



## Minutes of the Regular Meeting of Council held March 11<sup>th</sup>, 2020 In Council Chambers

### Those in Attendance:

#### Council:

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

#### Staff:

Rodney Holland, Chief Administrative Officer.  
Laura McMaster, Director of Finance  
Vern Hilman, Director of Public Works  
LeEtta LaFontaine, Recreation Director

#### Public:

Norm DeLong  
Sandra Panagopoulou  
Chris Mushumanski, Nechako Valley Search & Rescue  
Chris Walker, Nechako Valley Search & Rescue

### 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 any new business.

Resolution 03-11- 106 M/S Councillor Fennema/ Councillor LePoidevin  
"Motion to adopt the Agenda"

Carried

No new business was declared.

### Delegation

Nechako Valley Search & Rescue – Annual Report:

Christ Mushumanski and Chris Walker presented the annual report for the Nechako Valley Search & Rescue team.

Nechako Valley SAR is recognized by Emergency Management BC. They provide Search & Rescue service to the same area covered by the Vanderhoof and Fraser Lake RCMP

detachments. Chris Mushumanski noted there is no charge for their services. They can be called out by the RCMP or the Emergency Coordination Centre. Aside from response to Search and Rescue calls, NVSAR can assist with the delivery of evacuation alerts and orders. They also do domestic animal rescue. NVSAR provide services on the ground and water. Their team has trained several members for flat water, swift water and ice rescue. NVSAR averages 2 large multiday call outs per year. In 2019, they responded to 13 calls of missing or lost mushroom pickers. They also assisted with the Lejac Fire in April 2019.

NVSAR highlights in 2019 include adoption of a new cellular phone App that will allow for quicker evacuations. The App stores and displays real time information about who has been evacuated and what areas have yet to be attended.

Chris Mushumanski was pleased to note several local volunteers have joined NVSAR and are in the process of completing their training.

Chris Mushumanski was happy to report the Province provided BCSAR with a one-time funding of \$18.6 M. This three-year funding will provide the 79 recognized SAR organizations with operational costs. He noted, this funding does not include the purchase of new equipment.

Mr. Mushumanski extended appreciation for Council's monetary support in 2019. Due to provincial funding, NVSAR will not request community support this year.

Mayor Storey thanked NVSAR on behalf of our community.

A general conversation followed. Members of Council thanked Chris Mushumanski and Chris Walker for their service to the community and their presentation.

### **In-Camera**

Mayor Storey asked to move the meeting in camera

Resolution 03-11- 107 M/S Councillor LePoidevin/Councillor Fennema  
"Motion to move the meeting In Camera under Section 90(1)(m) of the Community Charter at 6:03 pm"

Carried

Return to the regular meeting at 6:40pm.

### **Minutes of the Previous Meeting**

Resolution 03-11- 109 M/S Councillor Jenkinson/Councillor Fennema  
"Motion to adopt the minutes of the Regular Meeting held February 26, 2020"

Carried

Resolution 03-11-110 M/S Councillor Watt-Senner/Councillor LePoidevin

“Motion to adopt the minutes of the In-Camera Meeting held February 26, 2020”

Carried

Mayor Storey asked if the funding for the 4<sup>th</sup> Lagoon project had been approved.

CAO Holland noted the Province has approved funding. The Federal Government has yet to announce their decision on the Federal portion of the funding.

### **New Business**

Mayor Storey asked to advance the discussion of New Business on the agenda. Council agreed.

Mayor Storey advised she was bringing the discussion of the Community Childcare funding back for reconsideration in light of the February 26, 2020 decision to take no more action on our application following the request for more information from the UBCM Evaluation Committee.

CAO Holland noted he and EDO Christie spoke with Michelle Kirby from the Province of BC about this process. There are three funding options available to address Community Daycare. The first directly involves the daycare. Ninety four percent of all daycares in British Columbia have signed up to participate in subsidized daycare.

The second option relates to the Community Childcare Planning Grant. This grant is up to \$25,000.00 to hire a consultant to evaluate our Community's need for additional Childcare spaces and services. This process is intended to create our business case for Community Childcare moving forward.

Michelle Kirby understands Village staff do not have a background in the business of Childcare and has put herself at the Village's disposal for guidance; assuming we would like to provide the additional information requested by the Evaluation Committee. She feels it is achievable but agrees the Village needs to be comfortable with the process.

CAO Holland noted there are three requests; a professional appraisal of the property, structure and equipment that would be purchased, floor plans/professional drawings of the proposed renovations and addition to the existing structure and a detailed explanation of the services and programing that would be provided.

A discussion followed.

Resolution 03-11-111 M/S Councillor Fennema/Councillor Jenkinson

“Motion to continue our application to the Community Childcare program”

Carried

Mayor Storey requested the review of the Municipal appointment to the Regional District Board. Councillor Watt-Senner was appointed as the Municipal Director for 2018/2019. Mayor Storey asked to be considered for the remainder of this term.

A discussion followed. Mayor Storey provided comments from three mayors of other municipalities, supporting Mayor Storey's bid to become the appointed Municipal Director to the RDBN.

Resolution 03-11-112 M Councillor LePoidevin

"Motion to continue Councillor Watt-Senner's appointment as the Village of Fraser Lake's representative on the Regional District Board"

Defeated

Resolution 03-11-113 M/S Councillor Fennema/Councillor Jenkinson

"Motion to appoint Mayor Storey as the representative of the Village of Fraser Lake as our Municipal Director on the Regional District Bulkley Nechako Board"

Carried

Resolution 03-11- 114 M/S Councillor Fennema/Councillor LePoidevin

"Motion to appoint Councillor Watt-Senner as the alternate representative of the Village of Fraser Lake on the Regional District Bulkley Nechako Board"

Carried

Resolution 03-11-115 M/S Councillor LePoidevin/Councillor Jenkinson

"Motion for Councillor Watt-Senner to stand as the alternate to the Resource Benefits Alliance"

Carried

Councillor LePoidevin excused himself at 7:04 pm because of a work responsibility.

Mayor Storey noted she is currently the 1<sup>st</sup> Vice president on the NCLGA Board. Although the typical progression is to transition from the role of 1<sup>st</sup> Vice President to President, Mayor Storey noted the role of president is open for nominations. She asked for a show of support from the Village for her nomination. This is a one-year term.

Resolution 03-11-116 M/S Councillor Fennema/Councillor Jenkinson

"Motion to support Mayor Storey's nomination to the role of president of the NCLGA Board"

Carried

Mayor Storey advised she has circulated a doodle poll in the hope of establishing a date for our next Tri-Council meeting. A date has yet to be set.

Mayor Storey commented on the developing concern around the Corona Virus. She asked if the Village has an emergency plan? She asked if there was a need to organize an inter-agency meeting with the Fire Department, RCMP, Northern Health, Paramedics, the Legion, Autumn Services and the SD #91?

Councillor Jenkinson asked if there was a Plan in place to staff for water, sewer or garbage. He felt this was important to have in place.

CAO Holland provided an update. Administration and staff are involved in conference calls involving Northern Health and EMBC. Discussions have already occurred regarding our capacity to maintain essential services, water, sewer and garbage. In case of illness amongst staff, the Village has multiple staff who are trained and able to man these activities. As COVID 19 is a Public Health issue, Village administration has taken its lead from Northern Health. Currently, Northern Health deems the health risk of COVID 19 is low in northern BC. Social distancing and good hygiene practices are being promoted amongst staff and with members of the public. To ensure we are prepared for potential gaps in the supply chain, additional supplies have been ordered to ensure at least a 2-month supply of chemicals and other materials that are typically consumed in the operation of our Water Treatment Facility and Wastewater Treatment Facility.

Administration is sharing information and posters produced by Northern Health and the Provincial Health Authority on our website, Village Facebook page and by manual circulation throughout the community.

In the meantime, Administration continues to participate in the daily conference calls hosted by EMBC and Northern Health to ensure we are up to date on any development related to this health issue.

