

**TOWN OF CRESTON**  
**COUNCIL MEETING MINUTES**

Tuesday, August 12, 2025, 4:00 PM  
Council Chambers, 238-10th Avenue North, Creston, BC

PRESENT: Councillor Monique Arès, Acting Mayor  
Councillor Norm Eisler  
Councillor Keith Baldwin  
Councillor Denise Dumas  
Councillor Carolyn Hawton  
Councillor Megan Holland

REGRETS: Mayor Arnold DeBoon

STAFF: Mike Moore, Chief Administrative Officer  
Bev Caldwell, Corporate Officer  
Marsha Neufeld, Executive Assistant  
Joel Comer, Director of Community Services

GALLERY: Allan Clement  
Jessica Piccinin

**1. CALL TO ORDER**

The Acting 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 #: 281-25***

Moved by Councillor Eisler  
Seconded by Councillor Holland

THAT Council ADOPTS the Regular Council Agenda of August 12, 2025.

MOTION CARRIED

**4. ADOPTION OF MINUTES**

a. Regular Council Meeting Minutes - July 22, 2025

***Resolution #: 282-25***

Moved by Councillor Baldwin  
Seconded by Councillor Hawton

THAT Council ADOPTS the minutes of the Regular Council Meeting held on July 22, 2025.

MOTION CARRIED

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

- In his absence, Acting Mayor Ares reported on Mayor DeBoon's attendance at a meeting with the Province of British Columbia Policing & Security Branch.
- Acting Mayor Ares reported on her attendance at a Creston Valley Housing Corporation meeting.
- Councillor Baldwin reported on his attendance at a Creston Community Forest meeting.
- Councillor Dumas reported on her attendance at Arrow Creek Water Commission and Creston Valley Housing Corporation meetings, and a Coffee Talk session.

- Councillor Hawton reported on her attendance at Council's Coffee Talk session.

**Resolution #: 283-25**

Moved by Councillor Dumas

Seconded by Councillor Hawton

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

MOTION CARRIED

- a. RDCK Board Highlights - July 2025

**6. COMMITTEE OF THE WHOLE**

- a. Motion to Convene Committee of the Whole Meeting

**Resolution #: 284-25**

Moved by Councillor Eisler

Seconded by Councillor Baldwin

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

MOTION CARRIED

- b. Delegations

**1. Jessica Piccinin, Executive Director, Creston Valley Chamber of Commerce**

Acting Mayor Ares welcomed Jessica Piccinin, Executive Director for the Creston Valley Chamber of Commerce, to the meeting. Ms. Piccinin advised that the Chamber of Commerce is looking to make a deeper connection in the community and would like to invite Council members to meet with the members of the Creston Valley Chamber of Commerce for an information sharing/conversation session in the near future and is requesting Council to approve a sponsorship grant to assist with expenses related to that session.

Acting Mayor Ares thanked Ms. Piccinin for her presentation.

- c. Committee of the Whole Business

**1. Delegation from Creston Valley Chamber of Commerce, regarding sponsorship of a joint information/conversation session.**

**RECOMMENDATION NO. 1:**

THAT the Committee of the Whole RECEIVES the delegation from Jessica Piccinin, Executive Director, Creston Valley Chamber of Commerce, regarding a request for Council to sponsor an information/conversation session with members of the Chamber of Commerce; AND FURTHER, THAT Council APPROVES a grant in the amount of \$300 to the Creston Valley Chamber of Commerce, to sponsor a joint Council/Chamber of Commerce information/conversation session, with funds being allocated from Council's advertising budget.

**2. Council Direction Request from the Manager of Engineering, regarding the Collis Street Lift Station - Capacity Assessment Report and Grant Application**

**RECOMMENDATION NO. 2:**

THAT Council RECEIVES the Council Direction Request dated August 12, 2025 from the Manager of Engineering, and the report titled "Collis Lift Station Capacity Increase Assessment", prepared by Associated Engineering and dated March 2025;

THAT Council DIRECTS Staff to apply under the Strategic Priorities Fund - Capital Infrastructure Stream, administered by UBCM, for grant funding to replace the Collis Lift Station with a 1,600m gravity main, in the amount of \$1,650,000 (Capital Cost + Engineering);

AND FURTHER THAT Council DIRECTS staff to include a 2026 budget sheet that considers the replacement of the Collis Lift Station with a 1,600m gravity main, based on 100% of net eligible project costs being covered under a successful Strategic Priorities Fund grant application for consideration during the 2026 budget process.

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

**Resolution #: 285-25**

Moved by Councillor Dumas  
Seconded by Councillor Hawton

THAT Council RISES from Committee of the Whole.

MOTION CARRIED

**7. DIVISION REPORTS**

- a. CORPORATE ADMINISTRATION

**1. Council Action List**

**Resolution #: 286-25**

Moved by Councillor Hawton  
Seconded by Councillor Baldwin

THAT the Council Action List dated August 7, 2025, BE RECEIVED.

