



## Minutes of the Regular Meeting of Council held April 10th, 2019 In the Adult Learning Centre

Those in Attendance:

Council: Councillor LePoidevin, Acting Mayor  
Councillor Watt-Senner  
Councillor Fennema  
Councillor Jenkinson

Staff: Dave Christie, Economic Development Officer  
LeEtta LaFontaine, Recreation Director  
Vern Hilman, Director of Public Works  
Joe Pacheco, Fire Chief

Public: Norm DeLong

Delegations: None

### Agenda

Acting Mayor, Councillor LePoidevin called the meeting to order at 5:30 and asked for a motion to adopt the agenda and for a declaration of any new business.

Resolution 04-10-140 M/S Councillor Jenkinson/ Councillor Fennema  
"Motion to adopt the Agenda and Declaration of New Business"

Carried

### Delegation

None.

### Minutes from the Previous Meetings

Resolution 04-10-141 M/S Councillor Watt-Senner/ Councillor Fennema  
"Motion to adopt the minutes of the Regular Meeting held March 27<sup>th</sup>, 2019"

Carried

### Councillor Reports

Councillor Watt-Senner attended the Regional District Meeting.

**Regional District:**

Regional District is investigating an on-going problem with an invasive weed in the Smithers region at Seymour Lake. This weed is the yellow floating heart, a Japanese ornamental plant introduced by a local resident close to twenty years ago who had gone to a local nursery to get a floating plant to put in by his dock. This plant is now obliterating Seymour Lake.

An invasive plant is any plant that can harm ecosystems, plants or animals and is usually caused by human activity. There doesn't seem to be a way, currently, to eradicate this plant. It is transferred from one lake to another by tires, footwear, water craft, waders or anything a piece of the plant gets stuck to for transportation.

The RD doesn't want to be reactive, they want to be proactive. Posters can be purchased to put up at White Swan Park boat launch and area for information and education purposes. This would be a proactive approach to educate lake users.

**Agriculture Committee:**

There is an Agriculture meeting tonight in Fraser Lake at the Small Events Centre for wildfire preparedness for the public.

**Farm to School:**

Farm to School is a program nicknamed F2S and the objective is to teach kids about healthy food and sustainability. There is funding available of up to \$3500 to start a program and she hopes to be able to bring this to our community through FLESS. The program walks the kids through what to grow and then teaches them how to use the grown food at home.

Councillor Jenkinson nothing to report.

Councillor Fennema nothing to report.

Acting Mayor, Councillor LePoidevin nothing to report.

Resolution 04-10-142 M/S Councillor Fennema/ Councillor Jenkinson  
"Motion to receive the Councillor Reports"

Carried

**Accounts Payable**

Resolution 04-10-143 M/S Councillor Jenkinson/ Councillor Watt-Senner  
"Motion to receive Accounts Payable and Payroll in the amount of \$75,345.39"

Carried

**Correspondence List**

None.

## Business from the CAO

2019 Financial Plan – Adoption of 2019 budget:

Following the three special meetings in February and March, Director of Finance reviewed and certified our budget numbers and as a recap:

The 2019 Capital Projects list was discussed and supported. This should be adopted  
The Capital Equipment Reserve is to be established  
Capital Project contingency is to be established  
A 2% wage increase is provided to staff  
Council Meeting allowance was increased by \$10,000

Tax rates were set. The Tax Rate Bylaw is in process.

Resolution 04-10-144 M/S Councillor Watt-Senner/ Councillor Fennema  
“Motion to adopt the 2019 Capital Projects List”

Carried

2019 Capital Project Update – Walking Trails:

Following the March 27<sup>th</sup> Council meeting a request was made to chip seal the White Swan Park Walking trail along with the highway front walking trails.

This project was originally estimated at \$45,000 With the addition of the White Swan Park walking trail, the estimated cost of the project is now \$63,000.  
NDIT \$22,000/ NKDF \$31,500

The Village of Fraser Lake’s share increases to \$9500 This project is consistent with the criteria of the Community Works Fund.

