KITIMAT
A Marvel of Nature and Industry

DISTRICT OF KITIMAT
REGULAR MEETING OF COUNCIL
TO BE HELD AT THE
COUNCIL CHAMBERS, 606 MOUNTAINVIEW SQUARE
ON TUESDAY, MAY 19, 2026
FOLLOWING THE PUBLIC HEARING AT 7:00 P.M.

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. **Message from the Mayor**

3. **Delegations / Presentations**

Page	3	3.1	Kitimat Snowflake Fairgrounds Society Request for Donation/Transfer of Industrial Ride-On Mower (4.14.2)

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

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

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

7. **Consent Agenda**

Page	3	7.1	Delegation Notice, Kitimat Snowflake Fairgrounds Society Request for Donation/Transfer of Industrial Ride-On Mower (4.14.2)
Page	7	7.2	Minutes, May 4, 2026, Regular Meeting of Council
Page	13	7.3	For Information Only Report, Housing Fact Sheet, Spring 2026 (7.19.11)
Page	19	7.4	Big River Analytics' document titled, Kitimat Community Capacity Assessment, Residential Housing Vacancy Estimate, prepared for LNG Canada Development Inc. (7.19.11)
Page	37	7.5	Correspondence, copy of a letter dated May 8, 2026, to the Minister of Finance, from the City of Abbotsford regarding Provincial Sales Tax Expansion (1.1.2.1.1)
Page	39	7.6	Correspondence, letter to Mayor and Council from Ankur Patel regarding LNG cumulative health impacts (1.1.2.1.1)

8. **Notice of Motions**

9. **Bylaws**

Page	41	9.1	For consideration of third and adoption, M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026 (7.5.3.168)
Page	79	9.2	For consideration of adoption, Kitimat Municipal Code Amendment Bylaw No. 2085, 2026 (1.2.1.4)
Page	95	9.3	For consideration of adoption, Municipal Enforcement Bylaw No. 2086, 2026 (8.3.3)
Page	125	9.4	For consideration of first and second reading, Hen Keeping Residential Zoning Amendment Bylaw No.2087, 2026 and Hen and Chicken Keeping Animal Control Bylaw No. 2088, 2026 (7.17.30)

Page	147	9.5	For consideration of first and second reading, Industrial Land Use Designation Housekeeping Official Community Plan Amendment Bylaw No. 2089, 2026, and M1 Manufacturing Housekeeping Zoning Amendment Bylaw No. 2090, 2026 (7.5.3.170)

10. Reports and/or Communications

Page	157	10.1	District of Kitimat Website Launch (5.10.3)
Page	179	10.2	Development Variance Permit Application, 143 Sturgeon Avenue, Noel Simpkins (7.9.3.130)
Page	197	10.3	Development Variance Permit Application Sean Gust, 635 Legion Road (7.9.3.131)
Page	209	10.4	Draft 2025 Annual Report #1 (1.2.1.14)
Page	227	10.5	Bylaw Enforcement: Bylaw Notice Screening Officer Policy (8.3.3)
Page	233	10.6	Remedial Action Requirement Units 8-12 Nalabila Boulevard, Kitimat BC (8.3.3.5.15)

11. New Business

12. Council Reports

13. Questions and Answers

Move to Closed Meeting of Council

In compliance with the *Community Charter*, Council will move to a Closed Meeting for one or more items falling under:

-	Section 90(1)(d)	Security of the property of the municipality
-	Section 90(1)(e)	Acquisition, disposition or expropriation of land
-	Section 90(1)(g)	Litigation or potential litigation
-	Section 90(1)(i)	Legal advice
-	Section 90(1)(k)	Municipal service
-	Section 90(2)(b)(ii)	Negotiation item between the municipality and another local government or between another local government and a third party

Reconvene and Adjourn Regular Meeting of Council

DELEGATION NOTICE

Date: May 13, 2026

File No: 4.14.2

To: Mayor and Council

From: Warren Waycheshen, CAO

Delegation: Kitimat Snowflake Fairground Society
Re: Request for Donation/Transfer of Industrial Ride-On Mower
Applicant: n/a
Location: n/a

Kitimat Snowflake Fairground Society representatives Cathryn Kozak, President will be in attendance to request a donation or transfer of a second-hand industrial grade ride on lawn mower from the District of Kitimat to assist with volunteer operations. (Attachment A)

In accordance with section 2.4.7.7 of the *Kitimat Municipal Code*, Council will refer requests made by delegations to staff for comment except where the majority of Council present vote to proceed with consideration of the request.

If Council wishes to refer to staff to report back, the following is offered for Council consideration during New Business:

> **THAT staff report back on the request of the Kitimat Snowflake Fairgrounds Society.**

If Council wishes to consider the request at the meeting, the item can be moved to New Business (or other place in the agenda) and the following motion is offered for consideration. If this motion passes, Council can provide further direction:

> **THAT Council consider the request of the Kitimat Snowflake Fairground Society at the May 19, 2026, Council meeting**

If Council does not wish to consider any action at this time, the delegation can be received for information as part of the consent agenda.

Attachment(s):
A - Letter from Kitimat Snowflake Fairground Society dated April 23, 2026

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Attachment A

Request for Donation/ Transfer of Industrial Ride-On Mower

Attn: Mayor and Councill

Submitted By: Kitimat Snowflake Fairground Society
Date: April 23, 2026

Recommendation

That Council consider the request from the Kitimat Snowflake Fairground Society for the donation or transfer of a surplus or decommissioned industrial-grade ride-on lawn mower owned by the District of Kitimat, subject to availability and applicable surplus asset policies.

Purpose

The purpose of this report is to request Council's consideration of transferring a used or surplus industrial-grade ride-on lawn mower to the Kitimat Snowflake Fairground Society to support the efficient and safe maintenance of the Snowflake Fairgrounds.

Background

The Kitimat Snowflake Fairground Society is a volunteer-based, not-for-profit organization responsible for the maintenance and operation of the Snowflake Fairgrounds on behalf of the community. The Fairgrounds are used year-round for community events, recreation, and public gatherings and represent an important shared community asset.

Current Situation

The Fairgrounds include approximately 24,000 square metres of grassed area that require regular mowing throughout the summer season. The Society currently relies on a small residential ride-on mower, which is not suitable for the size of the grounds or the varying terrain. Each mowing cycle takes between three and four and a half hours to complete, placing significant strain on volunteers and equipment.

Discussion

The Society respectfully requests the donation or transfer of a used or surplus industrial-grade sit-on lawn mower that may be scheduled for replacement or decommissioning by the District of Kitimat. Even second-hand industrial equipment would significantly reduce mowing time, improve volunteer safety, and enhance the overall condition of the Fairgrounds.

Storage and Asset Care

The Society has a locked steel sea-can on site for secure equipment storage, providing protection from theft, vandalism, and weather exposure. The Society is committed to responsible stewardship and routine maintenance of any donated equipment.

C2 - COLAS GROUP INTERNAL: Employees and partners who need to know.

Community Benefit

Approval of this request would significantly reduce volunteer labour hours, improve the safety and appearance of the Fairgrounds, support volunteer sustainability, and extend the community value of District-owned assets through continued use.

Financial Implications

There are no direct financial costs to the Society beyond routine operation and maintenance. Any financial implication to the District would be limited to the assessed value of surplus equipment in accordance with existing disposal policies.

Conclusion

The Kitimat Snowflake Fairground Society respectfully asks Mayor and Council to consider this request and welcomes the opportunity to discuss the proposal further and answer any questions.

Respectfully submitted,
Kitimat Snowflake Fairground Society
Cathryn Kozak
President

C2 - COLAS GROUP INTERNAL: Employees and partners who need to know.

Present:	Mayor	P. Germuth
Present:	Councillors	E. Empinado, M. Feldhoff, T. Marleau, M. Martins, G. Pitzel
	Via Web Ex	G. Leibel
Present:	Staff	W. Waycheshen, Chief Administrative Officer
		K. Enders, Deputy Chief Administrative Officer
		A. Ramos-Espinoza, Director of Engineering
		T. Tavares, Director of Corporate Administration
		J. Stevenson, Deputy Director of Corporate Administration
		A. Hanson, IT Technician
		A. Spracklin, GIS Technician
		T. Bossence, Fire Chief
		S. Tarnowski, Director of Finance
		W. Tenshak, Director of Economic Development
		M. Penner, Director of Human Resources and Labour Relations

1. Call to Order

Mayor Germuth called the May 4, 2026, Regular Meeting of Council to order at 7:00 p.m.

2. Message from the Mayor

Mayor Germuth provided an overview of his activities since the last Regular Meeting of Council.

3. Delegations/Presentations

3.1. Kitimat Public Library, Budget Changes

Councillor Feldhoff explained that he had previously declared a conflict of interest regarding discussions related to the Kitimat Public Library, as his spouse was a member of the Kitimat Public Library Board of Directors. As his spouse no longer sits on the Board, he is no longer in conflict and will participate in future discussions and decisions related to the Kitimat Public Library.

Samantha Anderson, Library Director, and Tina Watchorn, Vice-Chair, Kitimat Public Library Board, provided Council with an update on the Kitimat Public Library's 2026 budget.

Council had no questions for the delegation.

4. Public Input / Questions on Agenda Items

Mayor Germuth called for public input on agenda items.

Representatives from the Kitimat Motorsport Association provided an update to Council on their group activities and community outreach related to the request to utilize the Kitimat Airpark. The Deputy CAO provided an update on their request to use the Kitimat Airpark. The delegation answered questions from Council.

The Mayor called for further public comments on agenda items.

There were no comments from the public.

5. Media Inquiries - For Clarification Only

Mayor Germuth called for media inquiries on agenda items.

There were no media inquiries.

6. Call for New Business / Adoption of the Agenda

Councillor Feldhoff requested that Item 3.1/7.1, Delegation Notice, Kitimat Public Library, Budget Changes 2026, be moved to New Business.

Councillor Martins requested Item 7.7, Correpsondence, letter dated April 28, 2026, from Mayor Simon Yu, City of Prince George regarding a proposed 2026 UBCM resolution on the Northern Rural Homeowner grant be moved to New Business.

Moved and seconded,
THAT the May 4, 2026, Regular Agenda be adopted as amended.

Motion Carried Unanimously
Motion: R26-168

7. Consent Agenda

Moved and seconded,
THAT the Consent Agenda for May 4, 2026, be approved as amended.

Motion Carried Unanimously
Motion: R26-169

All correspondence was received and filed.

The following Council meeting minutes were adopted:

Regular Meeting of Council, April 20, 2026
Court of Revision, April 27, 2026

8. Notice of Motion

There were no Notice of Motions.

9. Bylaws

9.1. Five-Year Financial Plan Bylaw No. 2081, 2026; Tax Rates Bylaw No. 2082, 2026; Residential Flat Rate Tax Amendment Bylaw No. 2083, 2026

Moved and seconded,
THAT the Five-Year Financial Plan Bylaw No. 2081, 2026, be adopted.

Motion Carried Unanimously
Motion: R26-170
Five-Year Financial Plan Bylaw No. 2081, 2026 (2.10.3.1)

Moved and seconded,
THAT the Tax Rates Bylaw No. 2082, 2026, be adopted.

Motion Carried Unanimously
Motion: R26-171
Tax Rates Bylaw No. 2082, 2026 (2.10.3.1)

Moved and seconded,
THAT the Residential Flat Rate Tax Amendment Bylaw No. 2083, 2026, be adopted.

In favour: Mayor Germuth, Councillors Empinado, Feldhoff, Marleau, Martins and Pitzel
Opposed: Councillor Leibel
Motion **Carried**
Motion: R26-172
Residential Flat Rate Tax Amendment Bylaw No. 2083, 2026 (2.10.3.1)

9.2. Kitimat Municipal Code Amendment Bylaw No. 2085, 2026

Moved and seconded,
THAT Kitimat Municipal Code Amendment Bylaw No. 2085, 2026, receive first reading.

Motion Carried Unanimously
Motion: R26-173
Kitimat Municipal Code Amendment Bylaw No. 2085, 2026 (1.2.1.4)

Moved and seconded,
THAT Kitimat Municipal Code Amendment Bylaw No. 2085, 2026, be amended to define Planning Officer as "Planning Officer means the Director of Planning of the District of Kitimat or such person as may be carrying out the duties of the Director of Planning for the District of Kitimat".

Motion Carried Unanimously
Motion: R26-174
Kitimat Municipal Code Amendment Bylaw No. 2085, 2026 (1.2.1.4)

Moved and seconded,
THAT Kitimat Municipal Code Amendment Bylaw No. 2085, 2026, receive second and third reading.

Motion Carried Unanimously
Motion: R26-175
Kitimat Municipal Code Amendment Bylaw No. 2085, 2026 (1.2.1.4)

9.3. Municipal Enforcement Bylaw No. 2086, 2026

Moved and seconded,
THAT Municipal Enforcement Bylaw No. 2086, 2026, receive first reading.

Motion Carried Unanimously
Motion: R26-176
Municipal Enforcement Bylaw No. 2086, 2026 (8.3.3)

Moved and seconded,
THAT Municipal Enforcement Bylaw No. 2086, 2026 be amended to define Planning Officer as "Planning Officer means the Director of Planning of the District of Kitimat or such person as may be carrying out the duties of the Director of Planning for the District of Kitimat".

Motion Carried Unanimously
Motion: R26-177
Municipal Enforcement Bylaw No. 2086, 2026 (8.3.3)

Moved and seconded,
THAT Municipal Enforcement Bylaw No. 2086, 2026, receive second and third reading.

Motion Carried Unanimously
Motion: R26-178
Municipal Enforcement Bylaw No. 2086, 2026 (8.3.3)

10. Reports and/or Communications

10.1. 2026 General Local Election Kitimat Municipal Code Update

Moved and seconded,
THAT the April 22, 2026, report titled 2026 General Local Election Kitimat Municipal Code Update be received for information.

Motion Carried Unanimously
Motion: R26-179
2026 General Local Election Kitimat Municipal Code Update (1.1.3.0)

10.2. Communications Policy Amendment

Moved and seconded,
THAT land acknowledgements be provided at events;

AND THAT Council members have the opportunity to develop their own statements, provided that each acknowledgement includes recognition of Haisla Territory.

In favour: Mayor Germuth, Councillors Empinado, Feldhoff, Marleau, Pitzel
Opposed: Councillors Leibel and Martins
Motion **Carried**
Motion: R26-180
Communications Policy Amendment (5.9)

Moved and seconded,
THAT the Communications Policy amendment be approved as amended by R26-178;

AND THAT Staff be delegated to make future modifications to the Communications Procedure, Language, and Brand Guide when operationally necessary.

In favour: Mayor Germuth, Councillors Empinado, Feldhoff, Marleau, Martins and Pitzel
Opposed: Councillor Leibel
Motion **Carried**
Motion: R26-181
Communications Policy Amendment (5.9)

11. New Business

11.1. Delegation Notice, Kitimat Public Library Budget Changes 2026

Moved and seconded,
THAT the Kitimat Public Library's 2026 grant request for an additional $6,500 be approved.

In favour: Mayor Germuth, Councillors Empinado, Feldhoff, Leibel, Marleau and Martins
Opposed: Councillor Pitzel
Motion **Carried**
Motion: R26-182
Delegation Notice, Kitimat Public Library Budget Changes 2026 (4.14.2)

11.2. Correspondence, letter dated April 28, 2026, from Mayor Simon Yu, City of Prince George regarding a proposed 2026 UBCM resolution on the Northern Rural Homeowner grant

Moved and seconded,
THAT the District of Kitimat co-sponsor the resolution submitted by the City of Prince George for consideration at the 2026 North Central Local Government Association (NCLGA) Annual General meeting regarding the Northern-Rural Homeowners Grant Benefit.

Motion Carried Unanimously
Motion: R26-183
Correspondence, letter dated April 28, 2026, from Mayor Simon Yu, City of Prince George regarding a proposed 2026 UBCM resolution on the Northern Rural Homeowner grant (1.1.2.0)

12. Council Reports

Councillors Empinado, Feldhoff, Leibel, Marleau, Martins and Pitzel provided reports on their activities since the last Regular Meeting of Council.

Move to Closed Meeting of Council

Moved and seconded,
THAT, in compliance with the Community Charter, Council move to a Closed Meeting for one or more items falling under:

- *Section 90(1)(i.1), freedom of information and protection of privacy act*
- *Section 90(1)(c), labour relations*
- *Section 90(1)(g), litigation or potential litigation*
- *Section 90(1)(k), municipal service*
- *Section 90(1)(l), municipal objectives, measures and progress reports for the purposes of preparing the annual municipal report*
- *Section 90(2)(b), consideration of information received and held in confidence relating to government negotiations with the municipality*
- *Section 90(2)(b)(i), negotiation between the municipality and Provincial and/or Federal Government*
- *Section 90(2)(b)(iii), negotiation between the municipality and a first nation or a prescribed Indigenous entity, or between a first nation or a prescribed Indigenous entity and a third party*

Motion Carried Unanimously
Motion: R26-184

The Regular Meeting of Council was recessed and moved into a Closed Meeting of Council at 8:11 p.m.

The Regular Meeting of Council reconvened at 9:19 p.m.

Adjournment

Moved and seconded,
THAT the May 4, 2026, Regular Meeting of Council be reconvened and adjourned.

Motion Carried Unanimously
Motion: R26-185

The Regular Meeting of Council adjourned at 9:19 p.m.

CERTIFIED TRUE AND CORRECT COPY of
the minutes of the Regular Meeting of Council
held Monday, May 4, 2026.

Phil Germuth
Mayor

Tracy Tavares
Corporate Officer

COUNCIL REPORT For Information Only

Date: May 8, 2026
File: 7.19.11
To: Warren Waycheshen, CAO - for Mayor and Council
From: Ryan Beaudry, Director of Planning
Re: Housing Fact Sheet, Spring 2026
Applicant: N/A
Location: N/A

Recommendation:

Action: No action required. The Housing Fact Sheet, Spring 2026 is provided for information.

Background:

Staff have prepared the Spring 2026 edition of the District's bi-annual Housing Fact Sheet (**Attachment A**), which provides a snapshot of current housing market conditions in Kitimat. This report includes information on home prices, rental rates, the local housing absorption rate, assessed home values, vacancy, and housing affordability.

The Spring edition incorporates data collected up to Q1 2026. It offers a point-in-time overview of key housing indicators to support the understanding of local market trends.

As in previous years, staff relied on multiple sources to compile the Housing Fact Sheet, including data from BC Assessment, the Northern BC Real Estate Board, Big River Analytics, and online rental listings. For broader context, the report also includes comparative data from neighbouring communities.

The District typically publishes the Housing Fact Sheet twice per year, once in the spring and once in the fall, to provide regular updates on local housing conditions.

Alternative Options:

1. If Council wishes to remove from the consent agenda to provide direction, the following motion is offered for Council consideration:

   THAT the Housing Fact Sheet, Spring 2026 report dated May 8, 2026, be removed from the Consent Agenda and added to New Business.

Budget Implications:

There are no budget implications associated with this report.

"SLT"

Director of Finance Initials

Budgeted: **Unbudgeted:**

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)
Priority 2 Housing - Adequate, appropriate, affordable, and diverse housing for all

Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)
Not considered

District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṗ nis
Not considered

Community Energy and Emissions Plan
Not considered

Housing Action Plan and Needs Assessment
Action 16 – Continue to monitor vacancy rates

Kitimat Age-Friendly Assessment Report and Action Plan
Not considered

Kitimat Cycle Network Plan
Not considered

Kitimat Poverty Reduction Strategy
Not considered

Leisure Services Master Plan
Not considered

Minette Bay West Concept Plan
Not considered

Official Community Plan (and Downtown Design Guidelines)
Policy 4.3.3 - Kitimat should monitor housing diversity over time and adopt policies should the need arise in the future for affordable, rental and special needs housing.

Solid Waste Action Plan
Not considered

Water Conservation Plan
Not considered

BC Transit Future Services Plan
Not considered

Economic Development Strategic Plan (2023-2029)
Not considered

"Christopher Bjorgan"
Prepared by
Christopher Bjorgan, Planner 1

"Ryan Beaudry"
Submitted by
Ryan Beaudry, Director of Planning

"Warren Waycheshen"
Approved for Submission
Warren Waycheshen, CAO

Attachment: A – Housing Fact Sheet, Spring 2026

HOUSING FACT SHEET

Spring 2026
Community Planning and Development

KITIMAT

HOME PRICES, SINGLE-DETACHED

The median price of a single-detached home in Kitimat has fluctuated over the past several years. At the end of 2025, the median price had risen to $419,500 over the course of 12 months, a 15% change since the end of 2024. This represents a significant increase compared to the previous few years, with the last comparable change occurring in 2021 when an 11.5% increase was observed over the previous year. As of Q1 2026, the median price has declined by about 1%, to $414,500.

From 2020 to 2025, median home prices in Kitimat was consistently lower year-after-year compared to our nearby neighbours.

ABSORPTION RATE, SINGLE-DETACHED

The absorption rate in this table shows the percentage of homes sold out of the total listed each year. It is a key indicator of housing demand and market activity. A higher absorption rate suggests stronger demand and a more active market. In 2025, the absorption rate reached 83%, meaning more than 8 out of 10 listed homes were sold. In contrast, 2021 had a lower rate of 53%, pointing to a slower market. In the first quarter of 2026, the absorption rate in Kitimat declined slightly. As the 2026 figure reflects only Q1 data, the Fall 2026 Fact Sheet will indicate whether this represents a sustained trend.

As shown in the table, homes in Kitimat have been selling faster in the last few years than in previous years. In 2021 and 2022, the average home took 80 and 91 days to sell, respectively. By the end of 2025, that number had decreased to 52 days.

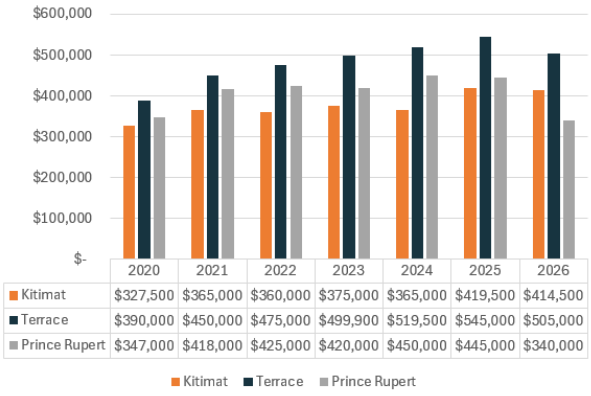
Median Single-Detached, Home Price (January to December 2025)

$419,500

+14.9% since the end of 2024

Source: BC Northern Real Estate Board

Median Single-Detached, Home Price, Community Comparison (2020-2026)



Source: BC Northern Real Estate Board/
Graph created by District staff

Year-over-Year Single-Detached, Home Absorption Rate % (2021-2026)



Source: BC Northern Real Estate Board/
Graph created by District staff

Real Estate Data (2021-2026)

Year	Homes Listed	Homes Sold	Absorption Rate (%)	Avg DTS
2021	218	115	53	80
2022	197	143	73	91
2023	172	115	67	70
2024	160	126	79	70
2025	120	99	83	52
2026	29	22	76	38

Source: BC Northern Real Estate Board/
Table created by District staff

HOUSING FACT SHEET

Spring 2026
Community Planning and Development

KITIMAT

ONLINE RENTAL UNITS, Q1 2026
(Includes all dwelling types)

According to data collected by District of Kitimat staff, houses have become the most common type of rental listing, with 8 active listings for houses during the survey period in Q1 2026. The average rent in Q1 2026 was $2,377, a decrease from the fall survey average of $2,410. Rental data includes the number of units and average rent by unit type. Sources for this data include Kijiji.ca, Craigslist.org, and Facebook Marketplace.

From Q4 2025 to Q1 2026, the average rent from online listings has remained stable in Kitimat.

Online Rental Listings, Kitimat, Q1 2026

Furnished	Type	Bedrooms	Listings	Average Rent
NO	House	3	4	$2,775
	Townhouse	2	3	$2,347
		3	1	$2,100
	Apartment	1	1	$1,500
		2	2	$1,950
	Suite	3	1	$2,000
YES	House	3	3	$2,597
		4	1	$4,000
		5	1	$4,000
	Townhouse	2	4	$2,620
	Suite	1	1	$2,390
		2	3	$1,695
Total			**25**	**$2,377**

Source: District of Kitimat, 2026

VACANCY STUDY, Q1 2026

As part of implementing the Housing Action Plan and Needs Assessment (HAPNA) in 2025, District of Kitimat staff worked with LNG Canada on a scope of work for a study to obtain a more accurate assessment of Kitimat's vacancy rate. LNG Canada contracted a third party to undertake the study, which was completed and released in Q1 2026. Vacancy estimates for different dwelling types in Kitimat were identified, including: single-detached, attached housing, and apartment-style units. Findings are summarized in the 2026 column of the Vacancy Comparison table.

The Vacancy Study identified that the combined vacancy rate across all housing types is estimated to be 5.3% (+/- 2%).

Vacancy Comparison (2023 to 2026)

Dwelling Type	2023	2024	2025	2026
Single Detached	-	-	-	2.7% (±2%)
Attached & Other	-	-	-	15.4% (±4.5%)
Apartment	15.1%	18.8%	20%	1.3% (+/- 2.5%)
Combined	-	-	-	5.3% (±2%)

Source: Big River Analytics, 2026

VACANCY COMPARISON TO PREVIOUS FACT SHEETS

Previous Housing Fact Sheets reported vacancy rates based on rental market estimates specific to apartment-style dwellings, gathered through direct consultation with apartment building owners and operators throughout Kitimat. The 2026 Fact Sheet provides estimated vacancy rates across all dwelling typologies rather than apartments alone.

The table above presents the most recent vacancy data alongside a comparison to previously reported apartment vacancy rates. Kitimat's combined vacancy rate is within the realm of what would be considered a balanced market. When disaggregated by dwelling type, however, the apartment and single detached markets are relatively tight, while the attached dwelling category reflects an oversupply of available units.

HOUSING FACT SHEET

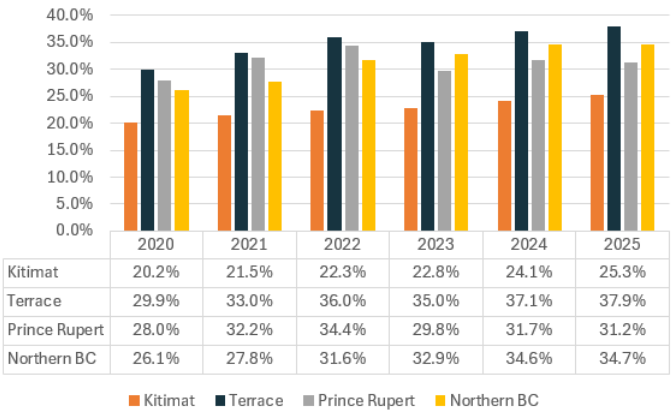
Spring 2026
Community Planning and Development

HOUSING AFFORDABILITY INDICATOR (HAI)

HAI is the measure of the required percentage of median family income necessary to cover the average cost of home ownership in a community in a given year. The HAI is calculated by the BC Northern Real Estate Board (BCNREB) using data on the annual average cost of houses sold, median income in each community, and average utility and tax costs in each community.

Kitimat's HAI in 2025 was 25.3%, meaning home ownership costs 25.3% of median family pre-tax income annually. Between 2024 and 2025, housing affordability declined slightly in Kitimat and Terrace, while Prince Rupert saw a slight increase in affordability. Despite this decline, Kitimat's HAI of 25.3% positions it as one of the most affordable communities in Northern BC, well below the regional average of 34.7%.

Housing Affordability Indicator, Community Comparison (2020-2025)



	2020	2021	2022	2023	2024	2025
Kitimat	20.2%	21.5%	22.3%	22.8%	24.1%	25.3%
Terrace	29.9%	33.0%	36.0%	35.0%	37.1%	37.9%
Prince Rupert	28.0%	32.2%	34.4%	29.8%	31.7%	31.2%
Northern BC	26.1%	27.8%	31.6%	32.9%	34.6%	34.7%

Source: BC Northern Real Estate Board, 2026

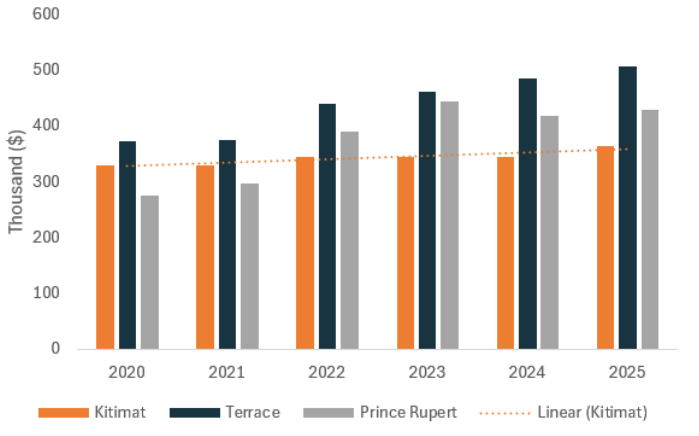
HAI for Kitimat in 2025 was 25.3%
HAI for Northern BC in 2025 was 34.7%

Source: BC Northern Real Estate Board, 2026

BC ASSESSMENT, HOME VALUES
(Single-detached)

According to BC Assessment, the average assessed value of single-detached homes in Kitimat has stayed relatively flat since 2020, as seen in the figure to the right. The assessed home price has consistently been lower in Kitimat compared to our neighbouring communities Terrace and Prince Rupert.

Percentage Change in Assessed Home Values, Community Comparison (2020–2025)



Source: BC Assessment, 2026

District of Kitimat
Community Planning and Development
Email: planning@kitimat.ca
Phone: 250-632-8900

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Item 7.4

27 MARCH 2026

Kitimat Community Capacity Assessment

Residential Housing Vacancy Estimate

PREPARED FOR

LNG Canada Development Inc.

Morganne von Schleinitz, Social Performance Lead



big river ANALYTICS

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1.0 Executive Summary

This report presents a point-in-time estimate of residential housing vacancy in the District of Kitimat, British Columbia commissioned by LNG Canada Development Inc. to support workforce planning. The study addresses a key gap in available housing data; prior vacancy statistics were limited to large apartment buildings and did not reflect the broader market that incoming workers and their families would enter.

Big River Analytics conducted a visual assessment of front-door-visible housing using Google Street View imagery from July 2025, supplemented by secondary data from Canada Mortgage and Housing Corporation (CMHC) and the District of Kitimat (DoK). The study assessed 407 properties across two housing categories at 95% confidence, and applied CMHC vacancy rates to a third category where visual assessment was not practical.

Key findings: Our analysis indicates an estimated 189 total vacant units across all housing types. Front-door-visible homes account for most of these vacancies, recording a vacancy rate of 5.33% (±2.04%), which corresponds to an estimated 176 (±67) units. Within the front-door-visible segment, single-detached homes show a vacancy rate of 2.67% (±2.01%), or 69 (±52) vacant units out of 2,605, and attached and other housing types present a higher vacancy rate of 15.38% (±4.51%), representing 107 (±31) vacant units out of 697. For the remaining 974 apartment-style units, we extrapolate CMHC's 1.3% vacancy rate to estimate 13 vacant units. This extrapolation prevents us from calculating a formal statistical margin of error for the apartment-style category and the overall total.

These findings demonstrate that family-appropriate housing in Kitimat is substantially tighter than the previously cited 18.8% apartment vacancy rate suggested. The combined front-door-visible vacancy rate of 5.33% (±2.04%) was independently validated against the District of Kitimat's Canada Post landfill pass deliverability data, which showed a 2.37% undeliverable rate (a proxy for vacancy) across 3,592 eligible households. The family-appropriate housing market has limited capacity to absorb an expansion of the workforce without targeted intervention or mitigation strategies.

2.0 Introduction

As LNG Canada transitions from Phase 1 construction into long-term operations, planning for a prospective Final Investment Decision on Phase 2 requires an up-to-date understanding of Kitimat's community infrastructure and absorptive capacity. Housing availability is a fundamental input to any workforce expansion plan. If incoming workers and their families cannot find suitable housing, recruitment and retention will be constrained regardless of labour market conditions.

Prior to this study, the primary housing vacancy indicator available for Kitimat was derived from telephone surveys conducted by Big River Analytics and Stantec as part of quarterly housing reports prepared for LNG Canada. In October 2024, these surveys reported an 18.8% vacancy rate for apartment buildings. However, this figure was drawn from a narrow segment of the market and was unlikely to be representative of the housing types that families relocating to Kitimat would actually enter, including single-family homes, duplexes, townhouses, and manufactured homes. There was reason to believe the broader market was considerably tighter in terms of vacancy.

This study was designed to close that information gap by producing an evidence-based estimate of residential vacancy across all dwelling types in Kitimat.

2.1 Research Question

What percentage of Kitimat's residential housing units are unoccupied at this point in time, and how is this vacancy distributed across different housing types?

2.2 Study Area

This study is scoped to the District of Kitimat, excluding Kitamaat Village and other outlying areas. The geographic focus aligns with the municipal boundary and the area where the majority of workforce housing demand would be concentrated.

3.0 Methodology

The study employed a mixed-methods approach, combining primary visual assessment data with secondary administrative and survey data to estimate vacancy across three distinct housing categories. This section details the data sources, classification system, sampling design, and analytical methods used.

3.1 Establishing the Housing Stock Baseline

The housing stock baseline was constructed using BC Assessment (BCA) data extracted on January 2, 2026, reflecting property records as of July 1, 2025. The dataset was filtered for Jurisdiction Code 329 (District of Kitimat), yielding 4,285 total properties, including commercial, industrial, and residential uses.

Residential properties were classified into three categories for the purposes of this study:

Single Detached: Any residential home not attached to another dwelling as described by BCA. Total count: 2,605 units.

Attached and Other: Includes townhouses, duplexes through fourplexes (counting each individual unit), and manufactured homes not within mobile home parks. Mobile home parks were excluded because front doors are difficult to assess visually; BC Assessment identifies 68 total manufactured home pads in Kitimat within these parks. Total count: 697 units.

Apartment-Style: Includes apartment buildings and strata townhouse complexes with more than 10 units. Many of these units are not individually represented in BC Assessment data (e.g. purpose-built rentals count as a single property), so unit counts were sourced from the District of Kitimat's waste services records and cross-referenced with BCA data. After reconciliation, the total apartment-style count is 974 units.

Several adjustments were required to reconcile BCA property records with the actual unit count as seen with Google Street View. Some fourplexes were listed as single properties in BCA and were multiplied by four to reflect their individual units. Similarly, some duplexes were found to be missing one half from BCA records; these were adjusted and assigned secondary addresses. After all adjustments, our total front-door-visible housing count was 3,302 units. This count was cross validated with DoK records. Combined with 98 secondary suites, 133 apartment-style units identified as curbside-eligible in DoK records, 68 mobile home park pads, and less 10 front-door-visible units classified as curbside-ineligible, the BRA total reached 3,591 units—within one unit of the DoK's count of 3,592 curbside-eligible households.

3.2 Visual Assessment Methodology

Visual assessments were conducted using Google Street View daytime exterior imagery dated July 2025 to determine the occupancy status of sampled housing units. This methodology is grounded in peer-reviewed research on estimating urban housing vacancy using daytime exterior images (Yue et al., 2022).

A stratified random sample was drawn from each of the two front-door-visible housing categories. Sample sizes were calculated to achieve 95% confidence with a target margin of error of ±5%, assuming a population proportion of 20%. The resulting sample sizes were 225 single detached homes and 182 attached and other units, for a combined sample of 407 properties.

Occupancy Criteria

A housing unit was classified as occupied if any of the following conditions were observed:

- A car in apparent working order is present in the driveway
- A person is visible on the property
- Garbage bins are present on the curb for collection
- Live potted flowers or hanging baskets are visible
- The yard is well-kept
- Living or recreational items (bicycles, lawn chairs, children's toys) are present in good condition
- An air conditioner is present in the window or lights are visibly on

A housing unit was classified as vacant if none of the occupied criteria were met. Units were additionally flagged as "for sale" if a real estate sign was visible, as these units represent housing capacity available to incoming residents. Properties not visible in Street View, or undergoing construction or major renovations that affect livability, were skipped and replaced with a new random address from the sampling frame.

3.3 Apartment-Style Estimation Approach

Visual assessment is not practical for apartment-style units as individual unit front doors are not visible from the street. For these units, vacancy was estimated using secondary sources.

The District of Kitimat provided a list of all multifamily properties not served by municipal waste collection services (i.e., properties without curbside pickup). This list totalled 880 dwelling units across 55 multifamily physical addresses, including purpose-built rental buildings, strata buildings, and two seniors' housing facilities (Kiwanis Village and Delta King Place).

After removing the seniors' housing units (which do not serve the workforce-age population) and 10 units at 1347–1329 Tweedsmuir Avenue (which were already captured in the Attached and Other category because the addresses do not have unit numbers), the adjusted DoK total was 841 units. However, cross-referencing with BC Assessment data identified an additional 133 apartment-style units not on the DoK's list of multifamily properties without curbside pickup, bringing the total apartment-style count to 974 units.

CMHC's October 2025 Rural Rental Market Survey estimated a total of 705 purpose-built rental units in Kitimat, with a combined vacancy rate of 1.3%. CMHC assigned this estimate an "Excellent" reliability rating, indicating a coefficient of variation of 2.5% or less (CMHC, 2025). This 1.3% vacancy rate was applied to the 974 apartment-style units on the assumption that the purpose-built rental market vacancy rate is a reasonable proxy for the broader apartment-style stock, including strata buildings. This assumption is discussed further in Section 6.4.

3.4 Cross-Validation

To validate the visual assessment estimates, we obtained an independent data source from the District of Kitimat. In January 2026, DoK mailed landfill passes through Canada Post to all 3,592 households eligible for the curbside collection program. Of these, 85 were returned to sender because the unit was either flagged as vacant in Canada Post's system or the address did not have a mailbox. This yields a vacancy indicator of 2.37% for curbside-eligible units.

The curbside-eligible population (3,592 units) closely corresponds to the front-door-visible housing stock assessed in this study (3,302 units plus 98 secondary suites and 68 mobile home park pads, with the remaining difference attributable to definitional differences between curbside eligibility and front-door visibility). The 2.37% undeliverable rate provides a useful independent check on the visual assessment findings and is discussed in the context of results in Section 5.5.

4.0 Housing Stock Profile

Kitimat's residential housing stock, as established through BC Assessment data and District of Kitimat records, comprises three distinct categories. Table 1 presents the full inventory.

Table 1: Kitimat Residential Housing Stock by Type

Housing Type	Unit Count	Data Source
Single Detached	2,605	BC Assessment
Attached and Other	697	BC Assessment
Apartment-Style	974	DoK; BCA
Total	4,276	

The total of 4,276 residential units represents the study's best estimate of Kitimat's housing stock available to the workforce-age population, excluding seniors' housing, mobile home parks (68 pads), and secondary suites (98 units identified through DoK data). The front-door-visible categories (Single Detached and Attached and Other) account for 3,302 units, or approximately 77% of the total stock.

The reconciliation between BC Assessment records and District of Kitimat administrative data confirmed the reliability of these counts. Our total of front-door-visible units—including secondary suites, mobile home park pads, and apartment-style units identified as curbside-eligible by the DoK—was within one unit of the DoK's count of 3,592 curbside-eligible households, providing strong confidence in the baseline inventory.

5.0 Findings

5.1 Single Detached Homes

Of the 225 single detached homes assessed, 6 were classified as vacant and 4 were identified as having for-sale signs. The resulting vacancy rate is 2.67% (±2.01% at 95% confidence), which translates to an estimated 69 (±52) vacant single detached homes across the 2,605-unit stock. An additional 1.78% of homes were flagged as for sale, representing approximately 46 units. When units for sale are included regardless of occupancy status, the combined rate rises to 4.44%, or an estimated 116 units.

5.2 Attached and Other Housing

Of the 182 attached and other units assessed, 27 were classified as vacant and 1 as vacant with a for-sale sign. An additional 1 occupied unit was flagged as for sale. The resulting vacancy rate is 15.38% (±4.51%), translating to an estimated 107 (±31) vacant units across the 697-unit stock. The for-sale rate is 1.10%, and the combined vacancy rate, including units for sale, is 15.93%.

5.3 Apartment-Style Units

Based on the CMHC October 2025 Rural Rental Market Survey vacancy rate of 1.3% applied to 974 apartment-style units, approximately 13 units are estimated to be vacant in this category. It should be noted that the 1.3% rate is derived from the purpose-built rental segment and is applied here as a proxy for the full apartment-style stock, which includes strata buildings. If the strata market behaves differently from the rental market, this estimate could diverge from actual vacancy. This limitation is discussed further in Section 6.4.

5.4 Combined Vacancy Estimate

Table 2 presents the complete vacancy results across all housing types.

Table 2: Vacancy Results by Housing Type

	Single Detached	Attached & Other	Front-Door Visible Total	Apartment -Style	All Housing
Unit Count	2,605	697	3,302	974	4,276
Sample Size	225	182	407	N/A	—
Vacancy Rate	2.67%	15.38%	5.33%	1.3%	—
Margin of Error (95%)	±2.01%	±4.51%	±2.04%	See note	—
Est. Vacant Units	69 (±52)	107 (±31)	176 (±67)	~13	~189
For-Sale Rate	1.78%	1.10%	1.64%	—	—
Est. Units for Sale	46	8	54	—	—

Note: Apartment-style vacancy rate sourced from CMHC's October 2025 Rural Rental Market Survey, which assigned this estimate an "Excellent" reliability rating (coefficient of variation of 2.5% or less). See CMHC (2025) in the bibliography.

Across the front-door-visible categories, the combined vacancy rate is 5.33% (±2.04%), representing an estimated 176 vacant units. Including apartment-style units, the total estimated vacant housing units in Kitimat is approximately 189. The extrapolation used on estimating apartment-style vacancy prevents us from calculating a formal statistical margin of error for the overall total. An additional 54 front-door-visible units were identified as being for sale.

Because observed vacancy rates were lower than the 20% population proportion assumed during sample design, the actual margins of error are tighter than the ±5% originally targeted. The estimates are therefore more precise than initially committed to.

5.5 Validation Results

Working with the District of Kitimat, we used municipal landfill pass data as an independent check on our visual assessment results. In January 2026, the District mailed passes to 3,592 households eligible for curbside waste collection. Canada Post returned 85 of these passes as undeliverable, meaning the address lacked a mailbox or Canada Post flagged it as vacant, yielding a 2.37% vacancy indicator. This administrative dataset provides a valuable point of comparison, as front-door-visible homes represent 84% of the curbside-eligible total.

This 2.37% rate falls below the 5.33% front-door-visible vacancy rate from visual assessment, but within approximately one percentage point of the lower bound of the confidence interval (5.33% – 2.04% = 3.29%). The difference between the two measures is expected: visual assessments rely on observable exterior indicators of occupancy, and homes whose occupants are absent during the Street View capture or whose exteriors appear unkept despite being occupied may be classified as vacant. As Yue et al. (2022) note, some homes are occupied but exterior indicators do not reflect signs of habitation, which can lead to overestimation of vacancy in visual assessment methods.

The directional consistency between the two measures, combined with the close reconciliation of the underlying housing counts (within one unit), provides confidence that the visual assessment methodology has produced estimates that are in the right range. The visual assessment captures a broader set of vacancy indicators—including exterior condition and signs of disuse—while the Canada Post data reflects only whether mail can be delivered to an active address. Together, the two measures bracket a plausible range for true vacancy.

6.0 Discussion

6.1 A Tighter Market Than Previously Understood

The central finding of this study is that the family-appropriate housing market in Kitimat is tighter than the 18.8% apartment vacancy rate reported in October 2024 would suggest. That figure, derived from telephone surveys of a small number of large multi-family developments conducted as part of quarterly housing reports by Big River Analytics and Stantec for LNG Canada, reflected conditions in a narrow segment of the market that has since tightened.

The data tell a consistent story across multiple sources and methods. Visual assessment places the front-door-visible vacancy rate at 5.33%, with single detached homes at just 2.67%. CMHC's own updated survey shows apartment vacancy dropping to 1.3% by October 2025. And the District of Kitimat's administrative data show only 2.37% of curbside-eligible units as undeliverable. All three independent measures converge on the same conclusion: vacancy is low across all housing types.

These concerns are not new. LNG Canada (2014) identified potential increases in housing cost and reduced availability as a key community concern. More recently, the District of Kitimat (2024) observed in its Interim Housing Needs Report that a portion of the rental stock is outdated, of poor quality, and often too expensive to renovate, and that some residents have been forced to leave the community due to a lack of suitable housing options.

The 2021 Census of Population recorded 3,605 occupied private dwellings in the District of Kitimat, with the majority constructed before 1981 (Statistics Canada, 2023). 1,390 units (38.6%) were built in 1960 or earlier, and a further 1,420 units (39.4%) between 1961 and 1980, while only 80 (2.2%) new dwellings were added between 2016 and 2021. LNG Canada (2024) has recognized the condition of the existing housing stock through its home renovation program and home purchasing bonus, which had directed $3.57 million in the region by October 2024, with most renovations covering bathrooms, kitchens, flooring, landscaping, and new appliances.The convergence of our quantitative findings with these qualitative assessments reinforces the conclusion that Kitimat's housing market is under pressure.

This aging stock, combined with the decline in rental vacancy, points to a market that is supply-constrained with limited room for additional demand absorption.

6.2 CMHC Vacancy Trends

CMHC's Rural Rental Market Survey data for Kitimat illustrates a tightening of the rental market over the past five years. The purpose-built rental vacancy rate declined from 15.4% in 2020 to 1.3% in October 2025. This trajectory coincides with LNG Canada's Phase 1 operational workforce settling in the community. The decline in rental vacancy, combined with an aging stock, points to a market that is supply-constrained with limited room for additional demand absorption.

6.3 Limitations and Assumptions

This study should be interpreted in the context of several limitations and assumptions:

- Point-in-time imagery: The visual assessments rely on Google Street View imagery captured in July 2025. Occupancy status may have changed between the image capture date and the date of this report. Seasonal effects (e.g., occupants on vacation during summer months) may also influence results.
- Visual assessment accuracy: As noted by Yue et al. (2022), visual exterior assessments are limited by the fact that some occupied homes may not display exterior indicators of habitation. The authors note that some residents do not place items on balconies or in yards, which can lead to misclassification. Our validation against the Canada Post landfill pass data provides a useful check on this tendency.
- Strata vacancy assumption: The 1.3% CMHC vacancy rate is derived from purpose-built rental units and is applied to the entire apartment-style stock, including strata buildings. If owner-occupied strata units have different vacancy characteristics than rental units, this estimate may not be fully representative.
- Exclusion of mobile home parks: Approximately 68 manufactured home pads within mobile home parks were excluded from visual assessment due to visibility limitations. This represents a small segment of the housing stock.
- Secondary suite identification: While 98 secondary suites were identified through DoK data, the actual number of secondary suites may be higher, as not all are formally registered. These units represent additional housing capacity not fully captured in this analysis.

7.0 Conclusion and Recommendations

This study provides an estimate of residential housing vacancy across all dwelling types in Kitimat. Kitimat's housing market is substantially tighter than previously available data suggested. With a front-door-visible vacancy rate of 5.33% (±2.04%) validated against a 2.37% administrative benchmark, an apartment vacancy rate of 1.3%, and approximately 189 vacant units, the community has limited absorptive capacity for a workforce expansion..

The original hypothesis that motivated this study, that the 18.8% apartment vacancy rate from quarterly telephone surveys did not reflect the broader housing market, has been validated. CMHC's own data show that even the apartment segment has tightened, with vacancy dropping 14 percentage points to 1.3% between 2020 and 2025.

Appendices

Appendix A: Visual Assessment Criteria

The following criteria were used to classify housing units during the Google Street View visual assessment. These criteria were developed through iterative testing against independent assessor judgment and refined to maximize consistency.

Occupied Indicators:

- A car in apparent working order in the driveway
- A person visible on the property
- Garbage bins present on the curb for collection
- Live potted flowers or hanging baskets visible
- Very well-kept yard
- Living or recreational items (bicycles, lawn chairs, children's toys) in good condition
- Air conditioner in window or lights visibly on

Vacant Classification:

A unit was classified as vacant if none of the occupied indicators were observed. Units were additionally flagged as "for sale" if a real estate sign was present.

Skip Criteria:

Properties not visible from Street View or undergoing construction or major renovations affecting livability were skipped and replaced with a new random address from the sampling frame. A total of 27 single detached and 19 attached/other properties were skipped and replaced during the assessment process.

Appendix B: Sample Design

Samples were drawn using stratified random sampling from the BC Assessment residential property database. Sample sizes were calculated using standard formulas for proportions with finite population correction, targeting 95% confidence and ±5% margin of error with an assumed population proportion of 20%.

Parameter	Single Detached	Attached & Other
Population (N)	2,605	697
Sample Size (n)	225	182
Confidence Level	95%	95%
Target Margin of Error	±5%	±5%
Actual Margin of Error	±2.01%	±4.51%

Appendix C: Data Reconciliation

The following table summarizes how the housing stock counts were reconciled between BC Assessment data and District of Kitimat administrative records.

Component	Units
Single Detached (BCA)	2,605
Attached and Other (BCA, adjusted)	697
Front-Door-Visible Subtotal	**3,302**
Less: 1347–1329 Tweedsmuir Ave (not curbside-eligible)	-10
Secondary Suites (DoK)	98
Apartment-style identified as curbside (DoK)	133
Mobile Home Park 1 (BCA)	32
Mobile Home Park 2 (BCA)	36
BRA Total	**3,591**
DoK Curbside-Eligible Households	**3,592**
Discrepancy	**1**

The near-exact reconciliation between BRA's independently derived total (3,591) and the DoK's administrative count (3,592) confirms the reliability of the housing stock baseline. The single-unit discrepancy is negligible and may reflect minor differences in how individual properties are classified between data sources.

