and Comer
 Creston Valley Wildlife Management Area Interpretive Centre Committee
 Representative: Mayor Toyota
 Fields Forward
 Representative: Councillor Comer
 Trails for Creston Valley Society
 Representatives: Councillors Boehmer and Comer
 Creston Valley Forest Corporation
 Director: Councillor Elford; Alternate: Councillor Unruh
 Creston Valley Regional Airport Society
 Liaisons: Mayor Toyota and Councillor Elford
 Parcel Tax Roll Review Panel (Foot Frontage)
 Chair: Councillor Boehmer
 Members: Councillor Unruh, Director of Finance & Corporate Services
 Cemetery Advisory Committee
 Members: Mayor Toyota, Councillor Boehmer
 Creston Valley Youth Network Committee
 Liaisons: Councillor Boehmer and Comer

- APPOINT AUDITOR **RECOMMENDATION NO. 4:**
 THAT the firm of Carr & Associates, Chartered Professional Accountants, be appointed as the Auditors for the Town of Creston for the year 2017.
- 2017 COUNCIL MEETING CALENDAR **RECOMMENDATION NO. 5:**
 THAT Ltr #770 from the Executive Assistant, regarding a proposed schedule for 2017 Council and Committee meetings, be received; AND FURTHER, THAT Council approves the calendar for 2017 Council and Committee meetings, as set out in Ltr #770. **CARRIED**
- 728-16
 ► A FULL PLATE Moved by Councillor Unruh, seconded by Councillor Comer
 THAT Ltr #664 from The Full Plate Organizing Committee, regarding 'A Full Plate' project to celebrate Canada's 150th Birthday in 2017, be received. **CARRIED**
- 729-16
 ► OCPAC MTG MINUTES Moved by Councillor Unruh, seconded by Councillor Comer
 THAT Ltr #784 and Ltr #785, being the Official Community Plan Advisory Committee (OCPAC) meeting minutes for the Committee's September 13 and November 10, 2016 meetings, be received. **CARRIED**
- 730-16
 ► TIMED LOCKING DEVICES – CENT. PARK Moved by Councillor Elford, seconded by Councillor Comer
 THAT Ltr #777 from the Creston Valley Rotary Club, regarding the Club's donation towards the installation of timed lock / unlocking devices on the doors of the newly onstructed washroom facility in Centennial Park, be received; AND FURTHER, THAT staff write the Creston Valley Rotary Club, advising of Council's appreciation of the Club's financial donation to providing security options for the washroom facility in Centennial Park. **CARRIED**

731-16
 ► CVWMA REPORT ON FUNDING

Moved by Councillor Comer, seconded by Councillor Elford
 THAT Ltr #769 from the Creston Valley Wildlife Management Area, reporting out on annual funding provided by the Town of Creston for the Creston Valley Wildlife Management Area, be received. CARRIED

732-16
 ► PCSS LEADERSHIP BURSARY

Moved by Councillor Elford, seconded by Councillor Unruh
 THAT Ltr #761 from the Executive Assistant, regarding a Leadership Bursary, be received; THAT Council establishes 'The Town of Creston Mayor and Councillor's Leadership Bursary', an annual Bursary in the amount of \$1,000, commencing in 2017, for a Prince Charles Secondary School graduating student; AND FURTHER, THAT the criteria for 'The Town of Creston Mayor and Councillor's Leadership Bursary' be as follows:

1. The successful candidate must fulfil graduation requirements and be proceeding to a recognized post-secondary or trades institution.
2. The successful candidate must be a resident of the Town of Creston.
3. The successful candidate must attend the post-secondary or trades institution within one year of graduation.
4. Preference will be given to a student who demonstrates good citizenship, involvement as a volunteer within the community or assumed a leadership role while attending Prince Charles Secondary School, and shown the willingness to take on additional responsibilities.
5. The successful candidate must submit a letter of introduction and an outline of their goals and future plans to the Town of Creston, for selection of the successful candidate, by the Town Council.
6. To receive the award the successful candidate must send a letter to the Town of Creston with proof of registration in a post-secondary or trades institution, along with their social insurance number, date of birth, telephone number and mailing address.

