

# MINUTES OF A REGULAR COUNCIL MEETING HELD VIRTUALLY VIA TELECONFERENCE IN THE TOWN OF CRESTON ON TUESDAY, APRIL 14, 2020 AT 4:04 PM

**PRESENT:** Mayor Ron Toyota  
Councillor Jen Comer  
Councillor Arnold DeBoon  
Councillor Jim Elford  
Councillor Ellen Tzakis  
Councillor Karen Unruh  
Councillor Joanna Wilson

**STAFF:** Mike Moore, Chief Administrative Officer  
Steffan Klassen, Director of Finance & Corporate Services  
Ferd Schmidt, Director of Infrastructure Services  
Jared Riel, Fire Chief  
Bev Caldwell, Corporate Officer

**MEDIA:** Jensen Shields, Juice FM

**GALLERY:** This meeting was held via teleconference with all members of Council, Staff and the Media participating in that manner. No members of the public participated in this virtual meeting.

**CALL TO ORDER:** The Mayor called the Regular Council Meeting to order at 4:04 pm.

**AGENDA**  
113-20 Moved by Councillor DeBoon, seconded by Councillor Comer  
THAT the Agenda for the Regular Council Meeting of April 14, 2020 be adopted as amended, with the addition of two items under New Business:  
a) Appointment of Leadership Bursary Review Committee; and,  
b) Correspondence from the Creston Ramada regarding the Municipal Regional District Tax (MRDT). MOTION CARRIED

**MINUTES**  
114-20 Moved by Councillor Elford, seconded by Councillor Wilson  
▶ **REGULAR COUNCIL MEETING** THAT the minutes of the Regular Council Meeting held March 10, 2020 be adopted. MOTION CARRIED

115-20 Moved by Councillor DeBoon, seconded by Councillor Comer  
▶ **SPECIAL REGULAR COTW MTG** THAT the minutes of the Special Regular Committee of the Whole Meeting held March 10, 2020, be adopted. MOTION CARRIED

116-20 Moved by Councillor Unruh, seconded by Councillor Comer  
▶ **REGULAR COTW MTG** THAT the minutes of the Regular Committee of the Whole Meeting held March 17, 2020, be adopted. MOTION CARRIED

**DELEGATIONS**  
- None

**ITEMS OF BUSINESS**  
117-20 Moved by Councillor DeBoon, seconded by Councillor Wilson  
▶ **DEV. PERMIT 02/20 (1213 CANYON ST.)** THAT Recommendation Nos. 1 and 2 from the Special Committee of the Whole meeting of March 10, 2020, be adopted as follows:  
**RECOMMENDATION NO. 1:**  
THAT the Council Direction Request from the Director of Community Services, regarding Development Permit 02/20 for 1213 Canyon Street, be received; AND FURTHER, THAT Council directs staff at the Regular Council Meeting of March 10, 2020, to issue Development Permit 02/20 to 1027991 B.C. LTD. INC (the owners) for the property legally described as Lot A, District Lot 891, Kootenay District, Plan 5432, PID: 013-918-125, and located at 1213 Canyon Street, to allow for renovation, façade improvements, and replacement of the northern portion of the existing commercial building.

► DEV. PERMIT 03/20  
(1124 NW BLVD)

**RECOMMENDATION NO: 2**

THAT the Council Direction Request from the Director of Community Services, regarding Development Permit 03/20 for 1124 Northwest Boulevard, be received; AND FURTHER, THAT Council directs staff, at the Regular Council Meeting of March 10, 2020, to issue Development Permit 03/20 to George and Lori Longpre (the owners) for the property legally described as Lot 2, District Lot 892, Kootenay District, Plan 6178, PID: 014-158-019, and located at 1124 Northwest Blvd., to allow for an addition to the existing single family residence that would allow for two residential suites and a commercial space. MOTION CARRIED

118-20  
► TRAFFIC CALMING  
(16<sup>TH</sup> AVE. N. & 20<sup>TH</sup>  
AVE. S.)

Moved by Councillor Unruh, seconded by Councillor Comer THAT Recommendation Nos. 1 to 7 from the Regular Committee of the Whole meeting held March 17, 2020, be adopted as follows:

**RECOMMENDATION NO. 1:**

THAT the Council Direction Request from the Director of Infrastructure Services, regarding traffic calming measures, be received; THAT staff is authorized to proceed with the proposed traffic calming measure design that includes the use of speed humps on 16<sup>th</sup> Avenue North; AND FURTHER, THAT staff is authorized to proceed with the proposed traffic calming measure design that includes the combination of speed hump, raised crosswalk and concrete curb extensions on 20<sup>th</sup> Avenue South.