Resolution 04-10-145 M/S Councillor Jenkinson/ Councillor Watt-Senner

“Motion to adopt the Walking Trails project with the addition of White Swan trails chip sealing raising the project estimated costs from \$45,000 to \$63,000, a difference of \$18,000. The new totals will be NDIT \$22,000/ NKDF \$31,500 and the Village of Fraser Lake Community Works Fund to \$9500”

Carried

Councillor Jenkinson wanted to know if the Village could afford the extra cost and does the Works department feel the trails will be safe from the high-water levels in the spring?

EDO Christie explained the Director of Finance had indeed gone over the budgetary changes and the Community Works Fund has money for this project. As per the potential water damage, the trails are quite high on this ground so shouldn’t be affected. The chip sealing will be going from the washroom; Boat launch; parking lot up to the white building around to the

playground, and goes from the parking lot, by the outhouse and hook up to the trail along the waterfront. All the White Swan Park trails will be chip sealed excluding the RV site.

**Employee Pay Rates Policy Update:**

Further to Council's discussion on inflation rates and the corresponding impacts on wages. The attached report from Statistics Canada is provided for Council's consideration. The rate of inflation seems to hover somewhere around 1.9 percent.

During the Special Meeting of Council held on February 19, 2019, Council proposed a 2 percent pay raise to offset the inflation index.

The Employee Benefits Rates of Pay policy has been updated to reflect the 2 percent increase.

Resolution 04-10-146 M/S Councillor Fennema/ Councillor Watt-Senner

"Motion to adopt the Employee Pay Rates Policy Update of 2 percent"

Carried

**Volunteer Fire Department Wage Rates:**

The Volunteers of the Fraser Lake Fire Department receive an hourly wage for Fire Practice, Fire and Highway Rescue Response.

That rate of pay was based on minimum wage. That rate of pay has not been changed for several years. Administration is asking the Council to support an increase in the hourly rate of compensation for volunteer fire department members for practice and call response to reflect the current and future minimum wage rates in British Columbia.

Currently, the Volunteers are paid \$10.50/hour.

Administration asks Fire Department wages to be brought in line with minimum wage.

The current minimum wage is \$12.65; however, as of June 1, 2019 minimum wage increases to \$13.85 and eventually to \$15.00/hour.

Resolution 04-10-147 M/S Councillor Fennema/ Councillor Watt-Senner

"Motion to adopt the Volunteer Fire Department Pay Rates as per provincial minimum wage current and future rates"

Carried

Councillor Watt-Senner questioned whether the motion was to stay with the \$13.85 an hour and then do another resolution or can this be inclusive of future minimum wage increase.

EDO Christie explained this motion is to be inclusive of future increases as well.

Councillor Jenkinson asked, with utmost respect, how a volunteer fireman is a volunteer if they're being paid? When he was in the fire department years earlier, half of the wages went into a kitty to pay for gear and they didn't get paid for practices, because they were volunteers.

Fire Chief Pacheco explained that essentially the firemen are employees of the Village and are compensated by WorkSafe BC and insured by VFIS, it's a 24-hour coverage. Half of the pay still goes back into the kitty for shirts and other things, not turn-out gear though as it comes directly from the Municipality itself. They also give a \$500 scholarship out of this fund and other donations and projects within the community.

Cemetery Development Reserve Fund:

With reference to the Village of Fraser Lake Cemetery Operation and Maintenance Bylaw No. 800, 2019, a Cemetery Capital Development Reserve is to be established to hold and manage the collected Capital Development Fees associated with the sale of products and services in our cemetery.

Under Section 188 of the Community Charter, Council has the authority to establish Reserve Funds.

Equipment and Fleet Replacement Reserve Fund:

With reference to Budget Discussions on March 4<sup>th</sup>, 2019, a Capital Equipment Reserve Fund Bylaw No. 804, 2019 is proposed. Reserve Funds are established by Bylaw. This reserve fund will hold a portion of the annual levy that is designated by Council. These funds are intended to pay for or repay debt on equipment.

Under Section 188 of the Community Charter, Council has the authority to establish Reserve Funds.