MOTION CARRIED

- b. CORPORATE SERVICES

Nil

- c. FINANCE

**1. Request from the Creston Valley Rotary Club, requesting sponsorship of the Bill Pfeifer Memorial Drive For Rotary**

**Resolution #: 287-25**

Moved by Councillor Baldwin  
Seconded by Councillor Holland

THAT the request from the Creston Valley Rotary Club, requesting sponsorship of the 28th Annual Bill Pfeifer Memorial Drive Fore Rotary, BE RECEIVED; AND FURTHER, THAT Council APPROVES sponsorship of the 28th Annual Bill Pfeifer Memorial Drive Fore Rotary, in the amount of \$750, with funds being allocated from the Council Advertising budget.

MOTION CARRIED

**2. Request from the Creston Valley Thunder Cats for sponsorship.**

**Resolution #: 288-25**

Moved by Councillor Dumas  
Seconded by Councillor Hawton

THAT the request from the Creston Valley Thunder Cats seeking sponsorship of their 2025/26 hockey season, be RECEIVED; AND FURTHER, THAT Council APPROVES the purchase of advertising for the 2025/26 Creston Valley Thunder Cats hockey season, in the amount of \$1,100, with the funds being allocated from Council's advertising budget.

MOTION CARRIED

- d. INFRASTRUCTURE SERVICES

Nil

- e. COMMUNITY SERVICES

1. **Request for Decision from the Director of Community Services, regarding Rezoning, Official Community Plan and Development Variance Permit Applications - 1620 Hood Road.**

**Resolution #: 289-25**

Moved by Councillor Baldwin  
Seconded by Councillor Holland

THAT Council RECEIVES the Request for Decision from the Director of Community Services, dated August 12, 2025, regarding the proposed development of a fitness studio, wellness centre and outdoor spa at 1620 Hood Road;

AND FURTHER, THAT Council APPROVES public consultation and referrals as outlined in the report dated August 12, 2025 by the Director of Community Services, with respect to Official Community Plan Amendment Bylaw No. 2037, 2025 and Zoning Amendment Bylaw No. 2038, 2025.

MOTION CARRIED

**Resolution #: 290-25**

Moved by Councillor Hawton  
Seconded by Councillor Dumas

THAT Official Community Plan Amendment Bylaw No. 2037, 2025 be read a first time by title and a second time by content.

MOTION CARRIED

**Resolution #: 291-25**

Moved by Councillor Eisler  
Seconded by Councillor Hawton

THAT Zoning Amendment Bylaw No. 2038, 2025 be read a first time by title and a second time by content.

MOTION CARRIED

2. **Request for Decision from the Director of Community Services regarding Residential Rental Tax Exemption Bylaw Amendment.**

**Resolution #: 292-25**

Moved by Councillor Baldwin  
Seconded by Councillor Hawton

THAT Council RECEIVES the Request for Decision by the Director of Community Services regarding Residential Revitalization Tax Exemption Bylaw No. 2039, 2025.

MOTION CARRIED

**Amendment:**

**Resolution #: 293-25**

Moved by Councillor Eisler  
Seconded by Councillor Dumas

THAT Residential Revitalization Tax Exemption Bylaw No. 2039, 2025 BE READ a first time by title and a second time by content.

MOTION CARRIED

**Amendment:**

**Resolution #: 294-25**

Moved by Councillor Hawton  
Seconded by Councillor Holland

THAT Residential Revitalization Tax Exemption Bylaw No. 2039, 2025,  
BE READ a third time by title.

MOTION CARRIED

**3. Request for Decision from the Director of Community Services  
regarding Cemetery Regulations and Operations Amendment Bylaw.**

***Resolution #: 295-25***

Moved by Councillor Baldwin  
Seconded by Councillor Hawton

THAT Council RECEIVES the report titled “Cemetery Regulations and  
Operations Amendment Bylaw”, from the Director of Community Services,  
dated August 12, 2025.

MOTION CARRIED

**Amendment:**

***Resolution #: 296-25***

Moved by Councillor Holland  
Seconded by Councillor Dumas

THAT Cemetery Regulations and Operations Amendment Bylaw No.  
2025, 2025, be ADOPTED.

MOTION CARRIED

**4. Request for Decision from the Director of Community Services  
regarding PAWC Muralist Selection.**

***Resolution #: 297-25***

Moved by Councillor Eisler  
Seconded by Councillor Dumas

THAT Council RECEIVES the August 12, 2025, Request for Decision,  
titled “Public Art Working Committee - Muralist Selection” for information;

THAT Council AUTHORIZES Staff to award the 2025 Creston Mural  
Project muralist contract to Golden Butter Murals;

AND FURTHER THAT Council AUTHORIZES Staff, in coordination with  
the Public Art Working Committee, to identify and award the 2025 Creston  
Mural Project muralist contract to an alternative muralist if necessary.