Appendix D: Apartment-Style Unit Derivation

The District of Kitimat identified 55 multifamily physical addresses totalling 880 dwelling units that are not served by municipal curbside solid waste collection. These properties arrange their own commercial-type disposal through dumpster bins or similar services.

The adjusted apartment-style unit count was derived as follows:

Component	Units
DoK multifamily total (55 physical addresses)	880
Less: Kiwanis Village (seniors' housing)	-12
Less: Delta King Place (seniors' housing)	-17
Less: 1347–1329 Tweedsmuir Ave (in Attached & Other)	-10
Adjusted DoK subtotal	**841**
Additional strata units identified via BCA cross-reference	133
Total Apartment-Style Units	**974**

CMHC's October 2025 Rural Rental Market Survey estimated 705 purpose-built rental units in Kitimat, including 83 row/townhouse units and 622 apartment units. The 1.3% vacancy rate from this survey was applied to the full 974 apartment-style units, yielding an estimate of approximately 13 vacant apartment-style units.

The full property list from the DoK, including unit counts by address, is available in the supporting data files.

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ABBOTSFORD

Mayor
Ross Siemens

Councillors
Les Barkman
Kelly Chahal
Patricia Driessen
Simon Gibson
Dave Loewen
Patricia Ross
Dave Sidhu
Mark Warkentin

May 8, 2026

File: 0530-003/0400-30

Via email - FIN.Minister@gov.bc.ca

The Honourable Brenda Bailey
Minister of Finance
Province of British Columbia

Dear Minister Bailey:

Re: Provincial Sales Tax Expansion

The City of Abbotsford has received a copy of your April 30, 2026 response to the Village of Zeballos regarding the expansion of the Provincial Sales Tax (PST). We appreciate your explanation of the Government of BC's rationale, including the goal of broadening the tax base to better reflect the modern, service-oriented economy.

On behalf of Abbotsford City Council, I am writing to respectfully reinforce concerns raised by local governments across British Columbia regarding the application of PST to professional and related services, and to request further consideration of measures that would mitigate the impacts on municipalities.

As reflected in the City of Abbotsford's proposed 2026 UBCM resolution, local governments already face substantial fiscal pressures, including infrastructure renewal, climate adaptation, and housing delivery, with limited revenue tools available. Applying PST to required professional services represents an internal cost shift within the public sector that constrains the ability of local governments to effectively deliver provincially mandated and essential community services. Professional services are crucial for municipal infrastructure delivery, regulatory compliance, and long-term capital planning.

While we acknowledge that the tax will apply to only a portion of certain service costs, the cumulative financial impact on local governments remains significant and creates upward pressure on project budgets and property taxation without improving service outcomes.

We also note the province's reference to broader tax policy alignment across jurisdictions and measures taken to reduce costs for businesses and local governments. While these measures are appreciated, they do not directly offset the specific and immediate financial impacts of the PST expansion on municipal capital and operating budgets.

Consistent with Abbotsford's UBCM resolution and the concerns raised by other communities such as the Village of Zeballos, we respectfully request that the province consider one of the following approaches:

1. Exempt local governments from the application of PST on professional and related services; or
2. Implement a rebate or offset mechanism, similar to the GST model, to avoid intergovernmental cost downloading and mitigate impacts on affordability and infrastructure delivery.

We believe these approaches would maintain the broader tax objectives while recognizing the distinct role of local governments as public service providers operating within constrained fiscal frameworks.

The City of Abbotsford values its strong partnership with the Government of BC and remains committed to working collaboratively on solutions that support sustainable infrastructure investment, housing delivery, and community well-being. We would welcome the opportunity to engage further with you and your ministry to explore options that address these concerns.

Thank you for your consideration.

Sincerely,



Ross Siemens
Mayor

c. Hon. Christine Boyle, Minister of Housing and Municipal Affairs
Bruce Banman, MLA Abbotsford South
Harman Bhangu, MLA Langley - Abbotsford
Reann Gasper, MLA Abbotsford-Mission
Heather Maahs, MLA Chilliwack North
Korky Neufeld, MLA Abbotsford West
Union of British Columbia Municipalities
British Columbia Regional Districts
Council members
Peter Sparanese, City Manager

Item 7.6

Terrace Joins Hazelton, Dawson Creek, and Squamish in Calling for an Independent Cumulative Health Impact Assessment of the B.C. Gas Industry

Dear Mayor and Council,

I am writing to you again as a locally-educated nurse, and resident of Kitimat regarding the call for an independent, cumulative health impact assessment of British Columbia's gas industry. Several developments since I last wrote materially change the context, and I would ask council to consider them.

On April 22, the B.C. Energy Regulator issued an enforcement order against LNG Canada for repeated non-compliance with permit conditions governing flaring. The order, which followed inspections in February, identified at least two instances where black smoke emissions exceeded allowable limits during non-emergency conditions, including a January 6 event lasting more than seven hours. LNG Canada is now required to file monthly reports prepared by a qualified professional through March 2027.

On April 27, **Terrace council voted to support a request from Dr. Marie-Lyne Bourassa for an independent cumulative health impact assessment of the LNG industry**. In doing so, Terrace became the fourth B.C. municipality, alongside the **Village of Hazelton, Dawson Creek, and Squamish**, to formally make this request. Council members noted the shared airshed between Terrace and Kitimat as part of their reasoning. In the associated CBC article, Mayor Sean Bujtas was quoted as observing that LNG Canada had described itself as the cleanest LNG facility globally, and that he does not believe that is currently the case.

I recognize that when I last wrote, council opted to open a line of communication with Squamish rather than lobby senior governments directly. I appreciate the prior reasoning, and I would respectfully suggest that the situation has changed. Our provincial regulator has now formally found the facility non-compliant; four neighbouring municipalities, including the one that shares our airshed, have made the request, and the host community is the one municipality in the region that has not.

An independent assessment would offer something our residents and healthcare providers currently lack, which is a transparent, evidence-based understanding of our community's health profile in the context of the industrial activity around us. At present, residents rely on a patchwork of company-issued statements, regulator monitoring data, and media reporting to make sense of what we are breathing and what it may mean for us over time.

I would respectfully ask that council reconsider the request and align with the resolutions passed by **Terrace, Hazelton, Dawson Creek, Squamish and the Health Officers Council of BC**.

Thank You | Merci | ’Uálazkwíɬʔuálazkwítl,
Ankur Patel (He/Him/Il)
I am currently residing on the traditional and unceded Territory of the Haisla Peoples, colloquially known as Kitimat BC.

Garrett, C. (2026, April 29). Terrace council backs request for assessment of LNG industry health impacts. CBC News. https://www.cbc.ca/news/canada/british-columbia/terrace-lng-canada-impacts-9.7180854

Black Press Media. (2026, April 23). *B.C. regulator orders LNG Canada to address flaring violations*. Terrace Standard. https://terracestandard.com/2026/04/23/b-c-regulator-orders-lng-canada-to-address-flaring-violations/

COUNCIL REPORT

Date: May 13, 2026

File: 7.5.3.168

To: Warren Waycheshen, CAO - for Mayor and Council

From: Ryan Beaudry - Director of Planning

Re: M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026

Applicant: Roy Northern Environmental Ltd.

Location: 280 9th Street

Recommendation:

Action: Council consider third reading and adoption of M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026 (**Attachment A**).

Recommended Motion:

THAT having held a Public Hearing, reviewed staff reports and considered public consultation activities to date, Kitimat Council resolves the following:

> **THAT M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026 receive third reading;**
>
> **AND THAT Council adopt the M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026.**

Background:

At the April 7, 2026, Regular Meeting, staff presented a report regarding an application for a site-specific zoning amendment at 280 9th Street (**see Attachment B**). Following deliberation, Council passed first and second readings of the proposed M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026, referred the bylaw to the Advisory Planning Commission (APC), and scheduled a Public Hearing for May 19, 2026 (R26-144).

The proposed bylaw at second reading is included as Attachment A. The purpose of the bylaw is to add waste collection and transfer station as a permitted use specific to the subject property. If approved, the amendment would not be permitted on any other M2-B zoned sites. Copies of the application, supporting documents and location map are included in **Attachment C**.

1. Public Hearing

As per Council motion R26-144, a Public Hearing was scheduled for May 19 to invite feedback on the proposed zoning amendment. The public hearing notice was mailed to property owners and tenants within 90 metres of the subject site, in accordance with the *Kitimat Municipal Code.* The notice was also posted on Get Involved Kitimat and Facebook, and to the District's Public Notice Posting Places (bulletin boards and website), for two consecutive weeks. The notice was advertised in the Northern Sentinel in accordance with Council policy.

The District received preliminary comments in advance of a formal public notice / public comment period for the proposed bylaw (**Attachment D**). These comments were submitted to

the District following the January 5, 2026, Regular Meeting, when the zoning amendment application was first brought forward to Council for consideration. The comments were provided to Council at the Regular Meeting on April 7, 2026, when the proposed bylaw was considered for first and second readings.

At the time of this writing, no additional comments have been received. Any additional comments in advance of the May 19 public hearing will be provided to Council at the hearing.

2. Advisory Planning Commission

M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026 was referred to the APC for comment at their meeting on April 30, 2026. APC passed the following motion:

> *"THAT the Advisory Planning Commission provide a recommendation of support for the Zoning Amendment application by Roy Northern Environmental Ltd., dated November 16, 2025, at 280 9th Street, as presented."*
> Motion: APC26-012

3. Recap of Proposed Zoning Amendment and Planning Analysis

The subject property is zoned M2-B, which permits a range of industrial uses including but not limited to railways, marshalling yards and wrecking yards. The applicant is proposing to add Waste Collection and Transfer Station as a site-specific permission at 280 9th Street to allow a facility that would be dedicated to the collection, treatment, separation, consolidation, temporary storage, and shipment of non-hazardous waste that is produced off-site. Hazardous waste, as defined in the *Environmental Management Act Hazard Waste Regulation*, is not included, nor is the discharge of waste.

Staff are recommending that the list provided by the applicant (see table below) be established as a definition in the KMC to link the proposed use with the identified non-hazardous waste types. To this end, the waste types in the table below are included in a proposed new "Non-Hazardous Waste" definition in M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026 in Attachment A.

Proposed Non-Hazardous Waste Types:	
1. Construction & Demolition (C&D) Waste	6. Municipal Solid Waste
2. Wood & Packaging Materials	7. Sludge / Semi-Solids
3. Scrap Metal	8. Hydrovac / Vacuum Truck Solids
4. Electronic Waste (e-waste)	9. Wastewater / Effluent
5. Inert Solids & Debris	10. Equipment Wash Water / Process Water

As previously outlined in the April 7 staff report (Attachment B), the proposed zoning amendment is consistent with the *Official Community Plan* future land use designation and policy as it is consistent with "light to medium industrial uses".

The area proposed to be rezoned is approximately 1.3 hectares in size and would be subject to the existing regulations in the M2-B zone for lot coverage; floor area ratio; front, side and rear yard setbacks; distance between buildings; and off-street parking. If approved, this amendment would be specific to the subject property, and the use would not be permitted on any other M2-B zoned sites.

The site is located within the Kitimat River floodplain and the District's new floodplain management regulations located in Part 14 of the *Kitimat Municipal Code* will apply to the proposed development at the time of building permit, pending approval of the zoning amendment.

4. Internal Referrals

The proposed zoning amendment was referred to internal District departments for review and comment, including senior staff from the Engineering, Public Works, Fire, Building and Administration departments. Comments received through the referral process were outlined in the April 7 staff report (Attachment B).

Following first and second reading of the proposed bylaw on April 7, staff conducted additional review on the topic of Kitimat's drinking water source (the Kitimat River) in relation to the proposed zoning amendment. Staff is of the opinion that the proposed development does not present a significant risk of impacting the District's drinking water source for the following reasons:

- Proximity – the closest water intake gallery is located along the east bank of the Kitimat River downstream of the Haisla Bridge, over 1 km from the subject property.

- Drainage / Stormwater Patterns – surface drainage from the subject property is directed to the south end of Service Centre, which is downstream from the water intake gallery.

- Limitation on Material Handling to Non-Hazardous Waste – the applicant has proposed to only handle non-hazardous waste, as defined in a new "Non-Hazardous Waste" definition in M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026 in Attachment A.

- Provincial Regulations and Oversight through the *Environmental Management Act* – the Spill Reporting Regulation outlines the requirements to report hazardous and non-hazardous spills, which are regulated by the province to help protect potential impacts to groundwater.

5. Conclusion

For the reasons outlined in this report, the Planning Department recommends that Council consider third reading and adoption of the proposed zoning amendment bylaw. The Planning Department supports the application as staff believe it is in keeping with the intent of the M2-B zone and consistent with the OCP.

Alternative Options:

1. If Council does not wish to proceed with the proposed M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026, the following is offered for Council consideration:

   THAT first and second readings of M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026 be rescinded.

2. Another option as developed through discussion of Council.

Budget Implications:

There are no financial implications.

"SLT"
Director of Finance Initials

Budgeted: **Unbudgeted:**

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)
Priority 1 Economic Development – Diversify our economy and support existing and future industry; support existing and attract new small and medium sized enterprises; ensure adequate land is available for industrial and commercial uses

Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)
Not Considered

District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṗ nis
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 Considered

Kitimat Cycle Network Plan
Not Considered

Kitimat Poverty Reduction Strategy
Not Considered

Leisure Services Master Plan
Not Considered

Minette Bay West Concept Plan
Not Considered

Official Community Plan (and Downtown Design Guidelines)
Policy 4.1.36 – Assess each industrial development proposal on its own merits, taking into consideration financial, social, environmental and other impacts to the community.

Solid Waste Action Plan
Not Considered

Water Conservation Plan
Not Considered

BC Transit Future Services Plan
Not Considered

Economic Development Strategic Plan (2023-2029)
Not Considered

"Krysten Hogan"
Prepared by
Krysten Hogan, Planning Manager

"Ryan Beaudry"
Submitted by
Ryan Beaudry, Director of Planning

"Warren Waycheshen"
Approved for Submission
Warren Waycheshen, CAO

Attachment(s): A – M2-B Waste Collection and Transfer Station Amendment Bylaw No. 2084, 2026
B – April 7, 2026, Staff Report (without attachments)
C – Application package, location map, and site plan
D – Preliminary public comments

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DISTRICT OF KITIMAT
BYLAW NO. 2084, 2026

M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026

A BYLAW TO AMEND PART 9 OF THE KITIMAT MUNICIPAL CODE WITH RESPECT TO SERVICE CENTRE ZONING AND A NON-HAZARDOUS WASTE COLLECTION AND TRANSFER STATION

WHEREAS the *Local Government Act* allows a local government to divide portions of a municipality into zones and to regulate land, buildings, and other structures, including with respect to use, density, siting, size and dimensions and subdivision.

AND WHEREAS, the District of Kitimat has a consolidation of regulatory bylaws referred to as the *Kitimat Municipal Code*;

AND WHEREAS the Kitimat Council deems it is in the public interest to amend the *Kitimat Municipal Code* to add industrial uses permitted in the M2-B Service Centre Industrial Zone

NOW THEREFORE, the Council of the District of Kitimat, in open meeting assembled, ENACTS AS FOLLOWS:

1. This bylaw may be cited as “M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026”.

2. Part 9 – Planning, Division 1 – General of the *Kitimat Municipal Code* is hereby amended by adding the definition as follows:

   Waste Collection and Transfer Station means a facility dedicated to the collection, treatment, separation, consolidation, temporary storage, and shipment of Non-Hazardous Waste that is produced off site and does not include hazardous waste, as defined in the *Environmental Management Act Hazardous Waste Regulation*, as amended.

   Non-Hazardous Waste means the following types of waste when related to Waste Collection and Transfer Station: construction and demolition (C&D) waste, wood and packaging materials, scrap metal, electronic waste (e-waste), inert solids and debris, municipal solid waste, sludge/semi-solids, hydrovac/vacuum truck solids, wastewater/effluent, and equipment wash water/process water. Hazardous waste, as defined in the *Environmental Management Act Hazardous Waste Regulation*, as amended is not included.

3. Part 9 – Planning, Division 6 – Industrial Zoning of the *Kitimat Municipal Code* is hereby amended by adding 9.6.5.1.f as follows:

9.6.5.1 Permitted Uses

9.6.5.1.f Waste Collection and Transfer Station, at:
i. LOT 1 DISTRICT LOTS 6062 AND 6064 RANGE 5 COAST DISTRICT PLAN 6991 (280 9th Street)

4. This bylaw shall come into force and be binding on all persons from the date of adoption.

READ a first time this	7th day of	April, 2026
READ a second time this	7th day of	April, 2026
PUBLIC NOTICE issued this	5th day of	May, 2026
PUBLIC HEARING held this	day of	, 2026
READ a third time this	day of	,2026
ADOPTED this	day of	, 2026

MAYOR _____
Philip Germuth

CORPORATE OFFICER _____
Tracy Tavares

COUNCIL REPORT

Date: March 31, 2026
File: 7.5.3.168
To: Warren Waycheshen, CAO - for Mayor and Council
From: Ryan Beaudry - Director of Planning
Re: M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026
Applicant: Roy Northern Environmental Ltd.
Location: 280 9th Street

Recommendation:

Action: Council consider first two readings of the M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026 (**Attachment A**). If Bylaw No. 2084, 2026 receives first two readings, then Council considers advancing the bylaw to a Public Hearing.

Recommended Motion:

THAT the M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026 receive first and second reading;

THAT a Public Hearing be scheduled for 7:00 pm on Tuesday, May 19, 2026;

AND THAT the Public Hearing allow electronic participation.

Background:

On November 26, 2025, the District of Kitimat received a Zoning Amendment application from Roy Northern Environmental Ltd., on behalf of Secure Waste Infrastructure Corp. ("SECURE") for a property in Service Centre at 280 9th Street. The property is currently owned by KM LNG Operating Ltd. and the applicant has been authorized by the owner to apply for the rezoning.

The applicant is proposing a site-specific zoning amendment to the M2-B Service Centre Industrial Zone, to allow a waste collection and transfer station to be established at 280 9th Street. The application, location map, site plan, and other supporting details are included in **Attachment B**. On January 5, 2026, Council considered the application and passed the following motion:

> *"THAT staff be directed to process the Zoning Amendment application by Roy Northern Environmental Ltd, dated November 26, 2025, for the property at 280 9th Street, Kitimat."* (R26-004)

1. Subject Property

The subject property is an existing industrial site in the northwest corner of Service Centre, with frontage on 9th Street and on an unconstructed section of Railway Avenue. There are two vacant buildings on the property. The site is serviced with municipal water but does not have municipal stormwater or sanitary sewer service.

Surrounding the site is a developed M2-B zoned property immediately to the west at 310 9th Street, as well as undeveloped M2-B zoned properties immediately to the east and south. There are also surrounding lands zoned G5 – Forestry to the north (across 9th Street) and to the southwest.

The site has a valid and subsisting Certificate of Compliance (CoC) (**Attachment C**), which was issued on October 26, 2023. As a result, the applicant was exempted from the requirement to provide a site disclosure statement under section 4(1) of the provincial *Contaminated Sites Regulation* under the *Environmental Management Act*. The CoC confirms that the site has been satisfactorily remediated to meet the applicable *Contaminated Sites Regulation* remediation standards and criteria for industrial use.

2. Existing and Proposed Zoning

The subject property is zoned M2-B, which permits a range of industrial uses including but not limited to railways, marshalling yards and wrecking yards. The applicant is proposing to add Waste Collection and Transfer Station as a site-specific permission at 280 9th Street to allow a facility that would be dedicated to the collection, treatment, separation, consolidation, temporary storage, and shipment of non-hazardous waste that is produced off-site. Hazardous waste, as defined in the *Environmental Management Act Hazard Waste Regulation*, is not included, nor is the discharge of waste.

The area proposed to be rezoned is approximately 1.3 hectares in size and would be subjected to the existing regulations in the M2-B zone for lot coverage; floor area ratio; front, side and rear yard setbacks; distance between buildings; and off-street parking. If approved, this amendment would be specific to the subject property, and the use would not be permitted on any other M2-B zoned sites.

3. Planning Analysis

The proposed zoning amendment is consistent with the Official Community Plan (OCP) future land use designation for 280 9th Street. The OCP designates the property for future “Service Centre” use. As stated in the OCP, the Service Centre land use designation is intended for sites west of the Kitimat River that house commercial service and light to medium industrial uses. Staff believe the proposed use at 280 9th Street is consistent with “light to medium industrial uses” and therefore an OCP amendment is not required for the rezoning.

The site is located within the Kitimat River floodplain and the District’s new floodplain management regulations located in Part 14 of the *Kitimat Municipal Code* (KMC) will apply to the proposed development at the time of building permit, pending approval of the zoning amendment.

4. Internal Referrals

The proposed zoning amendment was referred to internal District departments for review and comment, which included representatives from the Engineering, Public Works, Fire, Building, Administration and Planning departments. Staff discussed the infrastructure limitations for the site and capacity constraints for Service Centre in general, confirming that infrastructure will not be

upgraded by the District in response to the zoning amendment application. Staff also confirmed that stormwater must be managed on site and not drain onto surrounding lands without an agreement.

To address these comments, staff advised the applicant who confirmed that SECURE will hire a qualified professional to ensure that the proposed development will be designed to meet the BC Building Code requirements for fire suppression based on the existing fire hydrant's capacity. SECURE will also hire a qualified professional to install a suitable septic system (meeting Northern Health requirements) during site development/construction and will ensure the system is registered with Northern Health.

SECURE has acknowledged that agreements will need to be in place with surrounding property owners and/or the District of Kitimat for any stormwater drainage not proposed to be managed on site. SECURE has indicated that they will update the District of Kitimat with drainage plans as site design and development progresses, pending approval of the zoning amendment. SECURE also indicated that all waste storage areas (solids storage and tank farm) are proposed to consist of covered buildings and structures. SECURE has confirmed that they will follow the *Environmental Management Act* to prevent waste or pollution being introduced to the environment.

Lastly, during the internal referral period, staff requested that the applicant provide a list of non-hazardous waste types proposed to be handled on the subject property. Staff are recommending that the list provided by the applicant (see table below) be established as a definition in the KMC to link the proposed use with the identified non-hazardous waste types. To this end, the waste types in the table below are included in a proposed new "Non-Hazardous Waste" definition in M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026 in Attachment A.

Proposed Non-Hazardous Waste Types:	
1. Construction & Demolition (C&D) Waste	6. Municipal Solid Waste
2. Wood & Packaging Materials	7. Sludge / Semi-Solids
3. Scrap Metal	8. Hydrovac / Vacuum Truck Solids
4. Electronic Waste (e-waste)	9. Wastewater / Effluent
5. Inert Solids & Debris	10. Equipment Wash Water / Process Water

5. Public Hearing Notice

If Council resolves to grant initial readings of M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw, staff recommend scheduling a public hearing for May 19, 2026. A public hearing notice that describes the proposed zoning amendment bylaw and invites public comment will be mailed to property owners and tenants located within 90 metres of the subject property (**Attachment D**). The public hearing notice will be posted to the District's Public Notice Posting Places (bulletin boards and website) as well as in accordance with Public Notice requirements set out in the *Kitimat Municipal Code* (posted on Get Involved Kitimat and Facebook for two consecutive weeks). The notice will also be advertised in the Northern Sentinel in accordance with Council policy.

6. Preliminary Public Comments

The District has received preliminary comments in advance of a formal public notice / public comment period for the proposed bylaw (**Attachment E**). These comments were received following the January 5, 2026, Council meeting when the zoning amendment application was first brought forward to Council for consideration. If Council resolves to grant initial readings to

the proposed bylaw and advance the bylaw for further consideration, additional public comment will be gathered through notice of public hearing.

7. Advisory Planning Commission

As per the *Kitimat Municipal Code*, staff are directed to refer zoning amendments to the Advisory Planning Committee (APC) unless Council identifies otherwise by resolution. Staff recommend that the proposed zoning amendment be referred to the APC prior to public hearing and Council's consideration of further readings. If public hearing is set for May 19, 2026, as recommended, an APC meeting could be scheduled for late-April or early-May, pending the availability of APC members.

8. Conclusion

For the reasons outlined in this report, the Planning Department is recommending that Council grant first and second readings to the proposed zoning amendment bylaw, refer the bylaw to the APC, and advance the bylaw to a public hearing. The Planning Department supports the application as staff believe it is in keeping with the intent of the M2-B zone and consistent with the OCP, and that it would help revitalize an existing underutilized industrial property in Service Centre.

Alternative Options:

1. If Council wishes to make amendments to the M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026 and proceed to readings, the following is offered for Council consideration:

   THAT M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026 receive first reading; and

   THAT M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026, be amended by (to be determined through Council discussion) **and receive second reading.**

2. If Council does not wish to proceed with the proposed M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026, the following is offered for Council consideration:

   THAT M2-B Waste Collection and Transfer Station Zoning Amendment Bylaw No. 2084, 2026 not proceed and the application to amend the M2-B zone at 280 9th Street be denied.

3. Another option as developed through discussion of Council.

Budget Implications:

There are no financial implications.

"SLT"
Director of Finance Initials

Budgeted: **Unbudgeted:**

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)
Priority 1 Economic Development – Diversify our economy and support existing and future industry; support existing and attract new small and medium sized enterprises; ensure adequate land is available for industrial and commercial uses

Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)
Not Considered

District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṗ nis
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 Considered

Kitimat Cycle Network Plan
Not Considered

Kitimat Poverty Reduction Strategy
Not Considered

Leisure Services Master Plan
Not Considered

Minette Bay West Concept Plan
Not Considered

Official Community Plan (and Downtown Design Guidelines)
Policy 4.1.36 – Assess each industrial development proposal on its own merits, taking into consideration financial, social, environmental and other impacts to the community.

Solid Waste Action Plan
Not Considered

Water Conservation Plan
Not Considered

BC Transit Future Services Plan
Not Considered

Economic Development Strategic Plan (2023-2029)
Not Considered

"Krysten Hogan"
Prepared by
Krysten Hogan, Planning Manager

"Ryan Beaudry"
Submitted by
Ryan Beaudry, Director of Planning

"Warren Waycheshen"
Approved for Submission
Warren Waycheshen, CAO

Attachment(s): A – M2-B Waste Collection and Transfer Station Amendment Bylaw No. 2084, 2026
B – Application package, location map, and site plan
C – Certificate of Compliance
D – 90 metres buffer map
E – Public comments

KITIMAT
A Marvel of Nature and Industry

Zoning / OCP Amendment Application

Community Planning and Development
270 City Centre, Kitimat, BC V8C 2H7
T: 250-632-8900
www.kitimat.ca

Central File #: _____

APPLICANT INFORMATION

Full Name: Dale Lynn Plotnikow c/o Roy Northern Environmental Ltd

Mailing Address: 201, 10139 - 100 Street Fort St John Postal Code: V1J3Y6

Phone: _____ Cell: [redacted] E-mail: dale.plotnikow@roynorthern.com

OWNER INFORMATION *(if different from above)*

Full Name: KM LNG Operating Ltd c/o Woodside Energy International (Canada) Limited

Mailing Address: 700, 850 - 2 Street SW Calgary, AB Postal Code: T2P 0R8

Phone: _____ Cell: _____ E-mail: _____

PROPERY INFORMATION

Civic Address(es): 280 9th Street Kitimat, BC

Legal Description(s): LOT 1 DISTRICT LOTS 6062 AND 6064 RANGE 5 COAST DISTRICT PLAN 6991

Parcel Identifier(s): 009-525-947

Is the property 800 metres or closer to a provincial highway? Yes [ ] No [X]

Current Zoning (*Kitimat Municipal Code*): M2-B

_____ Current Land Use Designation (*Kitimat Official Community Plan 2008*): light to medium industrial uses

_1.34ha_____ Lot Size (m²/ha/acre): _____

Is the property serviced by municipal water? Yes [ ] No [X]

Is the property serviced by sanitary sewer? Yes [ ] No [X]

PROJECT INFORMATION *(attach additional pages if necessary)*

[X] Zoning Amendment [ ] Official Community Plan Amendment

Describe the current use: _____

Describe the proposed development and use: See attached rationale

Describe the reason for zoning and/or OCP amendment: See attached rationale

APPLICATION ACKNOWLEDGMENT

Personal Information provided on this form is collected under the authority of Section 26(c) of the Freedom of Information and Protection of Privacy Act and will be used only for purposes related to your application. Your name will be treated as public information. Home address and telephone number will not be released except in accordance with the Freedom of Information and Protection of Privacy Act.

Should there be any change in ownership or legal description of the property, I undertake to notify the Community Planning and Development Department immediately to avoid any unnecessary delay in processing the application. I accept responsibility for delay caused by incorrect or insufficient submission materials. Processing begins only when an application is certified as complete. To be considered complete, the application must include this completed form, required fees, and supporting plans, relevant property title charges, documents and/or drawings as required.

Dale Lynn Plotnikow	Dale	NOV 20/25
Applicant or Authorized Representative	Signature	Date

AUTHORIZATION OF APPLICANT

By signing this application, I authorize the above applicant to apply for this amendment, receive and submit information regarding this property and this application, and otherwise act on behalf of the property owner regarding this application.

KM LNG OPERATING LTD.		NOV. 19, 2025
Applicant or Authorized Representative	Signature JAMES G. SMELZER DIRECTOR	Date

KITIMAT
A Marvel of Nature and Industry

Zoning / OCP Amendment Application
Checklist and Zoning Analysis

APPLICATION CHECKLIST

This checklist must be followed and submitted with your application form. If the application is incomplete, it will affect the processing time of the pending application. Please complete the application by initialing in the box under "Copies Attached" to verify completion of each submittal requirement. District staff will review the checklist and application package. Only complete applications will be accepted and assigned for review.

FORMS AND FEES REQUIRED

Document	Details	Notes	Copies Attached	Accepted by Staff
Application Form	Application form must be completed and signed at the time of submission.		Yes	KH
Application Fee	Application fee paid and receipt provided.		Yes	KH
Title Certificate	Documentation of current ownership, including relevant property title charges (i.e. covenant).	The title search must be completed within 30 days of submission. Available from Land Title Office.	Yes	KH
Site Disclosure Statement	Required for all applications as per the *Environmental Management Act*.	Download a Site Disclosure Statement form from the BC Ministry of Environment's website.	Yes, submitted online	KH

DRAWINGS AND DOCUMENTS

Document	Details	Notes	Copies Attached	Accepted by Staff
Site Plan	Overhead view of proposed development in context of buildings and property lines to scale.	Use the metric system when showing dimensions of buildings, property lines, setbacks, height, etc.	Yes	KH
Elevations	Height, dimensions, and overall exterior building design.	Measurements must use metric system.	n/a	KH
Rationale Letter	Statement of intent outlining the rationale behind the application and how the District may benefit or be impacted from the amendment.		Yes	KH

ZONING ANALYSIS TABLE

The Zoning Analysis Table provides the applicant an opportunity to demonstrate that the proposal meets the regulations of the Zoning Bylaw (Part 9 of the *Kitimat Municipal Code*) and applies to all the Zoning Amendment, Development Permit, and Development Variance Permit applications. Please refer to Part 9 of the *Kitimat Municipal Code* when completing this section.

All measurements to be provided in metric.

Site Details and Development Regulations	**Zoning Requirement**	**Proposal**
Min. Lot Area (m²)	n/a	n/a
Min. Lot Frontage (metres)	n/a	n/a
Max. Lot Coverage (%)	n/a	n/a
Max. Gross Floor Area (m²)	n/a	n/a
Max. Floor Area Ratio (FAR)	n/a	n/a
Number of Buildings/Structures	n/a	n/a
Type of Buildings/Structures	n/a	n/a
Max. Building Height (metres)	n/a	n/a
Building(s) Setbacks (metres) - Front, Side, Side, Rear	n/a	n/a
Drive Aisle Width (metres)	n/a	n/a
Min. Off-Street Parking	n/a	n/a
Max. Access Width (metres)	n/a	n/a
Max. Sign Area (m²)	n/a	n/a
Max. Sign Height (metres)	n/a	n/a

SECURE

SECURE KITAMAAT

Brookfield Place
2300, 225 – 6 Ave SW
Calgary, AB, T2P 1N2

November 12, 2025

District of Kitimat
270 City Centre
Kitimat, BC
V8C 2H7

Re: Zoning Amendment Application – Addition of "Waste Collection and Transfer Station" as a Permitted Use in M2-B Zone

To Whom It May Concern,

SECURE Waste Infrastructure Corp. ("SECURE") respectfully submits this letter in support of our application to amend the M2-B Service Centre Industrial Zone to include "Waste Collection and Transfer Station" as a permitted land use. This proposed amendment will enable the development of a modern, community-conscious facility designed to meet growing regional waste management needs while supporting Kitimat's long-term industrial and environmental planning objectives.

1. Supporting Kitimat's Industrial Growth and Community Resilience

Our proposed site is located at the edge of the M2-B zone, in an established industrial area that currently has limited infrastructure. Our proposed development will maintain the industrial intent of the land while ensuring safe separation, visual containment, and minimal disruption to the broader community.

This facility is intended to:

- Enable more efficient industrial operations by receiving waste from local projects and contractors
- Support major employers such as LNG Canada and the port with scalable, local staging and transfer capacity
- Reduce small-vehicle traffic by consolidating solids and liquids into bulk shipments off-site
- Act as contingency infrastructure in the event of unplanned releases, upsets, or seasonal surges

2. Reducing Local Impacts & Enabling Safer Waste Management

Waste currently being generated in the Kitimat region often requires long-haul transport to distant facilities in northeastern British Columbia (NEBC) or Prince George. This places added strain on local roads, increases emissions, and creates risk during winter or industrial surges.

Our proposed facility would:

- Separate and bulk materials onsite, reducing the number of truck movements through town
- Ensure all containment and surfaces are engineered for Kitimat's heavy rainfall and snow loads
- Utilize lined infrastructure and surface drainage systems to protect local watercourses and prevent environmental exposure

3. Proven Experience and Operational Integrity

SECURE has over 20 years of experience developing and operating waste infrastructure across Western Canada. We currently operate over 75 industrial waste facilities including landfills, transfer stations, and waste processing facilities.

Key highlights of our operating model:

- Compliance-first approach backed by certified technical and environmental staff
- Ongoing transparency and public engagement, and site tours where appropriate

SECURE is committed to bringing that expertise to Kitimat in a way that matches the town's values and expectations.

4. Built in Partnership with the Haisla Nation

SECURE is proud to deliver this project in conjunction with our **SECURE KITAMAAT Limited Partnership**, a long-term collaboration with Haisla Nation founded on shared principles of stewardship, local opportunity, and safe, sustainable industrial development. This partnership reflects our mutual commitment to responsible business growth, environmental care, and creating meaningful opportunities for Indigenous communities.

Through this partnership, we are proud to support Haisla-led priorities by:

- Engaging Haisla contractors, vendors, and workforce wherever possible
- Integrating Haisla input into planning, respecting cultural and environmental values

- Creating opportunities for youth engagement, environmental monitoring, and shared success tracking

Since its formation in 2024, this partnership has strengthened our ongoing relationship with the Haisla Nation and reflects our shared goal of responsible, locally driven growth. In June 2025, we were honored to host a Waste Round-Up in Haisla Village, providing residents with a safe way to dispose of household waste. SECURE was also proud to stand alongside the People of the Snow, an all-women's soccer team from Kitamaat, who placed second at the Every Child Matters Women's Soccer Tournament.

Conclusion

This project is designed to serve Kitimat's residents, industries, and environment—not just in the near term, but for decades to come. It offers a scalable, practical solution to local waste management challenges while reinforcing Kitimat's position as a forward-looking industrial hub that values safety, transparency, and Indigenous partnership.

We thank the District of Kitimat for considering this application and welcome any opportunity to engage further with Council, planning staff, or community members during the zoning process.

If you have any questions regarding this application, please contact the undersigned at [redacted] or pnelson@secure.ca.

Sincerely,

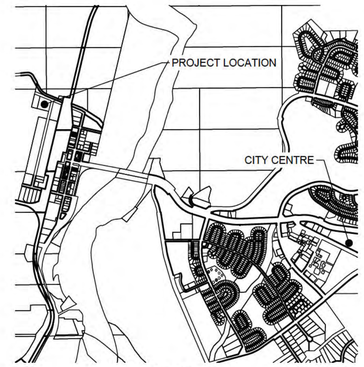
SECURE Waste Infrastructure Corp.

Peter Nelson
Manager, Environment & Regulatory

Cc Haisla Nation

McElhanney ANSI D - 2018-09-11





KEY PLAN

LEGEND

EXISTING

LINEWORK

- LEGAL BOUNDARIES
- 1 — MAJOR CONTOURS
- 0.5 — MINOR CONTOURS
- OVERHEAD POWER
- UNDERGROUND POWER
- OVERHEAD COMMUNICATION
- UNDERGROUND COMMUNICATION
- WATER PIPE
- NATURAL GAS PIPE

PATTERNS

- BUILDING
- BUILDING OVERHANG
- STORAGE BIN
- STEEL
- CONCRETE BLOCKS
- ASPHALT
- CONCRETE SIDEWALK

SYMBOLS

- POWER POLE
- POWER POLE WITH LIGHT
- UTILITY POLE
- FIRE HYDRANT
- GAS MARKER SIGN
- WATER VALVE
- BOLLARD
- SIGN
- GUY WIRE AND ANCHOR

NOTES:

1. LATEST SURVEY WITHIN PROJECT AREA, AUGUST 12, 2025.
2. ORTHO FLOWN AUGUST 7, 2025.
3. ALL CORDINATES ARE IN UTM ZONE 9N AND ELEVATIONS ARE TO DISTRICT OF KITIMAT DATUM.
4. CONTOUR INTERVAL OF 1m MAJOR AND 0.5m MINOR.
5. UNDERGROUND UTILITY LOCATES COMPLETED BY ALLNORTH CONSULTANTS LIMITED ON AUGUST 12, 2025
6. THIS DOCUMENT SHALL NOT BE USED TO DEFINE BOUNDARIES. LEGAL SURVEY REQUIRED. BOUNDARIES SHOWN ARE INDICATIVE ONLY AND BASED ON LAND TITLE AND SURVEY AUTHORITY RECORDS ONLY. UNDERGROUND LOCATE WAS UNABLE TO DETERMINE THE LOCATION OF ANY SANITARY OR SEPTIC LINES. VIDEO INSPECTION REQUIRED TO VERIFY FROM SANITARY DRAINS WITHIN BUILDINGS. USER IS CAUTIONED TO COMPLETE PROPER NOTIFICATIONS AND FOLLOW GROUND DISTURBANCE PROTOCOL PRIOR TO ANY EXCAVATION.

Rev	Date	Description	Drawn	Design	App'd
0	2025-08-18	ISSUED FOR INFORMATION	DL	-	EH

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0 1:300 15

ORIGINAL DWG SIZE: ANSI D (22" x 34")

McElhanney
322 - 323 City Centre,
Kitimat BC V8C 1T6
Tel. 250 632 3200

KITIMAT LNG

SITE PLAN OF
LOT 1 DISTRICT LOTS 6062 AND 6064
RANGE 5 COAST DISTRICT PLAN 6991
CIVIC ADDRESS: 280 9TH STRET

Drawing No.
2024-00-SK44

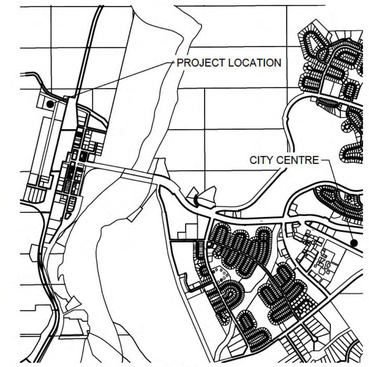
Project Number: 2353-20014-00
Rev.: 0

DESTROY ALL PRINTS BEARING PREVIOUS REVISION

DATE: 2025-08-18, 16:38 FILE: \\corp\TAL-cob\235310\000\01197-0 KLNG\Talk 2024 - Eurocan Camp Site Survey\07 Survey & Mapping\7.5-MicroSurvey\Saunders\2024-00-SK44 REV0.dwg

McElhanney ANSI D - 2018-09-11





KEY PLAN

LEGEND

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Rev	Date	Description	Drawn	Design	App'd
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ORIGINAL DWG SIZE: ANSI D (22" x 34")

McElhanney
322 - 323 City Centre,
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KITIMAT LNG

SITE PLAN OF
LOT 1 DISTRICT LOTS 6062 AND 6064
RANGE 5 COAST DISTRICT PLAN 6991
CIVIC ADDRESS: 280 9TH STRET

Drawing No.
2024-00-SK44

Project Number	Rev.
2353-20014-00	0

DESTROY ALL PRINTS BEARING PREVOUS REVISION

DATE: 2025-08-18, 16:37 FILE: \\com\TAL-ca\k\2353\10000\01197-0 KLNG\Task 2024 - Eurocan Camp Site Survey\07 Survey & Mapping\7.5-MicroSurvey\Saunders\2024-00-SK44 REV0.dwg

EQUIPMENT / BUILDING LIST		
ITEM #	TAG	DESCRIPTION
1	SP-880	SOLIDS PAD
2	B-745	HOPPER BUILDING
3	B-750	WASTE PROCESSING BUILDING
4	RP-800	RECEIVING PAD
5	T-820	1000 BBL BBL WASTE TANK
6	T-400	750 BBL EMULSION TANK
7	T-840	1000 BBL CENTRIFUGE TANK
8	T-300	750 BBL PROCESS TANK
9	T-	FUTURE TANK
10	T-301	PRODUCED WATER (FUTURE TANK)
11	B-725	MCC BUILDING
12	B-715	UTILITY BUILDING
13	B-780	PUMP BUILDING
14	B-720	WAREHOUSE
15	B-710	ADMIN. OFFICE
16		ELECTRICAL TRANSFORMER
18		TANK FARM CONTAINMENT

PRELIMINARY

Google
Imagery ©2025 Airbus, CNES / Airbus, Maxar Technologies, Map data ©2025 Canada Terms Privacy Send Product Feedback 100 ft

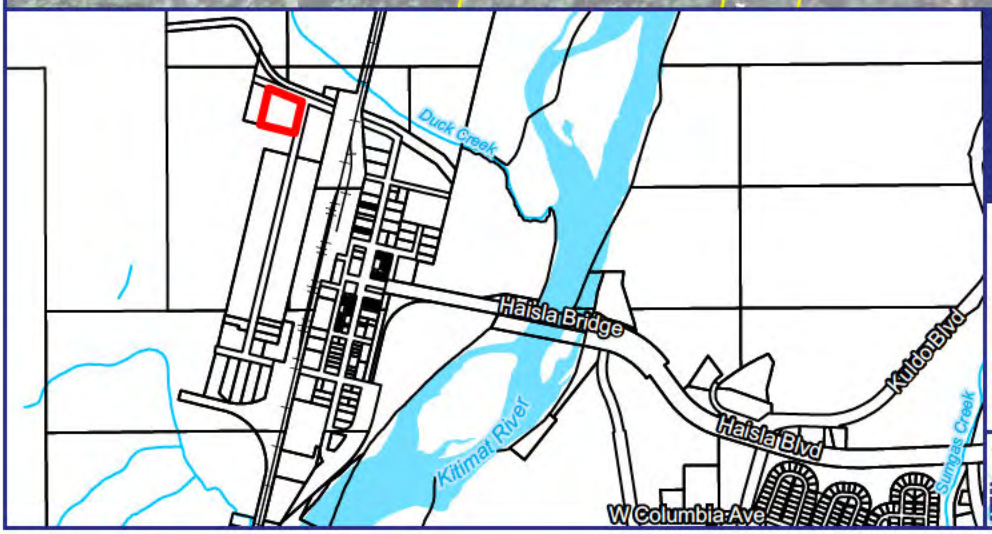


Picture 1. Covered receiving pad design



Picture 2. SECURE Drayton Valley Covered Receiving Pad Waste Collection & Transfer





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LOCATION MAP
280 9TH ST

Railroad
Legal Parcel
280 9th St
Stream

Scale: 1:2,500
Requisitor: CB Author: AWS Date: 17-Dec-2025
File: LocationMap Revision: 0
0 30 60 120 m

From: Michael
To: Krysten Hogan
Subject: RE: zoning application 7.5.3.168 (280 9th street)
Date: January 23, 2026 4:11:44 PM

Hi Krysten,

I appreciate your professionalism.

Yes, to having my comments as part of the public record for this application, and will likely provide a more detailed response in the near future.

Best regards,
Mike Langegger

From: Krysten Hogan <Krysten.Hogan@kitimat.ca>
Sent: January 23, 2026 3:55 PM
To: Michael [redacted]
Cc: Ryan Beaudry <Ryan.Beaudry@kitimat.ca>; Warren Waycheshen <Warren.Waycheshen@kitimat.ca>
Subject: RE: zoning application 7.5.3.168 (280 9th street)

Hi Mike,

Thanks for the email.

Your comments will be included as a part of the public record for this application, unless requested otherwise. A copy of this email exchange will be added as an attachment to the next report to Council for this file, which will be when a draft zoning amendment bylaw is brought forward for Council's consideration of initial bylaw readings. Please let us know if you do not want us to include this email.

We note that you ask a question at the beginning of your email regarding government agencies that will be involved in the permitting process; multiple agencies will be involved in different aspects of the proposed facility. For example, Northern Health for the proposed septic system, Ministry of Environment and Parks for the Site Disclosure Statement process, and any other relevant agencies identified through the application review process.

If you have any other comments you'd like to add to this file, let us know and we will include them.

Regards,

Krysten Hogan RPP, MCIP
Planning Manager

District of Kitimat
Phone: 250.632.8900 ext. 2260

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From: Michael [redacted]
Sent: January 23, 2026 10:45 AM
To: Krysten Hogan <Krysten.Hogan@kitimat.ca>
Cc: Terry Marleau <tmarleau@kitimat.ca>; Michelle Martins <Michelle.Martins@kitimat.ca>; William Gerald Leibel <gleibel@kitimat.ca>; Edwin Empinado <eempinado@kitimat.ca>; Mario Feldhoff <Mario.Feldhoff@kitimat.ca>[redacted]
<wwaycheshen@kitimat.ca>
Subject: RE: zoning application 7.5.3.168 (280 9th street)

Hi Krysten,

Your response is appreciated.

I'm in the process of doing further investigative work in regards to this file. I noted that LNG Canada was mentioned in the proponents proposal and in the process of clarifying with them if they are aware. Can you provide the government agencies Provincial and or Federal that would also be involved in the permitting process.

There are a number of concerns but not exclusive to I will briefly flag with the location and rezoning proposed.

- I see no base line environmental data being requested or proposed such as ground water, surface water, and soil testing to identify the current state of the land in question
- If contaminants are found there is no mention of a defensible remediation action plan.
- There's no list and or identified materials to be processed and is unacceptable. Many material from our heavy industrial sites are highly toxic, carcinogenic, and harmful to public and environment. Such material should not be removed from a heavy industry site into our communities light industry, business, and public areas. Such materials need to be restricted to, processed, stored, and properly disposed of from the heavy industrial area. Transferring and processing contaminated waste from a heavy industrial zoned areas to that of light industry and business area, with the potential risks and ramifications lacks due diligence.
- I disagree with staff that an industrial waste, storage, collection, and transfer area at the proposed location is within an acceptable use outlined in the OCP.
- Service center is a local business/light industry zone that caters largely to public. Air borne contamination resulting from the process is likely to occur impacting local businesses, employees, and public users.

The proposed site is upstream our community water intake and any soil, ground water, surface water, and air contamination places our water supply, and health of residents at risk.

- The District has no source water protection plan that is fundamental in supporting sound decisions ensuring the community water supply is not placed at risk. Especially any development upstream the community water intake.
- The location in question has been used for decades as a parking and staging area for one Kitimats' most used recreational areas. I have pictures showing the area full of parked vehicles using the area as identified. The proponents own pictures in the application shows 6 vehicles parked four of which have atv trailers attached. There will be a significant impact to public use of the area and associated recreational activities.

A brief outline of concerns for your consideration.

Regards,
Mike Langegger

From: Krysten Hogan <Krysten.Hogan@kitimat.ca>
Sent: January 21, 2026 12:07 PM
To: [redacted]
Cc: Ryan Beaudry <Ryan.Beaudry@kitimat.ca>; Planning mailbox <planning@kitimat.ca>
Subject: RE: zoning application 7.5.3.168 (280 9th street)

Good afternoon Mike,

Thank you for your email regarding the 280 9th Street Zoning Amendment application.

We brought the application to Council for initial consideration at the Regular Council meeting on January 5th, 2026, and request direction to begin processing the application. At that meeting, Council passed the follow motion:

> *THAT staff be directed to process the Zoning Amendment application by Roy Northern Environmental Ltd, dated November 26, 2025, for the property at 280 9th Street, Kitimat.*
> Motion: R26-004

Our next step in processing the application is to conduct internal referrals and review, which includes drafting the proposed zoning amendment bylaw. As a part of this step, staff will seek input on the application and proposed bylaw from internal departments such as Engineering, Public Works, Fire and Building. We are currently at this step in processing the application but once we complete the summary of internal referrals and finish drafting the proposed bylaw, we will set a Council meeting date the application and bylaw will be included as a part of Council's agenda package, which will be posted here.

