



## Minutes of the Regular Meeting of Council held February 28, 2018 In the Municipal Hall in Open Forum

Those in Attendance: Mayor Lindstrom  
Councillor Reyden  
Councillor Lepoidevin  
Councillor Storey  
Councillor Ray

Staff: Rodney J. Holland, Chief Administrative Officer

Public: None

Mayor Lindstrom called the meeting to order at 5:30 pm and welcomed those in attendance.

### Agenda:

Resolution 02-28-48 M/S Councillor Storey/ Councillor Lepoidevin  
"Motion to adopt the agenda"

Carried

### Delegation:

Mayor Lindstrom noted the scheduled delegation cancelled at the last minute. He was expecting several reports for his presentation and has asked to re-schedule.

### Minutes:

Resolution 02-28-49 M/S Councillor Storey/Councillor Ray  
"Motion to adopt the minutes of the Regular Meeting held on February 14, 2018"

Carried

Resolution 02-28-50 M/S Councillor Storey/Councillor Reyden  
"Motion to adopt the minutes of the In-Camera meeting held on February 14, 2018"

Carried

### Business from Previous Meeting:

None

### **Councillor Reports:**

Councillor Lepoidevin attended the Tri Council Meeting in Nadleh Whut'en on February 20<sup>th</sup>. Councillor Lepoidevin felt it was a good meeting. There were good discussions on Agenda items. Rose DaSilva did the minutes for the meeting. He feels our relationships are building.

Councillor Lepoidevin served breakfast earlier this morning at FLESS. He and Dave Christie served breakfast through the "Breakfast for Learning" program. The new cooking equipment, purchased by the Village with funding from the Northern Health IMAGINE grant, was presented to the school. Breakfast consisted of sausages and pancakes. The students really enjoyed the meal. Councillor Lepoidevin enjoyed serving breakfast and has volunteered to do it again if another opportunity arises. He stated he knows a lot of the students thru sport and his store. He enjoys the opportunity to speak with them and it provides a positive image of the Village Council.

Councillor Ray had nothing to report.

Councillor Reyden was away on business the last couple of weeks.

Councillor Storey attended the Tri Council Meeting on February 20, 2018. She felt a significant amount of business was accomplished. She was happy to see both Stellat'en and Nadleh offer to contribute \$500.00 toward Nechako Valley Search and Rescue. All three communities have also agreed to work together to organize a Volunteer Appreciation banquet; tentatively scheduled for April 27<sup>th</sup>. Councillor Storey anticipates it will be a big event. She has asked if Stellat'en is interested in hosting the event. Their community hall will hold up to 370 people. In her pre- planning, Councillor Storey thought the Community Vehicle could be used to get people to and from the event. She also asked Council's thoughts about inviting MLA John Rustad to this event. She has approached MLA Rustad about attending the event because our three communities are coming together. She feels it would be a good opportunity for him to speak about the importance of working together.

Councillor Storey would like to hold a dance following the recognition ceremonies. She commented Nadleh's hall was considered but she would like to apply for a liquor permit for the dance. She is of the understanding, Nadleh has a no-liquor policy at their facility.

Councillor Storey reports both Stellat'en and Nadleh Councils agreed it would be good to bring in the Hereditary Chiefs to the Tri Council Meetings. That will be a small change at the next Tri Council Meeting. Both Tanya Stump and Tanis Reynolds pointed out that they are Hereditary Chiefs. Chief Larry Nooski has asked Adam Patrick from the Stellat'en Band to coordinate the invitation of a representative body from the pool of Hereditary Chiefs from Stellaquo and Nadleh Whut'en.

The communities of Stellat'en and Nadleh will be involved in Band Elections over the next couple of months. Chief Larry Nooski has asked to delay the scheduling of the next Tri Council meeting until after Nadleh's Band Elections. This places the next Tri Council Meeting into late May or early June 2018.

Mayor Lindstrom provided a Director's Report at the Regional District about our Tri Council Meetings. He feels our relationship building is going very well. Mayor Lindstrom thanked Councillor Storey for her continued efforts to schedule these meetings.

