



SPECIAL MEETING OF COUNCIL
MEETING TO BE HELD IN THE COUNCIL CHAMBERS,
606 MOUNTAINVIEW SQUARE
ON MONDAY, OCTOBER 28, 2024
AFTER THE COMMITTEE OF THE WHOLE

Public Participation

The public can view the livestream of Council meetings on our [Council Meeting Livestream webpage](#).

The public may attend in person. To participate electronically please contact the district office at (250) 632-8900 or email dok@kitimat.ca before 4:30 p.m. the day of the meeting.

1. Call to Order
2. Public Input / Questions on Agenda Items
3. Media Inquiries - For Clarification Only
4. Adoption of Agenda
- Page 3 5. Bylaw – Adoption, District of Kitimat Water Treatment System Loan Authorization Bylaw No. 2058, 2024 (2.10.2.5.2/9.2.1)
- Page 11 6. Report – District of Kitimat Environmental Committee Terms of Reference (1.2.13.1)
- Page 25 7. Report – BC Active Transportation Infrastructure Grants 2024-2025 (10.2.3.8)

THIS PAGE INTENTIONALLY LEFT BLANK

COUNCIL REPORT

Date: October 24, 2024
 File: 2.10.2.5.2/9.2.1
 To: Warren Waycheshen, CAO - for Mayor and Council
 From: Sue-Lin Tarnowski, Director of Finance
 Re: District of Kitimat Water Treatment System Loan
 Authorization Bylaw No. 2058, 2024
 Applicant: n/a
 Location: n/a



Recommendation:

Action: Council consider Water Treatment System Loan Authorization adopt Bylaw No. 2058, 2024 for adoption.

Recommended Motion:

THAT District of Kitimat Water Treatment System Loan Authorization Bylaw No. 2058, 2024 be adopted.

Background:

[New information is noted in blue for Council's information.](#)

Water Treatment System

Our existing water supply system does not meet today's water quality standards and experiences occasional water quality advisories which is a key driver to modernize it. In 2017, a Public Health Engineering (PHE) Report was issued to the District outlining numerous drinking water treatment concerns. It was clearly identified in the PHE Report that the District is consistently not meeting the majority of the Surface Water Treatment Objectives in BC, which is not acceptable and poses a public health risk to the community. Since 2017, there have been more than twelve (12) water quality advisories issued to the District, ranging from days to weeks in duration.

The Water System Upgrade project integrates new infrastructure into the existing water treatment system to align with the 4-3-2-1-0 rule for community water standards outlined under the Drinking Water Protection Act. The project will utilize the existing conveyance and water storage but will address shortfalls in meeting current regulatory requirements by constructing a new water treatment building on DOK owned land situated above the 200-year flood level. The new building will provide automated municipal water operations that will apply chemical conditioning, additional filtration, and UV disinfection in the treatment of municipal water which will achieve the mandated 4-3-2-1-0 rule and improved water quality for Kitimat. The upgraded system will provide a long-term, sustainable disinfection system that will improve Kitimat water quality. The 4-3-2-1-0 rule is broken down as:

4 – 99.99% removal of viruses and bacteria (4 log removal); achieved through UV & chlorination treatment;

3 – 99.9% removal of giardia and cryptosporidium (3 log removal); achieved through UV (filter provides an additional 0.5 log credit);

2 – Dual (2) Treatment Process (multi barrier approach); achieved through filter & chlorination treatment;

1 – Limit for solids in water - under 1 NTU; achieved through filter and chemical treatment; and

0 – E-coli and coliforms (0 count); achieved through chlorination treatment.

Design Objectives:

Key design objectives for the Water Treatment Upgrade project:

- Water treatment system is compliant with 4-3-2-1-0 rule;
- Meets demand for a population of 11,700;
- Increases alkalinity and raises treated water pH by addition of soda ash treatment;
- New treatment plant building is designed to Post Disaster standards;
- New treatment plant building elevation is above the 200 year flood level;
- Considerations for future system expansion if turbidity exceeds treatment plant capacity or water demand exceeds average or maximum day design flows.

The Water Treatment System upgrades are expected to be commissioned in 2026.

More information on the Water Treatment Upgrade Project and timeline is available on Get Involved Kitimat [here](#).

Funding:

The District applied for two grants. We were successful in securing the Canada-British Columbia Investing in Canada Infrastructure Program – Green Infrastructure for \$5,991,061. We were unsuccessful with the other grant. Reserve funds and funding through the Northwest BC Regional Funding Agreement (formerly Resource Benefits Alliance) has been allocated to this project. Staff is presenting for Council consideration the budget for Water Treatment Plant (as of August 2024) noting funding sources:

Water Treatment Plant – Updated Budget (as of August 2024)	
Construction Budget	\$23,700,000
Design	\$ 700,000
Total	\$24,400,000
Funding	
Canada-British Columbia Investing in Canada Infrastructure Program – Green Infrastructure Grant	\$ 5,991,061
DoK funding – reserves and taxation	\$ 2,112,059
Northwest BC Resource Benefits Alliance fund	\$ 2,800,000
Total Funding	\$10,882,561
Funding Shortfall	\$13,496,880

A municipality has the authority to borrow funds for capital projects through the Municipal Finance Authority (MFA), subject to specific procedures and limitations. If a municipality is within 5% of its annual liability servicing limit, referred to as the assent-free or approval-free zone, it may authorize borrowing through a bylaw without needing approval from the electors. However, if the municipality intends to borrow beyond the 5% threshold, it must obtain approval from the electors. This approval can be sought through an Alternative Approval Process or a Referendum, both of which involve associated costs and require additional time for bylaw consideration.

For this project, the District of Kitimat is within the District's assent-free borrowing limit that does not require electoral approval.

Staff is presenting for Councils consideration of adoption the District of Kitimat Water Treatment System Loan Authorization Bylaw No. 2058, 2024. This bylaw proposes that the District borrow up to \$13,500,000 through a program administered by the Municipal Finance Authority.

At the September 3, 2024 Council gave District of Kitimat Water Treatment System Loan Authorization Bylaw No. 2058, 2024 three readings and Bylaw No. 2058, 2024 was forwarded to the Inspector of Municipalities for approval. The Ministry reviewed the District's liability servicing limits. On October 18, 2024 the District received Statutory Approval (**Attachment B**)

Next Steps:

If Bylaw No. 2058, 2024 is adopted, a mandatory one-month statutory quashing period will follow. Upon expiration of the statutory quashing period, which extends for one month commencing after the date of adoption, an application may be made for a Certificate of Approval. After the quashing period, staff will present a Temporary Borrowing Bylaw for Council's consideration. The loan will initially be structured as temporary borrowing during the project's construction to lessen the debt servicing burden. Once the construction is completed, the borrowing will be converted to long-term borrowing.

Alternative Options:

1. Another option as developed through discussion of Council.

Budget Implications:

The interest and debt repayment will form part of future budgets. "SLT"
Director of Finance Initials

Budgeted:

Unbudgeted: x

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)

Strategic Priority 4

Infrastructure, Services and Human Resources

- Complete the water system upgrade

Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)

Not Applicable

District of Kitimat and Haisla Council Friendship Agreement - gi guálap' ni

Not Applicable

Community Energy and Emissions Plan

Not Applicable

Housing Action Plan and Needs Assessment

Not Applicable

Kitimat Age-Friendly Assessment Report and Action Plan

Not Applicable

Kitimat Cycle Network Plan

Not Applicable

Kitimat Poverty Reduction Strategy

Not Applicable

Leisure Services Master Plan

Not Applicable

Minette Bay West Concept Plan

Not Applicable

Official Community Plan (and Downtown Design Guidelines)

Not Applicable

Solid Waste Action Plan

Not Applicable

Water Conservation Plan

4. Conservation Objectives

4.3 Potential Cost of New Supply Infrastructure to meet future demand

BC Transit Future Services Plan

Not Applicable

Economic Development Strategic Plan (2023-2029)

Not Applicable

“Sue-Lin Tarnowski”

Submitted by

Sue-Lin Tarnowski, CPA, CMA

Director of Finance

“Warren Waycheshen”

Approved for Submission

Warren Waycheshen, CAO

Attachment: A – District of Kitimat Water Treatment System Loan Authorization Bylaw No. 2058, 2024
 B – Statutory Approval

DISTRICT OF KITIMAT

BYLAW NO. 2058, 2024

A BYLAW TO AUTHORIZE THE BORROWING FOR THE DISTRICT OF KITIMAT WATER TREATMENT SYSTEM.

WHEREAS it is deemed desirable and expedient to upgrade the Kitimat Water Treatment System.

AND WHEREAS the estimated cost of the upgrade including expenses incidental thereto is the sum of twenty-four million four hundred thousand dollars (\$24,400,000.00), of which the sum of thirteen million five hundred thousand dollars (\$13,500,000.00) is the amount of debt intended to be borrowed by this bylaw;

NOW THEREFORE, the Council of the District of Kitimat in open meeting assembled, enacts as follows:

1. This bylaw may be cited as "District of Kitimat Water Treatment System Loan Authorization Bylaw No. 2058, 2024".
2. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out for the process equipment supply, construction and commissioning of the Kitimat Water Treatment System generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) To borrow upon the credit of the Municipality a sum not exceeding thirteen million five hundred thousand dollars (\$13,500,000.00).
 - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the process equipment supply, construction and commissioning of the Kitimat Water Treatment System.
3. The maximum term for which debentures may be issued to secure the debt created by this bylaw is thirty (30) years.
4. This bylaw shall take effect and be binding upon all persons from the date of adoption.

READ a first time this	3 rd . day of	September, 2024
READ a second time this	3 rd . day of	September, 2024
READ a third time this	3 rd . day of	September, 2024
RECEIVED the approval of the Inspector of Municipalities this	8 th day of	October, 2024
FINALLY ADOPTED this	day of	, 2024

MAYOR

Philip Germuth

CORPORATE OFFICER

Tracy Tavares

THIS PAGE INTENTIONALLY LEFT BLANK



Statutory Approval

Under the provisions of section _____ 179

of the _____ Community Charter

I hereby approve Bylaw No. _____ 2058

of the _____ District of Kitimat ,

a copy of which is attached hereto.

Dated this ***Eighteenth*** *day*

of ***October*** *, 2024*

A handwritten signature in blue ink, appearing to read "M. Dana".

Deputy Inspector of Municipalities

THIS PAGE INTENTIONALLY LEFT BLANK

COUNCIL REPORT

Date: October 22, 2024
 File: 1.2.1.13.1
 To: Warren Waycheshen, CAO - for Mayor and Council
 From: Kiona Enders, Deputy CAO
 Re: District of Kitimat Environmental Committee –
 Terms of Reference
 Applicant: n/a
 Location: n/a



Recommendation:

Action: Council consider an environmental committee and the draft terms of reference.

Recommended Motion:

(to be determined through Council discussion)

Background:

At the July 22, 2024 meeting Council made the following motion:

THAT the Notice of Motion for the District to form an Environmental Committee be tabled until staff presents a draft terms of reference for a District Environment Committee to Council for consideration. (S24-093)

Staff is attaching a draft term of reference for Council consideration (Attachment A).

Purpose and Objectives:

Staff has attached a spreadsheet noting potential categories and objectives for an Environmental Committee (Attachment B). As staff worked through this list, many of the objectives were similar to those of other District committees or commissions, or other local groups, some of which receive funding through the District of Kitimat.

Staff is seeking direction from Council to identify:

- Should an objective be left to the other committee/commission/group or be duplicated by the proposed Environmental Committee?
- Are there other objectives that could be assigned to the Environmental Committee?

Where staff identified a potential overlap or duplication, a brief purpose statement for each group is provided. Council may wish to consider evaluating this list to determine if groups could be amalgamated, or if their terms should be modified.

Staff capacity has resulted in some of these committees/commissions meeting less than expected. Some groups are very focused, for example, the Advisory Planning Commission which make preparation easier. However, other groups such as the Accessibility Committee and the Energy, Emissions and Solid Waste Advisory Committee (EESWAC) require significant staff time to prepare for meaningful engagement both during the meeting and post-meeting. As a result, we have not seen these groups meet as often as would be expected.

Membership:

Staff have proposed a membership of voting and non-voting members for Council consideration. Staff is seeking direction from Council on the number, if any, of the general public that may participate in the committee and any background requirements.

Meetings:

Staff have proposed no less than two meetings annually.

The *Kitimat Municipal Code* provides that Committee meetings are conducted in accordance to Council procedure. However, in this Terms of Reference, specific items have been identified and noted, such as quorum (being established based on the number appointed versus number of total members the Committee may have). Council may wish to consider the voting procedure for this Committee. As it stands now, it would follow Council procedure with a majority vote required for a motion to pass. Council may wish to consider that consensus of voting members in attendance is required for a motion to pass.

Staff Resources:

Although this topic generally falls under Environmental Services, who also oversees the EESWAC. This Committee has not meant since November 2023 due to staff capacity.

Depending on the direction of Council, the CAO will provide advice on which department would be providing support to the Committee.

Possible Motions:

If Council wishes to consider the Terms of Reference (with or without amendments) for an Environmental Committee, the following motion is offered for Council consideration:

THAT the Terms of Reference as considered by Council on October 28, 2024 for the Environmental Committee be amended by (determined through Council discussion) and approved.

OR

THAT the Terms of Reference considered by Council on October 28, 2024 for the Environmental Committee be approved.

Council direction on forming the Environmental Committee is still required.

If Council does not wish to consider the Terms of Reference, the following motion is offered for Council consideration:

THAT the District of Kitimat Environmental Committee – Terms of Reference report dated October 22, 2024, be received for information.

Tabled Motion:

If Council is satisfied with their consideration of the Terms of Reference for an Environmental Committee, it may wish to re-table the motion for consideration. The motion that was tabled is:

THAT the District form an Environmental Committee and a report be brought back with a draft terms of reference. (Tabled by S24-093)

This motion will remain until superseded by a further motion (i.e. decision not to form an Environmental Committee) or until re-tabled and considered by Council (or a new motion to establish the Environmental Committee). There is no requirement to reconsider this motion at this meeting of Council.

Alternative Options:

1. Another option as developed through discussion of Council.

Budget Implications:

Staff time and technical support would be absorbed by operational budgets. Depending on the objectives of the committee and timeline to carry out the objectives, additional expenses may be incurred. Staff would evaluate to determine if costs could form part of operational budgets or if Council approval would be sought.

"SLT"

Director of Finance Initials

Budgeted: X

Unbudgeted:

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)

Priority 3 – Environmental Sustainability

- Support sustainable practices

District of Kitimat and Haisla Council Friendship Agreement - gi guálap'ni

Not Considered

Community Energy and Emissions Plan

Not Considered

Housing Action Plan and Needs Assessment

Not Considered

Kitimat Age-Friendly Assessment Report and Action Plan

Not Applicable

Kitimat Cycle Network Plan

Not Considered

Kitimat Poverty Reduction Strategy

Not Applicable

Leisure Services Master Plan

Not Considered

Minette Bay West Concept Plan

Not Considered

Official Community Plan (and Downtown Design Guidelines)

Not Considered

Solid Waste Action Plan

Not Considered

Water Conservation Plan

Not Considered

BC Transit Future Services Plan

Not Applicable

Economic Development Strategic Plan (2023-2029)

Not Considered

"Kiona Enders"

Submitted by

Kiona Enders, Deputy CAO

"Warren Waycheshen"

Approved for Submission

Warren Waycheshen, CAO

Attachment(s): A – Draft Terms of Reference for Environmental Committee
B – List of Objectives for an Environmental Committee
C – Summary of Committees, Commissions and Groups identified in list of objectives

Attachment A

DISTRICT OF KITIMAT ENVIRONMENTAL COMMITTEE			
Replaces (if applicable)	N/A (to be determined)		
Authority	Legislative (Council)	Department Responsible (if applicable)	(to be determined)
Effective Date	Xxxx, 2024		
Last Review Date	N/A	Next Review Date	Xxx
Supporting Documents	<ul style="list-style-type: none"> • Code of Conduct Policy (C-35) • Expense Claims – Childcare (E-52) 		

STATEMENT

The District of Kitimat Council has formed the District of Kitimat Environmental Committee.

PURPOSE and OBJECTIVES

Purpose: To provide recommendations, oversight, and advice on environmental policies, projects, and initiatives that support sustainability and environmental protection within the District of Kitimat.

Objectives:

(See spreadsheet – Attachment B to the September 27, 2024 District of Kitimat Environmental Committee – Terms of Reference report).

MEMBERSHIP**Composition:**

The Environmental Committee should be composed of a number of representatives and membership may be made based on the applicants knowledge of the local environment and issues and/or knowledge of the local economy. The Committee should include a range of diverse individuals.

- Council may appointment members to the Committee in accordance with the *Kitimat Municipal Code*. Members of the public will apply through the Advisory Commission process.
- Council will appointment a primary and alternate member of Council to the Committee. These will be non-voting positions.
- Voting membership will be extended to the following:
 - One member from each environmentally focused community group or society located in Kitimat (eg. Douglas Channel Watch, Kitimat Valley Naturalists, Kitimat

Rod and Gun Association). Appointments will be made through a letter of appointment from the community group or society.

- One member of the 50+ Society / Kitimat Senior Citizens Association via letter of appointment.
- One member of Energy Emissions and Solid Waste Advisory Committee.
- One member of the Advisory Planning Commission.
- One member of the Kitimat Economic Development Association.
- One member of the Chamber of Commerce Board of Directors or delegate via letter of appointment.
- XXX member(s) of the public indicating knowledge and passion of the local environment or local economy.
- Non-voting membership will be extended to the following:
 - Members from Major Industry in Kitimat
 - Haisla Nation Council representative
 - Coast Mountains School District No. 82 Board Trustee
 - District employees, as determined by the Chief Administrative Officer
- **Chairperson:** The committee will elect a Chair and Vice-Chair annually at the first meeting of the Committee.
- **Term of Office:** Unless otherwise specified, the organization may determine the length of time a member may be appointed to the Committee. The District will request a commitment of no less than one year from each voting member.

COMPENSATION

Participation in the Environmental Committee is voluntary, and members will not receive compensation except as provided through District Policy E-52 Expense Claims – Childcare.

MEETINGS

- **Frequency:** The Environmental Committee will meet two times annually or as may be requested by Council from time to time.
- **Quorum:** Quorum is a majority of voting members appointed to the Environmental Committee at that point in time.

- **Conduct:** Unless otherwise determined in the Terms of Reference, meetings of the Environmental Committee will be conducted in accordance with Council Procedures established by the *Kitimat Municipal Code*.
- **Minutes and Reporting:** The District of Kitimat will provide resources for agenda preparation and distribution and minute taking and reporting.

CODE OF CONDUCT

Members of the Environmental Committee will recognize the form and intent of District of Kitimat Policy C-35 Code of Conduct including the principles of integrity, respect, accountability, and leadership and collaboration.

AUTHORITY

The District of Kitimat Council values the recommendations of the Environmental Committee. The Environmental Committee acts in an advisory role providing recommendations to the District of Kitimat Council. The Environmental Committee does not direct staff activities.

RESOURCES AND SUPPORT

The District of Kitimat shall provide staff and technical support to the Environmental Committee.

The Director of XXX, or delegate, shall be initial point of contact with the District of Kitimat. Other staff may be made available from time-to-time and upon approval of the Chief Administrative Officer. Staff members attend as non-voting members.

THIS PAGE INTENTIONALLY LEFT BLANK

Topic	Objective	Current Council Plan / Report	Committees, Commissions, Other bodies
Sustainability Planning and Policy Development	Develop and implement a long-term sustainability plan for the community, focusing on reducing carbon emissions, conserving energy, and promoting sustainable practices.	Community Energy & Emissions Plan (CEEP)	Energy Emissions and Solid Waste Advisory Committee; District (Building Code); District (Commercial Centre Revitalization Tax Exemption Program)
Sustainability Planning and Policy Development	Review and recommend environmental policies to the local government, ensuring alignment with national and global sustainability goals.	Community Energy & Emissions Plan (CEEP)	Energy Emissions and Solid Waste Advisory Committee; District (Building Code); District (Commercial Centre Revitalization Tax Exemption Program)
Climate Change Mitigation and Adaptation	Promote climate resilience by creating strategies to mitigate and adapt to the impacts of climate change, such as flooding, droughts, and extreme weather events.	Community Wildfire Resiliency Plan (under consideration)	Flood Plain Mapping; Asset Management; District Emergency Services; Advisory Planning Commission
Climate Change Mitigation and Adaptation	Support the adoption of renewable energy sources (solar, wind, etc.) and improve energy efficiency in public and private buildings.	Community Energy & Emissions Plan (CEEP)	Energy Emissions and Solid Waste Advisory Committee; District (Building Code); District (Commercial Centre Revitalization Tax Exemption Program)
Natural Resource Conservation	Protect and restore local ecosystems, including forests, wetlands, rivers, and wildlife habitats.	Official Community Plan Community Energy & Emissions Plan (CEEP)	Energy Emissions and Solid Waste Advisory Committee; Advisory Planning Commission; District
Natural Resource Conservation	Encourage sustainable land-use practices and reduce deforestation, soil erosion, and habitat destruction.	Official Community Plan Community Energy & Emissions Plan (CEEP)	Energy Emissions and Solid Waste Advisory Committee; Advisory Planning Commission; District
Waste Reduction and Recycling	Implement or improve local recycling programs and promote waste reduction initiatives, such as composting, plastic reduction, and responsible disposal of hazardous materials.	Solid Waste Master Plan	Energy Emissions and Solid Waste Advisory Committee Kitimat Understanding the Environment (KUTE); District
Waste Reduction and Recycling	Advocate for a circular economy by encouraging the reuse, repurposing, and recycling of materials in the community.	Solid Waste Master Plan	Energy Emissions and Solid Waste Advisory Committee Kitimat Understanding the Environment (KUTE); District

Water and Air Quality Management	Monitor and improve air and water quality in the local area through the reduction of pollution, stricter regulations, and public education campaigns.	Provincial legislation	Kitimat Airshed Group; Kitimat Terrace Clean Air Coalition; Private Industry (monitor and report)
Water and Air Quality Management	Develop and implement strategies for water conservation and sustainable water management, including stormwater management and rainwater harvesting.	Water Conservation Plan	District
Public Education and Engagement	Raise public awareness about environmental issues and sustainability practices through educational programs, workshops, and campaigns.	Solid Waste Master Plan	Energy Emissions and Solid Waste Advisory Committee; Kitimat Understanding the Environment (KUTE); District
Public Education and Engagement	Engage citizens, businesses, and schools in community-driven environmental projects such as tree planting, clean-up drives, and green spaces development.		Energy Emissions and Solid Waste Advisory Committee; Kitimat Understanding the Environment (KUTE); District
Biodiversity Protection	Protect local biodiversity by promoting the conservation of native species and habitats, while controlling invasive species.		Kitimat Understanding the Environment (KUTE); District
Biodiversity Protection	Collaborate with local organizations and community groups to promote biodiversity-friendly practices in urban planning and landscaping.		Kitimat Understanding the Environment (KUTE); District
Sustainable Urban Development	Promote green infrastructure projects, such as parks, urban forests, and green roofs, to enhance urban resilience and improve the quality of life.	Leisure Services Master Plan Official Community Plan	Energy Emissions and Solid Waste Advisory Committee; District
Sustainable Urban Development	Encourage sustainable transportation options, including cycling, walking, public transport, and electric vehicle adoption.	Community Energy & Emissions Plan (CEEP); Active Transportation Plan; Official Community Plan; Kitimat Cycle Network Plan; BC Transit Future Services Plan	Energy Emissions and Solid Waste Advisory Committee; District
Collaboration and Partnerships	Foster partnerships with non-governmental organizations, academic institutions, and neighboring municipalities to collaborate on regional environmental projects.		

Collaboration and Partnerships	Apply for grants and funding opportunities to support environmental initiatives and innovations.		District (Grant Writer)
Monitoring and Reporting	Regularly assess and report on the progress of environmental initiatives, using data and metrics to evaluate success and areas for improvement.	Community Energy & Emissions Plan (CEEP); CARIP	Energy Emissions and Solid Waste Advisory Committee; District
Monitoring and Reporting	Ensure transparency and accountability by making information available to the public and local stakeholders.	All reports and plans are available on the District website; Meetings are open to the public	District

THIS PAGE INTENTIONALLY LEFT BLANK

Energy Emissions and Solid Waste Advisory Committee	<p>The role of the Energy Emissions and Solid Waste Advisory Committee (EESWAC) is to provide informed recommendations identified by staff and/or Council and related to the matters of the Community Energy and Emissions Plan (CEEP) and the Solid Waste Management Strategy and Action Plan (SWAP).</p> <p>(Taken from EESWAC Terms of Reference dated October 18, 2022)</p>
District (Commercial Centre Revitalization Tax Exemption Program)	<p>The Commercial Centre Revitalization Tax Exemption will provide eligible business owners with a 50 per cent reduction in their municipal property taxes, potentially up to 10 years, for improvements made to their buildings, including for work to their business' exterior.</p> <p>Improvements to the building must be at least \$50,000, with at least \$25,000 applied to the building's exterior. Successful applications will see a five-year reduction in their municipal property taxes.</p> <p>EXTRA Eligible applicants could also see their reduced municipal property taxes extended up to an additional five years, through energy efficient improvements to their buildings.</p> <p>(Summary as per District of Kitimat Commercial Centre Revitalization Tax Exemption Program Bylaw No. 2018, 2022)</p>
Advisory Planning Commission	<p>The mandate of the Advisory Planning Commission is to provide advice to Council on land use applications, policies, regulations and initiatives referred directly by Council including:</p> <ul style="list-style-type: none"> - Official Community Plan amendments involving land use or policy - Zoning amendments involving land use or density - Development Permit and Temporary Use Permits - Development plans effecting the Official Community Plan - Strategies or plans effecting the Official Community Plan <p>(Taken from Advisory Planning Commission Policy A-16)</p>

<p>Kitimat Understanding the Environment (KUTE)</p>	<p>Our Mission Statement To EDUCATE the public about environmental protection To PROTECT the environment by operating a recycling depot (Mission statement taken from website)</p>
<p>Kitimat Airshed Group</p>	<p>The Kitimat Airshed Group facilitates communication between the public, industry, First Nations, and government agencies to promote transparency and continuous improvement in the airshed and provide input for the Statutory Decision-Making process. The Kitimat Airshed Group provides air quality education to support public awareness of timely, representative, and scientific monitoring data that has been reviewed and promotes clean air for the health, well-being and safety of people and the environment. (Mission statement taken from website)</p>
<p>Kitimat Terrace Clean Air Coalition</p>	<p>Kitimat Terrace Clean Air Coalition is a citizen group concerned about air quality degradation. All citizens should have the right to clean air and a healthy environment. We advocate that government and industry be responsible to maintain clean air, and not compromise public health. (As taken from Facebook page)</p>

COUNCIL REPORT

Date: October 24, 2024
 File: 10.2.3.8
 To: Warren Waycheshen, CAO - for Mayor and Council
 From: Alex Ramos-Espinoza, Director of Engineering Services
 Re: BC Active Transportation Infrastructure Grants 2024/2025
 Applicant: n/a
 Location: n/a



Recommendation:

Action: Council review the proposed projects and provide direction on application(s) to the BC Active Transportation Infrastructure Grants program for 2024/2025.

Recommended Motion:

THAT applications be submitted to the BC Active Transportation Infrastructure Grants Program for Phase 2 and Phase 3 walkway construction along Haisla Boulevard from Kingfisher Avenue to Nalabila Boulevard.

AND THAT the District of Kitimat commits to funding its share of the project cost, including any ineligible costs and cost overages of the project.

Background:

BC Active Transportation Infrastructure Grants Program

The B.C. Active Transportation Infrastructure Grants Program offers two grant options (Planning and Infrastructure) for local governments. The B.C. Active Transportation Infrastructure Grants Program provides cost-sharing opportunities for infrastructure projects. Funding from these grant programs support the development of active transportation infrastructure for all ages and abilities. For example, infrastructure grants fund:

- Multi-use protected travel lanes
- Pedestrian and cycling safety improvements
- End-of-trip facilities and other amenities
- Lighting and way-finding

This is an overview and description of the grants:

*Eligible governments may apply for a maximum of **two** active transportation infrastructure grants for different projects or different phases of the same project if they satisfy the following criteria:*

- *Project is part of an active transportation network plan or equivalent*
- *Project can begin construction once provincial funding has been announced*
- *Projects will be completed by March 2026 (projects under \$1 million) or by March 2027 (projects over \$1 million)*

- *Projects are open to the public*

The province cost-shares to a maximum of \$500,000 per project. The percentage of eligible funding for our community is **70%**.

Previous Submittals

Earlier this year the District of Kitimat was awarded Phase 1 of the Haisla Blvd – Kingfisher to Ptarmigan walkway expansion project. The grant amount received was \$455,000 with the District of Kitimat committing \$195,000. The project is expected to achieve substantial completion by March 2025.

Proposed Projects

Staff reviewed potential projects that Council might consider for submittal and three projects have been identified:

1. Haisla Boulevard – New Walkway Kingfisher to Ptarmigan – Phase 2
 - a. 285 Meters of New Walkway with Lighting
 - b. Estimated Construction Cost: \$ 715,000
 - i. Grant amount: \$500,000.00
 - ii. DoK Commitment: \$215,000

2. Haisla Boulevard – New Walkway Ptarmigan to Nalabila - Phase 3
 - a. 271 Meters of New Walkway with Lighting
 - b. Estimated Construction Cost: \$ 680,000
 - i. Grant amount: \$476,000.00
 - ii. DoK Commitment: \$204,000

3. Haisla Boulevard – New Walkway Ptarmigan to Nalabila - Phase 4
 - a. 250 Meters of New Walkway with Lighting
 - b. Estimated Construction Cost: \$ 625,000
 - i. Grant amount: \$437,500.00
 - ii. DoK Commitment: \$187,5000

The Haisla Boulevard walkway extension Kingfisher to Ptarmigan Phase 2 drawings are outlined in Attachment A. The Haisla Boulevard walkway extension Ptarmigan to Nalabila Phase 3 & 4 drawing are outlined in Attachment B.

Staff is recommending that two infrastructure grant applications be submitted for the Haisla Boulevard walkway extension. The proposed projects for submission are:

- Kingfisher to Ptarmigan (Phase 2) – 285 Meters
- Ptarmigan to Nalabila (Phase 3) – 271 Meters

Applications for the program are being received from September 3, 2024 to October 31, 2024.

Alternative Options:

1. If Council wishes to apply for other projects under this grant, the following motion is offered for Council consideration:

THAT application be submitted to the BC Active Transportation Infrastructure Grants Program for (to be determined through Council discussion).

AND THAT the District of Kitimat commits to funding its share of the project cost, including any ineligible costs and cost overages of the project.

2. Another option as developed through discussion of Council.

Budget Implications:

“SLT”

Director of Finance Initials

Budgeted:

Unbudgeted: x

The Haisla Blvd proposed walkway projects (Phase 2 & 3) are not budgeted in the 2024 Capital Budget but could be brought forward during 2025 budget deliberation process if grants are successful. The DoK commitment ranges from \$215,000 up to \$ 419,000.

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)

Strategic Priority 5 – Social Wellbeing

Goal

A health community with strong social bonds and services that meet community needs

Strategic Action

Complete Active Transportation Plan

Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)

Not Applicable

District of Kitimat and Haisla Council Friendship Agreement - gi guálap' ni

Not Applicable

Community Energy and Emissions Plan

1.2 Build safe routes for walking, cycling and other forms of zero emission mobility

- Continuously improve active transportation infrastructure including reconfiguring existing streets and building safe and convenient active transportation paths to connect all neighbourhoods.

1.6 Collaborate with transit providers to promote transit ridership

Evaluate bus stop locations in terms of accessibility, as many current bus stops are not safely accessible by mobility assistance devices.

Housing Action Plan and Needs Assessment

Not Applicable

Kitimat Age-Friendly Assessment Report and Action Plan

Not Applicable

Kitimat Cycle Network Plan

Not Applicable

Kitimat Poverty Reduction Strategy

Not Applicable

Leisure Services Master Plan

Capital 2.7

Build new walkways to improve connectivity in the Townsite, including:

- Walkway from Kingfisher Avenue to Nalabila Avenue along Haisla Boulevard.

Minette Bay West Concept Plan

Not Applicable

Official Community Plan (and Downtown Design Guidelines)

Not Applicable

Solid Waste Action Plan

Not Applicable

Water Conservation Plan

Not Applicable

BC Transit Future Services Plan

Not Applicable

Economic Development Strategic Plan (2023-2029)

Not Applicable

“Alex Ramos-Espinoza”

Submitted by

Alex Ramos-Espinoza, P.Eng.

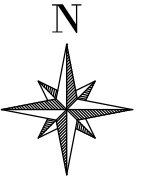
Director of Engineering Services

“Warren Waycheshen”

Approved for Submission

Warren Waycheshen, CAO

Attachment(s): A – Haisla Blvd Walkway Drawings – Phase 2
B – Haisla Blvd Walkway Drawings – Phase 3 & 4

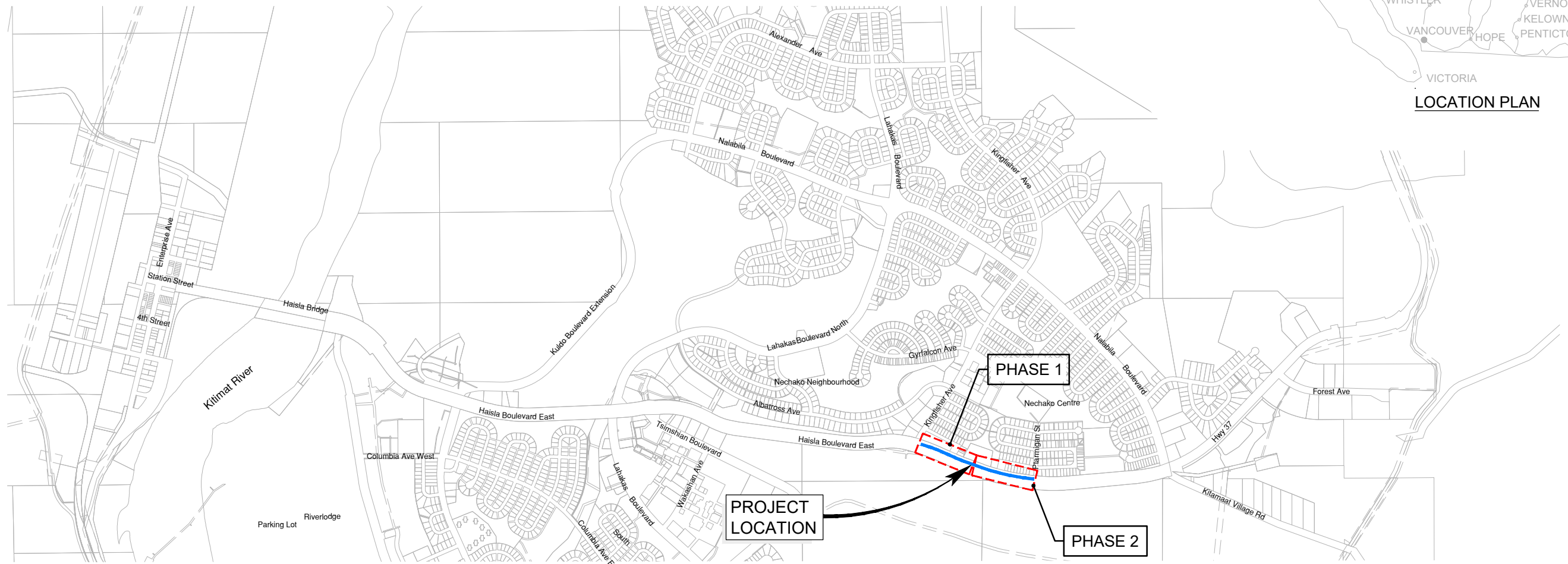
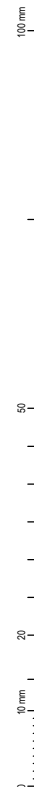


LINE PAINTING DRAWING INDEX	
SHEET TITLE	Dwg No.
LOCATION PLAN, AREA PLAN & INDEX TO DRAWINGS	NEC-01-2023-00-K-P
PHASE 1 - HAISLA BOULEVARD - KINGFISHER AVE TO RT HAISLA CT APTS.	NEC-01-2023-01-K-P
PHASE 2 - HAISLA BOULEVARD - RT HAISLA CT APTS TO PTARMIGAN ST	NEC-01-2023-02-K-P

PROJECT LOCATION



LOCATION PLAN



AREA PLAN



Engineering Dept.
250-632-8900

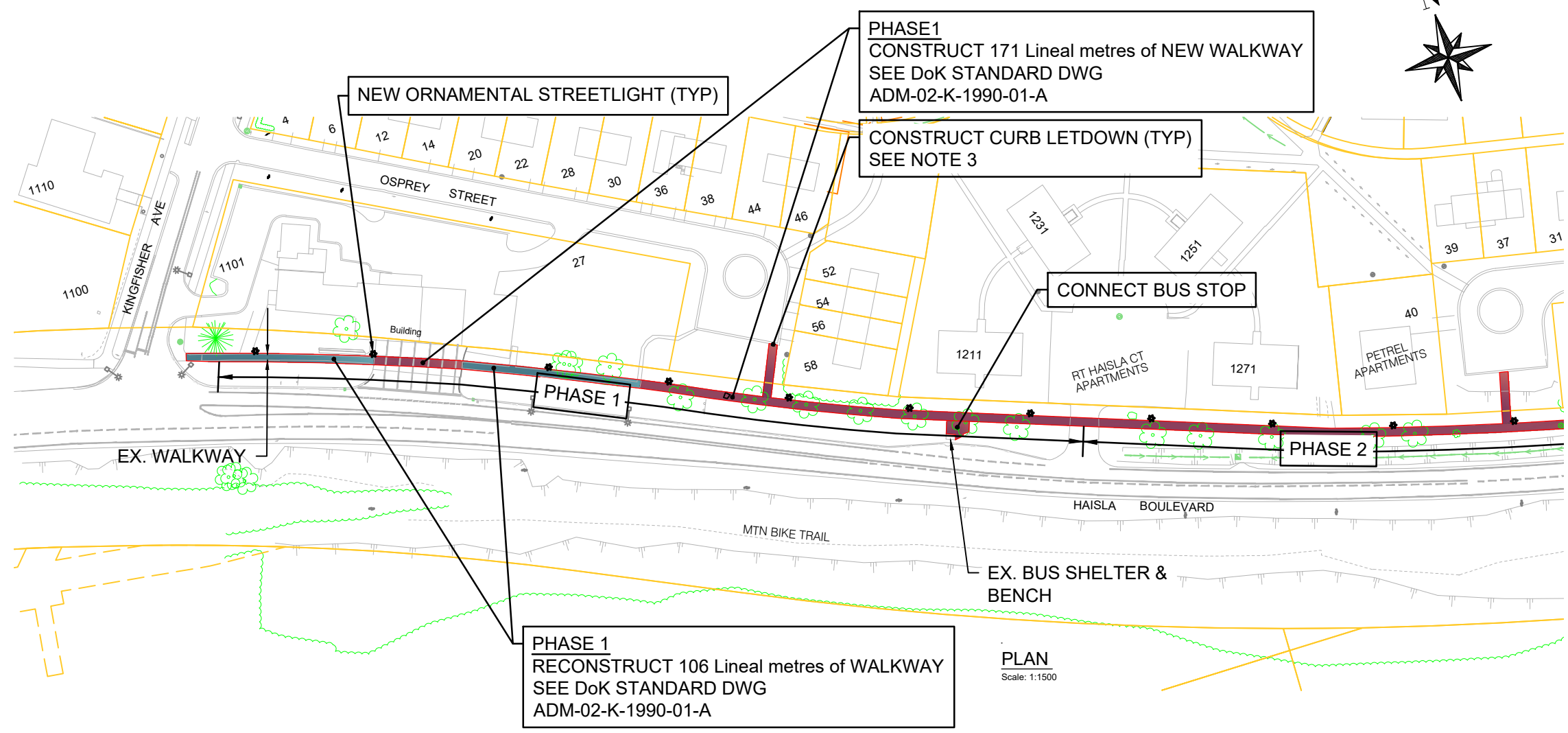
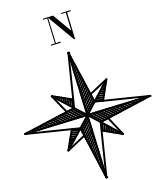
270 City Centre,
Kitimat, B.C.,
V8C 2H7, Canada

Title
DISTRICT OF KITIMAT WALKWAYS
HAISLA BOULEVARD - KINGFISHER AVE TO PTARMIGAN ST

LOCATION PLAN, AREA PLAN &
INDEX TO DRAWINGS

Drawing No.
NEC-01-2023-00-K-P

Revision
A



LEGEND

	catchbasin
	catchbasin/manhole
	drain manhole
	culvert
	ditch
	sewer manhole
	water valve
	hydro pole with light
	pole anchor
	junction box
	streetlight davit
	ornamental streetlight
	sign
	fence
	non-mountable curb
	curb letdown
	deciduous tree
	coniferous tree
	hedge/vegetation line

PHASE 1
 RECONSTRUCT 106 Lineal metres of WALKWAY
 SEE DoK STANDARD DWG
 ADM-02-K-1990-01-A

PHASE1
 CONSTRUCT 171 Lineal metres of NEW WALKWAY
 SEE DoK STANDARD DWG
 ADM-02-K-1990-01-A

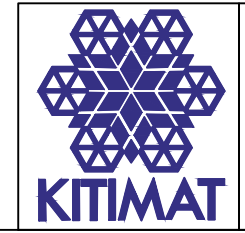
CONSTRUCT CURB LETDOWN (TYP)
 SEE NOTE 3

CONNECT BUS STOP

PLAN
 Scale: 1:1500

GENERAL NOTES:

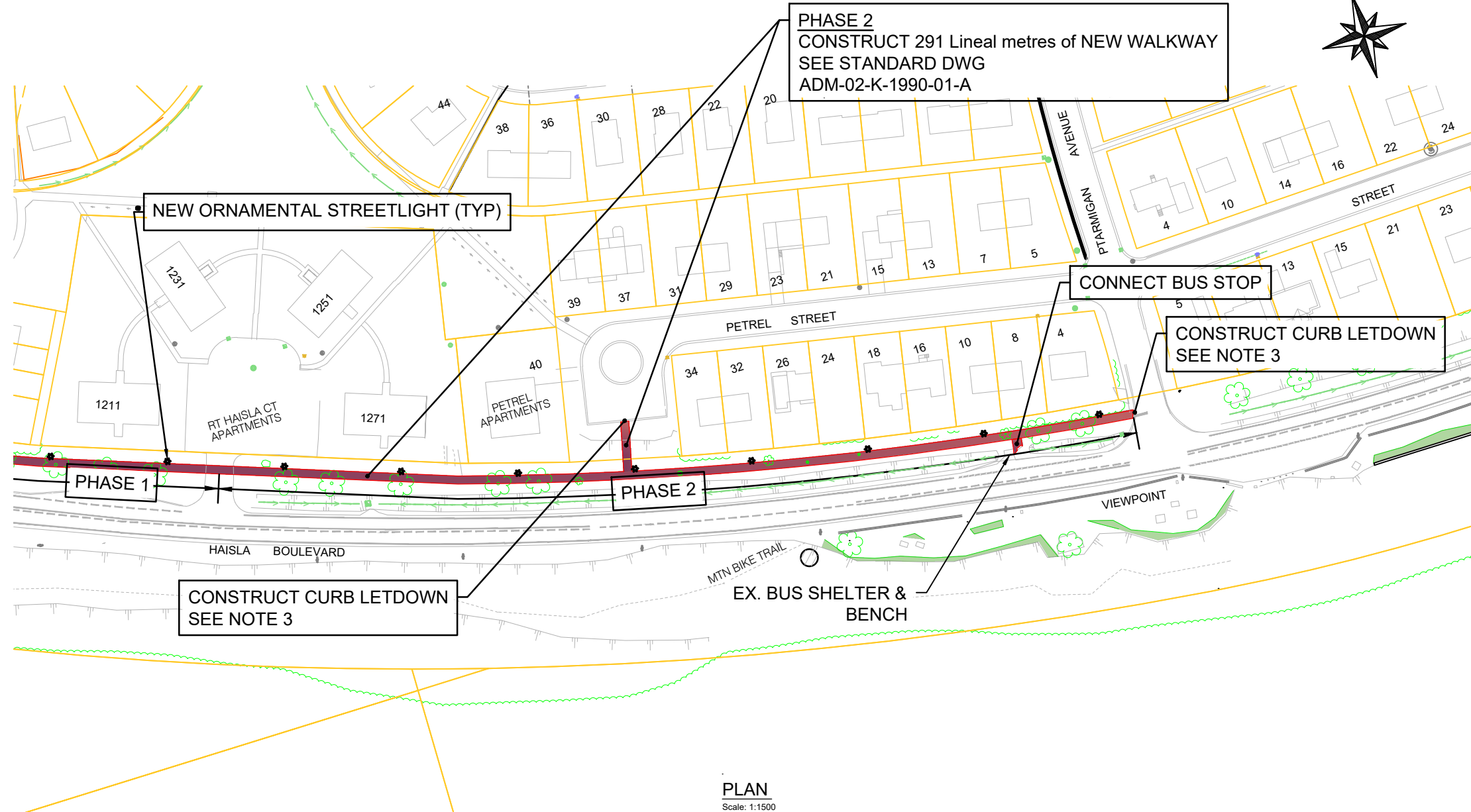
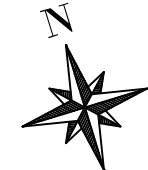
1. EXISTING TREES WITHIN PROPOSED WALKWAYS TO BE REMOVED AND REPLANTED WITH NEW TREES.
2. WALKWAYS TO BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH THE DISTRICT OF KITIMAT STANDARDS AND SPECIFICATIONS.
3. ALL TRANSITIONS BETWEEN WALKWAYS AND CURBS SHALL BE CONSTRUCTED AS PER DISTRICT OF KITIMAT STD DETAIL DWG ADM-02-KP-1976-01-A.
4. ROADWORKS, CURB & PARKING LOT RESTORATION SHALL BE AS PER THE DISTRICT OF KITIMAT STANDARDS AND SPECIFICATIONS.






















Engineering Dept.
 250-632-8900

270 City Centre,
 Kitimat, B.C.,
 V8C 2H7, Canada

Title DISTRICT OF KITIMAT PROPOSED WALKWAY IMPROVEMENTS	
HAISLA BLVD - KINGFISHER AVE TO RT HAISLA CT APTS PHASE 1 OF 2	
Drawing No. NEC-01-2023-00-K-P	Revision A

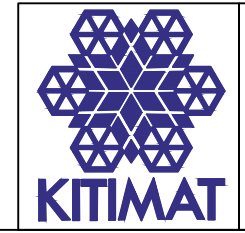


LEGEND

-  catchbasin
-  catchbasin/manhole
-  drain manhole
-  culvert
-  ditch
-  sewer manhole
-  water valve
-  hydro pole with light
-  pole anchor
-  junction box
-  streetlight davit
-  ornamental streetlight
-  sign
-  fence
-  non-mountable curb
-  curb letdown
-  deciduous tree
-  coniferous tree
-  hedge/vegetation line

GENERAL NOTES:

1. EXISTING TREES WITHIN PROPOSED WALKWAYS TO BE REMOVED AND REPLANTED WITH NEW TREES.
2. WALKWAYS TO BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH THE DISTRICT OF KITIMAT STANDARDS AND SPECIFICATIONS.
3. ALL TRANSITIONS BETWEEN WALKWAYS AND CURBS SHALL BE CONSTRUCTED AS PER DISTRICT OF KITIMAT STD DETAIL DWG ADM-02-KP-1976-01-A.
4. ROADWORKS, CURB & PARKING LOT RESTORATION SHALL BE AS PER THE DISTRICT OF KITIMAT STANDARDS AND SPECIFICATIONS.



Engineering Dept.
250-632-8900

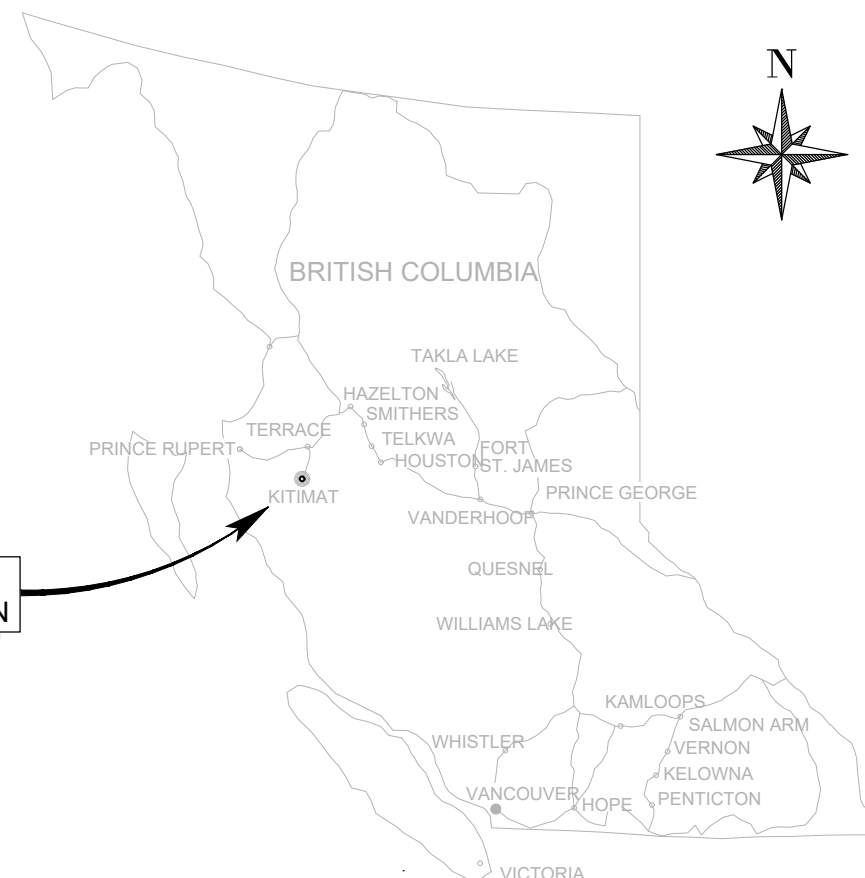
270 City Centre,
Kitimat, B.C.,
V8C 2H7, Canada

Title DISTRICT OF KITIMAT PROPOSED WALKWAY IMPROVEMENTS	
HAISLA BLVD - RT HAISLA CT APTS TO PTARMIGAN ST PHASE 2 OF 2	
Drawing No. NEC-01-2023-00-K-P	Revision A

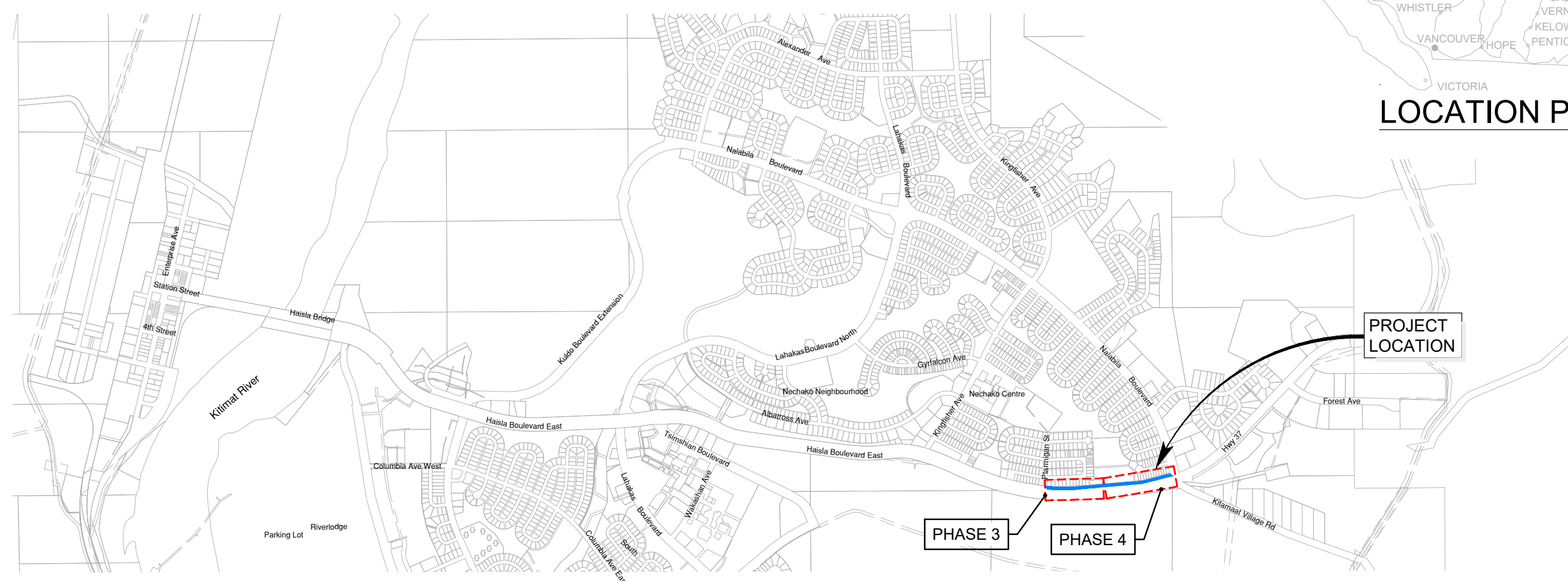
THIS PAGE INTENTIONALLY LEFT BLANK



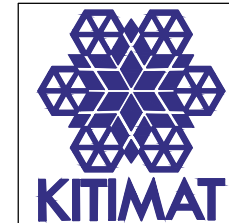
LINE PAINTING DRAWING INDEX	
SHEET TITLE	Dwg No.
LOCATION PLAN, AREA PLAN & INDEX TO DRAWINGS	NEC-01-2024-07-K-P
PHASE 3 - HAISLA BOULEVARD - PTARMIGAN STREET TO HILLCREST PLACE APTS.	NEC-01-2024-08-K-P
PHASE 4 - HAISLA BOULEVARD - HILLCREST PLACE APTS. TO NALABILA BOULEVARD	NEC-01-2024-09-K-P
STANDARD DETAILS	NEC-01-2024-10-K-P



LOCATION PLAN



AREA PLAN

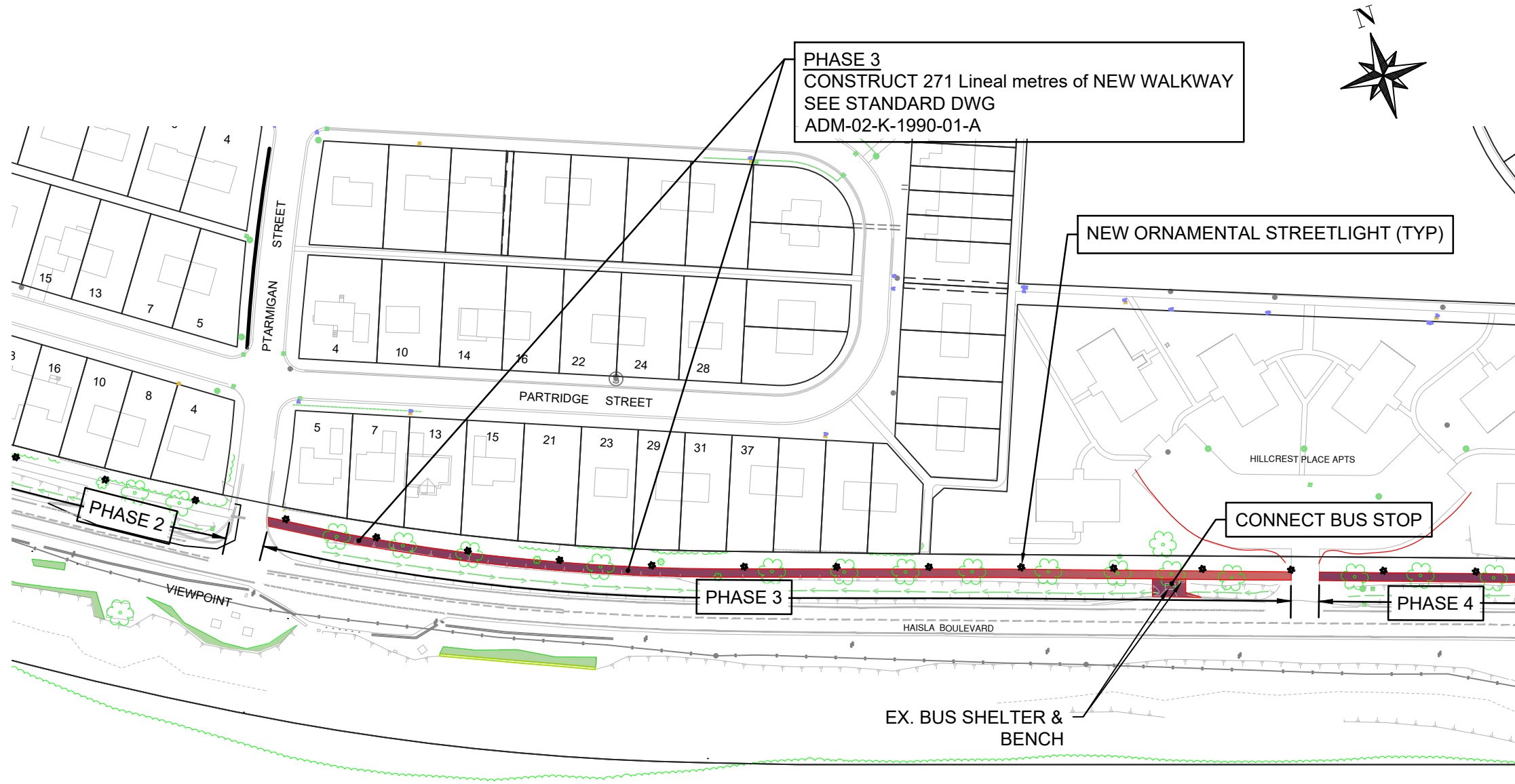


Engineering Dept.
250-632-8900

270 City Centre,
Kitimat, B.C.,
V8C 2H7, Canada

Title DISTRICT OF KITIMAT PROPOSED WALKWAY IMPROVEMENTS HAISLA BOULEVARD - PTARMIGAN STREET TO NALABILA AVENUE	
LOCATION PLAN, AREA PLAN & INDEX TO DRAWINGS	
Drawing No. NEC-01-2024-07-K-P	Revision A





PHASE 3
 CONSTRUCT 271 Lineal metres of NEW WALKWAY
 SEE STANDARD DWG
 ADM-02-K-1990-01-A

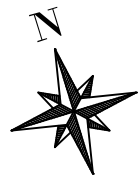
NEW ORNAMENTAL STREETLIGHT (TYP)

CONNECT BUS STOP




















PHASE 3

PHASE 4

EX. BUS SHELTER &
 BENCH



LEGEND

-  catchbasin
-  catchbasin/manhole
-  drain manhole
-  culvert
-  ditch
-  sewer manhole
-  water valve
-  hydro pole with light
-  pole anchor
-  junction box
-  streetlight davit
-  ornamental streetlight
-  sign
-  fence
-  non-mountable curb
-  curb letdown
-  deciduous tree
-  coniferous tree
-  hedge/vegetation line

PLAN

Scale: 1:1500

GENERAL NOTES:

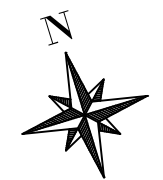
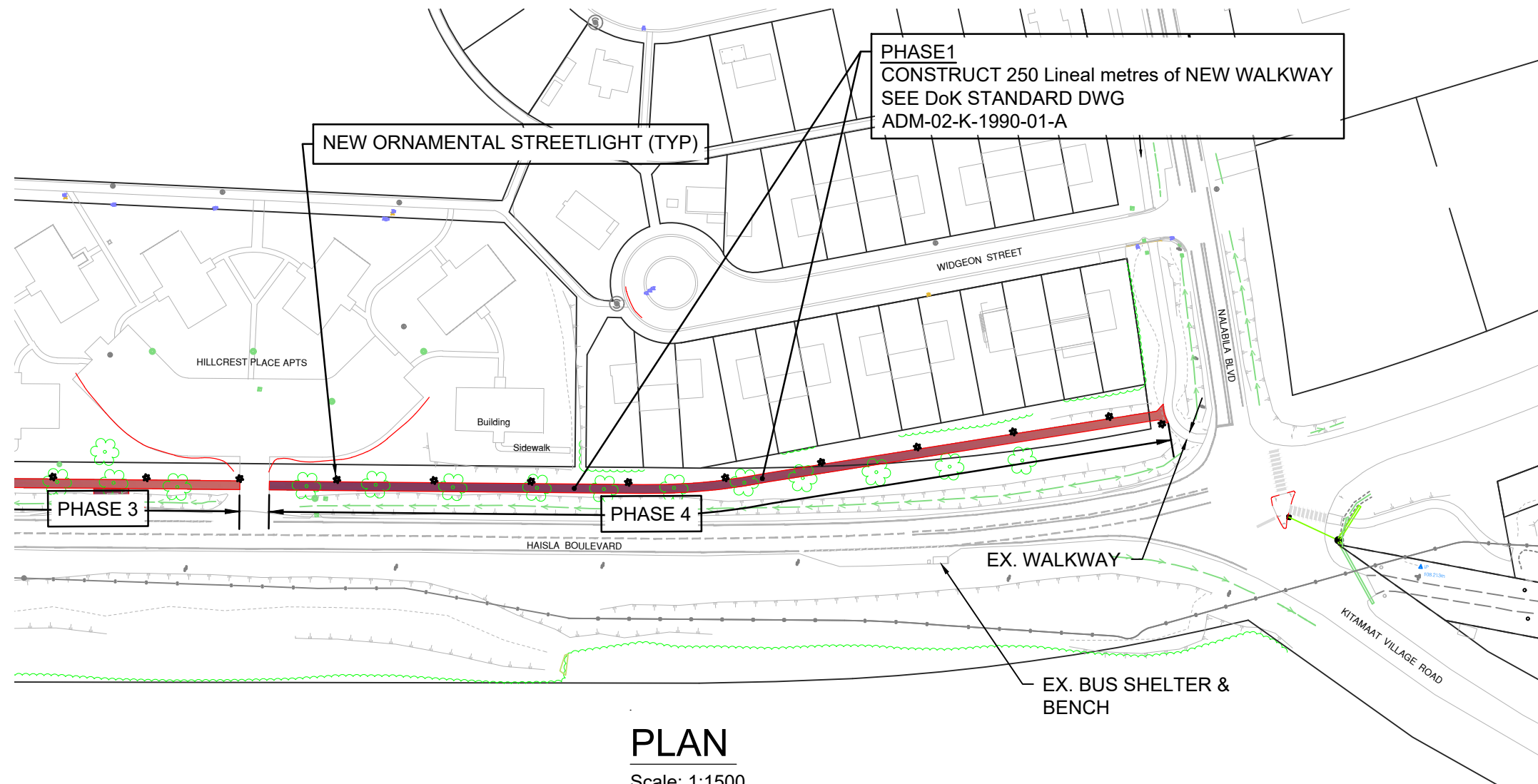
1. EXISTING TREES WITHIN PROPOSED WALKWAYS TO BE REMOVED AND REPLANTED WITH NEW TREES.
2. WALKWAYS TO BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH THE DISTRICT OF KITIMAT STANDARDS AND SPECIFICATIONS.
3. ALL TRANSITIONS BETWEEN WALKWAYS AND CURBS SHALL BE CONSTRUCTED AS PER DISTRICT OF KITIMAT STD DETAIL DWG ADM-02-KP-1976-01-A.
4. ROADWORKS, CURB & PARKING LOT RESTORATION SHALL BE AS PER THE DISTRICT OF KITIMAT STANDARDS AND SPECIFICATIONS.






















Engineering Dept.
 250-632-8900

 270 City Centre,
 Kitimat, B.C.,
 V8C 2H7, Canada

Title DISTRICT OF KITIMAT PROPOSED WALKWAY IMPROVEMENTS HAISLA BOULEVARD - PTARMIGAN STREET TO NALABILA AVENUE	
HAISLA BLVD - PTARMIGAN ST. TO HILLCREST APTS. PHASE 3 OF 4	
Drawing No. NEC-01-2024-08-K-P	Revision A



LEGEND

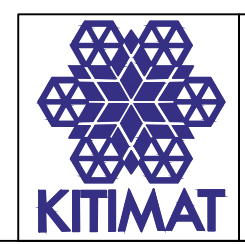
-  catchbasin
-  catchbasin/manhole
-  drain manhole
-  culvert
-  ditch
-  sewer manhole
-  water valve
-  hydro pole with light
-  pole anchor
-  junction box
-  streetlight davit
-  ornamental streetlight
-  sign
-  fence
-  non-mountable curb
-  curb letdown
-  deciduous tree
-  coniferous tree
-  hedge/vegetation line

PLAN

Scale: 1:1500

GENERAL NOTES:

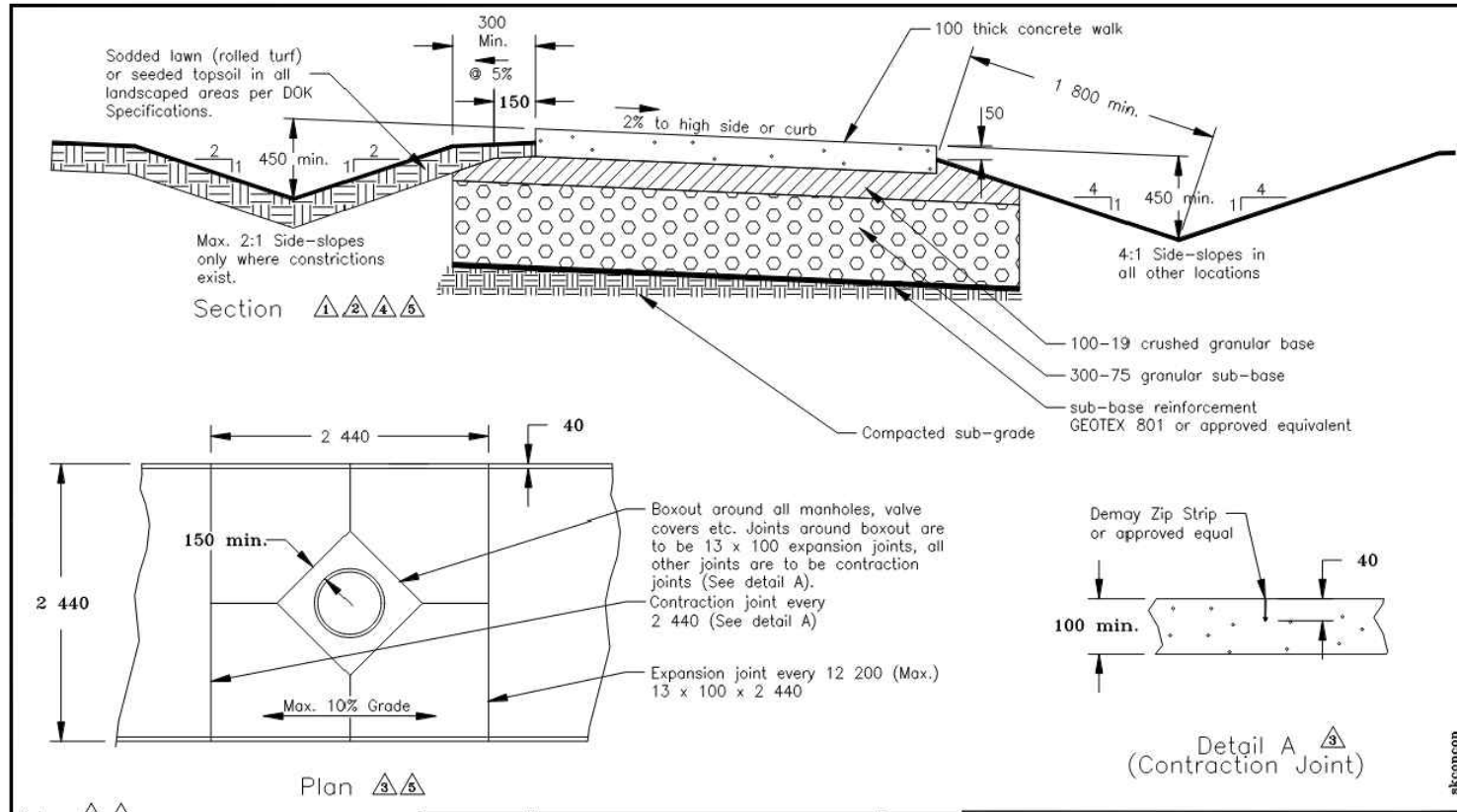
1. EXISTING TREES WITHIN PROPOSED WALKWAYS TO BE REMOVED AND REPLANTED WITH NEW TREES.
2. WALKWAYS TO BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH THE DISTRICT OF KITIMAT STANDARDS AND SPECIFICATIONS.
3. ALL TRANSITIONS BETWEEN WALKWAYS AND CURBS SHALL BE CONSTRUCTED AS PER DISTRICT OF KITIMAT STD DETAIL DWG ADM-02-KP-1976-01-A.
4. ROADWORKS, CURB & PARKING LOT RESTORATION SHALL BE AS PER THE DISTRICT OF KITIMAT STANDARDS AND SPECIFICATIONS.



Engineering Dept.
250-632-8900

270 City Centre,
Kitimat, B.C.,
V8C 2H7, Canada

Title	
DISTRICT OF KITIMAT PROPOSED WALKWAY IMPROVEMENTS HAISLA BOULEVARD - PTARMIGAN STREET TO NALABILA AVENUE	
HAISLA BLVD - HILLCREST APTS TO NALABILA BLVD PHASE 4 OF 4	
Drawing No.	Revision
NEC-01-2024-09-K-P	A



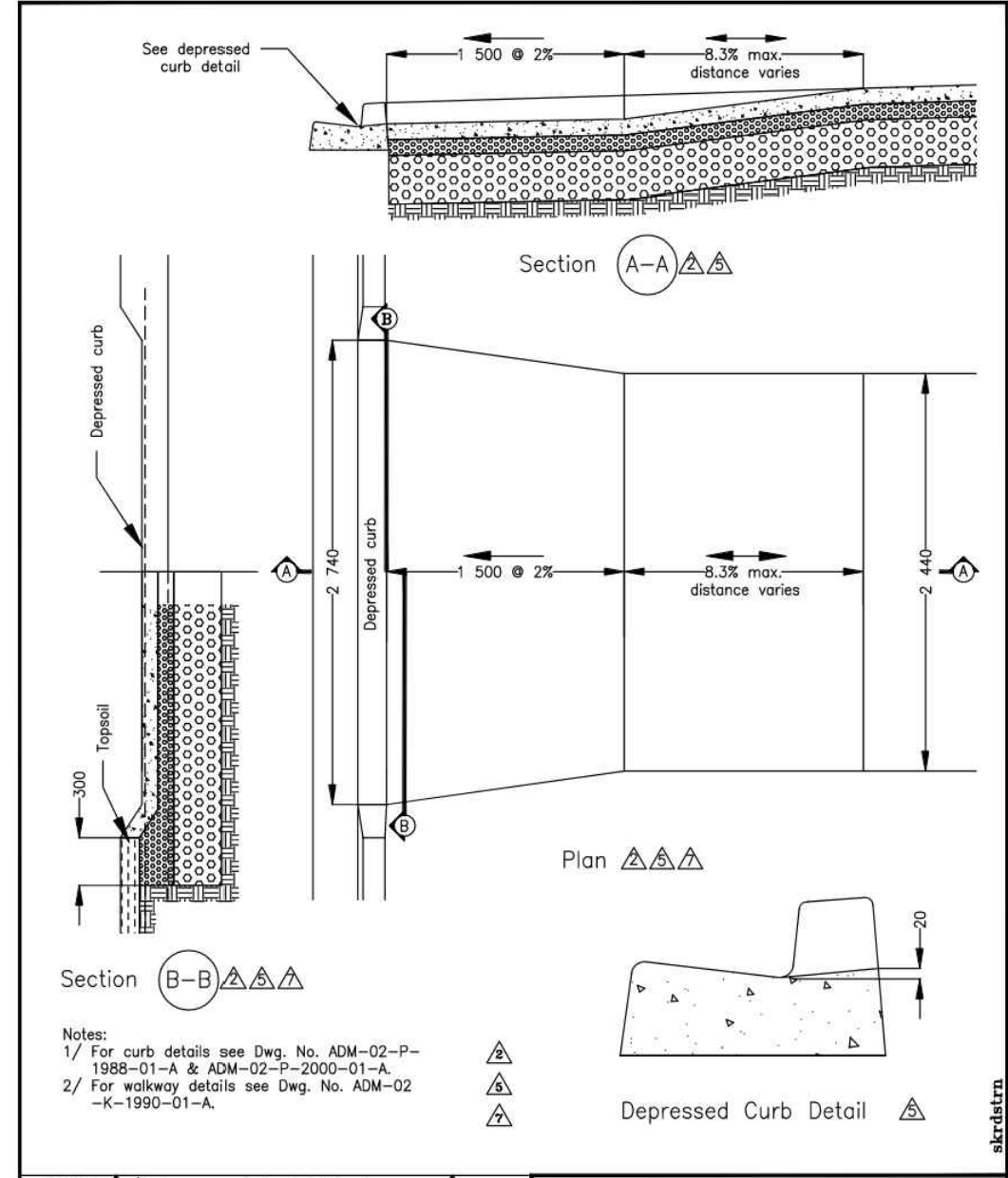
- Notes: 2, 4
- 1/ Walkway edges shall be tooled with a 10 radius edger.
 - 2/ Construction of concrete walkways to conform with District of Kitimat Specifications Division II.
 - 3/ Concrete to be CSA Class C2.
 - 4/ Slope crossfall towards higher ground or towards curb.
 - 5/ Expansion joints are to be asphalt impregnated fibreboard or other approved premoulded filler.

Date	Revision	App'd
21/08/05	6 Note 3 Revisions	
01/06/25	5 General revisions	
93/02	4 General revisions	
91/05/07	3 Dim. change/Zip strip added	
91/03/06	2 General revisions	
91/01/28	1 General revisions	

District of Kitimat

Standard Drawing
Concrete Walkway
Construction

Drawn: D.H.	Date: 90/09/14	Dwg.No. ADM-02-K 1990-01-A
Checked:	Scale: NTS	
Date:	Revision:	App'd:



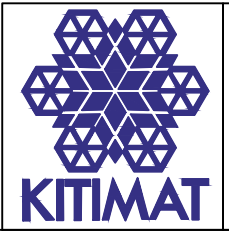
- Notes:
- 1/ For curb details see Dwg. No. ADM-02-P-1988-01-A & ADM-02-P-2000-01-A.
 - 2/ For walkway details see Dwg. No. ADM-02-K-1990-01-A.

Date	Revision	App'd
19/16	7 Depressed Curb Widening	
02/05	6 2.440m Walkway Width	
93/02	5 Revised from 76/12 Dwg.	
88/06/16	4 Transition sides made conc.	
84/07/19	3 Dwg.# changed from 2-2-C-17	
82/04/13	2 General revisions	
78/04	1 Metrification	

District of Kitimat

Standard Drawing
Walkway to Road Transition

Drawn: DH	Date: 93/02	Dwg.No. ADM-02-KP 1976-01-A
Checked:	Scale: NTS	
Date:	Revision:	App'd:



Engineering Dept.
250-632-8900

270 City Centre,
Kitimat, B.C.,
V8C 2H7, Canada

Title
DISTRICT OF KITIMAT
PROPOSED WALKWAY IMPROVEMENTS
HAISLA BOULEVARD - PTARMIGAN STREET TO NALABILA AVENUE

STANDARD DETAILS

Drawing No. NEC-01-2024-10-K-P

Revision
A

100 mm
50 mm
20 mm
0 mm