The Council report will include the summary of internal comments and will also include staff's recommendation on whether the bylaw should receive further readings and advance to a Public Hearing. Based on provincial legislation, particularly the Local Government Act, we are

required to schedule a Public Hearing for the zoning amendment after the bylaw receives first reading and before third reading. So, our next step in processing the application if Council gives the initial readings of the proposed bylaw, will be to issue a public hearing notice, which will be mailed to property owners and tenants located within 90 metres of the subject property, posted on the District Public Notice Posting Places (the bulletin boards on the first and third floor of the mall and on the District's website here), as well as on Get Involve and Facebook. We will also include an advertisement in the Northern Sentinel.

Saying that, you are welcome to comment on the application at any time in the zoning amendment process up to and including at the Public Hearing stage, either as a verbal comment made directly to Council or as a written comment that we will include in Council's agenda package.

If you'd like, I can also email you once we know when the application and proposed bylaw will be going to Council for consideration of first and second reading and/or if the application is advanced to a Public Hearing and a date is scheduled for it.

If you have any further questions, let me know.

Regards,

Krysten Hogan RPP, MCIP
Planning Manager
District of Kitimat
Phone: 250.632.8900 ext. 2260

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From: Warren Waycheshen <wwaycheshen@kitimat.ca>
Sent: January 20, 2026 5:17 PM
To: Michael [redacted]
Subject: FW: zoning application 7.5.3.168 (280 9th street)

Hi Mike, nice to hear from you. I have included Ryan Beaudry, Director of Planning on this message.

Ryan, can someone from your team please connect with Mr. Langegger about the

process for the Secure application?

Thanks,

Warren Waycheshen (he/him)
Chief Administrative Officer
District of Kitimat
Phone: 250.632.8916

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---

From: Michael [redacted]
Sent: January 20, 2026 5:04 PM
To: Warren Waycheshen <wwaycheshen@kitimat.ca>
Subject: zoning application 7.5.3.168 (280 9th street)

Good day Warren,

Hope all is well.

I wish to inquire as to the standing of "zoning amendment application for 280 9th street" for applicant "Roy Northern Environmental Ltd" file 7.5.3.168.

I viewed this application on the District website having a number of concerns regarding misinformation and information gaps therein.

It's not clear in the document how the District will proceed if at all, and does not appear currently to be open for public consultation and comment. Please advise if, when, and timeline for public comments to be received on this file and will write up and present comments for consideration.

Have a great day,
Mike Langegger

From: Ryan Beaudry
To: Krysten Hogan
Subject: Fw: Q1 LNG Canada Environmental Forum
Date: January 28, 2026 2:01:02 PM
Attachments: image001.png
image002.png
image003.png
image004.png
image005.png
image006.png
image007.png

See below

Get Outlook for Android

From: Michael [redacted]
Sent: Wednesday, January 28, 2026 1:38:59 p.m.
To: Tracy Tavares <Tracy.Tavares@Kitimat.ca>
Cc: Warren Waycheshen <Warren.Waycheshen@kitimat.ca>; Ryan Beaudry <Ryan.Beaudry@kitimat.ca>
Subject: RE: Q1 LNG Canada Environmental Forum

Hi Tracy,

I seen that LNGC looped Council, staff, and Northern Health in on my comments, having no issue with that as it is meant to be open and transparent. It will be important that this information also be included and part of the public record as related to the zoning amendment application for 280 9th street Service Centre. Did you also get the two attached pictures?

Cheers,
Mike Langegger

From: Tracy Tavares <Tracy.Tavares@Kitimat.ca>
Sent: January 28, 2026 10:59 AM
To: Michael [redacted]
Cc: Warren Waycheshen <Warren.Waycheshen@kitimat.ca>; Ryan Beaudry <Ryan.Beaudry@kitimat.ca>
Subject: RE: Q1 LNG Canada Environmental Forum

Good morning Mike,

I've been forwarded your email, as the comments you reference relate to the proposed zoning amendment application for 280 9th Street in Service Centre. I understand these comments are part of the discussions you're having with the Environmental Forum but wanted to confirm whether you intend for them to form part of the public record for the zoning amendment application, or if you plan to submit comments separately.

If you don't mind clarifying this so Staff can determine whether these comments should be included in the public record.

Thanks so much,

Tracy Tavares *(she/her)*
Director of Corporate Administration
District of Kitimat
Phone: 250.632.8920

We respectfully acknowledge that we live and work within the unceded territory of the Haisla Nation

---

From: Michael [redacted]
Sent: January 27, 2026 2:20 PM
To: Devrie.Sanghera@lngcanada.c[redacted]
Subject: RE: Q1 LNG Canada Environmental Forum

Hi Devrie,

I made the statement below regarding the high recreation use of the lot being proposed for a zoning change that will allow for an industrial waste and transfer station. To put this into perspective I've attached a photo that supports my comment. At times of the year this is one of our communities most used sites to access our backcountry for a host of recreational activities.

Regards,
Mike Langegger

From: Michael [redacted]
Sent: January 27, 2026 1:58 PM
To: 'Devrie.Sanghera@lngcanada.ca' [redacted]



Hi Devrie,

Your follow up and response is appreciated.

I've also reached out to Rio Tinto Alcan, District staff and Council expressing concern over this proposed industrial waste and transfer station, proposed zoning change before Council, and its location. Given the many risks associated, public health concern, contamination risk, high historical recreational use of the area, close proximity to area businesses, extensive public traffic, close proximity to Duck Creek and Kitimat River, and being upstream the community and industries 4 drinking source water intakes. This underlines the location of this proposed project, changing the zoning intent of the area, and risks associated a bad idea and not in our community and publics interest, hoping industry and Council reject support for such an initiative taking a precautionary approach. In an effort to seek a solution I believe less public opposition, negative public outcomes, and further diminishment of social licence and public trust will occur if the old and underutilized Eurocan site were the target location (also owned by KMLNG) for the proposed industrial waste and transfer station, already zoned heavy industry, no community recreation around that site, away from local businesses and public, and downstream the community and industries drinking source water intakes.

Can this be added to the agenda for the group to discuss.

Best regards,
Mike Langegger

From: Devrie.Sanghera@lngcanada.ca <Devrie.Sanghera@lngcanada.ca>
Sent: January 27, 2026 12:41 PM

To: [redacted]

Subject: RE: Q1 LNG Canada Environmental Forum

Hi Mike,

Thank you for reaching out and your question to LNG Canada.

LNG Canada is aware of this proposal and has not been approached by Secure. Internally, we continue to review what options LNG Canada has with regards to waste disposal.

Regards,

Devrie

From: Michael [redacted]
Sent: Friday, January 23, 2026 9:38 AM
To: Sanghera, Devrie LNGC-O <Devrie.Sanghera@lngcanada.ca>; [redacted]

Subject: RE: Q1 LNG Canada Environmental Forum

Think Secure. This email is from an external source.

Hi Devrie,

Due to other commitments I will be unable to attend. That said I do have a question in regards to a Council report that came up on Jan 5th 2026 starting on page 173 regarding a proposed zoning amendment to allow for an industrial waste collection and transfer station at 280 9th street Service Center. On page 181 bullet 2 the proponent mentions “Support major employers such as LNG Canada and the port with scalable, local staging and transfer capacity”. There is significant concern with the location, impact to a significant community recreational parking and staging area, being located upstream the community water supply, air contaminate exposure within a public - business area … As such Is LNG Canada aware of this proposal of which you’ve been formally mentioned and in support of or promoting this proposal?

I look forward to your response,

Best regards,
Mike Langegger

From: Devrie.Sanghera@lngcanada.ca <Devrie.Sanghera@lngcanada.ca>
Sent
To: [redacted]
Subject:

Hello Environmental Forum participants,

This is a friendly reminder that today is the final day to respond to this calendar invite and email devrie.sanghera@lngcanada.ca to confirm whether you will be attending virtually or in person, and to share any dietary restrictions. Your response is important for arranging visitor passes for site access and finalizing catering requirements.

If you have any items you would like included on the Q1 agenda, please also send them to me by the end of today.

If you have any questions, feel free to reach out to me directly.

Many thanks and have a wonderful rest of your day,

Devrie



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COUNCIL REPORT

Date: May 5, 2026

File: 1.2.1.4

To: Warren Waycheshen, CAO - for Mayor and Council

From: Kiona Enders, Deputy CAO

Re: Kitimat Municipal Code Amendment Bylaw No. 2085, 2026

Applicant: n/a

Location: n/a

Recommendation:

Action: Council consider adoption of Kitimat Municipal Code Amendment Bylaw.

Recommended Motion:

THAT Kitimat Municipal Code Amendment Bylaw No. 2085, 2026, be adopted.

Background:

At the May 4, 2026, meeting Council made the following motions:

> *"THAT Kitimat Municipal Code Amendment Bylaw No. 2085, 2026, receive first reading." (R26-173)*
>
> *"THAT Kitimat Municipal Code Amendment Bylaw No. 2085, 2026, be amended to define Planning Officer as "Planning Officer means the Director of Planning of the District of Kitimat or such person as may be carrying out the duties of the Director of Planning for the District of Kitimat"." (R26-174)*
>
> *"THAT Kitimat Municipal Code Amendment Bylaw No. 2085, 2026, receive second and third reading." (R26-175)*

Staff is presenting Bylaw No. 2085 for Council consideration of adoption.

At the May 4, 2026, meeting Council asked about the definition for Assessor. Under the *Assessment Equalization Act* an Assessor was defined as *"the duly appointed Assessor or Assessment Commissioner of a municipal corporation or rural area"*. This Act was replaced by the *Assessment Act* and *Assessment Authority Act* which came into effect in 1974. This legislation founded the BC Assessment Authority.

This definition is referenced in two locations in the Code, 1.4.2.1 and 1.4.2.2 which have likely been in effect since the incorporation of the municipality to align with legislation of the day. The second location is 8.1.2.1 regarding the preparation of a Frontage Tax Assessment Roll.

Section 1.4.2.1 and 1.4.2.2 are superceded by current legislation and a housekeeping amendment may be in order. Staff will review this.

In the event of a local improvement bylaw that required parcel tax, the Director of Finance would assist with preparing the assessment roll. This Part may also require a housekeeping amendment and staff will review this section as well.

Background from April 27, 2026, Council report

Staff is presenting for Council consideration a bylaw to amend Part 1, Division 1 of the *Kitimat Municipal Code (KMC).* This section was likely the first section to be considered when this version of the KMC was developed, it is intended to provide overall direction on the interpretation and application of the KMC. This section has not been amended since 2018 and staff have noted some inconsistencies between it and other sections as well as clauses that should be included to assist overall in the interpretation and application of the KMC.

At one time, staff believe this section was meant to include all the definitions required for the interpretation and application of the KMC. However, as the KMC has grown and been revised, this approach has been very difficult to maintain and instead staff have included Part specific definitions within the Part and, if required, Division specific definitions within the Division to aid in the interpretation and application of specific topics. Having said that, staff do not recommend removing all the definitions at this time as there may be bylaws within the KMC that rely on the definitions. Staff will continue to review this section for further amendments.

Staff are proposing some housekeeping changes to Part 1, Division 1 which are noted in red for reference (Attachment A). This includes updates to definitions, additional interpretation clauses, updates to the contents to reflect the current KMC, and language update to section validity.

Kitimat Municipal Code Amendment Bylaw No. 2085, 2026, (Attachment B) is being presented to Council for consideration of three readings to reflect the amendments noted in red on Attachment A.

If Council gives first three readings to Bylaw No. 2085, staff will bring the bylaw back at a future meeting for consideration of adoption.

Alternative Options:

1. If Council wishes to make amendments to the bylaw, the following motion is offered for Council consideration:

   THAT Kitimat Municipal Code Amendment Bylaw No. 2085, 2026, receive first reading.

   AND THAT Kitimat Municipal Code Amendment Bylaw No. 2085, 2026, be amended by (as determined by Council).

   Staff will make the amendments and bring the bylaw back for consideration of further readings at a future meeting of Council.

2. Another option as developed through discussion of Council.

Budget Implications:

Not Applicable

"SLT"

Director of Finance Initials

Budgeted: **Unbudgeted:**

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)
Not Applicable
Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)
Not Applicable
District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṗ nis
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
Not Applicable
BC Transit Future Services Plan
Not Applicable
Economic Development Strategic Plan (2023-2029)
Not Applicable

"Kiona Enders"

Submitted by
Kiona Enders, Deputy CAO

"Warren Waycheshen"

Approved for Submission
Warren Waycheshen, CAO

Attachment(s): A – Part 1, Division 1 showing amendments in red
B – Kitimat Municipal Code Amendment Bylaw No. 2085, 2026

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PART 1 - GENERAL PROVISIONS
Division 1 - The Code

Subdivision 1 - Title

1.1.1. 1. This Bylaw shall be known as the Kitimat Municipal Code.

Subdivision 2 - Interpretation

1.1.2. 1. In this Bylaw, unless the context otherwise requires:

Act means the Local Government Act.

Authority Having Jurisdiction means the Manager and any member of staff acting under the Manager's orders and jurisdiction for the purpose of administering any regulation contained in the Code.

Assessor means the Assessor of the District of Kitimat.

Building Inspector means the Building Inspector and includes Assistant Building Inspectors of the District of Kitimat appointed by the Chief Administrative Officer.

Cafeteria means a self-serve restaurant.

Caretaker shall mean the person or persons duly appointed from time to time as Caretaker of the Kitimat Municipal Cemetery.

Cemetery means any parcel or tract of land owned, used or maintained by the Municipality as a Cemetery, columbarium or mausoleum.

Chief Administrative Officer means the Chief Administrative Officer of the District of Kitimat.

Chief of Police means the senior resident of the Royal Canadian Mounted Police Force detachment in the District.

Clerk means the Clerk of the District of Kitimat.

Code means the Kitimat Municipal Code.

Coffee Shop means a public coffee house or tea house or place with facilities for preparing and serving light refreshments without wine, malt liquor or other liquors.

Collector means the Collector of the District of Kitimat.

Community Project means any work, service enterprise or undertaking of a charitable or non-profit nature, being carried on in the Municipality or elsewhere for the benefit of persons living in the Municipality, or for the benefit of needy persons elsewhere in the world.

Council means the Mayor and Councillors of the District of Kitimat.

Dining Lounge means a public eating place in a club, hotel, or entertainment premise having tables, tablecloths and other table service with or without dance floor where meals are prepared and served at regular breakfast, luncheon, dinner, or supper hours with or without liquors.

Dining Room means a public eating place or divided sections of a public eating place, having tables covered with tablecloths and supplied with table service, in which premises meals are prepared and served at regular breakfast, luncheon or dinner hours with or without wine or malt liquor.

Director of Leisure Services means the Director of Leisure Services of the District of Kitimat or such person as may be carrying out the duties of the Director of Leisure Services for the District of Kitimat.

District means the District of Kitimat.

Fire Chief means the Fire Chief of the District of Kitimat or such person as may be carrying out the duties of the Fire Chief for the District of Kitimat.

Furnished means provided with sleeping, washing and sanitary facilities, which shall include not less than either one double or two single beds, two chairs, a chest of drawers or its equivalent, bedding and linen.

Installation includes any pole, structure, tank, storage container, pipe, or other similar installation.

Motel means a building or a group of buildings which contain not less than 10 units, used or occupied or intended to be used or occupied as temporary accommodation by tourists or transients; and within which not more than 25% of the total number of units contain rooms greater in number than a bathroom plus one room undivided by any partitions other than a screen to cover kitchen facilities.

Motel Area means the area or areas within which a motel or motels are permitted, as designated on the zoning map of the District of Kitimat.

Municipal means someone or something pertaining to the District of Kitimat;

Municipal Clerk means the Director of Corporate Administration of the District of Kitimat or such person as may be carrying out the duties of the Municipal Clerk for the District of Kitimat.

Municipal Engineer means the Municipal Engineer of the District of Kitimat or such person as may be carrying out the duties of the Municipal Engineer for the District of Kitimat.

Municipality means the District of Kitimat.

Owner in respect of real property means the registered owner of an estate in fee simple, and includes:

a. the tenant for life under a registered life estate;

b. the registered holder of the last registered agreement for sale;

c. the holder or occupier of land held in the manner mentioned in sections 409 and 410 of the Local Government Act;

d. a person who is an owner under the letters patent of a municipality, incorporated under section 10 of the Local Government Act.

Person includes any corporation, partnership, company, association, or party, and the heirs, executors, administrators or other legal representatives of such person to whom the context can apply according to law, and without limiting the generality of the word, shall be deemed to include:

a. registered owner, tenant, and occupier of real property in connection with which a violation of a District bylaw or the *Code* has been caused or allowed; and

b. every architect, designer, builder, contractor, agent, employee, or other person who violates or causes to be violated any of the provisions of a District bylaw or the *Code*.

Planning Officer means the Director of Planning of the District of Kitimat or such person as may be carrying out the duties of the Director of Planning for the District of Kitimat.

Police or **Police Officer** means any member of the Royal Canadian Mounted Police detachment in the District or any Police Officer employed by the Municipality.

Public Space includes all land acquired by the Municipality by purchase, lease, dedication or otherwise and designated as a street, avenue, boulevard, walkway, park, public square, parking lot or pedestrian mall, and all similar public areas.

Restaurant means a public eating place having either tables, booths, or counter space where meals are prepared and served at regular breakfast, luncheon and dinner hours without wines, malt liquor or liquor. Restaurant includes a "drive-in" restaurant, where persons may eat in their automobiles and cafeteria.

Soliciting Funds means approaching persons on the highway or on a door-to-door basis for the purpose of obtaining from such person a contribution in monies, or standing or being on a highway for the purpose of obtaining contributions in money from other persons using the highway.

Special Bylaw means a bylaw which is temporary in character or related to a special purpose, and includes but shall not be limited to, bylaws relating to a particular election, or debenture for borrowing a certain sum of money, levying a special assessment, providing for the annexation of specific additional territory to the Municipality, the making of an individual contract or agreement and the granting of a specific licence.

Tourist or **Transient** means a person requiring temporary accommodation within the Municipality for a period not in excess of 365 days in any 400 consecutive days and whose abode is not permanently within the Municipality of Kitimat.

Treasurer means the Treasurer of the District of Kitimat.

Unit means one or more furnished habitable rooms, used or intended to be used by tourists or transients.

Vehicle means a device capable of being moved upon a highway in, upon, or by which any person or thing may be transported or drawn upon a highway, except devices moving only upon stationary rails or tracks.

Vehicle Owner means the registered owner or any person who is a purchaser of a vehicle whether by way of Conditional Sale or otherwise howsoever, and any person who has title to or possession, conditional or otherwise, of a vehicle.

2. a. Words importing the singular number of the masculine gender only shall include the plural and the feminine and the converse.

b. The word "shall" is to be construed as imperative and the word "may" as permissive.

~~c. All references in this Code to "The Revised Statutes of British Columbia", or to any specific edition thereof, shall be deemed to be references to the statutes as amended from time to time.~~

c. Headings are for convenience only and do not form part of the Code.

d. Unless otherwise stated, words and phrases defined in this Code have the same meaning throughout this Code, regardless of capitalization.

e. A reference to any enactments, regulations and bylaws includes any amendments or replacements that may be made from time to time.

f. Unless otherwise defined in this Code, any word or

expression has the meaning assigned to it in relevant provincial or federal Act, Regulation, or other legislation.

g. Words directing or empowering any officer of the District to do any act or thing, or otherwise applying to the officer by the officer's official title, include that officer's successors in office, the officer's lawful deputy, and such person as the Council may by bylaw or resolution designate to act in the officer's place.

h. The requirements of any Part of this Code are supplementary to the requirements of any other Part of this Code.

Subdivision 3 - Bylaws

1.1.3. 1. Every bylaw passed by the Council, except special bylaws, shall constitute an amendment to the Code and shall be incorporated in the Code.

2. The classification of a bylaw as a Special Bylaw shall, notwithstanding the definition of a Special Bylaw in Section 1.1.2.1., be in the direction of the Council.

3. The Council may determine that any Special Bylaw of general significance to the Municipality shall constitute an amendment to the Code and be incorporated therein.

4. Every bylaw amending the Code shall specifically state the part and section or sections of the Code that the bylaw adds, alters or repeals.

Subdivision 4 - Contents

1.1.4. 1. This Code is divided into the following parts relating to the following subjects:

PART 1	GENERAL PROVISIONS
PART 2	MUNICIPAL GOVERNMENT
PART 3	TRAFFIC AND VEHICLES
PART 4	LICENCES AND PERMITS
PART 5	POLICE AND FIRE REGULATIONS
PART 6	PUBLIC UTILITIES
PART 7	PUBLIC HEALTH
PART 8	PUBLIC WORKS
PART 9	PLANNING
PART 10	FINANCE
PART 11	LEISURE SERVICES
PART 12	CIVIL DEFENCE
PART 13	BUILDING
PART 14	HAZARD LANDS

Subdivision 5 - Maintenance

1.1.5. 1. The Council shall determine by resolution the manner in which the Code is to be kept and maintained.

Subdivision 6 - Validity

1.1.6.

~~1. If any part, subdivision, or portion of a provision in the Code shall be held to be invalid, such invalidity shall not affect the remaining portions thereof, and such remaining portions shall be read and construed as being separate and distinct from the portions so held to be invalid.~~

1. If any part, subdivision, or portion of a provision in the Code is held to be invalid by a court of competent jurisdiction, the provision may be severed from the bylaw and such invalidity shall not affect the validity of the remaining portions of this bylaw.

2. Where any conflict arises within the Code, the more restrictive provision will govern.

3. The amendment of the Code shall not be deemed to be, or involve, any declaration whatsoever as to the previous state of the Code.

4. If in the Code there is a reference to a part or subdivision or subsection or to a number and the Code is subsequently renumbered or amended, then the new part or subdivision or subsection or number shall be incorporated into and take the place of such part, subdivision or subsection or number, and such part, subdivision or subsection containing such reference shall be deemed to be amended accordingly.

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DISTRICT OF KITIMAT
BYLAW NO. 2085, 2026

Kitimat Municipal Code Amendment Bylaw No. 2085, 2026

A BYLAW TO AMEND PART 1, DIVISION 1 OF THE KITIMAT MUNICIPAL CODE

WHEREAS the Community Charter allows a municipality to impose bylaws;

AND WHEREAS Order in Council 480/1953 provides that the District of Kitimat may, instead of passing separate by-laws in the exercise of its various powers make, alter, and repeal a comprehensive general by-law (to be known as the "Kitimat Municipal Code") dealing with all such matters within its jurisdiction as the Council shall think fit to include therein;

AND WHEREAS Council deems it necessary to exercise this authority to amend Part 1, Division 1 of the *Kitimat Municipal Code;*

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

1. This Bylaw may be cited as "Kitimat Municipal Code Amendment Bylaw No. 2085, 2026".

2. Part 1 – General Provision, Division 1 – The Code is amended by:

   a) Amend 1.1.2.1 by
      i) deleting the definition of Leisure Services Director and replacing with:
      Director of Leisure Services means the Director of Leisure Services of the District of Kitimat or such person as may be carrying out the duties of the Director of Leisure Services for the District of Kitimat.

      ii) adding the definition:
      District means the District of Kitimat.

      iii) deleting the definition of Fire Chief and replacing with:
      Fire Chief means the Fire Chief of the District of Kitimat or such person as may be carrying out the duties of the Fire Chief for the District of Kitimat.

      iv) adding the definition:
      Municipal Clerk means the Director of Corporate Administration of the District of Kitimat or such person as may be carrying out the duties of the Municipal Clerk for the District of Kitimat.

      v) deleting the definition of "person" and replacing with:
      Person includes any corporation, partnership, company, association, or party, and the heirs, executors, administrators or other legal representatives of such person to whom the context can apply according to law, and without limiting the generality of the word, shall be deemed to include:

a. registered owner, tenant, and occupier of real property in connection with which a violation of a District bylaw or the *Code* has been caused or allowed; and
b. every architect, designer, builder, contractor, agent, employee, or other person who violates or causes to be violated any of the provisions of a District bylaw or the *Code.*

vi) deleting the definition of “planning officer” and replacing with:
Planning Officer means the Director of Planning of the District of Kitimat or such person as may be carrying out the duties of the Director of Planning for the District of Kitimat.

b) Amending 1.1.2.2 by:
i) deleting:
c. All references in this Code to "The Revised Statutes of British Columbia", or to any specific edition thereof, shall be deemed to be references to the statutes as amended from time to time.

ii) adding:
c. Headings are for convenience only and do not form part of the Code.

d. Unless otherwise stated, words and phrases defined in this Code have the same meaning throughout this Code, regardless of capitalization.

e. A reference to any enactments, regulations and bylaws includes any amendments or replacements that may be made from time to time.

f. Unless otherwise defined in this Code, any word or expression has the meaning assigned to it in relevant provincial or federal Act, Regulation, or other legislation

g. Words directing or empowering any officer of the District to do any act or thing, or otherwise applying to the officer by the officer’s official title, include that officer’s successors in office, the officer’s lawful deputy, and such person as the Council may by bylaw or resolution designate to act in the officer’s place.

h. The requirements of any Part of this Code are supplementary to the requirements of any other Part of this Code.

c) Amending 1.1.4.1 by:

i) adding:
PART 14 HAZARD LANDS

d) Amending 1.1.6.1 by:

i) deleting:

1. If any part, subdivision, or portion of a provision in the Code shall be held to be invalid, such invalidity shall not affect the remaining portions thereof, and such remaining portions shall be read and construed as

being separate and distinct from the portions so held to be invalid.

and replacing with:

1. If any part, subdivision, or portion of a provision in the Code is held to be invalid by a court of competent jurisdiction, the provision may be severed from the bylaw and such invalidity shall not affect the validity of the remaining portions of this bylaw.

3. This bylaw shall take effect and be binding upon all persons as from the date of adoption.

READ a first time this	4th day of	May, 2026
READ a second time this	4th day of	May, 2026
READ a third time this	4th day of	May, 2026
FINALLY ADOPTED this	day of	, 2026

MAYOR

Philip Germuth

CORPORATE OFFICER

Tracy Tavares

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COUNCIL REPORT

Date: May 5, 2026

File: 8.3.3

To: Warren Waycheshen, CAO - for Mayor and Council

From: Kiona Enders, Deputy CAO

Re: Municipal Enforcement Bylaw No. 2086, 2026

Applicant: n/a

Location: n/a

Recommendation:

Action: Council consider adoption of Municipal Enforcement Bylaw No. 2086, 2026.

Recommended Motion:

THAT Municipal Enforcement Bylaw No. 2086, 2026, be adopted.

Background:

At the May 4, 2026, meeting, Council made the following motions:

"THAT Municipal Enforcement Bylaw No. 2086, 2026, receive first reading." (R26-176)

"THAT Municipal Enforcement Bylaw No. 2086, 2026 be amended to define Planning Officer as "Planning Officer means the Director of Planning of the District of Kitimat or such person as may be carrying out the duties of the Director of Planning for the District of Kitimat"." (R26-177)

"THAT Municipal Enforcement Bylaw No. 2086, 2026, receive second and third reading." (R26-178)

Bylaw No. 2086 has been amended and is presented for Council consideration of adoption.

The Screening Officer policy is provided to Council in a separate report for consideration. Staff do not anticipate issues with consideration of a screening policy after bylaw adoption. The specifics of the policy can be discussed and amended based on Council discussion. Having said that, if Council, after reviewing the policy, does not wish to appoint screening officers (any disputes would automatically be forwarded for adjudication), the bylaw would need to be amended to remove the establishing of those positions.

If Council wishes, Bylaw No. 2086 could be tabled to a future meeting (or later in this meeting) to allow consideration of the policy first.

As directed by Council, Bylaw No. 2086 allows for bylaw enforcement through the current bylaw system, Municipal Ticket (MTI), and introduces the use of Bylaw Notice (BN). The fines for offences have been increased (BN with no fine less than $100 and MTI no fine less than $3,000), offers early payment options for both MTI and BN, and late penalties for BN payments.

The bylaw will take effect upon adoption.

Communications on the updates to bylaw enforcement will be available on the District website and information shared on our social media.

Alternative Options:

1. If Council wishes to make amendments, third reading needs to be rescinded, the amendment made followed by third reading. The following motion is offered for Council consideration:

   THAT third reading of Municipal Enforcement Bylaw No. 2086, 2026, be rescinded.

   THAT Municipal Enforcement Bylaw No. 2086, 2026, be amended by: (to be determined by Council)**.**

   AND THAT Municipal Enforcement Bylaw No. 2086, 2026, be given third reading.

   Staff will make the amendments and bring the bylaw back for consideration of adoption at a future meeting.

2. Another option as developed through discussion of Council.

Budget Implications:

Bylaw enforcement will be administered through existing operating budgets.

"SLT"
Director of Finance Initials

Budgeted: **Unbudgeted:**

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)
Priority 4 – Infrastructure, Services and Human Resources
Develop and sustain a dynamic healthy and safe work environment that establishes the District as an employer of choice and encourages strong employee performance.
Priority 5 – Social Wellbeing
A healthy community with strong social bonds and services that meet community needs.

Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)
Not Applicable

District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṗ nis
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
Not Applicable
BC Transit Future Services Plan
Not Applicable
Economic Development Strategic Plan (2023-2029)
Not Applicable

"Kiona Enders"
Submitted by
Kiona Enders, Deputy CAO

"Warren Waycheshen"
Approved for Submission
Warren Waycheshen, CAO

Attachment(s): A – Municipal Enforcement Bylaw No. 2086, 2026

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DISTRICT OF KITIMAT
BYLAW NO. 2086, 2026

Municipal Enforcement Bylaw No. 2086, 2026

WHEREAS in accordance with section 260 of the *Community Charter*, Council may establish bylaws for the purpose of enforcing municipal regulations.

AND WHEREAS Council wishes to establish a comprehensive and consistent framework for the enforcement of bylaws of the District of Kitimat.

AND WHEREAS the District of Kitimat has a consolidation of regulatory bylaws referred to as the *Kitimat Municipal Code*.

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

1. This Bylaw will be cited as the “Municipal Enforcement Bylaw No. 2086, 2026”.

2. Part 1 General Provisions, Division 2 Penalties of the *Kitimat Municipal Code* is hereby repealed. For certainty, the repeal of the provisions identified does not affect the validity or enforceability of any other provision of the Kitimat Municipal Code.

3. Part 1 General Provision, Division 3 Municipal Ticket Information System of the *Kitimat Municipal Code* is hereby repealed. For certainty, the repeal of the provisions identified does not affect the validity or enforceability of any other provision of the Kitimat Municipal Code.

4. Part 1 General Provisions of the *Kitimat Municipal Code* is hereby amended by adding Division 12 Municipal Bylaw Enforcement as attached as Attachment A to this bylaw.

READ a first time this	4th day of	May, 2026
READ a second time this	4th day of	May, 2026
READ a third time this	4th day of	May, 2026
FINALLY ADOPTED this	day of	, 2026

MAYOR

Philip Germuth

CORPORATE OFFICER

Tracy Tavares

Attachment A to Municipal Enforcement Bylaw No. 2086, 2026

Part 1 – General Provisions
Division 12 – Municipal Bylaw Enforcement

This Bylaw is intended to provide the procedures, authorities, penalties, and enforcement mechanisms applicable to bylaw contraventions, while the substantive requirements and prohibitions are set out in the applicable bylaws and Kitimat Municipal Code provisions.

Part 1 — General

This Bylaw applies to the enforcement of all bylaws of the municipality, including bylaws consolidated within the Kitimat Municipal Code, except where a bylaw expressly provides otherwise.

1 This Bylaw shall be known as the Municipal Enforcement Bylaw.

2 Definitions In this Bylaw

2.1 In addition to Part 1, Division 1, words or phrases defined in the *Local Government Bylaw Notice Enforcement Act*, or any successor legislation have the same meaning when used in this Bylaw or its Schedules unless otherwise defined herein.

Act means the *Local Government Bylaw Notice Enforcement Act, S.B.C. 2003, c. 60.*

Animal Control Officer shall have the same meaning as in Part 5, Division 5 of the *Code*.

Building Inspector shall have the same meaning as Part 13 of the *Code*.

Bylaw Enforcement Officer means a person designated as such under this Bylaw.

Bylaw Officer means an employee of the District who is responsible for enforcing District bylaws.

Bylaw Notice has the same meaning as in the Act.

Code means the *Kitimat Municipal Code*.

Council means the Mayor and Councillors of the District of Kitimat.

District means the District of Kitimat.

Fire Chief shall have the same meeting as Part 5, Division 1 of the *Code.*

Licence Inspector shall have the same meaning as Part 4, Division 1 of the *Code*.

Municipal Clerk means the Director of Corporate Administration of the District of Kitimat or such person as may be carrying out the duties of the Municipal Clerk for the District of Kitimat;

Person means, without limiting the generality of the word, shall be deemed to include:

a) registered owner, tenant, and occupier of real property in connection with which a violation of a District bylaw or the *Code* has been caused or allowed; and

b) every architect, designer, builder, contractor, agent, employee, or other person who violates or causes to be violated any of the provisions of a District bylaw or the *Code.*

Planning Officer means the Director of Planning of the District of Kitimat or such person as may be carrying out the duties of the Director of Planning for the District of Kitimat

Police Officer means any member of the Royal Canadian Mounted Police detachment in the District or any Police Officer employed by the District.

Screening Officer means a person designated and appointed as a screening officer under this Bylaw.

Site Personnel has the same meeting as Part 7, Division 2 of the *Code*.

Ticket, **Municipal Ticket** or **MTI** means a municipal ticket issued under section 264 ticket offences of the *Community Charter*.

3 Contravention

3.1 A Person who:

a) contravenes a provision of a bylaw or the Code;

b) suffers or permits any act or thing to be done in contravention or violation of a bylaw or the Code;

c) fails or neglects to do anything required by a bylaw or the Code;

commits a bylaw contravention and is subject to enforcement in accordance with this Bylaw.

4 Continuing offence

4.1 If an offence or bylaw contravention continues for more than one day, each day constitutes a separate offence or bylaw contravention.

5 Enforcement Powers

5.1 Subject to section 260 (5) of the *Community Charter*, and without limiting the available remedies, the methods through which the District may deal with a bylaw contravention include the following:

a) proceeding by Bylaw Notice under the *Local Government Bylaw Notice Enforcement Act*;

b) proceeding by Municipal Ticket under *Division 3 [Ticketing for Bylaw Offences]* of *Part 8 [Bylaw Enforcement and Related Matters]* of the *Community Charter*;

c) prosecuting the offence in accordance with the *Offence Act*, R.S.B.C. 1996, c. 338;

d) bringing a proceeding in Supreme Court in accordance with *Division 4 [Enforcement by Civil Proceedings]* of *Part 8 [Bylaw Enforcement and Related Matters]* of the *Community Charter*.

6 General penalty

6.1 Unless a specific penalty is established in a Schedule to this Bylaw or expressly provided in another bylaw or the *Code*, the following penalties apply in respect of every bylaw contravention:

a) $500 for a bylaw contravention enforced by Bylaw Notice;
b) $3 000 for a bylaw contravention enforced by Municipal Ticket;
c) a maximum fine of $50 000 for a bylaw contravention prosecuted under the *Offence Act*;
d) a minimum fine of $2 000 for a bylaw contravention prosecuted under the *Offence Act*.

6.2 Despite section 6, where a bylaw contravention and applicable penalty are specifically identified in **Schedule "A"** or **Schedule "B"** to this Bylaw, the penalty set out in the applicable Schedule applies.

6.3 A Person who contravenes, violates or fails to comply with any provision of a bylaw or the Code or who suffers or permits any act or thing to be done in contravention or violation of a bylaw or the Code, or who fails to do anything required by a bylaw or the Code, commits an offence and shall be liable upon convention to the cost of prosecution, and any other penalty or order imposed pursuant to the *Community Charter* or *Offence Act.*

6.4 The following Schedules are attached to and form part of this Bylaw:

a) Schedule "A" – Designated Bylaw Contraventions and Penalties (Bylaw Notices);
b) Schedule "B" – Designated Bylaw Contraventions and Penalties (Municipal Tickets).

7 Bylaw Enforcement Officers

7.1 Persons designated as Bylaw Enforcement Officers for the purposes of Bylaw and the Code are set in **Schedule "C"** – Bylaw Enforcement Officers. Persons appointed as Bylaw Enforcement Officers may be appointed as Screening Officers.

7.2 The following Schedule is attached to and forms part of this Bylaw:

a) Schedule "C" – Bylaw Enforcement Officers

8 Duty to provide name and address

8.1 When requested by a Bylaw Enforcement Officer performing duties or exercising powers under a bylaw or the Code, a Person must state correctly the Person's name and address.

9 Authority to enter on or into property

9.1 A Bylaw Enforcement Officer, under the authority of *Community Charter*, Section 16, may enter property for purposes including:

a) inspecting compliance with regulations, prohibitions, and requirements imposed by the Council or authorized persons under a bylaw; or
b) taking action under *Community Charter* Section 17 [*municipal action at defaulter's expense]*.

10 Entry warrants

10.1 The District of Kitimat may request a warrant from a justice to authorize a designated person to enter a property and perform necessary inspections or actions in alignment with the District of Kitimat's powers, duties, or functions under the *Community Charter*, Section 275.

Part 2 — Bylaw Notice Proceedings

11 Designation of bylaw contraventions dealt with by bylaw notice

11.1 The *Local Government Bylaw Notice Enforcement Act* provides that a local government may deal with the contravention of a bylaw with the issuance of a Bylaw Notice.

12 Issuance of bylaw notice

12.1 If a bylaw contravention may be dealt with by Bylaw Notice, a Bylaw Enforcement Officer may complete and issue a Bylaw Notice to a Person against whom the contravention is alleged.

12.2 A Bylaw Notice may be completed, issued and stored
a) in electronic format by electronic means, or
b) by another means that allows the Bylaw Notice to be reproduced in intelligible form.

12.3 A Bylaw Notice must contain all the following information:

a) particulars of the alleged contravention of the bylaw in sufficient detail that a recipient of the Bylaw Notice would be able to identify the bylaw and the contravention alleged;
b) the amount of the penalty that the recipient is liable to pay in respect of the contravention,
c) the amount of a discount for early payment of the penalty,
d) the amount of a surcharge for late payment of the penalty and the consequences of failing to respond to the Bylaw Notice;
e) methods of paying the penalty;
f) how to dispute the allegation in the Bylaw Notice; and
g) information required under the *Bylaw Notice Enforcement Regulation*.

13 Delivery of Bylaw Notice

13.1 A Bylaw Notice may be delivered:

a) in person to the named Person;
b) by mailing a copy of the Bylaw Notice;
c) if the Bylaw Notice is in respect of a contravention involving a vehicle,
   I. to the address for each registered owner of the vehicle involved as contained in the records of the government, or a person responsible for maintaining records of vehicle registrations in British Columbia or in another province of Canada; or
   II. by leaving the Bylaw Notice on the vehicle involved;
d) to the actual or last known address of the named Person, or if the named Person is a corporation or a business, to the registered office or head office as contained in the records of the Registrar of Companies;
e) if the named Person is a corporation or a business, by delivering the Bylaw Notice to a director, manager or other executive officer of the corporation or business or to a branch of it;
f) if the named Person is an extra provincial company as defined in the *Business Corporations Act*, by delivering the Bylaw Notice to the attorney for the extra provincial company;
g) if the Bylaw Notice is in respect of a particular parcel of real property or an improvement on a particular parcel of real property, by delivering the Bylaw Notice to a Person who appears to be at least 16 years old at that parcel, or
h) in a manner permitted under the *Local Government Bylaw Notice Enforcement Act*.

13.2 A Person who receives a Bylaw Notice must, within fourteen (14) days of the date on which the person received the Bylaw Notice may:

a) pay the penalty, or
b) request dispute adjudication:
   1. by filling in the appropriate portion of the Bylaw Notice indicating either a payment or a dispute and delivering it, either in person during regular office hours, or by other means to the District of Kitimat municipal office, or
   2. by emailing to administration@kitimat.ca the following information: the name and address of the Person who appears on the Bylaw Notice; contact information for the Person's representative, if applicable; date of issue of the Bylaw Notice, and Bylaw Notice number.

14 Early payment discount - Bylaw Notices

14.1 The amount of the penalty payable for a bylaw contravention dealt with by Bylaw Notice is discounted as per Schedule A if the penalty is paid in full within fourteen (14) days on which the Person received the Bylaw Notice.

15 Late payment surcharge - Bylaw Notices

15.1 The amount of the penalty payable for a bylaw contravention dealt with by Bylaw Notice is as per Schedule A if not paid within thirty (30) days following the date the penalty becomes due and payable.

15.2 A Person may pay the indicated penalty after fourteen (14) days on which the Person received the Bylaw Notice, subject to the applicable surcharge for late payment, but no Person may dispute the Bylaw Notice after 14 days of receiving the Bylaw Notice.

16 Screening Officer

16.1 The position of Screening Officer is hereby established.

16.2 The Municipal Clerk may appoint any person within the class of persons designated under section 7 – Bylaw Enforcement Officers as a Screening Officer.

16.3 The Deputy CAO for the District of Kitimat is appointed as a Screening Officer.

17 Powers, Duties and Functions of Screening Officers

17.1 The powers, duties and functions of Screening Officers are set out in *the Local Government Bylaw Notice Enforcement Act*, and include the following:

a) When requested by the Person whom a contravention is alleged, the Screening Officer shall disclose to that Person or representative, all relevant information with respect to the contravention that includes the nature of the contravention, the bylaw contravened, the penalty for the contravention and fee or fees in relation the Bylaw Notice Enforcement process.

b) Communicate with any or all of the following for the purposes of performing their function as a Screening Officer under the Bylaw or the *Local Government Bylaw Notice Enforcement Act*:

i. The Person against whom the contravention is alleged or their representative;

ii. The Bylaw Enforcement Officer issuing the Bylaw Notice;

iii. The complainant or their representative;

iv. The District of Kitimat staff and records regarding the disputant's history of Bylaw compliance.

c) Cancel Bylaw Notices in accordance with the Act or District of Kitimat policies.

d) A Screening Officer may not screen a Bylaw Notice which they have issued.

18 Dispute Adjudication

18.1 A dispute adjudication system for the District of Kitimat is established for the purposes of Part 3 Bylaw Notice Dispute Adjudication of the *Local Government Bylaw Notice Enforcement Act* to hear and determine disputes in respect of whether the contravention alleged in a Bylaw Notice occurred as alleged.

18.2 An adjudicator for a dispute must be selected in accordance with section 15 dispute adjudicators of the *Local Government Bylaw Notice Enforcement Act*.

18.3 A fee of $25 is payable by a person who is unsuccessful in a dispute adjudication in relation to a Bylaw Notice.

Part 3 — Municipal Tickets for bylaw offences

19 Designation of ticketable bylaw offences

19.1 In accordance with section 264(1)(a) of the *Community Charter*, a Bylaw Enforcement Officer is authorized to enforce any bylaw by laying an information by means of issuing a Municipal Ticket for its contravention.

20 Issuance of municipal ticket

20.1 If a bylaw contravention may be dealt with by laying an information by means of a Municipal Ticket, a Bylaw Enforcement Officer must indicate on the Ticket the offence charged and must sign the Ticket.

20.2 The Bylaw Enforcement Officer must serve the Ticket on the Person alleged to have contravened the bylaw in accordance with section 266 [*laying information and serving ticket*] of the *Community Charter*.

20.3 A Person on whom a ticket is served must, within fourteen (14) days after the date of service:

a) pay the fine indicated on the Ticket to the District of Kitimat in accordance with the instructions indicated on the Ticket, or

b) dispute the allegation contained in the Ticket by
   (i) delivering or having delivered to the address set out in the Ticket a written notice of dispute, or
   (ii) appearing in person at the location set out in the Ticket to give notice of dispute.

20.4 A notice of dispute must contain an address for the Person disputing the allegation and sufficient information to identify the Ticket and the alleged contravention being disputed.

21 Dispute of Ticket

21.1 If notice of dispute is given on receipt of Municipal Ticket, the Ticket will be referred to the Provincial Court for a hearing.

21.2 Notwithstanding 21.1, a Municipal Ticket may be cancelled in accordance with the *Community Charter* and District policies.

22 Failure to respond to Ticket

22.1 A Person served with a Municipal Ticket is deemed to have not disputed the charge if:

a) the Person does not pay the fine or dispute the charge, and
b) at least fourteen (14) days have elapsed since the Ticket was served on the Person.

23 Early payment discount - Municipal Tickets

23.1 The amount of the penalty payable in relation to an offence dealt by Municipal Ticket is discounted in accordance with Schedule B if the penalty is paid in full by the 30th day from the date on which the Ticket is served.

Part 4 — Collection of fines

24 Collection

24.1 The District of Kitimat may take steps to recover an amount due and payable in respect of a bylaw contravention. This may involve registering judgments on real property, recovery through Property Taxes, or referring the matter to a collection agency.

