

**TOWN OF CRESTON**  
**REGULAR COUNCIL MEETING MINUTES – January 10, 2017**

Minutes of a Regular Meeting of Council held on Tuesday, January 10, 2017 at 4:00 p.m. in the Town of Creston Council Chambers, 238 – 10<sup>th</sup> Avenue, North.

**PRESENT:** Mayor Toyota  
Councillors Boehmer, 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  
Helene Miles, Community, Policy & Research Coordinator  
Bev Caldwell, Executive Assistant

**MEDIA:** Lorne Eckersley, Creston Valley Advance

**GALLERY:** Signe Miller, Canyon, BC  
Allan Clement, Resident

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

1-17  
**AGENDA** Moved by Councillor Boehmer, seconded by Councillor Unruh  
THAT the Agenda for the Regular Meeting of January 10, 2017, be  
adopted. CARRIED

2-17  
**MINUTES** Moved by Councillor Unruh, seconded by Councillor Elford  
▶ **REGULAR DEC.** THAT the minutes of the Regular Council Meeting held December 13,  
13/16 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

3-17  
▶ **COMMITTEE DEC.** Moved by Councillor Comer, seconded by Councillor Wilson  
13/16 THAT the minutes of the Committee of the Whole Meeting held December  
13, 2016, be received. CARRIED

**COUNCIL** Moved by Councillor Unruh, seconded by Councillor Wilson  
**COMMITTEE** THAT Council Committee Recommendation No. 1 from the December 13,  
4-17 2016 Regular Committee of the Whole Meeting, be adopted as follows:  
▶ **DEC. 13/16 MTG** **RECOMMENDATION NO. 1:**  
**RECOMMENDATIONS** THAT Resolution No. 48-09 from the February 24, 2009 Regular Meeting  
▶ **2017 FUNDING** be, and is hereby, rescinded; THAT \$10,900 be allocated to the Creston  
**FOR CVWMA** 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

5-17  
▶ **ELI MINA** Moved by Councillor Boehmer, seconded by Councillor Wilson  
**WORKSHOP** THAT Ltr #813 from the City of Castlegar, regarding an Eli Mina  
Workshop, be received; AND FURTHER, THAT Mayor Toyota is  
authorized to attend an Eli Mina Workshop in Castlegar on February 9,  
2017, with expenses paid as per Policy. CARRIED

6-17  
▶ **HEFFEL RE** Moved by Councillor Boehmer, seconded by Councillor Unruh  
**UTILITY CHARGES -** THAT Ltr #798 from Robert and Norma Heffel, regarding utility charges for  
**SECONDARY SUITES** secondary suites, be received; AND FURTHER, THAT staff write Mr. &  
Mrs. Heffel, expressing appreciation for taking the time to advise Council  
of their concerns. CARRIED

7-17  
▶ **SAM STEELE DAYS** Moved by Councillor Elford, seconded by Councillor Comer  
**PARADE** THAT Ltr #795 from the City of Cranbrook, regarding an invitation to  
participate in the 2017 Sam Steele Days Parade, be received; AND  
FURTHER, THAT Mayor Toyota and Councillors Wilson and Unruh are  
authorized to attend the Sam Steele Days Parade in Cranbrook on June  
17, 2017, with expenses paid as per Policy. CARRIED