Mayor Lindstrom attended the Northern Health Board meeting on February 19<sup>th</sup>. A question was posed about the Fraser Lake Medical Clinic going on diversion and how it would be addressed. Dr. Douglas responded to the question. The Fraser Lake Medical Clinic has only been on diversion twice over the past year when there no doctors available. Both of those events were unscheduled and easily explained. The first involved a Locum who was unable to make it to Fraser Lake for their scheduled shift. The second involved a medical emergency which required the nursing staff to accompany the ambulance to Prince George, B.C. Dr. Ebert advised Northern Health has no plans for future diversion at the Fraser Lake Medical Clinic. We have 3.6 full time physicians assigned to the Fraser Lake Medical Clinic. An additional .4 Full Time Employees (FTE) is scheduled to be added next year; which will increase staffing levels to 4.0 full time doctors at the clinic.

Mayor Lindstrom also asked about the impact on nurse staffing levels at the clinic because of activities at the Stellat'en and Nadleh Medical Clinics. Dr. Ebert advises there was no impact.

While at the Northern Health Board meeting, Mayor Lindstrom found it interesting to learn Vanderhoof will be receiving new Senior's Housing Units. He believes that success resulted from the work of their Senior Housing Committee.

On February 10<sup>th</sup>, St. John Hospital in Vanderhoof experienced a large flood because of a burst hot water tank. The flood impacted the Operating Room and sterile processing services. Maternity services have also been impacted. Pregnant women may need to be diverted to Prince George. It will take at least another two months before the OR is back up to speed. This event emphasizes the importance of ensuring other area hospitals, such as the one scheduled for Fort St. James, have Operating Rooms that can act as alternatives or back up.

Mayor Lindstrom was also pleased to hear the Fraser Lake Medical Clinic is scheduled for a significant renovation in 2021.

Resolution 02-28-51 M/S Councillor Storey/Councillor Reyden

"Motion to receive Council Reports"

Carried

#### **Accounts Payable:**

Resolution 02-28-52 M/S Councillor Storey/Councillor Reyden

"Motion to receive accounts payable and payroll in the amount of \$102,490.88"

Carried

Councillor Storey asked about the Heat and Hydro costs associated with the Splash Pad; cheque 00568-001 refers.

CAO Holland advised this includes heat and hydro for the splashpad and the bathrooms. We maintain heat in the washroom to keep the plumbing from freezing.

Councillor Storey asked for an explanation of the acronym: GFOA.

CAO Holland explained GFOA stands for Government Financial Officer's Association. This expense relates to the annual membership fee. This association provides training opportunities and information for our Finance staff.

#### **Correspondence List:**

None

#### **CAO Reports:**

##### **Arena Refrigeration Plant:**

An update was provided on the most recent inspection of our Arena Ammonia Plant by Technical Safety BC. As a result of their inspection, they've made several recommendations. They want to see improved documentation of staff training and posted copies of applicable regulations at the site. The more significant issue coming out of their inspection deals with staff certification. With recent changes in regulations, we now require a certified "Refrigeration Operator" on site/in the building 7 days a week for at least 7 hours per day.

At present, we have one staff member at the arena certified to the required level. Although we have a second staff member certified as a "Refrigeration Operator", they do not spend their working hours in the arena. Under these new regulations, we are out of compliance two days per week. We have been given until September 1<sup>st</sup>, 2018 to address this compliance issue. To meet that requirement, our second Arena Attendant has been enrolled in the Refrigeration Operator's course. He will write his exam in June 2018.

We have met all other concerns identified by WorkSafeBC and Technical Safety BC. Our staff are working diligently to meet the changing regulations around the operation of Ammonia Ice Plants. As we look forward to the future, facility risk assessment certifications, which used to last 10 years, now have a life span of 1 year. CAO Holland feels these short-term risk assessments leave the door open for further changes to Ammonia Plant regulations.

