

**Minutes of the Regular Meeting of Council held July 12, 2017  
In the Municipal Hall in Open Forum**

Those in Attendance:	Mayor Lindstrom Councillor Lepoidevin Councillor Storey Councillor Ray
Staff	Rodney J. Holland, Chief Administrative Officer
Delegations	Darryl Brizan – L&M Engineering Sidewalk/Walking Trail Feasibility Study report
Public	Garry Watson

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

**Agenda:**

Resolution 07-12-206 M/S Councillor Storey/ Councillor Ray  
“Motion to adopt the agenda”

Carried

**Delegation:**

L&M Engineering was the successful bid to the Village’s RFP for our Sidewalk, Walking and Hiking Trail Feasibility Study. The results of this study will assist the Village in multi-year planning of phased upgrades to our sidewalks, walking trails and hiking trails. This includes planning for expansion of our existing networks. Finally, the study results may be used by the Village in future grant applications.

If the plan were completed in its entirety, the Village of Fraser Lake would boast more than 14 km of sidewalk, walking trails and hiking trails with a range of difficulty from flat easy walking to more advanced hiking up Mouse Mountain.

A key aspect of the study is to assist the Village with future expansion of our sidewalk, walking and hiking trails to improve access to many of our community’s amenities including shopping areas, schools and the senior centre.

A questionnaire was prepared in collaboration between Village staff and L&M Engineering. The questionnaire was distributed to the community electronically and by hard copy with the goal of identifying resident preferences and opportunities for walking loops or circuits that would incorporate the existing sidewalks and walking trails. The questionnaire was presented to local citizens at Autumn Services, the local schools and at the business expo.

Darryl Brizan commented about the importance of community input in the planning phase for new trails. It is beneficial to get comments from supporters, as well as those who may have concerns with the trails. This assists in obtaining a balanced community view. When an alternate location is chosen for a new trail or upgrades each person who has provided input will feel a sense community ownership because they have participated in the process. Questions such as "Why is this trail being built?", "Where is it located?" are easier to answer.

People who walk, cycle or drive generally want to get to and from the same places. Trails need to be easily accessible and should connect places where the arts, historical, and cultural places are located. They also want to access open spaces, recreation centers, shopping centers, schools and any of the other places of general interest to the public. Consideration should be given to building access for people with disabilities and installing benches, garbage cans, picnic tables and lighting. Community trails should incorporate loops to avoid back tracking. It's also a good practice to ask people about their priorities for implementing new trails. The results from the recent questionnaire indicate a very strong support for our trails.

Mr. Brizan provided a spreadsheet summarizing the questionnaire results: Ninety-eight percent (98%) of the people said that they use the existing sidewalk and trail systems; ninety-one (91%) for walking trails; twenty six percent (26%) for riding; thirty percent (30%) for biking; twenty one percent (21%) for winter activities; sixty percent (60%) for other use. Ninety-four percent (94%) of people thought there was a need to expand the trails. There was only two percent (2%) that did not want more trails. Based on these responses, Mr. Brizan felt the community is in favour of upgrading trails.

Further review of questionnaire results indicate thirty percent (30%) of the respondents would like to see a connection between Mouse Mountain and Swan Lake Park, Ninety percent (90%) want to connect the Endako sidewalk with the Mouse Mountain Trails. Forty percent (40%) want a loop that connects sidewalks and trails throughout the community. Mr. Brizan's overall impression was the respondents like the project and they like the idea of enhancing trails, installing benches and garbage cans. Of the eighty-five percent (85%) who wanted upgrades, almost half of those wanted lights and benches. Other comments included: better wheel chair access, recycling bins and a sidewalk on Park Drive from Tunasa Crescent to White Swan Park.

Darryl Brizan presented a map of existing and proposed trails or sidewalk extensions. The package includes proposed standards for multi use and rustic trails. He noted, if the Village sets a standard for trails going forward, when the Village evaluates trails that require work, these standards will guide what needs to be done. Mr. Brizan noted trail lighting was shown along the lake on Park Drive. There is a section along the lake where it was thought it would be nice to construct a raised boardwalk alongside the lake.

The presentation further discussed the features presented by the map.

Councillor Storey commented on the trails starting from the back of Mouse Mountain. She voiced her concern about the lack of railings on the steep parts of the trail. Councillor Storey noted there were parts of the trail where walkers were susceptible to slip on gravel.

Mr. Brizan provided his cost estimate for the various trail types. The project total is based on complete reconstruction of all our trails and sidewalks.

Mayor Lindstrom thanked Darryl Brizan for his presentation and noted he'd done a lot of work on this project.

Darryl Brian thanked the Village for employing L&M Engineering on this project.

