

TOWN OF CRESTON
REGULAR COUNCIL MEETING MINUTES – April 28, 2015

Minutes of a Regular Meeting of Council held on Tuesday, April 28, 2015 at 3:30 p.m. in the Town of Creston Council Chambers, 238 – 10th Avenue, North.

- PRESENT:** Mayor Toyota
Councillors Boehmer, Comer, Elford, Snopek, 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
Jamai Schile, Contract Planner
Bev Caldwell, Executive Assistant
- MEDIA:** Lorne Eckersley, Creston Valley Advance
- GALLERY:** Approximately 15 members of the public, as per the Attendance Sign-In Sheet, which is attached to and forms a part of these minutes as Appendix 'I'.
- CALL TO ORDER:** The Mayor called the Regular Meeting to order at 3:30 p.m.
- 179-15
MOVE TO CLOSED MEETING Moved by Councillor Snopek, seconded by Councillor Unruh 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), (e) and (k). **CARRIED**
- RECONVENE** The Regular Meeting reconvened at 4:08 p.m.
- 180-15
AGENDA Moved by Councillor Wilson, seconded by Councillor Snopek THAT the Agenda for the Regular Meeting of April 28, 2015, be adopted. **CARRIED**
- INVOCATION** Pastor Ian Cotton (retired), Seventh-Day Adventist Church, delivered the invocation.
- 181-15
MINUTES
► REGULAR APR. 14/15 Moved by Councillor Snopek, seconded by Councillor Comer THAT the minutes of the Regular Council Meeting held April 14, 2015, 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**
- 182-15
► SPC. REGULAR APR. 21/15 Moved by Councillor Elford, seconded by Councillor Comer THAT the minutes of the Special Regular Council Meeting held April 21, 2015, 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**
- 183-15
► COMMITTEE APR. 21/15 Moved by Councillor Unruh, seconded by Councillor Snopek THAT the minutes of the Committee of the Whole Meeting held April 21, 2015, be received. **CARRIED**
- 184-15
► PUBLIC HEARING MAR. 24 RECONVENED APR. 14/15 Moved by Councillor Snopek, seconded by Councillor Unruh THAT the minutes of the Public Hearing, held March 24 and reconvened on April 14, 2015, be received. **CARRIED**

DELEGATION
 ► STANTEC
 CONSULTING RE
 OCP REVIEW

Mayor Toyota welcomed Mr. Mark Crisp, Project Manager and Ms. Lisa Moilanen, Public Engagement Specialist for Stantec Consulting Ltd., to the meeting at 4:14 p.m.

Mr. Crisp and Ms. Moilanen introduced themselves as part of the consulting team who will work with the Town of Creston in developing a new Official Community Plan. Their role is to listen and learn from the community; communicate how the process works and why they are doing this – and what they need to hear from Council and the community to make this project a success. They will create a framework to incorporate the community vision and needs into a made in Creston Official Community Plan (OCP). They will provide technical planning input and help draft the OCP document and have it ready for Council adoption in 2016.

Mr. Crisp stated that the OCP will be a living ‘forward looking’ document – a foundation on which to grow and provide guidance for economic, environmental, land use, development and social considerations. The OCP will promote certainty and continuity, quality of life, future growth, community development, economic, environmental and social well-being.

Mr. Crisp stated that they will be working with the Advisory Committee to:

- Clearly define the level of engagement for each stage of the project;
- Ensure expectations of each member are well defined;
- Provide direction on facilitation and obtaining information;
- Communicate clearly and consistently; and
- Provide enough information and ability to collaborate on the project to create community champions.

Mayor Toyota thanked Mr. Crisp and Ms. Moilanen for their presentation and stated that Council and staff look forward to working with them on the OCP project.

**COUNCIL
 COMMITTEE**
 185-15
 ► APR. 21/15 MTG
 RECOMMENDATION
 ► CBT. COMM.
 INITIATIVES
 PROGRAM GRANT
 APPLICATIONS

Moved by Councillor Snopek, seconded by Councillor Unruh
 THAT Council Committee Recommendation No. 1 from the April 21, 2015 Regular Committee of the Whole Meeting, be adopted as follows:

RECOMMENDATION NO. 1:

THAT Ltr #203 from the Regional District of Central Kootenay, regarding Columbia Basin Trust, Community Initiatives Program funding applications for 2015, be received; AND FURTHER, THAT Council recommends to the Regional District of Central Kootenay, approval of funding to the following applicants with respect to the Town of Creston allocation of funds under the Columbia Basin Trust, Community Initiatives Program 2015 intake:

904 Kootenay Squadron Creston Air Cadets.....	\$1,564
Boswell & District Farmers` Institute.....	\$1,714
Canyon Community Association	\$2,964
Central Kootenay Spay/Neuter Animal Program Society.....	\$2,571
Cresteramics Society for the Handicapped	\$2,000
Creston & District Historical & Museum Society	\$2,500
Creston & District Society for Community Living	\$2,329
Creston Community Band.....	\$500
Creston Curling Club.....	\$714
Creston Pet Adoption & Welfare Society.....	\$350
Creston Valley 4-H Club.....	\$1,996
Creston Valley Blossom Festival Association.....	\$4,999
Creston Valley Fall Fair Association.....	\$5,000
Creston Valley Figure Skating Club	\$1,500
Creston Valley Food Action Coalition Society	\$1,714
Creston Valley Horse Association	\$464
Creston Valley Music Teachers Association.....	\$2,429
Creston Valley Regional Airport Society (AWOS Upgrade)	\$5,326
Creston Valley Regional Airport Society (Jet Fuel Dispenser).....	0
Creston Valley Search & Rescue Society	\$1,629
FarmFolk CityFolk Society	\$607
Focus on Youth.....	\$1,500
Health Arts Society	\$486
KBRH Health Foundation.....	\$286
Kootenay Spirit Festival Society.....	\$21

Kuskanook Harbour Society.....	\$679
Northern BC Friends of Children	\$250
Royal Canadian Legion #29 Creston.....	\$3,071
SQx Danza	\$2,819
Stepping Stones for Success	\$188
Symphony of the Kootenays Association	\$143
Town of Creston	\$4,000
Trail Traditional Karate.....	\$357
Trails for Creston Valley Society	\$3,071
Valley Community Services Society (TAPS)	\$3,143
Valley Community Services Society (Fun in the Sun).....	\$1,000
West Kootenay Permaculture Coop Assoc.....	\$71
Wildsight – Creston.....	\$1,987
TOTAL.....	\$65,943

CARRIED

186-15
 ► APR. 21/15 MTG
 RECOMMENDATION
 ► KEEP OF
 PRISONERS COST

Moved by Councillor Elford, seconded by Councillor Unruh
 THAT Council Committee Recommendation No. 2 from the April 21, 2015
 Regular Committee of the Whole Meeting, be adopted as follows:
RECOMMENDATION NO. 2:
 THAT Ltr #251 from the Director of Finance and Corporate Services,
 regarding the keeping of prisoners costs, be received; AND FURTHER,
 THAT staff is authorized to pursue next steps, through various means, in
 order to gather data to quantify the issue of small municipalities
 subsidizing Provincial Keep of Prisoner Costs. CARRIED

187-15
 ► STANTEC
 CONSULTING RE
 OCP

Moved by Councillor Wilson, seconded by Councillor Comer
 THAT Ltr #190 from Stantec Consulting Ltd., regarding Creston’s Official
 Community Plan review process, be received. CARRIED

188-15
 ► GAS TAX FUNDS

Moved by Councillor Boehmer, seconded by Councillor Unruh
 THAT Ltr #260 from the Director of Finance and Corporate Services, re
 Gas Tax Funds reporting and usage, be received. CARRIED

189-15
 ► DVP RE 713
 CAVELL ST.

Moved by Councillor Unruh, seconded by Councillor Wilson
 THAT Ltr #261 from the Director of Municipal Services, and Ltr #213 from
 the Creston Seventh-Day Adventist Church, being a Development
 Variance Permit Application for the property located at 713 Cavell Street,
 be received; THAT Council consider the application for a Development
 Variance Permit DVP #01/15 to the Creston Seventh-Day Adventist
 Church (the owners) for the property legally described as Lot 1, District Lot
 524, Kootenay District, Plan 11044 (713 Cavell Street), to vary Zoning
 Bylaw No. 1123, Zone P-1, Community Use, Section 2.3.i) Minimum
 Setbacks, “Principal and accessory buildings and structures, rear yard
 setback of 3 metres” to “Principal and accessory buildings and structures,
 rear yard setback of 2.3 metres”, to allow for the construction of an
 attached Storage Room; AND FURTHER, THAT staff is directed to
 proceed with the required public notice for the Development Variance
 Permit Application to vary the rear yard setback from 3 metres to 2.3
 metres. CARRIED

190-15
 ► RQST FUNDING RE
 BLIND GOLF CHAMP.

