



Minutes of the Regular Meeting of Council Held electronically on April 22, 2020

With Reference to Ministerial Order No. 83, Local Governments have been given permission to attend Regular Meetings in an electronic format during the COVID 19 Provincial State of Emergency to allow Local Government to focus on emergency and time restricted decisions related to finances. The electronic format is required to meet the recommendations of the Provincial Health Officer to maintain social distancing.

Those in Attendance:

Council: Mayor Storey
Councillor LePoidevin
Councillor Watt-Senner
Councillor Fennema
Councillor Jenkinson

Staff: Rodney Holland, Chief Administrative Officer
Laura McMasters, Director of Finance
Vern Hilman, Director of Public Works
Dave Christie, Economic Director Officer

Delegations: Benjamin Campbell, KPMG Financial
Corey Naphtali, Senior Manager, KPMG

Agenda

Mayor Storey called the meeting to order at 5:30 pm.

Mayor Storey requested a motion to adopt the agenda and requested the declaration of new business.

Resolution 04-22-152 M/S Councillor Fennema/ Councillor LePoidevin
"Motion to adopt the Agenda"

Carried

No new business was declared.

Delegation

Benjamin Campbell, KPMG Financial Advisor, and Corey Naphtali, Lead Engagement & Audit Partner, presented the Village of Fraser Lake Auditor's Report by way of a PowerPoint presentation.

KPMG Auditors are independent of the Village and as such are able to provide an auditor's report based on Canadian Accounting practices. This year's audit resulted in a clean report, with no recommendations.

The Consolidated Financial Statements. This included a recap of the following:

- Statement of Financial Positions (December 31st, 2019):
- Financial Assets
- Financial Liabilities
- Non-Financial Assets
- Tangible Capital Assets Breakdown
- Operations
- Revenue
- Expenses
- Net Financial Assets
- Accumulated Surplus
- Notes to the consolidated financial statements

Mayor Storey called for discussion.

Mayor Storey thanked Benjamin Campbell and Corey Naphtali for the presentation and acknowledged the daily work of CAO Holland, Director of Finance McMaster, and Sylvia Hendriksen in the management of our financial resource. Mayor Storey also commended the team for the assistance provided to the Auditors during the audit.

Mr. Campbell noted the final approval letter will be forwarded once the last couple of pieces of information are compiled. That will complete this year's audit process.

Resolution 04-22-153 M/S Councillor Jenkinson/ Councillor Watt-Senner

"Motion to adopt the 2019 Village of Fraser Lake Consolidated Financial Statements as presented by KPMG"

Carried

Mayor Storey called for discussion.

No discussion.

Minutes from the Previous Meetings

Resolution 04-22-154 M/S Councillor LePoidevin/ Councillor Fennema

"Motion to adopt the minutes of the Regular Meeting held April 8th, 2020"

Mayor Storey called for discussion.
No discussion.

Business Arising from the Minutes

None

Councillor Reports

Councillor LePoidevin had nothing to report.

Councillor Watt-Senner had nothing to report.

Councillor Fennema had nothing to report.

Councillor Jenkinson had nothing to report.

Mayor Storey has been busy with COVID-19 related calls. She noted a town hall with Northern Health is scheduled later this evening at 7:15 pm.

Mayor Storey has also been speaking with MP Taylor Bachrach once a week. She is pleased with the level of communication with our MP and feels her discussions with MP Bachrach have been beneficial. Of note, they have been discussing the CN Rail work yard adjacent to White Swan Park. Mayor Storey has discussed the unsightly nature of this work yard. She also discussed some of the late night, disruptive work activities that have occurred in this yard.

Mayor Storey has asked MP Bachrach to advocate for our Canada Summer Jobs funding. The Village is one of the largest not for profit employers of summer students. The Canada Summer Jobs funding allows us to do more in terms of hiring students. Specific to this program, Mayor Storey has asked MP Bachrach to advocate for more timely announcements on funding. The announcement for funding typically occurs late May, early June. Student in rural communities often do not have many options for summer employment. They need to know before they get out of school whether they have a job in their home community.