	A	B	C	D	G
1	**SCHEDULE A to Municipal Enforcement Bylaw**				
2	**Designated Bylaw Contraventions and Penalties (Bylaw Notices)**				
3	**COLUMN 1 CONTRAVENTION**	**COLUMN 2 KITIMAT MUNICIPAL CODE SECTION**	**COLUMN 3 FINE**	**COLUMN 4 EARLY PAYMENT FINE (-$50)**	**COLUMN 5 STAGGERED PENALTY**
4	Entering Closed Street Without Authorization	3.3.3.2	$ 250.00	$ 200.00	$ 350.00
5	Remove or interfere with signs, barriers, or other warning devices	3.3.3.2	$ 250.00	$ 200.00	$ 350.00
6	Unauthorized Excavation of Highway	3.3.3.3	$ 250.00	$ 200.00	$ 350.00
7	Obstructing Street /Creating Unsafe Congregation Without Permission	3.4.6.1. a - b	$ 250.00	$ 200.00	$ 350.00
8	Parking Prohibition (note specific section on ticket)	3.4.10.1 a - z	$ 100.00	$ 50.00	$ 150.00
9	Parking Over Length Vehicle	3.4.11.1	$ 100.00	$ 50.00	$ 150.00
10	Parking Over Weight Vehicle	3.4.11.2	$ 250.00	$ 200.00	$ 350.00
11	Failure to Parallel Park	3.4.12.1	$ 100.00	$ 50.00	$ 150.00
12	Failure to Angle Park	3.4.12.2	$ 100.00	$ 50.00	$ 150.00
13	Parking over time limit - Parcel Pick-up Zone	3.4.13.1	$ 100.00	$ 50.00	$ 150.00
14	No “Commercial Loading Zone” Plate	3.4.13.2.a	$ 100.00	$ 50.00	$ 150.00
15	Parking over time limit - Commercial Loading Zone	3.4.13.2.b	$ 100.00	$ 50.00	$ 150.00
16	Permitting deposit of oil, gas, grease, or similar onto street or driveway	3.4.17.1. a- c	$ 250.00	$ 200.00	$ 350.00
17	Driving over curb or planting strip	3.5.11	$ 100.00	$ 50.00	$ 150.00
18	Extraordinary traffic on municipal roads without permission	3.5.16.1	$ 250.00	$ 200.00	$ 350.00
19	Extraordinary traffic on municipal roads in contravention of permission	3.5.16.4	$ 250.00	$ 200.00	$ 350.00
20	Operating a business without the required business licence	4.1.4.1	$ 250.00	$ 200.00	$ 350.00
21	Failure to Maintain Required Carnival/Circus Liability Insurance	4.1.5.1.a	$ 250.00	$ 200.00	$ 350.00
22	Failure to Provide Valid Inspection Certificate for Carnival/Circus Equipment	4.1.5.1.b	$ 250.00	$ 200.00	$ 350.00
23	Failure to Provide Security for Carnival/Circus Operations	4.1.5.1.c	$ 250.00	$ 200.00	$ 350.00
24	Operating of a Mobile Vendor, mobile food vendor or mobile store without or contrary to a licence	4.1.5.15.a	$ 250.00	$ 200.00	$ 350.00
25	Operating Mobile Vendor or Store Outside Designated Area	4.1.5.15.b	$ 250.00	$ 200.00	$ 350.00
26	Operating a commercial vehicle without a valid licence plate/decal	4.1.6.2	$ 250.00	$ 200.00	$ 350.00
27	Failure to Comply with Fire Chief or Fire Department Member Directions	5.1.9.1	$ 500.00	$ 450.00	
28	Obstruct or impede entry	5.1.10.1.a	$ 500.00	$ 450.00	
29	Damage or destroy Fire Department Apparatus or equipment	5.1.10.1.b	$ 500.00	$ 450.00	
30	Obstruct or interfere with access	5.1.10.1.c	$ 500.00	$ 450.00	
31	Operate vehicle on Fire Dept. apparatus/equipment without authorization	5.1.10.1.d	$ 500.00	$ 450.00	
32	Impersonate Fire Chief of Member	5.1.10.1.e	$ 500.00	$ 450.00	
33	Non-Compliance with Fire Alarm or Sprinkler System Obligations	5.1.11.1. a - c	$ 500.00	$ 450.00	
34	Failure to carry out requirements of Order in accordance with terms of Order	5.1.16.1	$ 500.00	$ 450.00	
35	Failure to Perform or Record Fire Safety System Inspections in Compliance with Fire Code	5.1.17.1. a - b	$ 500.00	$ 450.00	
36	Failure to notify Fire Department of disconnect/reconnect of Fire Safety System	5.1.17.2	$ 250.00	$ 200.00	$ 350.00

	A	B	C	D	G
3	COLUMN 1 CONTRAVENTION	COLUMN 2 KITIMAT MUNICIPAL CODE SECTION	COLUMN 3 FINE	COLUMN 4 EARLY PAYMENT FINE (-$50)	COLUMN 5 STAGGERED PENALTY
37	Failure to provide inspection/test to Fire Chief	5.1.17.3	$ 250.00	$ 200.00	$ 350.00
38	Failure to post sign in accordance with section	5.1.17.4	$ 500.00	$ 450.00	
39	Failure to keep records in accordance with section	5.1.17.5	$ 250.00	$ 200.00	$ 350.00
40	Failure to submit Fire Safety Plan on approved form	5.1.19.1	$ 250.00	$ 200.00	$ 350.00
41	Failure to submit update to Fire Safety Plan	5.1.19.2	$ 250.00	$ 200.00	$ 350.00
42	Allowing Excessive Vegetation Creating Fire Hazard	5.1.19.3	$ 500.00	$ 450.00	
43	Accumulating Combustible Materials Creating Fire Hazard	5.1.20.1	$ 500.00	$ 450.00	
44	Failure to Keep Waste Container Lid Closed	5.1.21.1.a	$ 500.00	$ 450.00	
45	Improper Location of Waste Containers Near Buildings	5.1.21.1.b	$ 500.00	$ 450.00	
46	Permit waste on street for more than 48 hours	5.1.21.2	$ 250.00	$ 200.00	$ 350.00
47	Open Burning	5.1.22.1	$ 250.00	$ 200.00	$ 350.00
48	Open Burning outside authorized hours	5.1.22.3	$ 500.00	$ 450.00	
49	Failure to establish or maintain Fire Watch	5.1.22.4	$ 500.00	$ 450.00	
50	Open Air fire or Open Burning in contravention of directive of Fire Chief	5.1.22.5	$ 500.00	$ 450.00	
51	Igniting or Maintaining Fire Without Fire Chief Permit	5.1.23.1	$ 500.00	$ 450.00	
52	Failure to inspect components of commercial cooking kitchen weekly	5.1.25.1(a)	$ 500.00	$ 450.00	
53	Failure to ensure commercial kitchen exhaust system cleaned by Fire Protection Technician	5.1.25.1(b)	$ 500.00	$ 450.00	
54	Failure to ensure that emergency access unobstructed	5.1.26.1	$ 500.00	$ 450.00	
55	Failure to ensure emergency access on construction site unobstructed and capable of use by emergency vehicles	5.1.26.2	$ 500.00	$ 450.00	
56	Failure to post civic address on the front of residence	5.1.27.1.a	$ 250.00	$ 200.00	$ 350.00
57	Civic address on residence not visible from 15 metres	5.1.27.1.d	$ 250.00	$ 200.00	$ 350.00
58	Fire Hydrant obstructed	5.1.28.1	$ 500.00	$ 450.00	
59	Tamper with Fire Hydrant	5.1.28.2	$ 500.00	$ 450.00	
60	Discharging Guns, Bows, or Other Firearms Without Permit	5.3.1.1	$ 250.00	$ 200.00	$ 350.00
61	Sale of fireworks to person under 18	5.4.1.1	$ 250.00	$ 200.00	$ 350.00
62	Possession of fireworks if under 18	5.4.2.1	$ 100.00	$ 50.00	$ 150.00
63	Sale of Low Hazard Fireworks Outside Permitted Dates	5.4.4.1. a - c	$ 500.00	$ 450.00	
64	Discharging Low Hazard Fireworks Outside Permitted Times or Without Approval	5.4.4.2. a - c	$ 500.00	$ 450.00	
65	Improper storage of fireworks	5.4.5.1. a - g	$ 100.00	$ 50.00	$ 150.00
66	Improper display of fireworks	5.4.5.2. a - d	$ 250.00	$ 200.00	$ 350.00
67	Unlicensed dog	5.5.2.1	$ 100.00	$ 50.00	$ 150.00
68	Licence tag not affixed to Dog	5.5.2.4	$ 100.00	$ 50.00	$ 150.00
69	Animal running at large	5.5.3.1	$ 250.00	$ 200.00	$ 350.00
70	Animal in the cemetery	5.5.3.2	$ 100.00	$ 50.00	$ 150.00

	A	B	C	D	G
3	**COLUMN 1 CONTRAVENTION**	**COLUMN 2 KITIMAT MUNICIPAL CODE SECTION**	**COLUMN 3 FINE**	**COLUMN 4 EARLY PAYMENT FINE (-$50)**	**COLUMN 5 STAGGERED PENALTY**
71	Animal tethered in public	5.5.3.3	$ 500.00	$ 450.00	
72	Obstructing Animal Capture or Pound Activities	5.5.4.1	$ 500.00	$ 450.00	
73	Excessive barking or howling	5.5.5.1	$ 250.00	$ 200.00	$ 350.00
74	Chasing person or animal	5.5.5.1	$ 500.00	$ 450.00	
75	Feces offensive to sight or smell	5.5.5.2	$ 250.00	$ 200.00	$ 350.00
76	Failure to Remove Animal Feces from Private Property (Not Owned by Animal Owner)	5.5.5.3	$ 250.00	$ 200.00	$ 350.00
77	Failure to Remove Animal Feces from Publicly Accessible Areas	5.5.5.4	$ 250.00	$ 200.00	$ 350.00
78	Failure to Provide Adequate Food, Water, or Veterinary Care to Animal	5.5.5.5. a - d	$ 250.00	$ 200.00	$ 350.00
79	Failure to Provide Adequate Shelter or Protection from Heat, Cold, or Wet	5.5.5.5. e - f	$ 500.00	$ 450.00	
80	Willful Abandonment of Animal	5.5.5.5. g	$ 500.00	$ 450.00	
81	Failure to Muzzle, Leash, or Control Dangerous Dog	5.5.6.3	$ 500.00	$ 450.00	
82	Keeping More Than Four (4) Dogs in a Residential Zone	5.5.7.1	$ 100.00	$ 50.00	$ 150.00
83	Keeping More Than Six (6) Cats in a Residential Zone	5.5.7.2	$ 100.00	$ 50.00	$ 150.00
84	Keeping More Than Seven (7) Dogs and Cats Combined in a Residential Zone	5.5.7.3	$ 100.00	$ 50.00	$ 150.00
85	Animal off Leash where prohibited	5.5.10.1	$ 250.00	$ 200.00	$ 350.00
86	Animal not under care and control	5.5.10.3	$ 250.00	$ 200.00	$ 350.00
87	Interfering or tampering with water system without permission	6.2.3	$ 500.00	$ 450.00	
88	Obstructing fire hydrant	6.2.4.1	$ 500.00	$ 450.00	
89	Open, interfer or tamper with fire hydrant without permission	6.2.4.2	$ 500.00	$ 450.00	
90	Wilfully Wasting Municipal Water	6.3.8.1	$ 100.00	$ 50.00	$ 150.00
91	Using Municipal Water for Unauthorized Purposes	6.3.8.2	$ 250.00	$ 200.00	$ 350.00
92	Unauthorized Use of Fire Protection Water	6.3.8.3	$ 250.00	$ 200.00	$ 350.00
93	Failing keep reasonable access to water meter	6.4.3.2	$ 100.00	$ 50.00	$ 150.00
94	Interfere or tamper with water meter or pipe without permission	6.4.5.1	$ 100.00	$ 50.00	$ 150.00
95	Withdraw bulk water from unmetered location without permission	6.4.6.1	$ 500.00	$ 450.00	
96	Withdraw bulk water without permission	6.4.6.2	$ 500.00	$ 450.00	
97	Discharge of unauthorized materials or products	6.6.2.1 a-d	$ 500.00	$ 450.00	
98	Interfere or tamper with sewer system without permission	6.6.3	$ 250.00	$ 200.00	$ 150.00
99	Improperly Stored Solid Waste	7.1.2.3	$ 250.00	$ 200.00	$ 350.00
100	Accumulation of Solid Waste	7.1.2.6	$ 250.00	$ 200.00	$ 350.00
101	Prohibited Waste placed for collection	7.1.4.1	$ 250.00	$ 200.00	$ 350.00
102	Solid Waste not generated by a Dwelling Unit placed for collection	7.1.4.2	$ 100.00	$ 50.00	$ 150.00
103	Liquid in free form placed for collection	7.1.4.3	$ 100.00	$ 50.00	$ 150.00
104	Unwrapped solid or grease placed for collection	7.1.4.4	$ 100.00	$ 50.00	$ 150.00
105	Solid Waste placed for collection contrary to Kitimat Municipal Code	7.1.4.5.a)	$ 100.00	$ 50.00	$ 150.00

	A	B	C	D	G
3	**COLUMN 1 CONTRAVENTION**	**COLUMN 2 KITIMAT MUNICIPAL CODE SECTION**	**COLUMN 3 FINE**	**COLUMN 4 EARLY PAYMENT FINE (-$50)**	**COLUMN 5 STAGGERED PENALTY**
106	Solid Waste Container placed for collection before 4:30 a.m.	7.1.4.5.b)	$ 100.00	$ 50.00	$ 150.00
107	Solid Waste Container not removed by 9:00 p.m.	17.4.5.c)	$ 100.00	$ 50.00	$ 150.00
108	Solid Waste container contrary to Kitimat Municipal Code	7.1.4.5.d)	$ 100.00	$ 50.00	$ 150.00
109	Loose Residential Solid Waste	7.1.4.5.e)	$ 100.00	$ 50.00	$ 150.00
110	Improper compression of residential solid waste	7.1.4.5.f)	$ 100.00	$ 50.00	$ 150.00
111	Container placed on street without authorization.	7.1.4.5.g)	$ 100.00	$ 50.00	$ 150.00
112	Items other than Garbage placed for collection in a Garbage Container	7.1.5.1	$ 100.00	$ 50.00	$ 150.00
113	Garbage container placed for collection exceeding maximum weight	7.1.5.2	$ 100.00	$ 50.00	$ 150.00
114	Garbage improperly drained of moisture	7.1.5.3	$ 100.00	$ 50.00	$ 150.00
115	Items other than Recyclable Material placed for Collection in a Recyclable Material Container	7.1.6.1	$ 100.00	$ 50.00	$ 150.00
116	Recycleables container placed for collection exceeding maximum weight	7.1.6.2	$ 100.00	$ 50.00	$ 150.00
117	Items other than Yard Waste placed for collection in a Yard Waste Container	7.1.7.1	$ 100.00	$ 50.00	$ 150.00
118	Yard Waste container placed for collection exceeding maximum weight	7.1.7.2	$ 100.00	$ 50.00	$ 150.00
119	Items other than Food Waste placed for Collection in a Food Waste Container	7.1.8.1	$ 100.00	$ 50.00	$ 150.00
120	Food Waste improperly drained and/or not placed in certified compostable bag or Kraft Paper bag	7.1.8.2	$ 100.00	$ 50.00	$ 150.00
121	Food Waste container placed for collection exceeding maximum weight	7.1.8.4	$ 100.00	$ 50.00	$ 150.00
122	Unauthorized dumping of solid waste on public or private property	7.1.11.1	$ 250.00	$ 200.00	$ 350.00
123	Placing Solid Waste in a Solid Waste Container without permission	7.1.12.1	$ 100.00	$ 50.00	$ 150.00
124	Tampering with residential solid waste container.	7.1.12.2	$ 100.00	$ 50.00	$ 150.00
125	Dumping, Collecting, or Accumulating Solid Waste contrary to Kitimat Municipal Code	7.2.2.1	$ 100.00	$ 50.00	$ 150.00
126	Not removing doors and/or lids from a refigerator, ice box, freezer cabinet, or similar container prior to disposal	7.2.4.3	$ 100.00	$ 50.00	$ 150.00
127	Accumulating, Keeping, or Disposing of Waste from building or construction operation contrary to Kitimat Municipal Code	7.2.5	$ 100.00	$ 50.00	$ 150.00
128	Disposing of Prohibited Waste	7.2.8.1	$ 500.00	$ 450.00	
129	Improper Disposal of Prohibited Waste	7.2.8.2	$ 100.00	$ 50.00	$ 150.00
130	Tampering with containers	7.2.10.1	$ 100.00	$ 50.00	$ 150.00
131	Abandoning a Vehicle on District property	7.2.11.1	$ 100.00	$ 50.00	$ 150.00
132	Bury, Cremate or otherwise dispose of a body within the municipal boundary	7.4.15	$ 100.00	$ 50.00	$ 150.00
133	Digging or opening of a grave	7.4.16.12	$ 100.00	$ 50.00	$ 150.00
134	Placing or installing a memorial marker before interment	7.4.17.1(l)	$ 100.00	$ 50.00	$ 150.00
135	Improving, altering, or embellishment of crypt or niche contrary to Division	7.4.17.1(n)	$ 100.00	$ 50.00	$ 150.00
136	Visting Mausoleum not in accordance with Division	7.4.17.1(o)	$ 100.00	$ 50.00	$ 150.00
137	Burning incense, candle, or other flammable product	7.4.17.1(r)	$ 100.00	$ 50.00	$ 150.00
138	Flower container contrary to Division	7.4.17.2(a)	$ 100.00	$ 50.00	$ 150.00

	A	B	C	D	G
3	**COLUMN 1 CONTRAVENTION**	**COLUMN 2 KITIMAT MUNICIPAL CODE SECTION**	**COLUMN 3 FINE**	**COLUMN 4 EARLY PAYMENT FINE (-$50)**	**COLUMN 5 STAGGERED PENALTY**
139	Tampering with flower container	7.4.17.2(a), 7.4.23.2(a)	$ 100.00	$ 50.00	$ 150.00
140	Portrait contrary to Division	7.4.17.2(f)	$ 100.00	$ 50.00	$ 150.00
141	Installing a fence, hedge or railing or memorial marker contrary to Division	7.4.21.2	$ 100.00	$ 50.00	$ 150.00
142	Planting, removing, cutting or destroying of trees, shrubs, plants, flowers, bulbs or rocks contrary to Division	7.4.22.3	$ 100.00	$ 50.00	$ 150.00
143	Damaging or defacing a memorial, fence, gate or structure	7.4.22.4	$ 100.00	$ 50.00	$ 150.00
144	Vehicle in Cemetery contrary to Division	7.4.22.4	$ 100.00	$ 50.00	$ 150.00
145	Soliciting orders for markers, tablets, Memorials, curbing, cappings or like works	7.4.22.5	$ 100.00	$ 50.00	$ 150.00
146	Failing to comply with the direction of the Caretaker	7.4.22.6	$ 100.00	$ 50.00	$ 150.00
147	Failing to provide notice of military funeral service with discharge of firearms	7.4.22.7	$ 100.00	$ 50.00	$ 150.00
148	Interfering in accordance with section 47 of the *Cremation, Interment and Funeral Services Act*	7.4.22.8	$ 100.00	$ 50.00	$ 150.00
149	Disturbing or interfering in accordance with section 48 of the *Cremation, Interment and Funeral Services Act*	7.4.22.8.1	$ 100.00	$ 50.00	$ 150.00
150	Entering or remaining at the Cemetery	7.4.22.9, 7.4.23.1(p)	$ 100.00	$ 50.00	$ 150.00
151	Burning incense, candle, or other flammable products in Cemetery	7.4.22.1	$ 100.00	$ 50.00	$ 150.00
152	Unauthorized consumption or possession of cannabis in public	7.7.2.1	$ 100.00	$ 50.00	$ 150.00
153	Smoking, vaping, or using controlled substances in or on a skating rink, sports field, swimming pool, playground or skate park	7.7.2.2 (a)	$ 100.00	$ 50.00	$ 150.00
154	Smoking, vaping, or using controlled substances in a spray pool or wading pool	7.7.2.2 (b)	$ 100.00	$ 50.00	$ 150.00
155	Smoking, vaping, or using controlled substances in or on a deck, seating/viewing area associated with (a) or (b)	7.7.2.2 (c)	$ 100.00	$ 50.00	$ 150.00
156	Smoking, vaping, or using controlled substances within 7.5 m of areas described in 7.7.2.2 (a), (b), or (c)	7.7.2.2 (d)	$ 250.00	$ 200.00	$ 350.00
157	Smoking, vaping, or using controlled substances in or on lands designated as park within the District of Kitimat Zoning Bylaw	7.7.2.3 (a)	$ 100.00	$ 50.00	$ 150.00
158	Smoking, vaping, or using controlled substances in or on a regional park within the meaning of the Local Government Act	7.7.2.3 (b)	$ 100.00	$ 50.00	$ 150.00
159	Smoking, vaping, or using controlled substances in or on an outdoor area established by a local government for purposes of community recreation.	7.7.2.3 (c)	$ 100.00	$ 50.00	$ 150.00
160	Smoking, vaping, or using controlled substances within 7.5 m of areas described in 7.7.2.3 (a), (b), or (c)	7.7.2.3 (d)	$ 250.00	$ 200.00	$ 350.00
161	Smoking, vaping, or using controlled substances in or at a transit shelter or bus stop, train station or stop, taxi stand, or similar place marked for passenger loading or unloading,	7.7.2.4 (a)	$ 100.00	$ 50.00	$ 150.00
162	Smoking, vaping, or using controlled substances within 7.5 m of areas described in 7.7.2.4 (a)	7.7.2.4 (b)	$ 250.00	$ 200.00	$ 350.00
163	Smoking or Vaping Controlled Substance in District facility or owned building	7.7.2.5	$ 100.00	$ 50.00	$ 150.00
164	Depositing or causing deposit of contaminated soil	7.8.2.1	$ 500.00	$ 450.00	
165	Depositing excavated material contrary to Kitimat Municipal Code	7.8.2.2	$ 500.00	$ 450.00	
166	Placing Controlled, Prohibited, or Restricted Waste in a District Container	7.9.2.1	$ 250.00	$ 200.00	$ 350.00
167	Solid Waste Bin contrary to Kitimat Municipal Code	7.9.2.3	$ 100.00	$ 50.00	$ 150.00

	A	B	C	D	G
3	COLUMN 1 CONTRAVENTION	COLUMN 2 KITIMAT MUNICIPAL CODE SECTION	COLUMN 3 FINE	COLUMN 4 EARLY PAYMENT FINE (-$50)	COLUMN 5 STAGGERED PENALTY
168	Storing of Solid waste Bin contrary to Kitimat Municipal Code	7.9.2.5	$ 100.00	$ 50.00	$ 150.00
169	Unauthorized structure constructed, erected, altered, or moved	9.2.1.2	$ 250.00	$ 200.00	$ 350.00
170	Unauthorized use of building, structure, land or water	9.2.1.2	$ 250.00	$ 200.00	$ 350.00
171	Camping in non-permitted area	9.2.1.11	$ 100.00	$ 50.00	$ 150.00
172	Camping on private property without written permission	9.2.1.12	$ 100.00	$ 50.00	$ 150.00
173	Sign erected, placed, altered, maintained, demolished or removed against bylaw	9.3.1.1	$ 250.00	$ 200.00	$ 150.00
174	Prohibited signs	9.3.3.1(a) - (d)	$ 100.00	$ 50.00	$ 150.00
175	Flashing sign without permit	9.3.4.2	$ 100.00	$ 50.00	$ 150.00
176	Signed placement obstructs or interfers	9.3.4.3	$ 100.00	$ 50.00	$ 150.00
177	Sign placement contrary to Code	9.3.4.4 (a-d)	$ 100.00	$ 50.00	$ 150.00
178	Erection, placement, altering or removing sign without permit	9.3.7.1	$ 100.00	$ 50.00	$ 150.00
179	Election sign contrary to Code	9.3.12.4	$ 100.00	$ 50.00	$ 150.00
180	Election sign erected without permit	9.3.12.6	$ 100.00	$ 50.00	$ 150.00
181	Parking commercial vehicle in excess of 3700kg in residential zone	9.4.1.21	$ 500.00	$ 450.00	
182	Unauthorized parking/Storing of commercial/industrial equipment in residential zone	9.4.1.22	$ 250.00	$ 200.00	$ 350.00
183	Parking more than 3 vehicles on registered lot in R1-A, R1-B, R1-C, R2-A, or R2-B zone	9.4.1.23	$ 100.00	$ 50.00	$ 150.00
184	Parking more than one recreational vehicle in residential zone from April 1 - October 31	9.4.1.24	$ 100.00	$ 50.00	$ 150.00
185	Parking more than one recreational vehicle in residential zone from November 1 - March 31	9.4.1.25	$ 100.00	$ 50.00	$ 150.00
186	Parking a trailer/boat outside permissible building area from November 1 - March 31	9.4.1.26	$ 100.00	$ 50.00	$ 150.00
187	Keeping prohibited animals	9.4.1.28	$ 100.00	$ 50.00	$ 150.00
188	Failure to comply with pet regulations	9.4.1.29(a) - (c)	$ 100.00	$ 50.00	$ 150.00
189	Construct, place or maintain a structure or material not provided in the Code	9.10.1.1	$ 250.00	$ 200.00	$ 350.00
190	Depositing snow or ice from private property onto highway	9.10.1.2	$ 250.00	$ 200.00	$ 350.00
191	Prohibited Sound	9.12.1.2(a) - (d)	$ 100.00	$ 50.00	$ 150.00
192	Prohibited noise per Schedule [A/B/C] clearly audible at point of reception	9.12.1.3	$ 250.00	$ 200.00	$ 350.00
193	Accumulation of water, rubbish, unwholesome matter	9.12.2.2	$ 100.00	$ 50.00	$ 150.00
194	Deposit bottles/ broken glassor rubbish in an open space	9.12.2.3	$ 250.00	$ 200.00	$ 350.00
195	Unsightly property	9.12.2.4	$ 250.00	$ 200.00	$ 350.00
196	Graffiti	9.12.2.5	$ 100.00	$ 50.00	$ 150.00
197	Brush and noxious weeds	9.12.2.7	$ 100.00	$ 50.00	$ 150.00
198	Noxious or destructive insects	9.12.2.8	$ 250.00	$ 200.00	$ 350.00
199	Failure to remove unsightly accumulations	9.12.2.9	$ 250.00	$ 200.00	$ 350.00
200	Unlicensed Motor Vehicles	9.12.2.10	$ 100.00	$ 50.00	$ 150.00
201	Building without / contrary to a permit	13.1.6.1	$ 500.00	$ 450.00	
202	Occupancy/use contrary to permit	13.1.6.2	$ 500.00	$ 450.00	

	A	B	C	D	G
3	**COLUMN 1 CONTRAVENTION**	**COLUMN 2 KITIMAT MUNICIPAL CODE SECTION**	**COLUMN 3 FINE**	**COLUMN 4 EARLY PAYMENT FINE (-$50)**	**COLUMN 5 STAGGERED PENALTY**
203	Provide false information on permit application	13.1.6.3	$ 250.00	$ 200.00	$ 350.00
204	Tampering with notice, order, permit, or certificate	13.1.6.4	$ 500.00	$ 450.00	
205	Work at Variance from Approved Permit or Plans	13.1.6.5	$ 250.00	$ 200.00	$ 350.00
206	Obstruction of Building Inspector	13.1.6.6	$ 500.00	$ 450.00	
207	Rental Unit Not Maintained to Minimum Standards	13.3.4.3	$ 250.00	$ 200.00	$ 350.00
208	Failure to Comply with Stop Work Notice	13.7.2.2	$ 250.00	$ 200.00	$ 350.00
209	Failure to Comply with Do Not Occupy Notice	13.7.3.2	$ 500.00	$ 450.00	
210	Unauthorized Dumping of Construction or Demolition Waste	13.8.2.a	$ 500.00	$ 450.00	
211	Unauthorized Accumulation of Construction or Demolition Waste	13.8.2.b	$ 250.00	$ 200.00	$ 350.00
212					

	A	B	C	D
1	**SCHEDULE B to Municipal Enforcement Bylaw**			
2	**Designated Bylaw Contraventions and Penalties (Municipal Tickets)**			
3	**COLUMN 1 CONTRAVENTION**	**COLUMN 2 KITIMAT MUNICIPAL CODE SECTION**	**COLUMN 3 FINE**	**COLUMN 4 EARLY PAYMENT FINE -$500**
4	Entering Closed Street Without Authorization	3.3.3.2	$1,000.00	$500.00
5	Remove or interfere with signs, barriers, or other warning devices	3.3.3.2	$1,000.00	$500.00
6	Unauthorized Excavation of Highway	3.3.3.3	$1,000.00	$500.00
7	Obstructing Street /Creating Unsafe Congregation Without Permission	3.4.6.1. a - b	$1,000.00	$500.00
8	Parking Prohibition (note specific section on ticket)	3.4.10.1 a - z	$1,000.00	$500.00
9	Parking Over Length Vehicle	3.4.11.1	$1,000.00	$500.00
10	Parking Over Weight Vehicle	3.4.11.2	$1,000.00	$500.00
11	Failure to Parallel Park	3.4.12.1	$1,000.00	$500.00
12	Failure to Angle Park	3.4.12.2	$1,000.00	$500.00
13	Parking over time limit - Parcel Pick-up Zone	3.4.13.1	$1,000.00	$500.00
14	No “Commercial Loading Zone” Plate	3.4.13.2.a	$1,000.00	$500.00
15	Parking over time limit - Commercial Loading Zone	3.4.13.2.b	$1,000.00	$500.00
16	Permitting deposit of oil, gas, grease, or similar onto street or driveway	3.4.17.1. a- c	$1,000.00	$500.00
17	Driving over curb or planting strip	3.5.11	$1,000.00	$500.00
18	Extraordinary traffic on municipal roads without permission	3.5.16.1	$1,000.00	$500.00
19	Extraordinary traffic on municipal roads in contravention of permission	3.5.16.4	$1,000.00	$500.00
20	Operating a business without the required business licence	4.1.4.1	$1,000.00	$500.00
21	Failure to Maintain Required Carnival/Circus Liability Insurance	4.1.5.1.a	$1,000.00	$500.00
22	Failure to Provide Valid Inspection Certificate for Carnival/Circus Equipment	4.1.5.1.b	$1,000.00	$500.00
23	Failure to Provide Security for Carnival/Circus Operations	4.1.5.1.c	$1,000.00	$500.00
24	Operating of a Mobile Vendor, mobile food vendor or mobile store without or contrary to a licence	4.1.5.15.a	$1,000.00	$500.00
25	Operating Mobile Vendor or Store Outside Designated Area	4.1.5.15.b	$1,000.00	$500.00
26	Operating a commercial vehicle without a valid licence plate/decal	4.1.6.2	$1,000.00	$500.00
27	Failure to Comply with Fire Chief or Fire Department Member Directions	5.1.9.1	$1,000.00	$500.00
28	Obstruct or impede entry	5.1.10.1.a	$3,000.00	$2,500.00
29	Damage or destroy Fire Department Apparatus or equipment	5.1.10.1.b	$3,000.00	$2,500.00
30	Obstruct or interfere with access	5.1.10.1.c	$3,000.00	$2,500.00

	A	B	C	D
3	**COLUMN 1 CONTRAVENTION**	**COLUMN 2 KITIMAT MUNICIPAL CODE SECTION**	**COLUMN 3 FINE**	**COLUMN 4 EARLY PAYMENT FINE -$500**
31	Operate vehicle on Fire Dept. apparatus/equipment without authorization	5.1.10.1.d	$3,000.00	$2,500.00
32	Impersonate Fire Chief of Member	5.1.10.1.e	$3,000.00	$2,500.00
33	Non-Compliance with Fire Alarm or Sprinkler System Obligations	5.1.11.1. a - c	$1,000.00	$500.00
34	Failure to carry out requirements of Order in accordance with terms of Order	5.1.16.1	$1,000.00	$500.00
35	Failure to Perform or Record Fire Safety System Inspections in Compliance with Fire Code	5.1.17.1. a - b	$1,000.00	$500.00
36	Failure to notify Fire Department of disconnect/reconnect of Fire Safety System	5.1.17.2	$1,000.00	$500.00
37	Failure to provide inspection/test to Fire Chief	5.1.17.3	$1,000.00	$500.00
38	Failure to post sign in accordance with section	5.1.17.4	$1,000.00	$500.00
39	Failure to keep records in accordance with section	5.1.17.5	$1,000.00	$500.00
40	Failure to submit Fire Safety Plan on approved form	5.1.19.1	$1,000.00	$500.00
41	Failure to submit update to Fire Safety Plan	5.1.19.2	$1,000.00	$500.00
42	Allowing Excessive Vegetation Creating Fire Hazard	5.1.19.3	$1,000.00	$500.00
43	Accumulating Combustible Materials Creating Fire Hazard	5.1.20.1	$1,000.00	$500.00
44	Failure to Keep Waste Container Lid Closed	5.1.21.1.a	$1,000.00	$500.00
45	Improper Location of Waste Containers Near Buildings	5.1.21.1.b	$1,000.00	$500.00
46	Permit waste on street for more than 48 hours	5.1.21.2	$1,000.00	$500.00
47	Open Burning	5.1.22.1	$1,000.00	$500.00
48	Open Burning outside authorized hours	5.1.22.3	$1,000.00	$500.00
49	Failure to establish or maintain Fire Watch	5.1.22.4	$1,000.00	$500.00
50	Open Air fire or Open Burning in contravention of directive of Fire Chief	5.1.22.5	$3,000.00	$2,500.00
51	Igniting or Maintaining Fire Without Fire Chief Permit	5.1.23.1	$1,000.00	$500.00
52	Failure to inspect components of commercial cooking kitchen weekly	5.1.25.1(a)	$1,000.00	$500.00
53	Failure to ensure commercial kitchen exhaust system cleaned by Fire Protection Technician	5.1.25.1(b)	$1,000.00	$500.00
54	Failure to ensure that emergency access unobstructed	5.1.26.1	$1,000.00	$500.00
55	Failure to ensure emergency access on construction site unobstructed and capable of use by emergency vehicles	5.1.26.2	$1,000.00	$500.00
56	Failure to post civic address on the front of residence	5.1.27.1.a	$1,000.00	$500.00
57	Civic address on residence not visible from 15 metres	5.1.27.1.d	$1,000.00	$500.00
58	Fire Hydrant obstructed	5.1.28.1	$1,000.00	$500.00
59	Tamper with Fire Hydrant	5.1.28.2	$3,000.00	$2,500.00
60	Discharging Guns, Bows, or Other Firearms Without Permit	5.3.1.1	$1,000.00	$500.00

	A	B	C	D
3	COLUMN 1 CONTRAVENTION	COLUMN 2 KITIMAT MUNICIPAL CODE SECTION	COLUMN 3 FINE	COLUMN 4 EARLY PAYMENT FINE -$500
61	Sale of fireworks to person under 18	5.4.1.1	$1,000.00	$500.00
62	Possession of fireworks if under 18	5.4.2.1	$1,000.00	$500.00
63	Sale of Low Hazard Fireworks Outside Permitted Dates	5.4.4.1. a - c	$1,000.00	$500.00
64	Discharging Low Hazard Fireworks Outside Permitted Times or Without Approval	5.4.4.2. a - c	$1,000.00	$500.00
65	Improper storage of fireworks	5.4.5.1. a - g	$1,000.00	$500.00
66	Improper display of fireworks	5.4.5.2. a - d	$1,000.00	$500.00
67	Unlicensed dog	5.5.2.1	$1,000.00	$500.00
68	Licence tag not affixed to Dog	5.5.2.4	$1,000.00	$500.00
69	Animal running at large	5.5.3.1	$1,000.00	$500.00
70	Animal in the cemetery	5.5.3.2	$1,000.00	$500.00
71	Animal tethered in public	5.5.3.3	$1,000.00	$500.00
72	Obstructing Animal Capture or Pound Activities	5.5.4.1	$1,000.00	$500.00
73	Excessive barking or howling	5.5.5.1	$1,000.00	$500.00
74	Chasing person or animal	5.5.5.1	$1,000.00	$500.00
75	Feces offensive to sight or smell	5.5.5.2	$1,000.00	$500.00
76	Failure to Remove Animal Feces from Private Property (Not Owned by Animal Owner)	5.5.5.3	$1,000.00	$500.00
77	Failure to Remove Animal Feces from Publicly Accessible Areas	5.5.5.4	$1,000.00	$500.00
78	Failure to Provide Adequate Food, Water, or Veterinary Care to Animal	5.5.5.5. a - d	$1,000.00	$500.00
79	Failure to Provide Adequate Shelter or Protection from Heat, Cold, or Wet	5.5.5.5. e - f	$1,000.00	$500.00
80	Willful Abandonment of Animal	5.5.5.5. g	$1,000.00	$500.00
81	Failure to Muzzle, Leash, or Control Dangerous Dog	5.5.6.3	$3,000.00	$2,500.00
82	Keeping More Than Four (4) Dogs in a Residential Zone	5.5.7.1	$1,000.00	$500.00
83	Keeping More Than Six (6) Cats in a Residential Zone	5.5.7.2	$1,000.00	$500.00
84	Keeping More Than Seven (7) Dogs and Cats Combined in a Residential Zone	5.5.7.3	$1,000.00	$500.00
85	Animal off Leash where prohibited	5.5.10.1	$1,000.00	$500.00
86	Animal not under care and control	5.5.10.3	$1,000.00	$500.00
87	Interfering or tampering with water system without permission	6.2.3	$1,000.00	$500.00
88	Obstructing fire hydrant	6.2.4.1	$1,000.00	$500.00
89	Open, interfer or tamper with fire hydrant without permission	6.2.4.2	$1,000.00	$500.00
90	Wilfully Wasting Municipal Water	6.3.8.1	$1,000.00	$500.00
91	Using Municipal Water for Unauthorized Purposes	6.3.8.2	$1,000.00	$500.00
92	Unauthorized Use of Fire Protection Water	6.3.8.3	$3,000.00	$2,500.00

	A	B	C	D
3	COLUMN 1 CONTRAVENTION	COLUMN 2 KITIMAT MUNICIPAL CODE SECTION	COLUMN 3 FINE	COLUMN 4 EARLY PAYMENT FINE -$500
93	Failing keep reasonable access to water meter	6.4.3.2	$1,000.00	$500.00
94	Interfere or tamper with water meter or pipe without permission	6.4.5.1	$1,000.00	$500.00
95	Withdraw bulk water from unmetered location without permission	6.4.6.1	$1,000.00	$500.00
96	Withdraw bulk water without permission	6.4.6.2	$1,000.00	$500.00
97	Discharge of unauthorized materials or products	6.6.2.1 a-d	$1,000.00	$500.00
98	Interfere or tamper with sewer system without permission	6.6.3	$1,000.00	$500.00
99	Improperly Stored Solid Waste	7.1.2.3	$1,000.00	$500.00
100	Accumulation of Solid Waste	7.1.2.6	$1,000.00	$500.00
101	Prohibited Waste placed for collection	7.1.4.1	$1,000.00	$500.00
102	Solid Waste not generated by a Dwelling Unit placed for collection	7.1.4.2	$1,000.00	$500.00
103	Liquid in free form placed for collection	7.1.4.3	$1,000.00	$500.00
104	Unwrapped solid or grease placed for collection	7.1.4.4	$1,000.00	$500.00
105	Solid Waste placed for collection contrary to Kitimat Municipal Code	7.1.4.5.a)	$1,000.00	$500.00
106	Solid Waste Container placed for collection before 4:30 a.m.	7.1.4.5.b)	$1,000.00	$500.00
107	Solid Waste Container not removed by 9:00 p.m.	17.4.5.c)	$1,000.00	$500.00
108	Solid Waste container contrary to Kitimat Municipal Code	7.1.4.5.d)	$1,000.00	$500.00
109	Loose Residential Solid Waste	7.1.4.5.e)	$1,000.00	$500.00
110	Improper compression of residential solid waste	7.1.4.5.f)	$1,000.00	$500.00
111	Container placed on street without authorization.	7.1.4.5.g)	$1,000.00	$500.00
112	Items other than Garbage placed for collection in a Garbage Container	7.1.5.1	$1,000.00	$500.00
113	Garbage container placed for collection exceeding maximum weight	7.1.5.2	$1,000.00	$500.00
114	Garbage improperly drained of moisture	7.1.5.3	$1,000.00	$500.00
115	Items other than Recyclable Material placed for Collection in a Recyclable Material Container	7.1.6.1	$1,000.00	$500.00
116	Recycleables container placed for collection exceeding maximum weight	7.1.6.2	$1,000.00	$500.00
117	Items other than Yard Waste placed for collection in a Yard Waste Container	7.1.7.1	$1,000.00	$500.00
118	Yard Waste container placed for collection exceeding maximum weight	7.1.7.2	$1,000.00	$500.00
119	Items other than Food Waste placed for Collection in a Food Waste Container	7.1.8.1	$1,000.00	$500.00

	A	B	C	D
3	**COLUMN 1 CONTRAVENTION**	**COLUMN 2 KITIMAT MUNICIPAL CODE SECTION**	**COLUMN 3 FINE**	**COLUMN 4 EARLY PAYMENT FINE -$500**
120	Food Waste improperly drained and/or not placed in certified compostable bag or Kraft Paper bag	7.1.8.2	$1,000.00	$500.00
121	Food Waste container placed for collection exceeding maximum weight	7.1.8.4	$1,000.00	$500.00
122	Unauthorized dumping of solid waste on public or private property	7.1.11.1	$1,000.00	$500.00
123	Placing Solid Waste in a Solid Waste Container without permission	7.1.12.1	$1,000.00	$500.00
124	Tampering with residential solid waste container.	7.1.12.2	$1,000.00	$500.00
125	Dumping, Collecting, or Accumulating Solid Waste contrary to Kitimat Municipal Code	7.2.2.1	$1,000.00	$500.00
126	Not removing doors and/or lids from a refigerator, ice box, freezer cabinet, or similar container prior to disposal	7.2.4.3	$1,000.00	$500.00
127	Accumulating, Keeping, or Disposing of Waste from building or construction operation contrary to Kitimat Municipal Code	7.2.5	$1,000.00	$500.00
128	Disposing of Prohibited Waste	7.2.8.1	$1,000.00	$500.00
129	Improper Disposal of Prohibited Waste	7.2.8.2	$1,000.00	$500.00
130	Tampering with containers	7.2.10.1	$1,000.00	$500.00
131	Abandoning a Vehicle on District property	7.2.11.1	$1,000.00	$500.00
132	Bury, Cremate or otherwise dispose of a body within the municipa	7.4.15	$1,000.00	$500.00
133	Digging or opening of a grave	7.4.16.12	$1,000.00	$500.00
134	Placing or installing a memorial marker before interment	7.4.17.1(l)	$1,000.00	$500.00
135	Improving, altering, or embellishment of crypt or niche contrary to	7.4.17.1(n)	$1,000.00	$500.00
136	Visting Mausoleum not in accordance with Division	7.4.17.1(o)	$1,000.00	$500.00
137	Burning incense, candle, or other flammable product	7.4.17.1(r)	$1,000.00	$500.00
138	Flower container contrary to Division	7.4.17.2(a)	$1,000.00	$500.00
139	Tampering with flower container	7.4.17.2(a), 7.4.23.2(a)	$1,000.00	$500.00
140	Portrait contrary to Division	7.4.17.2(f)	$1,000.00	$500.00
141	Installing a fence, hedge or railing or memorial marker contrary to	7.4.21.2	$1,000.00	$500.00
142	Planting, removing, cutting or destroying of trees, shrubs, plants, f	7.4.22.3	$1,000.00	$500.00
143	Damaging or defacing a memorial, fence, gate or structure	7.4.22.4	$1,000.00	$500.00
144	Vehicle in Cemetery contrary to Division	7.4.22.4	$1,000.00	$500.00
145	Soliciting orders for markers, tablets, Memorials, curbing, capping	7.4.22.5	$1,000.00	$500.00
146	Failing to comply with the direction of the Caretaker	7.4.22.6	$1,000.00	$500.00
147	Failing to provide notice of military funeral service with discharge	7.4.22.7	$1,000.00	$500.00
148	Interfering in accordance with section 47 of the *Cremation, Interm*	7.4.22.8	$1,000.00	$500.00
149	Disturbing or interfering in accordance with section 48 of the *Crem*	7.4.22.8.1	$1,000.00	$500.00
150	Entering or remaining at the Cemetery	7.4.22.9, 7.4.23.1(p)	$1,000.00	$500.00
151	Burning incense, candle, or other flammable products in Cemeter	7.4.22.1	$1,000.00	$500.00

	A	B	C	D
3	**COLUMN 1 CONTRAVENTION**	**COLUMN 2 KITIMAT MUNICIPAL CODE SECTION**	**COLUMN 3 FINE**	**COLUMN 4 EARLY PAYMENT FINE -$500**
152	Unauthorized consumption or possession of cannabis in public	7.7.2.1	$1,000.00	$500.00
153	Smoking, vaping, or using controlled substances in or on a skating rink, sports field, swimming pool, playground or skate park	7.7.2.2 (a)	$1,000.00	$500.00
154	Smoking, vaping, or using controlled substances in a spray pool or wading pool	7.7.2.2 (b)	$1,000.00	$500.00
155	Smoking, vaping, or using controlled substances in or on a deck, seating/viewing area associated with (a) or (b)	7.7.2.2 (c)	$1,000.00	$500.00
156	Smoking, vaping, or using controlled substances within 7.5 m of areas described in 7.7.2.2 (a), (b), or (c)	7.7.2.2 (d)	$1,000.00	$500.00
157	Smoking, vaping, or using controlled substances in or on lands designated as park within the District of Kitimat Zoning Bylaw	7.7.2.3 (a)	$1,000.00	$500.00
158	Smoking, vaping, or using controlled substances in or on a regional park within the meaning of the Local Government Act	7.7.2.3 (b)	$1,000.00	$500.00
159	Smoking, vaping, or using controlled substances in or on an outdoor area established by a local government for purposes of community recreation.	7.7.2.3 (c)	$1,000.00	$500.00
160	Smoking, vaping, or using controlled substances within 7.5 m of areas described in 7.7.2.3 (a), (b), or (c)	7.7.2.3 (d)	$1,000.00	$500.00
161	Smoking, vaping, or using controlled substances in or at a transit shelter or bus stop, train station or stop, taxi stand, or similar place marked for passenger loading or unloading,	7.7.2.4 (a)	$1,000.00	$500.00
162	Smoking, vaping, or using controlled substances within 7.5 m of areas described in 7.7.2.4 (a)	7.7.2.4 (b)	$1,000.00	$500.00
163	Smoking or Vaping Controlled Substance in District facility or owned building	7.7.2.5	$1,000.00	$500.00
164	Depositing or causing deposit of contaminated soil	7.8.2.1	$1,000.00	$500.00
165	Depositing excavated material contrary to Kitimat Municipal Code	7.8.2.2	$1,000.00	$500.00
166	Placing Controlled, Prohibited, or Restricted Waste in a District Container	7.9.2.1	$1,000.00	$500.00
167	Solid Waste Bin contrary to Kitimat Municipal Code	7.9.2.3	$1,000.00	$500.00
168	Storing of Solid waste Bin contrary to Kitimat Municipal Code	7.9.2.5	$1,000.00	$500.00
169	Unauthorized structure constructed, erected, altered, or moved	9.2.1.2	$1,000.00	$500.00
170	Unauthorized use of building, structure, land or water	9.2.1.2	$1,000.00	$500.00
171	Camping in non-permitted area	9.2.1.11	$1,000.00	$500.00

	A	B	C	D
3	COLUMN 1 CONTRAVENTION	COLUMN 2 KITIMAT MUNICIPAL CODE SECTION	COLUMN 3 FINE	COLUMN 4 EARLY PAYMENT FINE -$500
172	Camping on private property without written permission	9.2.1.12	$1,000.00	$500.00
173	Sign erected, placed, altered, maintained, demolished or removed against bylaw	9.3.1.1	$1,000.00	$500.00
174	Prohibited signs	9.3.3.1(a) - (d)	$1,000.00	$500.00
175	Flashing sign without permit	9.3.4.2	$1,000.00	$500.00
176	Signed placement obstructs or interfers	9.3.4.3	$1,000.00	$500.00
177	Sign placement contrary to Code	9.3.4.4 (a-d)	$1,000.00	$500.00
178	Erection, placement, altering or removing sign without permit	9.3.7.1	$1,000.00	$500.00
179	Election sign contrary to Code	9.3.12.4	$1,000.00	$500.00
180	Election sign erected without permit	9.3.12.6	$1,000.00	$500.00
181	Parking commercial vehicle in excess of 3700kg in residential zone	9.4.1.21	$1,000.00	$500.00
182	Unauthorized parking/Storing of commercial/industrial equipment in residential zone	9.4.1.22	$1,000.00	$500.00
183	Parking more than 3 vehicles on registered lot in R1-A, R1-B, R1-C, R2-A, or R2-B zone	9.4.1.23	$1,000.00	$500.00
184	Parking more than one recreational vehicle in residential zone from April 1 - October 31	9.4.1.24	$1,000.00	$500.00
185	Parking more than one recreational vehicle in residential zone from November 1 - March 31	9.4.1.25	$1,000.00	$500.00
186	Parking a trailer/boat outside permissible building area from November 1 - March 31	9.4.1.26	$1,000.00	$500.00
187	Keeping prohibited animals	9.4.1.28	$1,000.00	$500.00
188	Failure to comply with pet regulations	9.4.1.29(a) - (c)	$1,000.00	$500.00
189	Construct, place or maintain a structure or material not provided in the Code	9.10.1.1	$1,000.00	$500.00
190	Depositing Snow/ Ice on Road causing an obstruction to traffic Depositing snow or ice from private property onto highway	9.10.1.2	$1,000.00	$500.00
191	Prohibited Sound	9.12.1.2(a) - (d)	$1,000.00	$500.00
192	Prohibited noise per Schedule [A/B/C] clearly audible at point of reception	9.12.1.3	$1,000.00	$500.00
193	Accumulation of water, rubbish, unwholesome matter	9.12.2.2	$1,000.00	$500.00
194	Deposit bottles/ broken glassor rubbish in an open space	9.12.2.3	$1,000.00	$500.00
195	Unsightly property	9.12.2.4	$1,000.00	$500.00
196	Graffiti	9.12.2.5	$1,000.00	$500.00
197	Brush and noxious weeds	9.12.2.7	$1,000.00	$500.00
198	Noxious or destructive insects	9.12.2.8	$1,000.00	$500.00
199	Failure to remove unsightly accumulations	9.12.2.9	$1,000.00	$500.00

	A	B	C	D
3	**COLUMN 1 CONTRAVENTION**	**COLUMN 2 KITIMAT MUNICIPAL CODE SECTION**	**COLUMN 3 FINE**	**COLUMN 4 EARLY PAYMENT FINE -$500**
200	Unlicensed Motor Vehicles	9.12.2.10	$1,000.00	$500.00
201	Building without / contrary to a permit	13.1.6.1	$3,000.00	$2,500.00
202	Occupancy/use contrary to permit	13.1.6.2	$1,000.00	$500.00
203	Provide false information on permit application	13.1.6.3	$1,000.00	$500.00
204	Tampering with notice/certificate	13.1.6.4	$1,000.00	$500.00
205	Work at Variance from Approved Permit or Plans	13.1.6.5	$1,000.00	$500.00
206	Obstruction of Building Inspector	13.1.6.6	$1,000.00	$500.00
207	Rental Unit Not Maintained to Minimum Standards	13.3.4.3	$1,000.00	$500.00
208	Failure to Comply with Stop Work Notice	13.7.2.2	$1,000.00	$500.00
209	Failure to Comply with Do Not Occupy Notice	13.7.3.2	$1,000.00	$500.00
210	Unauthorized Dumping of Construction or Demolition Waste	13.8.2.a	$1,000.00	$500.00
211	Unauthorized Accumulation of Construction or Demolition Waste	13.8.2.b	$1,000.00	$500.00

Schedule C
Part 1, Division 12

Designated Code Section	Designated Bylaw Enforcement Officers
Part 3 - Traffic and Vehicles	Bylaw Officer Police Officer Municipal Engineer Municipal Clerk Any employees of the District of Kitimat employed in another capacity and designated by the Municipal Clerk as a Bylaw Enforcement Officer
Part 4 - Licenses and Permits	Bylaw Officer Police Officer Licence Inspector Deputy Licence Inspector Municipal Clerk Any employees of the District of Kitimat employed in another capacity and designated by the Municipal Clerk as a Bylaw Enforcement Officer
Part 5 - Police and Fire Regulations	Bylaw Officer Police Officer Animal Control Officer Fire Chief Deputy Fire Chief Municipal Clerk Any employees of the District of Kitimat employed in another capacity and designated by the Municipal Clerk as a Bylaw Enforcement Officer
Part 6 - Public Utilities	Bylaw Officer Police Officer Municipal Engineer Municipal Clerk Any employees of the District of Kitimat employed in another capacity and designated by the Municipal Clerk as a Bylaw Enforcement Officer
Part 7 - Public Health	

	Bylaw Officer Police Officer Municipal Engineer Site Personnel Municipal Clerk Any employees of the District of Kitimat employed in another capacity and designated by the Municipal Clerk as a Bylaw Enforcement Officer
Part 9 - Planning	
	Bylaw Officer Police Officer Municipal Engineer Planning Officer Animal Control Officer Municipal Clerk Any employees of the District of Kitimat employed in another capacity and designated by the Municipal Clerk as a Bylaw Enforcement Officer
Part 13 - Building	
	Bylaw Officer Police Officer Municipal Engineer Building Inspector Municipal Clerk Any employees of the District of Kitimat employed in another capacity and designated by the Municipal Clerk as a Bylaw Enforcement Officer
Part 14 - Hazard Lands	
	Bylaw Officer Municipal Engineer Building Inspector Municipal Clerk Any employees of the District of Kitimat employed in another capacity and designated by the Municipal Clerk as a Bylaw Enforcement Officer

COUNCIL REPORT

Date:	May 7, 2026
File:	7.17.30
To:	Warren Waycheshen, CAO - for Mayor and Council
From:	Ryan Beaudry, Director of Planning
Re:	Hen Keeping Residential Zoning Amendment Bylaw No. 2087, 2026, and Hen and Chicken Keeping Animal Control Bylaw No. 2088, 2026

KITIMAT
A Marvel of Nature and Industry

Recommendation:

Action: Council consider first two readings of Hen Keeping Residential Zoning Amendment Bylaw No. 2087, 2026 (**Attachment A**). If Bylaw No. 2087, 2026 receives first two readings, then Council consider first two readings of Hen and Chicken Keeping Animal Control Bylaw No. 2088, 2026 (**Attachment B**).

Recommended Motion:

THAT Hen Keeping Residential Zoning Amendment Bylaw No. 2087, 2026, receive first and second reading;

THAT a Public Hearing be scheduled for 7:00 pm on Monday, June 15, 2026;

AND THAT the Public Hearing allow electronic participation.

If Bylaw No. 2087, 2026 receives first two readings, Council consider the following:

THAT Hen and Chicken Keeping Animal Control Bylaw No. 2088, 2026, receive first and second reading.

Background:

At the November 3, 2025, Regular Meeting, staff presented a report regarding the Backyard Hen Keeping Pilot Project (**Attachment C**). This report included a summary of the results of the completed pilot, including feedback collected through a community engagement process in summer 2025. Council passed the following motion:

> *"THAT Council receive the Backyard Hen Keeping Pilot Project Summary report, dated October 23, 2025, for information, concluding the Backyard Hen Keeping Pilot Project;*
>
> *THAT Council direct staff to prepare a bylaw to amend the Kitimat Municipal Code to permit backyard hen keeping based on the provisions of Backyard Hen Keeping in Residential Zones Policy B-10 and feedback received through the community engagement process;*
>
> *AND THAT Council allow participants of the Backyard Hen Keeping Pilot Project to continue keeping hens in accordance with the provisions of Policy B-10 during the bylaw preparation and adoption process."* (R25-258)

Since the November 3, 2025, Regular Meeting, staff have prepared Hen Keeping Residential Zoning Amendment Bylaw No. 2087, 2026 (**Attachment A**) and Hen and Chicken Keeping Animal Control Bylaw No. 2088, 2026 (**Attachment B**) for Council's consideration of initial

readings. The following sections of this report provide: (1) an overview of the bylaw drafting process, including the information and approach used to draft the bylaws; (2) a summary of the draft bylaw content; and (3) an outline of potential next steps for Council's consideration.

1. Overview of Bylaw Drafting Process

Information and guidance from several sources were factored into the drafting of Bylaws No. 2087, 2026 and No. 2088, 2026. Council's *Backyard Hen Keeping in Residential Zones Policy B-10*, and external feedback received through the pilot project community engagement process in 2025, were the primary sources for bylaw drafting guidance in accordance with motion R25-258. Further, draft bylaw content was informed by a review of zoning and animal control bylaws in comparable municipalities, as well as information received through meetings with the Kitimat Community Humane Society and the B.C. Conservation Officer Service. The bylaws were also informed by internal staff feedback from relevant District of Kitimat departments.

Bylaws No. 2087, 2026 and No. 2088, 2026 were drafted with the intent of permitting and regulating hen keeping as an accessory use on single and two-family Residential (R)-zoned properties. This includes properties in the R1-A, R1-B, R1-C, R2-A and R2-B zones (i.e., the zones that were included in the Backyard Hen Keeping Pilot Project) – see map in **Attachment D**. Staff refer to these properties throughout the report as Whitesail, Nechako and Kildala neighbourhoods. Staff note that properties on Blackberry Street and Mulberry Street are also included, as they are zoned R1-B and R2-A respectively.

During the engagement process at the end of the pilot project, concerns were raised about chickens in rural residential areas with Greenbelt (G) zoning. Although Council had not specifically directed staff to consider regulations in the Greenbelt zones, the attached Bylaw No. 2088, 2026 was drafted to propose regulations for properties in the Greenbelt zones where agriculture is a permitted accessory use to a principal residential use, including the G3, G3-A, G3-B and G3-C zones (see map in **Attachment E**). Staff refer to these properties throughout the report as Cable Car, Strawberry Meadows, and Kitamaat Village Road neighbourhoods.

Council will recall that Cable Car, Strawberry Meadows, and Kitamaat Village Road were not included in the Backyard Hen Keeping Pilot Project, as residents can already keep hens in these neighbourhoods as an accessory agricultural use. For reference, "Agriculture" is defined in section 9.1.1. of the *Kitimat Municipal Code* as follows:

> *"Agriculture means use of land for agricultural purposes, including farming, dairying, pasturage, apiculture, horticulture, floriculture, viticulture, animal and poultry husbandry."*

While the existing permission for accessory agriculture use permits chickens under the above definition, it does not regulate other aspects of hen keeping such as wildlife interface, environmental health, or others. The proposed regulations in Bylaw No. 2088, 2026 are intended to address these aspects of hen keeping, but they do not interfere with the intent of the zoning to allow agriculture or hobby farming uses. For example, restrictions on numbers of chickens or the keeping of roosters are not proposed for Cable Car, Strawberry Meadows or Kitamaat Village Road.

The regulations in Bylaw No. 2088, 2026 were drafted with the intent that they would not be actively enforced but rather that they would provide guidance. Staff note that including the regulations would allow bylaw enforcement to address future issues with wildlife or conflicts with neighbouring properties. If Council does not wish to consider regulations in the Cable Car, Strawberry Meadows and Kitimat Village Road neighbourhoods, a motion is offered under Alternative Motions.

2. Summary of Draft Bylaw Content

Below is a table summarizing the proposed regulations in Hen and Chicken Keeping Animal Control Bylaw No. 2088, 2026 for hen keeping in applicable zones. As shown, most of the regulations are proposed to be the same regardless of zoning/neighbourhood, except for the limitation on number of hens, restriction on roosters, fenced back yard requirements, and height requirements for coops and pens. Cable Car, Strawberry Meadows and Kitamaat Village Road are proposed to not have these regulations due to the larger lot sizes, rural residential character, and agricultural permissions relative to the townsite neighbourhoods of Whitesail, Nechako and Kildala.

Proposed Regulations	**Applicable Zones**	
	R1-A, R1-B, R1-C, R2-A R2-B	**G3, G3-A, G3-B, G3-C**
Limitation on number of hens	Yes	No
Restriction on roosters	Yes	No
Fenced back yard requirements	Yes	No
Height requirements for coops and pens	Yes	No
Registration required	Yes	Yes
Placement and size of coops and pens, with nesting box and perch requirements	Yes	Yes
Time of day chickens kept securely in the coop with coops fully enclosed by electric fencing	Yes	Yes
Wildlife-resistant container requirements for manure and feed	Yes	Yes
Requirements for the proper care and keeping of chickens	Yes	Yes
Waste management regulations	Yes	Yes
Requirement for compliance with provincial and federal regs.	Yes	Yes

Some key considerations that were factored in the draft bylaw content include wildlife interface, and community awareness and animal control / bylaw compliance. The following subsections provide a summary of how these considerations were integrated in the proposed Bylaw No. 2088, 2026.

a) Wildlife Interface

As noted above, given the wildlife interface in Kitimat and the impact of incidents with bears and other wildlife, regulations have been proposed in Bylaw No. 2088, 2026 to help avoid and mitigate future conflicts. The bylaw proposes regulations for the single and two-family Residential zones (Whitesail, Nechako and Kildala neighbourhoods), as well as the Greenbelt zones that permit agriculture as an accessory use (Cable Car, Strawberry Meadows and Kitamaat Village Road neighbourhoods), requiring that chickens be kept securely inside a coop from sunset to 7:00 am, coops be fully enclosed by electric fencing, and wildlife-resistant containers be used to store manure and feed.

b) Community Awareness and Animal Control / Bylaw Compliance

A framework for the registration of properties is proposed to be established in a new Subdivision 11 in Part 5, Division 5 of the *Kitimat Municipal Code*. Staff are proposing a free registration requirement for hen keeping. The purpose would assist in animal control (loose chickens) and identifying properties if wildlife conflicts become an issue in a neighbourhood. During the registration process, staff can also promote community awareness with respect to backyard hen keeping permissions and regulations.

A necessary aspect of implementing new provisions with respect to animal control is ensuring a framework for bylaw compliance. Staff will bring forward a separate bylaw to propose a fine structure following the consideration of the Municipal Enforcement Bylaw's adoption.

3. Next Steps

Staff are seeking direction from Council on next steps for the draft bylaws included in Attachments A and B. If Council is satisfied with the content of the draft bylaws and wishes to consider passing first and second readings as drafted, a recommended motion is provided at the beginning of the report. Staff believe the recommended motion is substantiated by the work completed to date, including: preparation of the *Backyard Hen Keeping in Residential Zones Policy B-10* in 2023; completion of the pilot project including property inspections and community engagement process in 2024-2025; and subsequent research and consultation activities as part of bylaw drafting in 2026 to date.

Alternative Options:

1. If Council wishes to amend a bylaw, Council may wish to consider first reading and the amendment at this meeting. Depending on the bylaw and its amendment, staff can assist with recommendations to return the bylaw at a future time for consideration or proceed with consideration of second reading and setting a public hearing date, if applicable.

2. If Council does not wish to further regulate chickens in the Greenbelt zones with agriculture as an accessory use (Cable Car, Strawberry Meadows and/or Kitamaat Village Road), the following is offered for Council consideration:

   THAT the District does not further regulate chickens in the Greenbelt zones with agriculture as an accessory use.

   Council can receive the report for information (or take no further action) and staff will report back with bylaws only regulating the single and two-family Residential zones (Whitesail, Nechako and Kildala neighbourhoods).

3. If, after considering the content of this report, Council does not wish to consider bylaws to permit hen keeping on single and two-family Residential-zoned properties, the following is offered for Council consideration:

   THAT the Hen Keeping Residential Zoning Amendment Bylaw No. 2087, 2026, and Hen and Chicken Keeping Animal Control Bylaw No. 2088, 2026, report dated May 7, 2026, be received for information.

   As per motion R25-258 (noted at the beginning of the report), Council had allowed pilot project participants to continue with hen keeping activities pending consideration of bylaws. If Council does not wish to consider hen keeping in the Whitesail, Nechako and Kildala neighbourhoods, the following resolution is offered to allow bylaw enforcement:

   THAT the *Kitimat Municipal Code* provisions regarding the keeping of poultry within the District of Kitimat be applied.

   Hen keeping would continue to be permitted as an accessory agriculture use on Greenbelt-zoned properties in Cable Car, Strawberry Meadows and Kitamaat Village Road but would not be permitted on single and two-family Residential-zoned properties

in Whitesail, Nechako and Kildala, including those that participated in the Backyard Hen Keeping Pilot Project.

4. Another option as developed through discussion of Council.

Budget Implications:

Depending on the amount of costs and efforts required to administer these regulations, the contract for animal control may need to be considered.

"SLT

Director of Finance Initials

Budgeted: **Unbudgeted:**

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)
Priority 3: Environmental Sustainability; and Priority 5: Social Wellbeing
Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)
Not considered
District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṗ nis
Not considered
Community Energy and Emissions Plan
Recommendation 8: Local Food Security and Greenspaces
Housing Action Plan and Needs Assessment
Not considered
Kitimat Age-Friendly Assessment Report and Action Plan
Not considered
Kitimat Cycle Network Plan
Not considered
Kitimat Poverty Reduction Strategy
Key Action Area: Food Security
Leisure Services Master Plan
Not considered
Minette Bay West Concept Plan
Not considered
Official Community Plan (and Downtown Design Guidelines)
Maximize Livability; Foster Local Culture and Heritage
Solid Waste Action Plan
Not considered
Water Conservation Plan
Not considered
BC Transit Future Services Plan
Not considered
Economic Development Strategic Plan (2023-2029)
Not considered

"Krysten Hogan"

Prepared by
Krysten Hogan, Planning Manager

"Ryan Beaudry"

Submitted by
Ryan Beaudry
Director of Planning

"Warren Waycheshen"

Approved for Submission
Warren Waycheshen, CAO

Attachment(s): A - Hen Keeping Residential Zoning Amendment Bylaw No. 2087, 2026
B - Hen and Chicken Keeping Animal Control Bylaw No. 2088, 2026
C - November 3, 2025, Staff Report (without attachments)
D - Map of single and two-family Residential-zoned properties (R1-A, R1-B, R1-C, R2-A and R2-B zones)
E – Map of Greenbelt-zoned properties with accessory agriculture use (G3, G3-A, G3-B and G3-C zones)

DISTRICT OF KITIMAT
BYLAW NO. 2087, 2026

Hen Keeping Residential Zoning Amendment Bylaw No. 2087, 2026

A BYLAW TO AMEND PART 9, DIVISION 4 OF THE KITIMAT MUNICIPAL CODE WITH RESPECT TO RESIDENTIAL ZONING AND THE KEEPING OF HENS

WHEREAS the *Local Government Act* allows a local government to divide portions of a municipality into zones and to regulate land, buildings, livestock, and other structures, including with respect to use, density, siting, size and dimensions and subdivision.

AND WHEREAS, the District of Kitimat has a consolidation of regulatory bylaws referred to as the *Kitimat Municipal Code*;

AND WHEREAS the Kitimat Council deems it is in the public interest to amend the *Kitimat Municipal Code* to add permissions for hen keeping in single- and two-family residential zones.

NOW THEREFORE, the Council of the District of Kitimat, in open meeting assembled, ENACTS AS FOLLOWS:

1. This bylaw may be cited as “Hen Keeping Residential Zoning Amendment Bylaw No. 2087, 2026”.

2. Part 9 – Planning, Division 1 – General, Subdivision 1 - Interpretation of the *Kitimat Municipal Code* is hereby amended by adding the following new definition:

   Hen Keeping means the keeping and care of hens on parcels within the District of Kitimat.

3. Part 9 – Planning, Division 4 – Residential Zoning, Subdivision 1 – General of the *Kitimat Municipal Code* is hereby amended by adding new text “unless otherwise permitted elsewhere in the *Kitimat Municipal Code”* at the end of existing section 9.4.1.28, such that the amended section reads as follows:

   9.4.1.28. No person shall keep any horse, mule, ass, cow, sheep, swine, reptile, poultry or fur-producing animal other than a pet rabbit, in any residential zone, unless otherwise permitted elsewhere in the *Kitimat Municipal Code*.

4. Part 9 – Planning, Division 4 – Residential Zoning of the *Kitimat Municipal Code* is hereby amended by adding “Hen Keeping in accordance with Part 5, Division 5, Subdivisions 11 & 12” as a new permitted accessory use under the applicable accessory use headings in the R1-A, R1-B, R1-C, R2-A, and R2-B zones in Subdivisions 3 through 7, as follows:

9.4.3.1(g) Hen Keeping in accordance with Part 5, Division 5, Subdivisions 11 & 12
9.4.4.1(h) Hen Keeping in accordance with Part 5, Division 5, Subdivisions 11 & 12
9.4.5.1(h) Hen Keeping in accordance with Part 5, Division 5, Subdivisions 11 & 12
9.4.6.1(j) Hen Keeping in accordance with Part 5, Division 5, Subdivisions 11 & 12
9.4.7.1(h) Hen Keeping in accordance with Part 5, Division 5, Subdivisions 11 & 12

5. This bylaw shall come into force and be binding on all persons from the date of adoption.

READ a first time this	day of	, 2026
READ a second time this	day of	, 2026
PUBLIC NOTICE issued this	day of	, 2026
PUBLIC NOTICE issued this	day of	, 2026
PUBLIC HEARING held this	day of	, 2026
READ a third time this	day of	,2026
ADOPTED this	day of	, 2026

MAYOR _____
Philip Germuth

CORPORATE OFFICER _____
Tracy Tavares

DISTRICT OF KITIMAT
BYLAW NO. 2088, 2026

Hen and Chicken Keeping Animal Control Bylaw No. 2088, 2026

A BYLAW TO AMEND PART 5, DIVISION 5 OF THE KITIMAT MUNICIPAL CODE WITH RESPECT TO THE KEEPING OF HENS AND CHICKENS

WHEREAS under the authority of the *Community Charter*, Council may, by bylaw, regulate, prohibit, and impose requirements regarding animals;

AND WHEREAS, the District of Kitimat has a consolidation of regulatory bylaws referred to as the *Kitimat Municipal Code*;

AND WHEREAS the Council of the District of Kitimat deems it is in the public interest to amend the *Kitimat Municipal Code* to permit and regulate hen and chicken keeping;

NOW THEREFORE, the Council of the District of Kitimat, in open meeting assembled, ENACTS AS FOLLOWS:

1. This bylaw may be cited as “Hen and Chicken Keeping Animal Control Bylaw No. 2088, 2026”.

2. Part 5 – Police and Fire Regulations, Division 5 – Animal Control, Subdivision 1 - Interpretation of the *Kitimat Municipal Code* is hereby amended by adding the following new definitions:

   Chick means a Chicken under the age of 4 months.
   Chicken means a Hen, Rooster and Chick.
   Chicken Keeping means the keeping and care of Hens, Roosters, or Chicks on a parcel of land occupied by a resident within the District of Kitimat.
   Coop means a covered enclosure, excluding outdoor areas, meant to contain and shelter Hens or Chicks.
   Dwelling means a building used for residential purposes.
   Hen means a female domestic Chicken, older than 4 months, kept for the purposes of egg production.
   Hen Keeping means the keeping and care of Hens or Chicks on a parcel of land occupied by a resident within the District of Kitimat.
   Pen means a fully enclosed outside area meant to contain Hens or Chicks.
   Rooster means a domesticated male Chicken older than 4 months.
   Wildlife Resistant Container means a container that is sufficient to accommodate normal uses of the property, is designed to discourage and prevent access by wildlife, and has a sturdy cover capable of being completely closed and secured with a latch or locking device.

3. Part 5 – Police and Fire Regulations, Division 5 – Animal Control of the *Kitimat Municipal Code* is hereby amended by adding new Subdivisions 11, 12 and 13 as follows:

Subdivision 11 – Registration Process for Keeping of Hens or Chickens

1. Any person keeping Hens or Chickens must register their property with the District of Kitimat.
2. The fee for registering Hens or Chickens with the District of Kitimat shall be $0.
3. Registration will include the following in a form established by the Director of Corporate Administration:
    a. Property where the keeping of Hens or Chickens is occurring.
    b. Property owner and applicant information.
    c. Declaration that the applicant is agreeing to the terms and conditions of keeping Hens or Chickens in Kitimat.
    d. Declaration that a self-inspection for the Coop, Pen and fencing has been completed.
    e. Other information that the Director of Corporate Administration deems necessary for registration.
4. A registration application must be completed and validated by the District of Kitimat for a property to be considered registered.

Subdivision 12 - Conditions of Hen Keeping in Residential (R) Zones

1. A minimum of 2 Hens or Chicks to a maximum of 6 Hens or Chicks may be kept provided that no neighbourhood health, environmental or nuisance problems result and the conditions of Hen Keeping are met.
2. Roosters are prohibited.
3. All Hen Keeping shall comply with all related regulations in Part 9 – Planning of the Kitimat Municipal Code.
4. Hens must be registered with the District of Kitimat.
5. Hen Keeping shall only be permitted by an owner who resides on the property, or with the written consent of the property owner.
6. Hens must be sited in a rear or side yard which is fully fenced.
7. Fencing in yards with Hens must be a minimum of 1.2 metres high and meet fencing requirements contained in the Kitimat Municipal Code.
8. Fences must be built of durable, high-quality materials to withstand weather and deter wildlife.
9. Hens shall not be kept within a Dwelling or on a balcony, roof, or deck.
10. Coops must be sited a minimum of 3 metres from the principal building and/or any Dwelling.
11. Coops must not abut side and rear property lines and must be located in a manner that reasonably allows for space to clean waste and debris from the surrounding area.
12. Coops must be a minimum size of 0.5 square metres of floor area per Hen.
13. Each Hen must be provided a 15-centimetre perch and a nesting box.
14. Coops and Pens must be a minimum height of 1 metre, to a maximum height of 3 metres.
15. Pens must be enclosed on all sides in a manner that will keep predators from entering and Hens from escaping.
16. Each Pen must be a minimum size of 1 square metres of floor area per Hen.
17. Hens and Chicks must be provided with adequate food, water, shelter, light,

ventilation, veterinary care, and opportunities for essential behaviours such as scratching, dust-bathing, and roosting, in sufficient capacity to maintain good health in the Hen.

18. Hens or Chicks must be kept in a secure Coop from sunset to 7:00 a.m.
19. Coops must be fully enclosed by an electrified fence that is designed and maintained in accordance with the electric fencing guidelines of the WildSafeBC program developed by the British Columbia Conservation Foundation.
20. The Coop must not be sited less than 1 metre from the electric fencing.
21. Manure and feed must be kept separately in Wildlife-Resistant Containers and shall not generate excessive heat or odour.
22. Coops and Pens must be kept in good repair and in sanitary conditions.
23. Waste from Hens shall not be deposited in the District's sanitary sewer or stormwater drainage systems.
24. Waste or manure may be delivered to the Kitimat landfill or placed at curbside; if placed at curbside, manure must be in a compostable bag within a food waste bin. During the seasonal yard waste pickup, manure may also be placed at curbside in a Kraft Bag.
25. Properties with Hens and Chicks must be kept free of vermin and pests.
26. Slaughter of Hens is prohibited in the boundaries of the District of Kitimat unless performed by:
    a. A licensed veterinarian; or
    b. A federally or provincially licensed abattoir.
27. Deceased Hens shall not be disposed of other than by delivery to a veterinarian, landfill in a seal bag, a farm, an abattoir, or other facility which has the ability to lawfully dispose of the carcass.
28. Hens shall not be kept in a cage except for the purposes of transportation.
29. Properties must follow standard biosecurity procedures recommended by the Canadian Food Inspection Agency.
30. Properties must comply with all Provincial regulations pertaining to the keeping of Hens or Chicks.
31. Properties must comply with all Federal or Provincial reporting requirements in relation to sick or deceased Chickens.

<u>Subdivision 13 - Conditions of Chicken Keeping as an Agricultural Use in Greenbelt (G) Zones</u>

1. Chickens may be kept as an Agricultural use, as defined in Part 9, Division 1, Subdivision 1 of the *Kitimat Municipal Code*, provided that no neighbourhood health, environmental or nuisance problems result and the conditions of Chicken Keeping are met.
2. All Chicken Keeping as an Agricultural use shall comply with all related regulations in Part 9 – Planning of the *Kitimat Municipal Code*.
3. Chickens must be registered with the District of Kitimat.
4. Chicken Keeping shall only be permitted by an owner who resides on the property, or with the written consent of the property owner.
5. Chickens shall not be kept within a Dwelling or on a balcony, roof, or deck.
6. Coops must be sited a minimum of 3 metres from the principal building and/or any Dwelling.
7. Coops must not abut side and rear property lines and must be located in a manner that reasonably allows for space to clean waste and debris from the surrounding area.
8. Coops must be a minimum size of 0.5 square metres of floor area per Chicken.

9. Each Chicken must be provided a 15-centimetre perch and one nesting box per Hen.
10. Pens must be enclosed on all sides in a manner that will keep predators from entering and Chickens from escaping.
11. Each Pen must be a minimum size of 1 square metres of floor area per Chicken.
12. Chickens must be provided with adequate food, water, shelter, light, ventilation, veterinary care, and opportunities for essential behaviours such as scratching, dust-bathing, and roosting, in sufficient capacity to maintain good health in the Hen.
13. Chickens must be kept in a secure Coop from sunset to 7:00 a.m.
14. Coops must be fully enclosed by an electrified fence that is designed and maintained in accordance with the electric fencing guidelines of the WildSafeBC program developed by the British Columbia Conservation Foundation.
15. The Coop must not be sited less than 1 metre from the electric fencing.
16. Manure and feed must be kept separately in Wildlife-Resistant Containers and shall not generate excessive heat or odour.
17. Coops and Pens must be kept in good repair and in sanitary conditions.
18. Waste or manure may be delivered to the Kitimat landfill or placed at curbside; if placed at curbside, manure must be in a compostable bag within a food waste bin. During the seasonal yard waste pickup, manure may also be placed at curbside in a Kraft Bag.
19. Properties with Chickens must be kept free of vermin and pests.
20. Slaughter of Chickens is prohibited in the boundaries of the District of Kitimat unless performed by:
    a. A licensed veterinarian; or
    b. A federally or provincially licensed abattoir.
21. Deceased Chickens shall not be disposed of other than by delivery to a veterinarian, landfill in a sealed bag, a farm, an abattoir, or other facility which has the ability to lawfully dispose of the carcass.
22. Chickens shall not be kept in a cage except for the purposes of transportation.
23. Properties must follow standard biosecurity procedures recommended by the Canadian Food Inspection Agency.
24. Properties comply with all Provincial regulations pertaining to the keeping of Chickens.
25. Owners must comply with all Federal or Provincial reporting requirements in relation to sick or deceased Chickens.

4. This bylaw shall come into force and be binding on all persons from the date of adoption.

READ a first time this	day of	, 2026
READ a second time this	day of	, 2026
READ a third time this	day of	,2026
ADOPTED this	day of	, 2026

MAYOR

_____
Philip Germuth

CORPORATE OFFICER _____

Tracy Tavares

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COUNCIL REPORT

Date: October 23, 2025
File: 7.2.45
To: Warren Waycheshen, CAO - for Mayor and Council
From: Ryan Beaudry, Director of Planning
Re: Backyard Hen Keeping Pilot Project Summary
Applicant: N/A
Location: N/A

Recommendation:

Action: Council receive and discuss the report and provide direction to staff.

Recommended Motion:

THAT Council receive the Backyard Hen Keeping Pilot Project Summary report, dated October 23, 2025, for information, concluding the Backyard Hen Keeping Pilot Project;

THAT Council direct staff to prepare a bylaw to amend the *Kitimat Municipal Code* to permit backyard hen keeping based on the provisions of Backyard Hen Keeping in Residential Zones Policy B-10 and feedback received through the community engagement process;

AND THAT Council allow participants of the Backyard Hen Keeping Pilot Project to continue keeping hens in accordance with the provisions of Policy B-10 during the bylaw preparation and adoption process.

Background:

At the December 18, 2023 Regular Meeting, Council passed Motion R23-247, approving Backyard Hen Keeping in Residential Zones Policy B-10 (**Attachment A**) and initiating the Backyard Hen Keeping Pilot Project. District staff, in collaboration with Kitimat Community Humane Society (KCHS), have recently completed the Backyard Hen Keeping Pilot Project in accordance with Policy B-10, including completing a final round of site inspections and a community engagement process in summer 2025. This report provides: (1) a recap of the details of the pilot project; (2) a summary and evaluation of feedback identified through the engagement process; and (3) an outline of potential next steps for Council's consideration.

1. Recap of Pilot Project

Properties that were eligible to participate in the pilot project included lots with single- and two-family residential zoning in Whitesail, Nechako, and Kildala. Residential properties in Strawberry Meadows and Cable Car with greenbelt zoning were not included in the pilot project, as agriculture is already a permitted accessory use in these neighbourhoods.

Registration for the pilot project opened in early-2024 to all existing households raising hens, as well as a maximum of four new households in each of the eligible neighbourhoods. A total of 17 households registered and participated in the pilot project, including 14 existing households and three new households. During the registration period, the District advertised the pilot project using methods such as posting information on the District website and on social media, and launching a project page on Get Involved Kitimat. The project page was maintained and updated throughout the project.

District staff and KCHS maintained ongoing communication with participating households throughout the pilot project. This included email and phone correspondence as well as in-person site inspections in 2024 and 2025. Following the final round of inspections in spring 2025, staff commenced an engagement process to collect feedback from participants, neighbours, and the community. Section 2 below provides a summary and evaluation of the feedback in accordance with Policy B-10.

2. Summary and Evaluation of Feedback

In summer 2025, staff facilitated a community engagement process to collect feedback on the pilot project, with a focus on: (1) pilot project participants; (2) neighbours located within 30 metres of participating properties; and (3) the general community. **Attachments B**, **C and D** provide a summary of feedback from these three focus groups, respectively. Feedback was collected through email, surveys, and online comment forms on Get Involved Kitimat.

As shown in the attachments, most of the feedback supports allowing backyard hens on single- and two-family residential-zoned lots in Whitesail, Nechako, and Kildala. A majority of respondents described the presence of hens in their neighbourhood as being positive or unnoticeable; however, some respondents had concerns related to pests, wildlife interface issues and other concerns, emphasizing the importance of responsible hen keeping practices. Common suggestions included requiring secure coops, suitable fencing, and regulations for cleanliness, animal care, and limits on time of day for free ranging. Respondents also highlighted the importance of enforcement mechanisms to ensure long-term success. All the written feedback is included verbatim in Attachments B through D.

Staff also engaged with KCHS and the Conservation Officer Service for the North Coast Zone as part of the evaluation process for the pilot project. KCHS expressed support for the initiative and indicated capacity to continue providing backyard hen keeping-related animal control services, should Council decide to allow the use on a permanent basis in the applicable neighbourhoods.

The Conservation Officer Service did not object to backyard hen keeping in Kitimat neighbourhoods; however, they highlighted the importance of responsible hen keeping practices - including suitable fencing and secure feed storage - to mitigate conflicts between backyard hens and wildlife such as bears. Recent conflicts in the Kitimat townsite as well as Strawberry Meadows and Cable Car were discussed. If Council decides to proceed with permitting of backyard hens, the Conservation Officer Service has indicated an interest in working with staff during the bylaw drafting stage, to ensure that regulations proposed are consistent with best practices from a wildlife conservation perspective.

3. Wildlife Interface Considerations

During the pilot project, the District was informed of a wildlife (bear) encounter in a pilot project participant’s backyard in Kildala. KCHS reported the incident to the Conservation Officer Service and followed up with the affected participant to provide support. Staff are not aware of any other incidents or conflicts with wildlife occurring during the pilot project in Whitesail, Nechako, and Kildala.

4. Conclusion and Next Steps

The pilot project provided an opportunity for the District to explore whether backyard hen keeping should be permitted on smaller residential lots in the community. Until now, backyard hen keeping has only been allowed on larger lots in greenbelt zones in Strawberry Meadows and Cable Car, where agriculture is a permitted accessory use. While drafting Backyard Hen Keeping in

Residential Zones Policy B-10, staff undertook research to determine appropriate standards for the keeping of hens by reviewing best practices from comparable communities and animal care guidelines, and held internal discussions with various District departments and other community and regional organizations.

Staff believe that the pilot project has demonstrated that the keeping of backyard hens can be successful when requirements are clearly outlined for the maximum number of hens and the location, size, protection, and cleanliness of the coop and run area. For the reasons outlined in this report, staff are recommending that Council direct staff to draft a bylaw to amend the *Kitimat Municipal Code* to permit backyard hen keeping on single- and two-family residential-zoned lots in Whitesail, Nechako and Kildala. The draft bylaw would be based on and incorporate the provisions of the Backyard Hen Keeping in Residential Zones Policy B-10 while addressing feedback received through the community engagement process.

Alternative Options:

1. Another option as developed through discussion of Council.

Budget Implications:

If the *Kitimat Municipal Code* is amended to permit backyard hen keeping in the R1-A, R1-B, R1-C, R2-A and R2-B residential zones, the District's contract with Kitimat Community Humane Society may need to be reviewed regarding costs associated with additional animal control services.

N/A
Director of Finance Initials

Budgeted: **Unbudgeted:**

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)
Priority 3: Environmental Sustainability; and Priority 5: Social Wellbeing
Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)
Not considered
District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṗ nis
Not considered
Community Energy and Emissions Plan
Recommendation 8: Local Food Security and Greenspaces
Housing Action Plan and Needs Assessment
Not considered
Kitimat Age-Friendly Assessment Report and Action Plan
Not considered
Kitimat Cycle Network Plan
Not considered
Kitimat Poverty Reduction Strategy
Key Action Area: Food Security
Leisure Services Master Plan
Not considered
Minette Bay West Concept Plan
Not considered
Official Community Plan (and Downtown Design Guidelines)
Maximize Livability; Foster Local Culture and Heritage

Solid Waste Action Plan
Not considered
Water Conservation Plan
Not considered
BC Transit Future Services Plan
Not considered
Economic Development Strategic Plan (2023-2029)
Not considered


"Krysten Hogan"
Prepared by
Krysten Hogan, Planning Manager

"Ryan Beaudry"
Submitted by
Ryan Beaudry
Director of Planning


"Warren Waycheshen"
Approved for Submission
Warren Waycheshen, CAO

Attachment(s): A – Backyard Hen Keeping in Residential Zones Policy B-10
B – Participant feedback
C – Neighbour feedback
D – Community feedback

Attachment D



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KITIMAT
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G3, G3-A, G3-B, & G3-C Zones
Water Body
Stream
Greenbelt
Greenbelt
Scale: 1:10,000
Requisitor: CB
Author: AWS
Date: 11-May-2026
File: Planning
Revision: 0
0
120
240
480
m
N
S
E
W
Attachment E
G3-A
G3-A
G3
G3
G3-B
G3-C
G3-B
G3-B
G3-C
G3-C
G3-B
G3-B
G3-B
G3-C
Clague Mountain Rd
Saunders Haul Rd
Kitimat River
Goose Creek
Duck Creek
Sumgas Creek
Hirsch Creek
Pine Creek
Cordella Creek
Daudet Creek
Minette Bay Creek
Minette Bay
Kitimat Arm
Hwy 37
Kokanee Ave
Char St
Greyling Ave
Oolichan Ave
Coho Ave
Chinook Ave
Dolly Varden St
Sturgeon St
Rainbow Blvd
Halibut St
Haisla Bridge
Haisla Blvd
Dyke Rd
Kuldo Blvd
Dadook St
Legion Rd
N Lahakas Blvd
S Lahakas Blvd
Nalabila Blvd
Albatross Ave
Forest Ave
Forest Ave West
South Hirsch Mainline
Kitamaat Village Rd
Cemetery Access Rd
Kitimat River Dyke
Kitimat River Hatchery Access Rd
Radley Park Access Rd
Quatsino Blvd
Cranberry St
Blueberry Ave
Dewberry St
Elderberry St
Loganberry Ave
Huckleberry St
Salmonberry St
Loganberry St
Bill Rich Pk

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COUNCIL REPORT

Date: May 6, 2026

File: 7.5.3.170

To: Warren Waycheshen, CAO - for Mayor and Council

From: Ryan Beaudry - Director of Planning

Re: Industrial Land Use Designation Housekeeping Official Community Plan Amendment Bylaw No. 2089, 2026, and M1 Manufacturing Housekeeping Zoning Amendment Bylaw No. 2090, 2026

Recommendation:

Action: Council consider first two readings of Industrial Land Use Designation Housekeeping Official Community Plan Amendment Bylaw No. 2089, 2026 (**Attachment A**). If Bylaw No. 2089, 2026 receives first two readings, Council consider first two readings of M1 Manufacturing Housekeeping Zoning Amendment Bylaw No. 2090, 2026 (**Attachment B**). If Bylaw No. 2090, 2026 receives first two readings, then Council considers scheduling a Public Hearing.

Recommended Motion:

THAT Industrial Land Use Designation Housekeeping Official Community Plan Amendment Bylaw No. 2089, 2026 receive first and second reading;

THAT in accordance with Section 477 of the *Local Government Act*, Council confirms it has considered Industrial Land Use Designation Housekeeping Official Community Plan Amendment Bylaw No. 2089, 2026 in conjunction with the applicable financial plan and waste management plan;

THAT in accordance with Sections 475 and 476 of the *Local Government Act*, Industrial Land Use Designation Housekeeping Official Community Plan Amendment Bylaw No. 2089, 2026 be referred to Haisla Nation and Coast Mountain School District No. 82, for any comment to be provided at or in advance of the proposed public hearing, and staff be available to respond to any questions and/or concerns;

THAT a Public Hearing for Bylaw No. 2089, 2026 be scheduled for 7:00 pm on June 15, 2026;

AND THAT the Public Hearing allow electronic participation.

If Bylaw No. 2089, 2026 receives first two readings, Council consider the following:

THAT M1 Manufacturing Housekeeping Zoning Amendment Bylaw No. 2090, 2026 receive first and second reading;

THAT a Public Hearing for Bylaw No. 2090, 2026 be scheduled for 7:00 pm on June 15, 2026;

AND THAT the Public Hearing allow electronic participation.

Background:

1. Proposed District-Initiated Official Community Plan and Zoning Housekeeping Amendments

It is staff's understanding that the Cedar LNG project was originally to be contained within the fee simple land and water lots at District Lot 99 (Parcel Identifier 013-061-267) and Lot 1, District Lot 5469 (Parcel Identifier 032-227-931) on the west side of the Douglas Channel. Cedar LNG has since advised that the position of the floating LNG facility/vessel has been adjusted further to the east into unsurveyed Crown land/water, outside of the boundary of the fee simple water lot. While there will continue to be components of the Cedar LNG project located on the fee simple land and water lots, the floating LNG facility will be located further to the east than originally anticipated.

The area where Cedar LNG is now proposing to locate the floating LNG facility is unzoned in the *Kitimat Municipal Code* and undesignated in the Official Community Plan (OCP). The District's M1 Manufacturing zone and Industrial OCP land use designation extend to the edge of the boundary of Cedar LNG's water lot. The floating LNG facility is proposed to be located to the east of the edge of the water lot, M1 zone, and Industrial OCP land use designation.

Given the context above, Council may wish to consider fine-tuning the boundaries of the M1 zone on the Zoning Map in the *Kitimat Municipal Code*, and the Industrial land use designation on the Land Use Map in Schedule D of the OCP, to align with the latest Cedar LNG project boundary. Staff believe that the proposed map amendments would support the original intent of the OCP to allow for a heavy industrial project with onshore and marine components in this area of the community. To this end, staff have prepared draft OCP and zoning housekeeping map amendment bylaws (**Attachments A and B**) for Council's consideration.

Council may not wish to consider extending the Industrial land use designation and M1 zoning into the area proposed for the floating LNG facility. Development may still occur in the Crown land/water but the District's zoning will not apply. Council may at a future time choose to zone the area, but any use that is established prior to that time would be considered legally non-confirming and allowed to continue.

2. Requirement to Consider Kitimat's Financial Plan and Waste Management Plan

Section 477 of the *Local Government Act* requires that local governments consider a proposed Official Community Plan amendment in conjunction with the applicable financial plan and waste management plan. Staff have reviewed the content of the proposed Industrial Land Use Designation Housekeeping Official Community Plan Amendment Bylaw No. 2089, 2026, in the context of the noted plans and found no measurable impact.

3. Requirement for Consultation as Part of the Development of an OCP Amendment Bylaw

Sections 475 and 476 of the *Local Government Act* outline consultation requirements that local governments must satisfy as part of the development of an OCP amendment bylaw. To address relevant requirements, staff recommend that Industrial Land Use Designation Housekeeping Official Community Plan Amendment Bylaw No. 2089, 2026, be referred to Haisla Nation and Coast Mountain School District No. 82 to provide comments in advance of a Public Hearing proposed to be scheduled for June 15, 2026. Staff also recommend continued engagement with Cedar LNG in respect of the proposed amendment; any comments provided by Cedar LNG will be forwarded to Council at the Public Hearing on June 15.

4. Public Hearing Notice

A public hearing notice describing the two proposed amendment bylaws and inviting public comment will be posted on the District's Public Notice Posting Places (bulletin boards and website) as well as in accordance with Public Notice requirements set out in the Kitimat Municipal Code (posted on Get Involved Kitimat and Facebook for two consecutive weeks). The notices will also be advertised in the Northern Sentinel in accordance with Council policy. The notices and bylaws will be made available in the public handbook at the front counter of the municipal office and on the District's website.

Alternative Options:

1. If Council does not wish to consider Official Community Plan and Zoning Amendment Bylaws to update the Industrial land use designation and M1 zone boundaries, the following is offered for Council consideration:

   THAT the Industrial Land Use Designation Housekeeping Official Community Plan Amendment Bylaw No. 2089, 2026, and M1 Manufacturing Housekeeping Zoning Amendment Bylaw No. 2090, 2026 report dated May 6, 2026, be received for information.

2. Another option as developed through discussion of Council.

Budget Implications:

There are no financial implications.

"SLT"
Director of Finance Initials

Budgeted: **Unbudgeted:**

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)
Not considered
Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)
Not considered
District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṗ nis
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 considered
Kitimat Cycle Network Plan
Not considered
Kitimat Poverty Reduction Strategy
Not considered
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 considered
Economic Development Strategic Plan (2023-2029)
Not considered

"Ryan Beaudry"
Submitted by
Ryan Beaudry, Director of Planning

"Warren Waycheshen"
Approved for Submission
Warren Waycheshen, CAO

Attachment(s): A – Industrial Land Use Designation Housekeeping OCP Amendment Bylaw No. 2089, 2026
B – M1 Manufacturing Housekeeping Zoning Amendment Bylaw No. 2090, 2026

DISTRICT OF KITIMAT
BYLAW NO. 2089, 2026

Industrial Land Use Designation Housekeeping Official Community Plan Amendment Bylaw No. 2089, 2026

A BYLAW TO AMEND SCHEDULE D OF THE KITIMAT OFFICIAL COMMUNITY PLAN WITH RESPECT TO AMENDING THE BOUNDARY OF THE INDUSTRIAL LAND USE DESIGNATION

WHEREAS the *Local Government Act* specifies an *Official Community Plan* (OCP) is a statement of objectives and policies to guide decisions on planning and land use management;

AND WHEREAS Kitimat Council deems it is in the public interest to amend the *Kitimat Official Community Plan* to adjust the boundary of the Industrial land use designation;

NOW THEREFORE, the Council of the District of Kitimat, in open meeting assembled, ENACTS AS FOLLOWS:

1. This bylaw may be cited as “Industrial Land Use Designation Housekeeping Official Community Plan Amendment Bylaw No. 2089, 2026”.

2. *Kitimat Official Community Plan (OCP) Schedule D (Land Use Map)* is hereby amended to amend the boundary of the Industrial land use designation to include the portion of Crown land/water shown in Schedule A.

3. This bylaw shall come into force and be binding on all persons from the date of adoption.

READ a first time this	day of	, 2026
READ a second time this	day of	, 2026
PUBLIC NOTICE issued this	day of	, 2026
PUBLIC NOTICE issued this	day of	, 2026
PUBLIC HEARING held this	day of	, 2026
READ a third time this	day of	,2026
ADOPTED this	day of	, 2026

MAYOR

Philip Germuth

CORPORATE OFFICER _____

Tracy Tavares

KITIMAT
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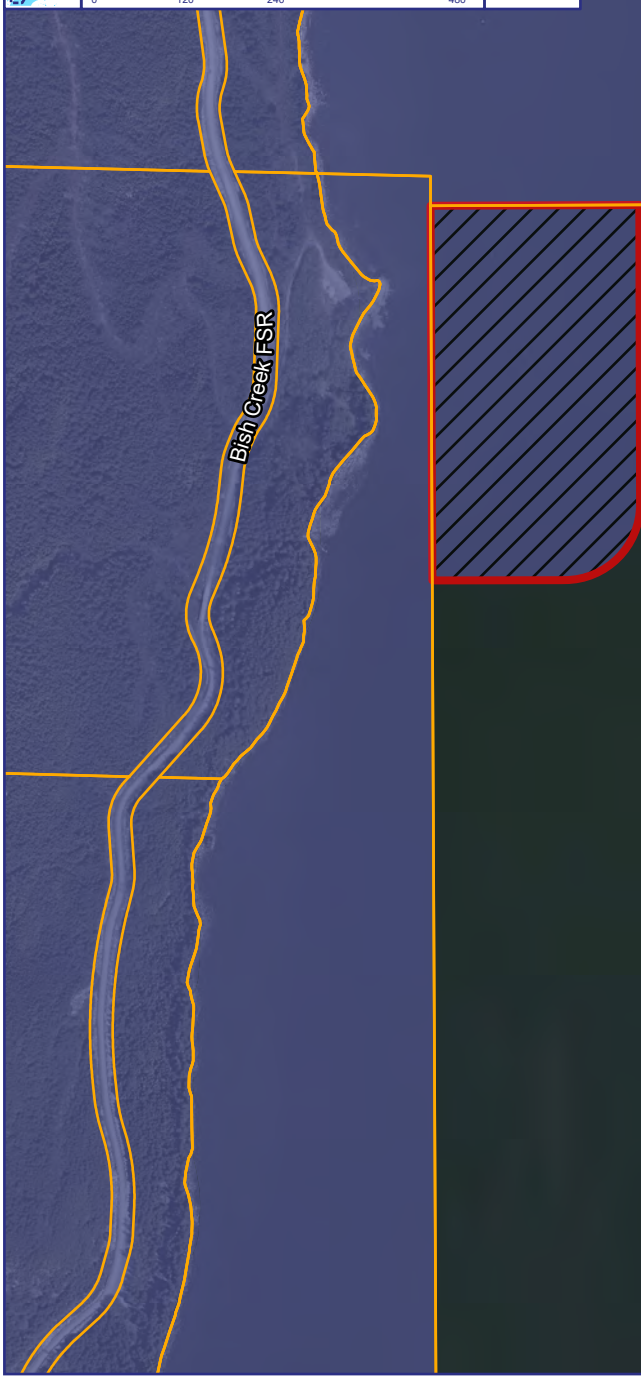
SCHEDULE A: OCP AMENDMENT BYLAW NO. 2089, 2026

Legal Parcel
Industrial (existing)
Proposed Amendment (area to be added to Industrial designation)



Scale: 1:10,000
Requisitor: RB
File: Planning
Author: AWS
Date: 12-May-2026
0 120 240 480 m





DISTRICT OF KITIMAT
BYLAW NO. 2090, 2026

M1 Manufacturing Housekeeping Zoning Amendment Bylaw No. 2090, 2026

A BYLAW TO AMEND THE KITIMAT MUNICIPAL CODE PART 9 ZONING MAP WITH RESPECT TO AMENDING THE BOUNDARY OF THE M1 MANUFACTURING ZONE

WHEREAS the *Local Government Act* allows a local government to divide portions of a municipality into zones and to regulate land, buildings, and other structures, including with respect to use, density, siting, size and dimensions and subdivision;

AND WHEREAS the District of Kitimat has a consolidation of regulatory bylaws referred to as the *Kitimat Municipal Code*;

AND WHEREAS Kitimat Council deems it is in the public interest to amend the *Kitimat Municipal Code* to adjust the boundary of the M1 Manufacturing zone;

NOW THEREFORE, the Council of the District of Kitimat, in open meeting assembled, ENACTS AS FOLLOWS:

1. This bylaw may be cited as “M1 Manufacturing Housekeeping Zoning Amendment Bylaw No. 2090, 2026”.

2. The *Kitimat Municipal Code* Zoning Map is hereby amended to amend the boundary of the M1 Manufacturing zone to include the portion of Crown land/water shown in Schedule A.

3. This bylaw shall come into force and be binding on all persons from the date of adoption.

READ a first time this	day of	, 2026
READ a second time this	day of	, 2026
PUBLIC NOTICE issued this	day of	, 2026
PUBLIC NOTICE issued this	day of	, 2026
PUBLIC HEARING held this	day of	, 2026
READ a third time this	day of	,2026
ADOPTED this	day of	, 2026

MAYOR _____

Philip Germuth

CORPORATE OFFICER _____

Tracy Tavares

KITIMAT
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SCHEDULE A: ZONING AMENDMENT BYLAW NO. 2090, 2026

Legal Parcel
M1: Manufacturing Zone (existing)
Proposed Amendment (area to be added to M1 zone)



Scale: 1:10,000
Requisitor: RB
File: Planning
Author: AWS
Date: 12-May-2026
0 120 240 480 m





Item 10.1

COUNCIL REPORT

Date: May 13, 2026
File: 5.10.3
To: Warren Waycheshen, CAO - for Mayor and Council
From: Walsham Tenshak, Director of Economic Development
Re: District of Kitimat Website Launch
Applicant: N/A
Location: N/A

Recommendation:

Action: That Council receive the report on the website redesign project for information only.

Recommended Motion:

THAT the District of Kitimat Website Redesign report dated May 13, 2026, be received for information.

Background:

The website redesign project started in May 2025 in partnership with Simplicity. Following public engagement with Staff and residents, Simplicity drafted initial designs which were presented to Council in October 2025 for information. Staff has worked with Simplicity since that meeting to implement the new changes and migrate data from the old website platform.

On April 30, 2026, there was a soft launch of the website. This marked a major milestone for completing the project. However, Staff and Simplicity continue to work on improving the website functionality to provide information such as a business directory, streamlined career application process and audio files that support Haisla's cultural representation on the website.

Key changes to the website include:

- Alignment with a higher standard of accessibility for websites (WCAG 2.1AA),
- Centralized page containing all the information for each Council meeting,
- Clear information for all facilities and municipally managed sites,
- A new Haisla page and Youth page to reflect Council's commitment to reconciliation and engaging youth in governance.
- A new layout and web map that allows residents to navigate pages with a lot of information.
- Improved search functionality within pages and across the website that makes it easier to find information.
- Optimization for both desktop and mobile users.

The consultant is attending the meeting tonight to provide Council an overview of the project. Funding from SPARC BC helped make this project possible.

Alternative Options:

1. Staff will consider any feedback from Council to incorporate into the website design. If a motion is required from Council to implement any changes to the website design, the following is offered for Council consideration:

THAT the District of Kitimat website design include (as determined through Council discussion)**.**

2. Another option as developed through discussion of Council.

Budget Implications:
The budget for this project is provided through a grant from SPARC BC and the Economic Development and Communications operational budget. Additional costs may be involved depending on the scope of any changes that may be proposed.

"SLT"
Director of Finance Initials

Budgeted: X **Unbudgeted:**

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)
Strategic Priority 6: Partnerships and Community Engagement
- *Strong relationships and shared services with Haisla Nation*
- *Identify and seize opportunities to partner and collaborate with all other levels of government and community stakeholders*
- *Continue to engage citizens and youth in Kitimat governance*

District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṗ nis
1. *Respect and Recognition: We recognize the traditional territory of the Haisla people and value their culture, history, and rights. We approach all decisions with mutual respect for each other's jurisdictions and priorities.*
2. *Collaboration and Partnership: We believe in working together to achieve common goals and sharing resources, knowledge, and expertise for the benefit of our communities.*
3. *Inclusivity and Diversity: We are committed to promoting diversity and inclusion within our communities by acknowledging and respecting the perspectives, needs, and contributions of all residents.*

Community Energy and Emissions Plan
Not Considered

Housing Action Plan and Needs Assessment
Not Applicable

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)
4.7.2 Develop the District's website to include a focus on the needs of residents and businesses by providing information and updates on policies, bylaws, municipal services, opportunities for public participation, minutes from Council and advisory group meetings, and economic development initiatives.
4.7.3 Consider and encourage early and ongoing formal and informal opportunities for public participation in the planning and approval processes relating to land use, development and provision of services.

4.7.4 Engage youth in civic processes to share information, receive feedback and build a constituency of future leaders.

Solid Waste Action Plan
Not Considered
Water Conservation Plan
Not Applicable
BC Transit Future Services Plan
Not Applicable
Economic Development Strategic Plan (2023-2029)
2.9 Recreation Amenity: Better market existing recreation amenity to support perception shift (workforce attraction & retention).

"Walsham Tenshak"

Submitted by
Walsham Tenshak
Director of Economic Development

"Warren Waycheshen"

Approved for Submission
Warren Waycheshen, CAO

Attachment(s):
A- Kitimat Website Presentation to Council

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KITIMAT

Kitimat.ca Website Redesign & Replatform

Presentation to Council
May 19, 2026

Kitimat.ca launched on SimpliCity on April 30, 2026

radical.io

SimpliCity™

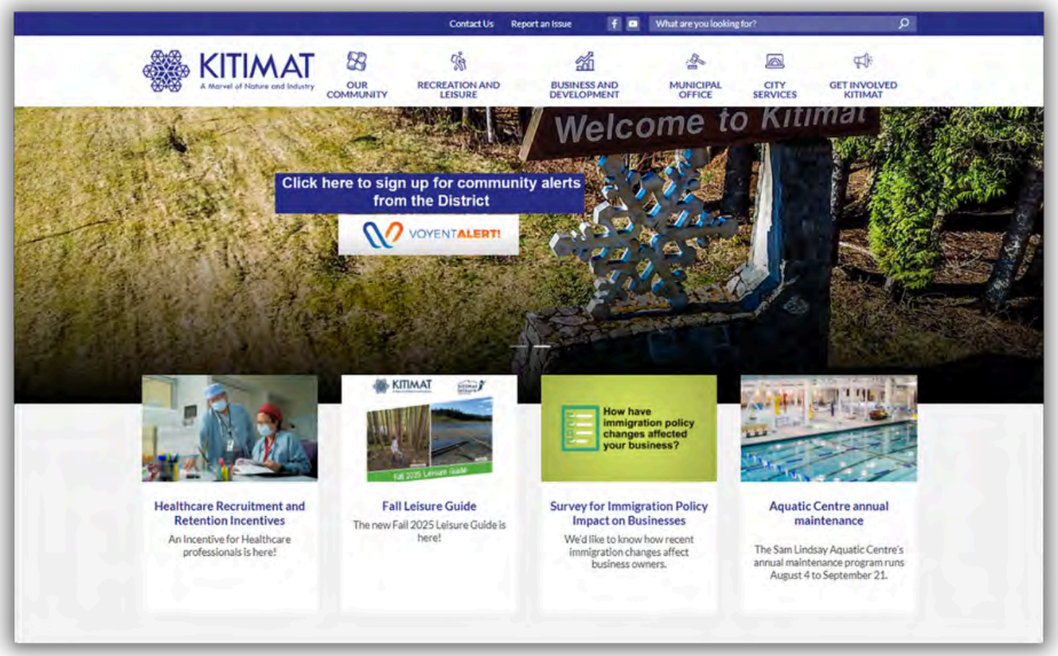
What we heard from your community

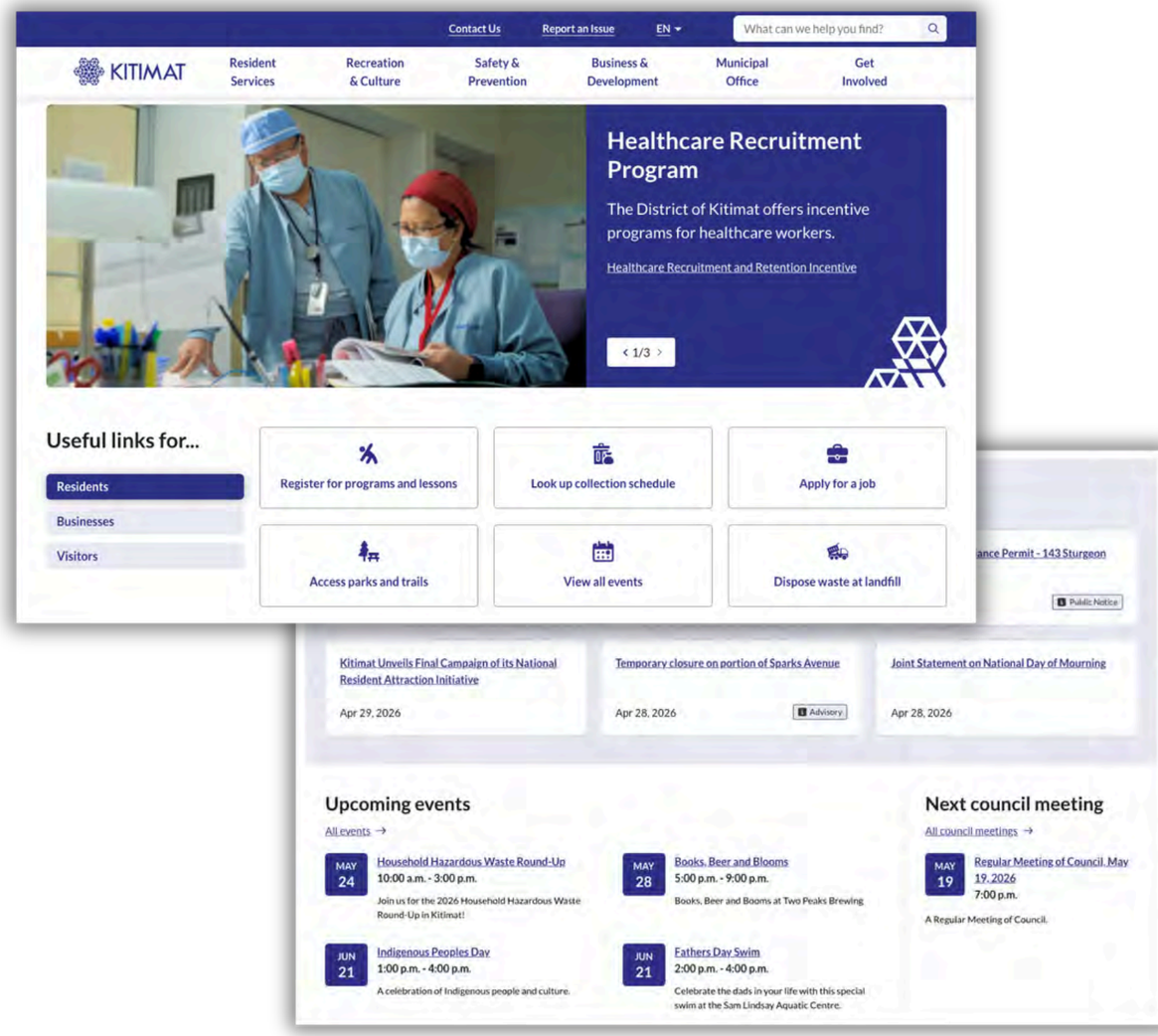
In October after completing our Discovery & Design phase, we shared what residents and staff told us through our research. We took this information to improve the new kitimat.ca experience.

- Navigation needs to be more intuitive, especially for recreation and contacts.
- Most visitors reach the website via mobile, and the experience needed to match.
- Information was often outdated. More up-to-date news and content was needed.
- Better search functionality was the most requested improvement across all groups.

The new kitimat.ca

Homepage: before and after





Updated navigation • Imagery-focused carousel • Quick access to popular links, news & events

Responsive and accessible

Mobile-first design

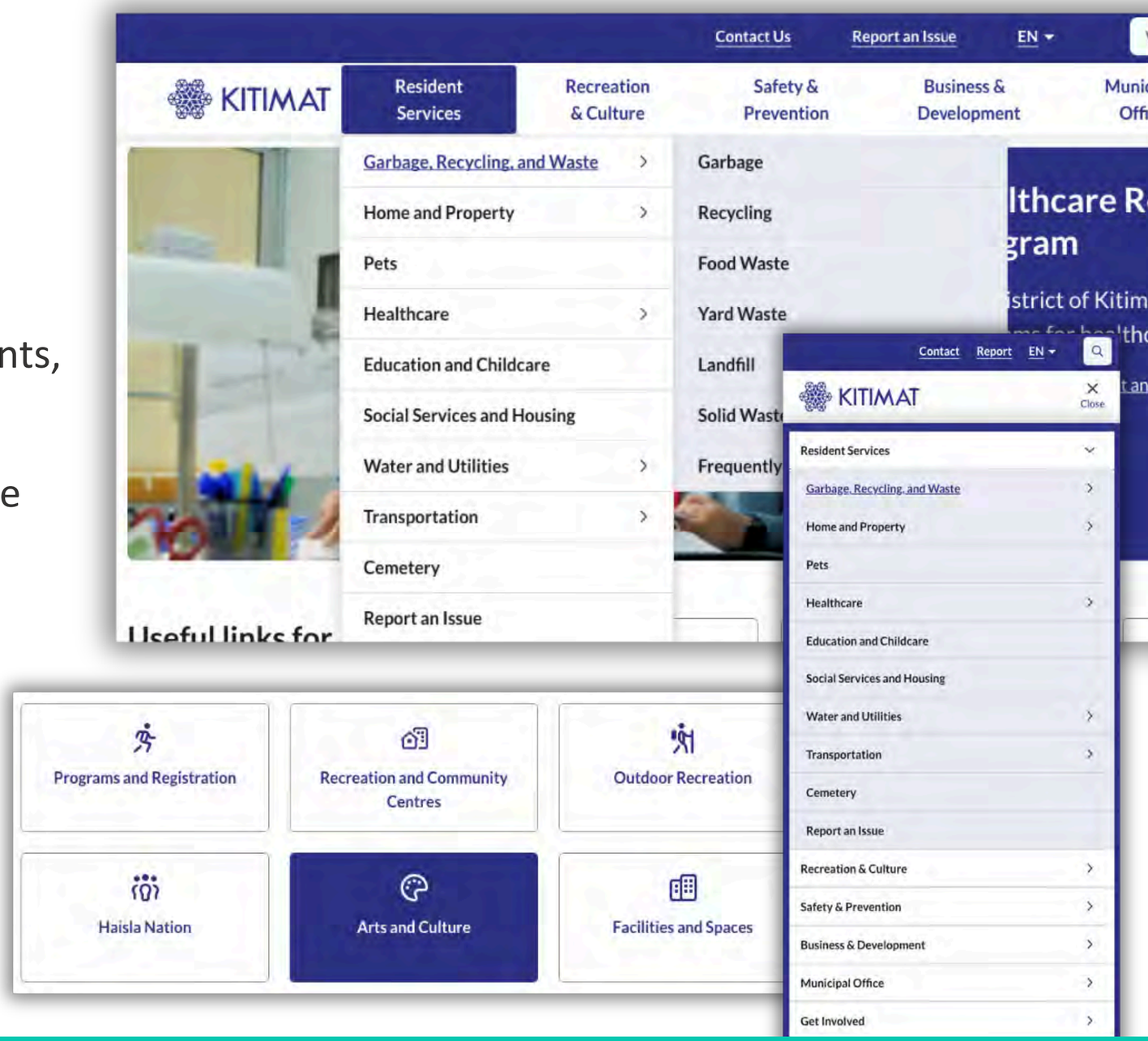
- Every page is fully responsive across desktop, tablet, and mobile.
- Over 50% of visitors use mobile, so the site is now built for that experience first.
- Touch-friendly navigation and quick actions.
- Content, feeds, and forms all work seamlessly on any device.

Built for everyone

- UserWay accessibility widget for text resizing, contrast, and screen reader support.
- WCAG-informed design with high contrast and clear typography.
- Senior-friendly layout with simple navigation, readable text, minimal clicks.
- Contact information phone, address, and email displayed throughout for those who prefer to speak with a person.

Clearer navigation

- Reorganized into six clear, research-backed categories.
- Audience-specific popular links (Residents, Businesses, Visitors).
- No more .aspx pages or subdomains like events.kitimat.ca
- Everything lives under one clean kitimat.ca address.
- The menus are mobile-responsive.



Search that works

- Quick search shows popular pages and includes autocomplete functionality to show results as you type.
- Viewing all results can filter by type or show only documents, or sort by relevancy or date.

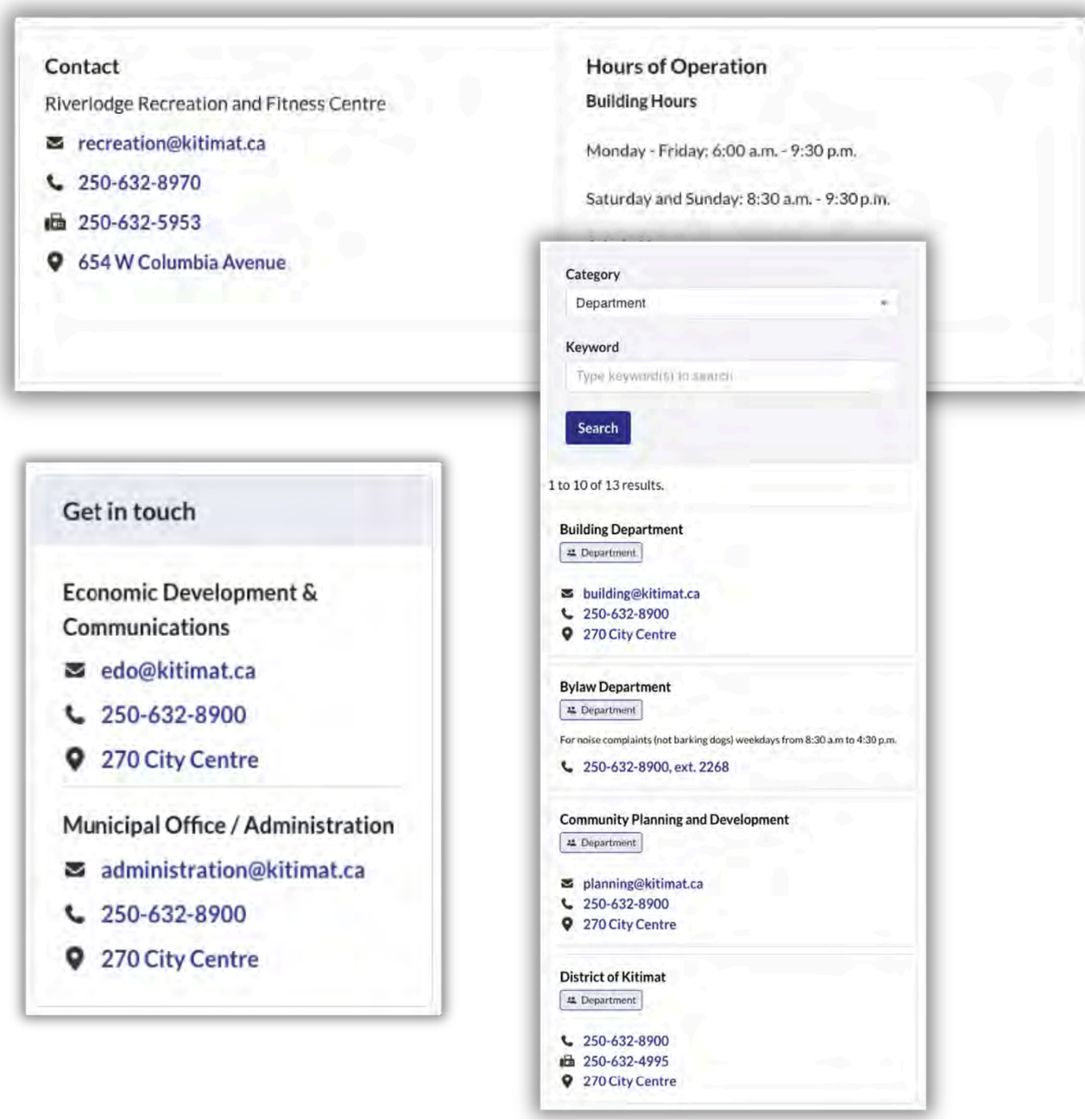
Search was the #1 requested improvement across all user groups.



Contacts everywhere

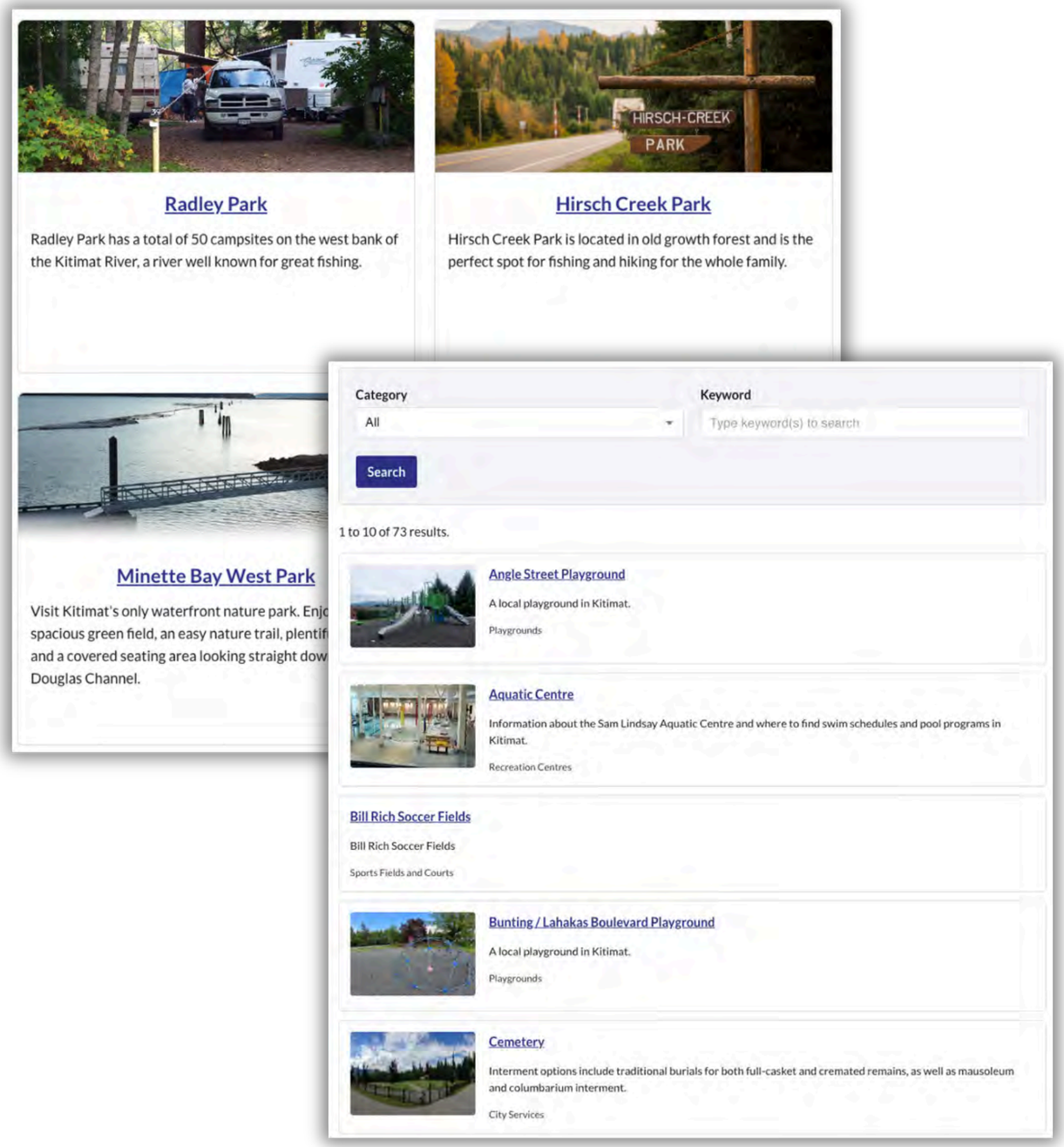
- Relevant contacts can now be placed in any page and sidebar, or as a feed.
- Searchable, filterable Contact Us directory.
- Enter contact info once and it can be reused anywhere it’s needed.

Finding the right person was the #1 frustration in our research. Now contacts are reusable and easily seen.



Facilities

- All facilities organized in a searchable feed and their own pages.
- Separated into clear sections by type.
- Each facility can show hours, location, contact info, and info in one place.
- Staff manage facility details once, and they can appear site-wide.
- Opportunity for dynamic layouts and engaging pictures.



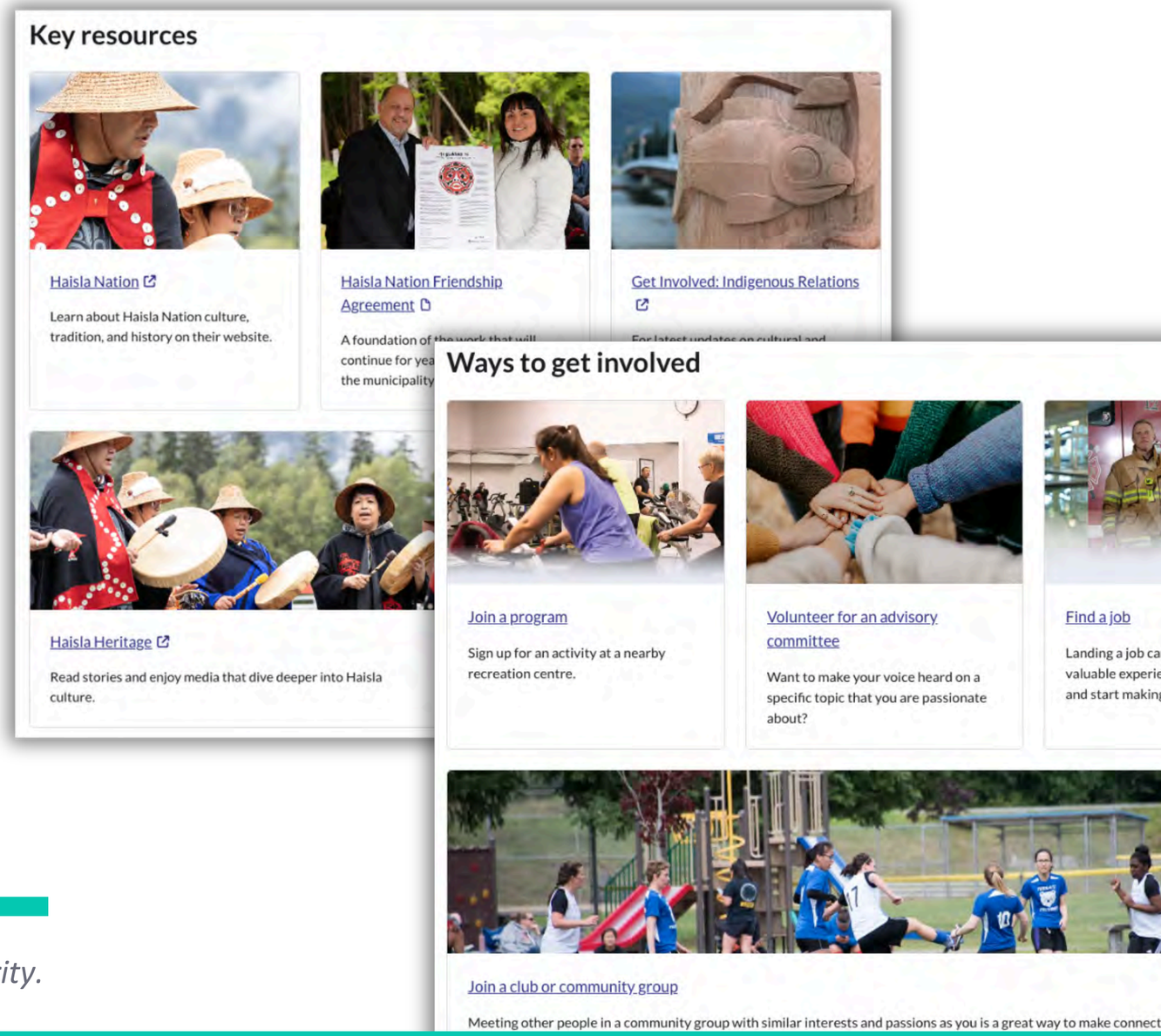
Haisla Nation and youth focus

Haisla Nation

- Dedicated section with space for subpages that can be added over time for greater focus on culture.
- Featured prominently on the homepage and in navigation.
- Indigenous audio content planned as a next step.

Youth Opportunities

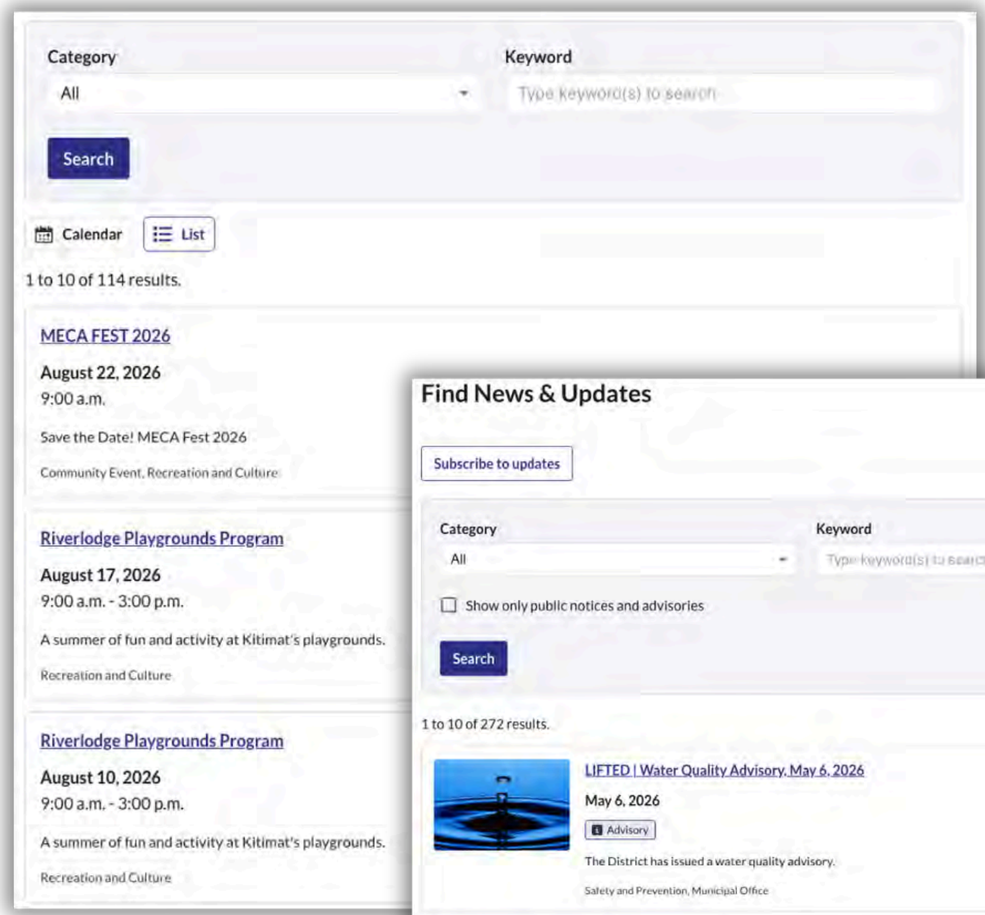
- Dedicated page connecting young people to programs, activities, and spaces.
- Clear pathways to recreation, jobs, and ways to get involved.

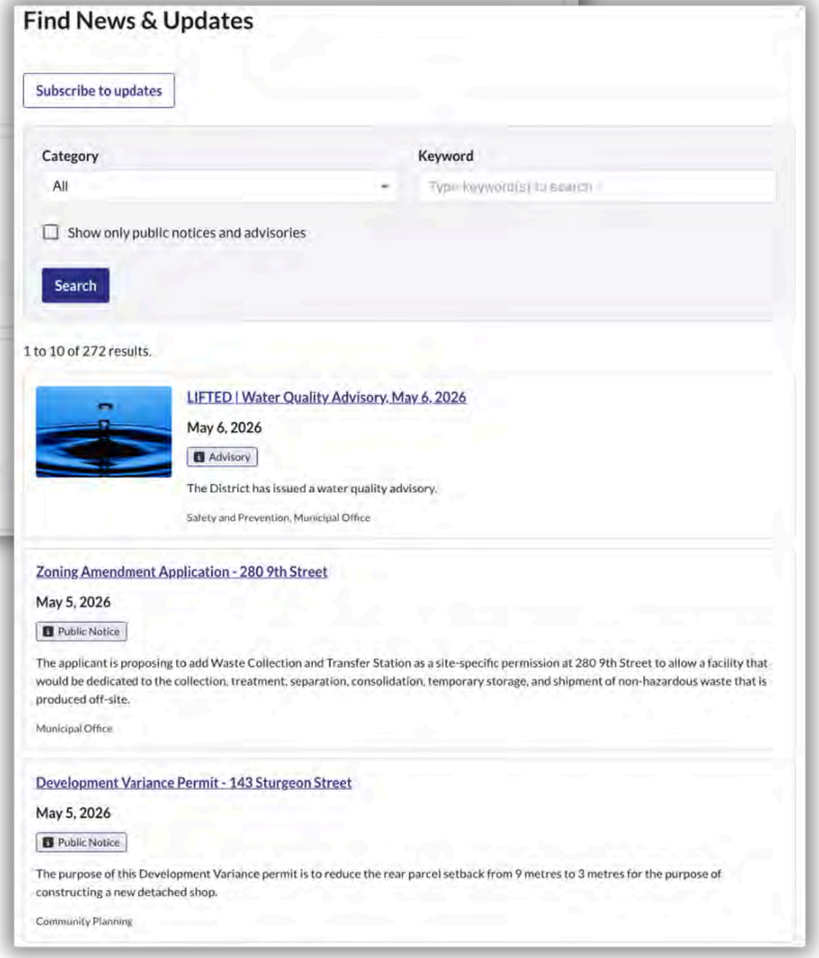


Engaging and highlighting these communities was a Council priority.

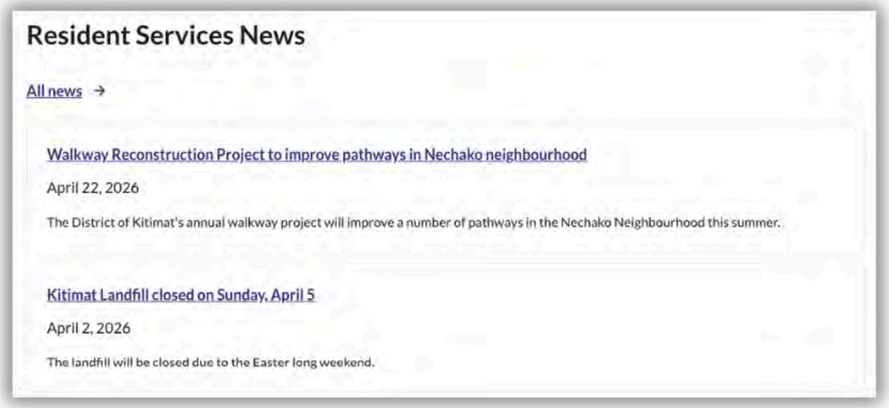
News and events

- News and events each have their own streamlined feed.
- Mini feeds by category also available.
- Category and keyword filtering for easy browsing.
- Public notices and advisories visually distinguished from regular news.



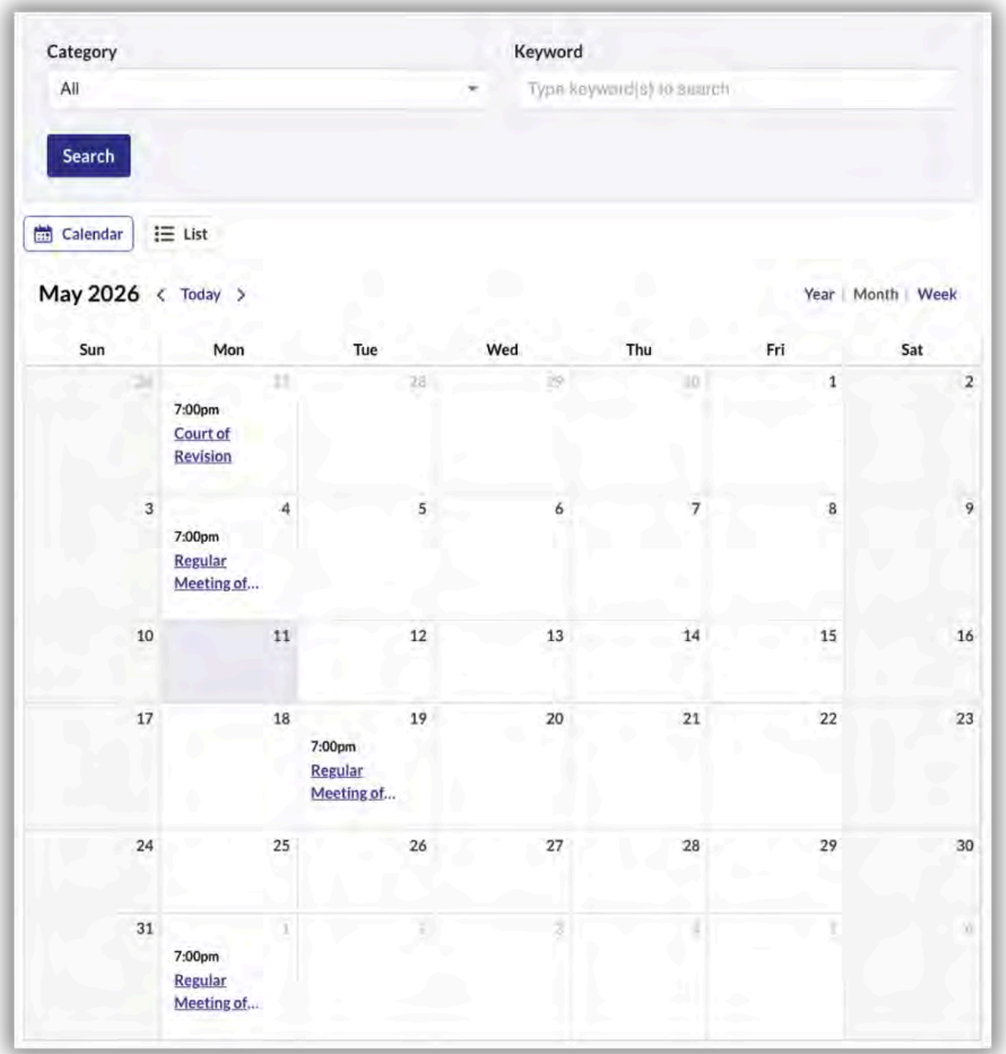


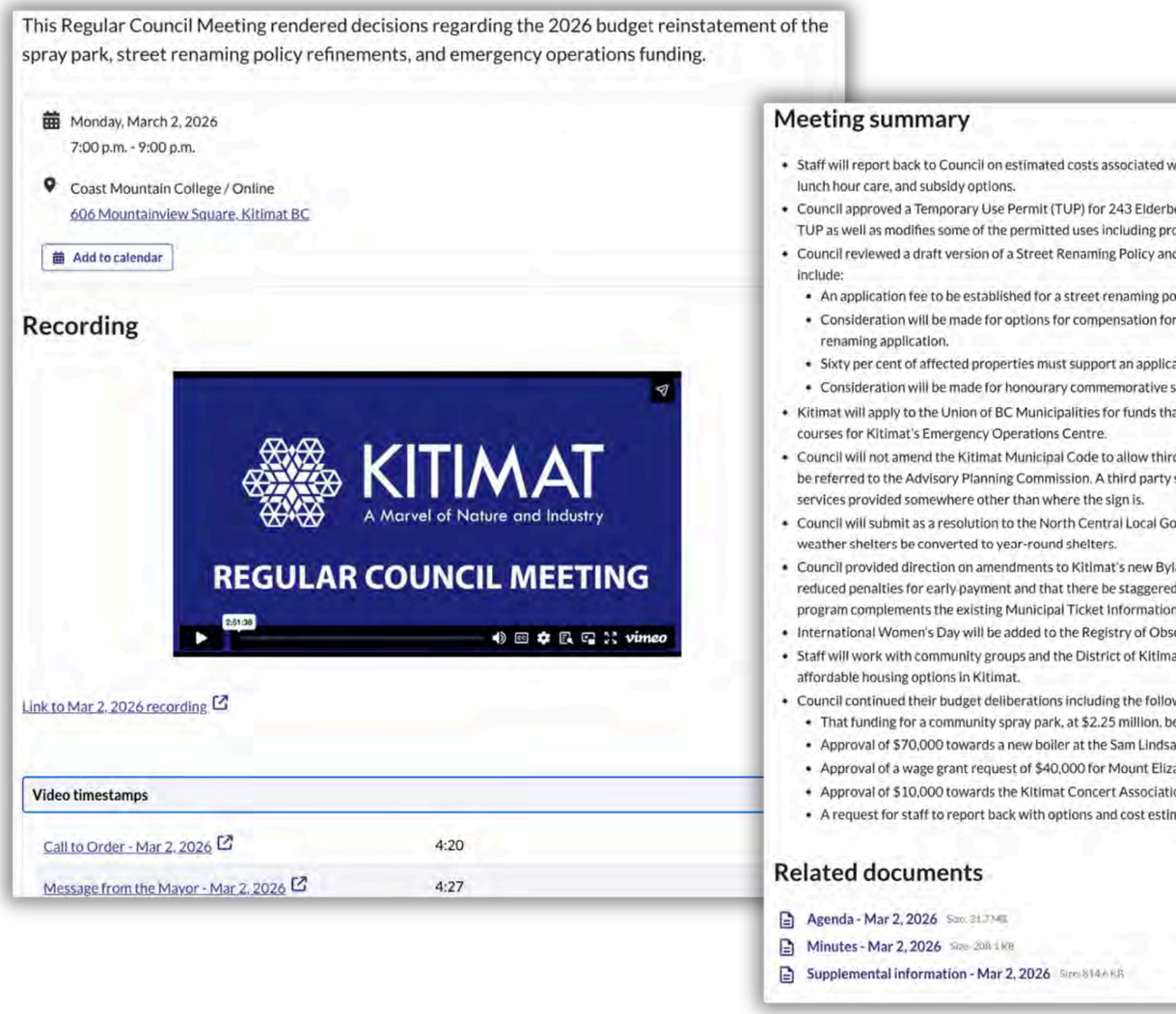




Council meetings in one place

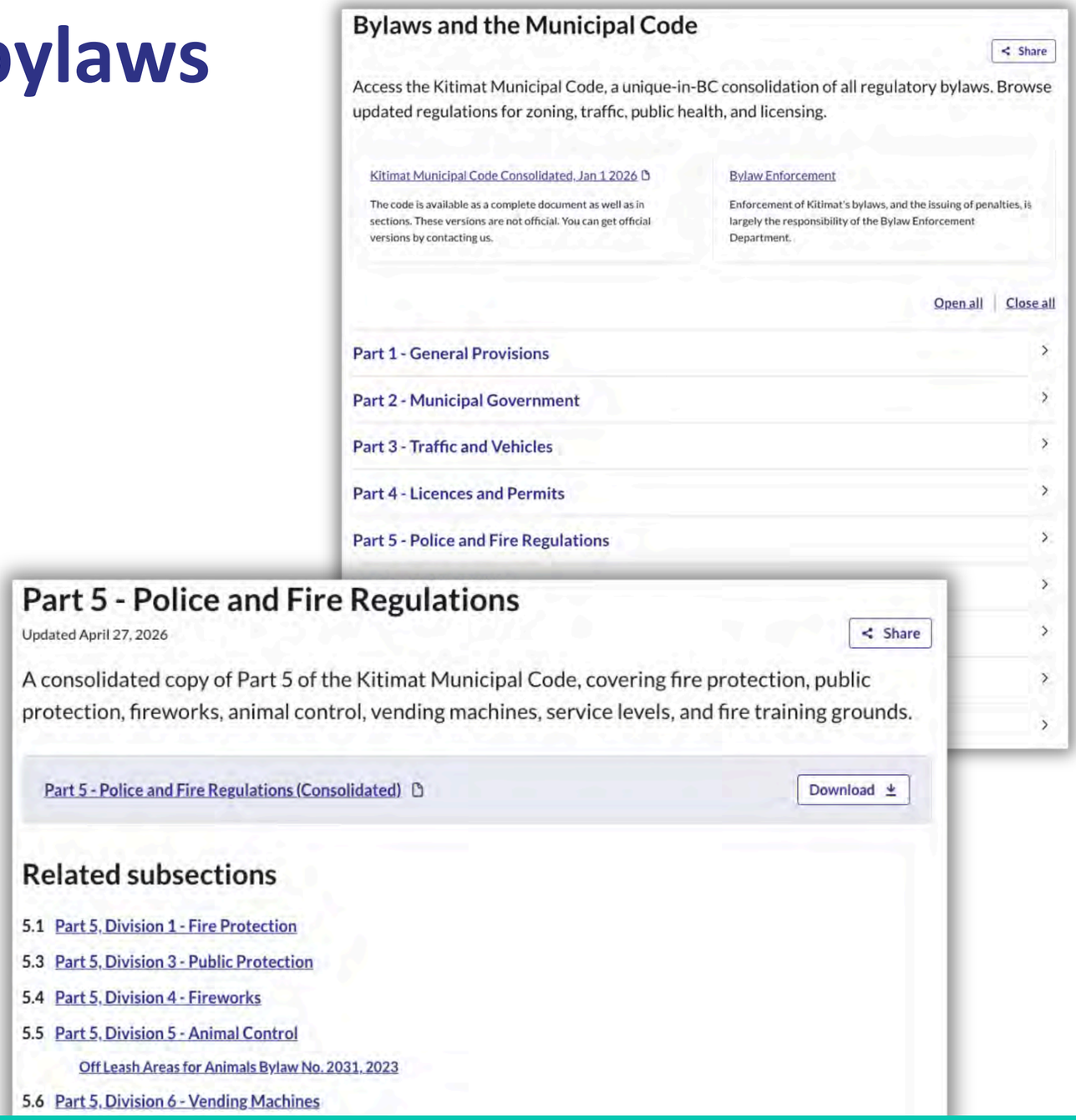
- No more going to four different places for agendas, minutes, recordings, and summaries.





Municipal code and bylaws

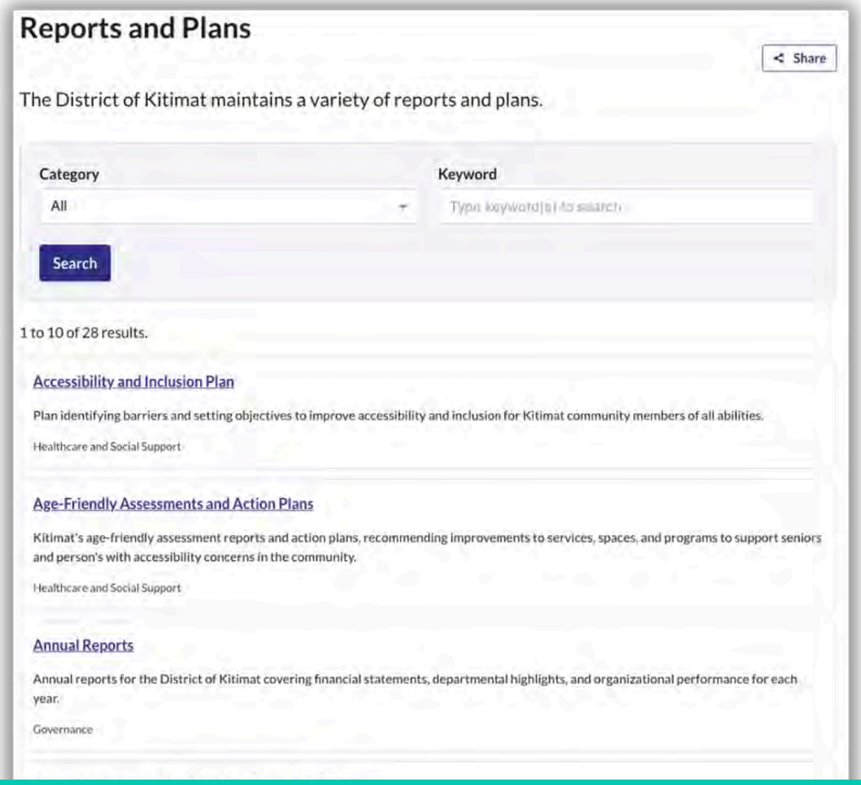
- Browse all municipal code and bylaw items like a table of contents, all hierarchical feeds populated automatically.
- Each item has its own page with related content.
- Easy to see how regulations connect to one another.

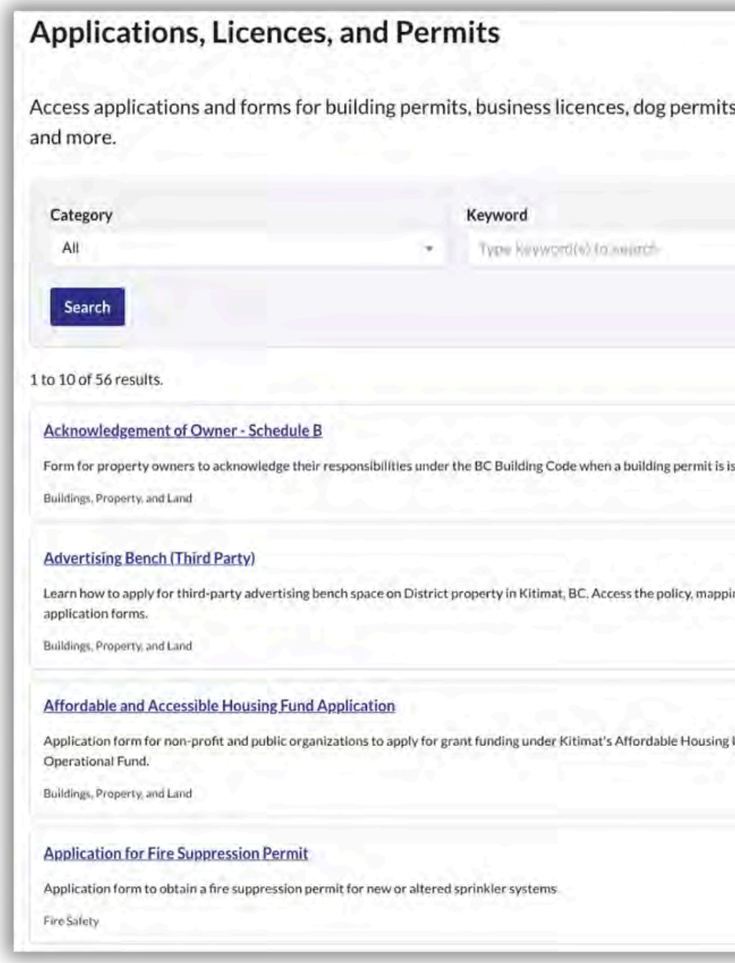


Reports, policies, and applications

- Reports and plans, policies, and applications, licences, and permits are easier to find and read.
- Staff update documents in one place and changes appear site-wide.







What's next



Coming up

Our work together doesn’t stop at launch. Kitimat’s website and SimpliCity’s platform are always evolving. Here's what we're building next...



Business Directory

A dedicated, searchable directory for local businesses.



Careers: Job Listings

A streamlined experience for job seekers and applicants.



Indigenous Audio

Audio content to support Haisla Nation cultural presence on the site.

Thank you!

Have any questions?

Email Briana at:
briana@radical.io
or
briana@simplicitydigital.ca

kitimat.ca



Briana Sim
COO of Radical I/O
CEO of SimpliCity

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COUNCIL REPORT

Date: May 11, 2026
File: 7.9.3.130
To: Warren Waycheshen, CAO – for Mayor and Council
From: Ryan Beaudry, Director of Planning
Re: Development Variance Permit Application
Applicant: Noel Simpkins
Location: 143 Sturgeon Street

KITIMAT
A Marvel of Nature and Industry

Recommendation:

Action: Council consider approval of a Development Variance Permit application.

Recommended Motion:

THAT Development Variance Permit No. 02-2026, attached to the Development Variance Permit Application report for 143 Sturgeon Street, dated May 11, 2026, be approved.

Background:

At the April 20, 2026, Regular Meeting, staff presented a report regarding an application for a Development Variance Permit (DVP) at 143 Sturgeon Street. Council passed a motion directing staff to process the application and to not refer the application to the Advisory Planning Commission (APC). The application, site plan, and other supporting details are included in **Attachment A.**

1. Summary of Proposal

The applicant is proposing to vary the minimum rear property line setback applicable in the G3-A zone (see summary table below). The proposal would allow for construction of a new detached shop on the subject property, closer to the rear property line than currently permitted in the *Kitimat Municipal Code* (KMC).

G3-A Zoning Regulation	Current Requirement	Proposal
KMC Section 9.7.5.7 *Rear Building Setback (Minimum)*	9 metre setback from rear property line	3 metre setback from rear property line

The applicant has indicated that the proposed siting of the shop within the 9-metre rear setback area is intended to allow for a sufficient front access apron/gravel area at the entrance of the shop and adequate spacing from a proposed new septic system on the property. The applicant has also indicated that the proposed siting preserves mature trees on the property.

2. Internal Referrals

On April 29, 2026, the DVP application was reviewed at an internal meeting that included representation from the Engineering, Public Works, Fire, Building and Planning departments. The

internal departments did not object to the proposed setback variance; however, clarification was requested regarding: (1) the proposed roof material with respect to the potential for snow shedding; and (2) the proposed stormwater drainage plan for the new structure. The applicant has confirmed that the proposed structure will have a metal roof with snow guards to mitigate snow shedding, and that drainage will consist of rock/gravel pits to contain rainwater and prevent any overland flow. Staff are of the opinion that this clarification addresses the items raised at the internal meeting.

3. Public Notice

Public notice that describes the application and invites public comment was mailed to property owners and tenants located within 30 metres of the subject property (**Attachment B**). The public notice was also posted to the District's Public Notice Posting Places (bulletin boards and website) and posted on Get Involved Kitimat for two consecutive weeks. At the time of writing this report, no public comments have been received.

4. DVP No. 02 - 2026

Staff have prepared a draft DVP No. 02 - 2026 for Council's consideration (**Attachment C**). The attached permit addresses the requested variance and if approved, would allow the applicant to construct a garage in the rear setback of the property at 143 Sturgeon Street.

Alternative Options:

1. If Council wishes to deny the application, the following is offered for Council consideration:

   THAT the Development Variance Permit application from Noel Simpkins, dated April 1, 2026, for the property at 143 Sturgeon Street, be denied.

2. Another option as developed through Council debate.

Budget Implications:

None

"SLT"
Director of Finance Initials

Budgeted: **Unbudgeted:**

Council Initiatives/Other Relevant Plans:

Strategic Plan (2023-2026)
Not Considered
Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)
Not Considered
District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṗ nis
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 Considered

Kitimat Cycle Network Plan

Not Considered

Kitimat Poverty Reduction Strategy

Not Considered

Leisure Services Master Plan

Not Considered

Minette Bay West Concept Plan

Not Considered

Official Community Plan (and Downtown Design Guidelines)

Public Participation	4.7.3 Consider and encourage early and ongoing formal and informal opportunities for public participation in planning and approval processes relating to land use, development and provision of services.

Solid Waste Action Plan

Not Considered

Water Conservation Plan

Not Considered

BC Transit Future Services Plan

Not Considered

Economic Development Strategic Plan (2023-2029)

Not Considered

"Christopher Bjorgan"

Prepared by
Christopher Bjorgan, Planner 1

"Ryan Beaudry"

Submitted by
Ryan Beaudry, Director of Planning

"Warren Waycheshen"

Approved for Submission
Warren Waycheshen, CAO

Attachments A - Application and supporting details
B - 30 metre buffer map
C - DVP No. 02-2026

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KITIMAT
A Marvel of Nature and Industry

Development Variance Permit Application

Community Planning and Development
270 City Centre, Kitimat, BC V8C 2H7
T: 250-632-8900
www.kitimat.ca

Central File #: 7.9.3.____

APPLICANT INFORMATION

Full Name: Noel Simpkins

Mailing Address: [redacted] Postal Code: [redacted]

Phone: [redacted] Cell: [redacted] E-mail: noel.simpkins@gmail.com

OWNER INFORMATION *(if different from above)*

Full Name: [redacted]

Mailing Address: [redacted] Postal Code: _____

Phone: _____ Cell: _____ E-mail: _____

PROPERTY INFORMATION

Civic Address(es): 143 Sturgeon St.

Legal Description(s): L29 DL6190 R5C PL8007

Parcel Identifier(s): 008101621

Is the property 800 metres or closer to a provincial highway? Yes ☐ No ☒

Zoning (*Kitimat Municipal Code*): G3-A Cable Car

Lot Size (m²/ha/acre): 0.92Ac (+/-3725m2)

Is the property serviced by municipal water? Yes ☒ No ☐

Is the property serviced by sanitary sewer? Yes ☐ No ☒

PROJECT INFORMATION *(attach additional pages if necessary)*

Describe the current use: Single family home, no business operating on the property.

Describe the proposed development and use: Construct a +/-230m2 (20m x 11.5m) shop at the back of the lot. Property use to remain the same as above.

Describe requested variance and reason variance is require: Reduction of rear yard setback from 9m to 3m, to allow shop to be built with sufficient area in front for access apron. To allow more efficient utilization of property and to preserve mature specimen trees. See site plan.

* TO EAVE/FASCIA OF ROOF OVERHANG.

APPLICATION ACKNOWLEDGMENT

Personal Information provided on this form is collected under the authority of Section 26(c) of the Freedom of Information and Protection of Privacy Act and will be used only for purposes related to your application. Your name will be treated as public information. Home address and telephone number will not be released except in accordance with the Freedom of Information and Protection of Privacy Act.

Should there be any change in ownership or legal description of the property, I undertake to notify the Community Planning and Development Department immediately to avoid any unnecessary delay in processing the application. I accept responsibility for delay caused by incorrect or insufficient submission materials. Processing begins only when an application is certified as complete. To be considered complete, the application must include this completed form, required fees, and supporting plans, relevant property title charges, documents and/or drawings as required.

Noel Simpkins — APRIL 1, 2026

Applicant or Authorized Representative — Signature — Date

AUTHORIZATION OF APPLICANT

By signing this application, I authorize the above applicant to apply for this permit, receive and submit information regarding this property and this application, and otherwise act on behalf of the property owner regarding this application.

Noel Simpkins — APRIL 1, 2026

Applicant or Authorized Representative — Signature — Date

KITIMAT
A Marvel of Nature and Industry

Development Variance Permit Application
Checklist and Zoning Analysis

APPLICATION CHECKLIST

This checklist must be followed and submitted with your application form. If the application is incomplete, it will affect the processing time of the pending application. Please complete the application by initialing in the box under "Copies Attached" to verify completion of each submittal requirement. District staff will review the checklist and application package. Only complete applications will be accepted and assigned for review.

FORMS AND FEES REQUIRED

Document	Details	Notes	Copies Attached	Accepted by Staff
Application Form	Application form must be completed and signed at the time of submission.		N.S.	
Application Fee	Application fee paid and receipt provided.		N.S.	
Title Certificate	Documentation of current ownership, including relevant property title charges (i.e. covenant), if applicable	The title search must be completed within 30 days of submission. Available from Land Title Office.	N.S.	

DRAWINGS AND DOCUMENTS

Document	Details	Notes	Copies Attached	Accepted by Staff
Site Plan	Overhead view of proposed development in context of buildings and property lines to scale.	Use the metric system when showing dimensions of buildings, property lines, setbacks, height, etc.	N.S.	
Floor Plan	Existing and proposed building floor areas.		N.S.	
Elevations	Height, dimensions, and overall exterior building design.	Measurements must use metric system.	N.S.	
Signage Plan	Signage locations and dimensions of sign areas and height	Measurements must use metric system.	N/A	

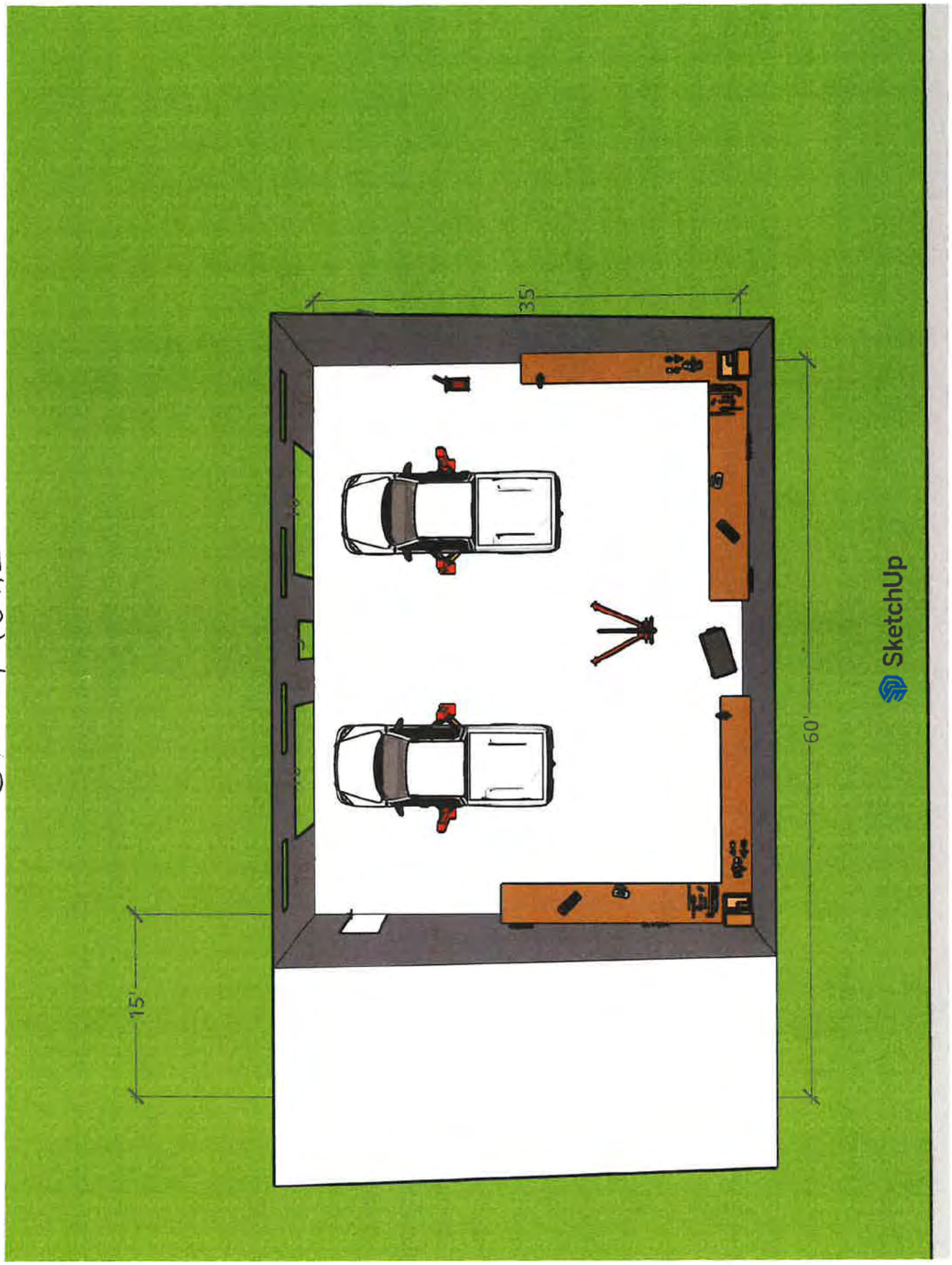
ZONING ANALYSIS TABLE

The Zoning Analysis Table provides the applicant an opportunity to demonstrate that the proposal meets the regulations of the Zoning Bylaw (Part 9 of the *Kitimat Municipal Code*) and applies to all the Zoning Amendment, Development Permit, and Development Variance Permit applications. Please refer to Part 9 of the *Kitimat Municipal Code* when completing this section.

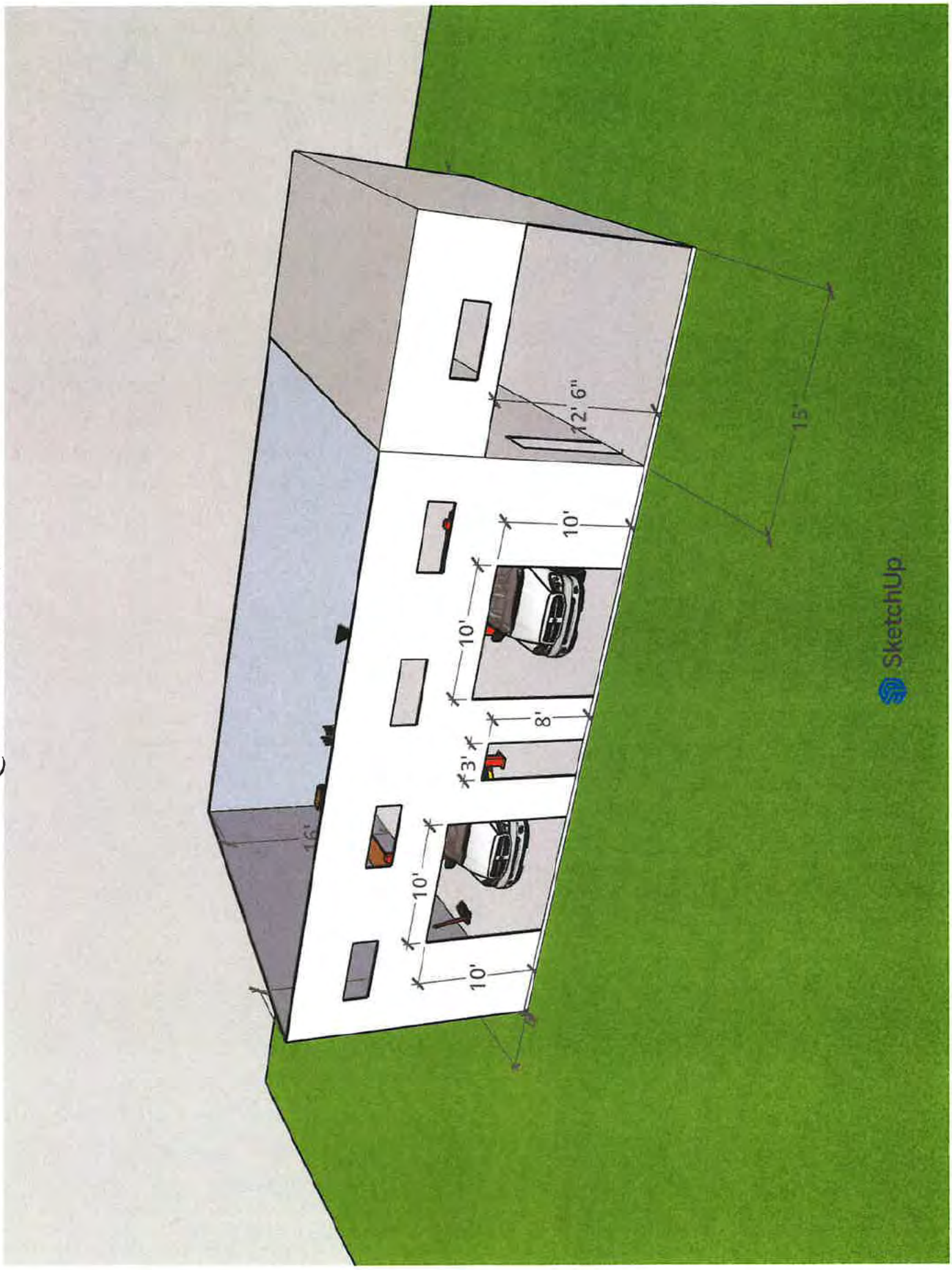
All measurements to be provided in metric.

Site Details and Development Regulations	**Zoning Requirement**	**Proposal**
Min. Lot Area (m^2)		No changes.
Min. Lot Frontage (metres)		No changes.
Max. Lot Coverage (%)	-	N/A
Max. Gross Floor Area (m^2)	-	N/A
Max. Floor Area Ratio (FAR)	-	N/A
Number of Buildings/Structures		4
Type of Buildings/Structures		House, Shop, Studio, Wood Shed
Max. Building Height (metres)		25' (7.62m)
Building(s) Setbacks (metres)- Front, Side, Side, Rear	9.7.5.7; Rear - 9m	Rear - 3m
Drive Aisle Width (metres)	-	4m
Min. Off-Street Parking	-	N/A
Max. Access Width (metres)	-	No changes.
Max. Sign Area (m^2)	-	N/A
Max. Sign Height (metres)	-	N/A

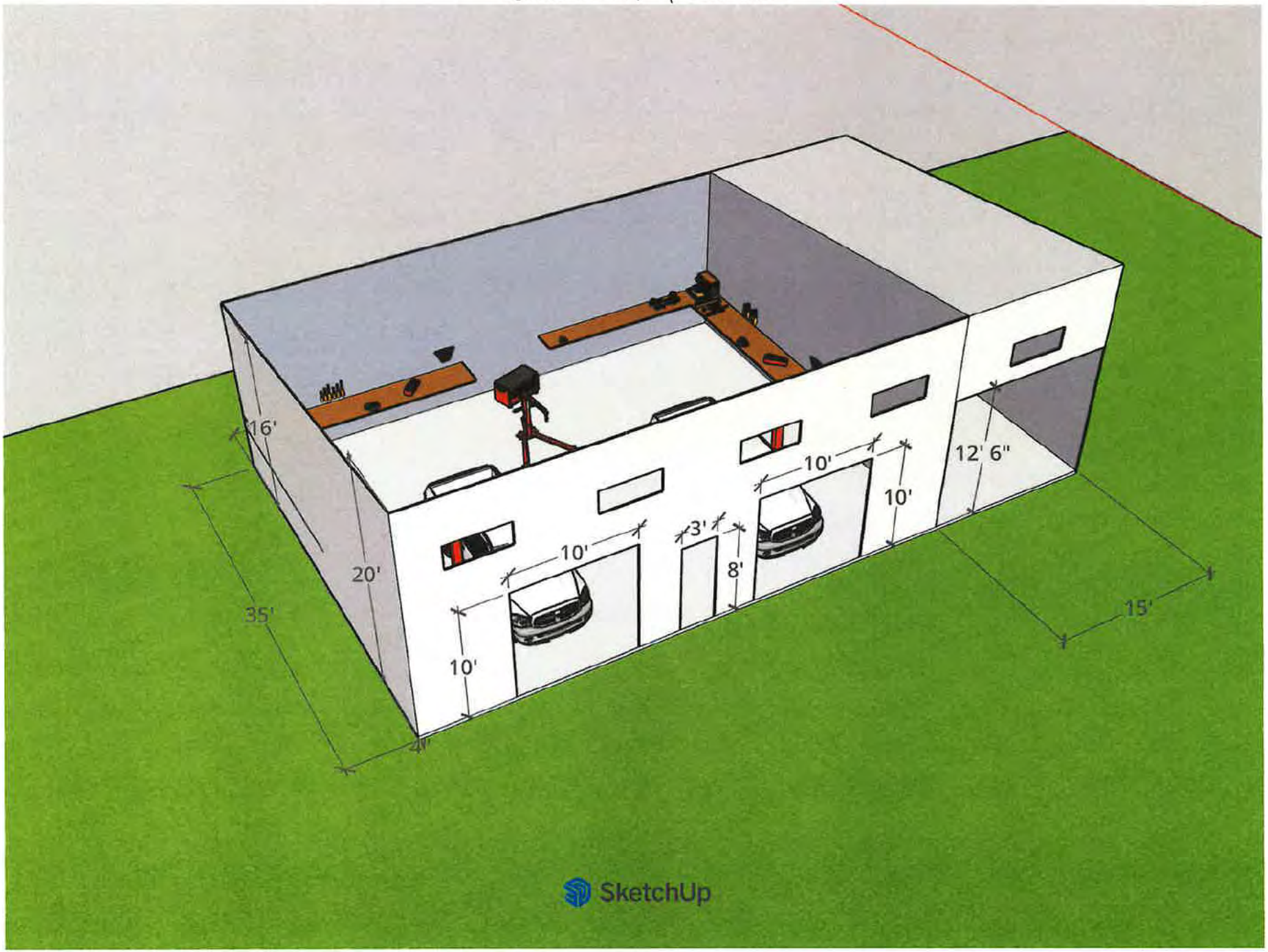
CONCEPTUAL



CONCEPTUAL



CONCEPTUAL



SHEET NO. _____ OF _____

DESCRIPTION
DEVELOPMENT VARIANCE PERMIT APPLICATION
143 STURGEON ST., KITIMAT, B.C
L29 DL690 R5C PL 8007 P.I.D. 008(0162)

TOTAL LOT AREA: +/- 3725 m² (82m x 45m) (0.92Ac)

PROJECT NO

MADE BY N. S.

DATE 03/20/2026

CHECKED BY

DATE

+/- 82 m

LANDSCAPING

GRAVEL

EXISTING GARBAGE SHED

FUTURE CARPORT/ GARAGE

STUDIO/ WORKSHOP +/- 40 m²

LANDSCAPED AREA

PROPOSED SEPTIC TANK LOCATION

N S E W

3m

5m

14m

SLOPE

PROPOSED SHOP

+/- 230 m²

+/- 45 m

GRAVEL

PROPOSED GRAVEL APRON

20m

SLOPE

GRAVEL DRIVEWAY

SLOPE

STURGEON ST.

PROPOSED HYDRO FROM HOUSE

SLOPE

EX. SEPTIC FIELD

GRASS & GARDENS

FUTURE COVERED DECK

FUTURE DECK

FUT. DECK

EX. SEPT.

FUT. DECK

GRAVEL

11.5m

3m (VARIANCE REQUEST)

GRAVEL

> 9 METERS

GAS METER

HOUSE

+/- 200 m²

TO DITCH

(CONDUIT) UNDERGROUND

GRAVEL

DECK

FUTURE COVERED DECK

TOOL SHED #2

TOOL SHED #1

GRAVEL

UTILITY POLE

WOOD SHED

GRAVEL

UNDERGROUND (DIRECT BURY TECK)

4.5m (MIN)

LANDSCAPING

FENCE ON EAST P/L +/- 0.3m INSIDE

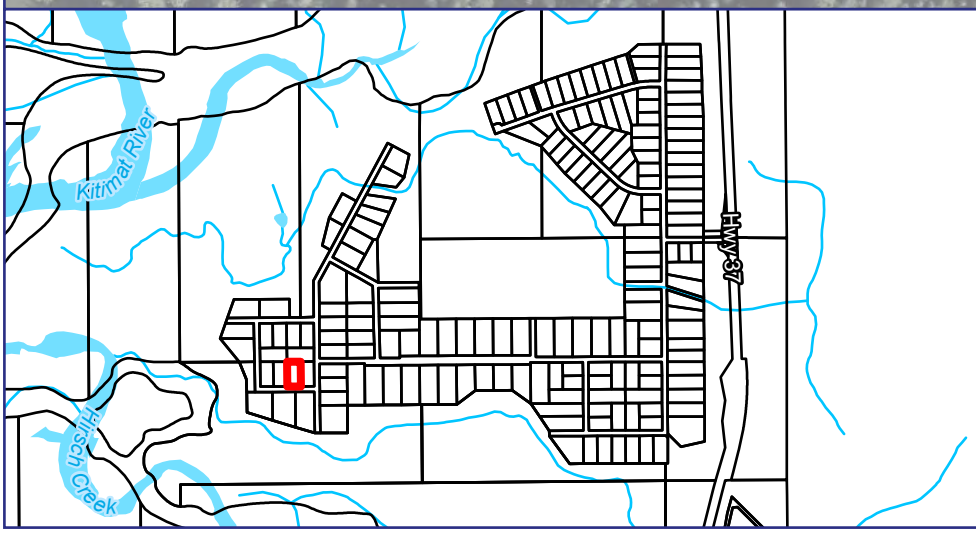
LEGEND

- W — 1" WATER LINE
- G — PNG GAS
- D — STORM WATER
- F — FIBRE OPTIC
- H — HYDRO
- S — EX. SANITARY
- S — PR. SANITARY

SCALE (APPROX.)

= 1 m² (1m x 1m) (3' x 3')





KITIMAT
A Marvel of Nature and Industry

LOCATION MAP
143 STURGEON ST

143 Sturgeon St
Stream
Legal Parcel

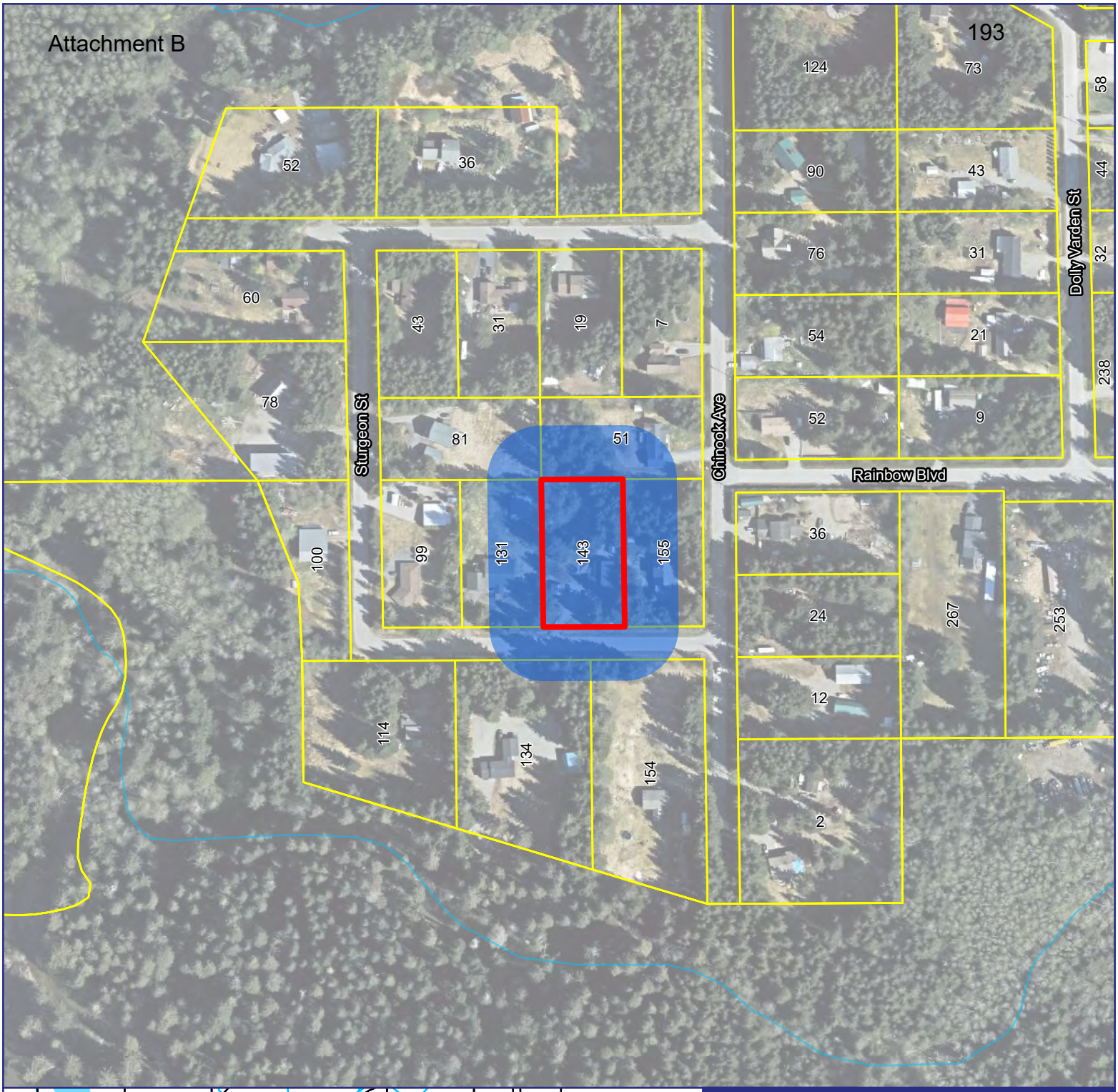
Scale: 1:3,000
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Author: AWS
Date: 08-Apr-2026
File: LocationMap
Revision: 0

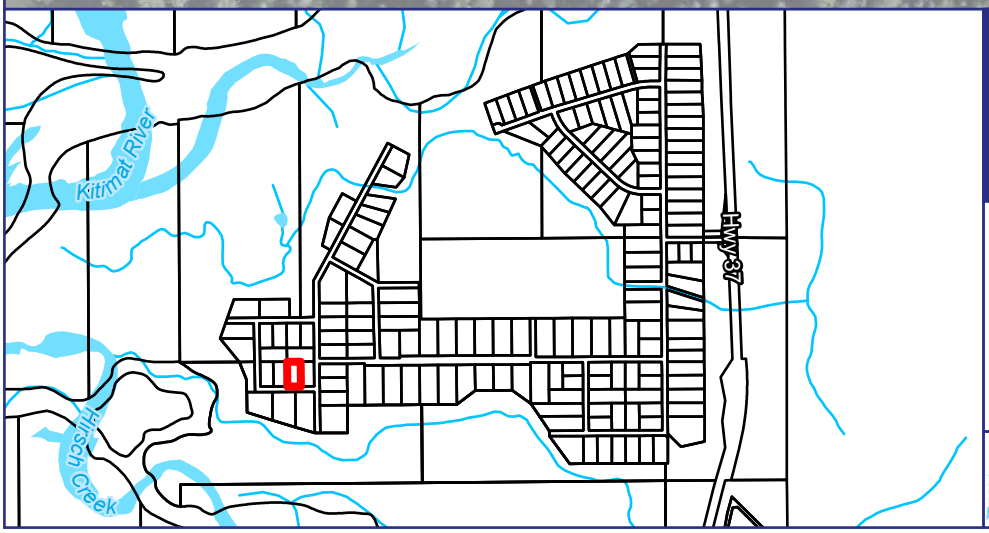
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Attachment B





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LOCATION MAP
143 STURGEON ST

143 Sturgeon St
Stream
Legal Parcel
30m Buffer

Scale: 1:3,000
Requisitor: CB
Author: AWS
Date: 08-Apr-2026
File: LocationMap
Revision: 0

0 35 70 140 m

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KITIMAT
A Marvel of Nature and Industry

270 City Centre, Kitimat, BC, Canada V8C 2H7 **P:** 250.632.8900 **W:** kitimat.ca **E:** dok@kitimat.ca

7.9.3.130

DISTRICT OF KITIMAT
DEVELOPMENT VARIANCE PERMIT NO. 02-2026

1. Issue in accordance with Section 498 of the *BC Local Government Act*.

2. This Development Variance Permit is issued subject to compliance with the *Kitimat Municipal Code* and *Official Community Plan* except as specifically varied or supplemented by the Permit.

3. This Development Variance Permit applies only to lands within the Municipality described below, and any and all buildings, structures and other development thereon:

   LOT 29, DISTRICT LOT 6190, RANGE 5, COAST DISTRICT, PLAN 8007,
   PID 008-101-621

4. Nothing herein contained shall be construed to authorize the owner of said lands to vary except as approved by Kitimat Council on May 19th, 2026, the *Kitimat Municipal Code,* and the *Kitimat Official Community Plan*.

5. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit. This Development Variance Permit varies the required rear yard setback to 3 metres (minimum) from the proposed detached shop to the rear property line, at 143 Sturgeon Street, as shown in Attachment A.

6. This Permit is NOT a Building Permit

AUTHORIZING RESOLUTION PASSED BY KITIMAT COUNCIL MAY 19, 2026

Date of Issue: May 20, 2026

District of Kitimat, by Authorized Signatory

_____
Tracy Tavares
Director of Corporate Administration

Attachment(s): Site Plan

DRAFT

SHEET NO. _____ OF _____

DESCRIPTION
DEVELOPMENT VARIANCE PERMIT APPLICATION
143 STURGEON ST., KITIMAT, B.C
L29 DL690 R5C PL 8007 P.I.D. 008(0162)

TOTAL LOT AREA: +/- 3725 m² (82m x 45m) (0.92Ac)

PROJECT NO

MADE BY N. S.
DATE 03/20/2026

CHECKED BY
DATE

STURGEON ST.

+/- 82 m

LANDSCAPING

GRAVEL

EXISTING GARBAGE SHED

FUTURE CAR PORT/ GARAGE

STUDIO/ WORKSHOP +/- 40 m²

LANDSCAPED AREA

PROPOSED SEPTIC TANK LOCATION

GRAVEL DRIVEWAY

SLOPE

3m

GRASS & GARDENS

FUTURE COVERED DECK

FUT. DECK

FUTURE DECK

EX. SEPT.

FUT. DECK

GRAVEL

> 9 METERS

GAS METER

HOUSE

+/- 200 m²

TO DITCH

(CONDUIT) UNDERGROUND

UTILITY POLE

DECK

FUTURE COVERED DECK

WOOD SHED

TOOL SHED #2

TOOL SHED #1

GRAVEL

GRAVEL

UNDERGROUND (DIRECT BURY TECK)

4.5m (MIN)

LANDSCAPING

FENCE ON EAST P/L +/- 0.3m INSIDE

5m

LANDSCAPING

GRAVEL

14m

SLOPE

PROPOSED SHOP

+/- 230 m²

+/- 45 m

GRAVEL

PROPOSED GRAVEL APRON

20m

SLOPE

PROPOSED HYDRO FROM HOUSE

EX. SEPTIC FIELD

SLOPE

11.5m

GRAVEL

3m (VARIANCE REQUEST)

LEGEND

- W — 1" WATER LINE
- G — PNG GAS
- D — STORM WATER
- F — FIBRE OPTIC
- H — HYDRO
- S — EX. SANITARY
- PR. SANITARY

SCALE (APPROX.)

= 1 m² (1m x 1m) (3' x 3')

COUNCIL REPORT

Date: May 11, 2026
File: 7.9.3.131
To: Warren Waycheshen, CAO – for Mayor and Council
From: Ryan Beaudry, Director of Planning
Re: Development Variance Permit Application
Applicant: Sean Gust on behalf of 788758 Alberta Inc.
Location: 635 Legion Road

KITIMAT
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Recommendation:

Action: To obtain Council direction for next steps on a Development Variance Permit application.

Recommended Motion:

THAT staff be directed to process the Development Variance Permit application from Sean Gust on behalf of 788758 Alberta Inc., dated April 16, 2026, for the property at 635 Legion Road.

THAT the Development Variance Permit application from Sean Gust on behalf of 788758 Alberta Inc., dated April 16, 2026, for the property at 635 Legion Road, not be referred to the Advisory Planning Commission.

Background:

On April 16, 2026, the District of Kitimat received a Development Variance Permit (DVP) application from Sean Gust on behalf of the property owner of 635 Legion Road. See **Attachment A** for the application, site plan, and other supporting details.

1. Summary of Proposal

The applicant is proposing to vary the maximum access width permitted on the subject property in the C5 zone (see summary table below).

C5 Zoning Regulation	Current Requirement	Proposal
KMC Section 9.5.6.18 (b) *Access*	Maximum access width of 5 metres	Maximum access width of 7 metres

The proposed variance is intended to allow large vehicles - such as buses, large trucks, and recreational vehicles - to enter and exit the subject property. The applicant has indicated that without the variance, large vehicles will not be able to access the property due to a combination of factors including the 5-metre width restriction in the *Kitimat Municipal Code,* the turning radius of large vehicles, and the considerable slope of Legion Road.

2. Internal Referrals

As part of processing the DVP application, staff will seek input from internal departments such as Engineering, Public Works, Fire, and Building. A summary of internal input received will be

included in a subsequent report to Council when the DVP application is brought forward for a decision.

3. Advisory Planning Commission

In accordance with the Advisory Planning Commission (APC) Policy A-16, DVP applications are to be referred to the APC for review and a recommendation to Council. If staff are directed by Council to process a DVP application, the application is typically referred to the APC by default unless Council directs otherwise. In the case of the DVP application at 635 Legion Road, staff recommend the application not be referred to the APC, given the technical considerations necessitating the variance as outlined above. Further, abutting properties on Legion Road will be included in a public notice mailout as outlined in Section 4 below. If Council wants to refer this application to the APC, the second part of the recommended motion can be omitted and the referral will automatically be made to the APC.

4. Public Notice

A public notice that describes the application and invites public comment will be mailed to property owners and tenants located within 30 metres of the subject property (**Attachment B**). The public notice will also be posted to the District's Public Notice Posting Places (bulletin boards and website) and posted on Get Involved Kitimat for two consecutive weeks.

Alternative Options:

1. If Council wishes to deny the application, the following is offered for Council consideration:

   THAT the Development Variance Permit application from Sean Gust on behalf of 788758 Alberta Inc., dated April 16, 2026, for the property at 635 Legion Road, be denied.

2. Another option as developed through Council debate.

Budget Implications:

None.

"SLT"
Director of Finance Initials

Budgeted: **Unbudgeted:**

Council Initiatives/Other Relevant Plans:

Strategic Plan (2023-2026)
Not Considered
Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)
Not Considered
District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṗ nis
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 Considered

Kitimat Cycle Network Plan
Not Considered

Kitimat Poverty Reduction Strategy
Not Considered

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 Considered

Economic Development Strategic Plan (2023-2029)
Not Considered

"Christopher Bjorgan"
Prepared by
Christopher Bjorgan, Planner 1

"Ryan Beaudry"
Submitted by
Ryan Beaudry, Director of Planning

"Warren Waycheshen"
Approved for Submission
Warren Waycheshen, CAO

Attachments A - Application, site plan and supporting documents
B - Location map with 30m buffer

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KITIMAT
A Marvel of Nature and Industry

Development Variance Permit Application

Community Planning and Development
270 City Centre, Kitimat, BC V8C 2H7
T: 250-632-8900
www.kitimat.ca

DISTRICT OF KITIMAT
RECEIVED
APR 16 2026
FILE

PAID
APR 16 2026

Central File #: 7.9.3.____

APPLICANT INFORMATION

Full Name: Sean Gust

Mailing Address: [redacted] Postal Code: [redacted]

Phone: [redacted] Cell: [redacted] E-mail: [redacted]

OWNER INFORMATION *(if different from above)*

Full Name: 788758 Alberta Inc.

Mailing Address: Same as above Postal Code: Same

Phone: Same as above Cell: Same E-mail: Same

PROPERTY INFORMATION

Civic Address(es): 635 Legion Avenue, Kitimat BC

Legal Description(s): Lot 1, DLS 6036 & 6045, Plan 3789, Excl PL 6966

Parcel Identifier(s): Car/Truck/Bus Wash

Is the property 800 metres or closer to a provincial highway? Yes ☐ No ☒

Zoning (*Kitimat Municipal Code*): C5 Limited Commercial

Lot Size (m²/ha/acre): 0.47 ha. / 1.17 ac.

Is the property serviced by municipal water? Yes ☒ No ☐

Is the property serviced by sanitary sewer? Yes ☒ No ☐

PROJECT INFORMATION *(attach additional pages if necessary)*

Describe the current use: Currently constructing a car/truck/bus wash with entry access and exit lanes.

Describe the proposed development and use: Car/truck/bus Wash

Describe requested variance and reason variance is require: We wish to extend the access entrance from the current 17' to 23' (7.0104 m). The entrance is too narrow to allow buses, motor homes and some trucks to enter the site safely.

APPLICATION ACKNOWLEDGMENT

Personal Information provided on this form is collected under the authority of Section 26(c) of the Freedom of Information and Protection of Privacy Act and will be used only for purposes related to your application. Your name will be treated as public information. Home address and telephone number will not be released except in accordance with the Freedom of Information and Protection of Privacy Act.

Should there be any change in ownership or legal description of the property, I undertake to notify the Community Planning and Development Department immediately to avoid any unnecessary delay in processing the application. I accept responsibility for delay caused by incorrect or insufficient submission materials. Processing begins only when an application is certified as complete. To be considered complete, the application must include this completed form, required fees, and supporting plans, relevant property title charges, documents and/or drawings as required.

Sean Gust, Director 788758 Alberta Inc.		April 15, 2026
Applicant or Authorized Representative	Signature	Date

AUTHORIZATION OF APPLICANT

By signing this application, I authorize the above applicant to apply for this permit, receive and submit information regarding this property and this application, and otherwise act on behalf of the property owner regarding this application.

Corinne Scott, President 788758 Alberta Inc.		April 15, 2026
Applicant or Authorized Representative	Signature	Date

KITIMAT
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Development Variance Permit Application
Checklist and Zoning Analysis

APPLICATION CHECKLIST

This checklist must be followed and submitted with your application form. If the application is incomplete, it will affect the processing time of the pending application. Please complete the application by initialing in the box under "Copies Attached" to verify completion of each submittal requirement. District staff will review the checklist and application package. Only complete applications will be accepted and assigned for review.

FORMS AND FEES REQUIRED

Document	Details	Notes	Copies Attached	Accepted by Staff
Application Form	Application form must be completed and signed at the time of submission.		X	
Application Fee	Application fee paid and receipt provided.	$350.00	X	Jen Castle
Title Certificate	Documentation of current ownership, including relevant property title charges (i.e. covenant), if applicable	The title search must be completed within 30 days of submission. Available from Land Title Office.	ON FILE @ DOK	

DRAWINGS AND DOCUMENTS

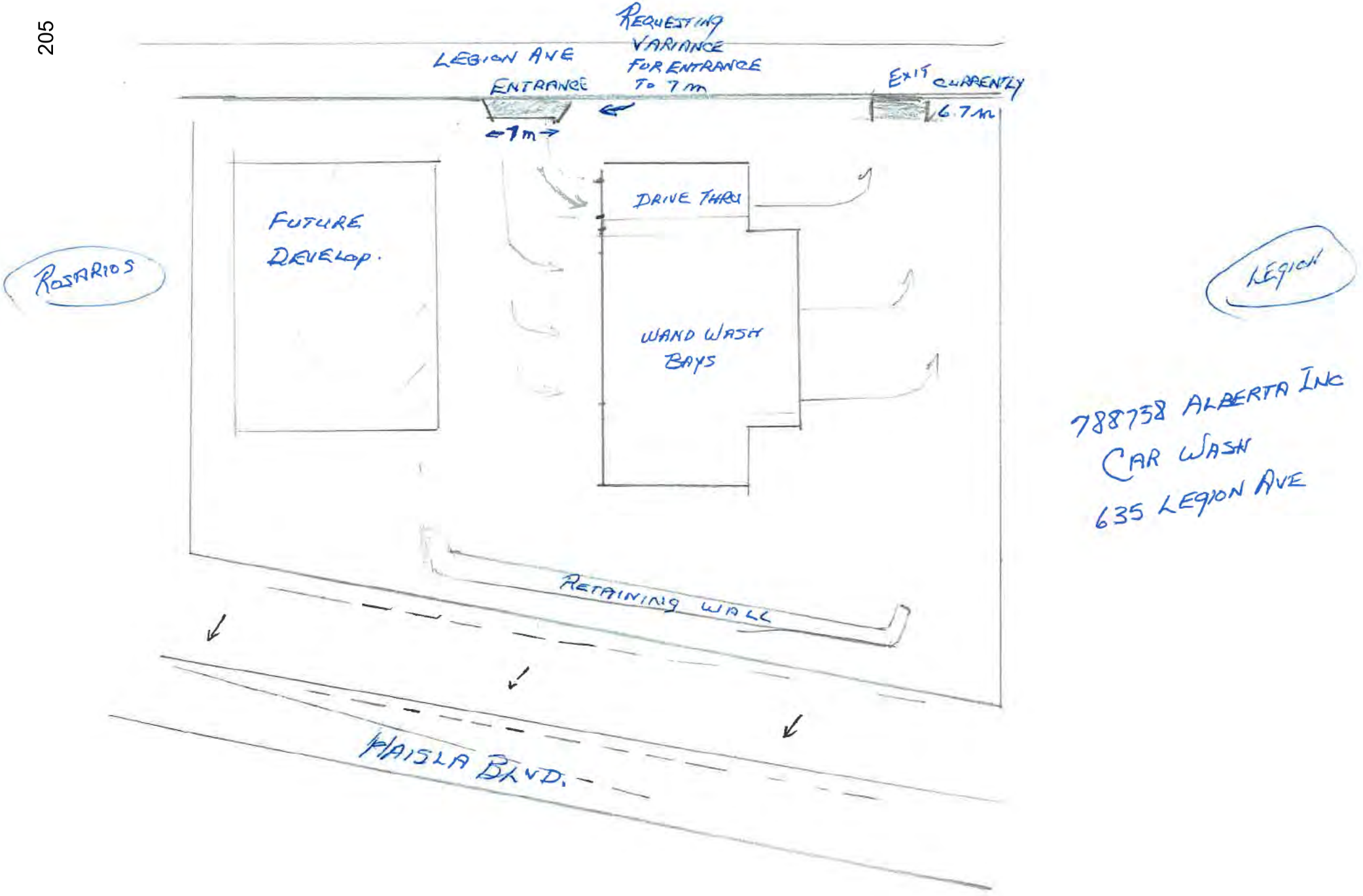
Document	Details	Notes	Copies Attached	Accepted by Staff
Site Plan	Overhead view of proposed development in context of buildings and property lines to scale.	Use the metric system when showing dimensions of buildings, property lines, setbacks, height, etc.	✓	
Floor Plan	Existing and proposed building floor areas.		N/A	
Elevations	Height, dimensions, and overall exterior building design.	Measurements must use metric system.	N/A	
Signage Plan	Signage locations and dimensions of sign areas and height	Measurements must use metric system.	N/A	

ZONING ANALYSIS TABLE

The Zoning Analysis Table provides the applicant an opportunity to demonstrate that the proposal meets the regulations of the Zoning Bylaw (Part 9 of the *Kitimat Municipal Code*) and applies to all the Zoning Amendment, Development Permit, and Development Variance Permit applications. Please refer to Part 9 of the *Kitimat Municipal Code* when completing this section.

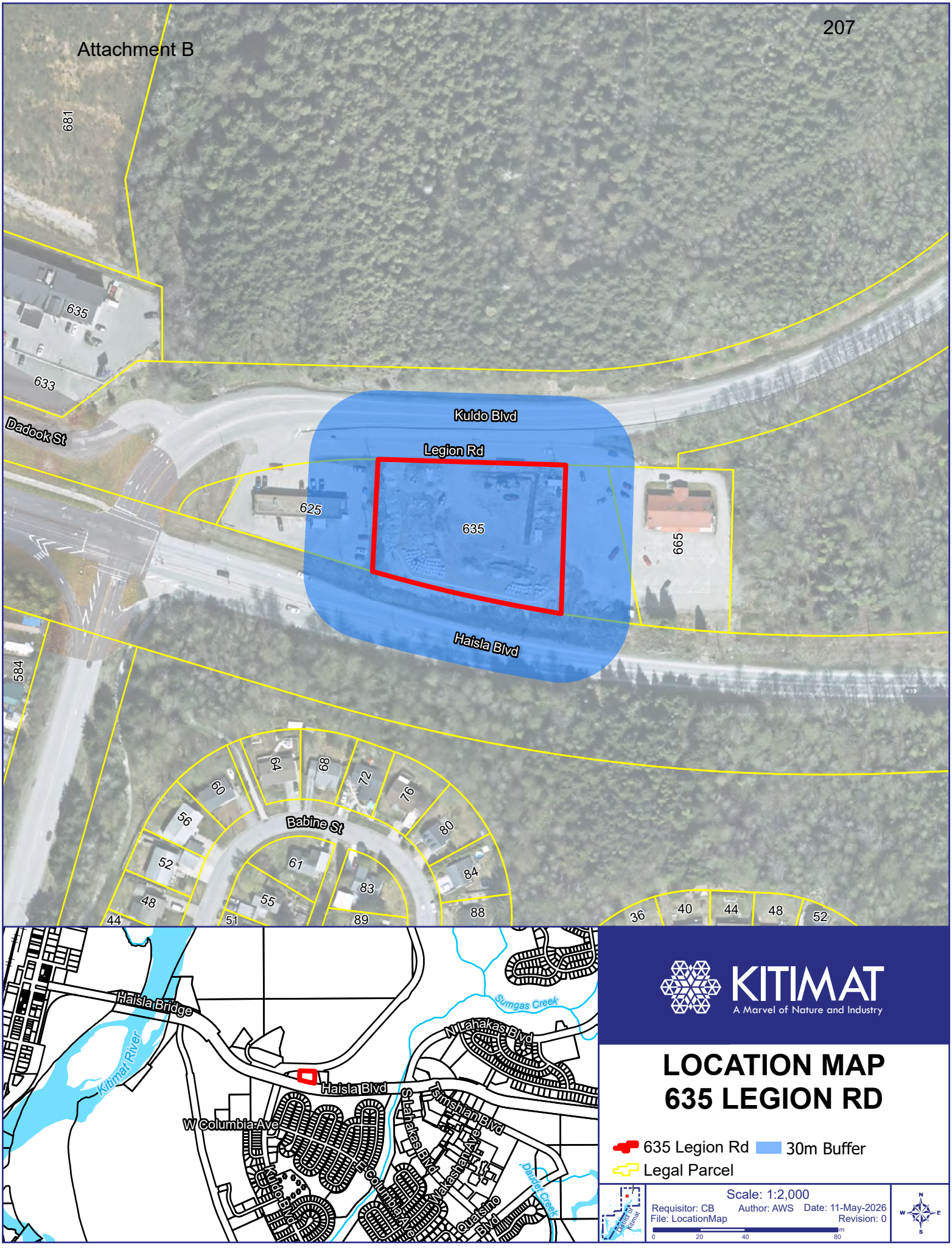
All measurements to be provided in metric.

Site Details and Development Regulations	**Zoning Requirement**	**Proposal**
Min. Lot Area (m²)		
Min. Lot Frontage (metres)		
Max. Lot Coverage (%)		
Max. Gross Floor Area (m²)		
Max. Floor Area Ratio (FAR)		
Number of Buildings/Structures		
Type of Buildings/Structures		
Max. Building Height (metres)		
Building(s) Setbacks (metres)- Front, Side, Side, Rear		
Drive Aisle Width (metres)		
Min. Off-Street Parking		
Max. Access Width (metres)		7.0104 m (23')
Max. Sign Area (m²)		
Max. Sign Height (metres)		


REQUESTING VARIANCE FOR ENTRANCE TO 7m
LEGION AVE ENTRANCE
EXIT CURRENTLY 6.7m
7m
FUTURE DEVELOP.
DRIVE THRU
WAND WASH BAYS
ROSARIOS
LEGION
RETAINING WALL
HAISLA BLVD.
788758 ALBERTA INC
CAR WASH
635 LEGION AVE

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Attachment B



KITIMAT
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LOCATION MAP
635 LEGION RD

635 Legion Rd 30m Buffer
Legal Parcel

Scale: 1:2,000
Requisitor: CB Author: AWS Date: 11-May-2026
File: LocationMap Revision: 0
0 20 40 80 m

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COUNCIL REPORT

Date: May 13, 2026
File: 1.2.1.14
To: Mayor and Council
From: Warren Waycheshen, CAO
Re: Draft 2025 Annual Report #1
Applicant: N/A
Location: N/A

Recommendation:

Action: Council consider direction to the 2025 Annual Report.

Recommended Motion:

THAT the draft 2025 Annual Report be approved for public inspection and comment;

AND THAT the 2025 Annual Report be presented for Council's approval at the June 15, 2026, Regular Meeting of Council.

Background:

The *Community Charter* requires Council to prepare an Annual Report containing:

- The municipality's audited annual financial statements for the previous year;
- A report on the municipality's services and operations for the previous year;
- A list of the permissive tax exemptions provided by the municipal council, and for each exemption, the amount of property tax that would have been imposed during the previous year if the exemption had not been granted;
- A progress report on the performance of the municipality with respect to established objectives and measures;
- A statement of objectives and measures that will be used as the basis for determining the municipality's performance during the current year and following year; and
- The details of any declarations of disqualification made against individual council members during the previous year.

The Annual Report must be considered at an annual meeting, which may be a Regular or a Special Meeting of Council.

Notice of the 2025 Annual Report will be made in accordance with section 99 (3) of the *Community Charter*, including notice on our website, municipal bulletin boards, social media channels as well as published in the local newspaper (Northern Sentinel). The draft 2025 Annual Report will be made available to the public at Municipal Hall and on our website.

Submissions or questions received from the public will be provided to Council at the Annual Meeting scheduled at the June 15, 2026 Regular Meeting of Council. The public may also provide public input to Council at the June 15 meeting.

Budget Implications: Not applicable

"SLT"
Director of Finance Initials

Budgeted: **Unbudgeted:**

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)
All strategic priorities are incorporated into the District's actions
Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2025-2029)
Not Applicable
District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṕ nis
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
Not Applicable
BC Transit Future Services Plan
Not Applicable
Economic Development Strategic Plan (2023-2029)
Not Applicable

"Warren Waycheshen"
Submitted by
Warren Waycheshen, CAO

Attachment(s): A – Draft 2025 Annual Report

District of Kitimat

ANNUAL REPORT



2025

KITIMAT

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Royal Canadian Mounted Police.....11

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In July 2025, the District of Kitimat celebrated the opening of its new organics facility which will procees local food and yard waste into compost.

We respectfully acknowledge that we are gathered on the unceded territory of the x̄á'isla Nation.

A MESSAGE FROM THE MAYOR

Each year we aim to provide services and programs that improve the lives of Kitimat residents. In this annual report, we are proud to highlight the work completed in 2025 and the goals we are setting for 2026. While we are proud of what has been accomplished, we also recognize there is always more to do, and we remain committed to continually improving how we serve the community.

This past year included major road resurfacing projects on Haisla Boulevard and Kingfisher Boulevard, adding locally produced compost at our landfill, and focusing our attention on addressing unsightly and derelict houses for the benefit of all residents.

We also advanced several key initiatives that support long-term community well-being. Our ongoing water treatment plant upgrade will significantly reduce the number of water quality advisories we experience. We continue to support healthcare recruitment efforts, including our involvement in bringing a CT scanner to the community—an important step in improving local access to medical services.

Looking ahead, 2026 will bring exciting opportunities. We will continue our focus on street rebuilding and addressing the potholes and road wear that residents experience throughout the year. We are also planning for



new recreational amenities such as adding pickleball facilities, which many residents have expressed strong interest in. Long-term planning for the redevelopment of Nechako Centre will continue, as will improvements to District facilities such as the Sam Lindsay Aquatic Centre and enhancements at Radley Park.

We also know that the strength of Kitimat comes not only from the work of the District, but from the many people who give their time, energy, and passion to this community. We extend our sincere thanks to the volunteers, organizations, and committees—District-led and community-led alike—who contribute so much.

We live in a remarkable part of the world, and we strive to provide services that exceed expectations for a community our size. It remains our honour to serve the people of Kitimat, and we look forward to continuing this work together in the years ahead.

Mayor Phil Germuth



Regular Council meetings are generally held at 7:00 p.m. on the first and third Monday of the month. Committee of the Whole meetings are held as needed.

Mayor Phil Germuth

Councillors:
Edwin Empinado
Mario Feldhoff
Gerry Leibel
Terry Marleau
Michelle Martins
Graham Pitzel



OUR DEPARTMENTS AND SERVICES

Economic Development and Communications

The Economic Development and Communications Department plays two distinct roles managing economic development and providing timely and effective communications to the public. The department collaborates with a variety of other departments as well as local, regional, provincial, national, and international groups to facilitate a healthy and robust local economy.

In 2025 department staff included a Director of Economic Development and Communications, a Business and Communications Manager, a Businesss Development Officer (funded by Northern Development Initiative Trust), and an Economic Development and Communications Administrative Assistant.

Engineering Services

The Engineering Services Department includes environmental services, project management services and building inspections, as well as bylaw enforcement activities.

The department employs 13 regular full-time employees with additional assistance from temporary employees and engineering consultants for specialized disciplines.

Community Planning and Development

This department is responsible for long range community planning and day-to-day development and current planning, including guiding community documents, land use plans, and regulations. This department also administers all planning applications.

The department includes a Director, Manager, two Planners and an Administrative Assistant.

Planners assess applications against Kitimat bylaws, relevant Council plans and policies, and planning best practices to make recommendations to Kitimat Council.

Council ultimately decides on applications based on reports from Planning and input from the community.

Kitimat Fire and Ambulance

The primary mission of the Kitimat Fire & Ambulance Service is to provide a range of services designed to save lives and protect property against the impact of fire, medical emergencies, accidents, and disasters that are both natural and human caused.

The department currently has a Fire Chief / Emergency Program Coordinator, two Deputy Chiefs, one Training Officer, two Administrative Assistants and 28 Firefighters. There is also a FireSmart Coordinator funded by the Union of B.C. Municipalities, providing service for the District and Haisla Nation.

Leisure Services

Leisure Services provides indoor and outdoor recreation activities for the community year-round. It employs 32 regular full-time employees, two regular part-time staff, and 31 part-time staff.

Our Leisure Facilities

Tamitik Jubilee Sports Complex
- Tamitik Arena
- Kitimat Ice Rink
- Sam Lindsay Aquatic Centre

Riverlodge Recreation Centre
- Gymnasiums
- Cardio and weight rooms
- 50+ Centre
- Kitimat Youth Centre
- Outdoor sports fields

Campgrounds
- Radley Park
- Hirsch Creek



Plus
- Accessible fishing area
- Centennial, Coghlin and Lions Parks
- Fire Mountain Shooting Range
- Kitimat Air Park
- Minette Bay West Park
- Municipal gardens
- Nechako tennis court
- Nine municipal hiking trails
- Sk8 Park
- 15+ community playgrounds
- Two wading pools
- Oviatt Bike Park

Public Works

Public Works is responsible for a number of services including:

- Transportation services such as maintenance of roads, walkways and parking lots.
- Maintenance and oversight of community water supply, and distribution.
- Sewage collection and disposal.
- Turf and landscape maintenance.
- Kitimat Municipal Cemetery operations and maintenance including burials.
- Flood protection through dyke maintenance.
- Litter and vandalism control.

This department has 45 regular full-time employees, and casual and temporary staff hired as needed for peak demands.

RCMP

The Kitimat RCMP provides 24-hour coverage to the District of Kitimat and to Kitamaat Village.

The full complement of police officers is 25, with 20 municipally funded. There is one federally-funded Indigenous Policing Section officer with the detachment. There are five municipal employees at the detachment providing administrative support in various capacities. In addition there is one Victim Services support worker and six on-call guards.



KITIMAT FIRE AND AMBULANCE

Medicals In Town	Medicals Out of Town	Transfers Out of Town	Cross Coverage	Fire	Rescue	Trouble	Dangerous Goods
1,170	221	672	247	187	20	11	19

* Cumulative incidences of calls for service for 2025



Fire & Ambulance

- 2,547 services calls, an approximately 30 per cent increase over 2024.
- A slight decrease in in-town medical and emergency response calls within Kitimat and Kitamaat Village.
- Recruitment ongoing, currently budgeted for 32 Firefighter / Paramedics.
- 4,000 training hours logged.

Fire Prevention and Education

- There were 116 inspections of businesses, industrial properties, and multi-level housing.
- FireSmart Coordinator / Emergency Program Coordinator active in community and across social media platforms. FireSmart program expanded collaboration with Haisla Nation Volunteer Fire Department.
- Working with, training with, and sharing educational opportunities with BC Wildfire Service, BC Parks, and neighbouring municipalities.

Emergency Program

The Emergency Program plays a vital role in ensuring the community's resilience and preparedness for a wide range of emergencies. Kitimat faces unique risks that require a well-structured emergency management approach. The program focuses on proactive planning, hazard mitigation, and coordinated response efforts to protect residents, businesses, and critical services.



A key component of the program is its Emergency Operations Centre (EOC), which serves as the central command for incident coordination. The EOC facilitates communication between first responders, municipal departments, industry partners, and external agencies to ensure a unified and efficient response. Regular training exercises, emergency drills, and public engagement through the FireSmart program further strengthens the community's preparedness and resilience. By prioritizing collaboration, resource management, and risk reduction, the Emergency Program is essential in safeguarding lives, infrastructure, and economic stability in the face of evolving threats.



FireSmart

Even in our lush, coastal climate, the risk of wildfire is real. FireSmart Kitimat, with the Kitimat Emergency Program, helps our community prepare, protect, and thrive; no matter what nature brings.

Actions in 2025 include:

- Door-to-door outreach reached 90 per cent of homes.
- 22 property assessments completed.
- Actively work with Haisla Nation on programming.

Supporting local healthcare

The District of Kitimat supports local healthcare through a Healthcare Recruitment and Retention Program. In 2025 we provided 10 financial incentives for these professions:

- Physician (1)
- Registered Nurse (4)
- Physiotherapist (1)
- Health Sciences/Allied Health (4)

We also provided three housing incentives.

Funding for these incentives in 2025 was provided by LNG Canada.

Learn more:
www.kitimat.ca/health-incentive

ECONOMIC DEVELOPMENT AND COMMUNICATIONS

The Economic Development and Communications Department reached a number of achievements over the course of 2025.

These major achievements include:

- The completion of a Kitimat All-Season Market feasibility study, as well as a market assessment and preliminary site design.
- Completion of feasibility studies for development opportunities on two commercial centres in Kitimat's downtown.
- Launched a new data platform with streamlined dashboards for community and investment data.

Economic Development highlights

187 Leads generated through the Kitimat Bound marketing campaign with 25 confirmed success stories since 2023.

38 Actioned items from the Economic Development Strategic Plan.

98 Businesses reached during the annual business walk.

225 Businesses engaged through projects and business programs.

Communications highlights

82,000
Recorded users to Kitimat.ca by Google Analytics.

18,397
Views on Get Involved Kitimat site. (getinvolved.kitimat.ca.)

PUBLIC WORKS

82 Customer service requests, including curb cuts and perimeter drain flushes.

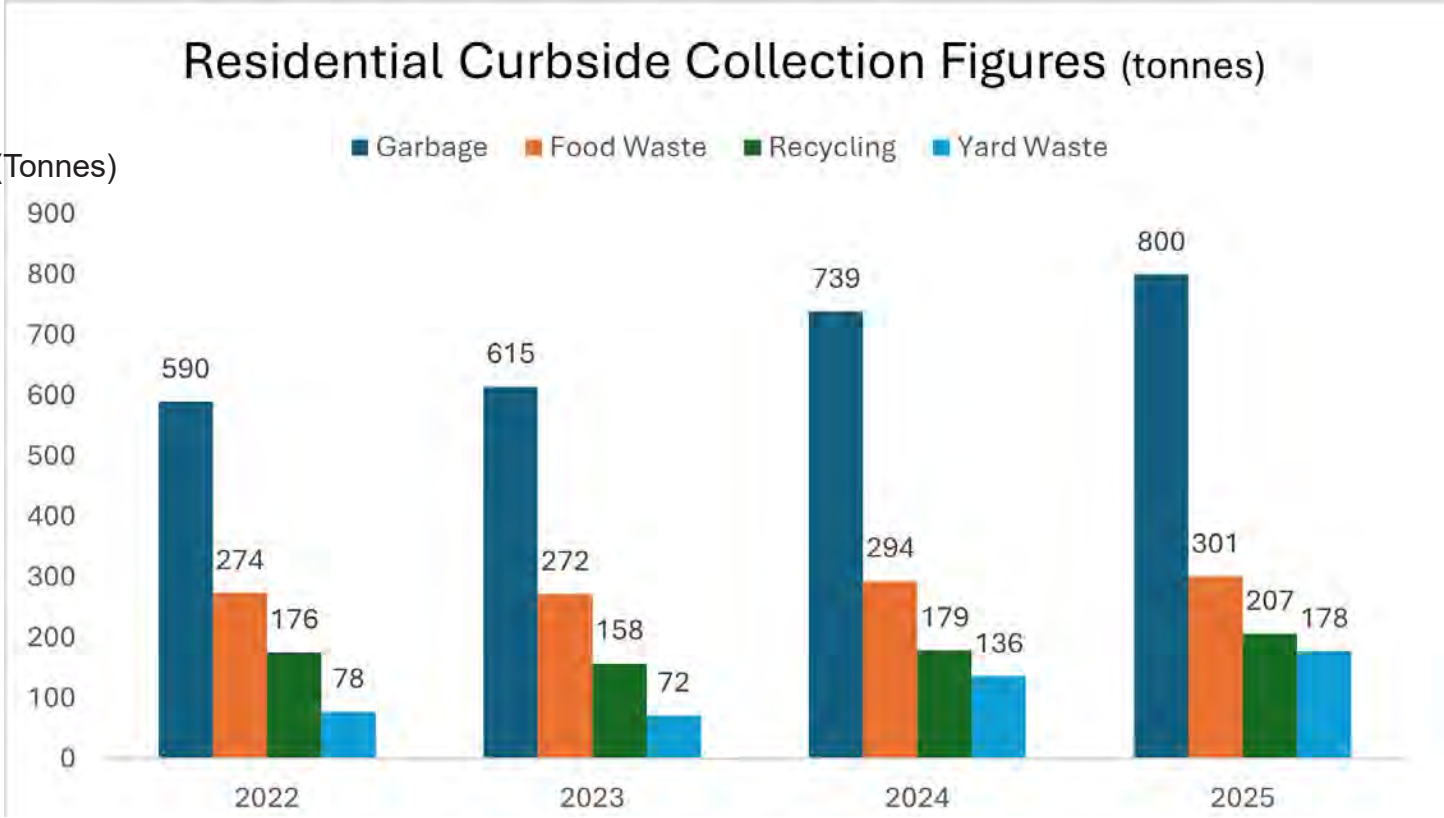
164 Emergency responses, such as water main leaks, emergency water shut-offs, and electrical emergencies.

697 Maintenance requests, largely internal (District-related) requests for maintenance, repairs and installations.

61 Water service repairs, including water main breaks requiring excavation.

24 Cemetery burials and interments.





Diversion of waste has meant that since 2022, 1,861 tonnes of recycling and food waste has gone elsewhere than to our active landfill. That's like 74 fully loaded semi trucks.

ENGINEERING SERVICES

- Resurfaced 17,000 square metres of road, focusing largely on Haisla Boulevard, and sections of Kuldo and Kingfisher Boulevard.
- Completed detailed design for a spray park at Lions Park. Community feedback guided choice of an ocean theme for the facility.
- Construction began on a new Water Treatment Plant. Concrete foundation and building frame completed before year's end, additional work is in progress.

Building services

There were 180 building permits issued in 2025 representing the following values:

- $6,836,934 residential construction value.
- $2,805,400 commercial construction value.
- $15,297,879 industrial construction value.
- $16,482,149 institutional construction value.

Bylaw enforcement

371
Bylaw complaints registered with the municipality.

213
Bylaw warnings issued, excluding parking violations.

200
Parking warnings issued.

200
Initial notices to cut lawns.

107
Follow-up lawn warnings.

52
Second warning notices for lawns.

31
District actions to cut lawns.

PLANNING AND COMMUNITY DEVELOPMENT

- Completed the Development Approvals Process Review and now working on implementing the action items approved by Council.
- Completed the Industrial Land Strategy and are now working on implementing the action items approved by Council.
- Completed the Complete Community Study and Housing Focused Official Community Plan Update to meet legislative requirements.
- Progressed the long-term Nechako Centre development plan process and prepared a draft concept for temporary improvements.
- Reestablished the Housing Committee and held two meetings in 2025 as per the Committee's Terms of Reference.



A view of Nechako Centre following demolition.

Planning highlights by the numbers

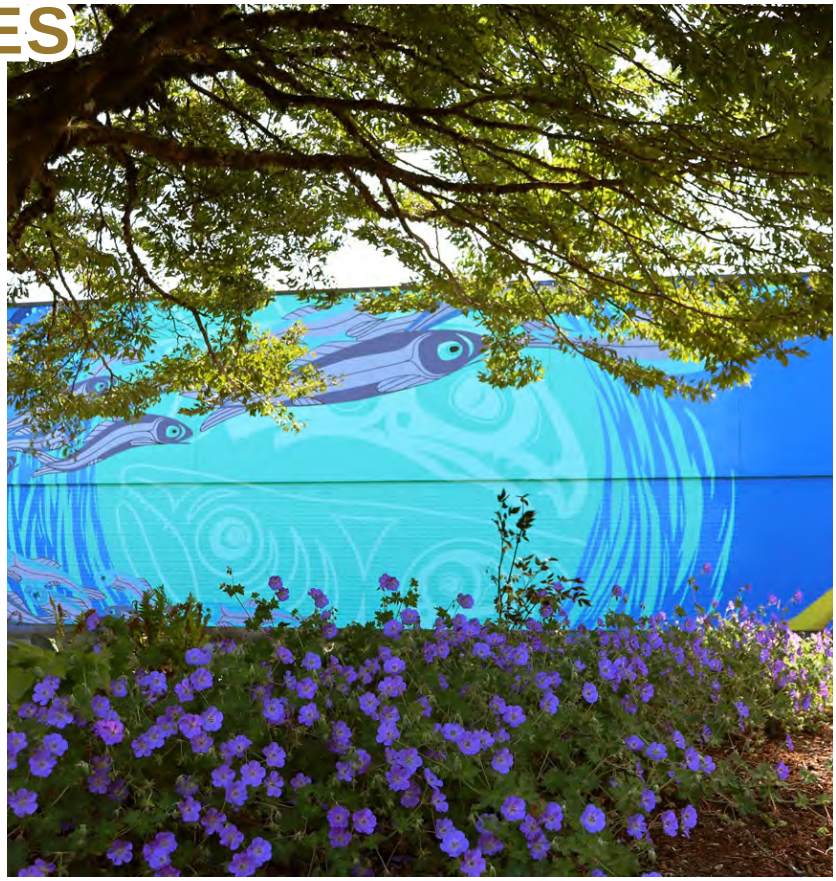
42 Development applications processed or underway in 2025.

8 Planning initiatives completed in 2025.

9 Started items identified in action / implementation plans arising from planning initiatives.

LEISURE SERVICES

- Total of 180,658 visits for our Leisure facilities, more than 20,000 more than 2024.
- Hosted many events including Winterfest, Canada Day, and enjoyed collaborations with the Haisla Nation including Indigenous Peoples Day celebrations, Truth and Reconciliation Ceremonies and another successful Cultural Spirit Kitamaat Open Basketball Tournament.
- Technical upgrades for Tamitik Arena.
- Radley Park improvements to campsite electrical, installation of two new electrical sites, and completion of universal washroom and shower.



ROYAL CANADIAN MOUNTED POLICE

Community Engagement

The Kitimat RCMP participated in a variety of activities including:

- Guns & Hoses Charity Hockey Game
- Bull-O-Rama
- Bike Rodeo at Riverlodge
- Cram the Cruiser for Kitimat Food Bank
- Presentations on Frauds, Drugs, Internet Safety
- Breakfast Program at Kitimat City High
- Business Public Safety Survey
- Halloween Howl
- Annual Community Telethon
- McHappy Day

Services

Boat Patrols:

There is a marine vessel to facilitate policing the Douglas Channel, Gardner Canal and Kemano areas, which are within the Kitimat RCMP patrol area. We were unable to conduct patrols in 2025 as our new vessel is slated to arrive in early 2026.

Specialized Sections:

The Kitimat RCMP has access to specialized sections such as BC Highway Patrol, Police Dog Services, Forensic Identification Service, Regional General Investigation Section and Collision Reconstructionist based in Terrace. Other specialized services are based at North District RCMP in Prince George.

Victim Services:

A Victim Services employee provides support to victims of crime and assists them with such things as familiarization of the judicial process, providing file updates, and support for victims of crime and sudden deaths.

Human Resources:

In 2025, the detachment welcomed four new members.



External Communication:

Media Relations – Sgt. Rob Gardner oversees our Detachment's Media Relations. The Kitimat RCMP post weekly reports and media releases online and have a "Kitimat RCMP" Facebook page.

Committees

The Kitimat RCMP participated in a number of community committees including: Interagency Case Assessment Team (High Risk Domestic Violence), Harm Reduction Committee, Festivals Kitimat, Vulnerable Youth Committee and Kitimat Interagency Committee, Kitimat Situation Table, Repeat Violent Offending Intervention Initiative (ReVOII), Vulnerable Populations Committee.



LOOKING AHEAD

Economic Development & Communications

- Complete Labour Market research in collaboration with partners.
- Launch Kitimat Bound community film, wrap up current campaign and plan future workforce attraction campaign.
- Enable development within major commercial centres.
- Launch new municipal website.
- Grow participation in business incentive programs by 20%.

Engineering Services

- Prepare road reconstruction designs for Eagle Street, Oriole Street, and 3rd Street.
- Focus road resurfacing work towards sections of Kuldo Boulevard and Alexander Avenue.
- Have repairs to Kitimat Ice Rink completed in time for facility opening in Fall 2026.
- Establish new goals and objectives following our second Solid Waste Management Strategy and Action Plan, to be presented to Council in 2026.
- Complete the construction of new water treatment plant in Summer 2026.

Leisure Services

- At Radley Park, upgrading of two power sites to 30 amp, installation of two new picnic shelters and campground signage.
- Sam Lindsay Aquatic Centre: Mechanical upgrades including air handling ducting, pool filter replacement and replacement of the emergency lighting converter.
- Riverlodge Recreation Centre: Replacement of electrical switching gear.
- Minette Bay Park: Signage and life jacket loaner program set up for the floating dock.
- Horticulture: Adoption of Fire Smart landscaping techniques, renovation of front flower bed at Riverlodge Recreation Centre, renovation of three flower beds at Coghlin Park, construction of a micro-park in Mountainview Square, continued improvements on Hirsch Creek disc golf course and loop trail network.

Community Planning and Development

- Bring forward a backyard hens zoning amendment bylaw.
- Bring forward a parking spaces bylaw for consideration for City Centre, on Council's direction.
- Complete the long-term Nechako Centre development plan.
- Implement short-term action items in Development Approvals Process Review and Industrial Land Strategy.
- Implement remaining action items in the Housing Action Plan and Needs Assessment 2020.







Public Works

- The department’s focus in 2026 will center on improving the maintenance of existing infrastructure while identifying efficiencies, new technologies, and innovative work methods to sustain current service levels within available funding. A continual challenge for the Public Works Department will be maintaining service levels with aging infrastructure, responding to increasing customer service requests, and keeping pace with the growth of our community.
- Looking ahead, the department will also focus on building and strengthening skills within the team to better meet the evolving needs of our community.
- In addition to maintaining service levels for the community, the Public Works Yard will continue to place a strong emphasis on worker health and safety.
- The department will continue to review, update, and develop safe work procedures to ensure staff can deliver the reliable services the community has come to expect in a safe and efficient manner.
- Staff are preparing for the upcoming operation of the new water treatment facility, ensuring the team has the skills and training required to support this important addition to our infrastructure.

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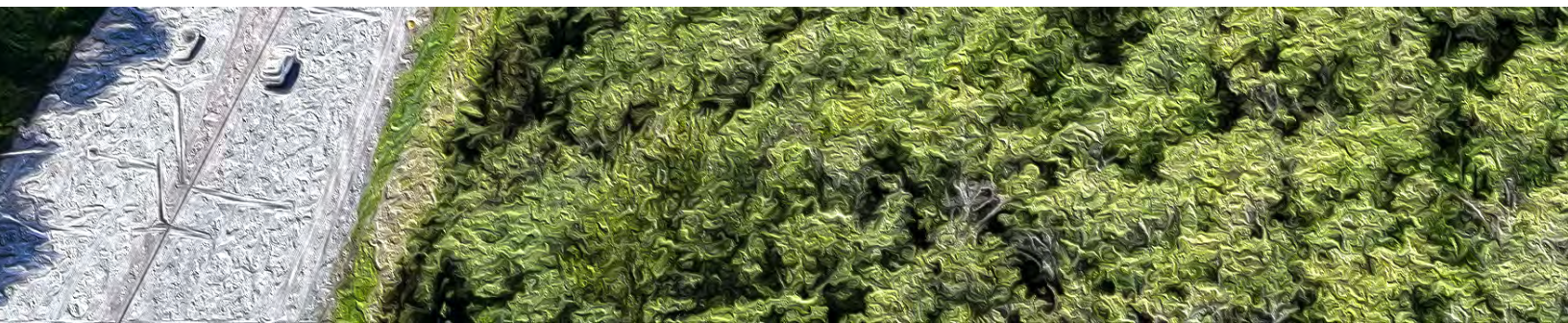
Page reserved for financial reports



Where to find us

www.kitimat.ca
250-632-8900
KitimatDistrict
KitimatLeisure
270 City Centre, Kitimat, BC

KITIMAT



COUNCIL REPORT

Date: May 6, 2026

File: 8.3.3

To: Warren Waycheshen, CAO - for Mayor and Council

From: Kiona Enders, Deputy CAO

Re: Bylaw Enforcement: Bylaw Notice Screening Officer Policy

Applicant: n/a

Location: n/a

Recommendation:

Action: Council consider the Bylaw Notice Screening Officer Policy.

Recommended Motion:

THAT the Bylaw Enforcement: Bylaw Notice Screening Officer Policy be approved.

Background:

The Municipal Bylaw Enforcement Bylaw No. 2086, 2026, is being presented for Council consideration under a separate report. If Council approves the bylaw, a policy needs to be considered for screening officers.

A Screening Officer is an individual appointed by the Corporate Officer who also fills the role of a Bylaw Enforcement Officer (Schedule C of Bylaw No. 2086, 2026). The Deputy Chief Administrative Officer is also an appointed Screening Officer. Bylaw No. 2086 further sets out details of the Screening Officer's role in bylaw enforcement.

Under Section 3, staff have proposed six criteria for cancellation of the Bylaw Notice. Council does have discretion with the policy to determine circumstances in which the Screening Officer can cancel a Bylaw Notice. Council may wish to remove or add to the list. This is important as the Screening Officer's will rely on this for their reasons for either cancelling or not cancelling the Bylaw Notice.

Alternative Options:

1. If Council wishes to make amendments, the following motion is offered for Council consideration:

   THAT the Bylaw Enforcement: Bylaw Notice Screening Officer Policy be amended as follows: (to be determined by Council).

   Depending on the nature of the amendments, Council may wish to have the policy brought back for consideration at a future meeting or approve the policy as amended.

   If Council wishes to approve the policy (as amended), the following if offered for Council consideration:

   AND THAT Bylaw Enforcement: Bylaw Notice Screening Officer Policy be approved as amended.

2. Another option as developed through discussion of Council.

Budget Implications:

None

"SLT"
Director of Finance Initials

Budgeted: **Unbudgeted:**

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)
Priority 4 – Infrastructure, Services and Human Resources
Develop and sustain a dynamic healthy and safe work environment that establishes the District as an employer of choice and encourages strong employee performance.
Priority 5 – Social Wellbeing
A healthy community with strong social bonds and services that meet community needs.

Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)
Not Applicable

District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṗ nis
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
Not Applicable

BC Transit Future Services Plan
Not Applicable

Economic Development Strategic Plan (2023-2029)
Not Applicable

"Kiona Enders"
Submitted by
Kiona Enders, Deputy CAO

"Warren Waycheshen"
Approved for Submission
Warren Waycheshen, CAO

Attachment(s): A – Bylaw Enforcement: Bylaw Notice Screening Officer Policy

Attachment A

POLICY TITLE	BYLAW NOTICE SCREENING OFFICER		
Replaces (if applicable)	N/A	**Policy Number**	
Authority	Legislative (Council)	**Department Responsible** (if applicable)	Engineering Administration
Effective Date			
Last Review Date	n/a	**Next Review Date**	May, 2027
Supporting Documents	• **Part 1, Division 12 of the *Kitimat Municipal Code***		

STATEMENT

The District of Kitimat has designated that every bylaw contravention may be dealt with by Bylaw Notice and has established the position of Screening Officer under section 16 of Part 1, Division 12 of the *Kitimat Municipal Code.*

According to section 10 of the *Local Government Bylaw Notice Enforcement Act* (the "Act") a Screening Officer must review all disputed Bylaw Notices before adjudication and has the authority to cancel a Bylaw Notice in accordance with the Act and Part 1, Division 12 of the *Kitimat Municipal Code.*

PURPOSE

To establish the circumstances under which a Screening Officer may cancel a Bylaw Notice.

SCOPE

This policy shall apply to all Screening Officers for the District of Kitimat.

DEFINITIONS

Unless otherwise noted, the definitions from Part 1, Division 12 of the *Kitimat Municipal Code* shall apply.

POLICY

1. PROCEDURE

1. The Corporate Officer shall receive and assign the Notice of Dispute to a Screening Officer.

2. Under section 10(2)(a) of the Act a Screening Officer is authorized to cancel a Bylaw Notice if, in the Screening Officer's opinion:

   (1) the contravention did not occur as alleged;
   (2) the Bylaw Notice does not comply with section 4(4) of the Act; or
   (3) a ground for cancellation authorized by the District is satisfied.

3. A Screening Officer is authorized to cancel a Bylaw Notice if they determine that one or more of the following reasons apply:

   (1) Identity cannot be proven because:

      (a) the Bylaw Notice was issued to the wrong person; or
      (b) the vehicle involved in the contravention was stolen; or
      (c) the vehicle registration or vehicle licence plate of the vehicle involved in the contravention had been stolen.

   (2) An exception specified in the bylaw or a related enactment is established.

   (3) There is a poor likelihood of success at adjudication, for example:

      (a) the evidence is not adequate to prove a contravention on a balance of probabilities;
      (b) the Bylaw Enforcement Officer relied on incorrect information in issuing the Bylaw Notice; or
      (c) the Bylaw Notice was not completed properly.

   (4) The contravention was necessary for the preservation of health and safety.

   (5) The Bylaw Notice is one of a number of Bylaw Notices arising out of the same incident, in which case the Screening Officer may cancel all but the most appropriate Bylaw Notice.

   (6) It is not in the public interest to proceed to adjudication for one of the following reasons:

      (a) the person who received the Bylaw Notice was permitted or entitled to take the action, but the issuing Bylaw Enforcement Officer was not aware of this entitlement or permit;
      (b) the person receiving the Bylaw Notice was undergoing a personal tragedy at the time of the contravention such that it is not in the public interest to proceed;
      (c) the bylaw changed since the Bylaw Notice was issued, and now authorizes the contravention; or
      (d) The person exercised due diligence in their efforts to comply with the bylaw.

4. Where a Screening Officer determines that a Bylaw Notice should not be cancelled, the Screening Officer will notify:
   (a) The Person, or their representative, who filed the Notice of Dispute;
   (b) The Bylaw Enforcement Officer who issued the Bylaw Notice; and
   (c) Other District departments as determined necessary.

5. Where a Screening Officer determines that a Bylaw Notice should be cancelled, the Screening Officer will notify:
    (a) The Person, or their representative, who filed the Notice of Dispute;
    (b) The Bylaw Enforcement Officer who issued the Bylaw Notice; and
    (c) Other District department as determined necessary.

2. HISTORY OF CHANGES

Prepared By:	Authorized By:	Date of Issue/Revision:

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Item 10.6

COUNCIL REPORT

Date: May 5, 2026

File: 8.3.3.5.15

To: Warren Waycheshen, CAO - for Mayor and Council

From: Kiona Enders, Deputy CAO

Re: Remedial Action Requirement
Applicant: n/a
Location: Units 8-12, 1084 Nalabila Boulevard, Kitimat, BC

Recommendation:

Action: Council consider a remedial action requirement for Units 8-12, 1084 Nalabila Boulevard, Kitimat.

Recommended Motion:

WHEREAS sections 72 and 74 of the *Community Charter*, SBC 2003, c. 26 (the "Community Charter") authorize Council for the District of Kitimat (the "District") to impose a remedial action requirement on the owner of land in relation to a declared nuisance and/or a hazardous condition;

AND WHEREAS 0937715 B.C. Ltd. (the "Owner") is the registered owner of the following property:

PID: 010-468-595
Block 132B District Lots 6158 and 6161 Range 5 Coast District Plan 5458
Civic Address: 1064 and 1084 Nalabila Boulevard, Kitimat, BC

(the "Property")

AND WHEREAS Council for the District have received and reviewed the staff report dated May 5, 2026, in relation to the Property (the "Report");

NOW THEREFORE, the Council of the District resolves as follows:

1. **THAT based on the information contained in the Report, and pursuant to section 74 of the Community Charter, Unit 8, Unit 9, Unit 10, Unit 11 and Unit 12 on the Property are hereby declared to be a nuisance (the "Nuisance Building");**

2. **THAT based on the information contained in the Report, and pursuant to section 73 of the Community Charter, Unit 8, Unit 9, Unit 10, and Unit 11 on the Property are hereby declared to a hazard ("the Hazardous Building");**

3. **THAT pursuant to section 72 of the Community Charter, the Owner is hereby required to remediate the Nuisance Building / Hazardous Building:**

    a. **Within thirty (30) days of service of the Remedial Action Requirement, secure the Nuisance Building to prevent the building, or any portion of the building, from causing injury to persons or property in the event of a collapse, in whole or in part. Securing the property may include a fence, or similar**

structure, made of metal or wood, affixed to the ground, and be a minimum height of 2 metres, or providing on-site twenty-four (24) hour security; and

b. Within six (6) months of service of the Remedial Action Requirement, either:
  i. demolish the Hazardous Building under a demolition permit issued by the District and remove all of the demolition debris from the Property including:
    1. demolition and removal of foundation material; or
    2. filling of the basement foundation; and
    3. securing of water and sewer connections.
  ii. obtain building permit(s) from the District for the Nuisance Building and within six (6) months of obtaining the building permit(s) obtain occupancy permit(s).

c. Within twenty-four (24) hours of demolition of the Hazardous Building, secure all points of egress to Unit 12 and remove all loose debris including, but not limited to, roofing material, eaves, soffits, eavestroughs, and building siding.

(the "Remedial Action Requirement");

4. **THAT if the Remedial Action Requirement is not completed within the deadline set out in paragraph 3 of this Resolution, the District and its agents, contractors or employees may pursuant to section 17 of the Community Charter undertake any or all of the actions necessary to fulfill the Remedial Action Requirement at the expense of the Owner, and such actions may include disposing of the Nuisance Building / Hazardous Building, or any item in the Nuisance Building / Hazardous Building, in a landfill.**

5. **THAT the District may recover from the Owner all of the District's costs the District incurred by fulfilling the Remedial Action Requirement as a debt or as property taxes on the Property pursuant to sections 258 and 259 of the Community Charter.**

Background:

Remedial Action Requirement Background:

On February 5, 2026, notice was provided to the Owner of 1084 Nalabila Boulevard, Kitimat, BC, to secure Units 8-12 as structural issues raising concerns of collapse were noted (Attachment A). The notice was delivered to the Owner on February 11, 2026.

In April 2026, the Deputy CAO and Deputy Fire Chief attended the property and confirmed that the property has not been secured and there is a reasonable concern that the units may collapse causing injury to persons in the area.

Attached are a series of fourteen photographs taken on Friday, April 3, 2026 (Attachment B). As evidenced from the photographs, the following was observed:

- There is substantial damage to the roof of Units 8-11.
- The outside walls of Unit 11 are being pushed away. This may be as a result of the 2nd floor collapse.
- There is loose debris on and hanging from the roof and carports of Units 8-12.
- The front (facing Baker Street) wall of Unit 9 is being pushed away from the building.
- In general the building is being poorly maintained. There are no development or building permits pending for this property.

The Owner has been notified that Council will be considering Remedial Action Requirement at this meeting.

Staff is requesting Council consider a Remedial Action Requirement for Units 8-12, 1084 Nalabila Boulevard, Kitimat, BC.

History:

The following is a history of the whole property to date:

1064-1084 Nalabila Boulevard, Kitimat (the "Property") has been vacant since approximately 2019/20. The buildings had been trespassed upon raising concerns about the safety of the buildings from the perspective of the public who may trespass, fire concerns, and the derelict nature of the buildings in our community. At that time, staff's opinion was that this property is a nuisance property and the condition of the buildings are dangerous to the health, safety and welfare of the general public.

Under Part 5 of the *Kitimat Municipal Code* powers have been granted to the Fire Chief to issue one or more written Orders to an Occupier of a Premises requiring the Occupier to undertake any actions or remove or reduce any thing or condition that the Fire Chief considers necessary to remove a fire hazard or reduce the danger of fire (section 5.1.20 of the *Kitimat Municipal Code*).

In May 2022, an order was sent via registered mail to the Owner noting the concerns of the Fire Chief and ordering the Property to be brought into compliance with the *Kitimat Municipal Code*. Service of the order via registered mail was not affected.

July Order
In July 2022 an order (the "July Order") was sent via courier, regular mail, and email to the Owner noting the concerns of the Fire Chief and ordering the Property to be brought into compliance with the *Kitimat Municipal Code*. Service of the order was affected on July 19, 2022. Staff were in contact with the Owner via email and telephone calls through July and August of 2022. There was no indication from the Owner of any intention to comply with the July Order.

On August 19, 2022, staff via email asked for the consent of the Owner to enter onto the Property to carry out the work necessary to comply with the July Order. The Owner refused to provide permission. On August 22, 2022, notice to enter onto the Property was sent to the Owner via courier, regular mail, and email with service effected on August 25, 2022.

Staff contacted local contractors and a site meeting was held. Before the District engaged the contractor, the Owner attended Kitimat and had the Property secured. An inspection by the Fire Department on August 30, 2022, noted that the Owner had satisfied the Order. The Owner was advised and provided with a copy of the inspection notice on September 1, 2022.

November Fire
On November 20, 2022, a fire occurred at unit 10 of 1064 Nalabila Boulevard Kitimat (the "November Fire"). The fire was deemed suspicious. The damage to the unit was not extensive and the unit was secured at the scene by the District.

On November 21, 2022 the Owner of the Property was advised of the fire.

The District does not propose to bill the Owner for the securing of the Building.

November Order
On November 22, 2022, an order (the "November Order") was sent via courier, regular mail, and email to the Owner noting the concerns of the Fire Chief and ordering the Property to be brought into compliance with the *Kitimat Municipal Code*. Service of the November Order was affected on December 1, 2022.

On January 5, 2023, notice under the *Community Charter* of the District's intention to enter onto the property to bring the Property into compliance with the November Order was sent.

January Fire
On January 17, 2023 a fire occurred at units of 1084 Nalabila Boulevard, Kitimat (the "January Fire). The fire was deemed suspicious. The accumulation of snow blocking access to the units made the response to the January Fire challenging. Snow removal had to be secured by the Kitimat Fire Department in order to extinguish the fire. The damage to the roofs of the units was extensive. BC Hydro attended the scene upon the request of the Fire Chief and the power to the Property was disconnected.

On January 19, 2023, the Owner of the Property was advised of the fire.

November Order
On February 2, 2023, staff contacted a local contractor. Over the period of February 3, 2023, to February 22, 2023, staff worked with the contractor to get them on site to complete the work. The contractor had other obligations and was not able to attend the site due to these obligations. Delays also resulted when snow accumulation required removal which the District was required to do for the contractor. On February 23, 2023 staff secured a different contractor who was able to complete the work required and on March 8, 2023, the units were secured. The Property could not be reinspected due to the Property being inaccessible due to snow. The Owner was aware of the requirement for snow removal to allow access to the property. The Owner did not respond to our requests to remove snow to allow reinspection of the Property.

May, 2023 Order
On May 18, 2023, an order (the "May 2023 Order") was sent via courier, regular mail, and email to the Owner noting the concerns of the Fire Chief and ordering the Property to be brought into compliance with the *Kitimat Municipal Code*. Service of the May 2023 Order was affected on May 25, 2023.

On June 5, 2023, notice under the *Community Charter* of the District's intention to enter onto the property to bring the Property into compliance with the May 2023 Order was sent.

There was no response from the Property Owner and the District carried out the May 2023 Order and had the buildings secured.

July, 2023 Order
On July 24, 2023, an order (the "July 2023 Order") was sent via courier, regular mail, and email to the Owner noting the concerns of the Fire Chief and ordering the Property to be brought into compliance with the *Kitimat Municipal Code*. Service of the July 2023 Order was affected on July 30, 2023.

On August 16, 2023, notice under the *Community Charter* of the District's intention to enter onto the property to bring the Property into compliance with the July 2023 Order was sent.

There was no response from the Property Owner and the District carried out the July 2023 Order and had the buildings secured.

November, 2023 Order
On November 23, 2023, an order (the "November 2023 Order") was sent via courier, regular mail, and email to the Owner noting the concerns of the Fire Chief and ordering the Property to be brought into compliance with the *Kitimat Municipal Code*. Service of the November 2023 Order was affected on November 27, 2023.The District did not perform the securing of the property as set out in the Order. Instead Staff sought Council direction with respect to remedial action of this property. The Remedial Action Requirement was made by Council (Attachment C). The Owner failed to comply and the District brought the property into compliance. The Owner was billed for the work which to date remains unpaid. The debt will form part of the 2026 property taxes.

March, 2026
The property owner was made aware of the concerns with the building (Attachment A). The property owner failed to take the steps requested.

The motion provided above includes provisions for a temporary measure to secure the property and a permanent measure to either rehabilitate or demolish. Council may wish to provide other options for remedial action at this property.

Alternative Options:

1. If Council does not wish to direct remedial action requirement for Unit 8-12 1084 Nalabila Boulevard, the following motion is offered for Council consideration:

   THAT the District does not make remedial action requirement for Units 8-12, 1084 Nalabila Boulevard, Kitimat, BC.

2. Another option as developed through discussion of Council.

Budget Implications:

If the owner complies, the cost will mainly be limited to staff time. If there is not compliance, another report will be brought back to Council with cost and time implications for the District to perform the work for the March 2026 order.

"SLT"
Director of Finance Initials

Budgeted: **Unbudgeted:**

Council Initiative/Other Relevant Plans:

Strategic Plan (2023-2026)
Priority 5 – Social Wellbeing
Goals: A healthy community with strong social bonds and services that meet community needs.

Joint Strategic Plan for Haisla Nation Council – District of Kitimat (2024-2029)
Not Considered

District of Kitimat and Haisla Council Friendship Agreement - gi guáƛaṗ nis
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 Considered

Kitimat Cycle Network Plan
Not Considered
Kitimat Poverty Reduction Strategy
Not Considered
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 Considered
Economic Development Strategic Plan (2023-2029)
Goal 2 – Implement a Kitimat-Beautiful Movement
2.5 – Code Enforcement
2.5.1 Enforce nuisance portion of Municipal Code to clean up derelict buildings/poorly maintained properties

"Kiona Enders"
Submitted by
Kiona Enders, Deputy CAO

"Warren Waycheshen"
Approved for Submission
Warren Waycheshen, CAO

Attachment(s): A – February 5, 2026, correspondence to Owner of 1084 Nalabila Boulevard
B – Series of thirteen photographs of Units 8-12, 1084 Nalabila Boulevard taken on April 3, 2026
C – Council Resolution April 2, 2024

KITIMAT
A Marvel of Nature and Industry

270 City Centre, Kitimat, BC, Canada V8C 2H7 **P:** 250.632.8900 **W:** kitimat.ca **E:** dok@kitimat.ca

File No. 8.3.3.5.15

February 5, 2026

0937715 BC LTD., INC, NO. BC0937715
246 Centennial Parkway
Delta, BC V4L 1K5

RE: Nuisance and Hazardous Property – Units 8-12, 1084 Nalabila Boulevard

I write with respect to the property at 1084 Nalabila Boulevard, Kitimat, BC (the "Property"). You are the owner or occupier of the Property. Please be advised that staff for the District of Kitimat (the "District") have observed units 8-12 at the Property experience further structural issues and signs of collapsing.

I confirm the email exchange with Mario Morrison dated January 20, 2026, who advised that *"…I will be looking for a fencing company to secure the location."*. As of February 5, 2026, no fencing has been erected at the site.

Please be advised that District staff consider the above noted conditions to be a nuisance under s. 74 of the *Community Charter*, SBC 2003, c. 26 and I therefore request that you carry out the following remedial work on the Property:

1. Within 10 (ten) business days of receiving this letter, units 8-12 be secured so that any collapse, in whole or in part, is fully contained in such a way to prevent any injuries to persons or adjacent property. This may be way of a fence (or similar structure), on-site security, or other reasonable containment method.

If the above noted remedial work is not completed within 10 (ten) business days of receipt I expect that this matter will be brought to District Council to consider a remedial action resolution under ss. 72 and 74 of the *Community Charter*. Such a resolution would require you to carry out the work and, if you do not, provide for the District to do the work at your expense.

The cost of the District doing the work can be recovered by way of property taxes against the Property under s. 17 of the *Community Charter*, and the cost of the District doing the work may well exceed the cost for you to voluntarily complying with this request. The District may also seek to enforce the resolution by way of an injunction order in BC Supreme Court. I urge you to carry out the work before the noted deadline.

If you have any questions, please contact Kiona Enders, Deputy CAO at (250) 632-8900 or kiona.enders@kitimat.ca.

Sincerely,

Deputy CAO,
District of Kitimat
Enclosure(s): None

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THAT WHEREAS Part 3, Division 12 of the Community Charter authorizes Council to impose a remedial action requirement on the owner of land, including a requirement to deal with a hazardous condition or declared nuisance in accordance with the directions of Council or a person authorized by Council;

AND WHEREAS 0937715 B.C. Ltd. is the registered owner (the "Owner") of the land and premises located at 1064 – 1084 Nalabila Boulevard, Kitimat, British Columbia and legally described as Block 1328 District Lots 6158 and 6161, Range 5 Coast District Plan 5458 (010-468-595) (the "Property");

AND WHEREAS the buildings located at the Property (the "Buildings") are in an unsafe condition and contravenes a bylaw under section 8 (3) (l) of the Community Charter;

AND WHEREAS the Buildings are in an unsanitary and unsightly condition as well as in a state that is noxious, offensive, or unwholesome;

AND WHEREAS the Owner has failed to take steps to address the condition of the buildings;

NOW THEREFORE, the Council of the District of Kitimat resolves as follows:

1. *THAT Council, having received the report of the Deputy Chief Administrative Officer dated March 26, 2024, hereby considers the Buildings on the Property are in or create an unsafe condition within the meaning of section 73(2)(a) of the Community Charter, and contravene the Kitimat Municipal Code Sections 5.1.20, 9.12.2.2, and 9.12.2.4.;*
2. *THAT Council hereby declares that the Buildings are a nuisance within the meaning of section 74(1) of the Community Charter, as Council considers the Buildings on the Property to constitute a condition dangerous to the health, safety and welfare of the general public;*
3. *THAT Council considers that there is a significant risk to health or safety if action is not taken by the deadlines set out in this order;*
4. *THAT pursuant to its remedial action powers under Part 3, Division 12 of the Community Charter, Council hereby requires the Owner, at its sole cost, no later than 30 days after notice of this resolution has been given to the Owner pursuant to section 77 of the Community Charter, adequately secure all points of egress by affixing with plywood, metal, or similar product in such a way that entry cannot be made without extraordinary effort. For clarity, point of egress will mean any windows, doors, crawlspaces, or other points of entry to the buildings on the basement or main level;*
5. *THAT the Owner must carry out all work in compliance with all applicable bylaws and enactments respecting safety;*

6. *THAT the District of Kitimat shall notify the persons entitled to notice under s. 77(1) of the Community Charter that they may request that Council reconsider the remedial action requirement pursuant to s. 78 of the Community Charter, by providing the District of Kitimat written notice within 14 days of the date on which notice under section 77 of the Community Charter was delivered;*
7. *THAT if any or all of the actions in this resolution are not completed by the deadlines set out above, the District of Kitimat may undertake any or all of the actions required by this resolution at the sole expense of the Owner as authorized by section 17 of the Community Charter; and*
8. *THAT the entirety of this remedial action requirement resolution be released from in camera.*

Motion: IC24-074