A discussion followed. Council is concerned about the impact of these decisions on ice plant operations across the Province. Council would like to see an Arena back up staff member developed to address sick days or vacation. It's important to ensure the operation of our arena is viable.

#### Success by 6 – Kundu Drum:

Lynn Clark of *Success by 6* applied for funding through United Way of Northern BC to purchase a Kundu Drum for Kin Park. This funding application was completed on behalf of the Village for \$2,600.00. United Way of Northern BC has awarded the funding and the Village has signed an agreement to complete final reporting on the project. CAO Holland noted under normal circumstances, Administration would have asked Council for support of the application by way of a resolution. But because the application was completed by a third party, it's an interesting circumstance. CAO Holland provided Council with the promotional material depicting the various playground instruments that may be considered for future playground development.

A brief discussion followed. There was concern about the level of noise that could be produced by the drum. Councillor Ray commented it could always be moved if it's not compatible with the neighbourhood.

Councillor Lepoidevin advised he's seen these instruments in another community and thought they were neat. Council likes this addition to the Kin Park playground.

#### Park Drive Water Main Extension:

The correspondence confirming award of \$354,310.00 through the Strategic Priorities Gas Tax Fund was presented. The project was designed by L&M Engineering. As part of their planning and design work, they wrote our grant application. At the time, they offered further assistance with the operational aspects of this project; finalized design, managing the tender process and overseeing the construction of the project. They estimated those services at \$44,000.00

Next steps include applying for permits to install the pipe under the CN Tracks and developing a Parcel Tax Bylaw to recover the cost of the new service. In addition, we need to address the engineering activities as described above: finalized design, managing the tender process and overseeing the construction of the project. CAO Holland contacted L&M Engineer to notify them of the successful grant application. In negotiations with Darryl Brizan of L&M Engineering, they have reduced their engineering costs to \$32,310.00.

A discussion followed around the establishment of a Parcel Tax under Section 200 of the Community Charter. Parcel Taxes are implemented, by bylaw, to provide funding for all or part of a service. The parcel tax bylaw would identify the service being provided, the number of years over which the tax will be imposed, identify the parcel tax roll (properties) for which the tax will be imposed and the basis for the tax. There are three methods for calculating a parcel tax. The first simply identifies a parcel of land as a single parcel. The second method calculates the parcel tax based on the area or square footage of the property being taxed and the third is a frontage tax. CAO Holland stated his preference for the frontage tax which taxes for the road frontage of each property. Each foot of waterline has a specific value. Multiplying that value by the frontage of the property provides the Parcel Tax levy. CAO Holland noted there are several water front properties on Park Drive with lengthy frontages. With the installation of Community water and sewer, could those lots become sub dividable. Possibly. This is the reason CAO Holland feels each property's frontage is significant.

Mayor Lindstrom asked how the Village would deal with someone building a big house and installing a swimming pool on their property after community water and sewer is available.

CAO Holland stated this may be a point where Council considers installing water meters on these new water services.

CAO Holland referred to the Village of Fraser Lake Purchasing Policy, March 2016. The Purchasing Policy governs the purchase of goods and services for the Village of Fraser Lake. This policy provides a threshold of \$10,000.00. Purchases of goods and services exceeding \$10,000.00 must be approved by Council. This policy also stipulates Council must approve all non-advertised tendering. Otherwise, All tenders over \$10,000.00 go out to competitive bid. CAO Holland posed the questions, if the process were to be sent for a "Request for Proposals" would there be any local professionals to provide this service. And, is it likely that a new engineering firm will continue the work already completed by L&M Engineering or will they want to start again with their own project design, etc.

CAO Holland advised he'd spoken with Director of Public Works, Vern Hilman. Mr. Hilman has stated Engineering costs are typically 10% of a project. The \$32,310.00 quote from L&M Engineering is in line with that advice at just under 10 per cent of the grant funding.

Councillor Reyden feels we are likely already committed at this point.

Mayor Lindstrom asked if L&M Engineering oversaw the Southside subdivision. There were some issues relating to the Engineering of that project.