Councillor Fennema agreed. She shared what the Public Library would be doing for precautionary measures during this time.

DOF McMaster added ESS (Emergency Support Services) is spending time developing a basic plan to share with the Fraser Lake team members to ensure our ESS team is informed and available to respond to community need if called upon.

Discussion of ideas and interventions already in place around the world and what would work best in our community.

Resolution 03-11-117 M/S Councillor Watt-Senner/Councillor Jenkinson  
"Motion to receive New Business"

Carried

### **Business Arising from the Minutes**

Village of Fraser Lake Arena Meeting Room Rental Policy Proposal:  
CAO Holland noted the discussion of this policy proposal was tabled at the February 26<sup>th</sup>, 2020 Regular Meeting. Council requested information about the rental rates for other meeting rooms in Fraser Lake. CAO Holland was able to obtain the rental rates for the Autumn Services facility. Those rates were shared with Council.

A discussion followed.

Resolution 03-11-118 M/S Councillor Fennema/Councillor Jenkinson

“Motion to adopt the Village of Fraser Lake Arena Meeting Room Rental Policy 2020 as presented”

Carried

Mayor Storey called for discussion.

No discussion.

### **Councillor Reports**

Councillor Watt-Senner attended the recent RDBN meeting. The main topic of discussion was Waste Management. There have been significant challenges following the fire at the Smithers Processing Plant. The RDBN’s goal is to develop a functional recycling program in each of the eight municipalities in the Regional District. The current sub-stations handling recycling are fine, however, once collected, where should these recycled products be baled or consolidated. The RDBN is supporting the efforts to get the Smithers Recycling Plant up and running again.

Recycle BC has not been as helpful as first hoped. They have not been supportive of the proposed cost recovery model. The RDBN is exploring the potential for a self-recycling station. The hope is to offset the cost of this endeavour through the value of the recycled products. The RDBN is developing a set of recycle guidelines for the self-recycling stations.

Unfortunately, finding a business to purchase the collected, recyclable good has been a challenge. Other challenges include recycling of Industrial, Commercial and Institutional (ICI) paper. This is typically mixed paper. Schools, medical and industry produce a lot of this material. Unfortunately, nobody seems to want to handle this material. Legislative changes may be required to address this significant issue.

Councillor Watt-Senner attended the RDBN Recreation Open House held at Autumn Services. The RDBN would like to know how the public would like the RDBN supporting outdoor recreation. A significant part of this inquiry is to determine the public’s willingness to increase taxes for recreation.

Councillor Jenkinson reports stopping off at the New Gold Office in Vanderhoof. As the Village representative for the Community Liaison Committee, he wanted to update himself on the Blackwater project. There is nothing new to report so far this year.

Councillor Fennema met with MP Taylor Bachrach and his assistant, Eric Holdijk, on March 4<sup>th</sup> in Council Chambers. Councillor Fennema enjoyed the opportunity to update MP Bachrach on Community issues. Our applications for federal funding to the Summer Jobs program, the 4<sup>th</sup> lagoon project and the solar array were each brought to MP Bachrach’s attention. He has committed to advocating on our behalf for this funding.

Councillor Fennema also attended Integris Credit Union Grand Opening on March 4<sup>th</sup>. The event was well attended. She appreciated the show of support from our Village, the RDBN, the Stelat'en and Nadleh Whut'en.

On March 9<sup>th</sup> she also attended the RDBN Recreation Open House at Autumn Services.

Mayor Storey provided a written report of her activities over the past month. Meetings and events, she's attended included:

- She attended the Pathways Agreement meeting in Fort St. James. This meeting presented the agreement and described the negotiations that led to its creation.
- The NDIT Regional Advisory Committee meeting. Applications for funding were reviewed and approved. Mayor Storey commented on the applications that had been submitted and approved for the Village.
- The Natural Resource Forum in Prince George. Most interesting was a discussion of solid waste management in our area
- Mayor Storey was invited to attend the Pathways Agreement signing in Prince George. She felt honoured to have been invited as a guest by Nadleh Whut'en.
- Mayor Storey met with the owner of the Fraser Lake Town Pantry and his employee to discuss the delay of a work visa. Mayor Storey provided a letter of support for the employee.
- Mayor Storey attended the Local Government Leadership Academy where she presented on two panels on Leadership and Women in Leadership. During the conference she attended numerous workshops on these subjects.
- On March 4<sup>th</sup>, Mayor Storey met with MP Taylor Bachrach to discuss local concerns and issues for Fraser Lake. Later that same day, she provided a speech at the Integris Grand Opening

Resolution 03-11-119 M/S Councillor Fennema/ Councillor Jenkinson  
"Motion to receive the Councillor Reports"

Carried

#### **Accounts Payable**

Resolution 03-11-120 M/S Councillor Fennema/ Councillor Jenkinson  
"Motion to adopt Accounts Payable and Payroll in the amount of \$632,197.98"

Carried

Councillor Fennema and Councillor Jenkinson inquired about the payments to contractors working in the Community Forest. These are significant payments which have the potential to raise concern about what may appear to be significant expenditures.

CAO Holland agreed. These payments are neither capital purchases or capital expenditures. These are operational costs for work being done in our Community Forest. Operational costs include logging, hauling, road maintenance and stumpage. Balancing these expenditures is the

value of the logs being delivered to the mills. The Village does not have a process in place to address these payments aside from listing them in the cheque register. Administration would prefer a system where Community Forest operations are managed separately. Administration would prefer to provide Council with a reconciliation report on a quarterly or 6-month basis. This would provide a better, more balanced understanding of the value of the Community Forest. Community Forest operations are in the black. CAO Holland noted without these operational expenditures, the Community Forest would not be operational.

CAO Holland noted KPMG was hired to set up and complete the books for 2019 Community Forest operations. Once the year end details have been provided by KPMG, Administration will report to Council on those outcomes.

A discussion followed on how to best manage reporting of these expenditure and how to best report on Community Forest outcomes versus individual expenditures.

### **Correspondence List**

None.

### **Business from the CAO**

Mouse Mountain School – Grant-In-Aid Application:

CAO Holland presented the Grant in Aid application received from Mouse Mountain School. The application is to fund activities of the Stream of Dreams program. The information about the program and funding required is limited.

Councillor Watt-Senner agreed more information is needed before a decision can be made regarding this application. She would like to know about their fundraising efforts outside of the Grant in Aid application.

Resolution 03-11-121 M/S Councillor Fennema/ Councillor Jenkinson

“Motion to seek more information regarding the Grant-In-Aid Application submitted by Mouse Mountain School in support of the Stream of Dreams program”

Carried

Mayor Storey called for discussion.

No discussion.

Budget:

CAO Holland noted at the February 26, 2020 Regular Meeting, Council provided a resolution to fund the cleaning and inspection of the community Water Tower by way of the Community Works Fund. Subsequent inquiries have determined, this project would not be eligible for Community Works Funding. It was more appropriately come from the Northern Capital and



Planning Grant. Administration is requesting a second resolution authorizing this \$10,700.00 expenditure from the Northern Capital and Planning Grant.

Resolution 03-11-122 M/S Councillor Fennema/Councillor Jenkinson

“Motion to amend resolution 02-26-62 to clean and inspect the community water tower by directing the expenditure of \$10,700.00 for this activity from the Community Works Fund to the Northern Capital Planning Grant”

Carried

Budget discussions continued. CAO Holland noted the outcomes of our 2019 Budget have been reviewed. The 2020 provisional budget has been presented and adopted. The proposed 2020 capital project and expenditures have been presented, reviewed and decision have been made on how these projects and activities will be funded. Once final discussion is needed to complete budget discussion; staff and council remuneration.

CAO Holland lead a discussion on wages. The impacts of inflation were the focus of this discussion. The 2019 inflation rate in Canada was 1.8%. To adjust Village remuneration rates for staff and Council, Administration proposes a 2% increase to current rates of pay.