Mayor Storey is working with FLESS to find ways to recognize the 2020 graduates amid social restrictions stemming from the COVID-19 pandemic. An initial idea was to place banners with pictures of graduating students on utility poles around town. BC Hydro has said no to placing these banners on their poles.

The weekly Omineca Regional Response Tier 1 meeting is providing valuable information for our community. These meetings have brought focus to the lack of ambulances and holes in the

health care system in small northern communities. Hopefully good things will come from these discussions.

Mayor Storey noted there have been a few negative posts on Facebook recently. Some of those posts are misinformation. She noted people are becoming anxious as the self isolation and social distancing continues. Mayor Storey noted it is important to provide messaging that calms people. She has offered to assist with these communications where appropriate.

Resolution 04-22-155 M/S Councillor Fennema/ Councillor Watt-Senner
"Motion to receive the Councillor Reports"

Carried

Mayor Storey called for discussion.
No discussion.

Accounts Payable

Resolution 04-22-156 M/S Councillor Jenkinson/ Councillor Fennema
"Motion to adopt Accounts Payable and Payroll in the amount of \$829,682.86"

Carried

Mayor Storey called for discussion.
No discussion.

Correspondence List

None.

Business from the CAO

Vandalism at White Swan Park:

The Village has experienced several acts of vandalism in the vicinity of the boat launch over the past month. The first involved damage to the washroom facility at the boat launch. The culprit(s) tried to set fire to the toilet paper and hand sanitizer. They also damaged the door latch.

Most recently, two local youth shoved our garbage can out onto the ice. The garbage can was not thought to be retrievable. Maybe in the summer.

The RCMP have been advised. The garbage can event was witnessed. The boys and their parents have been spoken too.

CAO Holland noted the lighting project scheduled for this summer is intended to discourage these types of behaviour.

Discussion.

Restricting access to White Swan Park RV Sites:

This information has already gone to members of Council via email. Barricades have been placed across the entrance to the RV sites and signs have been posted to notify the public access is restricted to local first responders and essential workers who need to self isolate. Notices have also been posted on all the outdoor washrooms throughout the community advising they are closed due to COVID-19. The exception is the outhouse down by the boat launch. Appropriate signage has been placed on the outhouse to remind people to wash their hands and to social distance while using the boat launch facility.

We have received good comments from the public saying they were grateful for an area to self-isolate if it was/is necessary.

Business Walks:

EDO Christie spoke about the business walks he has been doing. He contacts local business owners several times each week. Most are experiencing sales increases as more residents are shopping locally. The businesses not seeing an increase are historically slow this time of year due to spring break up. Those industries that are typically impacted by this have either reduced staff's hours and or laid staff off.

Retail businesses were reporting shortages of PPE and cleaning supplies at the beginning of the pandemic; however, it would appear this issue has been corrected. Adequate supplies of masks, gloves and cleaning supplies are available locally.

Only a few of the retail businesses have applied for provincial and federal funding support.

Restaurant and hospitality businesses have seen a dramatic decrease in business. They have reduced operating hours, and most have laid off staff. The decision of whether these businesses remain open is made on a week-by-week basis. Several of our restaurants have adapted their business models to include delivery, daily specials and pre-made frozen oven-ready food selections. These innovative ideas have helped with business. All restaurants and hotels have applied for provincial and federal funding support.

On April 3, 2020, the Village along with Lovefraserlake.com and the Fraser Lake & District Chamber of Commerce initiated an "Open for Business" campaign in the hopes of supporting local businesses and residents. Thirty "Open for Business" signs were given out to local businesses. Twelve additional signs were placed in strategic locations throughout the municipality. This campaign received media attention from across BC and all local businesses that remained open report this campaign had a positive revenue impact on their business.