► CHAMBER OF  
COMMERCE  
MEMBERSHIP

**RECOMMENDATION NO. 2:**

THAT the Council Direction Request from the Community and Corporate Services Research and Policy Coordinator, regarding membership with the Creston Valley Chamber of Commerce, be received; AND FURTHER, THAT Council authorizes staff to purchase a Creston Valley Chamber of Commerce membership for the Town of Creston, for the year 2020, in the amount of \$420.00.

► RECYCLING  
COUNCIL OF BC

**RECOMMENDATION NO. 3:**

THAT the invitation from the Recycling Council of British Columbia, to attend the 46<sup>th</sup> Annual Conference on Circular Economy, in Whistler, BC on June 10 to 12, 2020, be received.

► SAM STEELE DAYS  
PARADE

**RECOMMENDATION NO. 4:**

THAT the invitation from the Sam Steele Society, to participate in the Sam Steele Days Grand Parade in Cranbrook, BC on June 20<sup>th</sup>, 2020, be received.

► COVID-19 VERBAL  
UPDATE

**RECOMMENDATION NO. 5:**

THAT the verbal update by the Chief Administrative Officer, advising that the Town will not be accepting any open or closed bookings for Town park and public space facilities for the foreseeable future; and the Town's communications to the public on actions being taken by the Town in ensuring the advice from the Provincial Government, Interior Health Authority and the Regional District of Central Kootenay with respect to the COVID-19 Pandemic are being followed, be received.

► COVID-19 POLICY

**RECOMMENDATION NO. 6:**

THAT the Council Direction Request from the Chief Administrative Officer, regarding a draft COVID-19 Policy for the Town of Creston, be received; THAT Council recognizes that with the changing events surrounding the COVID-19 Pandemic, specific measures are required to ensure the safety of residents and staff; AND FURTHER, THAT Council adopts Policy No. GOV-001-60, Coronavirus Pandemic (COVID-19), a copy of which is attached to and forms a part of these minutes as Appendix 'I'.

► COUNCIL  
PROCEDURES BYLAW

**RECOMMENDATION NO. 7:**

THAT the verbal report by the Chief Administrative Officer, regarding Council Procedures Bylaw No. 1875, 2018 with respect to Council members participating in Council and Committee meetings remotely, be received. MOTION CARRIED

119-20  
► CITY OF PRINCE  
GEORGE RE OPIOID  
LAWSUIT

Moved by Councillor DeBoon, seconded by Councillor Tzakis THAT correspondence from the City of Prince George, requesting support of its resolution to the Union of BC Municipalities 2020 Conference, with respect to Sharing Payments from the Opioid Class Action Lawsuit, be received. MOTION CARRIED