Director of Finance Laura McMaster reviewed the impact of a 2% increase on the 2020 provisional budget. A 2% increase will cover the planned 2020 capital and maintenance costs, the 2 % increase for remuneration plus provide a small surplus that would be set aside in a reserve.

CAO Holland noted, it is important to plan for a surplus. It has been the practice of the Village to tax for the cost of the service. There has been little to no consideration of infrastructure replacement or significant repairs. The Village cannot catch up all at once but we need to begin the process of planning for the financial future of the community by setting funds aside for these significant costs that will occur in the future.

Mayor Storey reiterated how important Asset Management is to stay on top of issues such infrastructure maintenance and replacement.

A brief discussion occurred about water, sewer and garbage rates. How water is currently in deficit. This is a significant indicator we are not collecting enough in our water rates. Water, sewer and garbage should pay for themselves. They should not be subsidized by property tax.

DOF McMaster adjusted the tax tables to illustrate the result of a 2% increase in 2019 tax rates.

Following a brief discussion, Council directed a 2% increase for all tax rates except Commercial/Business. The Commercial/Business tax rate will remain unchanged from the 2019 rate in support of small business in the Village.

Resolution 03-11-123 M/S Councillor Fennema/Councillor Watt-Senner

"Motion to set the 2020 tax rates for the following classes of property: Residential 7.1419, Utilities 47.9400, Major Industry 39.0561, Light Industry 39.0561, Commercial/Business at 22.5825 and Recreation at 8.7011"

Carried

Discussion continued about Village taxes and increased to levies from the Regional District for 2020. 2020 Regional District levies have not been provided to the Village. They are not expected until some time in April. Director of Finance Laura McMaster advised the Village does not have influence on the rates set by the Regional District. Our property taxes account for only a portion of the tax bill. School, policing, hospital district, BC Assessment, 911, the Regional District and the television rebroadcast are collected by the Village on behalf of the RDBN and the Province, however, we receive no benefit from those levies.

Resolution 03-11-124 M/S Councillor Fennema/Councillor Watt-Senner  
"Motion to receive the CAO Reports"

Carried

Councillor Watt-Senner left the meeting at 9:00 pm.

#### **In-Camera**

Resolution 03-11-125 M/S Councillor Jenkinson/Councillor Fennema  
"Moved to go In-Camera under Section 90(1)(c) at 9:02 pm"

#### **Return to the Regular Meeting**

Return to the Regular Meeting at 9:38 pm

Resolution 03-11-131 M/S Councillor Jenkinson/Councillor Fennema  
"Motion to adjust pay rates for Staff and Council by 2 percent as a cost of living adjustment in recognition of the impacts of inflation effective Pay Period one"

Carried

Mayor Storey called for discussion.  
No discussion.

#### **Staff Reports**

None.

#### **Reading List**

None.

**Bylaws**

None.

**Next Meeting of Council**

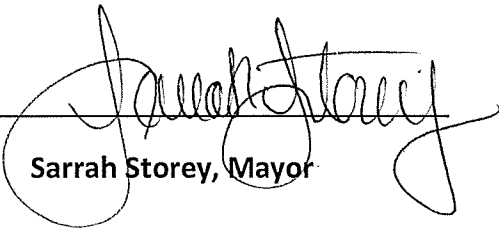
Next Council Meeting on March 25<sup>th</sup>, 2020 at 5:30 pm.

**Adjournment:**

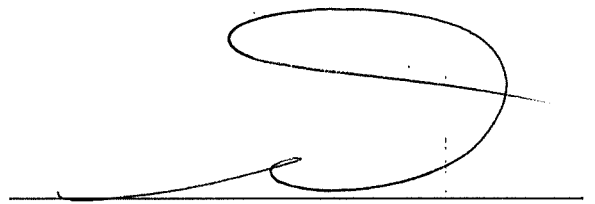
Resolution 03-11-132 M Councillor Jenkinson  
"Motion to adjourn the meeting at 9:38 pm"

Carried

Certified Correct:



Sarah Storey, Mayor



Rodney J Holland, Chief Administrative  
Officer