Provincial Support of Business in BC:

Right across the province the economic downturn comes directly from the COVID 19 response. There is concern about how businesses are going to survive. It's important that council be

aware that the Province is taking steps to support businesses big and small primarily through the reduction of property tax for class 4,5,6,7 and 8 properties. These property classes will see a 25% reduction in their Provincial tax rate. The Provincial Support has also delayed the dates for penalties on these business class properties. Although property taxes are due July 2, there will not be a penalty on Class 4,5,6,7,8 until October 1st, 2020.

2020 Spring Tree Planting Program:

CAO Holland noted the influx of tree planters from other Provinces has prompted a lot of discussion and concern. This year the Federal and Provincial Governments hope to plant up to 308 million trees. This tree planting program will be completed over a ten-week period, hence the requirement of a large labour force.

The Western Forestry Contractors Association and the Province have been working together to develop protocols and processes to manage this workforce in consideration of the COVID-19 protocols. The plans that have been developed are quite respectful of our communities and our concerns.

Sara Johnson from the Fraser Lake Sawmill is overseeing tree planting in our area. The 2020 tree planting will address harvested areas. Burned areas of the Shovel Lake Fire and the Island Lake Fire will not be planted until 2021. The tree planters coming to the vicinity of our community will be in camps outside the community. They will not be allowed to travel to Fraser Lake. All their needs will be provided at their camp; food, laundry, showers, etc.

It may be important to note, the tree planters have already started their work in the Penticton area. Their first fourteen (14) days in the Province were to self isolate. The group will have a nurse or doctor serving each camp to address health issues. Generally, the COVID-19 health threat posed by this group is considered low.

2020 Community Connectedness Grants – Funding Opportunity:

The Plan for Healthy Communities grant program is provided through Northern Health and other partners to create conditions that support healthy people and places.

The 2020 grant program focuses on Community Connectedness. The idea is to enhance community cohesion and a sense of belonging.

As a result of the COVID 19 pandemic, many community members have been physically apart to meet the recommendations of the Provincial Health Officer (PHO); stay at home, self-isolate and physically distance from each other.

The grant funding provides up to \$5,000.00 to help improve community connections. If successful, our community would have up to one year to use this funding. An event would not be held until the PHO lifts the restrictions on physical distancing. The funding is limited to fifteen communities.

Mayor Storey called for discussion.

Resolution 04-22-157 M/S Councillor Watt-Senner/ Councillor LePoidevin

“Motion to apply for the 2020 Community Connectedness Grant up to \$5,000.00”

Carried

Asset Management/Water Conservation/Leak Detection:

UBCM has awarded the Village with a grant of \$10,000.00 for Asset Management Planning activities. This grant requires the Village to contribute \$5,000.00. The total working capital is \$15,000.00. The consultant who prepared our Water Conservation Plan identified the conduct of a Leak Detection investigation as an important step toward water conservation in our community. He also identified a team of knowledgeable, experienced workers from the City of Prince George who could conduct this study. The consultant estimated the cost of this work at \$15,000.00. In line with the Village Purchasing Policy, Administration would like to post this proposal for bids.

CAO Holland and Director of Public Works, Vern Hilman have discussed the best options to move our Asset Management Plan forward. Both agree the leak detection study will be a great planning tool for future work on our water distribution system. Director of Public Works Hilman has prepared a request for proposals. We are hoping to send this out soon.

CAO Holland asked for questions.

No discussion.

Emergency Preparedness:

CAO Holland presented the *Mutual Aid Agreement* that was presented by the Regional District. This *Mutual Aid Agreement* is specific to those periods when the Province or Region is subject to a “*State of Emergency*” . The purpose of the agreement is to ensure each community is able to sustain basic services: water, wastewater and garbage management. Assistance with Municipal Management is also involved in this discussion. Recently, the Province circulated a template for a similar agreement. To some extent that sent the process back to the drawing board. We have supplied an inventory of our skilled and certified employees and a basic overview of our facilities. In the event of a COVID outbreak in our or another community, this agreement would allow us to either supply support or request support depending on our circumstance.