- 120-20  
▶ CFIB RE  
INDEPENDENT  
BUSINESS
- Moved by Councillor Unruh, seconded by Councillor Elford  
THAT correspondence from the Canadian Federation of Independent Business, requesting Council to provide financial concessions for local independent business owners in light of the COVID-19 Pandemic, be received.  
MOTION CARRIED
- 121-20  
▶ ANTI-IDLING  
SUPPORT
- Moved by Councillor Unruh, seconded by Councillor Wilson  
THAT correspondence from Creston Climate Action, expressing appreciation to Council for encouraging anti-idling in Creston, be received.  
MOTION CARRIED
- 122-20  
▶ CBT/CIP GRANTS
- Moved by Councillor Elford, seconded by Councillor DeBoon  
THAT correspondence from the Regional District of Central Kootenay, regarding public meetings for the Columbia Basin Trust Affected Areas and Community Initiatives grant programs for 2020, be received.  
MOTION CARRIED
- 123-20  
▶ UBCM GRANT  
APPLICATION RE  
EOC EQUIPMENT
- Moved by Councillor Elford, seconded by Councillor Unruh  
THAT the Request for Decision from the Fire Chief, regarding a grant application under UBCM's Community Emergency Preparedness Fund, be received; AND FURTHER, THAT staff is authorized to submit a grant application to the Union of BC Municipalities, under the Community Emergency Preparedness Fund, for the costs of supplies and equipment to operate an Emergency Operations Centre for the Town of Creston.  
MOTION CARRIED
- 124-20  
▶ PET LICENCE FEES
- Moved by Councillor Unruh, seconded by Councillor DeBoon  
THAT the Request for Decision from the Director of Finance and Corporate Services, regarding the pet licence fee increase for 2020, be received; THAT Council authorizes staff to draft an amendment to Schedule 2 of Fees and Charges Bylaw No. 1763, 2011, to delay increasing pet licence fees paid after March 31, 2020, from March 31, 2020 to March 31, 2021, due to the COVID-19 crisis; AND FURTHER, THAT Council consider giving three readings and adoption to Fees and Charges Amendment Bylaw No. 1914, 2020 at the April 14, 2020 Regular Council meeting.  
MOTION CARRIED
- 125-20  
▶ EQUIPMENT  
REPLACEMENT  
PURCHASE
- Moved by Councillor Comer, seconded by Councillor DeBoon  
THAT the Request for Decision from the Director of Infrastructure Services, regarding equipment replacement purchase, be received; AND FURTHER, THAT Council approves the purchase of a backhoe/loader from Brandt Tractor in the amount of \$157,360, as part of the vehicle equipment replacement program and approved within the 2020 budget.  
MOTION CARRIED
- 126-20  
▶ LEASE FARM LAND
- Moved by Councillor DeBoon, seconded by Councillor Wilson  
THAT the Request for Decision from the Director of Finance and Corporate Services, regarding the leasing of Town owned property, be received; AND FURTHER, THAT Council authorizes staff to enter into a lease agreement with RixnBee Farms Ltd., for 53 farmable acres of land, being a portion of District Lot 16037, Kootenay District, Except Part Included in Plan NEP82851, in Lister, BC, for a five year term commencing April 15, 2020, in the amount of \$165 per acre, per year.  
MOTION CARRIED
- 127-20  
▶ HWY 3  
REALIGNMENT
- Moved by Councillor Elford, seconded by Councillor Comer  
THAT correspondence from Ms. Karin Pogreba, requesting Council to reconsider the option for Highway 3 realignment through Creston, be received.  
MOTION CARRIED
- 128-20  
▶ CV GLEANERS FOOD  
BANK DONATION
- Moved by Councillor Elford, seconded by Councillor Comer  
THAT the discretionary grant request from the Creston Valley Gleaners Food Bank, be received; AND FURTHER, THAT Council approves a grant to the Creston Valley Gleaners Food Bank, in the amount of \$5,000.00, with funds being allocated from the Town of Creston Operational Budget.  
MOTION CARRIED

- 129-20  
 ► APPOINTMENT OF  
 TEMPORARY BYLAW  
 ENFORCEMENT  
 OFFICER  
 Rescinded Sept. 8, 2020  
 by Resolution 283-20

~~Moved by Councillor Unruh, seconded by Councillor Comer  
 THAT the Request for Decision from the Director of Community Services,  
 regarding the appointment of a temporary Bylaw Enforcement Officer, be  
 received; AND FURTHER, THAT under the Police Act of British Columbia,  
 Part 36, Council appoints Tina Lockhart, current Bylaw Enforcement  
 Officer for the Regional District of Central Kootenay, as a temporary Bylaw  
 Enforcement Officer for the Town of Creston and is provided the authority  
 to enforce all municipal bylaws enacted by the Town of Creston.~~

~~MOTION CARRIED~~

The Director of Finance and Corporate Services presented the proposed 2020 tax rates for the Town of Creston, based on Council's 2020 budget.

The Director advised Council that it has the ability to choose the tax multiples for the different assessment classes, which would determine what ratio each classification pays of the tax requisition. Mill rates have been prepared as a basis for discussion and it is Council's decision to set these rates by changing the multiples.

- 130-20  
 ► REVIEW TAX RATES

Moved by Councillor Wilson, seconded by Councillor Elford  
 THAT the presentation by the Director of Finance and Corporate Services,  
 regarding a review of the proposed 2020 tax rates for the Town of Creston,  
 be received; AND FURTHER, THAT staff is authorized to prepare the  
 2020 Tax Rates Bylaw, based on the information provided, for Council's  
 consideration at the May 12<sup>th</sup>, 2020 Regular Council meeting.

MOTION CARRIED

- 131-20  
 ► COTW & COUNCIL  
 MTG SCHEDULE

Moved by Councillor Wilson, seconded by Councillor DeBoon  
 THAT due to the current COVID-19 Pandemic and maintaining self-  
 distancing practices, Council cancels the regularly scheduled Council and  
 Committee of the Whole meetings for the months of April, May and June  
 2020, with a Committee of the Whole meeting being scheduled for April  
 21, a Closed Council meeting being scheduled for April 21, and Council  
 meetings being scheduled for May 12 and June 9, 2020; AND FURTHER,  
 THAT Special Council or Committee of the Whole meetings being  
 scheduled, as needed, with the required notice being issued as per the  
*Community Charter*.

MOTION CARRIED

- 132-20  
 ► COUNCIL'S  
 STRATEGIC PLAN

Moved by Councillor DeBoon, seconded by Councillor Wilson  
 THAT the verbal report by the Chief Administrative Officer, regarding  
 Council's draft Strategic Plan, be received.

MOTION CARRIED

## BYLAWS

- 133-20  
 ► ZONING AMEND.  
 BYLAW 1885  
 (ADOPTION)

Moved by Councillor Elford, seconded by Councillor Comer  
 THAT Zoning Amendment Bylaw No. 1885, 2019, be adopted.

MOTION CARRIED

- 134-20  
 ► OCP AMEND. BYLAW  
 1886 (ADOPTION)

Moved by Councillor DeBoon, seconded by Councillor Elford  
 THAT Official Community Plan Amendment Bylaw No. 1886, 2019, be  
 adopted.

MOTION CARRIED

- 135-20  
 ► FEES & CHARGES  
 AMEND. BYLAW 1914  
 (1<sup>ST</sup> & 2<sup>ND</sup> READINGS)

Moved by Councillor Unruh, seconded by Councillor Comer  
 THAT Fees and Charges Amendment Bylaw No. 1914, 2020, be read a  
 first time by title, a second time by content.

MOTION CARRIED

- 136-20  
 ► FEES & CHARGES  
 AMEND. BYLAW 1914  
 (3<sup>RD</sup> READING)

Moved by Councillor DeBoon, seconded by Councillor Elford  
 THAT Fees and Charges Amendment Bylaw No. 1914, 2020, be read a  
 third time by title.

MOTION CARRIED

- 137-20  
 ► FEES & CHARGES  
 AMEND. BYLAW 1914  
 (ADOPTION)

Moved by Councillor Unruh, seconded by Councillor Comer  
 THAT Fees and Charges Amendment Bylaw No. 1914, 2020, be adopted.

MOTION CARRIED

**NEW BUSINESS**

138-20  
 ► LEADERSHIP  
 BURSARY

Moved by Councillor Elford, seconded by Councillor Wilson  
 THAT Councillors Comer, DeBoon and Wilson be appointed to review the  
 applications for the 2020 Council Leadership Bursary, and bring forward a  
 recommendation to the April 21, 2020 Special Closed Council meeting  
 with respect to awarding of the Bursary. MOTION CARRIED

139-20  
 ► MRDT TAX

Moved by Councillor Unruh, seconded by Councillor Comer  
 THAT correspondence from the Creston Ramada, regarding the Municipal  
 Regional District Tax, be received; AND FURTHER, THAT the Mayor is  
 authorized to respond to Mr. Lionel Gartner of the Creston Ramada, with  
 respect to his comments on the Provincial Municipal Regional District Tax  
 (MRDT) that will come into effect on June 1, 2020 on accommodations in  
 the Town of Creston and Regional District of Central Kootenay Areas B  
 and C. MOTION CARRIED

**REPORTS OF REPRESENTATIVES**

140-20  
 ► RECEIVE REPORTS

Moved by Councillor Elford, seconded by Councillor Unruh  
 THAT the verbal report of Staff (Chief Administrative Officer), be received  
 as presented. MOTION CARRIED

**GIVING OF NOTICES**

- COTW – April 21, 2020
- SPECIAL CLOSED COUNCIL – April 21, 2020
- COUNCIL – May 12, June 9, 2020

**QUESTION PERIOD**

Mr. Jensen Shields of Juice FM asked if the contractor that cleared the  
 land for the new Fire Hall building was local. The Chief Administrative  
 Officer advised that it was a local contractor that completed the concrete  
 removal and that the land needed to be prepared before the project could  
 go to tender.

Mr. Shields asked if property taxes will decrease for those properties that  
 have a reduced assessment for 2020. The Director of Finance and  
 Corporate Services stated that those properties that saw less than a 7%  
 increase will experience a municipal tax that is either flat or reduced from  
 last year, and that this applies to small businesses also.

With respect to the Municipal Regional District Tax (MRDT), Mr. Shields  
 stated that he understood that this 2% additional sales tax being imposed  
 effective June 1, 2020 on local accommodations, will assist in promoting  
 tourism in the Creston Valley.

141-20  
**ADJOURNMENT**

Moved by Councillor Elford  
 THAT the Regular Council Meeting of April 14, 2020 be adjourned at  
 6:11 pm. MOTION CARRIED

**CERTIFIED CORRECT:**

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Ron Toyota  
 Mayor

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Bev Caldwell  
 Corporate Officer