

TOWN OF CRESTON
REGULAR COUNCIL MEETING MINUTES - June 27th, 2005

Minutes of a Regular Meeting of Council held on Monday, June 27th, 2005 at 6:30 p.m. in the Town of Creston Council Chambers, 238 - 10th Avenue, North.

- PRESENT:** Mayor Snopek
Councillors Folkman, Lavender, Sadler, Thomas, Vondracek
Wm. F. Hutchinson, CAO, Deputy Director of Corporate Administration
Bev Caldwell, Administrative Assistant
- ABSENT:** Councillor Mueller
- MEDIA** Brian Lawrence, Creston Valley Advance
- GALLERY:** Mr. George Cuff, George B. Cuff & Associates Ltd.
Approximately 20 members of the public, as per the Attendance Record 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 6:30 p.m.
- 395-05
MOVE TO CLOSED MEETING Moved by Councillor Sadler, seconded by Councillor Vondracek 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) & (k). CARRIED
- RECONVENE TO PUBLIC HEARING** The Public Hearing commenced at 7:00 p.m. and closed at 7:33 p.m.
- RECONVENE** The Regular Meeting reconvened at 7:34 p.m.
- 396-05
AGENDA Moved by Councillor Sadler, seconded by Councillor Vondracek THAT the Agenda for the Regular Meeting of June 27, 2005, be adopted. CARRIED
- INVOCATION** Pastor Brian Atmore, Creston Baptist Church, delivered the Invocation.
- 397-05
MINUTES Moved by Councillor Thomas, seconded by Councillor Sadler
☞ REGULAR THAT the minutes of the Regular Meeting held June 13th, 2005, be adopted. CARRIED
JUNE 13/05
- 398-05
☞ COMMITTEE MTG Moved by Councillor Vondracek, seconded by Councillor Lavender
JUNE 20/05 THAT the minutes of the Regular Committee Meeting held June 20th, 2005, be received. CARRIED
- BYLAWS** Moved by Councillor Sadler, seconded by Councillor Folkman
399-05 THAT Zoning Amendment Bylaw 1626, Official Community Plan Amendment
☞ BYLAWS 1626, 1627 Bylaw 1627 and Zoning Amendment Bylaw 1628; be TABLED to the July 18, 2005 Regular Council Meeting. CARRIED
& 1628 (3RD RDG)
- 400-05
CORRESPONDENCE Moved by Councillor Folkman, seconded by Councillor Sadler
FOR INFORMATION THAT Ltr #826 from the Director of Corporate Administration, listing Correspondence for Information, be received and filed for information. CARRIED
- 401-05
FINANCE WARRANTS Moved by Councillor Lavender, seconded by Councillor Folkman
☞ 24 AND 25 THAT Finance Warrant No. 24 in the amount of \$58,431.23 and No. 25 in the amount of \$74,800.41, be received. CARRIED
- COUNCIL COMMITTEE** Moved by Councillor Sadler, seconded by Councillor Vondracek
402-05 THAT Council Committee Recommendations 1 to 5, from the June 20th, 2005
☞ JUNE 20TH Regular Committee Meeting, be adopted as follows:
RECOMMENDATION NO. 1:
☞ 2005 ENERGY THAT Ltr #775 from the Union of BC Municipalities, Community Energy
AWARE AWARD Association, inviting nominations for the 2005 Energy Aware Award, be
NOMINATIONS received; AND FURTHER, THAT Administration submit a nomination for the initiative for heating the Town shop with used oil, for consideration of a 2005 Energy Aware Award.

