

TOWN OF CRESTON
REGULAR COUNCIL MEETING MINUTES – August 11, 2015

Minutes of a Regular Meeting of Council held on Tuesday, August 11, 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
Bev Caldwell, Executive Assistant

MEDIA: Brian Lawrence, Creston Valley Advance
Kris Dickeson, Juice FM, 94.1

GALLERY: Director Garry Jackman, RDCK, Area A
Marc Imus, Ministry of Jobs, Tourism & Skills Training
Gerry Brightwell, Ministry of Jobs, Tourism & Skills Training
Kim Goodall, Ministry of Jobs, Tourism & Skills Training
Jim Jacobsen, Creston Valley Chamber of Commerce
Sandra Reid, Resident
Barry Brandstrom, Resident
A. Bundo, Resident
Brian Tully, Resident
Gordon Walker, Resident
Allan Clement, Resident

CALL TO ORDER: The Mayor called the Regular Meeting to order at 3:30 p.m.

328-15
MOVE TO CLOSED MEETING Moved by Councillor Unruh, seconded by Councillor Boehmer
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 (e).
CARRIED

RECONVENE The Regular Meeting reconvened at 4:09 p.m.

329-15
AGENDA Moved by Councillor Snopek, seconded by Councillor Boehmer
THAT the Agenda for the Regular Meeting of August 11, 2015, be adopted.
CARRIED

330-15
MINUTES Moved by Councillor Unruh, seconded by Councillor Elford
THAT the minutes of the Regular Council Meeting held July 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

►REGULAR JULY 14/15

331-15
►SPC. REGULAR JULY 21/15 Moved by Councillor Snopek, seconded by Councillor Comer
THAT the minutes of the Special Regular Council Meeting held July 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

332-15
►COMMITTEE JULY 21/15 Moved by Councillor Unruh, seconded by Councillor Boehmer
THAT the minutes of the Committee of the Whole Meeting held July 21, 2015, be received.
CARRIED

BYLAWS FROM PUBLIC HEARING

333-15
►BYLAW NO. 1825 (3RD READING) Moved by Councillor Snopek, seconded by Councillor Boehmer
THAT Zoning Amendment Bylaw No. 1825, 2015, be read a third time.
CARRIED

334-15
►BYLAW NO. 1825 (ADOPTION) Moved by Councillor Unruh, seconded by Councillor Snopek
THAT Zoning Amendment Bylaw No. 1825, 2015, be adopted.
CARRIED

DELEGATION
► CRESTON
BUSINESS WALK
PROGRAM

Mayor Toyota welcomed Ms. Gerry Brightwell, Mr. Marc Imus and Ms. Kim Goodall, all representing the Ministry of Jobs, Tourism and Skills Training, to the meeting at 4:10 p.m.

Ms. Goodall presented the Post Event Report on the 2015 Creston Business Walk program, which was carried out in the downtown core on May 25, 2015. 11 organizations and over 20 volunteers participated in the event. In Phase I nearly 70 downtown businesses were surveyed. The value of a Business Walk Program is to better understand the local small business community; identify opportunities and challenges for local business; increase awareness of, and link businesses to, support services or agencies; provide businesses with targeted follow-up support and assistance; proactively identify succession issues and develop mitigation strategies; and, track business information and statistics over time. Survey data informs local and regional economic development and strategic planning, and strengthens the working relationships between government, the local Chamber of Commerce, support agencies and the small business community. Four main themes emerged from the survey responses: Grow Creston; Marketing; Celebrate the Downtown Core; and, Encourage Local Shopping.

The May 25, 2015 Business Walk Program found that 94% of the polled downtown businesses are steady and increasing. The information obtained through this Program has captured the pulse of downtown businesses in Creston.

A number of follow-up actions are planned for the fall, including offering a workshop for small business owners on succession planning, and providing information and assistance with employee recruitment and retention. In total, 32 businesses will receive direct follow-up support to ensure specific concerns are addressed or will be provided with additional information and support to assist their businesses to grow. Responding to the feedback received from businesses during the Business Walk, the Town has added two additional handicapped parking stalls in the downtown area.