Moved by Councillor Snopek, seconded by Councillor Wilson
 THAT Ltr #256 from Darren Douma, requesting financial assistance with
 respect to hosting a Canadian Blind Golf Championship in Creston, be
 received; AND FURTHER, THAT Council authorized the Mayor to submit
 an application to the Regional District of Central Kootenay, for \$1,000 to
 be allocated from the Town of Creston’s portion of Community
 Development Funding, to the Creston Lions Club to assist with expenses
 related to hosting the 2015 ISPS Handa Canadian Blind Golf
 Championships in Creston. CARRIED

- 191-15
► RQST GRANT RE
LKB POW WOW
- Moved by Councillor Unruh, seconded by Councillor Comer
THAT Ltr #264 from the Lower Kootenay Band Pow Wow Committee, requesting a Discretionary Grant, be received; AND FURTHER, THAT Council approves a Discretionary Grant to the Lower Kootenay Band Pow Wow Committee, in the amount of \$500, to assist with expenses relating to the 2015 Annual Pow Wow. CARRIED
- 192-15
► AUTOMOTIVE
SWAP MEET
- Moved by Councillor Snopek, seconded by Councillor Boehmer
THAT Ltr #268 from Jim Gardner, requesting use of Town property to hold an Automotive Swap Meet, be received; THAT Council authorizes staff to enter into a Licence of Occupation with Mr. Jim Gardner, for use of the property on 16th Avenue South, immediately north and south of Millennium Park, being a portion of Lot A, District Lot 891, Kootenay District, Plan NEP21665 (401 – 16th Avenue South), for an automotive swap meet on August 29, 2015; AND FURTHER, THAT the sani-dump located in the parking area for Millennium Park be closed to the public on August 29, 2015. CARRIED
- Councillor Comer left the meeting at 4:55 p.m., declaring a conflict of interest as she is employed by the Food Action Coalition and manages the Creston Valley Farmers' Market.
- 193-15
► FOOD ACTION
COALITION RE
FARMERS' MARKET
- Moved by Councillor Elford, seconded by Councillor Unruh
THAT the verbal report by the Town Manager with respect to the location for the Creston Valley Farmers' Market for the 2015 season, be received; AND FURTHER, THAT Council approves the issuance of a Licence of Occupation to the Creston Valley Food Action Coalition, for town property situated at 115 and 111 Northwest Boulevard and legally described as Lot 2, Plan NEP87969 and Lot B, Plan 15256, District Lot 525, Kootenay District; for Saturdays from 8:00 a.m. to 2:00 p.m., during the period May 1 to September 30, 2015, to accommodate weekly Farmers' Markets on that site. CARRIED
- Councillor Comer returned to the meeting at 4:59 p.m.
- 194-15
► REVITALIZATION
TAX EXEMPTION
- Moved by Councillor Wilson, seconded by Councillor Unruh
THAT the verbal report by the Town Manager regarding revitalization tax exemption options, be received; AND FURTHER, THAT staff proceed to draft a Revitalization Tax Exemption bylaw for Council's consideration, addressing commercial development within the Town of Creston. CARRIED
- BYLAWS**
- 195-15
► BYLAW 1813
(ADOPTION)
- Moved by Councillor Unruh, seconded by Councillor Elford
THAT Property Maintenance Bylaw No. 1813, 2015, be adopted. CARRIED
- 196-15
► BYLAW 1804
(ADOPTION)
- Moved by Councillor Elford, seconded by Councillor Comer
THAT Bylaw Notice Enforcement Amendment Bylaw No. 1804, 2015, be adopted. CARRIED
- 197-15
► BYLAW 1817
(ADOPTION)
- Moved by Councillor Snopek, seconded by Councillor Unruh
THAT Five Year Financial Plan (2015 – 2019) Bylaw No. 1817, 2015, be adopted. CARRIED
- 198-15
► BYLAW 1818
(ADOPTION)
- Moved by Councillor Comer, seconded by Councillor Wilson
THAT Tax Rates Bylaw No. 1818, 2015, be adopted. CARRIED
- 199-15
► COMMITTEE OF
THE WHOLE
AGENDA
- Moved by Councillor Comer, seconded by Councillor Unruh
THAT the Regular Committee of the Whole Meeting agenda, as presented, be received. CARRIED
- REPORTS OF REPS.**
- CLR BOEHMER
- Councillor Boehmer reported on his attendance at the Creston Valley Chamber of Commerce Trade Show.
- CLR COMER
- Councillor Comer reported on her attendance at the Association of Kootenay & Boundary Local Government's Annual General Meeting, a Community Directed Funds public workshop, and the Creston Valley Chamber of Commerce Trade Show.

- CLR ELFORD Councillor Elford reported on his attendance at the Association of Kootenay & Boundary Local Government's Annual General Meeting, an Airport Society meeting, a Community Directed Funds public workshop, and the Creston Valley Chamber of Commerce Trade Show.
- CLR SNOPEK Councillor Snopek reported on his attendance at the Association of Kootenay & Boundary Local Government's Annual General Meeting, and the Creston Valley Chamber of Commerce Trade Show.
- CLR UNRUH Councillor Unruh reported on her attendance at the Association of Kootenay & Boundary Local Government's Annual General Meeting, a Community Directed Funds public workshop, and the Creston Valley Chamber of Commerce Trade Show.
- CLR WILSON Councillor Wilson reported on her attendance at an Auditorium Society meeting, Arts and Culture Week and the Creston Valley Chamber of Commerce Trade Show.
- MAYOR TOYOTA Mayor Toyota reported on his attendance at Regional District of Central Kootenay meetings, an Airport Society meeting, a Creston Valley Wildlife Management Area Interpretive meeting, a Community Development Funds public workshop, the Association of Kootenay and Boundary Local Governments Annual General Meeting, and the Creston Valley Chamber of Commerce Trade Show.

- 200-15
► RECEIVE
REPORTS Moved by Councillor Comer, seconded by Councillor Wilson
THAT the verbal Reports of Council and staff members, be received.
CARRIED

**RESOLUTIONS
FROM CLOSED
MEETING**

- 201-15
► LAND
APPLICATION RE
WWTP SLUDGE Moved by Councillor Comer, seconded by Councillor Snopek
THAT Resolution No. 67-15 from the April 28, 2015 Closed Meeting, be reported at the April 28, 2015 Regular Meeting, as follows:
WHEREAS the Town of Creston owns 100+/- acres of land which is used for the purpose of land application of wastewater sludge;
WHEREAS the Town of Creston has leased the subject property in the past and has had difficulty accessing the land as required for the purpose of sludge application, resulting in negative impacts to Wastewater Treatment Plant operations;
THEREFORE Council authorizes staff to sole-source a contractor to seed, grow and harvest suitable agricultural crops on the land legally described as Block 42, District Lot 9555, Kootenay Land District REF MAP B40 and Lot 9, Plan NEP1859, District Lot 13566, Kootenay Land District, for the year 2015, at no cost to the Town of Creston, noting that should the Town require the land at any time for sludge application, there shall be no financial compensation to the contractor by the Town of Creston, for the loss of crops, etc.;
AND FURTHER, THAT staff is authorized to enter into an agreement with the Town's contractor for crop sharing on the said property, for the year 2015.
CARRIED

- 202-15
► RQST RE LAND TO
GRAZE CATTLE Moved by Councillor Comer, seconded by Councillor Snopek
THAT Resolution No. 68-15 from the April 28, 2015 Closed Meeting, be reported at the April 28, 2015 Regular Meeting, as follows:
Moved by Councillor Elford, seconded by Councillor Wilson
THAT Council directs staff not to entertain any request for the lease of any portion of land legally described as Block A, District Lot 16326, Kootenay Land District, Explanatory Plan NEP75061 & EPP18155 and situated at 545 Davis Road, Creston, which houses the Town's Potable Well No. 2, for cattle or other animal grazing, until such time as the Town has completed the 'Groundwater Source Protection Plan' study and any recommendations contained within the said report are implemented.
CARRIED

- GIVING OF NOTICES**
1. COTW – May 5, 19, June 16, 2015
 2. COUNCIL – 2nd & 4th Tuesdays each month (May 12, 26, 2015)
 3. Dash for Trash – May 3, 2015
 4. Blossom Festival VIP Reception – May 16, 2015
 5. Business Walk – May 25
 6. Canada Day, July 1, 2015

QUESTION PERIOD
► RESOLUTIONS FROM CLOSED MEETING

The Media requested further information on the two resolutions that were brought out of Closed Meeting, both with respect to Town land near the Wastewater Treatment Plant. The Director of Municipal Services provided further information to the Media with respect to these resolutions.

203-15
CONVENE TO COMM. OF THE WHOLE

Moved by Councillor Snopek, seconded by Councillor Wilson
THAT Council recess and convene to Committee of the Whole at 5:55 p.m.
CARRIED

RECONVENE

The Regular Council Meeting reconvened at 6:45 p.m.

204-15
RECONVENE TO CLOSED MEETING

Moved by Councillor Elford, seconded by Councillor Unruh
THAT Council reconvenes to Closed Meeting at 6:50 p.m.
CARRIED

RECONVENE

The Regular Council Meeting reconvened at 7:15 pm.

205-15
ADJOURNMENT

Moved by Councillor Elford
THAT the Regular Meeting of April 28, 2015, be adjourned at 7:16 p.m.
CARRIED

**CERTIFIED
CORRECT:**

Ron Toyota
Mayor

Bev Caldwell
Executive Assistant