#### **Minutes:**

Resolution 07-12-207 M/S Councillor Storey / Councillor Ray

"Motion to adopt the minutes of the Regular Meeting held on June 28, 2017"

Carried

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

None

#### **Business from the Previous Meeting:**

Mayor Lindstrom noted the request from the United Way to proclaim September as United Way Month was tabled at the June 28<sup>th</sup> Regular Meeting of Council.

Resolution 07-12-208 M/S Councillor Ray/Councillor Lepoidevin

"Motion to proclaim the month of September as *"United Way Month"*"

Carried

#### **Councillor Reports:**

Councillor Storey attended the Pancake breakfast which was held at the Legion the morning of July 1<sup>st</sup>. She commented on the large number of people who helped make the event a success. The food was tasty and the turnout was very good. Councillor Storey commended the Legion staff on their good work preparing the breakfast. She also felt the parade was a success. Councillor Storey participated in the ball tournament over the July 1<sup>st</sup> weekend. The ball tournament was well attended. Of special note, she commended the Schmidt family for cleaning up the garbage around the ball park following the tournament.

Mayor Lindstrom felt the July 1<sup>st</sup> celebrations went really well. He received many good comments about the whole weekend. Our 2017 Hospitality Hostages were great. The couple was from Nanaimo, B.C. They stayed for the whole weekend and seemed to really enjoy themselves.

Mayor Lindstrom enjoyed the parade. He noted there were a lot of good floats in the parade this year. The Corner Store received first prize for their float. Mayor Lindstrom also noted Bobby and Lori Hurry donated the hamburgers and hot dogs for the BBQ. That was a very generous act and helped make the BBQ such a success.

Resolution 07-12-209 M/S Councillor Lepoidevin/Councillor Ray

“Motion to receive Councillor Reports”

Carried

### **Accounts Payable and Payroll:**

CAO Holland noted an account payable had not been prepared for this meeting. It will be presented at the next meeting.

### **Correspondence List:**

None

### **Business from the CAO:**

Northern Health Community Grant.

A new grant is available through Northern Health this year. The *Active Communities Grant* is much like Northern Health's Imagine and Healthy Communities Grants; however, it focuses on larger projects between \$20,000.00 and \$30,000.00. The goal is to create opportunities for residents of our community to live a more active, healthier lifestyle. Administration would like to propose an application. Two options are being presented. CAO Holland stated the preferred option would see the installation of two Bear Proof Garbage Cans, 5 rustic benches, 5 picnic tables, and several trail signs. This project uses the information received from the Walking Trails feasibility study. EDO Dave Christie has spoken to the Men's Shed and should we be successful in our applications, the Men's Shed is interested in constructing the rustic benches. The total cost of this project is \$28,500.00.

Councillor Ray stated It might be nice for the students at the school to be able to help. Councillor Ray will be instructing the Shop class this coming year. He would like the students to make the signs for this project. This would allow the students to put their stamp on the project

Resolution 07-12-210 M/S Councillor Storey/Councillor Ray

“Motion to apply to the Northern Health Active Communities Grant for \$28,500.00 to install bear proof garbage cans, picnic tables and benches on our walking trails”

Carried



Letter of Support Policy.

CAO Holland presented a proposal for a *Letter of Support* policy. The Village is regularly asked to provide Letters of Support by individuals, groups or organizations. Due to the timing of these requests, many have to be acted on before Council has the opportunity to consider whether a Letter of Support should be provided. The purpose of enacting a policy is to provide structure or guidelines to the process. Typically, these requests are for grant applications that are of benefit to the community. We want to support these efforts, however, developing this structure will provide the public with guidelines on how these requests are to be made and what information should accompany these requests.

Mayor Lindstrom noted the Regional District has a policy in place. If you want a letter of support from the Regional District, they want a little time to look at it and let it go through the board.

CAO Holland reviewed the proposed policy with Council. The policy requests two weeks' advance notice. The applicant should be making their request on behalf of a local non-profit or community recognized organization. If the letter relates to a grant application, it should provide a direct benefit to the overall community and there should be no cost to the Village.

A general discussion followed.

CAO Holland advised we will continue to work with community members. There are always exceptions, however, the implementation of this policy will provide necessary guidelines to the process. Most grant applications are advertised far enough in advance, expecting two weeks' notice is not unreasonable. Making the request for a *Letter of Support* should be part of the planning stage of preparing a grant application. This policy will be advertised on our website.

Mayor Lindstrom agrees. He asked if this could be advertised in the Village Newsletter as not everyone reads the website or browses Facebook.