CAO Holland confirmed it was L&M Engineering; however, the Village was dealing with different staff. In this instance, we are dealing with a different engineer. L&M Engineering would take this project off our hands.

CAO Holland commented he remains concerned about the outcome of the tendering process. As was the case in the "Move the Museum" project, we had cost projections from contractors to move and relocate the building. When the work went to tender, costs escalated significantly. Several property owners have been advised we've obtained this funding. They understand there will be some contribution on their part; however, they have provided limits to those contributions. CAO Holland has committed to keeping property owners informed. Should cost escalate beyond what is reasonable, decisions will have to be made before proceeding.

Resolution 02-28-53 M/S Councillor Storey/Councillor Ray

"Motion to accept L&M Engineering's offer to complete the finalized design, manage the tender process, obtain necessary permits and oversee the construction phase of the Park Drive Water Main Extension project for \$32,310.00"

Carried

Northern Health Update:

April Hughes of Northern Health was unable to attend the meeting this evening, however, she provided a written update. Northern Health is adding Nurse Hours at the Fraser Lake Medical Clinic. The additional nursing hours are intended to support palliative care.

April Hughes also provided a copy of the Auditor General's report on Nursing in Northern BC. The Auditor General's Report has been printed and was on the Council Table for anyone interested in reading it.

Councillor Storey stated this report was posted on Facebook and there has been a lot of discussion around the report.

Rio Tinto has provided an invitation to participate in water engagement discussions. Rio Tinto would like to meet with Community Leaders to discuss concerns around Spring Runoff and other water Management activities. Unfortunately, they have not provided a date for these discussion, however, CAO Holland wanted to bring this opportunity to the attention of Council in the event they are interested. CAO Holland will determine a date for these discussions.

Fraser Lake Fire Rescue Training Society:

CAO Holland advised Council the Fraser Lake Fire Rescue Training Society was successful in their application to the Rural Dividend Fund. They have been awarded \$10,000.00 to conduct a feasibility study for their Fire Rescue Training Centre at the Fraser Lake Airport. CAO Holland advised these applications by the Society do not fall within the scope of Village business. They are an independent entity. However, they wanted Council to be aware of their success. Council was happy to hear of their success.

Arena Code of Conduct Policy:

CAO Holland presented an Arena Code of Conduct Policy proposal. This policy was created to address behaviors that are being seen at the arena. The proposal has been presented to Arena staff and they feel it would address the behaviors they're seeing at the arena.

Councillor Storey stated she liked the policy however, she posed the scenarios of a 14-year-old caring for a 4-year-old brother or sister. She was concerned about the word "assuming".

CAO Holland stated the policy allows Arena Staff to ask you to leave. If the 14-year-old is not doing their job as the Caregiver of the 4 year old, they can be asked to leave.

Resolution 02-28-54 M/S Councillor Storey/Councillor Reyden  
"Motion to adopt the Arena Code of Conduct Policy"

Carried

Resolution 02-28-55 M/S Councillor Lepoidevin/Councillor Reyden  
"Motion to receive the CAO Reports"

Carried

**Staff Report:**

None

**Reading List:**

Resolution 02-28-56 M/S Councillor Storey/Councillor Ray  
"Motion to receive the Reading List"

Carried

**New Business:**

Councillor Storey advised she will be out of town from March 1<sup>st</sup> to March 20<sup>th</sup>. She will not be able to attend the next scheduled Regular Meeting of Council on March 14<sup>th</sup>, 2018.

Resolution 02-28-57 M/S Councillor Lepoidevin/Councillor Ray  
"Motion to Receive New Business"

Carried

**Bylaws:**

None

**Next Regular Meeting:**


March 14, 2018 at 5:30 pm

**Adjourn:**

Resolution 02-28-58 M Councillor Lepoidevin  
"Motion to adjourn the meeting at 6:48 pm"

Carried

Certified Correct



**Dwayne Lindstrom**  
Mayor



**Rodney J Holland**  
Chief Administrative Officer