- ☞ DELEGATION RQST (INT. SELKIRK LOOP) **RECOMMENDATION NO. 2:**
 THAT Ltr #784 from Mike Rowland and John Rimmer, on behalf of the International Selkirk Loop, being a Delegation request to attend the September 12, 2005 Regular Committee Meeting, for a presentation regarding the International Scenic Byway for BC, be received; AND FURTHER, THAT Administration advise Mr. Rowland and Mr. Rimmer that Council approves their delegation request for September 12, 2005 at 10:00 a.m.
- ☞ UBCM RESOLUTION DEADLINES **RECOMMENDATION NO. 3:**
 THAT Ltr #790 from the Union of BC Municipalities, regarding resolution deadlines, attendance at resolution sessions and help in preparing resolutions for submission; be received and filed for information.
- ☞ BC HOME & PROPERTY INSPECTION **RECOMMENDATION NO. 4:**
 THAT Ltr #796 from the Canadian Association of Home & Property Inspectors (BC), requesting support of any Union of BC Municipalities resolution that offers consumer protection and consumer confidence through establishment of standards for the BC home and property inspection industry, be received and filed for information; AND FURTHER, THAT the Chief Administrative Officer investigate standards for the home and property inspection as it relates to the Town of Creston, to ensure adequacy, and advise Council of same.
- ☞ INTERIOR HEALTH RFP PROCESS **RECOMMENDATION NO. 5:**
 THAT Ltr #714 from Councillor Folkman, requesting a letter be written to Interior Health Authority, advising that their Request for Proposal Policy for awarding construction contracts, was observed to be fair, be received; AND FURTHER, THAT Councillor Folkman is authorized to write the Interior Health Authority, advising that their Request for Proposal Policy for awarding construction contracts, was observed to be fair. **CARRIED**
- 403-05
 ☞ RURAL COMMUNITIES SUMMIT
 Moved by Councillor Folkman, seconded by Councillor Vondracek
 THAT Ltr #827 from Mayor Snopek, regarding a report on his attendance at the Rural Communities Summit in Merritt, BC, June 16 to 18, 2005; be received and filed for information. **CARRIED**
- 404-05
 ☞ FCM CONFERENCE
 Moved by Councillor Vondracek, seconded by Councillor Sadler
 THAT Ltr #828 from Mayor Snopek, regarding a report on his attendance at the Federation of Canadian Municipalities Conference in St. Johns, NFLD, June 2 to 7, 2005; be received and filed for information. **CARRIED**
- ☞ ANNUAL REPORT
 The Chief Administrative Officer presented the Town of Creston Annual Report for 2005, as per Section 98 of the Community Charter, which is attached to and forms a part of these minutes as Appendix "II". Publication of the Report was advertised in the June 9th and 16th, 2005 editions of the Creston Valley Advance, and is available at Town Hall for public viewing.
 Mayor Snopek solicited questions, submissions or comments from the gallery, none were forthcoming.
- 405-05
 ☞ ANNUAL REPORT
 Moved by Councillor Lavender, seconded by Councillor Folkman
 THAT Ltr #829 being the Town of Creston 2005 Annual Report; be approved. **CARRIED**
- GENERAL GOV'T**
 406-05
 ☞ JUNE 20TH RECOMMENDATIONS
 ☞ 2004 FINANCIAL STATEMENTS
 Moved by Councillor Folkman, seconded by Councillor Vondracek
 THAT General Government and Finance Committee Recommendation No. 6, from the June 20, 2005 Regular Committee Meeting, be adopted as follows:
RECOMMENDATION NO. 6:
 THAT Ltr #783 from the Director of Financial Services, regarding the 2004 Audited Financial Statements for the Town of Creston as presented by Mr. Rick Minichiello of Gadick and Minichiello; be received; AND FURTHER, THAT the information presented and required under Section 9, BC Reg 371/93 of the Financial Information Act; be approved. **CARRIED**

LAND USE

407-05

☞ DVP-7/05 HEARING
(237 - 11TH AVE. N.)

Moved by Councillor Lavender, seconded by Councillor Folkman
THAT the Hearing for Development Variance Permit DVP-7/05, scheduled for June 27, 2005, with respect to an application from Marlene Nash and Francis Peace, for a Development Variance Permit to vary the provisions of Zoning Bylaw 1123, C-1 General Commercial, 2. Minimum Setbacks .3 "ii) where a C-1 zone abuts a Residential zone, the minimum setback shall be 3.0 metres" to a "a setback of zero meters", as the building exists with a non-conforming setback of zero metres on the North property line, of the property legally described as Lot 15, Block 1, District Lot 891, Plan 893 (**237 - 11th Avenue North**); be TABLED to the July 18th, 2005 Regular Council Meeting, under Land Use.