Resolution 07-12-211 M/S Councillor Storey/Councillor Ray

"Motion to adopt the "Letter of Support" Policy as present"

Carried

Project Update:

CAO Holland provide Council with an update on the Public Works projects that are currently underway in the Village. The Arena dressing rooms are advancing nicely. The two dressing rooms are plumbed, the rubber mat flooring has been installed and the walls are being framed. This is a 5-week project. It is expected to be completed mid August.

Tree Canada. The Village will be planting 11 new trees in our community; thanks to funding from Tree Canada. We have purchased a combination of 11 flowering crab apple and ornamental maple trees. Eight of the trees will be planted along the Highway 16 corridor and 3 will be planted in the cemetery. The trees along the Highway 16 corridor will compliment existing and future walking trails. As these trees grow, they will provide a perfect place to establish a place to rest with the installation of a bench. With the onset of the hot weather, we'll wait for cooler weather to plant.

Chowsunket Street sidewalk. Our Public Works Crew has been lifting the interlocking bricks and transporting them to the Village Works yard. We have delivered a flyer to each of the residents on Chowsunket Street to inform property owners of the activity. The Chowsunket Street sidewalk has been

closed to pedestrians during this period of construction. The sidewalk will be installed by Shotgun Contracting. We anticipate the sidewalk will be installed by July 20<sup>th</sup>.

Our summer staff recently conducted an assessment on our walking trails. A number of defects have been noted on the Mouse Mountain hiking trails; stair risers are missing, trees have fallen across the trail, etc. Two of our summer students have been documenting their findings and will begin repairs. Some of the projects are a little bit bigger than expected. Our goal is to improve the safety of our trails. Our Works Crew is working hard. They are doing their best to accomplish their rather significant list of things to do. An update will be provided in September.

#### Financial Relationship with Non-Profit Organizations:

CAO Holland referred to the article from the Burns Lake District News; June 21, 2017. This article deals with the relationship between municipalities and non-profit organizations. Inquiries have been conducted to confirm the rules relating to how our municipality can interact with non-profit organizations. There are many instances when the Village acts as a "flow through" agency for local organizations or groups. If we are not providing a receipt for tax purposes from the Village for a donation to the non-profit, we're within the rules. Should an entity wish to contribute to a non-profit but expects a tax receipt for their donation, the Village cannot act as the middle man. Under those criteria, we can work with the non-profit organization to help them establish themselves as a society. At that point they will be able to issue their own receipt to the donor.

#### UBCM:

The annual Resource Breakfast Series is open for registration. This is a popular Breakfast Series that fills up quickly. Breakfast topics are mining, energy, and forestry. Only two people from the Village can go to each breakfast. Registration for this breakfast and UBCM are open. CAO Holland would like to encourage members of Council to complete registration as soon as possible.

Mayor Lindstrom would like to attend each of the Breakfast meetings. Councillor Reyden and Councillor Storey can alternate mornings.

CAO Holland also noted an invitation to meet with BC Assessment should members of Council feel there is something they would like to discuss with BC Assessment.

Mayor Lindstrom commented he didn't know what could be discussed. The assessment of the mine has already occurred. Although everything is pretty low, it doesn't seem to be changing much.

A general discussion followed. It was decided, a meeting with BC Assessment at UBCM was not required.

#### Sidewalk Bricks:

CAO Holland advised Council there have been several community members interested in purchasing the interlock bricks that are being lifted from the sidewalk on Chowsunket Street. CAO Holland asked Council to decide whether this Village property could be sold or should they be retained for future projects.

Councillor Reyden asked if we have any upcoming projects that we could use them for?

Mayor Lindstrom stated he thought the bricks were worth keeping in the event of future projects. If we must go out and buy or replace these bricks, it won't be good.

Mayor Lindstrom suggested the bricks could be used to build fire pits at the White Swan RV sites. The Mayor was down at the RV sites over the July 1<sup>st</sup> weekend. Most to the Campers said they would sure like to have a fire pit. I told them we're thinking about putting one or two big one's down there that everyone could use. There were not too many answers on that. I think they wanted their own.

CAO Holland noted there are no current plans to use these bricks.

Councillor LePoidevin made the point that if we ever had to buy them again we could never get them that cheap. They really don't owe us anything now. Councillor Lepoidevin felt we should keep the bricks.

Council directed we keep the bricks for the time being.

#### Wildfire Update:

CAO Holland sat in on the most recent wildfire conference call from Emergency Management BC. The cooler, wetter weather is have a positive effect toward reducing fire conditions. They are now saying that many of the fires are dwindling or maintaining themselves. The general feel on the call was things are improving. Our EDO prepared a map with an overlay of fires that occurred in the proposed community forest area. There were seven small fires that coincided lightning strikes in our Community Forest area. Luckily none of them built into any significant fires.

