



MINUTES OF DISTRICT OF KITIMAT  
**REGULAR MEETING**

MEETING HELD IN THE COUNCIL CHAMBERS,  
606 MOUNTAINVIEW SQUARE, TUESDAY, JANUARY 02, 2024, AT 7:00 PM

Present: Acting Mayor: T. Marleau  
Present: Councillors: M. Feldhoff, M. Martins, G. Pitzel  
Via Webex G. Leibel  
Absent: Mayor: P. Germuth  
Councillor: E. Empinado

Present: Staff: W. Waycheshen, Chief Administrative Officer  
K. Enders, Deputy Chief Administrative Officer  
T. Tavares, Director of Corporate Administration  
J. Stevenson, Deputy Director of Corporate Administration  
A. Ramos-Espinoza, Director of Engineering Services  
C. McCulley, Director of Operations  
A. Hansen, IT Manager  
Via WebEx W. Tenshak, Director of Economic Development  
Via WebEx R. Machial, Deputy Director of Engineering Services  
Via WebEx M. Penner, Director of Human Resources and Labour Relations  
Via WebEx M. Gould, Director of Leisure Services  
Via WebEx T. Bossence, Fire Chief

**1. Call to Order**

Acting Mayor Marleau called the Regular Meeting of Council to order.

**2. Message from the Mayor**

Acting Mayor Marleau provided a message on recent Council activities.

**3. Delegations/Presentations**

There were no delegations or presentations.

**4. Public Input / Questions on Agenda Items**

Acting Mayor Marleau called for public input on the Agenda Items.

There was no input from the public or questions on Agenda Items.

**5. Media Inquiries - For Clarification Only**

Acting Mayor Marleau called for any media inquiries on the agenda items.

There were no media inquiries.

**6. Call for New Business / Adoption of the Agenda**

Councillor Pitzel – Consent Agenda, Item 7.4, Report, For Information Only, 2023 Annual Kitimat Business Walk.

Moved and seconded,  
*THAT the January 02, 2024, Regular Council Agenda be adopted as amended.*

Motion Carried Unanimously  
Motion: R24-001

**7. Consent Agenda**

Moved and seconded,  
*THAT the Consent Agenda for January 02, 2024, be approved as amended.*

Motion Carried Unanimously  
Motion: R24-002

All correspondence was received and filed.

The following Minutes were adopted:

December 11, 2023, Regular Meeting of Council  
December 18, 2023, Regular Meeting of Council

**8. Notice of Motion**

There were no Notice of Motion.

**9. Bylaws**

There were no Bylaws.

**10. Reports and/or Communications**

**10.1. Report – Asset Management Policy**

Moved and seconded,  
*THAT the Asset Management Policy be adopted;*

*AND THAT the Asset Management program be initiated as outlined in the Asset Management Policy Report dated December 21, 2023.*

Motion Carried Unanimously  
Motion: R24-003  
Asset Management Policy (10.1.1.16)

### **10.2. Report – Council Appointment to Kitimat Valley Housing Society**

Moved and seconded,  
*THAT Councillor Leibel be appointed as the Council representative, and Councillor Feldhoff be appointed as the alternate Council representative, to the Kitimat Valley Housing Society (KVHS) for the term ending November 30, 2024.*

Motion Carried Unanimously

Motion: R24-004

Council Appointment to Kitimat Valley Housing Society (1.1.2.4)

### **10.3 Report – Mount Elizabeth Theatre – Grant Telethon Costs**

Councillor Feldhoff declared a conflict of interest as his spouse is the Manager of the Mount Elizabeth Theatre and left the meeting at 7:36 p.m.

Moved and seconded,  
*THAT \$2,000 for the Mount Elizabeth Theatre (“MET”) be referred to the 2024 budget process to cover expenses related to the MET expenses for the annual telethon production.*

Motion Carried Unanimously

Motion: R24-005

Mount Elizabeth Theatre Grant Telethon Expenses (2.10.3.1 / 4.17.1)

Councillor Feldhoff returned to meeting at 7:38 p.m.

## **11. New Business**

Councillor Pitzel - Consent Agenda, Item 7.4 - For Information Only Report - Annual Kitimat Business Walk.

Moved and seconded,  
*THAT the Report - For Information Only -2023 Annual Kitimat Business Walk, be received for information.*

Motion Carried Unanimously

Motion: R24-006

FIO- 2023 Annual Kitimat Business Walk (5.11.1)

## **12. Council Reports**

Councillors Feldhoff, Martins, Leibel and Pitzel provided a report on their activities since the last Regular Meeting of Council.

**Call for New Closed Business/Adoption of the Closed Agenda**

Moved and Seconded

*THAT the January 02, 2024, Closed Agenda be adopted as presented;*

*AND THAT Council deal with these matters in a Closed Meeting.*

Motion Carried Unanimously

Motion: R24-007

The Regular Meeting of Council was recessed and moved into a Closed Meeting of Council at 7:47 p.m.

The Regular Meeting of Council Meeting reconvened at 7:55 p.m.

**Adjournment**

Moved and seconded,

*THAT the January 02, 2024, Regular Meeting of Council be reconvened and adjourned.*

Motion Carried Unanimously

Motion: R24-008

The Regular Meeting of Council adjourned at 7:56 p.m.

CERTIFIED TRUE AND CORRECT COPY of  
the minutes of the Regular Meeting of Council  
held Tuesday, January 02, 2024.

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Philip Germuth  
Mayor

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Tracy Tavares  
Corporate Officer