CARRIED

PARKS, YOUTH AND CULTURE

408-05

☞ JUNE 20TH
RECOMMENDATIONS
☞ CANADA'S
SMALLEST PARK

Moved by Councillor Lavender, seconded by Councillor Folkman
THAT Parks, Youth and Culture Committee Recommendations 8 to 10, from the June 20, 2005 Regular Committee Meeting, be adopted as follows:

RECOMMENDATION NO. 8:

THAT Ltr #646 from the Community Pride Committee, regarding a proposal for the construction of Canada's Smallest Park in the Town's Walkthrough Park, be received; AND FURTHER, THAT permission is granted for the Community Pride Committee to construct 'Canada's Smallest Park' in the Walkthrough Park, in consultation with the Director of Municipal Services, at a cost not to exceed \$800, with funds to be designated from the Town's Revitalization Budget.

☞ REST AREA
PROPOSAL FOR 1411
CANYON ST.

RECOMMENDATION NO. 9:

THAT, subject to written approval from the owner of 1411 Canyon Street, the Chief Administrative Officer advise the Community Pride Committee that Council approves it's request to construct a 'rest area' with benches, etc. at 1411 Canyon Street, for public use, at a cost not to exceed \$2,000, with funds to be designated from the Town's Revitalization Budget.

☞ LIGHT DISPLAY
FOR MILLENNIUM
PARK

RECOMMENDATION NO. 10:

THAT Council concurs with the Community Pride's decision to utilize excess Santa Claus Parade donation funds to purchase and erect LCD decorative lights for display in Millennium Park.

CARRIED

409-05

☞ JUNE 20TH
RECOMMENDATIONS
☞ CRESTON
SATURDAY MARKET
RQST RE SHED

Moved by Councillor Lavender, seconded by Councillor Folkman
THAT Parks, Youth and Culture Committee Recommendation No. 7, from the June 20, 2005 Regular Committee Meeting, be adopted as follows:

RECOMMENDATION NO. 7:

THAT Ltr #791 from Denyse Erdos, on behalf of the Creston Saturday Market, requesting permission to keep a storage shed on the property west of Millennium Park until September 4, 2005, for use by members of the Creston Saturday Market, be received; AND FURTHER, THAT the Chief Administrative Officer write Ms. Erdos, restating his original response that the Creston Saturday Market is not permitted to keep a storage shed on the property west of Millennium Park, and suggest that the organization obtain the use of a mobile trailer to transport equipment, etc. to and from the site, as required.

CARRIED

OPPOSED: Clr. Vondracek

410-05

☞ RQST RE GOLDEN
SPADE AWARD
PLAQUE

Moved by Councillor Lavender, seconded by Councillor Folkman
THAT Ltr #814 from Dianne Grant, requesting permission to erect a plaque at the Millennium Park, to honour recipients of the "Golden Spade Award"; be referred to Parks Youth & Culture, for further review and recommendation.

CARRIED

PROTECTION AND POLICING

411-05

☞ JUNE 20TH
RECOMMENDATIONS
☞ RQST WAIVING OF
DVP FEE (TREE
HOUSE ICE CREAM)

Moved by Councillor Vondracek, seconded by Councillor Sadler
THAT Protection and Policing Committee Recommendation No. 11, from the June 20, 2005 Regular Committee Meeting, be adopted as follows:

RECOMMENDATION NO. 11:

THAT Ltr #690 from Marlene Nash and Francis Peace, requesting Council waive the \$100 Development Variance Permit Fee, so they can apply to vary the number of signs permitted for a Home Occupation use at 237 - 11th Avenue North, be received; AND FURTHER, THAT the Chief Administrative Officer write Ms. Nash and Mr. Peace, advising that Council hereby waives the \$100 Development Variance Permit Fee with respect to an application to vary the number of signs permitted for a Home Occupation use at 237 - 11th Avenue North.