- 8-17  
▶ CORP. STRATEGIC PLAN  
Moved by Councillor Wilson, seconded by Councillor Comer  
THAT Ltr #02 from the Town Manager, regarding the 2017 – 2018 Corporate Strategic Plan, be received; AND FURTHER, THAT Council adopts the 2017 – 2018 Corporate Strategic Plan, as set out in Ltr #02.  
CARRIED
- 9-17  
▶ OCPAC MINUTES  
Moved by Councillor Unruh, seconded by Councillor Comer  
THAT Ltr #10, being the November 29 and December 13, 2016 meeting minutes of the Official Community Plan Advisory Committee, be received.  
CARRIED
- 10-17  
▶ EXTEND OCPAC TERM  
Moved by Councillor Elford, seconded by Councillor Unruh  
THAT the verbal report by the Director of Municipal Services, regarding an extension to the term of the Official Community Plan Advisory Committee, be received; AND FURTHER, THAT the term of the Official Community Plan Advisory Committee be extended from December 31, 2016 to April 30, 2017.  
CARRIED
- 11-17  
▶ DRAFT OCP & OUTSIDE AGENCIES  
Moved by Councillor Comer, seconded by Councillor Unruh  
THAT Ltr #18 from the Director of Municipal Services, regarding a consultation process with outside agencies with respect to the draft Official Community Plan, be received; AND FURTHER, THAT staff is authorized to provide government and other affected agencies with a copy of the draft Town of Creston Official Community Plan, prior to first reading of Official Community Plan Bylaw No. 1854, 2017, with a thirty day response time for comments to be received from the affected agencies regarding the draft Official Community Plan.  
CARRIED
- 12-17  
▶ PCSS THEATRE RENTAL RATES  
Moved by Councillor Boehmer, seconded by Councillor Comer  
THAT Ltr #03 from the Director of Finance and Corporate Services, regarding a grant to subsidize Prince Charles Secondary School Theatre rental rates, be received; AND FURTHER, THAT Council authorizes the Mayor and/or staff to request that Electoral Area A, B and C Directors contribute a combined \$5,000 of annual support for the Prince Charles Secondary School Theatre rate subsidy program, in addition to the \$5,000 provided annually by the Town, for a total annual subsidy of \$10,000.  
CARRIED
- 13-17  
▶ RURAL EDUC. PRACTICES & FUNDING  
Moved by Councillor Unruh, seconded by Councillor Comer  
THAT Ltr #809 from the Ministry of Community, Sport and Cultural Development, regarding a review of rural education practices and rural education funding, be received; AND FURTHER, THAT Councillors Comer and Unruh are authorized to participate in the Ministry of Education's review of rural education practices and rural education funding and submit comments, etc. to the Ministry as appropriate by the deadline of January 31, 2017.  
CARRIED
- 14-17  
▶ AKBLG RESOLUTIONS  
Moved by Councillor Unruh, seconded by Councillor Comer  
THAT Ltr #808 from the Association of Kootenay & Boundary Local Governments, regarding a notice for submitting resolutions for the 2017 Association of Kootenay & Boundary Local Governments' Annual General Meeting, be received.  
CARRIED
- 15-17  
▶ DVP (128 – 10<sup>th</sup> AVE. N.)  
Moved by Councillor Unruh, seconded by Councillor Wilson  
THAT Ltr #15 from the Director of Municipal Services, and Ltr #778 from the Trustees of the Congregation of Creston Trinity United Church, being a Development Variance Permit Application for the property located at 128 – 10<sup>th</sup> Avenue North, be received; THAT Council consider the application for a Development Variance Permit DVP #03/16 to the Trustees of the Congregation of Creston Trinity United Church (the owners) for the property legally described as:  
a) Parcel A (R.P. 102510-I), Lot 3, District Lot 525, Kootenay District, Plan 693A;  
b) Parcel B (See 12611-I), Lot 3, District Lot 525, Kootenay District, Plan 693A; and  
c) Parcel C (See E.P. 14195-I), Lot 3, District Lot 525, Kootenay District, Plan 693A  
and located at 128 – 10<sup>th</sup> Avenue North, to vary Zoning Bylaw No. 1123, Zone P-1, Community Use, Section 2.3.i) Minimum Setbacks, "Principal and Accessory Buildings and Structures, rear lot line setback of 3 metres" to "Principal and Accessory Buildings and Structures, rear lot line setback

*of 1.49 metres”; and Principal and Accessory Buildings and Structures, side lot line setback of 3 metres” to “Principal and Accessory Buildings and Structures, side lot line setback of 2.34 metres”, to allow for the reconstruction of a Church Hall, which was destroyed by fire on September 22, 2015, on the original foundation and footprint. For the purpose of this Development Variance Permit, these four properties are being considered as one property. A consolidation of the four properties will be required prior to construction; AND FURTHER, THAT staff is directed to proceed with the required public notice for the Development Variance Permit Application to vary the rear lot line setback from 3 metres to 1.49 metres, and the side lot line setbacks from 3 metres to 2.34 metres. CARRIED*

16-17  
► DELEGATION OF  
AUTHORITY

Moved by Councillor Boehmer, seconded by Councillor Comer  
THAT Ltr #17 from the Town Manager, regarding the limited delegation of authority to staff, be received; AND FURTHER, THAT Council consider giving three readings to ‘Delegation of Authority Bylaw No. 1855, 2017’ at the January 10, 2017 Regular Meeting. CARRIED

17-17  
► REZONING APPLIC.  
(HAWKVIEW DR.)

Moved by Councillor Boehmer, seconded by Councillor Wilson  
THAT Ltr #16 from the Director of Municipal Services, regarding a rezoning application for for 718, 724, 730, 736, 742 and 806 Hawkview Drive, be received; THAT Administration prepare the necessary Zoning Amendment Bylaw for Council consideration to rezone the property legally described as Lots 17 through 22, District Lot 9554, Kootenay District, Plan NEP87108, from “Single Family Residential (R-1) Zone” to “Multi-Family Residential (R-3) Zone”, subject to all legal requirements; THAT Council consider two readings of Zoning Amendment Bylaw No. 1843 at the January 10, 2017 Regular Council Meeting; AND FURTHER, THAT a Public Hearing for Zoning Amendment Bylaw No. 1843 be held at an upcoming Regular Council Meeting. CARRIED

## BYLAWS

18-17  
► BYLAW 1843  
(1<sup>ST</sup> & 2<sup>ND</sup> RDGS)

Moved by Councillor Boehmer, seconded by Councillor Comer  
THAT Zoning Amendment Bylaw No. 1843, 2017, be read a first time by title, second time by content. CARRIED

19-17  
► BYLAW 1855  
(1<sup>ST</sup> & 2<sup>ND</sup> RDGS)