Next steps actions for consideration are:

- Conducting future Business Walks to survey the majority of Creston and area businesses, including the agriculture sector;
- Delivery of a succession planning workshop, including information on Employee Share Ownership Plans and other succession options;
- Providing information and tips on hiring and retaining workers, including information on the Provincial Nominee Program and other labour force recruitment programs;
- Exploring the opportunity to undertake a cooperative marketing initiative to promote Creston (advertise and promote the benefits of the lower Canadian dollar to US shoppers and tourists);
- Providing support and coaching to entrepreneurs, existing and new businesses;
- Supporting local businesses with their expansion plans, including providing information and assistance with finding new locations in Creston;
- Exploring the delivery of a workshop on best practice for using social media and the web to market and promote Creston small business; and,
- Celebrating and recognizing Creston business success stories and important milestones.

Mayor Toyota thanked Ms. Goodall for her presentation and expressed Council's appreciation for the Ministry's support and assistance with this project.

COUNCIL
COMMITTEE
 335-15
► CRESTON
BUSINESS WALK
PROGRAM

Moved by Councillor Comer, seconded by Councillor Wilson
 THAT Ltr #479 from the Ministry of Jobs, Tourism and Skills Training, regarding the Creston Business Walk Program, be received.

CARRIED

- 336-15
▶ CV SPIRIT COMM. MEETING NOTES
- Moved by Councillor Boehmer, seconded by Councillor Unruh
THAT Ltr #449 from the Creston Valley Spirit Committee, being the meeting notes from the Committee's July 15, 2015 meeting, be received.
CARRIED
- 337-15
▶ CVFC RE WOODEN COOKIES
- Moved by Councillor Snopek, seconded by Councillor Unruh
THAT Ltr #494 from the Creston Valley Forest Corporation, requesting permission to erect wooden 'cookies' on Town fences, be referred to the September 8, 2015 Regular Council meeting, awaiting further information from Councillor Snopek as Council's representative on the Creston Valley Forest Corporation, and from staff as to an appropriate location for the 'cookies' to be located on the fence along Cook Street and Northwest Boulevard.
CARRIED
- 338-15
▶ CV CHAMBER OF COMMERCE RE STATUE
- Moved by Councillor Unruh, seconded by Councillor Elford
THAT Ltr #484 from the Creston Valley Chamber of Commerce, regarding the placement of a statue on Town right-of-way, be received; AND FURTHER, THAT Council authorizes the issuance of a Licence of Occupation to the Creston Valley Chamber of Commerce, for the placement of a stone statue on the right-of-way along Railway Avenue, adjacent to the Creston Valley Chamber of Commerce parking area.
CARRIED
- 339-15
▶ UBCM COMMEM. SCHOLARSHIP (LOC. GOV'T. INTERN)
- Moved by Councillor Unruh, seconded by Councillor Snopek
THAT Ltr #480 from the Executive Assistant, regarding Scholarship applications by the Local Government Intern, be received; AND FURTHER, THAT Council endorses an application to the Board of Examiners and Ministry of Community, Sport and Cultural Development by the Local Government Intern, for financial assistance through the Union of BC Municipalities' Commemorative Scholarship Program and the Jeff McKelvey Scholarship Program, with respect to attendance at a local government professional development course in 2015, i.e. Better Problem Solving and Policy Writing Skills for Local Government Professionals.
CARRIED
- 340-15
▶ UBCM COMMEM. SCHOLARSHIP (TOWN MANAGER)
- Moved by Councillor Boehmer, seconded by Councillor Unruh
THAT Ltr #452 from the Director of Finance & Corporate Services, regarding Scholarship applications by the Town Manager, be received; AND FURTHER, THAT Council endorses an application to the Board of Examiners and Ministry of Community, Sport and Cultural Development by the Town Manager, for financial assistance through the Union of BC Municipalities' Commemorative Scholarship Program and the Jeff McKelvey Scholarship Program, with respect to attendance at a MATI course in 2015, i.e. The Successful CAO: Local Government Advanced Management.
CARRIED
- 341-15
▶ DUCKS UNLIMITED RE GRANT REQUEST
- Moved by Councillor Snopek, seconded by Councillor Boehmer
THAT Ltr #477 from Ducks Unlimited Canada, requesting a donation towards their Annual Fundraising Dinner and Auction, be received; AND FURTHER, THAT Council approves the donation of one duffle bag, one Town jacket and one Town golf shirt at a total approximate value of \$200, to Ducks Unlimited Canada towards the 31st Annual Fundraising Dinner and Auction.
CARRIED
- 342-15
▶ CLIMATE ACTION CHARTER
- Moved by Councillor Unruh, seconded by Councillor Elford
THAT Ltr #478 from the Ministry of Community, Sport and Cultural Development and the Union of BC Municipalities Green Communities Committee, regarding the Climate Action Recognition Program and the Town of Creston's successful efforts to measure and reduce its corporate greenhouse gas emissions for the 2014 reporting year, be received.
CARRIED
- 343-15
▶ KOOTENAY COMM. VOTER'S CHALLENGE
- Moved by Councillor Snopek, seconded by Councillor Elford
THAT Ltr #466 from the City of Nelson, regarding the Kootenay Community Voter's Challenge, be received.
CARRIED

- 344-15 Moved by Councillor Wilson, seconded by Councillor Boehmer
 ► RQST LTR OF SUPPORT (HOSPICE WITHOUT BORDERS) THAT Ltr #393 from Sagona Strategies International, requesting support of Castlegar's Hospice Society's project, be received; AND FURTHER, THAT the Mayor is authorized to write the Castlegar Hospice Society, advising of Council's support of the Society's 'Kootenay Hospice Project – Hospice Without Borders' which will provide a residential hospice centre in the Central Kootenay and Kootenay Boundary areas. CARRIED
- 345-15 Moved by Councillor Boehmer, seconded by Councillor Unruh
 ► ASSET MGMT. – PART II (ROADS/WATER/SEWER) THAT the verbal report by the Manager of Engineering, regarding Asset Management with respect to roads, water and sewer infrastructure for the Town of Creston, be received. CARRIED
- 346-15 Moved by Councillor Elford, seconded by Councillor Unruh
 ► STRATEGIC PRIORITIES CHART THAT the Strategic Priorities Chart, as presented, be received. CARRIED
- 347-15 Moved by Councillor Boehmer, seconded by Councillor Elford
 ► FOLLOW UP ACTION LIST THAT the Regular Council Meeting Follow-Up Action List, as of July 21, 2015, be received; AND FURTHER, THAT the Follow-Up Action List be amended as follows:
- Oct. 14, 2014 (Res. No. 334-14) regarding fire services for Canyon-Lister & Wynndel areas, be referred to a Closed Committee of the Whole meeting for further discussion;
 - Sept. 9, 2014 (Res. No. 305-14) regarding Development Cost Charge Bylaw No. 1803, be referred to a Regular Committee of the Whole meeting for further discussion;
 - July 15, 2014 (Res. No. 242-14) regarding parking issues in the 1800 – 2000 blocks of Elm Street, be removed as this is an operational issue and will be dealt with by staff;
 - Dec. 17, 2013 (Res. No. 473-13) regarding options for land use at Forest Lawn Cemetery, be referred to the new Cemetery Select Committee for discussion;
 - Dec. 13, 2011 (Res. No. 547-11) regarding use of parking meters to collect monies for local projects or charities, be referred to a Regular Committee of the Whole meeting for further discussion; and,
 - Dec. 13, 2011 (Res. No. 547-11- second part) regarding a proposed amendment to Zoning Bylaw No. 1123 with respect to the exemption of owners and occupiers of buildings within 500m of Cook Street parking lot from the requirement of pay in lieu of providing off-street parking spaces (Downtown Revitalization Specified Area Bylaw No. 1071), be referred to a Regular Committee of the Whole meeting for further discussion. CARRIED
- 348-15 Moved by Councillor Boehmer, seconded by Councillor Unruh
 ► COMMITTEE OF THE WHOLE AGENDA THAT the Regular Committee of the Whole Meeting agenda, as presented, be received. CARRIED
- NEW BUSINESS**
- 349-15 Moved by Councillor Snopek, seconded by Councillor Elford
 ► CV THUNDER CATS RE GRANT THAT Ltr #498 from the Creston Valley Thunder Cats Junior B Hockey Team, requesting sponsorship of their Annual Golf Tournament, be received; AND FURTHER, THAT Council approves sponsorship of one Hole in the 7th Annual Creston Valley Thunder Cats Fundraising Golf Tournament, at a cost of \$250.00, to be allocated from Council's 2014 Discretionary Grant fund. CARRIED
- 350-15 Moved by Councillor Elford, seconded by Councillor Boehmer
 ► INTERIOR HEALTH RE INVITATION THAT Ltr #497 from Interior Health, being an invitation for Council members to meet with Interior Health staff on September 21, 2015 during the annual Union of BC Municipalities Conference, be received. CARRIED
- 351-15 Moved by Councillor Wilson, seconded by Councillor Comer
 ► ELECTRIC CHARGING STATIONS THAT Ltr #506 from Mayor Toyota, regarding electric vehicle charging stations, be received; AND FURTHER, THAT staff is authorized to submit an application to Sun Country Highway, for funding for three electric vehicle charging stations, to be installed at the Creston Valley Chamber of Commerce facility. CARRIED

- REPORTS OF REPS.**
► CLR BOEHMER Councillor Boehmer reported on his attendance at a Regional District of Central Kootenay meeting and the launch of Juice FM 94.1 radio station in Creston.
- CLR COMER** Councillor Comer reported on her attendance at a Creston Valley Spirit Committee meeting, a Skateboard Park meeting, a Creston Valley Services Committee meeting, the TELUS luncheon meeting, and the launch of Juice FM 94.1 radio station in Creston.
- CLR SNOPEK** Councillor Snopek reported on his attendance at a Creston Valley Forest Corporation meeting, and the Yahk parade.
- CLR UNRUH** Councillor Unruh reported on her attendance at the 100th Birthday celebrations for Bill Burt, a Skateboard Park meeting, an East Kootenay Regional Health Board meeting, the TELUS luncheon meeting and the launch of Juice FM 94.1 radio station in Creston.
- CLR WILSON** Councillor Wilson reported on her attendance at the Creston Museum tea.
- MAYOR TOYOTA** Mayor Toyota reported on his attendance at Regional District of Central Kootenay meetings, a Farmers Market meeting, Canada Day events, a meeting on knotweed (invasive plants), the funding announcement re Arrow Creek, an Airport Society meeting, a Creston Valley Health Working Group meeting, the Lower Kootenay Band Referendum Information meeting, the Canadian Blind Open Golf Tournament, a Highway 3 Mayors' Coalition meeting, the Kootenay Boundary Regional Hospital Golf Classic, a meeting with the Agricultural Land Commission, a Municipal Finance Association Trustee meeting, a meeting with the Ministry of Transportation and Infrastructure, a Community Directed Funds meeting, the ARK celebration, a TELUS luncheon meeting, Creston Valley Chamber of Commerce meetings, the launch of Juice FM 94.1 radio station in Creston, and the Yahk Parade.
- STAFF REPORTS**
 352-15 Members of staff provided verbal reports on key issues and projects currently being addressed by the various Departments.
- RECEIVE REPORTS**
 Moved by Councillor Wilson, seconded by Councillor Unruh
 THAT the verbal Reports of Council and staff members, be received. **CARRIED**
- GIVING OF NOTICES**
 1. COTW – Aug. 18, Sept. 15, 2015
 2. COUNCIL – 2nd & 4th Tuesdays each month (Aug. 11, Sept. 8, 29, 2015)
 3. UBCM – Vancouver – Sept. 21 – 25, 2015
 4. Santa Parade – Dec. 5, 2015
- QUESTION PERIOD**
 There were no questions from the media or members of the Gallery.
- ADJOURNMENT**
 353-15 Moved by Councillor Boehmer
 THAT the Regular Meeting of August 11, 2015, be adjourned at 6:31 p.m. **CARRIED**
- CERTIFIED CORRECT:**

Ron Toyota
 Mayor

Bev Caldwell
 Executive Assistant