CARRIED

TRANSPORTATION

412-05

☞ TRAFFIC STUDY PROPOSALS (CRAWFORD ST., SUNSET BLVD., 20TH AVE.)

Moved by Councillor Thomas, seconded by Councillor Folkman THAT Ltr #804 from the Director of Municipal Services / Chief Building Inspector, being recommendations for traffic studies on Crawford Street, Sunset Boulevard and 20th Avenue; be referred to the Transportation Committee for further review and recommendation; AND FURTHER, THAT Administration provide costs with respect to the proposed studies. CARRIED

413-05

☞ RQST AIRPORT HANGAR SPACE

Moved by Councillor Thomas, seconded by Councillor Lavender THAT Ltr #815 from Mr. John Glavin, WhirlyBird Helicopter Corporation, regarding hangar space at the Creston Valley Airport (Art Sutcliffe Field), for the purpose of constructing a helicopter maintenance hanger; be referred to the Transportation Committee for further review and recommendation. CARRIED

UTILITIES AND CEMETERIES

414-05

☞ RQST LOGGING AT FOREST LAWN CEMETERY

Moved by Councillor Sadler, seconded by Councillor Vondracek THAT Ltr #818 from Gail Perry, et al (residents adjacent to Forest Lawn Cemetery), requesting a portion of the Cemetery be logged to reduce the fire hazard risk; be referred to the Utilities and Cemeteries Committee for further review and recommendation. CARRIED

REGIONAL DISTRICT DIRECTOR

415-05

☞ JUNE 20TH RECOMMENDATIONS
☞ COPS REPORT RE ICBC GRANT FUNDS

Moved by Councillor Vondracek, seconded by Councillor Sadler THAT the Regional District Director's Recommendation No. 12 and 13, from the June 20, 2005 Regular Committee Meeting, be adopted as follows:
RECOMMENDATION NO. 12:
THAT Ltr #781 from the Creston Citizens on Patrol, regarding financial information pertaining to the ICBC grant monies received; be received and filed for information.

☞ RDCK GIA SUMMARY & TRANSACTIONS

RECOMMENDATION NO. 13:
THAT Ltr #789 from the Regional District of Central Kootenay, being the Grant-in-Aid Summary dated May 28, 2005 and Transactions dated June 13, 2005; be received and filed for information. CARRIED

BYLAWS

416-05

☞ BYLAW 1622 (ADOPTION)

Moved by Councillor Folkman, seconded by Councillor Lavender THAT Park Regulations Amendment Bylaw No. 1622, be adopted. CARRIED

NEW BUSINESS

417-05

☞ CV DENTAL CENTRE (1133 CANYON ST.)

Moved by Councillor Vondracek, seconded by Councillor Lavender THAT the Mayor write Drs. Stephen Small and Susan Brock of the Creston Valley Dental Centre, congratulating them on the construction and design of the building located at 1133 Canyon Street. CARRIED

REPORTS OF REP'S

☞ CLR VONDRACEK

Councillor Vondracek reported on his attendance at the Fire Department ladder platform truck demonstration, and the dinner honouring 40 years of firefighting service for Deputy Fire Chief Harold Standen, and Firefighter Reg Longhurst.

☞ CLR FOLKMAN

Councillor Folkman reported on his attendance at the Creston Valley Foundation at Pioneer Villa; BCCRN meetings; the Wildcat Parade in Elkford; and the dinner for Deputy Fire Chief Standen and Firefighter Longhurst.

☞ CLR LAVENDER

Councillor Lavender reported on his attendance at a FACIT (children and adult services) meeting; demonstration of the ladder platform truck at the Fire Department; BC Hydro update meeting, and the 40 year service dinner for Deputy Fire Chief Standen and Firefighter Longhurst.