This Bursary was established, following the passing of former Mayor and Council Member Joe Snopek, in recognition of past, present and future members of Council who have brought, and will continue to bring, good leadership to the Town of Creston and its residents. CARRIED

733-16
 ► HWY 3 CORRIDOR DESTINATION DEV. PLANNING SESSION

Moved by Councillor Unruh, seconded by Councillor Comer
 THAT Ltr #758 from Kootenay Rockies Tourism, regarding a Highway 3 Corridor Destination Development Planning Session, be received; AND FURTHER, THAT Mayor Toyota is authorized to attend the Highway 3 Corridor Destination Development Planning Session, hosted by Kootenay Rockies Tourism, in Cranbrook on January 4, 2017, with expenses paid as per Policy. CARRIED

734-16
 ► CANADA 150 LEADER

Moved by Councillor Unruh, seconded by Councillor Elford
 THAT Ltr #580 from the Federation of Canadian Municipalities, regarding the Canada 150 Community Leaders Network, be received; AND FURTHER, THAT Councillor Wilson be appointed as Council's representative as a Community Leader as part of the Federation of Canadian Municipalities' Canada 150 Community Leaders Network for 2017. CARRIED

735-16
 ► BYLAW ENF. COMPLAINTS POLICY

Moved by Councillor Unruh, seconded by Councillor Elford
 THAT Agenda Item No. 19A, being a verbal report by the Town Manager, regarding a Bylaw Enforcement Complaints Policy, be withdrawn from the Agenda and be brought forward at a future Council meeting for discussion. CARRIED

BYLAWS

736-16
 ► BYLAW 1849 (ADOPTION)

Moved by Councillor Elford, seconded by Councillor Unruh
 THAT Water Rates and Regulations Amendment Bylaw No. 1849, 2016, be adopted. CARRIED

737-16
 ► BYLAW 1850 (ADOPTION)

Moved by Councillor Comer, seconded by Councillor Wilson
 THAT Water District Rates and Regulations Amendment Bylaw No. 1850, 2016, be adopted. CARRIED

738-16
 ► BYLAW 1851 (ADOPTION)

Moved by Councillor Elford, seconded by Councillor Comer
 THAT Sewer Rates and Regulations Amendment Bylaw No. 1851, 2016, be adopted. CARRIED

- 739-16
► STRATEGIC PRIORITIES CHART
- Moved by Councillor Elford, seconded by Councillor Comer
THAT the Strategic Priorities Chart, as presented, be received. CARRIED
- 740-16
► FOLLOW UP ACTION LIST
- Moved by Councillor Elford, seconded by Councillor Unruh
THAT the Regular Council Meeting Follow-Up Action List, as of November 22, 2016, be received; AND FURTHER, THAT direction from Council to staff on March 22, 2016 (Resolution 114-16), to bring forward a report to Council with respect to the Devon Street / 16th Avenue Trail proposal, be removed from the Council Action List. CARRIED
- NEW BUSINESS**
- 741-16
► YES COMM. MINUTES
- Moved by Councillor Elford, seconded by Councillor Unruh
THAT Ltr #791, being the November 25, 2016 minutes of the Creston Valley Youth Engagement Strategy (YES) Committee meeting, be received; THAT Council authorizes the expenditure of \$3,500 from the Creston Valley Youth Engagement Strategy 2016 budget, to purchase a pool table and accessories for the Teen Space; THAT Council authorizes the allocation of the remaining \$1,500 from the 2016 Creston Valley Youth Engagement Strategy budget, to be carried over and expended in February 2017 for a youth celebration of the Creston Valley Youth Engagement Strategy project; AND FURTHER, THAT letters of appreciation be written to each member of the Creston Valley Youth Engagement Strategy Committee, for their participation in the project. CARRIED
- 742-16
► RQST DISC. GRANT (CV BIRD FEST)
- Moved by Councillor Elford, seconded by Councillor Unruh
THAT Ltr #786 from the Creston Valley Bird Fest Committee of Wildsight, regarding a Discretionary Grant for their annual Festival, be received; AND FURTHER, THAT Council allocates \$1,550 from the Council Discretionary Budget and \$450 from the Mayor's Discretionary Budget, to the Creston Valley Bird Fest Committee of Wildsight, to assist with costs of hosting the 2017 Annual Bird Fest. CARRIED
- Councillor Comer left the meeting at 4:50 p.m., declaring a conflict with respect to the next item, as she is a member of the Fields Forward Initiative.
- 743-16
► MOBILE JUICER PROJECT
- Moved by Councillor Elford, seconded by Councillor Unruh
THAT Council authorizes a contribution of \$10,000, to be allocated from the 2016 General Operating Budget, to Fields Forward, to assist with costs to purchase a mobile juicer; AND FURTHER, THAT Ms. Paris Marshall of Fields Forward be invited to make a presentation to Council in January 2017, with respect to Fields Forward and its Food Venture Collaborative initiative. CARRIED
- Councillor Comer returned to the meeting at 5:54 p.m.
- REPORTS OF REPS.**
- CLR COMER
- Councillor Comer reported on her attendance at the Santa Parade, a Community Advisory Committee meeting, a Family Place Winter Party, a Youth Engagement Strategy Committee meeting, a skatepark meeting and a Community Development and Investment Coop meeting.
- CLR ELFORD
- Councillor Elford reported on his attendance at the Santa Parade, a Creston Valley Regional Airport Society meeting, a Sports Wall of Fame meeting, a Creston Education Centre meeting, a Skatepark meeting and an Official Community Plan Advisory Committee meeting.
- CLR UNRUH
- Councillor Unruh reported on her attendance at the Santa Parade, a Creston Valley Blossom Festival meeting, a Skatepark meeting, a Community Development and Investment Coop meeting, an Official Community Plan Advisory Committee meeting, wrote a Council article for the Creston Valley Advance, and participated in the Food Hamper project.
- CLR WILSON
- Councillor Wilson reported on her attendance at the Santa Parade, a Creston Valley Blossom Festival meeting, and a Skatepark meeting.