With the many wildfires and evacuation orders, we've had a lot of emergency preparedness conversations. The Regional District has been doing a great job keeping us informed. They've organized conference calls and our ESS team members have been sitting on the edges of their seats ready to go. The Regional District was talking about the possibility of setting up a reception center at our arena last night. When they realized the number of people who would be involved in the Evacuation Order were so few, they could just call them by phone and offer aid over the phone. Most of the folks immediately affected by the Sutherland Fire are ranchers. Due to the proximity of the fire, they are dealing with a lot of smoke. They have livestock. Most have chosen to stay on their properties and to protect their animals.

CAO Holland stated he was happy the way the systems were working.

Resolution 07-12- 212 M/S Councillor Storey/Councillor Ray  
"Motion to receive the CAO Reports"

#### Staff Reports:

None

#### Reading List:

None

### **New Business:**

Councillor Storey noted the request to erect informational signs about the White Sturgeon signs in our waterways was not discussed last meeting. Wayne Salewski of the Nechako White Sturgeon Hatchery would like to erect at least one White Sturgeon informational sign in White Swan Park. These signs may be good for tourism.

Resolution 07-12-213 M/S Councillor Storey/Councillor Lepoidevin

“Motion to support the Nechako White Sturgeon signage in White Swan Park”

Carried

Councillor Storey asked the other members of council if it would be appropriate to advertise our RV sites for Wildfire evacuees?. She noted White Swan is not equipped with showers or running water and suggested Council may wish to think about this in the future. However, should these sites be offered to evacuees and should the evacuees be given priority. Some of the bigger communities are giving people discounts because it brings people to their community; which would also be good for our community.

Mayor Lindstrom liked the idea. The lack of showers at White Swan Park is an issue. He'd like to see that addressed at some time in the future.

Councillor Lepoidevin suggested in the meantime we could open the arena during specified hours so people could use the dressing rooms for showering.

Mayor Lindstrom noted the Village facilities could be used more often. He asked if Council would consider allowing a family reunion on the soccer fields; if no other events were happening? The fields are large enough to accommodate a large group of people. The shower and washroom facilities in the arena would support such an endeavour. The Lindstrom's are organizing a Lindstrom Family Reunion for the summer of 2018. If this area were available for rent, Mayor Lindstrom would encourage holding the event on the soccer fields with the understanding the family would rent the arena for the weekend. Over one hundred people are anticipated to attend. The advantage of promoting such events is, attendees will spend money in town and it makes better use of our facilities.

Councillor Storey agreed, tourism is where we need to be going. Councillor Storey stated it was her understanding the ball fields were once designated for RV Parking. She would like to review the old plans one day. Councillor Storey stated the feed back obtained from this year's ball tournament was, it was the best ball tournament of the summer. When asked why, many commented about the lake. They enjoyed being able to go to the lake to take breaks. In promoting tourism in our community, we should consider enhancing our waterfront and installing showers. We may not even have to rent out the arena if we have extra washrooms and showers.

CAO Holland added Administration is preparing a policy for short term rentals of Village facilities, other than the arena. This includes White Swan Park, the ball fields and soccer fields. At this point the Village lacks a policy so these activities are not encouraged. The intent of the policy is to make these facilities



available to interested parties but to also provide a level of accountability to those groups that wants to use our facilities. A basic proposal is to make these facilities available but to obtain a damage deposit in the event of damage or litter. The Village should not be incurring cost for non-Village events at or on our facilities.

Mayor Lindstrom agreed, providing the example that if it was raining and someone creates ruts in our field or park, the group renting the facility should be responsible for the repair. Knowing that, they may be more likely to park on the road behind the arena rather than driving across the grass if it were raining.

Resolution 07-12-214 M/S Councillor Lepoidevin/Councillor Ray  
"Motion to receive new business"

Carried

**Bylaws:**

None

**In Camera:**

Resolution 07-12-215 M/S Councillor Lepoidevin/Councillor Ray  
"Motion to move the Regular Meeting of Council In-Camera under Section 90(1)(e) of the Community Charter at 7:20 pm".

Carried

**Return to Regular Meeting:**

Resolution 07-12-218 M/S Councillor Lepoidevin/Councillor Storey  
"Motion to accept the conditional Offer to Purchase for Lot 1 Southside Subdivision from Mr. Gary Atkinson for \$13,000.00; contingent on re-zoning of the property C2 zoning to include Machine Shop as a Permitted Use".

Carried

**Adjourn:**

Resolution 07-12-219 M Councillor Lepoidevin  
"Motion to adjourn the meeting at 7:45 pm"

Carried

Mayor Lindstrom thanked everyone for attending the meeting.

Certified Correct

  
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**Dwayne Lindstrom**  
Mayor  
\_\_\_\_\_  
**Rodney J Holland**  
Chief Administrative Officer