Mayor Storey called for discussion.

No discussion.

Resolution 04-22-158 M/S Councillor Jenkinson/ Councillor LePoidevin

“Motion to receive the CAO Reports”

Carried

Mayor Storey called for discussion.

No discussion.

Staff Reports

None.

Reading List

Resolution 04-22-159 M/S Councillor LePoidevin/ Councillor Watt-Senner
“Motion to receive the Reading List”

Carried

Mayor Storey called for discussion.
No discussion.

New Business

Councillor LePoidevin inquired if there was a way to have the community become more aware of the required assistance needed for a spring cleanup during COVID 19.

Discussion.

Councillor Fennema inquired about the drive-by recognition of a birthday in town during the COVID-19.

Mayor Storey explained Fire Chief Pacheco has offered to organize a drive-by parade during this time. Interested persons who would like to arrange such a drive by simply needs to contact our Fire Chief.

Mayor Storey brought attention to a defective exercise machine at White Swan Park.

She is organizing an interagency meeting next week with Northern Health, the Crisis Centre, Fraser Lake Legion, Silver Birch, Autumn Services, Fraser Lake Legion, Men’s Shed, our Fire Department, the RCMP, representatives from our Grocery stores and SD91 to discuss services to our community and how we can work together. Council and staff are invited to attend.

Resolution 04-22-160 M/S Councillor Fennema/ Councillor Jenkinson
“Motion to receive New Business”

Carried

Mayor Storey called for discussion.
No discussion.

Bylaws

Resolution 04-22-161 M/S Councillor LePoidevin/ Councillor Watt-Senner

“Motion to conduct the fourth and final reading of the Village of Fraser Lake Record Retention and Destruction Bylaw No. 813, 2020”

Carried

Mayor Storey called for discussion.

No discussion.

Resolution 04-22-162 M/S Councillor Jenkinson/ Councillor Fennema

“Motion to conduct the first, second and third reading of the Village of Fraser Lake Financial Plan Bylaw No. 814, 2020”

Carried

Mayor Storey called for discussion.

No discussion.

Resolution 04-22-163 M/S Councillor Watt-Senner/ Councillor LePoidevin

“Motion to conduct the first, second and third reading of the Village of Fraser Lake Tax Rate Bylaw No. 815, 2020”

Carried

Mayor Storey called for discussion.

No discussion.

In-Camera

As per Section 90(1)(k) of the Community Charter which states a part of a council meeting may be closed to the public if the subject matter being discussed relates to negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that in the view of the council, could reasonably be expected to harm the interests of the municipality if there were held in public.

Resolution 04-22-164 M/S Councillor Fennema/ Councillor LePoidevin

“Move to move the meeting In-Camera under Section 90(1)(k) of the Community Charter at 6:50 pm”

Carried

Return to the Regular Meeting

Return to the regular meeting at 7:09 pm.

Next Meeting of Council

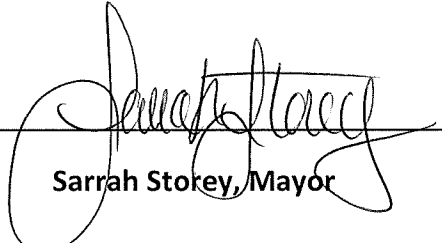
Next Council Meeting on May 13th, 2020 at 5:30 pm.

Adjournment:

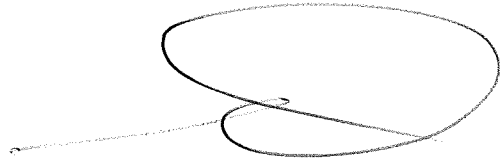
Resolution 04-22-168 M/S Councillor LePoidevin /Councillor Fennema
"Motion to adjourn the meeting at 7:09 pm"

Carried

Certified Correct:



Sarah Stokey, Mayor



Rodney J Holland, Chief Administrative Officer