Moved by Councillor Unruh, seconded by Councillor Boehmer  
THAT Delegation of Authority Bylaw No. 1855, 2017, be read a first time by title, second time by content. CARRIED

20-17  
► BYLAW 1855  
(3<sup>RD</sup> RDG)

Moved by Councillor Boehmer, seconded by Councillor Comer  
THAT Delegation of Authority Bylaw No. 1855, 2017, be read a third time. CARRIED

21-17  
► STRATEGIC  
PRIORITIES CHART

Moved by Councillor Comer, seconded by Councillor Boehmer  
THAT the Strategic Priorities Chart, as presented, be received. CARRIED

22-17  
► FOLLOW UP  
ACTION LIST

Moved by Councillor Comer, seconded by Councillor Unruh  
THAT the Regular Council Meeting Follow-Up Action List, as of , 2017, be amended by the removal of the following items:  
- September 6, 2016 under Resolution No. 308-16 – staff to report to Council on costs to install flag pole for oversized flag (being considered in 2017 budget); and,  
- June 28, 2016 under Resolution No. 259-16 – refer Ltr #417 with respect to warning devices on bicycles, etc. on trails, to the Committee of the Whole for further discussion. CARRIED

## NEW BUSINESS

23-17  
► BYLAW 1836  
(1<sup>ST</sup> & 2<sup>ND</sup> RDGS)

Moved by Councillor Boehmer, seconded by Councillor Unruh  
THAT Council Procedures Amendment Bylaw No. 1836, 2017, be read a first time by title, second time by content. CARRIED

24-17  
► BYLAW 1836  
(3<sup>RD</sup> RDG)

Moved by Councillor Boehmer, seconded by Councillor Unruh  
THAT Council Procedures Amendment Bylaw No. 1836, 2017, be read a third time. CARRIED

- 25-17  
**► RQST LTR OF SUPPORT (RDCK)** Moved by Councillor Elford, seconded by Councillor Comer  
 THAT Ltr #22 from the Regional District of Central Kootenay, requesting a letter of support for a Refreshed Regional ‘Energy Diet’ Energy Conservation Program, be received; AND FURTHER, THAT the Mayor is authorized to write the Regional District of Central Kootenay, in support of the Regional District’s funding application to the Community Energy Association, for participation in a Refreshed Regional ‘Energy Diet’ Energy Conservation Program. **CARRIED**
- REPORTS OF REPS.**
- CLR COMER** Councillor Comer reported on her attendance at a Community Network meeting, a Creston Valley Services Committee meeting, and submitting a Council article for the Creston Valley Advance.
- CLR ELFORD** Councillor Elford reported on his attendance at an Official Community Plan Advisory Committee meeting, an Arrow Creek water Commission meeting, a Creston Valley Forest Corporation meeting, and a Creston Valley Services Committee meeting.
- CLR UNRUH** Councillor Unruh reported on her attendance at an Official Community Plan Advisory Committee meeting, Creston-Kootenay Foundation meetings, a Creston Valley Health Working Group meeting and a Creston Valley Blossom Festival Association meeting.
- CLR WILSON** Councillor Wilson reported on her attendance at a Creston Valley Blossom Festival Association meeting and a Creston-Kootenay Foundation meeting.
- MAYOR TOYOTA** Mayor Toyota reported on his attendance at Regional District of Central Kootenay meetings, the ARES Ho Ho Ho Assembly, a Destination BC Development Workshop, a Creston Valley Health Working Group meeting, a C.I. Consultant meeting, and riding on the fire trucks for the Christmas Season community caroling.
- STAFF REPORTS** Members of staff provided verbal reports on key issues and projects currently being addressed by the various Departments.
- 26-17  
**► RECEIVE REPORTS** Moved by Councillor Boehmer, seconded by Councillor Unruh  
 THAT the verbal Reports of Council and staff members, be received. **CARRIED**
- GIVING OF NOTICES** COTW – Jan. 17, 31; Feb. 7, 21; Mar. 21; Apr. 18, 2017  
 COUNCIL – 2<sup>nd</sup> & 4<sup>th</sup> Tuesdays of each month; Jan. 24, Feb. 14, 28, Mar. 14, 28, Apr. 11, 25, 2017  
 AKBLG – Apr. 26 - 28, 2017  
 FCM – Jun. 1 - 5, 2017
- QUESTION PERIOD**
- BYELECTION** The media asked if there was an update on a date for the municipal by-election. The Town Manager advised that this is being looked into and an early June date is being considered, due to current staff workload and the required preparation for the election process.
- 27-17  
**MOVE TO CLOSED MEETING** Moved by Councillor Wilson, 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 (g). **CARRIED**
- RECONVENE** The Regular Council Meeting reconvened at 5:53 p.m.
- 28-17  
**ADJOURNMENT** Moved by Councillor Elford  
 THAT the Regular Council Meeting of January 10, 2017, be adjourned at 5:54 p.m. **CARRIED**
- CERTIFIED CORRECT:**