



**TOWN OF CRESTON
COUNCIL MEETING AGENDA**

Tuesday, September 10, 2024, 4:00 PM

Council Chambers, 238-10th Avenue North, Creston, BC

1. **CALL TO ORDER**
2. **TRADITIONAL TERRITORY ACKNOWLEDGEMENT**
3. **ADOPTION OF AGENDA**

Recommended Motion:

THAT Council **ADOPTS** the Regular Council Agenda of September 10, 2024.

4. **ADOPTION OF MINUTES**

- a. Regular Council Meeting Minutes - August 27, 2024

Recommended Motion:

THAT Council **ADOPTS** the minutes of the Regular Council Meeting held on August 27, 2024.

5. **MAYOR AND COUNCILLOR'S REPORTS**

Recommended Motion:

THAT Council **RECEIVES** the verbal and written reports of Council.

6. **COMMITTEE OF THE WHOLE**

- a. Motion to Convene Committee of the Whole Meeting

Recommended Motion:

THAT Council now **RESOVLES** itself into a Committee of the Whole.

- b. Delegations

Nil.

- c. Committee of the Whole Business

Nil.

- d. Resolution to Rise from the Committee of the Whole

Nil.

7. DIVISION REPORTS

a. CORPORATE ADMINISTRATION

1. Request for Decision from the Chief Administrative Officer regarding Filing for Incorporation for the Creston Valley Housing Corporation

Recommended Motion:

THAT the report titled "Authorization to File for Incorporation" dated September 10, 2024 from the Chief Administrative Officer, be received;

THAT Kirsten Dunbar, Steffan Klassen, Arnold DeBoon and Denise Dumas be appointed as Directors of the Creston Valley Housing Corporation;

AND FURTHER THAT Council authorizes the Chief Administrative Officer to file the application to BC Registries for the incorporation of the Creston Valley Housing Corporation.

2. Council Action List

Recommended Motion:

THAT Council RECEIVES the Council Action List for September 2024.

b. FINANCE & ADMINISTRATION

1. Request for Decision from the Corporate Officer regarding the Community Works Fund Agreement

Recommended Motion:

THAT the report from the Corporate Officer regarding the Community Works Fund dated September 10, 2024, BE RECEIVED; AND, FURTHER THAT Council AUTHORIZES the Mayor and Corporate Officer to execute the 2024-2034 Community Works Funding Agreement under the Administrative Agreement on the Canada Community-Building Fund.

c. INFRASTRUCTURE

Nil.

d. COMMUNITY SERVICES

Nil

e. PROTECTIVE SERVICES

8. RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE

Nil.

9. CORRESPONDENCE

a. Action Recommended

1. Lynn Hiscoe, emPoweredLives, Sponsorship Request for Kootenay Women in Business Summit

Recommended Motion:

THAT Council AUTHORIZES the sponsorship request from emPoweredLives for the Kootenay Women in Business Summit September 19-20, 2024 in the amount of \$ _____ to be allocated from Council's 2024 Advertising Budget.

2. Ducks Unlimited Canada, Sponsorship Request for Fundraiser Banquet on October 5, 2024

Recommended Motion:

THAT Council AUTHORIZES a donation of a Town of Creston Duffle Bag, Hat, and golf shirt to Ducks Unlimited Canada

b. Receive for Information

1. City of Campbell River, request to Honourable David Eby regarding Provincial Support in Addressing Homelessness in Campbell River
2. Columbia Basin Trust, regarding White Creston Grain Elevator Follow Up
3. Association of Kootenay and Boundary Local Government regarding AKBLG Advocacy during the UBCM Conference
4. City of Mission, correspondence to the Honourable David Eby, regarding Infrastructure Investment for Complete Communities
5. Canadian Forest Products Ltd., Brian Feeney, notice of public comment on proposed forest development
6. Canadian Pacific Kansas City, request for promotion of Rail Safety Week 2024 (September 23-29, 2024)

Recommended Motion:

THAT Council RECEIVES FOR INFORMATION the following correspondence:

- City of Campbell River, request to Honourable David Eby regarding Provincial Support in Addressing Homelessness in Campbell River
- Columbia Basin Trust, regarding White Grain Elevator Follow Up
- Association of Kootenay and Boundary Local Government regarding AKBLG Advocacy during the UBCM Conference
- City of Mission, correspondence to the honourable David Eby, regarding Infrastructure Investment for Complete Communities
- Canadian Forest Products Ltd. Brain Feeney, notice of public comment on proposed forest development
- Canada Pacific Kansis City, request for promotion of Rail Safety Week 2024

10. ACTING MAYORS SCHEDULE

April: Councillor Dumas

May: Councillor Eisler

June: Councillor Hawton

July: Councillor Holland

August: Councillor Arès

September: Councillor Baldwin

October: Councillor Dumas

November: Councillor Eisler

December: Councillor Hawton

11. QUESTION PERIOD

12. RECESS AND MOVE TO CLOSED MEETING

Recommended Motion:

THAT the Regular Council Meeting of September 10, 2024 be recessed at TIME and by the authority of the *Community Charter*, Council move to a Closed Council Meeting with this meeting be closed from the public and/or news media pursuant to section 90 (1)(e) the acquisition, disposition, or expropriation of land or improvements.

13. RECONVENE TO REGULAR MEETING

14. RESOLUTIONS FROM CLOSED MEETING

15. ADJOURNMENT

Recommended Motion:

THAT the Regular Council Meeting of September 10, 2024, be adjourned at TIME.

TOWN OF CRESTON
COUNCIL MEETING MINUTES

Tuesday, August 27, 2024, 4:00 PM
Council Chambers, 238-10th Avenue North, Creston, BC

PRESENT: Mayor Arnold DeBoon
Councillor Keith Baldwin
Councillor Monique Arès
Councillor Denise Dumas
Councillor Carolyn Hawton
Councillor Megan Holland

REGRETS: Councillor Norm Eisler

STAFF: Mike Moore, Chief Administrative Officer
Kirsten Dunbar, Corporate Officer
Marsha Neufeld, Executive Assistant, Human Resources

GALLERY: Jessica Piccinin, CV Chamber, Allan Clement

1. CALL TO ORDER

The Mayor called the Regular Council Meeting to order at 4:00 pm.

2. TRADITIONAL TERRITORY ACKNOWLEDGEMENT

The Regular Council Meeting was held on the unceded traditional territory of the yaqan nu?kiy within the Ktunaxa Nations.

3. ADOPTION OF AGENDA

Resolution #: 375-24

Moved by Councillor Arès
Seconded by Councillor Dumas

THAT Council ADOPTS the Regular Council Agenda of August 27, 2024, as amended with the addition of a Community Development Grant Application from Creston Valley Minor Hockey Association. MOTION CARRIED

4. ADOPTION OF MINUTES

a. Regular Council Meeting Minutes - August 13, 2024

Resolution #: 376-24

Moved by Councillor Arès
Seconded by Councillor Dumas

THAT Council ADOPTS the minutes of the Regular Council Meeting held on August 13, 2024. MOTION CARRIED

5. MAYOR AND COUNCILLOR'S REPORTS

- The Mayor reported on his attendance at a Joint Resource Recovery Meeting, a Regional District of Central Kootenay Board Meeting, and a Chamber of Commerce Meeting regarding a permanent shelter.
- Councillor Baldwin reported on his attendance at a Kootenay East Regional Hospital District Meeting and a Creston Community Forest Meeting.

Resolution #: 377-24

Moved by Councillor Hawton
Seconded by Councillor Holland

THAT the verbal and written reports of Council, BE RECEIVED.

MOTION CARRIED

6. COMMITTEE OF THE WHOLE

- a. Motion to Convene Committee of the Whole Meeting

Resolution #: 378-24

Moved by Councillor Arès
Seconded by Councillor Dumas

THAT Council now RESOVLES itself into a Committee of the Whole.

MOTION CARRIED

- b. Delegations

1. Empoweredlives Kootenay Women in Business, Lynn Hiscoe, regarding the Kootenay Women in Business Summit

Lynne Hiscoe, CEO of emPoweredlives, was welcomed to the Regular Council meeting at 4:03 pm.

L. Hiscoe introduced Kootenay Women in Business Summit, taking place Thursday and Friday September 19-20, 2024, which is specifically designed for female entrepreneurs, creatives and women in business. She noted the conference showcases a series of speakers and highlights popular tourism locations within the Creston Valley. L. Hiscoe requested Council sponsorship of the event.

Council thanked her for her presentation noting her request would be considered at the next Council Meeting and she left the meeting at 4:20 pm.

- c. Committee of the Whole Business

1. Empoweredlives Kootenay Women in Business, Lynn Hiscoe, regarding the Kootenay Women in Business Summit

RECOMMENDATION NO 1:

THAT the Committee of the Whole RECEIVES the delegation from Empoweredlives Kootenay Women in Business, Lynn Hiscoe.

- d. Resolution to Rise from the Committee of the Whole

Resolution #: 379-24

Moved by Councillor Arès
Seconded by Councillor Dumas

THAT the Committee of the Whole RESOLVES to rise.

MOTION CARRIED

7. DIVISION REPORTS

- a. CORPORATE ADMINISTRATION

1. Request for Decision from the Corporate Officer regarding appointments to the Public Art Working Committee

Resolution #: 380-24

Moved by Councillor Baldwin
Seconded by Councillor Hawton

THAT Council APPOINTS Karl Lansing, Reuben Burns, Maggie Leal Valais, Lisa Benschop and Beth Salwell to the Public Art Working Committee;

AND FURTHER, THAT Council APPROVES an amendment to the Public Art Working Committee to revise the number of members from the Arts Community from three to four seats.

MOTION CARRIED

b. FINANCE & ADMINISTRATION

1. **Information Report from the Director of Finance and Corporate Services regarding the draft 2025 Budget Schedule**

Resolution #: 381-24

Moved by Councillor Baldwin
 Seconded by Councillor Hawton

THAT the report titled Draft 2025 Budget Schedule dated August 27, 2024 from the Director of Finance and Corporate Services, be received for information. MOTION CARRIED

c. INFRASTRUCTURE

Nil.

d. COMMUNITY SERVICES

Nil.

e. PROTECTIVE SERVICES

Nil.

8. **RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE**

Resolution #: 382-24

Moved by Councillor Baldwin
 Seconded by Councillor Hawton

THAT Council ADOPTS the following recommendations from the Committee of the Whole held on August 13, 2024 as follows:

RECOMMENDATION NO. 1:

THAT the Committee of the Whole RECEIVES the report from the Corporate Officer regarding Generative Artificial Intelligence Use Policy; AND FURTHER, THAT Council ADOPT the Generative Artificial Intelligence Use Policy (GOV-002-060).

RECOMMENDATION NO. 2:

THAT Council DIRECT Staff to proceed with Public Notification for Development Variance Permit 24-05;

AND, FURTHER THAT, Council DIRECT Staff to present all public comments received and a draft Development Variance Permit allowing up to 4 fascia signs on the primary building located at 401 Helen Street, for Council consideration of approval at an upcoming Council Meeting. MOTION CARRIED

9. **CORRESPONDENCE**

a. Action Recommended

1. **RCMP Creston Detachment, request for a \$500 sponsorship of a silent auction item (Boston Bruins Bobby Orr Jersey) for Cops for Kids**

Resolution #: 383-24

Moved by Councillor Baldwin
 Seconded by Councillor Holland

THAT Council AUTHORIZES the sponsorship request from the RCMP Creston Detachment for Cops in the amount of \$500 to be allocated from Council's 2024 Advertising Budget. MOTION CARRIED

2. Creston Valley Rotary Club, request for a \$750 sponsorship request for Drive Fore Rotary Fundraiser

Resolution #: 384-24

Moved by Councillor Dumas
Seconded by Councillor Arès

THAT Council AUTHORIZES the sponsorship request from Creston Valley Rotary Club in the amount of \$750.00 to be allocated from Council's 2024 Advertising Budget. MOTION CARRIED

3. Creston Valley Thundercats, request for \$1000 sponsorship for the Creston Valley Thundercats

Resolution #: 385-24

Moved by Councillor Hawton
Seconded by Councillor Baldwin

THAT Council AUTHORIZES annual advertising in the Creston Valley Thundercats Rink Board for a total of \$1000 to be allocated from Council's 2024 Advertising Budget. MOTION CARRIED

4. Creston Lions Club, regarding Proclamation of Creston Lions Club Day in honor of Lions Club 85th Anniversary October 24, 2024

Resolution #: 386-24

Moved by Councillor Hawton
Seconded by Councillor Dumas

THAT the Mayor is AUTHORIZED to proclaim October 24, 2024 Creston Lions Club Day in honor of the Creston Lions Club's 85th Anniversary. MOTION CARRIED

5. Creston Valley Minor Hockey Association, Community Development Grant Application for 100 Years of Ice Sports in the Creston Valley

Resolution #: 387-24

Moved by Councillor Baldwin
Seconded by Councillor Hawton

THAT Council APPROVES the Regional District of Central Kootenay Community Development Grant Application from Creston Valley Minor Hockey Association for the installation of a permanent exhibit in the Creston and District Community Complex in the amount of \$10,000. MOTION CARRIED

b. Receive for Information

1. BC Summer Games, regarding the 2024 BC Summer Games Participant Medal Count

Resolution #: 388-24

Moved by Councillor Baldwin
Seconded by Councillor Hawton

THAT the correspondence from BC Summer Games, BE RECEIVED. MOTION CARRIED

10. QUESTION PERIOD

There were no questions from members of the gallery.

11. RECESS AND MOVE TO CLOSED MEETING***Resolution #: 389-24***

Moved by Councillor Baldwin
 Seconded by Councillor Dumas

THAT the Regular Council Meeting of August 27, 2024 be recessed at 4:41 pm and by the authority of the *Community Charter*, Council move to a Closed Council Meeting with this meeting be closed from the public and/or news media pursuant to section (90)(1)(e) the acquisition, disposition or expropriation of land or other improvements.

MOTION CARRIED

12. RECONVENE TO REGULAR MEETING

The Regular Council Meeting reconvened at 5:41 pm.

13. RESOLUTIONS FROM CLOSED MEETING***Resolution #: 390-24***

Moved by Councillor Dumas
 Seconded by Councillor Hawton

THAT the report titled "Purchase of 121 Northwest Boulevard" dated August 13, 2024, from the Chief Administrative Officer be received for information;

THAT the purchase of 121 Northwest Boulevard, legally described as LOT 1 DISTRICT LOT 525 KOOTENAY DISTRICT PLAN NEP87969 EXCEPT PLAN EPP37611, for \$450,000 be approved;

AND FURTHER, THAT Staff prepare an amendment for the 2024-2028 Financial Plan which includes the capital purchase of 121 Northwest Boulevard, operational revenue and expenses for the remainder of 2024 and if required, the capital expenditure for repair or replacing the roof and presented to Council for consideration.

MOTION CARRIED

15. ADJOURNMENT***Resolution #: 391-24***

Moved by Councillor Baldwin

THAT the Regular Council Meeting of August 27, 2024, be adjourned at 5:41 pm.

MOTION CARRIED

CERTIFIED CORRECT:

Arnold DeBoon
 Mayor

Kirsten Dunbar
 Corporate Officer



Board Highlights

August 15, 2024

Public Notice Bylaw

The Board adopted the new Public Notice Bylaw. Public notices are generally intended to inform of public opportunities to share their views and/or participate in local government decision making. They are formally required by legislation and include informational documents published in advance of matters of public interests, such as public meetings, elections, annual report on RDCK finances, Alternative Approval Process, assent vote, public hearings, facility closure, and disposition of land. The new bylaw states that all official public notices will be printed in a local newspaper for one week, shared electronically on the RDCK website and RDCK's Facebook page, as well as posted at all RDCK offices.

Collaboration on affordable housing

The Board provided a letter of support to the Nelson Cares society to support their application to BC Housing for a potential affordable accommodation project to be located on the RDCK owned property, between the Nelson and District Community Complex (NDCC) and 824 Front Street. It is the RDCK's intent to donate the RDCK lands to be assembled into a single parcel in conjunction with the adjacent City of Nelson owned property. Nelson CARES society would develop the new building and it would contain up to 56 units of housing and an expansion of recreational space at the NDCC. The next step is for Nelson CARES to apply to BC Housing for funding. The preliminary application is due this month and a final one on January 31, 2025.

Community Works Fund Agreement

The Board approved an agreement with the Union of British Columbia Municipalities (UBCM) for the provision of funding to the RDCK under the Community Works Fund for the 2024-2034 period. Community Works Fund supports capital works projects associated with improved environmental performance, greenhouse gas reductions, and improved resilience to the impacts of climate change. This fund has provided a significant portion of funding for both internal RDCK projects and those delivered through external recipients. The RDCK will receive \$1,550,730 in funding in 2025.

Director's Reports

RDCK Directors provide monthly reports outlining what they have been working on. [Click here](#) to read the August reports in the Board minutes.

For more information

info@rdck.bc.ca | 250.352.6665 | 1.800.268.7325 (BC) | or visit rdck.ca

RDCK Quarterly Report

For the latest RDCK Quarterly Report, which details the current projects and initiatives of the RDCK, please [follow the link](#).

RDCK Board Meeting Video Recording

To view a recording of this month's meeting, [click here](#).

Discretionary Grants

AREA A

Creston Valley Rotary Club – Drive Fore Rotary Golf Tournament \$500

AREA B

Creston Valley Rotary Club – Drive Fore Rotary Golf Tournament \$750

AREA C

Creston Valley Rotary Club – Drive Fore Rotary Golf Tournament \$500

AREA E

West Shores Leisure Advancement Society – Community Camping at Kokanee Park \$500

AREA H

Kootenay Wellness Foundation – Kootenay Yoga Festival \$1,000

Valley Volunteers – Fall Feast 2024 (Dinner & Dance) \$1,000

AREA K

Edgewood Volunteer Fire Department Society – Rapid Attack Truck Upgrades \$7,500

Burton Community Association – Fence Enclosure Completion \$400

Community Development Grants

AREA B

Kitchener Valley Recreation and Fire Protection Society – Revitalizing Kitchener Community Park \$1,500

AREA D

Argenta Safety and Preparedness Society (ASAP) – Safety Equipment for ASAP \$4,000

Kaslo Community Acupuncture Society – KCAS Community Emergency Response Trauma Clinic \$3,000

Lardeau Valley Opportunity LINKS Society – Community Lunch (Fires) \$600

AREA E

West Shores Leisure Advancement Society – Erindale Road Bench Cleanup Assessment \$4,333.50

West Shores Leisure Advancement Society – Area E Society Lunch \$2,000

West Shores Leisure Advancement Society – Drama Club and Nature School Pilot Project \$2,500

AREA I

Tarrys and District Community Hall Society – Tarrys Hall Wall Restoration	\$1,500
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Community Works FundAREA F

North Shore Fire Hall – HVAC Heat Pump Upgrade Project	\$67,900.33
North Shore Fire Hall – Stand-by Generator Project	\$87,550
RDCK – Beasley Fire Hall Paving Project	\$113,100

Recreation Commission No.4 – Area K and Village of Nakusp

Royal Canadian Legion, Branch No. 20	\$1,800
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REQUEST FOR DECISION

DATE:	September 10, 2024
TOPIC:	Creston Valley Housing Corporation
PROPOSAL:	Authorization to File for Incorporation
PROPOSED BY:	Michael Moore, CAO
DIVISION:	Corporate Administration

SECTION 1: SUMMARY

This report requests authorization for the CAO to file to BC Registries for the incorporation of the Creston Valley Housing Corporation and appoint interim Directors to conduct the initial business activities to finalize the establishment of the corporation.

Staff Recommendation:

THAT the report titled “Authorization to File for Incorporation” dated September 10, 2024 from the Chief Administrative Officer, be received;

THAT Kirsten Dunbar, Steffan Klassen, Arnold DeBoon and Denise Dumas be appointed as Directors of the Creston Valley Housing Corporation;

AND FURTHER THAT Council authorizes the Chief Administrative Officer to file the application to BC Registries for the incorporation of the Creston Valley Housing Corporation.

SECTION 2: BACKGROUND

On September 4, 2024, Staff received approval from the Deputy Inspector of Municipalities for the incorporation of the Creston Valley Housing Corporation (CVHCV). See attached letter to this report.

SECTION 3: ISSUE ANALYSIS / DISCUSSION

With the approval, the next step is to file for incorporation, as well as the following:

1. The first directors need to sign the consents to act as director (see attached);
2. The Town’s authorized signatory must sign: (i) the Articles of Incorporation (on the last page); and (2) the Incorporation Agreement (see attached);
3. Once the consents to act as director are signed and the Incorporation Agreement and Articles are signed, these can be returned to the municipal lawyer who will attend to the filing with BC Registries.

4. The materials to be filed with BC Registries will be comprised of: (i) the Incorporation Agreement (with Articles attached); (ii) the Incorporation Application (which includes the completing party statement, Notice of Articles, Directors names and addresses and authorized share structure).

Environmental Considerations

None Identified

Social Considerations

None Identified

Economic Considerations

None Identified

SECTION 4: ORGANIZATION IMPLICATIONS

Legislative Considerations (Policies and/or Bylaws)

Business Corporations Act [SBC 2002]

Strategic Focus

Community Safety & Security: Housing

Reconciliation Considerations

None Identified

Communication Considerations

Public communication after receiving certificate of incorporation.

SECTION 5: FINANCIAL IMPLICATIONS

Included in Financial Plan:

Yes No N/A

Financial Plan Amendment Required:

Yes No Next Budget Cycle

The establishment of a municipal housing corporation is budgeted within the 2024-2028 Five-Year Financial Plan.

SECTION 6: OPTIONS AND ALTERNATIVES

Option 1:

Council direct the CAO to file the required documentation for incorporation and Council appoints Steffan Klassen, Kirsten Dunbar, Denise Dumas and Arnold DeBoon as the initial Directors of the Board to allow for the initial set up of the corporation.

- Filing will take place in month of September
- Interim Board will be able to pass resolutions to establish the corporation, appoint an auditor, legal counsel and financial institution.

Option 2:

Council direct Staff to delay the filing of incorporation documents and/or appoint alternate individuals to act as the initial board of directors.

- Delays the establishment of the corporation and projects planned by the corporation.

Option 3:

Other as directed by Council.

SECTION 7: RECOMMENDATIONS

That Council passes the following resolution(s):

THAT the report titled "Authorization to File for Incorporation" dated September 10, 2024 from the Chief Administrative Officer, be received;

THAT Kirsten Dunbar, Steffan Klassen, Arnold DeBoon and Denise Dumas be appointed as Directors of the Creston Valley Housing Corporation;

AND FURTHER THAT Council authorizes the Chief Administrative Officer to file the application to BC Registries for the incorporation of the Creston Valley Housing Corporation.

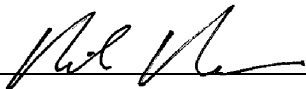
SECTION 8: SUBMITTED AND REVIEW

This report is respectfully submitted by:



Michael Moore, CAO

Report Submitted by the CAO



Michael Moore, Chief Administrative Officer

PowerPoint: Yes No

Attachments

Town of Creston - Articles of Incorporation - Approval Letter from Inspector of Municipalities

Incorporation Agreement with Articles

Creston Valley Housing Corp Articles (V2) REV Aug 1 2024

Consent to Act as Director - A DeBoon

Consent to Act as Director - Denise Dumas

Consent to Act as Director – Kirsten Dunbar

Consent to Act as Director - Steffan Klassen

Form 1 Incorporation Application CVHC

References

No references for this report.



September 4, 2024

Michael Moore
Chief Administrative Officer
Town of Creston
238 - 10th Avenue North, PO Box 1339
Creston, BC, V0B 1G0

Dear Michael Moore:

Pursuant to the authority of section 185 of the *Community Charter* (Charter), I hereby approve the incorporation of Creston Valley Housing Corporation (Corporation) by the Town of Creston. This approval is based on the Articles of Incorporation submitted to the Ministry on August 1, 2024. This is the version of the Articles that may be registered. These Articles must not be changed before they are registered with the Corporate Registrar.

In the event that the Town of Creston proposes to transfer any assets or provide any financial assistance to the Corporation, please ensure that it complies with the applicable provisions of legislation. Any future acquisition of shares of the Corporation by the Town of Creston must receive approval of the Inspector of Municipalities. Additionally, any guarantee of the debt of the Corporation by the Town of Creston must be authorized by a bylaw adopted according to section 179 (1)(c) of the *Community Charter*.

Upon incorporation, I request that you submit copies of the following documents for our records: Certified Copy of Incorporation Application, Certificate of Incorporation, Certified Copy of Notice of Articles, as issued by the Registrar of Companies and the Articles of Incorporation, in final, approved form. Please send these by email to LGIF@gov.bc.ca

Yours truly,

Joshua Craig
Deputy Inspector of Municipalities



Telephone: 1 877 526-1526
www.bcreg.ca

Mailing Address: PO Box 9431 Stn Prov Govt
Victoria BC V8W 9V3

Courier Address: 200 - 940 Blanshard Street
Victoria BC V8W 3E6

DO NOT MAIL THIS FORM to BC Registry Services unless you are instructed to do so by registry staff. The Regulation under the Business Corporations Act requires the electronic version of this form to be filed on the Internet at www.corporateonline.gov.bc.ca

Freedom of Information and Protection of Privacy Act (FOIPPA): Personal information provided on this form is collected, used and disclosed under the authority of the FOIPPA and the Business Corporations Act for the purposes of assessment. Questions regarding the collection, use and disclosure of personal information can be directed to the Manager of Registries Operations at 1 877 526-1526, PO Box 9431 Stn Prov Govt, Victoria BC V8W 9V3.

A NAME OF COMPANY - Choose one of the following:

- Checked: The name Creston Valley Housing Corporation is the name reserved for the company to be incorporated. The name reservation number is NR 2631400, OR
Unchecked: The company is to be incorporated with a name created by adding "B.C. Ltd." after the incorporation number of the company.

B INCORPORATION EFFECTIVE DATE - Choose one of the following:

- Checked: The incorporation is to take effect at the time that this application is filed with the registrar. YYYY / MM / DD
Unchecked: The incorporation is to take effect at 12:01a.m. Pacific Time on [] being a date that is not more than ten days after the date of the filing of this application. YYYY / MM / DD
Unchecked: The incorporation is to take effect at [] a.m. or [] p.m. Pacific Time on [] being a date and time that is not more than ten days after the date of the filing of this application.

C INCORPORATOR NAME(S) AND MAILING ADDRESS(ES)

If an incorporator is a corporation or firm, enter the full name of the corporation or firm. Attach an additional sheet if more space is required.

CORPORATION OR FIRM NAME

Town of Creston

LAST NAME FIRST NAME MIDDLE NAME

MAILING ADDRESS PROVINCE/STATE COUNTRY POSTAL CODE/ZIP CODE
PO Box 1339, 200 10th Ave. N., Creston BC Canada V0B 1G0

CORPORATION OR FIRM NAME

LAST NAME FIRST NAME MIDDLE NAME

MAILING ADDRESS PROVINCE/STATE COUNTRY POSTAL CODE/ZIP CODE

CORPORATION OR FIRM NAME

LAST NAME FIRST NAME MIDDLE NAME

MAILING ADDRESS PROVINCE/STATE COUNTRY POSTAL CODE/ZIP CODE

D COMPLETING PARTY – The completing party must be an individual, not a corporation or a firm.

LAST NAME	FIRST NAME	MIDDLE NAME
Moore	Michael	Scott

E MAILING ADDRESS OF COMPLETING PARTY

MAILING ADDRESS	PROVINCE/STATE	COUNTRY	POSTAL CODE/ZIP CODE
PO Box 1339, 238 10th Avenue North, Creston	BC	Canada	V0B 1G0

F COMPLETING PARTY STATEMENT

FIRST NAME	MIDDLE NAME	LAST NAME
Michael	Scott	Moore

I, _____
the completing party, have examined the Articles and Incorporation Agreement applicable to the company that is to be incorporated by the filing of this Incorporation Application and confirm that:

- the Articles and Incorporation Agreement both contain a signature line for each person identified as an incorporator in the Incorporation Application with the name of that person set out legibly under the signature line,
- an original signature has been placed on each of those signature lines, and
- I have no reason to believe that the signature placed on a signature line is not the signature of the person whose name is set out under that signature line.

NAME OF COMPLETING PARTY	SIGNATURE OF COMPLETING PARTY	DATE SIGNED YYYY / MM / DD
Michael Moore	X	

NOTICE OF ARTICLES

A NAME OF COMPANY

Set out the name of the company as set out in Item A of the Incorporation Application.

Creston Valley Housing Corporation

B TRANSLATION OF COMPANY NAME

Set out every translation of the company name that the company intends to use outside of Canada.

C DIRECTOR NAME(S) AND ADDRESS(ES)

Set out the full name, delivery address and mailing address (if different) of every director of the company. The director may select to provide either (a) the delivery address and, if different, the mailing address for the office at which the individual can usually be served with records between 9 a.m. and 4 p.m. on business days or (b) the delivery address and, if different, the mailing address of the individual's residence. The delivery address must not be a post office box. Attach an additional sheet if more space is required.

LAST NAME FIRST NAME MIDDLE NAME

DeBoon

Arnold

DELIVERY ADDRESS	PROVINCE/STATE	COUNTRY	POSTAL CODE/ZIP CODE
238 10th Avenue North, Creston	BC	Canada	V0B 1G0

MAILING ADDRESS	PROVINCE/STATE	COUNTRY	POSTAL CODE/ZIP CODE
PO Box 1339	BC	Canada	V0B 1G0

LAST NAME FIRST NAME MIDDLE NAME

Klassen

Steffan

DELIVERY ADDRESS	PROVINCE/STATE	COUNTRY	POSTAL CODE/ZIP CODE
238 10th Avenue North, Creston	BC	Canada	V0B 1G0

MAILING ADDRESS	PROVINCE/STATE	COUNTRY	POSTAL CODE/ZIP CODE
PO Box 1339	BC	Canada	V0B 1G0

LAST NAME FIRST NAME MIDDLE NAME

Dunbar

Kirsten

DELIVERY ADDRESS	PROVINCE/STATE	COUNTRY	POSTAL CODE/ZIP CODE
238 10th Avenue North, Creston	BC	Canada	V0B 1G0

MAILING ADDRESS	PROVINCE/STATE	COUNTRY	POSTAL CODE/ZIP CODE
PO Box 1339	BC	Canada	V0B 1G0

LAST NAME FIRST NAME MIDDLE NAME

Dumas

Denise

DELIVERY ADDRESS	PROVINCE/STATE	COUNTRY	POSTAL CODE/ZIP CODE
238 10th Avenue North, Creston	BC	Canada	V0B 1G0

MAILING ADDRESS	PROVINCE/STATE	COUNTRY	POSTAL CODE/ZIP CODE
PO Box 1339	BC	Canada	V0B 1G0

D REGISTERED OFFICE ADDRESSES

DELIVERY ADDRESS OF THE COMPANY'S REGISTERED OFFICE

C/O Civic Legal
710 - 900 W. Hastings St., Vancouver, BC V6C 1E5

PROVINCE	POSTAL CODE
BC	V0B 1G0

MAILING ADDRESS OF THE COMPANY'S REGISTERED OFFICE

C/O Civic Legal
710 - 900 W. Hastings St., Vancouver, BC V6C 1E5

PROVINCE	POSTAL CODE
BC	V0B 1G0

E RECORDS OFFICE ADDRESSES

DELIVERY ADDRESS OF THE COMPANY'S RECORDS OFFICE

C/O Civic Legal
710 - 900 W. Hastings St., Vancouver, BC V6C 1E5

PROVINCE	POSTAL CODE
BC	V0B 1G0

MAILING ADDRESS OF THE COMPANY'S RECORDS OFFICE

C/O Civic Legal
710 - 900 W. Hastings St., Vancouver, BC V6C 1E5

PROVINCE	POSTAL CODE
BC	V0B 1G0

F AUTHORIZED SHARE STRUCTURE

Identifying name of class or series of shares	Maximum number of shares of this class or series of shares that the company is authorized to issue, or indicate there is no maximum number.		Kind of shares of this class or series of shares.			Are there special rights or restrictions attached to the shares of this class or series of shares?	
	THERE IS NO MAXIMUM (✓)	MAXIMUM NUMBER OF SHARES AUTHORIZED	WITHOUT PAR VALUE (✓)	WITH A PAR VALUE OF (\$)	Type of currency	YES (✓)	NO (✓)
Common Shares		1		\$1.00	CDN		✓

Creston Valley Housing Corporation

(the “Company”)

ARTICLES

Interpretation

1. Interpretation

Company Shares

2. Shares and Share Certificates
3. Issue of Shares
4. Share Registers
5. Share Transfers
6. Acquisition of Company’s Shares

Company Borrowing

7. Borrowing Powers

Alterations of Articles

8. Alterations

Meetings of Shareholders

9. Meetings of the Shareholder
10. Proceedings at Meetings of the Shareholder
11. Voting

Directors & Officers

12. Directors
13. Appointment and Removal of Directors
14. Alternate Directors
15. Powers and Duties of Directors
16. Conflicts of Interests of Directors
17. Proceedings of Directors
18. Executive and Other Committees
19. Officers

Indemnification

20. Indemnification

Dividends

21. Dividends

General

22. Accounting Records and Auditors
23. Notices
24. Seal
25. Prohibitions
26. Other Corporate Matters

1. Interpretation

1.1 Definitions

In these Articles, unless the context otherwise requires:

- (1) “**Board of Directors**”, “**Directors**”, and “**Board**” mean the directors of the Company for the time being and “**Director**” means any one of the directors of the Company;
- (2) “**Business Corporations Act**” means the *Business Corporations Act*, S.B.C. 2002, c. 57, as may be amended or replaced from time to time;
- (3) “**Council**” means Council for the Town of Creston;
- (4) “**Fiscal Year**” means December 31;
- (5) “**FOIPPA**” means the *Freedom of Information and Protection of Privacy Act*, R.S.B.C. 1996, c. 165, as may be amended or replaced from time to time;
- (6) “**Independent Directors**” means the individuals who, in the opinion of the Shareholder:
 - (a) have the requisite skills, competencies and experience necessary to fulfill the obligations and powers of the Company;
 - (b) are independent of the Company and the Town of Creston, provided that a candidate for the position of Director is sufficiently independent only if a reasonable person with knowledge of all relevant circumstances would conclude that the Director is independent of the Company, of any significant security holder of the Company and of the Town of Creston; and
 - (c) have been appointed by Council to the Board of Directors;
- (7) “**Inspector of Municipalities**” means the inspector of municipalities of British Columbia appointed, from time to time, under the *Local Government Act* (British Columbia);
- (8) “**Interpretation Act**” means the *Interpretation Act*, R.S.B.C. 1996, c. 238, as may be amended or replaced from time to time;
- (9) “**Officers**” means the officers of the Company and “**Officer**” means any one of the officers of the Company;

- (10) “**registered address**” of a shareholder means the Shareholder’s address as recorded in the central securities register;
- (11) “**Seal**” means the seal of the Company, if any;
- (12) “**Shareholder**” means the Town of Creston as the sole shareholder of the Company;
- (13) “**Shareholder Representative**” means the member of Council or staff member of the Town of Creston who is appointed by the Council to attend the annual general meetings and Shareholder’s meetings for the Company and who will act as the representative for the Town of Creston and who will pass Shareholder Resolutions and do all other acts necessary for the Town of Creston to carry out and exercise its rights as the Shareholder of the Company;
- (14) “**Shareholder Resolution**” means a resolution passed by the Shareholder Representative or proxy appointed by the Shareholder and which is deemed to be a consent resolution;
- (15) “**Town Council Director**” means a member of Council who has been appointed by Council to the Board of Directors;
- (16) “**Town Directors**” means, collectively, the Town Council Directors and the Town Staff Director;
- (17) “**Town of Creston**” means the Town of Creston, British Columbia, a municipality incorporated under the *Community Charter* and having its principal office at 238 10th Ave N, Creston, BC V0B 1G0; and
- (18) “**Town Staff Director**” means the senior staff member employed by the Town of Creston and who has been appointed by Council to the Board of Directors.

1.2 ***Business Corporations Act and Interpretation Act Definitions Applicable***

The definitions in the *Business Corporations Act* and the definitions and rules of construction in the *Interpretation Act*, with the necessary changes, so far as applicable, and unless the context requires otherwise, apply to these Articles as if they were an enactment. If there is a conflict between a definition in the *Business Corporations Act* and a definition or rule in the *Interpretation Act* relating to a term used in these Articles, the definition in the *Business Corporations Act* will prevail in relation to the use of the term in these Articles. If there is a conflict or inconsistency between these Articles and the *Business Corporations Act*, the *Business Corporations Act* will prevail.

1.3 **Company Purposes**

The purposes of the Company are to engage in business activities related to the acquisition, development, construction, management and administration of lands and housing the Town of Creston to facilitate a supply of suitable, attainable, and sustainable rental and ownership housing units in the Town of Creston that are accessible to a larger portion of the population, in a financially prudent manner that supports economic development and workforce development. The Company will conduct the following business functions in accordance with these purposes:

- (1) pursuing new housing units through direct delivery or through partnerships with other development entities by investing in, developing, marketing, acquiring, holding and disposing of lands and

- buildings for the purpose of providing rental housing and homeownership units in the Town of Creston;
- (2) securing funding, managing, operating, maintaining and carrying out other requirements for the Company as the developer and owner of housing units in conjunction with not-for-profit and other public and private organizations; and
 - (3) administering housing operations and agreements and the Company's portfolio and other housing on lands owned by the Town of Creston;

2. Shares and Share Certificates

2.1 Authorized Share Structure

The authorized share structure of the Company consists of shares of the class or classes and series, if any, described in the Notice of Articles of the Company that are held by the Shareholder.

2.2 Form of Share Certificate

Each share certificate issued by the Company must comply with, and be signed as required by, the *Business Corporations Act*.

2.3 Shareholder Entitled to Certificate or Acknowledgment

Unless the shares of which the Shareholder is the registered owner are uncertificated shares within the meaning of the *Business Corporations Act*, the Shareholder is entitled, without charge, to (a) one share certificate representing the shares of each class or series of shares registered in the Shareholder's name or (b) a non-transferable written acknowledgment of the Shareholder's right to obtain such a share certificate.

2.4 Delivery by Mail

Any share certificate or non-transferable written acknowledgment of the Shareholder's right to obtain a share certificate may be sent to the Shareholder by mail at the Shareholder's registered address and neither the Company nor any Director, Officer, or agent of the Company is liable for any loss to the Shareholder because the share certificate or acknowledgement is lost in the mail or stolen.

2.5 Replacement of Worn Out or Defaced Certificate or Acknowledgement

If the Directors are satisfied that a share certificate or a non-transferable written acknowledgment of the Shareholder's right to obtain a share certificate is worn out or defaced, they must, on production to them of the share certificate or acknowledgment, as the case may be, and on such other terms, if any, as they think fit:

- (1) order the share certificate or acknowledgment, as the case may be, to be cancelled; and
- (2) issue a replacement share certificate or acknowledgment, as the case may be.

2.6 Replacement of Lost, Destroyed, or Wrongfully Taken Certificate

If the Shareholder informs the Company in writing that the share certificate has been lost, destroyed, or wrongfully taken, the Company must issue a new share certificate, if the Shareholder:

- (1) requests a new share certificate; and
- (2) satisfies any other reasonable requirements imposed by the Directors of the Company.

2.7 Certificate Fee

There must be paid to the Company, in relation to the issue of any share certificate under Articles 2.5 or 2.6, the amount, if any and which must not exceed the amount prescribed under the *Business Corporations Act*, determined by the Directors.

2.10 Recognition of Trusts

Except as required by law or statute or these Articles, no person will be recognized by the Company as holding any share upon any trust, and the Company is not bound by or compelled in any way to recognize (even when having notice thereof) any equitable, contingent, future, or partial interest in any share or fraction of a share or (except as required by law or statute or these Articles or as ordered by a court of competent jurisdiction) any other rights in respect of any share except an absolute right to the entirety thereof of the Shareholder.

3. Issue of Shares

3.1 Shareholder Authorized

Subject to the *Business Corporations Act* and the rights of the Shareholder of the Company, the Company may issue, allot, sell, or otherwise dispose of the unissued shares, and issued shares held by the Company, to the Shareholder, in the manner, on the terms and conditions and for the issue prices (including any premium at which shares with par value may be issued) that, pursuant to section 137 of the *Business Corporations Act*, the Shareholder may determine by an ordinary resolution. The issue price for a share with par value must be equal to or greater than the par value of the share.

3.2 Brokerage

The Company may pay such brokerage fee or other consideration as may be lawful for or in connection with the sale or placement of its securities.

3.3 Conditions of Issue

No shares in the Company may be issued:

- (1) to any person other than the Shareholder;
- (2) until the Shareholder has provided written confirmation to the Company that it has received the approval of the Inspector of Municipalities to acquire the shares in the Company; and

- (3) except as provided in the *Business Corporations Act*, until the Shareholder has fully paid for the shares.

3.4 Payment for Shares

Except as provided by the *Business Corporations Act*, no share may be issued until it is fully paid. A share is fully paid when:

- (1) consideration is provided to the Company for the issue of the share by one or more of the following:
- (a) past services performed by the Company;
 - (b) property;
 - (c) money; and
 - (d) the value of the consideration received by the Company equals or exceeds the issue price set for the share under Article 3.1.

3.5 Share Purchase Warrants and Rights

As required by and subject to the *Business Corporations Act*, the Company may issue share purchase warrants, options and rights upon such terms and conditions as the Directors determine, which share purchase warrants, options and rights may be issued alone or in conjunction with debenture, debenture stock, bonds, shares or any other securities issued or created by the Company from time to time.

4. Share Registers

4.1 Central Securities Register

As required by and subject to the *Business Corporations Act*, the Company must maintain, in British Columbia, a central securities register. The Directors may, subject to the *Business Corporations Act*, appoint an agent to maintain the central securities register. The directors may also appoint one or more agents, including the agent which keeps the central securities register, as transfer agent for its shares or any class or series of its shares, as the case may be, and the same or another agent as registrar for its shares or such class or series of its shares, as the case may be. The Directors may terminate such appointment of any agent at any time and may appoint another agent in its place.

4.2 Closing Register

The Company must not at any time close its central securities register.

5. Share Transfers

5.1 Registering Transfers

A transfer of a share of the Company must not be registered unless:

- (1) a duly signed instrument of transfer in respect of the share has been received by the Company;

- (2) if a share certificate has been issued by the Company in respect of the share to be transferred, that share certificate has been surrendered to the Company; and
- (3) if a non-transferable written acknowledgement of the Shareholder's right to obtain a share certificate has been issued by the Company in respect of the share to be transferred, that acknowledgement has been surrendered to the Company.

5.2 Form of Instrument Transfer

The instrument of transfer in respect of any share of the Company must be either in the form, if any, on the back of the Company's share certificates or in any other form that may be approved by the Directors from time to time.

5.3 Transferor Remains Shareholder

Except to the extent that the *Business Corporations Act* otherwise provides, the transferor of shares is deemed to remain the holder of the shares until the name of the transferee is entered in a securities register of the Company in respect of the transfer.

5.4 Signing of Instrument of Transfer

If a shareholder, or his, her or their duly authorized attorney, signs an instrument of transfer in respect of shares registered in the name of the shareholder, the signed instrument of transfer constitutes a complete and sufficient authority to the Company and its Directors, Officers and agents to register the number of shares specified in the instrument of transfer or specified in any other manner, or, if no number is specified, all the shares represented by the share certificates or set out in the written acknowledgement deposited with the instrument of transfer:

- (1) in the name of the person named as transferee in that instrument of transfer; or
- (2) if no person is named as transferee in that instrument of transfer, in the name of the person on whose behalf the instrument is deposited for the purpose of having the transfer registered.

5.5 Enquiry as to Title Not Required

Neither the Company nor any Director, Officer or agent of the Company is bound to inquire into the title of the person named in the instrument of transfer as transferee or, if no person is named as transferee in the instrument of transfer, of the person on whose behalf the instrument is deposited for the purpose of having the transfer registered or is liable for any claim related to registering the transfer by the shareholder or by any intermediate owner or holder of the shares, or any interest in the shares of any share certificate representing such shares or any written acknowledgement of a right to obtain a share certificate for such shares.

5.6 Transfer Fee

There must be paid to the Company in relation to the registration of any transfer, the amount, if any, determined by the Directors.

6. Acquisition of Company's Shares

6.1 Company Authorized to Purchase or Otherwise Acquire Shares

Subject to Article 6.2, the special rights or restrictions attached to the shares of any class or series of shares and the *Business Corporations Act*, the Company may, if authorized by the Directors, purchase or otherwise acquire any of its shares at the price and upon the terms determined by the Directors.

6.2 No Purchase, Redemption, or Other Acquisition When Insolvent

The Company must not make a payment or provide any other consideration to purchase, redeem, or otherwise acquire any of its shares if there are reasonable grounds for believing that:

- (1) the Company is insolvent; or
- (2) making the payment or providing the consideration would render the Company insolvent.

6.3 Sale and Voting of Purchased, Redeemed, or Otherwise Acquired Shares

If the Company retains a share redeemed, purchased, or otherwise acquired by it, the Company may sell or gift the share to the Shareholder or dispose of the share, but, while such share is held by the Company, it:

- (1) is not entitled to vote the share at a meeting of its Shareholder;
- (2) must not pay a dividend in respect of the share; and
- (3) must not make any other distribution in respect of the share.

7. Borrowing Powers

7.1 Borrowing Powers of the Company

The Company, if authorized by the Directors, may:

- (1) borrow money in the manner and amount from the sources, and on the terms and conditions that the Directors consider appropriate;
- (2) issue bonds, debentures, and other debt obligations for any liability or obligation of the Company or any other person and at such discounts or premiums and on such other terms as the Directors consider appropriate;
- (3) guarantee the repayment of money by any other person or the performance of any obligation of any other person; and
- (4) mortgage, charge, whether by way of specific or floating charge, grant of a security interest in, or giving other security on, the whole or any part of the present and future assets and undertaking of the Company as collateral for any borrowing,

provided that:

- (5) the Company is restricted from exercising the power to borrow money on the security of the Town of Creston unless the Shareholder approves such borrowing by ordinary resolution provided that the Company is not restricted from exercising the power to borrow on the security of its assets and business; and
- (6) the Company is restricted from exercising the power to borrow money that would require the Town of Creston to guarantee such borrowing unless the Shareholder approves such borrowing by ordinary resolution.

8. Alterations

8.1 Alteration of Authorized Share Structure

Subject to Article 8.2 and the *Business Corporations Act*, the Company may by special resolution:

- (1) create one or more classes or series of shares or, if none of the shares of a class or series of shares are allotted or issued, eliminate that class or series of shares;
- (2) increase, reduce, or eliminate the maximum number of shares that the Company is authorized to issue out of any class or series of shares or establish a maximum number of shares that the Company is authorized to issue out of any class or series of shares for which no maximum is established;
- (3) subdivide or consolidate all or any of its unissued, or fully paid and issued, shares;
- (4) if the Company is authorized to issue shares of a class of shares with par value:
 - (a) decrease the par value of those shares; or
 - (b) if none of the shares of that class of shares are allotted or issued, increase the par value of those shares;
- (5) change all or any of its unissued, or fully paid and issued, shares with par value into shares without par value or any of its unissued shares without par value into shares with par value;
- (6) alter the identifying name of any of its shares; or
- (7) otherwise alter its shares or authorized share structure when required or permitted to do so by the *Business Corporations Act*,

and, if applicable, alter its Notice of Articles and, if applicable, its Articles, accordingly.

8.2 Special Rights or Restrictions

Subject to the *Business Corporations Act*, the Company may by special resolution:

- (1) create special rights or restrictions for, and attach those special rights or restrictions to, the shares of any class or series of shares, whether or not any or all of those shares have been issued; or

- (2) vary or delete any special rights or restrictions attached to the shares of any class or series of shares, whether or not any or all of those shares have been issued,

and alter its Articles and Notice of Articles accordingly.

8.3 Change of Name

The Company may by Shareholder Resolution authorize an alteration to its Notice of Articles in order to change its name and may, by Shareholder Resolution or Directors' resolution, adopt or change any translation of that name.

8.4 Other Alterations

If the *Business Corporations Act* does not specify the type of resolution and these Articles do not specify another type of resolution, the Company may by special resolution alter these Articles.

8.5 Consent to Alterations

Notwithstanding the other provisions of these Articles, including without limitation Article 8.4, for so long as the Town of Creston is a Shareholder of the Company, the Company will not alter or amend a provision of these Articles that was required by the Inspector of Municipalities in any way without the prior written consent of the Inspector of Municipalities.

9. Meetings of Shareholder

9.1 Annual General Meetings

Unless an annual general meeting is deferred or waived in accordance with the *Business Corporations Act*, the Company must hold its first annual general meeting within 18 months after the date on which it was incorporated or otherwise recognized, and after that must hold an annual general meeting at least once in each calendar year and not more than 15 months after the last annual reference date at such time and place as may be determined by the Directors.

9.2 Resolution Instead of Annual General Meeting

If the Shareholder consents by Shareholder Resolution to all of the business that is required to be transacted at that annual general meeting, the annual general meeting is deemed to have been held on the date of the Shareholder Resolution and where applicable in these Articles references to an annual general meeting will be read *mutatis mutandis* as being reference to the Shareholder Resolution adopted in lieu of such meeting. The Shareholder must, in any Shareholder Resolution passed under this Article 9.2, select as the Company's annual reference date a date that would be appropriate for the holding of the applicable annual general meeting.

9.3 Calling of Meetings of the Shareholder

The Directors may, at any time, call a meeting of the Shareholder to be held at such time and place as may be determined by the Directors.

9.4 Notice for Meetings of the Shareholder

The Company must send notice of the date, time, and location of any meeting of the Shareholder (including, without limitation, any notice specifying the intention to propose a resolution as an exceptional resolution, a special resolution, or a special separate resolution and any notice to consider approving an amalgamation into a foreign jurisdiction, an arrangement, or the adoption of an amalgamation agreement, and any notice of a general meeting, class meeting, or series meeting), in the manner provided in these Articles, or in such other manner, if any, as may be prescribed by ordinary resolution (whether previous notice of the resolution has been given or not), to the Shareholder, to each Director, and to the auditor of the Company, unless these Articles otherwise provide, at least 60 days before the meeting.

9.5 Notice of Resolution to Which Shareholder May Dissent

The Company must send to the Shareholder a notice of any meeting of the Shareholder at which a resolution entitling the Shareholder to dissent is to be considered specifying the date of the meeting and containing a statement advising of the right to send a notice of dissent together with a copy of the proposed resolution at least 60 days before the meeting.

9.6 Record Date for Notice

The record date is 5:00 p.m. on the day immediately preceding the first date on which the notice is sent or, if no notice is sent, the beginning of the meeting.

9.7 Record Date for Voting

The record date is 5:00 p.m. on the day immediately preceding the first date on which the notice is sent or, if no notice is sent, the beginning of the meeting.

9.8 Failure to Give Notice

The omission to send notice of a meeting of the Shareholder will invalidate any proceedings at that meeting.

9.9 Meetings by Telephone or Communications Medium

The Directors may determine that a meeting of the Shareholder shall be held entirely by means of telephonic, electronic, or other communication facilities that permit all participants to communicate with each other during the meeting. A meeting of the Shareholder may also be held at which some, but not necessarily all, persons entitled to attend may participate by means of such communication facilities, if the Directors determine to make them available. A person who participates in a meeting in a manner contemplated by this Article 9.9 is deemed for all purposes of the *Business Corporations Act* and these Articles to be present at the meeting.

9.10 Notice of Special Business at Meetings of the Shareholder

If a meeting of the Shareholder is to consider special business within the meaning of Article 10.1, the notice of meeting must:

- (1) state the general nature of the special business; and

- (2) if the special business includes considering, approving, ratifying, adopting, or authorizing any document or the signing of or giving of effect to any document, have attached to it a copy of the document or state that a copy of the document will be available for inspection by the Shareholder through its Shareholder Representative:
- (a) at the Company's records office, or at such other reasonably accessible location in British Columbia as is specified in the notice; and
 - (b) during statutory business hours on any one or more specified days before the day set for the holding of the meeting.

10. Proceedings at Meetings of the Shareholder

10.1 Special Business

At a meeting of the Shareholder, the following business is special business:

- (1) at a meeting of the Shareholder that is not an annual general meeting, all business is special business except business relating to the conduct of or voting at the meeting;
- (2) at an annual general meeting, all business is special business except for the following:
 - (a) business relating to the conduct of or voting at the meeting;
 - (b) consideration of any financial statements of the Company presented to the meeting;
 - (c) consideration of any reports of the Directors or auditor;
 - (d) the setting or changing of the number of Directors;
 - (e) the appointment of Directors;
 - (f) the appointment of an auditor;
 - (g) the setting of the remuneration of an auditor;
 - (h) business arising out of a report of the Directors not requiring the passing of a special resolution or an exceptional resolution; and
 - (i) any other business which, under these Articles or the *Business Corporations Act*, may be transacted at a meeting of the Shareholder without prior notice of the business being given to the Shareholder.

10.2 Special Resolution

The vote of the Shareholder Representative is the only vote required for the Company to pass a special resolution at a general meeting of the Shareholder.

10.3 Quorum

The quorum for the transaction of business at a meeting of the Shareholder is the attendance of the Shareholder Representative, or a proxy appointed by the Shareholder to vote at the meeting.

10.4 Persons Entitled to Attend Meeting

In addition to those persons who are entitled to vote at a meeting of the Shareholder, the only other persons entitled to be present at the meeting are the Directors, the executive director (if any), the president (if any), the secretary (if any), the assistant secretary (if any), any lawyer for the Company, the auditor of the Company, any persons invited to be present at the meeting by the Directors or by the chair of the meeting, and any persons entitled or required under the *Business Corporations Act* or these Articles to be present at the meeting; but if any of those persons do attend the meeting, those persons are not to be counted in the quorum and are not entitled to vote at the meeting unless such person is a proxy appointed by the Shareholder to vote at the meeting.

10.5 Requirement of Quorum

No business other than the adjournment of the meeting, may be transacted at any meeting of the Shareholder without quorum.

10.6 Lack of Quorum

If, within one-half hour from the time set for the holding of a meeting of the Shareholder, a quorum is not present:

- (1) in the case of a general meeting requisitioned by the Shareholder, the meeting is dissolved; and
- (2) in the case of any other meeting of the Shareholder, the meeting stands adjourned to the same day in the next week at the same time and place.

10.7 Chair

The following individual is entitled to preside as chair at a meeting of the Shareholder:

- (1) the chair of the Board elected pursuant to Article 17.3; or
- (2) if the chair of the Board is absent or unwilling to act as chair of the meeting, the Director chosen pursuant to Article 17.3(2).

10.8 Selection of Alternate Chair

If, at any meeting of the Shareholder, there is no chair of the Board or president present within 15 minutes after the time set for holding the meeting, or if the chair of the Board and the president are unwilling to act as chair of the meeting, or if the chair of the Board and the president have advised the secretary, if any, or any Director present at the meeting, that they will not be present at the meeting, the Directors present must choose one of their number to be chair of the meeting or if all of the Directors present decline to take the chair or fail to so choose or if no Director is present, the Shareholder Representative or by proxy may choose any person present at the meeting to chair the meeting.

10.9 Adjournments

The chair of a meeting of the Shareholder may, and if so directed at the meeting must, adjourn the meeting from time to time and from place to place, but no business may be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.

10.10 Notice of Adjourned Meeting

It is not necessary to give any notice of an adjourned meeting of the Shareholder or of the business to be transacted at an adjourned meeting of the Shareholder.

10.11 Decisions by Declaration

Subject to the *Business Corporations Act*, every motion put to a vote at a meeting of the Shareholder will be decided on the declaration of the Shareholder Representative or the proxy.

10.12 Declaration of Result

The chair of a meeting of the Shareholder must declare to the meeting the decision on every question in accordance with the declaration of the Shareholder Representative or the proxy, as the case may be, and that decision must be entered in the minutes of the meeting. A declaration of the chair that a resolution is carried or is defeated is conclusive evidence in favour of or against the resolution.

10.13 Motion Need Not be Seconded

No motion proposed at a meeting of the Shareholder needs to be seconded.

11. Voting

11.1 Vote of the Shareholder

The Shareholder will vote at the meetings of the Shareholder through its Shareholder Representative.

11.2 Appointment of Proxy

Where the Shareholder Representative is unavailable to attend a meeting of the Shareholder, the Shareholder may appoint a councillor or staff member of the Town of Creston to act as its proxy holder to attend and act at the meeting in the manner, to the extent and with the powers conferred by the proxy.

11.3 Alternate Proxy Holders

The Shareholder may appoint one or more alternate proxy holders to act in the place of an absent proxy holder.

11.4 Deposit of Proxy

A proxy for a meeting of the Shareholder must:

- (1) be received at the registered office of the Company or at any other place specified, in the notice calling the meeting, for the receipt of proxies, at least the number of business days specified in the notice, or if no number of days is specified, two business days before the day set for the holding of the meeting or any adjourned meeting; or
- (2) unless the notice provides otherwise, be received at the meeting or any adjourned meeting, by the chair of the meeting or adjourned meeting or by a person designated by the chair of the meeting or adjourned meeting.

A proxy may be sent to the Company by written instrument, email, fax, or any other method of transmitting legibly recorded messages.

11.5 Form of Proxy

A proxy, whether for a specified meeting or otherwise, must be either in the following form or in any other form approved by the Directors or the chair of the meeting:

Creston Valley Housing Corporation
(the “Company”)

Town of Creston, being the sole shareholder of the Company, hereby appoints *[name]* or, failing that person, *[name]*, as proxy holder for the undersigned to attend, act, and vote for and on behalf of the undersigned at the meeting of the shareholder of the Company to be held on *[month, day, year]* and at any adjournment of that meeting.

Signed *[month, day, year]*

[Signature of shareholder]

[Name of shareholder—printed]

11.6 Revocation of Proxy

Subject to Article 11.7, every proxy may be revoked by an instrument in writing that is received:

- (1) at the registered office of the Company at any time up to and including the last business day before the day set for the holding of the meeting or any adjourned meeting at which the proxy is to be used; or
- (2) at the meeting or any adjourned meeting by the chair of the meeting or adjourned meeting, before any vote in respect of which the proxy has been given has been taken.

11.7 Revocation of Proxy Must Be Signed

An instrument referred to in Article 11.6 must be signed by the Shareholder Representative.

11.8 Production of Evidence of Authority to Vote

The chair of any meeting of Shareholder may, but need not, inquire into the authority of any person to vote at the meeting and may, but need not, demand from that person production of evidence as to the existence of the authority to vote.

12. Directors

12.1 First Directors

The first directors are the persons designated as Directors of the Company in the Notice of Articles that applies to the Company when it is recognized under the *Business Corporations Act*. The Shareholder may, pursuant to and in accordance with Article 12.3, fill any openings in the Board of Directors, on an interim basis, for the time period between the time the first directors are designated as Directors of the Company in the Notice of Articles that applies to the Company when it is recognized under the *Business Corporations Act* and the first annual general meeting of the Company, provided that any such interim Director(s) will cease to hold office immediately before the appointment of Directors at the first annual general meeting, as contemplated in Article 13.1(2).

12.2 Number of Directors

The number of directors is set at a total of eleven (11) Directors comprised as follows:

- (1) four (4) Town Directors, comprised of one (1) Town Staff Director and three (3) Town Council Directors; and
- (2) seven (7) Independent Directors,

all as Council may determine at its sole discretion.

12.3 Change in Number of Directors

The Shareholder, through its Shareholder's Representative, may appoint the Directors needed to fill any vacancies in the Board of Directors up to the total number of Directors set out in Article 12.2 and provided such Directors meet the qualifications set out in Article 12.5. The term of office for a Director appointed to fill a vacancy will be the remaining term of office, determined immediately prior to the occurrence of the vacancy, of the Director whose departure created the subject vacancy.

12.4 Directors' Acts Valid Despite Vacancy

An act or proceeding of the Directors is not invalid merely because fewer than the number of Directors set or otherwise required under these Articles is in office.

12.5 Qualifications of Directors

A Director is not required to hold a share of the Company as qualification for their office but must be qualified as required by the *Business Corporations Act* to become, act, or continue to act as a Director.

For the Town Staff Director to act as a director of the Company they must:

- (1) be a current employee of the Town of Creston with permanent or full-time employment status; and
- (2) resign from the Board of Directors when their employment with the Town of Creston ceases or is terminated, unless authorized by the Shareholder to remain as a director of the Company through a written confirmation provided by the Shareholder Representative to the Company.

For the Town Council Directors to act as Directors of the Company they must:

- (1) have been appointed and be serving as a member of Council at the time of their appointment to the Board of Directors; and
- (2) resign from the Board of Directors when they cease to be a member of Council, unless authorized by the Shareholder to remain as a Director of the Company through a written confirmation provided by the Shareholder Representative to the Company.

For the Independent Directors to act as Directors of the Company:

- (1) at least four (4) of the Independent Directors must work or have worked in the development or operations of private or non-profit housing in an administrative, executive, managerial or senior staff position;
- (2) at least one (1) of the Independent Directors must work or have worked in or have expertise in the financial services sector through professional certifications, education or employment experience; and
- (3) at least one (1) of the Independent Directors must work or have worked in or have expertise in the legal sector either through being a member or former member of a Law Society of a Canadian Province or Territory or through completion of legal studies at an accredited law school recognized by the Federation of Law Societies of Canada's National Committee on Accreditation.

12.6 Remuneration of Independent Directors

The Independent Directors are entitled to the remuneration for acting as Directors, if any, as the Shareholder may from time to time determine. No other class of Directors are entitled to remuneration for acting as Directors for the Company.

12.7 Reimbursement of Expenses of Directors

The Company must reimburse each Director for the reasonable expenses that such Director may incur in and about the business of the Company.

12.8 Special Remuneration for Directors

If any Director performs any professional or other services for the Company that in the opinion of the Directors are outside the ordinary duties of a Director, or if any Director is otherwise specially occupied in or about the Company's business, the Director may be paid remuneration fixed by the Directors, or, at the option of the Directors, fixed by ordinary resolution, and such remuneration may be either in addition to,

or in substitution for, any other remuneration that the Director may be entitled to receive.

13. Appointment and Removal of Directors

13.1 Appointment of Directors

- (1) At the first annual general meeting for the Company to be held in the calendar year 2025, the Shareholder, through its Council, will appoint a Board of Directors consisting of the number and composition of Directors set under these Articles. All Directors cease to hold office immediately before the appointment of Directors at the first annual general meeting but are eligible for re-appointment.
- (2) Following the first annual general meeting of the Company, the Shareholder, through its Council, will, within one hundred and eighty (180) days following a municipal election for the Town of Creston, appoint a Board of Directors consisting of the number and composition of Directors set under these Articles. The term of office for all Directors appointed at, or subsequent to, the first annual general meeting will expire immediately before the appointment of Directors under this Article 13.1(2), but such Directors are eligible for reappointment.
- (3) Within one hundred and eighty (180) days following each succeeding municipal election for the Town of Creston the Shareholder, through its Council, will appoint a Board of Directors consisting of the number and composition of Directors set under these Articles. The term of office for such Directors will expire one hundred and eighty (180) days following the next municipal election for the Town of Creston after such Director's appointment, but such Directors are eligible for reappointment.

13.2 Term Limits

No Director may be re-appointed to the Board of Directors after they have completed their third (3rd) consecutive term on the Board of Directors, provided that a former Director may be re-appointed to the Board of Directors after an absence from the Board of Directors of at least one (1) year.

13.3 Consent to be a Director

No appointment of an individual as a Director is valid unless:

- (1) that individual consents to be a Director in the manner provided for in the *Business Corporations Act*;
- (2) that individual is appointed at a meeting at which the individual is present, in person or present for the purposes of a meeting held under Article 17.5 by telephone, electronic, or other communication facilities and the individual does not refuse, at such meeting, to be a Director; or
- (3) with respect to first directors, the designation is otherwise valid under the *Business Corporations Act*.

13.4 Failure to Appoint Directors

If the Council fails to appoint a Board within one hundred and eighty (180) days following a municipal election of the Town of Creston; and

then each Director then in office continues to hold office until the earlier of:

- (1) when the Director's respective successor is appointed; or
- (2) when the Director otherwise ceases to hold office under the *Business Corporations Act* or these Articles.

13.5 Places of Retiring Directors Not Filled

If, at any meeting of the Shareholder at which there should be an appointment of Directors, the places of any of the retiring Directors are not filled by that appointment, those retiring Directors who are not re-appointed and who are asked by the newly appointed Directors to continue in office will, if willing to do so, continue in office to complete the number of Directors for the time being set pursuant to these Articles until further new Directors are appointed at a meeting of the Shareholder convened for that purpose. If any such appointment or continuance of Directors does not result in the appointment or continuance of the number of Directors for the time being set pursuant to these Articles, the number and composition of Directors of the Company is deemed to be set at the number of Directors actually appointed or continued in office.

13.6 Remaining Directors' Power to Act

The Directors may act notwithstanding any vacancy in the Board of Directors, but if the Company has fewer Directors in office than the number set pursuant to these Articles as the quorum of Directors, the directors may only act for the purpose of appointing Directors up to that number or of calling a meeting of the Shareholder for the purpose of filling any vacancies on the Board of Directors or, subject to the *Business Corporations Act*, for any other purpose.

13.7 Shareholder May Fill Vacancies

If the Company has no Directors or fewer Directors in office than the number set pursuant to these Articles as the quorum of Directors, the Shareholder, through its Shareholder Representative, may appoint Directors to fill any vacancies on the Board of Directors.

13.8 Ceasing to be a Director

A Director ceases to be a Director when:

- (1) the term of office of the Director expires;
- (2) the Director dies;
- (3) the Director resigns as a Director by notice in writing provided to the Company or a lawyer for the Company; or
- (4) the Director is removed from office pursuant to Articles 13.9 or 13.10.

13.9 Removal of Director by the Shareholder

The Company may remove any Director before the expiration of that Director's term of office by special resolution. In that event, the Shareholder, through its Shareholder's Representative, will appoint by Shareholder Resolution, a Director to fill the resulting vacancy.

13.10 Removal of Director by Directors

The Directors may remove any Director before the expiration of that Director's term of office if the Director is convicted of an indictable offence, or if the Director ceases to be qualified to act as a director of a company and does not promptly resign, and the Shareholder, through its Shareholder's Representative, will appoint by Shareholder Resolution, a Director to fill the resulting vacancy.

14. Alternate Directors

14.1 Appointment of Alternate Director

Any Director, with the written permission of the Shareholder granted through its Shareholder Representative, may appoint an individual approved by the Shareholder that is qualified to act as a Director under the *Business Corporations Act* and:

- (1) if being appointed by a Town Staff Director, is qualified as a Town Staff Director under Article 12.5;
- (2) if being appointed by a Town Council Director, is qualified as a Town Council Director under Article 12.5; or
- (3) if being appointed by an Independent Director, is qualified as an Independent Director under Article 12.5,

to be their alternate to act in their place at meetings of the Directors or committees of the Directors at which the appointor is not present unless (in the case of an appointee who is not a Director) the Directors have reasonably disapproved the appointment of such person as an alternate Director and have given notice to that effect to the appointor within a reasonable time after the notice of appointment is received by the Company.

14.2 Notice of Meetings

Every alternate Director so appointed is entitled to notice of meetings of the Directors and of committees of the Directors of which the alternate Director's appointor is a member and to attend and vote as a Director at any such meetings at which their appointor is not present.

14.3 Consent Resolutions

Every alternate Director, if authorized by the notice appointing them, may sign in place of their appointor any resolutions to be consented to in writing.

14.4 Alternate Director Not an Agent

Every alternate Director is deemed not to be the agent of their appointor.

14.5 Revocation of Appointment of Alternate Director

An appointor may at any time, by notice in writing received by the Company, revoke the appointment of an alternate Director appointed by them.

14.6 Ceasing to be an Alternate Director

The appointment of an alternate Director ceases when:

- (1) their appointor ceases to be a Director and is not promptly re-appointed;
- (2) the alternate Director dies;
- (3) the alternate Director resigns as an alternate Director by notice in writing provided to the Company or a lawyer for the Company;
- (4) the alternate Director ceases to be qualified to act as a Director; or
- (5) their appointor revokes the appointment of the alternate Director.

14.7 Remuneration and Expenses of Alternate Director

The Company may reimburse an alternate Director for the reasonable expenses that would be properly reimbursed if they were a Director, and the alternate Director is entitled to receive from the Company such proportion, if any, of the remuneration otherwise payable to the appointor as the appointor may from time to time direct.

15. Powers and Duties of Directors

15.1 Powers of Management

The Directors must, subject to the *Business Corporations Act* and these Articles, manage or supervise the management of the business and affairs of the Company and have the authority to exercise all such powers of the Company as are not, by the *Business Corporations Act* or by these Articles, required to be exercised by the Shareholder.

15.2 Appointment of Attorney of Company

The Directors may from time to time, by power of attorney or other instrument, under Seal if so required by law, appoint any person to be the attorney of the Company for such purposes, and with such powers, authorities, and discretions (not exceeding those vested in or exercisable by the Directors under these Articles and excepting the power to fill vacancies in the Board of Directors, to remove a Director, to change the membership of, or fill vacancies in, any committee of the Directors, to appoint or remove Officers appointed by the Directors, and to declare dividends) and for such period, and with such remuneration and subject to such conditions as the Directors may think fit. Any such power of attorney may contain such provisions for the protection or convenience of persons dealing with such attorney as the Directors think

fit. Any such attorney may be authorized by the Directors to sub-delegate all or any of the powers, authorities, and discretions for the time being vested in the attorney.

16. Conflicts of Interest of Directors

16.1. Scope of Conflict Provisions

This Article 16 applies to Directors in relation to meetings of the Board of Directors, meetings of committees of the Board of Directors, and resolutions in writing of the Board of Directors.

16.2 Disclosure of Interest

If a Director attending a meeting of the Board of Directors, a committee meeting or considering a resolution in writing considers that he, she or they is not entitled to and must not:

- (1) participate in the discussion of a matter; or
- (2) vote on or otherwise approve a resolution in respect of a matter,

because the Director has a direct or indirect pecuniary interest in the matter, or for any other reason, and the Director must declare this to the other Directors and state the general nature of why the Director considers this to be the case.

16.3 Consequence of Disclosure of Interest

After making a declaration on the basis described in Article 16.2 a Director must:

- (1) not take part in the discussion of the matter and is not entitled to vote on or otherwise approve any question in respect of the matter;
- (2) leave the meeting or that part of the meeting during which the matter in question is under consideration; and
- (3) not attempt, whether before, during or after the matter is considered by the other Directors, to influence the Directors' decisions on any question in respect of the matter, provided that the Director making the declaration must, to the extent he, she or they is able and in a timely manner, inform the remaining Directors of any risks to the Company associated with the matter in question to the extent necessary to fulfil his, her or their duties to the Company.

16.4 Record of Disclosure

If a declaration is made by a Director pursuant to Article 16.2, the chair of the Board or other person who presided as chair at the meeting will ensure that the minutes of the meeting record in writing the substance of the declaration and the fact that the Director making the declaration was not present for that part of the meeting during which the matter in question was under consideration.

16.5 Prohibitions

Whether or not disclosure is made under Article 16.2, if a Director has a direct or indirect pecuniary interest in a matter the Director must not:

- (1) participate in the discussion of a matter;
- (2) vote on or otherwise approve a resolution in respect of a matter; or
- (3) attempt in any way, whether before, during or after the matter is considered by the other Directors, to influence the Directors' decisions on any question in respect of the matter, provided that the interested Director must, to the extent he, she or they is able and in a timely manner, inform the remaining Directors of any risks to the Company associated with the matter in question to the extent necessary to fulfil his or her duties to the Company.

16.6 Exceptions to Conflict Provisions

Article 16.5 does not apply if:

- (1) the pecuniary interest of the Director is a pecuniary interest in common with the residents of the Town of Creston, generally;
- (2) the matter relates to remuneration or expenses payable to one or more Directors in relation to their duties as Directors; or
- (3) the pecuniary interest is so remote or insignificant that it cannot reasonably be regarded as likely to influence the Director in relation to the matter.

16.7 Duty to Account and Disqualification

A person who contravenes Article 16.5 is, in addition to any consequences that may arise under the provisions of the *Business Corporations Act*, disqualified from continuing to hold office as a Director of the Company unless the contravention was due to reasonable inadvertence or an error in judgment made in good faith.

16.8 Interested Director Counted in Quorum

Notwithstanding that, by operation of this Article 16, a Director is prohibited from participating in the discussion of a matter or voting on or otherwise approving a resolution in respect of a matter, a Director may be counted for the purpose of determining whether a quorum of Directors is present for the transaction of business at any meeting of the Company's Board of directors or a committee of the Company's Board of Directors.

16.9 No Disqualification

No Director of the Company disqualified from his, her or their office from contracting with the Company as vendor, purchaser or otherwise, and no contract or transaction entered into by or on behalf of the Company in which a Director is in any way interested is liable to be voided for the reason that the Director

has an interest.

16.10 Obligation to Account for Profits

A Director or senior Officer who holds a disclosable interest (as that term is used in the *Business Corporations Act*) in a contract or transaction into which the Company has entered or proposes to enter is liable to account to the Company for any profit that accrues to the Director or senior Officer under or as a result of the contract or transaction only if and to the extent provided in the *Business Corporations Act*.

16.11 Professional Services by Director or Officer

Subject to the *Business Corporations Act*, a Director or officer, or any person in which a Director or Officer has an interest, may act in a professional capacity for the Company, except as auditor of the Company, and the Director or Officer or such person is entitled to remuneration for professional services as if that Director or Officer were not a Director or Officer.

16.12 Director or Officer in Other Corporations

A Director or Officer may be or become a director, officer, or employee of, or otherwise interested in, any person in which the Company may be interested as a shareholder or otherwise, and, subject to the *Business Corporations Act*, the Director or Officer is not accountable to the Company for any remuneration or other benefits received by them as director, officer, or employee of, or from their interest in, such other person.

17. Proceedings of Directors

17.1 Meetings of Directors

The Directors may meet together for the conduct of business and adjourn and otherwise regulate their meetings as they think fit, and meetings of the Directors held at regular intervals may be held at the place, at the time, and on the notice, if any, as the Directors may from time to time determine. Without limiting the generality of this Article 17.1, the Directors may, from time to time, invite any persons to be present at a meeting of the Directors, including without limitation the executive director (if any), the president (if any), the secretary (if any), the assistant secretary (if any), any lawyer for the Company, the auditor of the Company, a Town representative and any other persons invited to be present at the meeting by the Directors or by the chair of the meeting.

17.2 Voting at Meetings

Questions arising at any meeting of Directors are to be decided by a majority of votes and, in the case of an equality of votes, the chair of the meeting does not have a second or casting vote.

17.3 Chair of the Board

At the annual general meeting, the Board shall elect from among the Directors, a chair who shall hold office until the following annual general meeting after their election as chair unless re-elected as the chair of the Board.

17.4 Chair of Meetings

The following individual is entitled to preside as chair at a meeting of Directors:

- (1) the chair of the Board elected pursuant to Article 17.3; or
- (2) any other Director chosen by the Directors if:
 - (a) the chair of the Board is not present at the meeting within 15 minutes after the time set for holding the meeting;
 - (b) the chair of the Board is not willing to chair the meeting; or
 - (c) the chair of the Board has advised the secretary, if any, or any other Director, that they will not be present at the meeting.

17.5 Meetings by Telephone or Other Communications Medium

A Director may participate in a meeting of the Directors or of any committee of the Directors by means of telephone, electronic, or other communication facilities that permit all participants to communicate with each other during the meeting. A meeting of the Directors may also be held at which some, but not necessarily all, persons entitled to attend may participate by means of such communications facilities. A Director who participates in a meeting in a manner contemplated by this Article 17.5 is deemed for all purposes of the *Business Corporations Act* and these Articles to be present at the meeting.

17.6 Calling of Meetings

A Director may, and the secretary or an assistant secretary of the Company, if any, on the request of a Director must, call a meeting of the Directors at any time.

17.7 Notice of Meetings

Other than for meetings held at regular intervals as determined by the Directors pursuant to Article 17.1 or as provided in Article 17.8, reasonable notice of each meeting of the Directors, specifying the place, day, and time of that meeting, must be given to each of the Directors and the alternate Directors by any method set out in Article 23.1 or orally or by telephone.

17.8 When Notice Not Required

It is not necessary to give notice of a meeting of the Directors to a Director or an alternate Director if:

- (1) the meeting is to be held immediately following a meeting of the Shareholder at which that Director was appointed, or is the meeting of the Directors at which that Director is appointed; or
- (2) the Director or alternate Director, as the case may be, has waived notice of the meeting.

17.9 Meeting Valid Despite Failure to Give Notice

The accidental omission to give notice of any meeting of Directors to, or the non-receipt of any notice by,

any Director or alternate Director, does not invalidate any proceedings at that meeting.

17.10 Waiver of Notice of Meetings

Any Director or alternate director may send to the Company a signed document waiving notice of any past, present, or future meeting or meetings of the Directors and may at any time withdraw that waiver with respect to meetings held after that withdrawal. After sending a waiver with respect to all future meetings and until that waiver is withdrawn, no notice of any meeting of the Directors need be given to that Director or, unless the Director otherwise requires by notice in writing to the Company, to that Director's alternate Director, and all meetings of the Directors so held are deemed not to be improperly called or constituted by reason of notice not having been given to such Director or alternate Director. Attendance of a Director or alternate Director at a meeting of the Directors is a waiver of notice of the meeting unless that Director or alternate Director attends the meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting is not lawfully called.

17.11 Quorum

The quorum necessary for the transaction of the business of the Directors may be set by the Directors but shall not be less than six (6) Directors, and at least one of which must be a Town Director.

17.12 Validity of Acts Where Appointment Defective

Subject to the *Business Corporations Act*, an act of a Director or Officer is not invalid merely because of an irregularity in the appointment or a defect in the qualification of that Director or Officer.

17.13 Consent Resolutions in Writing

A resolution of the Directors or of any committee of the Directors may be passed without a meeting:

- (1) in all cases, if each of the Directors entitled to vote on the resolution consents to it in writing; or
- (2) in the case of a resolution to approve a contract or transaction in respect of which a Director has disclosed that they have or may have a disclosable interest, if each of the other Directors who have not made such a disclosure consents in writing to the resolution.

A consent in writing under this Article 17.13 may be by any written instrument, fax, email, or any other method of transmitting legibly recorded messages in which the consent of the Director is evidenced, whether or not the signature of the Director is included in the record. A consent in writing may be in two or more counterparts which together are deemed to constitute one consent in writing. A resolution of the Directors or of any committee of the Directors passed in accordance with this Article 17.13 is effective on the date stated in the consent in writing or on the latest date stated on any counterpart and is deemed to be a proceeding at a meeting of the Directors or of the committee of the Directors and to be as valid and effective as if it had been passed at a meeting of the Directors or of the committee of the Directors that satisfies all the requirements of the *Business Corporations Act* and all the requirements of these Articles relating to meetings of the Directors or of a committee of the Directors.

18. Executive and Other Committees

18.1 Appointment and Powers of Executive Committee

The Directors may, by resolution, appoint an executive committee consisting of the Director or Directors that they consider appropriate, provided that the Executive Committee includes at least one (1) Town Director, and during the intervals between meetings of the Board of Directors all of the Directors' powers are delegated to the executive committee, except:

- (1) the power to fill vacancies in the Board of Directors;
- (2) the power to remove a Director;
- (3) the power to change the membership of, or fill vacancies in, any committee of the Directors; and
- (4) such other powers, if any, as may be set out in the resolution or any subsequent Directors' resolution.

18.2 Appointment and Powers of Other Committees

The Directors may, by resolution:

- (1) appoint one or more committees (other than the executive committee) consisting of the Director or Directors and such other persons that they consider appropriate, provided that at least one Director is appointed to each of such committees;
- (2) delegate to a committee appointed under paragraph (1) any of the Directors' powers, except:
 - (a) the power to fill vacancies in the Board of Directors;
 - (b) the power to remove a Director;
 - (c) the power to change the membership of, or fill vacancies in, any committee of the Directors; and
 - (d) the power to appoint or remove Officers appointed by the Directors; and
- (3) make any delegation referred to in paragraph (2) subject to the conditions set out in the resolution or any subsequent Directors' resolution.

18.3 Obligations of Committees

Any committee appointed under Articles 18.1 or 18.2, in the exercise of the powers delegated to it, must:

- (1) conform to any rules that may from time to time be imposed on it by the Directors; and
- (2) report every act or thing done in exercise of those powers at such times as the Directors may require.

18.4 Powers of Board

The Directors may, at any time, with respect to a committee appointed under Articles 18.1 or 18.2:

- (1) revoke or alter the authority given to the committee, or override a decision made by the committee, except as to acts done before such revocation, alteration, or overriding;
- (2) terminate the appointment of, or change the membership of, the committee; and
- (3) fill vacancies in the committee.

18.5 Committee Meetings

Subject to Article 18.3(1) and unless the Directors otherwise provide in the resolution appointing the committee or in any subsequent resolution, with respect to a committee appointed under Articles 18.1 or 18.2:

- (1) the committee may meet and adjourn as it thinks proper;
- (2) the committee may elect a chair of its meetings but, if no chair of a meeting is elected, or if at a meeting the chair of the meeting is not present within 15 minutes after the time set for holding the meeting, the Directors present who are members of the committee may choose one of their number to chair the meeting;
- (3) a majority of the members of the committee constitutes a quorum of the committee; and
- (4) questions arising at any meeting of the committee are determined by a majority of votes of the members present, and in the case of an equality of votes, the chair of the meeting does not have a second or casting vote.

19. Officers

19.1 Directors May Appoint Officers

The Directors may, from time to time, appoint such Officers, if any, as the Directors determine and the Directors may, at any time, terminate any such appointment.

19.2 Functions, Duties, and Powers of Officers

The Directors may, for each Officer:

- (1) determine the functions, and duties of the Officer;
- (2) delegate to the Officer any of the powers exercisable by the Directors on such terms and conditions and with such restrictions as the Directors think fit; and
- (3) revoke, withdraw, alter, or vary all or any of the functions, duties, and powers of the Officer.

19.3 Qualifications

No Officer may be appointed unless that Officer is qualified in accordance with the *Business Corporations Act*. One person may hold more than one position as an Officer of the Company. Any person appointed as the chair of the Board or as a managing director must be a Director. Any other Officer need not be a Director.

19.4 Remuneration and Terms of Appointment

All appointments of Officers are to be made on the terms and conditions and at the remuneration (whether by way of salary, fee, commission, participation in profits, or otherwise) that the Directors think fit and are subject to termination at the pleasure of the Directors, and an Officer may in addition to such remuneration be entitled to receive, after such officer cease to hold such office or leaves the employment of the Company, a pension or gratuity.

20. Indemnification

20.1 Definitions

In this Article 20:

- (1) “**eligible penalty**” means a judgment, penalty, or fine awarded or imposed in, or an amount paid in settlement of, an eligible proceeding;
- (2) “**eligible proceeding**” means a legal proceeding or investigative action, whether current, threatened, pending, or completed, in which a Director, former Director, or alternate Director of the Company (an “**eligible party**”) or any of the heirs and legal personal representatives of the eligible party, by reason of the eligible party being or having been a Director or alternate Director of the Company:
 - (a) is or may be joined as a party; or
 - (b) is or may be liable for or in respect of a judgment, penalty, or fine in, or expenses related to, the proceeding; and
- (3) “**expenses**” has the meaning set out in the *Business Corporations Act*.

20.2 Mandatory Indemnification of Directors

Subject to the *Business Corporations Act*, the Company must indemnify a Director, former Director, or alternate Director of the Company and their heirs and legal personal representatives against all eligible penalties to which such person is or may be liable, and the Company must, after the final disposition of an eligible proceeding, pay the expenses actually and reasonably incurred by such person in respect of that proceeding. Each Director and alternate Director is deemed to have contracted with the Company on the terms of the indemnity contained in this Article 20.2.

20.3 Permitted Indemnification

Subject to any restrictions in the *Business Corporations Act*, the Company may indemnify any person.

20.4 Non-Compliance with *Business Corporations Act*

The failure of a Director, alternate Director, or Officer of the Company to comply with the *Business Corporations Act* or these Articles or, if applicable, any former *Companies Act* or former Articles, does not invalidate any indemnity to which such person is entitled under this Part 20.

20.5 Company May Purchase Insurance

The Company may purchase and maintain insurance for the benefit of any person (or their heirs or legal personal representatives) who:

- (1) is or was a Director, alternate Director, Officer, employee, or agent of the Company;
- (2) is or was a director, alternate director, officer, employee, or agent of a corporation at a time when the corporation is or was an affiliate of the Company;
- (3) at the request of the Company, is or was a director, alternate director, officer, employee, or agent of a corporation or of a partnership, trust, joint venture, or other unincorporated entity;
- (4) at the request of the Company, holds or held a position equivalent to that of a director, alternate director, or officer of a partnership, trust, joint venture, or other unincorporated entity,

against any liability incurred by such person as such director, alternate director, officer, employee, or agent or person who holds or held such equivalent position.

21. Dividends

21.1 Payment of Dividends Subject to Special Rights

The provisions of this Part 21 are subject to the rights, if any, of the Shareholder.

21.2 Declaration of Dividends

Subject to the *Business Corporations Act* and the rights of the Shareholder, the Directors may from time to time declare and authorize payment of such dividends as they may consider appropriate.

21.3 No Notice Required

The Directors need not give notice to any Shareholder of any declaration under Article 21.2.

21.4 Record Date

The record date is 5:00 p.m. on the date on which the Directors pass the resolution declaring the dividend.

21.5 Manner of Paying Dividend

A resolution declaring a dividend may direct payment of the dividend wholly or partly in money or by the distribution of specific assets or of fully paid shares or of bonds, debentures, or other securities of the Company or any other corporation, or in any one or more of those ways.

21.6 Settlement of Difficulties

If any difficulty arises in regard to a distribution under Article 21.5, the Directors may settle the difficulty as they deem advisable, and, in particular, may:

- (1) set the value for distribution of specific assets;
- (2) determine that money in substitution for all or any part of the specific assets to which the Shareholder is entitled may be paid to the Shareholder on the basis of the value so fixed in order to adjust the rights of all parties; and
- (3) vest any such specific assets in trustees for the persons entitled to the dividend.

21.7 When Dividend Payable

Any dividend may be made payable on such date as is fixed by the Directors.

21.8 Dividends to be Paid in Accordance with Number of Shares

All dividends on shares of any class or series of shares must be declared and paid according to the number of such shares held.

21.9 Dividend Bears No Interest

No dividend bears interest against the Company.

21.10 Fractional Dividends

If a dividend to which a Shareholder is entitled includes a fraction of the smallest monetary unit of the currency of the dividend, that fraction may be disregarded in making payment of the dividend and that payment represents full payment of the dividend.

21.11 Payment of Dividends

Any dividend or other distribution payable in money in respect of shares may be paid by cheque, electronic transfer or as otherwise determined by the Directors of the Company and made payable to the Shareholder.

21.12 Capitalization of Retained Earnings or Surplus

Notwithstanding anything contained in these Articles, the Company may by special resolution capitalize any retained earnings or surplus of the Company and may from time to time issue, as fully paid, bonds, debentures, or other securities of the Company as a dividend representing the retained earnings or surplus so capitalized or any part thereof.

22. Documents, Records and Reports

22.1 Recording of Financial Affairs

The Directors must cause adequate accounting records to be kept, to record properly the financial affairs and

condition of the Company for each Fiscal Year and to comply with the *Business Corporations Act*.

22.2 Auditor and Audited Financial Statements

The Directors will appoint an auditor to prepare audited financial statements for the Company and which shall be prepared for each Fiscal Year.

22.3 Remuneration of Auditor

The Directors may set the remuneration of the auditor of the Company.

22.4 No Waiver of Auditor

Notwithstanding the provisions of the *Business Corporations Act*, including without limitation subsection 203(2), a resolution to waive the appointment of an auditor will be of no force or effect.

22.5 Disclosure of Financial Statements

For so long as the Town of Creston is a Shareholder of the Company, the Company will present at an open meeting of the municipal council of the Town of Creston the financial statements of the Company presented to the annual general meeting of the Company and the report of the auditor on those financial statements within 120 days of the end of each Fiscal Year.

22.6 Inspection of Company Records

The Shareholder will be entitled to discovery of any and all information respecting any details or conduct of the Company's business and affairs, limited only to the extent that the Directors, acting in good faith and in accordance with the requirements of *FOIPPA*, determine it would be inexpedient in the interests of the Company to make certain information available and neither the *Business Corporations Act* nor *FOIPPA* otherwise require that the Company make such information available to the Shareholder.

23. Notices

23.1 Method of Giving Notice

Unless the *Business Corporations Act* or these Articles provide otherwise, a notice, statement, report, or other record required or permitted by the *Business Corporations Act* or these Articles to be sent by or to a person may be sent by any one of the following methods:

- (1) mail addressed to the person at the applicable address for that person as follows:
 - (a) for a record mailed to a Shareholder, the Shareholder's registered address;
 - (b) for a record mailed to a Director or Officer, the prescribed address for mailing shown for the Director or Officer in the records kept by the Company or the mailing address provided by the recipient for the sending of that record or records of that class; and
 - (c) in any other case, the mailing address of the intended recipient;

- (2) delivery at the applicable address for that person as follows, addressed to the person:
 - (a) for a record delivered to a Shareholder, the Shareholder's registered address;
 - (b) for a record delivered to a Director or Officer, the prescribed address for delivery shown for the Director or Officer in the records kept by the Company or the delivery address provided by the recipient for the sending of that record or records of that class; and
 - (c) in any other case, the delivery address of the intended recipient;
- (3) unless the intended recipient is the auditor of the Company, sending the record by fax to the fax number provided by the intended recipient for the sending of that record or records of that class;
- (4) unless the intended recipient is the auditor of the Company, sending the record by email to the email address provided by the intended recipient for the sending of that record or records of that class; or
- (5) physical delivery to the intended recipient.

23.2 Deemed Receipt

A notice, statement, report, or other record that is:

- (1) mailed to a person by ordinary mail to the applicable address for that person referred to in Article 23.1 is deemed to be received by the person to whom it was mailed on the day (Saturdays, Sundays, and holidays excepted) following the date of mailing;
- (2) faxed to a person to the fax number provided by that person referred to in Article 23.1 is deemed to be received by the person to whom it was faxed on the day it was faxed; and
- (3) emailed to a person to the email address provided by that person referred to in Article 23.1 is deemed to be received by the person to whom it was emailed on the day it was emailed.

23.3 Certificate of Sending

A certificate signed by the secretary, if any, or other Officer of the Company or of any other corporation acting in that capacity on behalf of the Company stating that a notice, statement, report, or other record was sent in accordance with Article 23.1 is conclusive evidence of that fact.

24. Seal

24.1 Who May Attest Seal

Except as provided in Articles 24.2 and 24.3, the Company's seal, if any, must not be impressed on any record except when that impression is attested by the signatures of:

- (1) any two Directors;
- (2) any Officer, together with any Director; or

- (3) any one or more Directors or Officers or persons as may be determined by the Directors.

24.2 Sealing Copies

For the purpose of certifying under seal a certificate of incumbency of the Directors or Officers of the Company or a true copy of any resolution or other document, despite Article 24.1, the impression of the seal may be attested by the signature of any Director or Officer or the signature of any other person as may be determined by the Directors.

24.3 Mechanical Reproduction of Seal

The Directors may authorize the Seal to be impressed by third parties on share certificates or bonds, debentures, or other securities of the Company as they may determine appropriate from time to time. To enable the Seal to be impressed on any share certificates or bonds, debentures, or other securities of the Company, whether in definitive or interim form, on which facsimiles of any of the signatures of the Directors or Officers of the Company are, in accordance with the *Business Corporations Act* or these Articles, printed or otherwise mechanically reproduced, there may be delivered to the person employed to engrave, lithograph, or print such definitive or interim share certificates or bonds, debentures, or other securities one or more unmounted dies reproducing the seal, and such persons as are authorized under Article 24.1 to attest the Company's Seal may in writing authorize such person to cause the Seal to be impressed on such definitive or interim share certificates or bonds, debentures, or other securities by the use of such dies. Share certificates or bonds, debentures, or other securities to which the seal has been so impressed are for all purposes deemed to be under and to bear the Seal impressed on them.

24.4 Execution of Documents Generally

The Directors may from time to time by resolution appoint any one or more persons, Officers, or Directors for the purpose of executing any instrument, document, or agreement in the name of and on behalf of the Company for which the seal need not be affixed, and if no such person, Officer, or Director is appointed, then any one Officer or Director of the Company may execute such instrument, document, or agreement.

25. Prohibitions

25.1 Definitions

In this Part 25:

- (1) “**security**” has the meaning assigned in the *Securities Act* (British Columbia);
- (2) “**transfer restricted security**” means:
 - (a) a share of the Company;
 - (b) a security of the Company convertible into shares of the Company; or
 - (c) any other security of the Company that must be subject to restrictions on transfer in order for the Company to satisfy the requirement for restrictions on transfer under the “private issuer” exemption of Canadian securities legislation or under any other exemption from

prospectus or registration requirements of Canadian securities legislation similar in scope and purpose to the “private issuer” exemption.

25.2 Consent Required for Transfer of Shares or Transfer Restricted Securities

No security or share in the Company or other transfer restricted security in the Company may be sold, transferred, or otherwise disposed of without the consent of the Shareholder by Shareholder Resolution, and the Shareholder is required to give any reason for refusing to consent to any such sale, transfer, or other disposition.

26. Other Corporate Matters

26.1 Restrictions on Business

The Company is restricted from conducting any business that is not related to its purposes set out in Article 1.3.

26.2 Annual Public Information Meeting

The Company will hold an annual information meeting open to members of the public for the purposes of the public receiving information about the activities and achievements of the Company including to review the Company’s audited financial statements. The annual information meeting must be held at least once in each calendar year on such dates and at such times and place as may be determined by the Directors.

26.3 Public Access

Subject to the rules and regulation of the Town of Creston, the Company will keep a copy of these Articles at Creston City Hall for the purposes of inspection by any person at the times permitted by the Town of Creston.

26.4 No Subsidiary Without Approval of the Inspector and the Shareholder

The Company will not create, organize or facilitate the incorporation of a subsidiary corporation of the Company without the prior written consent of the Inspector of Municipalities and the Shareholder.

26.5 Restrictions on Investment of Monies

Without limiting the Company’s purposes set out in Article 1.3, the Company may only invest or reinvest any monies held by the Company in excess of the Company’s operational requirements, or that are not immediately required by the Company, in the types of investments permitted to be made by municipalities under Section 183 of the *Community Charter*, S.B.C. 2003, c. 26, as may be amended, replaced or re-enacted from time to time.

26.6 Disposal of Corporate Assets

The Company, without prior written approval of the Shareholder, may not:

- (1) dispose of any of the assets or undertakings of the Company if such disposition is not in furtherance of the Company’s purposes as set out in Article 1.3;
- (2) dispose of any of the cash assets of the Company that in a single transaction or series of related

transactions exceeds an amount equal to two-thousand dollars (\$2,000) (in 2024 dollars) adjusted annually by the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Treasury Service for Statistics Canada, or its successor in function, to the time of the proposed disposition; or

- (3) dispose of any fixed assets or undertakings of the Company that in a single transaction or series of related transactions exceeds an amount equal to ten-thousand dollars (\$10,000) (in 2024 dollars) fair market value, adjusted annually by the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Treasury Service for Statistics Canada, or its successor in function, at the time of the proposed disposition.

IN WITNESS WHEREOF the Town of Creston, the Incorporator of the Creston Valley Housing Corporation, has executed these Company Articles on ____ day of _____, 2024.

TOWN OF CRESTON

Per: _____
Name:

INCORPORATION AGREEMENT WITH ARTICLES**INCORPORATION AGREEMENT**

The undersigned incorporator wishes to form a company under the *Business Corporations Act* (British Columbia) in accordance with the terms of this agreement.

1. The name of the company will be the “Creston Valley Housing Corporation” (the “Company”).
2. The articles of the Company will be those articles signed by the incorporator and attached to this agreement.
3. The authorized capital of the Company will consist of one (1) common share with voting rights, with a par value of \$1.00 and special rights or restrictions attached.
4. The incorporator agrees to take the number and kind of shares in the Company set out opposite their name at an issue price of \$1.00 per share:

Name of Incorporator	Signature of Incorporator	Number of Shares	Date of Signing YYYY/MM/DD
Town of Creston	<hr/> Name: Position:	1 Common, Voting Share	<hr/>

Incorporation number: _____

Creston Housing Corporation
(the “**Company**”)

CONSENT TO ACT AS DIRECTOR

I hereby consent to act as a director of the Company and acknowledge that I am not disqualified to become or to act as a director under s. 124 of the *Business Corporations Act* (British Columbia), the text of which is set out below.

Dated _____, 2024.

Name: Arnold DeBoon

Delivery Address: 238 10th Avenue North, Creston BC, V0B 1G0

Mailing Address: PO Box 1339, Creston BC, V0B 1G0

Signature: _____

DIRECTORS HAVE SUBSTANTIAL DUTIES AND OBLIGATIONS AND MAY BE SUBJECT TO SIGNIFICANT LIABILITIES. AS *[law firm]* ACTS FOR THE COMPANY ONLY, THE PERSON SIGNING THIS CONSENT SHOULD OBTAIN INDEPENDENT LEGAL ADVICE.

Persons disqualified as directors

124 (1) A person must not become or act as a director of a company unless that person is an individual who is qualified to do so.

(2) An individual is not qualified to become or act as a director of a company if that individual is

- (a) under the age of 18 years,
- (b) found by a court, in Canada or elsewhere, to be incapable of managing the individual’s own affairs,
- (c) an undischarged bankrupt, or
- (d) convicted in or out of British Columbia of an offence in connection with the promotion, formation or management of a corporation or unincorporated business, or of an offence involving fraud, unless
 - (i) the court orders otherwise,
 - (ii) 5 years have elapsed since the last to occur of
 - (A) the expiration of the period set for suspension of the passing of sentence without a sentence having been passed,
 - (B) the imposition of a fine,

- (C) the conclusion of the term of any imprisonment, and
 - (D) the conclusion of the term of any probation imposed, or
- (iii) a pardon was granted or issued under the *Criminal Records Act* (Canada) and the pardon or record suspension, as the case may be, has not been revoked or ceased to have effect.

Section 426(3) of the *Business Corporations Act* (British Columbia) provides that “[a]n individual who acts as a director of a company and who, under s. 124(2), is not qualified to act as a director of a company commits an offence”.

Creston Housing Corporation
(the “Company”)

CONSENT TO ACT AS DIRECTOR

I hereby consent to act as a director of the Company and acknowledge that I am not disqualified to become or to act as a director under s. 124 of the *Business Corporations Act* (British Columbia), the text of which is set out below.

Dated _____, 2024.

Name: Denise Dumas

Delivery Address: 238 10th Avenue North, Creston BC, V0B 1G0

Mailing Address: PO Box 1339, Creston BC, V0B 1G0

Signature: _____

DIRECTORS HAVE SUBSTANTIAL DUTIES AND OBLIGATIONS AND MAY BE SUBJECT TO SIGNIFICANT LIABILITIES. AS *[law firm]* ACTS FOR THE COMPANY ONLY, THE PERSON SIGNING THIS CONSENT SHOULD OBTAIN INDEPENDENT LEGAL ADVICE.

Persons disqualified as directors

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- (b) found by a court, in Canada or elsewhere, to be incapable of managing the individual’s own affairs,
- (c) an undischarged bankrupt, or
- (d) convicted in or out of British Columbia of an offence in connection with the promotion, formation or management of a corporation or unincorporated business, or of an offence involving fraud, unless
 - (i) the court orders otherwise,
 - (ii) 5 years have elapsed since the last to occur of
 - (A) the expiration of the period set for suspension of the passing of sentence without a sentence having been passed,
 - (B) the imposition of a fine,

- (C) the conclusion of the term of any imprisonment, and
 - (D) the conclusion of the term of any probation imposed, or
- (iii) a pardon was granted or issued under the *Criminal Records Act* (Canada) and the pardon or record suspension, as the case may be, has not been revoked or ceased to have effect.

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Creston Housing Corporation
(the “Company”)

CONSENT TO ACT AS DIRECTOR

I hereby consent to act as a director of the Company and acknowledge that I am not disqualified to become or to act as a director under s. 124 of the *Business Corporations Act* (British Columbia), the text of which is set out below.

Dated _____, 2024.

Name: Kristen Dunbar

Delivery Address: 238 10th Avenue North, Creston BC, V0B 1G0

Mailing Address: PO Box 1339, Creston BC, V0B 1G0

Signature: _____

DIRECTORS HAVE SUBSTANTIAL DUTIES AND OBLIGATIONS AND MAY BE SUBJECT TO SIGNIFICANT LIABILITIES. AS *[law firm]* ACTS FOR THE COMPANY ONLY, THE PERSON SIGNING THIS CONSENT SHOULD OBTAIN INDEPENDENT LEGAL ADVICE.

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- (b) found by a court, in Canada or elsewhere, to be incapable of managing the individual’s own affairs,
- (c) an undischarged bankrupt, or
- (d) convicted in or out of British Columbia of an offence in connection with the promotion, formation or management of a corporation or unincorporated business, or of an offence involving fraud, unless
 - (i) the court orders otherwise,
 - (ii) 5 years have elapsed since the last to occur of
 - (A) the expiration of the period set for suspension of the passing of sentence without a sentence having been passed,
 - (B) the imposition of a fine,

- (C) the conclusion of the term of any imprisonment, and
 - (D) the conclusion of the term of any probation imposed, or
- (iii) a pardon was granted or issued under the *Criminal Records Act* (Canada) and the pardon or record suspension, as the case may be, has not been revoked or ceased to have effect.

Section 426(3) of the *Business Corporations Act* (British Columbia) provides that “[a]n individual who acts as a director of a company and who, under s. 124(2), is not qualified to act as a director of a company commits an offence”.

Creston Housing Corporation
(the “Company”)

CONSENT TO ACT AS DIRECTOR

I hereby consent to act as a director of the Company and acknowledge that I am not disqualified to become or to act as a director under s. 124 of the *Business Corporations Act* (British Columbia), the text of which is set out below.

Dated _____, 2024.

Name: Steffan Klassan

Delivery Address: 238 10th Avenue North, Creston BC, V0B 1G0

Mailing Address: PO Box 1339, Creston BC, V0B 1G0

Signature: _____

DIRECTORS HAVE SUBSTANTIAL DUTIES AND OBLIGATIONS AND MAY BE SUBJECT TO SIGNIFICANT LIABILITIES. AS *[law firm]* ACTS FOR THE COMPANY ONLY, THE PERSON SIGNING THIS CONSENT SHOULD OBTAIN INDEPENDENT LEGAL ADVICE.

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- (c) an undischarged bankrupt, or
- (d) convicted in or out of British Columbia of an offence in connection with the promotion, formation or management of a corporation or unincorporated business, or of an offence involving fraud, unless
 - (i) the court orders otherwise,
 - (ii) 5 years have elapsed since the last to occur of
 - (A) the expiration of the period set for suspension of the passing of sentence without a sentence having been passed,
 - (B) the imposition of a fine,

- (C) the conclusion of the term of any imprisonment, and
 - (D) the conclusion of the term of any probation imposed, or
- (iii) a pardon was granted or issued under the *Criminal Records Act* (Canada) and the pardon or record suspension, as the case may be, has not been revoked or ceased to have effect.

Section 426(3) of the *Business Corporations Act* (British Columbia) provides that “[a]n individual who acts as a director of a company and who, under s. 124(2), is not qualified to act as a director of a company commits an offence”.



Council Action List Report

Council Action List Report

Council Action List

Report Created On: Sep 06, 2024

Report Legend



Priority



No Update



Overdue

YEAR 1

2021 - Council Directed Action List

Identified Council Actions (by resolution) from Council Meetings.

Council Date	Resolution #	Plan Label And Number	Description	Last Update	Last Update Date
November 23, 2021	404-21	Council Action 1.2	<p>Installation of Bulletin Board (Community Forests)</p> <p>THAT Council APPROVES Creston Valley Community Forests to <u>install a two-sided bulletin board on municipal property, specifically the Creston Walk-Through Park on Canyon Street, in a location to be determined with Staff and Creston Valley Community Forests,</u> as reported by the Chief Administrative Officer within the attached report.</p>	<p><u>Reporting Period Update:</u></p> <p>Board still in design phase with CVCF.</p>	Aug 27, 2024

YEAR 2

2022 - Council Directed Action List

Identified Council Actions (by resolution) from Council and Committee of the Whole Meetings.

Council Date	Resolution #	Plan Label And Number	Description	Last Update	Last Update Date
April 26, 2022	162-22	Council Action 2.2	<p>Development Cost Charges</p> <p>THAT Council DIRECTS <u>Staff to develop a new municipality-wide Development Cost Charges bylaw</u> for Council consideration at an upcoming Regular Council Meeting.</p>	<p><u>Reporting Period Update:</u></p> <p>Committee Directed staff to proceed with public consultation on Development Cost Charges.</p>	Apr 05, 2024
July 26, 2022	302-22	Council Action 2.5	<p>Memorandum of Friendship</p> <p>THAT <u>Council REVIEWED the Memorandum of Understanding and Friendship between the Lower Kootenay Band and the Town of Creston</u> originally presented and signed on January 26, 2010; THAT <u>Council RECOMMENDS no changes to the Memorandum of Understanding and Friendship</u>; AND FURTHER, THAT <u>Council APPROVES signing of the Memorandum of Understanding and Friendship upon the approval by Lower Kootenay Band Council.</u></p>	No new update to provide	Apr 24, 2024

YEAR 3

2023- Council Directed Action List

Identified Council Actions (by resolution) from Council and Committee of the Whole Meetings.

Council Date	Resolution #	Plan Label And Number	Description	Last Update	Last Update Date
July 25, 2023	229-23	Council Action 3.19	<p>Traffic Safety Concerns</p> <p>THAT Council REFERS the correspondence from Dr. Johnny Chang regarding a traffic safety concerns on Crawford Hill to staff for further investigation.</p>	<p><u>Reporting Period Update:</u></p> <p>The speed boards have been successfully positioned and data regarding speeds and traffic counts on the road have been collected. The decision has been made to replace the yellow cautionary signs indicating 40 km/h with white mandatory 40 km/h signs. These signs are currently on order.</p> <p><u>Next Steps:</u></p> <p>The installation of the new signs have been installed.</p>	Sep 06, 2024
October 24, 2023	341-23	Council Action 3.21	<p>Childcare New Spaces Funding</p> <p>THAT Council DIRECT Staff to engage a building professional to provide a conceptual drawing of a facility to include housing and childcare and a project construction budget; THAT Council DIRECT Staff to engage a consultant to facilitate the completion of a grant application to the Childcare New Spaces Fund; THAT Council DIRECT Staff to prepare a grant application to BC Housing Community Fund for spring of 2024; THAT Council AUTHORIZES a consultant budget of \$80,000 to be included in the 2024 budget; AND FURTHER, THAT Council DIRECT Staff to begin facilitation of an operating agreement with a non-profit provider for the childcare space and the housing units.</p>	<p><u>Reporting Period Update:</u></p> <p>Childcare New Spaces Funding application submitted on August 2, 2024.</p>	Aug 09, 2024
November 28, 2023	383-23	Council Action 3.22	<p>Tree Planting Program</p> <p>THAT Council DIRECTS Staff to develop a Tree Planting Program and Tree Protection Bylaw for consideration at an upcoming Regular Committee of the Whole.</p>	<p><u>Reporting Period Update:</u></p> <p>Staff currently evaluating options for program and determining requirements for consideration Q3/Q4.</p>	Aug 27, 2024
November 28, 2023	384-23	Council Action 3.23	<p>Green Burials</p> <p>THAT Council DIRECT staff to review the Cemeteries Regulations and Operations Bylaw No. 1824, 2015 to consider the inclusion of green/greener burials at Forest Lawn Cemetery in accordance with the Town of Creston Cemeteries Master Plan.</p>	<p><u>Reporting Period Update:</u></p> <p>No progress to report, anticipating completion in 2024.</p>	Aug 27, 2024

YEAR 4

2024-Council Directed Action List

Identified Council Actions (by resolution) from Council and Committee of the Whole Meetings.

Council Date	Resolution #	Plan Label And Number	Description	Last Update	Last Update Date
January 16, 2024	29-24	Council Action 4.4	<u>Short Term Rental Fee Evaluation</u> THAT Council DIRECTS Staff to bring forward an evaluation on Short Term Rental Business Licence Fees pending the receipt of of rental information from short-term rental providers from the Province.	<u>Reporting Period Update:</u> No update.	Aug 27, 2024
February 13, 2024	57-24	Council Action 4.5	<u>Solar Panels</u> THAT Council RECEIVE FOR INFORMATION the Council Direction Request outlining the grant application, feasibility study, roof capacity assessment, and reporting deadlines for the Creston Emergency Services Building (CESB) solar panel project, AND FURTHER, THAT Council DIRECT Staff to determine if another municipally-owned building has the roof capacity to install solar panels with the funds from Columbia Basin Trust.	<u>Reporting Period Update:</u> No update.	Aug 27, 2024
February 20, 2024	92-24	Council Action 4.8	<u>Public Space Booking Program</u> THAT Council DIRECT Staff to develop a new Public Space Booking program.	<u>Reporting Period Update:</u> Nothing new to report.	Aug 27, 2024
February 20, 2024	92-24	Council Action 4.9	<u>Sign Bylaw Re-Write</u> THAT Council DIRECTS Staff to proceed with public engagement regarding the Sign Bylaw Rewrite as outlined in the Staff Briefing Note.	<u>Reporting Period Update:</u> The survey is now open and has been distributed during downtown business walks. The bylaw is currently being drafted.	Aug 27, 2024
February 20, 2024	92-24	Council Action 4.10	<u>Municipal Reclassification</u> THAT Council DIRECTS Staff to proceed with developing a work plan for completing the Provincial requirements for a reclassification process.	<u>Reporting Period Update:</u> Final reminder for survey completion sent out to Economic Action Partnership and Chamber of Commerce. <u>Next Steps:</u> Results compiled and presented to Council.	Sep 06, 2024

Council Date	Resolution #	Plan Label And Number	Description	Last Update	Last Update Date
May 14, 2024	248-24	Council Action 4.22	<p>Public Art Program</p> <p>THAT Council DIRECT Staff to develop a Public Art Program Policy; THAT Council DIRECT STAFF to amend Murals Policy SER-009-020 to reflect the Public Art Program Policy; AND FURTHER, THAT Council DIRECT Staff to draft Terms of Reference for a Public Art Select Committee.</p>	<p>Reporting Period Update:</p> <p>On August 27, 2024, Council appointed Karl Lansing, Reuben Burns, Maggie Leal Valais, Lisa Benschop and Beth Salwell to the Public Art Working Committee. Council amended the Public Art Working Committee Terms of Reference to revise the number of members from the Arts Community from three to four seats. Staff continue to recruit to fill vacant seats (KRSS, youth, yaqan nukiy)</p>	Sep 05, 2024
May 14, 2024	248-24	Council Action 4.23	<p>Livestreaming Meetings</p> <p>THAT Council DIRECT Staff to proceed with eSCRIBE “Webcasting Lite” to enable the livestreaming and recording of Council Meetings.</p>	<p>Reporting Period Update:</p> <p>Webcasting encoder has been installed and staff have received preliminary training.</p> <p>Next Steps:</p> <p>Staff to pilot the software through dry runs to ensure technology is working appropriately and resolve and bugs before go live.</p>	Aug 09, 2024
May 14, 2024	248-24	Council Action 4.24	<p>Disposition of 138 and 140 10th Avenue North</p> <p>THAT Council DIRECT Staff to proceed to issue a Request for Proposal for 138 and 140 10th Avenue North to solicit proposals on the re-development or alternative use of the municipal owned property, pursuant to Section 26 of the Community Charter, as recommended in the report provided by the Chief Administrative Officer.</p>	<p>Reporting Period Update:</p> <p>The Request for Proposal has been posted on BC Bid, the Creston Website and will be advertised in the Creston Valley Advance. Closing Date is August 16, 2024.</p> <p>Next Steps:</p> <p>Staff will present results to Council.</p>	Jul 05, 2024
July 9, 2024	335-24	Council Action 4.26	<p>Fence Height on Provincial Highways</p> <p>THAT Council DIRECTS Staff to present Committee of the Whole with a report evaluating impacts of allowing increased fence height on all properties adjacent to provincial highways.</p>	<p>Reporting Period Update:</p> <p>Staff in process of researching and drafting report for Council regarding increased fence height on properties adjacent to Provincial Highways.</p> <p>Next Steps:</p> <p>Report to go to Council for decision.</p>	Aug 09, 2024

Council Date	Resolution #	Plan Label And Number	Description	Last Update	Last Update Date
July 23, 2024	354-24	Council Action 4.28	<p><u>Active Transportation Amenities Grant</u></p> <p>That Council DIRECT staff to purchase 30 benches as part of the Active Transportation Amenities Grant, with 0-5 being in the style of Option 4 and 25-30 being in the style of Option 2, dependant upon cost, quality of design proposals, and timing; AND FURTHER THAT Council DIRECT staff to purchase inverted U-loop bike racks for 12 locations, with locally designed/fabricated options prioritized as cost, quality of design proposals, and timing permit.</p>	<p><u>Reporting Period Update:</u></p> <p>RFP prepared and will be posted this week. Bike racks and benches have been ordered. Benches have arrived and installation expected to commence in the next couple weeks.</p>	Aug 27, 2024
August 13, 2024	368-24	Council Action 4.30	<p><u>Baseball Field Maintenance</u></p> <p>THAT the Committee of the Whole receives the delegation from Creston Valley Minor Baseball Association regarding Baseball Field Maintenance and Safety; AND FURTHER, THAT Council REFERS the issue of baseball field maintenance to staff.</p>	<p><u>Reporting Period Update:</u></p> <p>Regional District of Central Kootenay and Town of Creston staff meet with Creston Valley Minor Baseball Association to discuss the maintenance of the baseball fields in Creston.</p> <p><u>Next Steps:</u></p> <p>Staff to work to ascertain the costs associated with upgrades and maintenance to baseball fields to bring forward to Council for consideration.</p>	Sep 06, 2024
August 13, 2024	369-24	Council Action 4.31	<p><u>Living Organ Donation</u></p> <p>THAT Council REFERS the correspondence from the Kidney Foundation BC & Yukon Branch regarding Living Organ Donation by Municipal Employees to staff to evaluate options for an employee benefit to allow staff time to recover from living organ donation.</p>	<p><u>Reporting Period Update:</u></p> <p>No update. Project not yet initiated.</p>	Sep 06, 2024
August 27, 2024	390-24	Council Action 4.34	<p><u>Budget Amendment</u></p> <p>THAT the report titled "Purchase of 121 Northwest Boulevard" dated August 13, 2024, from the Chief Administrative Officer be received for information;</p> <p>THAT the purchase of 121 Northwest Boulevard, legally described as LOT 1 DISTRICT LOT 525 KOOTENAY DISTRICT PLAN NEP87969 EXCEPT PLAN EPP37611, for \$450,000 be approved;</p> <p>AND FURTHER, THAT Staff prepare an amendment for the 2024-2028 Financial Plan which includes the capital purchase of 121 Northwest Boulevard, operational revenue and expenses for the remainder of 2024 and if required, the capital expenditure for repair or replacing the roof and presented to Council for consideration.</p>		

Council Date	Resolution #	Plan Label And Number	Description	Last Update	Last Update Date
August 27, 2024	382-24	Council Action 4.35	<p><u>Development Variance Permit 24-05</u></p> <p>THAT Council DIRECT Staff to proceed with Public Notification for Development Variance Permit 24-05;</p> <p>AND FURTHER THAT, Council DIRECT Staff to present all public comments received and a draft Development Variance Permit allowing up to 4 fascia signs on the primary building located at 401 Helen Street, for Council consideration of approval at an upcoming Council Meeting.</p>		

REQUEST FOR DECISION

DATE:	September 5, 2024
TOPIC:	Canada Community Building Fund BC
PROPOSAL:	Authorization for Mayor and Corporate Officer to Sign Community Works Fund Agreement
PROPOSED BY:	Kirsten Dunbar, Corporate Officer
DIVISION:	Finance & Administration

SECTION 1: SUMMARY

The Community Works Fund was renewed by the federal government for an additional 10 years. In order to receive the funding, the Union of British Columbia Municipalities has requested a resolution allowing the Mayor and Corporate Officer to execute the agreement.

Staff Recommendation:

THAT the report from the Corporate Officer regarding the Community Works Fund dated September 10, 2024, BE RECEIVED; AND, FURTHER THAT Council AUTHORIZES the Mayor and Corporate Officer to execute the 2024-2034 Community Works Funding Agreement under the Administrative Agreement on the Canada Community-Building Fund.

SECTION 2: BACKGROUND

The Canada Community Building Fund is provided from the federal government to provinces and territories who, flow the funding to their municipalities. In British Columbia, it is administered by the Union of British Columbia Municipalities as the "Community Works Fund."

The previous Community Works Fund was in place from 2014 to 2024 and has been renewed for the next ten years, expiring in 2034. Eligible projects for this funding include: local roads and bridges, short sea shipping, short line rail, regional and local airports, broadband connectivity, public transit, drinking water, wastewater, solid waste, community energy systems, brownfield redevelopment, sport infrastructure, recreational infrastructure, cultural infrastructure, tourism infrastructure, resilience, fire halls, and capacity building.

In the first year of the Community Works Fund Agreement, the Town will receive \$317,628 in two equal installments of \$158,814. The funding is delivered based on a per capita formula.

Historically the majority of the funding has been allocated towards road improvement programs with a smaller amounts used for other various capital projects.

SECTION 3: ISSUE ANALYSIS / DISCUSSION

In order to receive funding UBCM requires a Council Resolution authorizing the Mayor and Corporate Officer to execute the agreement.

Environmental Considerations

Eligible Project Categories of the Community Works Fund includes “resilience”- defined as infrastructure and systems that protect and strengthen the resilience of communities to withstand and sustain service in the face of climate change, natural disasters and extreme weather events.

Social Considerations

The funding may be used towards projects that support social development within municipalities (public transit, and infrastructure to support recreational, culture and tourism).

Economic Considerations

The funding may also be used towards projects that support economic development inclusive of those identified in “Social Considerations.”

SECTION 4: ORGANIZATION IMPLICATIONS

Legislative Considerations (Policies and/or Bylaws)

N/A

Strategic Focus

Service Excellence

Reconciliation Considerations

N/A

Communication Considerations

When the funding is used to deliver a project, the agreement outlines the appropriate Communications Protocol.

SECTION 5: FINANCIAL IMPLICATIONS

Included in Financial Plan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Financial Plan Amendment Required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Next Budget Cycle
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The program continuation was anticipated and was therefore included in the 2025-2028 financial plan years. The funding amount is not significantly different. The amount has increased to account for inflation. Over 10 years the Town will receive approximately \$3,180,000 from the program in today’s dollars.

SECTION 6: OPTIONS AND ALTERNATIVES

Option 1:

Council authorizes the Mayor and Corporate Officer to execute the Community Works Fund Agreement.

Option 2:

N/A

SECTION 7: RECOMMENDATIONS

That Council passes the following resolution(s):

THAT the report from the Corporate Officer regarding the Community Works Fund dated September 10, 2024, BE RECEIVED; AND, FURTHER THAT Council AUTHORIZES the Mayor and Corporate Officer to execute the 2024-2034 Community Works Funding Agreement under the Administrative Agreement on the Canada Community-Building Fund.

SECTION 8: SUBMITTED AND REVIEW

This report is respectfully submitted by:

Kirsten Dunbar

Kirsten Dunbar, Corporate Officer

CAO or designate comments of report. Signature is approval of report being submitted.



Michael Moore, Chief Administrative Officer

PowerPoint: Yes No

Attachments

N/A

References

No references for this report.



June 21, 2024

Mike Moore
Chief Administrative Officer
Town of Creston
PO Box 1339
Creston, BC V0B 1G0

SENT VIA E-MAIL: mike.moore@creston.ca

Dear Mike Moore:

RE: 2024-2034 CANADA COMMUNITY-BUILDING FUND AGREEMENT

Please find enclosed the 2024-2034 Community Works Fund Agreement between the Town of Creston and the Union of BC Municipalities. As part of the renewed Canada Community-Building Fund Agreement, the CWF will continue to provide dedicated and predictable funds to each local government in British Columbia for investments in local infrastructure and capacity-building priorities.

In order to receive your first CWF payment for the 2024/25 funding year, please review the Agreement, sign, and return to ccbf@ubcm.ca.

Once we have received the Agreement, we will return an executed version for your records.

Please also include a Council resolution authorizing the Mayor and Corporate Officer to sign on behalf of your local government.

We have provided a program guide, an information sheet, and estimated funding for the first five years of the program on our UBCM CCBF [website](#).

If you have any questions, please emails us at ccbf@ubcm.ca or call us at 250-356-5134.

Sincerely,

A handwritten signature in blue ink, appearing to read "B Felker".

Brant Felker
Manager, CCBF Program Services



DATE: August 30, 2024

TO: Town of Creston

FROM: Lynn Hiscoe, MSW, RSW, RCC

SUBJECT: Sponsorship Request Kootenay Women in Business Summit

Thank you for taking the time to hear my delegation at your August 27, 2024 Council Meeting regarding the Kootenay Women in Business Summit taking place on September 19-20, 2024.

Further to my delegation, please accept this letter as a request for Town sponsorship of the event. I would be grateful of any support you could provide ranging from \$500 - \$2000. As you can imagine your contribution would be greatly appreciated and will go towards costs associated with the Summit.

Sponsors will be acknowledged for their contribution via social media advertising and signage in the event itself. For more information about the event, please visit <https://www.empoweredlives.ca/>. Should you have any questions please contact me at 1-250-878-1634 or via email to: lhiscoe@empoweredlives.ca

Best Regards,

Lynn Hiscoe, MSW, RSW, RCC

Jacquie A. Beckman



Thank you



Att: Mayor DeBoon.

Hello, *Town of Creston*

Please accept this letter as an introduction to Ducks Unlimited Canada (DUC) and as an invitation to join forces for British Columbia wetland conservation.

Here at DUC, we believe we are stronger together. That is why we collaborate with all who live and work on the landscape. Combining knowledge, resources, and experiences, we join forces with diverse partners to create conservation exciting and rewarding experiences.

We want to share an opportunity with you to support our Creston committee volunteers currently seeking donations to our Fundraiser Banquet on October 5, 2024, at the Creston Rec Center.

Our work is made possible through the generous support of partners like you. Today, you can make a difference by becoming a corporate sponsor and/or Gift-in-kind donor. Any value. In turn, your business will be showcased at our event. To date, our Creston DUC has raised \$940,820.00 for wetlands conservation in British Columbia.

Here at DUC, our story has always been one of preservation, dedication, and a steadfast determination to protect wetlands. Your support will help fund important wetlands conservation work throughout British Columbia and across Canada.

We greatly appreciate your consideration and are looking forward to hearing from you. Should you have any questions, feel free to reach out.

Your friend in conservation,

Bettylou Christenson

Bettylou Christenson - Chair





City of Campbell River
From the Office of the Mayor

August 26, 2024

The Honourable David Eby
Premier of the Province of British Columbia
Via email: Premier@gov.bc.ca

Dear Premier Eby,

Re: Urgent Request for Provincial Support in Addressing Homelessness in Campbell River

I am writing to you on behalf of the City of Campbell River to express our deep concern regarding the challenges our community is facing in providing adequate temporary shelter for individuals experiencing homelessness. Provincial case law establishes the obligation of local governments to provide an adequate location for overnight camping (temporary shelter) for unhoused persons. However, the sites currently available on City land are limited and do not fully meet the needs of the community or the individuals who require these services.

For a location for overnight temporary shelter to be adequate, it must be relatively close to services and supports typically accessed by individual experiencing mental health, substance use and other health conditions who are also homeless. The location of these services in Campbell River is primarily in the downtown core. The provincial decision to place these services in proximity of residential, commercial, cultural and recreational assets means the City has very limited options in terms of land availability outside of parking lots, and high value Parks and green spaces enjoyed by our residents and visitors.

Considering these challenges, we respectfully request that the Province of British Columbia take immediate action by making provincially regulated land available for temporary overnight camping in Campbell River. We understand the provincial position on use of sites such as off season use of the Quinsam campground given that the aim is to have such assets available for the recreating public and not set precedent for their use as alternative housing. However, the City would respond that these camp sites are not used during the off season and are typically closed; moreover, the City faces the very same challenge when it comes to use of our Parks and green spaces but is nonetheless forced to move forward with this under the circumstances. The availability of provincial land would greatly enhance our ability to provide safe and appropriate spaces for those in need. In that instance, the City would agree to provide all necessary services including fencing, portable washrooms, garbage bins and removal, contract security, bylaw enforcement and ongoing monitoring.

Furthermore, we ask that the province provide additional funding to expand our winter shelter program. By doing so, we can reduce the demand for temporary overnight shelter, especially during colder

months, and ensure that those without permanent housing have access to safe, warm, and secure environments. We would also like to explore funding availability to establish a Homeless Encampment Action Response Team (HEART) to better integrate the response of the City, RCMP and service providers to homelessness and complement our partnership on the HEARTH rapid housing initiative.

The City of Campbell River is committed to working collaboratively with the provincial government to address the pressing issue of homelessness in our community. We believe that with the province's support, we can make significant progress in providing the necessary resources and spaces to meet the needs of our most vulnerable residents.

We appreciate your attention to this matter and look forward to your prompt response.

Sincerely,

A handwritten signature in blue ink, appearing to read 'K. Dahl', with a stylized flourish at the end.

Kermit Dahl
Mayor

Kirsten Dunbar

Subject: FW: White Creston Grain Elevator Follow Up**From:** Ulli Mueller <umueller@ourtrust.org>**Sent:** Friday, August 30, 2024 10:00 AM**To:** Arnold DeBoon <Arnold.DeBoon@creston.ca>; Roger Tierney <RTierney@rdck.bc.ca>; Kelly Vandenberghe <KVandenberghe@rdck.bc.ca>; Garry Jackman <GJackman@rdck.bc.ca>**Cc:** Johnny Strilaeff <jstrilaeff@ourtrust.org>; Stuart J. Horn <SHorn@rdck.bc.ca>; Mike Moore <Mike.Moore@creston.ca>**Subject:** White Creston Grain Elevator Follow UpSome people who received this message don't often get email from umueller@ourtrust.org. [Learn why this is important](#)**CAUTION** This email originated from outside the organization. Please proceed only if you trust the sender.

Dear Mayor DeBoon and Directors Jackman, Tierney, and Vandenberghe,

As promised in our email dated May 21, 2024, we are providing a follow up regarding Columbia Basin Trust's plans for the white Creston Grain Elevator (Elevator) deconstruction and reclamation project (Project).

Since we temporarily stabilized the Elevator drive aisle in June, we've been working to source a contractor with the special skillset required to undertake the careful deconstruction of the Elevator and reclamation of heritage elements, with the ability to manage any hazardous materials during the process and through to their eventual disposal. I anticipate that we will be able to secure a contractor with the required expertise by the early this Fall.

We remain committed to engaging with you closely throughout the Project and look forward to connecting with you again in October 2024 to provide a further update and discuss future uses of the site and site ownership.

Thank you for your ongoing support as we embark on this challenging Project. Please feel free to reach out to Johnny or me with any follow up questions or concerns.

Sincerely,

Ulli

Ulli Mueller | Senior Manager (She/Her/Hers)**Columbia Basin Trust**

Direct 1.250.265.3078 | 1.800.505.8998

Mobile 1.250.265.7481

ourtrust.org

Columbia Basin Trust gratefully operates on the unceded traditional territories of the Ktunaxa, Lheidli T'enneh, Secwépemc, Sinixt and Syilx Nations.

Kirsten Dunbar

From: AKBLG Executive Director <admin@akblg.ca>
Sent: August-30-24 18:22
To: Administrative Coordinator
Subject: AKBLG Advocacy
Attachments: Ministry of Health UBCM Rural Recruitment.pdf

CAUTION This email originated from outside the organization. Please proceed only if you trust the sender.

Please find attached a note from our President, Keith Page and an attached letter from last year's UBCM from the Minister of Health. - Linda

Dear AKBLG Members,

As we approach this year's UBCM conference, I want to update you on our advocacy efforts and priorities and **ask you to share local stories** related to our 2024/2025 advocacy priorities below.

Our focus continues to be driven by you, our members, through the resolutions endorsed at our April convention and further refined through the prioritization survey afterwards. This democratic approach ensures we're addressing the issues that clearly matter most to our communities.

Following last year's advocacy on rural health care retention, we received a response from the Ministry of Health last quarter. Their letter, attached here, provides valuable information on their approach to rural recruitment, including incentive programs for the Kootenay Boundary region and relevant actions from BC's Health Human Resources Strategy. This insight will inform our ongoing efforts in this area and may help advocates in your community identify support opportunities.

Building on this, we will concentrate our advocacy efforts on four critical areas at this year's UBCM conference:

1. Reasonable Access and Transportation to Medical Services: Push for improved accessibility to medical services for our rural communities, including better transportation options.
2. Funding Model for Emergency Management Responsibilities: Advocate for sustainable funding to support local governments in meeting the expanded responsibilities outlined in the province's new emergency management legislation.
3. Improved Health Services Planning and Delivery: Urge health authorities and ministry to develop better on-the-ground engagement and planning throughout our jurisdiction especially for mental health, addiction recovery and homelessness.
4. Local Government Finance Review: Advocate for the completion and implementation of this crucial working group's review to ensure local governments have a modernized financial framework to meet our communities' ongoing needs.

These member-chosen priorities will guide our efforts at the UBCM conference with ministry and provincial staff.

And we need your help. Your experiences and perspectives are invaluable in strengthening our advocacy efforts with rural substance. I'm calling on you to reflect on these priorities and **share with our Advocacy**

Chair any stories or anecdotes from your community that relate to these priorities. These real-world examples will help us connect abstract policy discussions to tangible situations and solutions, making our advocacy more impactful.

Please send your stories to our Advocacy Chair, Aidan McLaren-Caux, at amclarencaux@nakusp.com by September 9th. Your contributions will play a crucial role in illustrating these issues to the Ministries and Staff.

Together, we can ensure that the voices of our communities are heard loud and clear, driving positive change for the benefit of all our residents.

Thank you for all your hard work and I'm looking forward to seeing you in a few weeks.

Sincerely,
Keith Page
President, AKBLG

Keith Page (He/Him) | Councillor
Suite 101-310 Ward St. Nelson, BC V1L 5S4
Cell: 250.509.0773



APR 05 2024

1270830

Via email: admin@akblg.ca

Keith Page, President
Linda Tynan, Executive Director
Association of Kootenay and Boundary Local Governments
c/o 816 Sproat Dr
Nelson BC V1L 7B7

Dear Keith Page and Linda Tynan:

It was a pleasure to meet with you both and Council representatives McIsaac, McLaren and Hamilton at the Union of BC Municipalities convention on September 21, 2023.

During our meeting, I appreciated hearing and discussing the Association of Kootenay Boundary Local Governments' (AKBLG) concerns relating to the impacts of recruitment challenges in rural areas. I had committed to following up to provide you with the information specifically for rural health care recruitment and retention strategies and trust this additional information will be of interest.

As we discussed, it is recognized that recruiting and retaining physicians in smaller, rural communities is a challenge across Canada. The Divisions of Family Practice (<https://divisionsbc.ca/>) play a key role in the recruitment family physicians and locums and support physician retention through succession planning, coaching, medical record optimization and other initiatives that help deliver primary care more efficiently, ultimately enabling doctors to accept more patients within their practice. Specifically, and together with Interior Health, all the Interior Divisions of Family Practice leaders work together across the region as the Interior Physician Recruitment and Retention (IPRR) Committee which undertakes and leads the many important recruitment initiatives and retention activities. The IPRR also takes a primary lead role in working with the many International Medical Graduate placements completing various return of service arrangements in Interior communities, including those directly linked to the University of British Columbia's Family Medicine residency program across its distributed training sites in the Interior.

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- 2 -

I encourage you to connect with the Divisions of Family Practice in your communities as they are party to this important work to recruit, retain and maintain physician resources in your areas.

Through BC's Physician Master Agreement with Doctors of BC, the Joint Standing Committee on Rural Issues (JSC) was created to work on enhancing the delivery of rural health care by jointly addressing some of the challenging circumstances encountered by rural physicians. Through the JSC, physicians in rural communities are able to access a range of supports and incentives. Please refer to our Rural Programs: A Guide to the Rural Physician Programs in British Columbia for further information on these supports. (via <https://www2.gov.bc.ca/assets/gov/health/practitioner-pro/rural-guide.pdf>)

Physicians recruited to communities within the AKBLG may be eligible for the following rural incentives:

- Up to \$20,000 for new physicians under the **Recruitment Incentive Fund**.
 - In fiscal year 2022/23, 25 physicians recruited to communities in the AKBLG received this benefit.
- Up to \$15,000 to cover relocation costs under the **Recruitment Contingency Fund**.
 - In fiscal year 2022/23, 34 physicians received this benefit in AKBLG.
- **Rural Retention Program (RRP) Fee Premiums** are fee top ups ranging from 11.34% to 25.34%, depending on level of rurality and are applied to eligible compensation arrangements, paid to any physician practicing in an eligible rural community.
- **RRP Flat Fee**, including the **Rural Business Cost Modifier**, ranging from \$17,209 to \$38,455 annually for physicians who permanently reside and practice in eligible rural communities.
 - In fiscal 2023/24 to quarter one, 352 physicians in the AKBLG received payment under this benefit.
- Reimbursement of up to 50% out-of-pocket costs under the **Rural Canadian Medical Protective Association**.
 - For 2023/24, the Doctors of BC was able to fully fund this cost for physicians.

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- 3 -

- Up to \$5,720 per year (family practitioners) and up to \$7,800 per year (specialists) to acquire skills and expertise for rural practice under the **Rural Continuing Medical Education (RCME) Individual Fund**.
 - In fiscal 2023/24 up to the first quarter of the year, 391 physicians received the RCME benefit. The **RCME Community Fund** provides funding for physicians as a community to participate and hold CME activities closer to home. This program provides AKBLG physicians with the opportunity for CME events such as Advanced Cardiac Life Support, and Advanced Trauma Life Support.
- Support through **Locums for Rural BC** to enable rural physicians to take reasonable leave from their practices for continuing medical education, vacation, and health needs.

Additionally, as part of BC's Health Human Resources Strategy, 70 actions have been identified with some specific to supporting primary care and physicians including:

- **#23 - Associate Physician Deployment Expansion** – expediting the integration of internationally educated medical graduates to support BC's medical services.
- **#26 - Optimize Pharmacy Services to Support Primary Care** – increasing the scope of pharmacy services to alleviate pressure and increase capacity of physicians.
- **#28 - Virtual Care and Telehealth Strategy** – expanding access to virtual care and telehealth, increasing efficiency and ability to connect with primary care.
- **#31 - Primary Care Network Locum Program** – deploying a new-to-practice locum contract for physicians to support service coverage in primary care networks.
- **#41 - Practice Ready Assessment (PRA) Program Expansion** – tripling the number of seats in the PRA program for internationally trained family physicians to support primary care across BC.
- **#43 - New to Practice Incentive Program** – supporting and incentivizing newly graduated physicians to provide full-service, longitudinal primary care.
- **#59 - Post Graduate Medical Education Expansion** – expanding the number of seats in UBC's post graduate medical education program.
- **#60 - Second Medical School** – establishing a second medical school at Simon Fraser University.
- **#63 - Undergraduate Medical Education Expansion** – expanding the number of seats in UBC's undergraduate medical education program.
- **#64 - Post Graduate Medical Education Re-entry with Return of Service** – supporting physicians to re-train in priority areas with a return of service in a high-need community.

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- 4 -

Further information on BC's Health Human Resources Strategy can be found here:
<https://news.gov.bc.ca/files/BCHealthHumanResourcesStrategy-Sept2022.pdf>

I should also note that we continue to work with the Government funded agency Health Match BC (HMBC) to recruit physicians and other health professionals to work in BC's health care system. HMBC guides interested health care providers through the registration and licensing process, matching their skills and interests to opportunities in communities. More information on HMBC can be found here:
<https://www.healthmatchbc.org/>

Thank you again for your leadership to the residents of the area of Kootenay Boundary. I look forward to continuing to work with you as we move forward to improve health care services for all British Columbians.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Adrian Dix', with a stylized flourish at the end.

Adrian Dix
Minister

**OFFICE OF THE MAYOR**

FILE: 01-0410-02

August 29, 2024

The Honourable David Eby
Premier and President of Executive Council
Via Email: premier@gov.bc.ca

Dear Premier Eby:

Re: Infrastructure Investment for Complete Communities

During the City of Mission's Regular Council meeting of August 19, 2024, our Council unanimously carried the following resolution:

1. *That the City of Mission write to the Premier to express:*
 - o *Mission's continued support for the creation of affordable and supportive housing;*
 - o *The need for simultaneous provincial investment in schools, healthcare, safety and infrastructure to sustainably accommodate growth; and*
 - o *Mission's intention to review our housing bylaws after one year to ensure that sustainable growth is occurring; and*
2. *That the letter be copied to all UBCM members.*

The City of Mission acknowledges the significant need for affordable housing in our community and across the entire country. We have witnessed the dramatic increase in people living in unsafe and unstable conditions and are acutely aware of the need to accelerate housing production in the marketplace. Further, we are alert to the visible growth in unhoused persons in our midst, demonstrating the need for more supportive housing options in our community.

Because we share the Province's concerns about housing, we have been hard at work at the local level, finding ways to incentivize the development of affordable housing, accessible medical spaces and supportive housing. In the last four years, we have:

CITY OF MISSION | OFFICE OF THE MAYOR

- Created a density bonusing program for builders who create below market housing and medical spaces.
- Authorized Mission's first 11-storey building because it offered 100% affordable housing, as well as community kitchen and laundry space.
- Created our *Neighbourhood Engagement Policy* to improve and expedite community engagement.
- Planned the *Stave Heights Neighbourhood* to add multi-family housing for 3800 people (with many units already under construction).
- Added to our Planning and Building Department staffing and made affordable housing applications a top priority.
- Invested in new software and technology to expedite development and building applications.
- Hosted educational Builders' Forums, in partnership with the Fraser Valley Homebuilders Association, to help builders avoid delays.
- Contributed park space to BC Housing for supportive housing and offered more public land to BC Housing and local agencies.
- Approved and implemented an innovative *Community Wellness Plan* in conjunction with every social and healthcare agency in our City.
- Hosted two housing forums to encourage partnership in developing more below-market housing.
- Dedicated approximately 100 acres (1/3) of land in our Waterfront Revitalization Strategy to multi-family housing.
- Adopted a suite of new policies to ensure affordable housing, including an amnesty program to allow registration of unauthorized secondary suites and a bylaw to protect residents of Mobile Home Parks.

We are doing all we can, with even more work in our pipeline, and it is showing in Mission's dramatic growth numbers. I am absolutely confident that other communities across BC are working with the same earnestness and creativity.

The policy and legislation changes brought forward by your government are sure to have a profound effect on our housing supply, but I hope you will agree with Mission when we say that there is much more that needs to be done to ensure that we are creating not just houses, but homes.

In consultations with our advisory committees, local organizations, and community engagement, we continuously hear a series of challenges that we believe will undermine our

shared housing efforts if not addressed. Three solutions have emerged from this work:

1. **Ensure that the Province funds investments in social and physical infrastructure to facilitate growth.** We cannot continue with the existing and long-standing practice of only adding to schools, healthcare, transit, highways, and policing once demand has reached crisis levels. The development community has expressed these same concerns. People need housing in areas where their children can access schools and medical services. Without simultaneous investments in provincial infrastructure, we will create significant inequities at the community level and will force local governments to accept further downloading.
2. **Address parking concerns in communities that have traditional downtowns that are not-yet-fully transit ready.** Across BC, there are many communities like Mission with constrained downtowns. While the obvious solution to the parking issues of these areas is enhanced transit, it must be acknowledged that working residents and parents simply cannot rely on transit as a substitute for cars at this time. While our community has invested in major transit improvements (with more on the way) we cannot anticipate that residents, workers and consumers in that neighbourhood will be able to entirely rely on transit for their daily mobility. Mission strongly supports Transit-Oriented Development. Indeed, it is fundamental to our Downtown and Waterfront Revitalization initiatives, but we have already been told to expect that multiple in-stream applications will now be altered to remove resident parking. Mission has created a parking plan for the area - grounded in a costly analysis - but the government's policy leaves no room for that evidence to come into our planning.
3. **Restore the dexterity that comes with developer-municipality partnerships in master developments.** As you have recently heard from Coquitlam and Burnaby, many master developments rely on place-making to benefit both existing residents and newcomers. Building around shared public spaces is desirable to the private and public sector, facilitating investment and financing, and allowing for a vision that the public can embrace. Density-bonusing, phased development agreements and other negotiated approaches are needed in our toolkit if we are to realize our Waterfront Revitalization. In short, true density and transit-oriented development will be hampered or halted if we are left with the tool of ACCs. As an example, the expected addition of more than 10,000 home in our master-planned Silverdale area would simply not have been possible were it not for our ability to share staffing costs, arrange for future public lands and establish mechanisms for front-ending underground servicing with Polygon. When it comes to large scale projects, we believe the Province needs to create exceptions wherein win-win negotiations are possible.

CITY OF MISSION | OFFICE OF THE MAYOR

The City of Mission may not be the largest municipality in the Province, but we pride ourselves on being progressive and resourceful. We have engaged in master planning for our housing future as far back as 1966. While we support the Province's view that affordable housing must be a priority, we believe it will be much more constructive to work in a collaborative fashion, and to see concomitant development by the province of the physical and social infrastructure that defines healthy communities.

Mission has recently adopted our versions of SSMUH and TOA bylaws, and we will adopt revised DCC and ACC legislation soon. In each case, those new bylaws include a one-year review clause. We will be looking to the Provincial government to ensure that there is room for learning, revision and, most importantly, considerable investment in community-level infrastructure.

Allow me to close by saying, Mission is keen to participate in dialogue. If our City can play a role in providing feedback, data or other insights, please do not hesitate to reach us.

Sincerely,



PAUL HORN
MAYOR

- Cc. The Honourable Ravi Kahlon, Minister of Housing HOUS.minister@gov.bc.ca
The Honourable Rob Flemming, Minister of Transportation and Infrastructure Minister.MOTI@gov.bc.ca
The Honourable Pam Alexis, Minister of Agriculture and Food and MLA, Abbotsford-Mission
Pam.Alexis.MLA@leg.bc.ca
Bob D'Eith, MLA, Maple Ridge-Mission D'Eith.MLA, Bob Bob.Deith.MLA@leg.bc.ca
City of Mission Council
City of Mission Regular Council Agenda – Correspondence
UBCM Member Municipalities



Canadian Forest Products Ltd.

Kootenay Region

September 3, 2024

Dear Sir or Madam:

Canfor is providing an opportunity for tenure holder, user/focus groups, and members of the general public to comment on proposed forest development activities within the East Kootenay operating area. The public participation process is part of Canfor's Forest Stewardship Council (FSC) certification and Public Participation strategy.

The purpose of the public participation strategy is to implement the process of receiving and responding to a wide range of public input to forest planning and provide the information on forestry operations to the local communities. Canfor staff will consider any new information provided through public participation and, where applicable, incorporate improvements to existing environmental, economic, and social performance.

The areas of proposed development are outlined in the attached advertisement. If you would like to review, please contact the appropriate Canfor representative as indicated on the attached notice. Comments received prior to October 11, 2024 will be considered prior to final plan preparation.

A handwritten signature in black ink, appearing to read "Brian Feeney".

Brian Feeney, RFT
Planning Supervisor – Kootenay Woodlands North
Office: 250-347-6655 Cell: 250-344-1039
brian.feeney@canfor.com

A handwritten signature in black ink, appearing to read "Jennifer Melo".

Jenny Melo, RPF
Planning Supervisor – Kootenay Woodlands South
250-347-6658
jennifer.melo@canfor.com

A handwritten signature in black ink, appearing to read "Keith Mullens".

Keith Mullens

Keith Mullens, RFT
Planning Supervisor – Kootenay Woodlands South
250-402-9240
keith.mullens@canfor.com

Public Notice

As part of Canfor's Forest Stewardship Council Certification and Sustainable Forest Management Plan, the public is invited to comment on the updated forest development proposals in the areas listed below.

Forest License A18978- Canal Flats

Area	Landscape Unit/ Location
Bradford Wildfire Salvage	I02 Buhl/Bradford
Contact Keith Mullens, RFT @ 250-402-9240 or email at keith.mullens@canfor.com	
Mt. Morrow Wildfire Salvage	I05 Lussier/Coyote
Contact Jenny Melo, RPF @ 250-347-6658 or email at jennifer.melo@canfor.com	
Ravenshead Wildfire Salvage	I19 Fenwick
Contact Brian Feeney, RFT @ 250-347-6655 or email at brian.feeney@canfor.com	

Forest License A18979- Radium

Area	Landscape Unit/ Location
Ravenshead Wildfire Salvage	I19 Fenwick, I21 Cochran, I22 Albert, I24 Pedley
Brewer Mainline Reroute	I14 Brewer/Dutch
South Steamboat	I29 Steamboat
Contact Brian Feeney, RFT @ 250-347-6655 or email at brian.feeney@canfor.com	

Tree Farm License 14- Parson

Area	Landscape Unit/ Location
Summit Ridge	I34 Bobbie Burns
Dogtooth Wildfire Salvage	I35 Lower Spillimacheen, I38 Twelve Mile
Contact Brian Feeney, RFT @ 250-347-6655 or email at brian.feeney@canfor.com	

Please contact the appropriate Planner at the numbers listed above to arrange a mutually agreeable time to review the plans. Comments received by Oct. 11, 2024 will be considered in the planning and harvesting phases.



FW: Rail Safety Week 2024 – September 23 to 29

From: Mike LoVecchio <Mike.Lovecchio@cpkcr.com>

Sent: August 28, 2024 8:04 PM

To: Arnold DeBoon <Arnold.DeBoon@creston.ca>

Subject: Rail Safety Week 2024 – September 23 to 29

You don't often get email from mike.lovecchio@cpkcr.com. [Learn why this is important](#)

CAUTION This email originated from outside the organization. Please proceed only if you trust the sender.

August 28, 2024

Mayor Arnold DeBoon
Town of Creston
238 - 10th Avenue North
PO Box 1339
Creston BC V0B 1G0

Email: arnold.deboon@creston.ca

Dear Mayor DeBoon:

RE: Rail Safety Week 2024 – September 23 to 29

On behalf of Canadian Pacific Kansas City (“CPKC”), I am writing to ask your assistance in promoting Rail Safety Week.

CPKC is proud to support the efforts of [Operation Lifesaver \(“OL”\) Canada](#) to help stop track tragedies. We encourage your community to participate in the following ways:

- Engage through CPKC’s social channels by liking, sharing or retweeting our rail safety posts starting on September 23 on Facebook, Instagram, LinkedIn or X.
- Review and promote rail safety using this [toolkit](#) developed specifically for municipalities by OL.
- Encourage your local police service to declare Rail Safety Week over social media and register for the virtual [Operation Clear Track](#) program, the single largest rail-safety law enforcement initiative in North America.
- Engage with OL’s [#STOPTrackTragedies](#) video campaign reminding Canadians “*it’s not worth the risk.*” The videos tell the personal stories of those affected by railway crossing and trespassing incidents and will feature the voices of friends and family members impacted by rail incidents. Their reflections are important messages of what they would do differently, if given the chance.

CPKC Police Service will once again educate the public during Rail Safety Week about how to be safe around tracks and trains. They will conduct rail safety campaigns in communities across our network, with participation from other police

agencies and schools, to talk about the role motorists, pedestrians and the general public play in reminding everyone that safety is a shared responsibility.

“One incident is too many,” says CPKC Chief of Police Canada, Dale Ruzycki. “The impact of an incident can have long-lasting effects on families, friends, communities, train crews and first responders. By educating the public, we hope to encourage safe behaviours around tracks and trains and help ensure everyone goes home safely.”

The strong commitment of municipalities like yours continues to have a significant impact on community awareness, helping to reduce avoidable accidents, injuries and damage caused by collisions between trains and vehicles or pedestrians.

Together, with other communities, railways and members of the public, your support this year will go a long way towards making Canada’s rail network even safer.

Should you have any questions, please contact at mike.lovecchio@cpkcr.com or 778 772-9636.

Sincerely,



Mike LoVecchio
Director, Indigenous Relations and Government Affairs
Canadian Pacific Kansas City
General Yard Office
1670 Lougheed Highway
Port Coquitlam BC V3B 5C8
mike.lovecchio@cpkcr.com
778 772-9636 mobile