MOTION CARRIED

**5. Request for Decision from the Director of Community Services  
regarding Park Booking Event Sponsorship.**

***Resolution #: 298-25***

Moved by Councillor Holland  
Seconded by Councillor Baldwin

THAT Council RECEIVES the August 12, 2025, Request for Decision,  
titled “Park Booking Event Sponsorship” for information;

AND FURTHER THAT Council AUTHORIZES sponsorship of the Creston  
Concert Society to host a concert in Millennium Park on August 13, 2025,  
in the amount of \$100, to be allocated from the Council Advertising  
Budget.

MOTION CARRIED

**6. Provincial funding for Situation Table in Creston**

***Resolution #: 299-25***

Moved by Councillor Dumas  
Seconded by Councillor Eisler

THAT correspondence dated August 6, 2025 from the Ministry of Public Safety and Solicitor General, approving funding to the Town of Creston in the amount of \$50,000.00 to establish a Situation Table in Creston, BE RECEIVED.

MOTION CARRIED

- f. PROTECTIVE SERVICES  
Nil

8. RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE

- a. Recommendations for adoption from the July 22, 2025 Committee of the Whole meeting, as follows:

**Resolution #: 300-25**

Moved by Councillor Hawton  
Seconded by Councillor Baldwin

THAT Recommendation Nos. 1 to 4 from the July 22, 2025 Committee of the Whole, be ADOPTED, as follows:

RECOMMENDATION 1:

THAT Council direct staff to complete a Development Cost Charge Bylaw using a scaled implementation approach across all land uses. Rates for single family equivalent (SFR) units, are outlined below:

| Time Period  | Municipal Assist Factor (MAF) | SFR DCC Rate |
|--|-------------------------------|--------------|
| Year 1–2   | 50%                           | \$2,584      |
| Year 3–4   | 25%                           | \$6,666      |
| Year 5–6   | 10%                           | \$9,116      |
| Year 7–15  | 1%                            | \$10,603     |
| This phased approach assumes a 15-year planning horizon and an average of 30% of project costs funded through external grants. |                               |              |

RECOMMENDATION 2:

THAT Council DIRECTS Staff to prepare an updated Residential Revitalization Tax Exemption Bylaw for Council consideration of 1st and 2nd readings at an upcoming regular Council Meeting.

RECOMMENDATION 3:

THAT the report titled, “Employee Offboarding Policy” dated July 4, 2025, from the Director of Corporate Services, BE RECEIVED for information;

AND FURTHER, THAT Council DIRECT staff to present the Employee Offboarding Policy to Council for adoption at an upcoming Regular Council meeting.

RECOMMENDATION 4:

THAT Council DIRECTS staff to draft a 'Council Offboarding Policy' for review at an upcoming Regular Council meeting.

MOTION CARRIED

**9. CORRESPONDENCE**

- a. Action Recommended

Nil

- b. Receive for Information

**1. Correspondence regarding a homeless shelter**

***Resolution #: 301-25***

Moved by Councillor Dumas  
Seconded by Councillor Eisler

THAT correspondence from Darlene Jeffery, Ken Jordan and Marj Truscott, all with respect to a homeless shelter, BE RECEIVED.

MOTION CARRIED

**2. CV Tennis Club expressing appreciation for a 2025 ReDi Grant**

***Resolution #: 302-25***

Moved by Councillor Hawton  
Seconded by Councillor Holland

THAT correspondence from the Creston Valley Tennis Club, extending appreciation to Council for a 2025 ReDi Grant, BE RECEIVED.

MOTION CARRIED

**10. ACTING MAYORS SCHEDULE**

**11. REPORT TO REGULAR MEETING**

***Resolution #: 303-25***

Moved by Councillor Baldwin  
Seconded by Councillor Dumas

THAT the following resolution from the Closed Council Meeting of June 24, 2025, be reported to the Regular Council Meeting of August 12, 2025:

***Closed Resolution #: 84-25***

THAT Council REFERS the Homelessness Community Action Grants administered through SparcBC to staff to evaluate eligibility criteria and staff capacity to apply and provide grant administration.

MOTION CARRIED

**12. QUESTION PERIOD**

Jessica Piccinin asked if the mural artist chosen for the mural painting on the former ambulance building was local. Ms. Piccinin was advised that the artist was from Toronto and that the local artists that submitted proposals for the mural project could not complete the mural within the time frame allocated for the project.

**13. RECESS AND MOVE TO CLOSED MEETING**

***Resolution #: 304-25***

Moved by Councillor Dumas  
Seconded by Councillor Baldwin

THAT the Regular Council Meeting of August 12, 2025, BE RECESSED at 4:43 p.m. and by the authority of the *Community Charter*, Council move to a Closed Council Meeting with this meeting being closed from the public and/or news media pursuant to 90(1)(a).

Council will not be reconvening in Open.

MOTION CARRIED

**14. ADJOURNMENT**

***Resolution #: 305-25***

Moved by Councillor Holland

THAT the Regular Council Meeting of August 12, 2025 be adjourned at 4:43 p.m.

MOTION CARRIED

CERTIFIED CORRECT:

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Monique Arès

Acting Mayor

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Bev Caldwell

Corporate Officer