- **MAYOR TOYOTA** Mayor Toyota reported on his attendance at the Santa Parade, a meeting with the Ministry of Transportation and Infrastructure, a Municipal Finance Authority meeting, a Local Government Leadership Academy Chief Elected Officials Forum, a Regional District of Central Kootenay Board meeting, a Local Government Contract Management Committee meeting, a Lower Kootenay Band Network meeting and a Creston Education Centre meeting.
- **STAFF REPORTS** Members of staff provided verbal reports on key issues and projects currently being addressed by the various Departments.
- 744-16
► **RECEIVE REPORTS** Moved by Councillor Wilson, seconded by Councillor Comer
THAT the verbal Reports of Council and staff members, be received.
CARRIED
- GIVING OF NOTICES** COTW – December 13, 2016
COUNCIL – 2nd & 4th Tuesdays of each month
- QUESTION PERIOD** There were no questions from members of the Gallery or the Media.
- 745-16
MOVE TO COMMITTEE OF THE WHOLE Moved by Councillor Comer, seconded by Councillor Unruh
THAT Council convene to a Special Committee of the Whole at 5:11 p.m.
CARRIED
- RECONVENE** The Regular Council Meeting reconvened at 8:04 p.m.
- 746-16
► **RECOMMENDATION DEC. 13/16**
► **2017 FUNDING RE CVWMA** Moved by Councillor Unruh, seconded by Councillor Comer
THAT Council Committee Recommendation No. 1 from the December 13, 2016 Special Regular Committee of the Whole Meeting, be adopted as follows:
RECOMMENDATION NO. 1:
THAT Recommendation No. 2 of Resolution No. 48-09 from the February 24, 2009 Regular Meeting be, and is hereby, rescinded; THAT \$10,900 be allocated to the Creston Valley Wildlife Management Area in the 2017 budget, to assist with expenses relating to public education programs provided through the Interpretive Centre; THAT subsequent grant funding of \$10,900 to the Creston Valley Wildlife Management Area be reviewed annually by Council through future budget discussions; AND FURTHER, THAT Recommendation No. 1 from the Special Committee of the Whole Meeting of December 13, 2016 be forwarded to the December 13, 2016 Regular Council Meeting for approval.
CARRIED
- 747-16
MOVE TO CLOSED MEETING Moved by Councillor Unruh, seconded by Councillor Elford
THAT by authority of the Community Charter, this meeting is closed from the public and/or news media, pursuant to Sub-Section 90(1)(c) and (k).
CARRIED
- RECONVENE** The Regular Council Meeting reconvened at 8:25 p.m.
- 748-16
ADJOURNMENT Moved by Councillor Elford
THAT the Regular Council Meeting of December 13, 2016, be adjourned at 8:25 p.m.
CARRIED
- CERTIFIED CORRECT:**

Ron Toyota
Mayor

Bev Caldwell
Executive Assistant