Park Drive Watermain Extension:

Councillor Jenkinson removed himself from the meeting.

With reference to the Park Drive Watermain extension project and the Village of Fraser Lake 2019 Financial Plan (2019 Budget), a resolution of Council is required to utilize \$47,000 from the General Unexpended and Sinking Reserve Fund to meet the financial obligations of this project.

These \$47,000 will be recouped from the property owners of Park Drive by way of a Parcel tax that has yet to be established.

The parcel tax will be established when all costs are tallied.

This resolution is required to meet our 2019 Financial Plan statement.

Resolution 04-10-148 M/S Councillor Fennema/ Councillor Watt-Senner

“Motion to withdraw the \$47,000 from the General Unexpended and Sinking Reserve Fund to meet the financial obligations of this Project”

Carried

Acting Mayor Councillor LePoidevin explained this resolution decision must be brought to Director of Finance McMaster within the next seven to ten days to meet the 2019 Financial Plan Statement.

EDO Christie explained that the home owners can pay their cost of the project back to the Village in installments. The Village must pay the cost up front to the contractor when the work is completed.

Visit from the Provincial Forester:

The Nadina Resource District has completed the Timber Supply Review for the Lake’s District. The process has entered the Public Engagement process.

Provincial Chief Forester Diane Nichols and Jim Snetsinger would like to meet with Mayor and Council on Thursday, May 2 between 3:30pm to 5:30pm to discuss the outcomes and related impact of the Lakes District Timber Supply Review.

Sport Equipment Rental Proposal – Canada’s Grocery Store:

Bobby and Lori Hurry of the Canada’s Grocery Store are proposing to manage the Village of Fraser Lake Sports Equipment Rental program.

In the past, rental of the Village Sports Equipment (canoes, stand-up paddle boards and cross-country ski equipment) was managed by Par 3 Sports. The equipment was purchased through the Northern Health IMAGINE grant and is owned by the Village of Fraser Lake. As the rental program was developed, a local business was needed to provide better access to this equipment. Par 3 was chosen due to their business line and days of operation making weekend rental accessible. The store/business was expected to manage the PFD’s, paddles, throw bags and cross-country ski equipment. In return, the business could charge an administrative fee of \$15. This management fee was intended to pay for administrative costs, equipment storage and handling, completion of rental forms and collection of fees.

With the closure of Par 3 Sports, the Sports Equipment has been moved to the Village garage. Although the demand for this equipment continues, the Village does not have evening or weekend hours, so, weekend rental is greatly impaired.

Discussion of concerns regarding the equipment and explanations took place. Council supported Canada’s Grocery Store Proposal.

Graduated Motorcycle Driver Licence Proposal – Letter of Support Request:

The District of Kitimat is requesting Letters of Support for a Graduated Licencing program for new Class 6 motorcycle operators. This initiative would see the initiation of power restrictions and mandatory training.

As the Provincial Government has not yet implemented the requested changes to the Class 6 Driver program, the District of Kitimat is requesting Letters of Support for this resolution and that those Letters of Support be directed to the Province.

Resolution 04-10-149 M/S Councillor Fennema/ Councillor Watt-Senner

“Motion to give the District of Kitimat the requested Letter of Support for a Graduated Licencing program for new Class 6 motorcycle operators and have it directed to the Province”

Carried

NCLGA Board of Directors Nomination:

Nominations for the 2019/2020 NCLGA Board of Directors.

Mayor Storey is the 2<sup>nd</sup> Vice President. The progression is from 2<sup>nd</sup> Vice President to the 1<sup>st</sup> Vice President role.

Mayor Storey is asking for Council’s support in her nomination to this position.

Resolution 04-10-150 M/S Councillor Jenkinson/ Councillor Fennema

“Motion to give Mayor Storey a Letter of Support for her nomination to go from 2<sup>nd</sup> Vice President to the position of 1<sup>st</sup> Vice President”

Carried

Councillor Watt-Senner wanted to know if Mayor Storey’s travel costs for this position came out of the local budget?

Acting Mayor Councillor LePoidevin said no NCLGA pays for this.

FCM Resolution Update – Rural Living Allowance:

The Rural Living Allowance resolution that was submitted by the Village of Fraser Lake has been considered by the FCM Board of Directors.

The resolution has been referred to staff for further analysis. For informational purposes only.

Resolution 04-10-151 M/S Councillor Watt-Senner/ Councillor Fennema

“Motion to receive the CAO Reports”

Carried

## **Staff Reports**

None.

### **Reading List**

Resolution 04-10-152 M/S Councillor Jenkinson/ Councillor Fennema  
“Motion to receive the Reading List”

Carried

### **New Business**

Councillor Watt-Senner no new business.

Councillor Jenkinson no new business.

Councillor Fennema wanted to know about the Day of Mourning and when it will be.

Fire Chief Pacheco explained the official Day of Mourning is on April 28<sup>th</sup>, which this year falls on a Sunday, so the day is moved back to Friday April 26<sup>th</sup>. Ribbons are put onto the tree as respect. This update will go out in this month’s newsletter to let the public know the change of date and time of 10:30 at White Swan Park.

Councillor Fennema has been asked if the roads will be swept this year.

Director of Public Works Hilman said they would be swept. They had been hoping for a bit of wet weather for the sweeping. The truck is in for repairs, they hope the repairs will be completed this week.

Councillor LePoidevin was asked to bring the high-water level in the cemetery and the issues involved with burials during this time. What is happening going forward?

Director of Public Works Hilman shared that this year the water level is very high, and the drainage is poor. This parcel has been known to have notoriously high-water levels in certain years. Having discussed alternate avenues to disperse of the water with his crew, there was no resolution to this issue. It’s also hard to discern when, or if, there will be a high-water table on any given year.

Councillor Watt-Senner was surprised to have high-water an issue on such high land. It was explained to her that it was run-off water causing the problem.

Councillor Jenkinson asked if there is an issue because we don’t bury people in the winter time?

Director of Public Works Hilman explained that the winter is the better time to bury than in the spring. This time of the year is the worst for being able to do a burial. He wished to give a better answer, but, it just isn’t possible at this time.



Resolution 04-10-156 M/S Councillor Watt-Senner/ Councillor Fennema

“Move the Village of Fraser Lake Cemetery Capital Development Reserve Fund Bylaw No. 805, 2019 First, Second and Third Reading”

Carried

Resolution 04-10-157 M/S Councillor Fennema/ Councillor Watt-Senner

“Move the Village of Fraser Lake 2019 Tax Rates Bylaw No. 806, 2019 First, Second and Third Reading”

Carried

Resolution 04-10-158 M/S Councillor Fennema/ Councillor Jenkinson

“Move the Village of Fraser Lake Capital and Planning Reserve Fund Bylaw No. 808, 2019 First, Second and Third Reading”

Carried

EDO Christie mentioned due to the NCLGA conference dates the 5-year financial plan must be adopted prior to this. By Monday Director of Finance McMaster will have the report from the auditors. When she gets the reports Director of Finance McMaster will be calling a special meeting.

#### Next Meeting of Council

Next Council Meeting on April 24, 2019 at 5:30 pm location TBA.

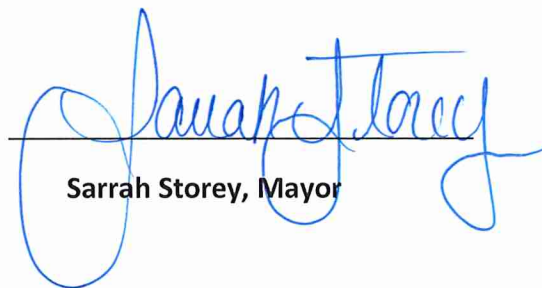
#### Adjournment

Resolution 04-10-159 M/S Councillor Fennema

“Motion to adjourn the meeting at 6:23 pm”

Carried

Certified Correct:



Sarah Storey, Mayor



Rodney J Holland, Chief Administrative Officer