☞ CLR SADLER

Councillor Sadler reported on her attendance at a RDCK Consultant meeting with respect to the district municipality concept; BC Hydro update meeting, and participated in the Survey for Recreational Services.

☞ CLR THOMAS

Councillor Thomas reported on his attendance at the BC Hydro update meeting and the platform ladder truck demonstration at the Fire Hall.

☞ MAYOR SNOPEK

Mayor Snopek reported on his attendance at the meetings mentioned above, and at the Rural Communities Summit in Merritt, BC.

418-05

☞ RECEIVE REPORTS

Moved by Councillor Vondracek, seconded by Councillor Sadler THAT the verbal Reports of Representatives, be received for information. CARRIED

- GIVING OF NOTICES**
1. Committee Meetings (1st & 3rd Mondays) (NO July or August Meetings, Sept. 12th - second Monday)
 2. Council Meetings (2nd & 4th Mondays) (July 18th, August 15th)

DELEGATION:

☞ GEORGE CUFF RE
CORPORATE REVIEW

Mayor Snopek welcomed Mr. George Cuff of George B. Cuff & Associates Ltd., to the meeting at 8:00 p.m.

Mr. Cuff thanked Council for the opportunity to present an Executive Summary of the Corporate Review carried out on the Town of Creston. Mr. Cuff presented an overview of the Report, through a slide show presentation, which is attached to and forms a part of these minutes as Appendix "III".

Mayor Snopek invited questions from the gallery, and the following comments and/or questions were stated, to which Mr. Cuff responded as per his presentation:

- Economies of scale been considered re district municipality concept? (Yes)
- Prior to 2003 the Town did not have a full time Mayor.
- Length of process for Review (4 months).
- Cost of Review (\$25,000 plus expenses).
- Does the report bolster the position of the CAO? (No, CAO has job description and defined role.)
- It sounds like the CAO's position is 'King'.
- When hiring and firing personnel, does the CAO base those decisions on his own criteria or policy, or Council's? (Council sets policy, the CAO is mandated to follow policy, i.e. accountability.)
- Is there a common standard budgeting (accounting) program available that Directors, Council and the public can understand where tax dollars are spent? (CAO can issue a memo, detailing in lay terms, the status of the budget, and ensure that control systems are in place.)
- How is the required number of employees or staff determined? (CAO, with the Director of Corporate Administration, and the Human Resource, recommend to Council as to required resources, but the actual hiring is not Council's decision.)
- What should be a relatively reasonable stipend (compensation) to Council members? (\$5,000 to \$10,000 for Councillors, and \$15,000 to \$25,000 for Mayor, whatever is relevant to the organization, and in most cases communities this size, is the average, although a very modest stipend.)
- How often should Council's stipend be reviewed? (Every 3 years, a Citizen's Advisory Committee could review and recommend increases to stipends following municipal elections, increases must be realistic.)

The Mayor thanked Mr. Cuff for his presentation.

419-05
☞ PRESENTATION RE
CORPORATE
REVIEW

Moved by Councillor Folkman, seconded by Councillor Lavender
THAT the verbal presentation provided by Mr. George Cuff of George B. Cuff & Associates Ltd., regarding the Corporate Review of the Town of Creston; be received. CARRIED

420-05
☞ EXECUTIVE
SUMMARY
(CORPORATE
REVIEW)

Moved by Councillor Thomas, seconded by Councillor Vondracek
THAT Ltr #843 from George B. Cuff & Associates Ltd., being the Executive Summary of the Corporate Review of the Town of Creston, be received; AND FURTHER, THAT copies of the Executive Summary (Ltr #843), be released to the public for information. CARRIED

QUESTION PERIOD

No further questions from the gallery.

421-05
ADJOURNMENT

Moved by Councillor Folkman, seconded by Councillor Vondracek
THAT the Regular Meeting of June 27, 2005, be adjourned at 9:00 p.m. CARRIED

CERTIFIED CORRECT: