

**Minutes of the Regular Meeting of Council held December 14, 2016
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
Elizabeth Litke, Director of Finance

Public: Sgt Jason Slater – Fraser Lake RCMP

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

Agenda:

Resolution 12-14-353 M/S Councillor Lepoidevin/ Councillor Storey

“Motion to adopt the agenda”

Carried

Oath of Office:

Councillor Tyrel Ray was sworn into office.

Mayor Lindstrom and members of Council congratulated Councillor Ray on becoming a member of Council.

Mayor Lindstrom thanked Councillor Ray for taking on this responsibility. Mayor Lindstrom commented how it was important to have a full Council as it improves the function of Council and benefits the community.

Delegations:

Sgt Jason Slater – Fraser Lake RCMP

Sgt Slater presented two quarterly reports to Council; the first from July 1st, 2016 to September 30th, 2016 and the second from October 1st, 2016 to December 14th, 2016. In his presentation,

Sgt Slater noted this six-month period in 2016 experienced similar activity levels as those seen the same period a year ago. Two areas were highlighted. There were two Break and Entries reported to the Fraser Lake RCMP in the past 6 months. These break and entries occurred in the rural area outside our municipal boundary, however, they were brought to Council's attention as they occurred in Fraser Lake Detachment jurisdiction. These incidences are thought to be the acts of traveling criminals. Similar events were occurring up and down the highway corridor at the same time. Several subjects were apprehended in Prince George and these break and entries stopped. In August, a cache of stolen property was located. Some of the property taken from the two local break and entries was recovered.

The other area that experienced an increase in calls was animals calls. These were due to a number of bears wondering into the community.

Sgt Slater noted the detachment members attended our Remembrance Day ceremonies, along with the District Officer; Chief Superintendent Lesley Bain.

Anticipated staff changes at the local detachment include the departure of Constable Ray Dickenson at the end of February 2017. His replacement will likely be a member from the RCMP training academy in Regina, Saskatchewan. Sgt Slater will introduce the new member shortly after they arrive in Fraser Lake.

As a new initiative Sgt Slater hopes to acquire a side by side ATV for the detachment. This will allow the detachment to conduct patrols of rural trails and the rural outlying areas.

Mayor Lindstrom stated for a few years, it was hoped somebody would take steps to establish an ATV club. A general discussion followed around the benefits of an ATV club and police patrols.

Mayor Lindstrom thanked Sgt Slater for his report.

Minutes:

Resolution 12-14-354 M/S Councillor Reyden/Councillor Storey

"Motion to adopt the minutes of the Regular Meeting of Council dated November 23, 2016 with amendments to note Tyrel Ray's attendance at the meeting and to amend Councillor Storey's reference to Success by 6 in her Councillor Report to Children First"

Carried

Business Arising from the Minutes:

Councillor Storey asked about the signage in town to prompt drivers to slow down. Councillor Storey thought it would be a good idea to check with other communities to see what they are doing with their signage to slow drivers down.

Councillor Ray stated the crosswalk on Chowsunket Street and Endako Avenue is quite dark. This location would benefit from better lighting.

A general discussion followed on how to address vehicle speeds and cross walk safety. Council would like to look at ways of improving the lighting at the Endako Avenue, Chowsunket Street intersection to better illuminate the crosswalk.

Resolution 12-14-355 M/S Councillor Storey/Councillor Lepoidevin
"Motion to receive business arising from the minutes"

Carried

Council Reports:

Councillor Lepoidevin - nothing to report.

Councillor Reyden - nothing to report.

Councillor Storey served breakfast at FLESS through the "breakfast for learning" program on November 24th.

On December 7th, Councillor Storey attended the Grad Transitions presentations at FLESS. She complimented Barb Zang for doing such a good job preparing the students and teachers for that event. Councillor Storey was impressed by the student's presentations.

Councillor Storey attended a webinar on Food Security. She stated it was interesting and eye opening to learn that Northern BC has higher food security challenges in comparison to the rest of the Province.

Councillor Storey attended the Santa Parade this past Friday, December 9th.

Councillor Storey attended the Village Christmas Party. As the Acting Deputy Mayor, Councillor Storey presented a speech to the employees and thanked them for their good work.

Councillor Storey noted the Child and Youth Mental Health Substance Abuse Committee has completed the most recent edition of the Fraser Lake Resource guide. The guide provides contact information for a number of Health services, Mental Health services and support lines that are available to our community. A number of local photos were placed in the guide. Many of these photos are from community members and Councillor Storey thanks those who contributed. The Child and Youth Mental Health Substance Abuse Committee prepares and funds the guide. It is expected to be available December 23rd.

Councillor Storey confirmed the Family Fun Night scheduled for December 23rd is on track. Children First received a grant for \$2,000.00 to fund the event. Our Village Recreation Director, Jennel Harder has been working to arrange the Charity Hockey Game that is held the same evening. Councillor Storey anticipates it will be a good evening and she invited members of Council to attend.

Councillor Storey noted Nadleh Whut'en is conducting interviews this Friday at 10:30 am for their building maintenance contractor. They are looking for someone to attend these interviews. Councillor Storey is available to participate, however, she is extending the invitation to other members of Council. It was agreed that Councillor Storey will attend as the Village representative.

Councillor Ray attended a World Wide Candlelight event this past Sunday. The event was well attended. Some of Councillor Ray's students performed during the event and did an excellent job. Councillor Ray stated it is nice to see our local youth participating in local activities.

Mayor Lindstrom thanked Councillor Storey for attending the Village Christmas Party in the Mayor's absence. Earlier today, Mayor Lindstrom attended a Meet & Greet at the New Gold office in Vanderhoof. Mayor Lindstrom has a meeting scheduled with West Fraser regarding the Community Forest this Friday.

Resolution 12-14-356 M/S Councillor Ray/Councillor Lepoidevin
"Motion to receive Councillor Reports"

Carried

Accounts Payable & Payroll:

Resolution 12-14-357 M/S Councillor Reyden/Councillor Storey
"Motion to adopt the Accounts Payable and Payroll in the amount of \$114,681.20"

Carried

Several inquiries were made by members of Council relative to expenses. A discussion developed around the funding the Village provides to the Fraser Lake & District Chamber of Commerce. These funds represent 100 per cent of the business licence revenues received by the Village. This past year Village Council adopted a policy that directs this payment to bolster our Chamber of Commerce. An annual business licence is \$75.00. The Chamber receives 100 per cent of those revenues from the Village. The Chamber of Commerce uses \$37.00 to register local businesses with the board of trade. The remaining \$38.00 is used to advertise and conduct the business of the Chamber of Commerce with the hope of strengthening the organization and supporting business in our community. Our EDO has been working with the Chamber of Commerce president to organize a membership drive and to educate local businesses about the benefits of belonging to the local Chamber of Commerce.

CAO Holland advised Council, our EDO has familiarity with the Chamber of Commerce role and function. He will continue to provide support and personal expertise on how our Chamber of Commerce can develop a stronger presence in our community.

Mayor Lindstrom noted his support and optimism for this project.

Correspondence List:

Resolution 12-14-358 M/S Councillor Storey/Councillor Lepoidevin
"Motion to receive the correspondence list"

Business from the CAO:

Rules of Order – Robert’s Rules:

CAO introduced the *Robert’s Rules – Rules of Order* book. Copies of this book have been ordered and are available for members of Council. The Rules of Order as set out in *Robert’s Rules* are considered to be the rules of parliamentary procedure. Each Council must make a decision on how they want to conduct their meetings. The great majority of councils around the world follow the procedures set out in Robert’s Rules. The *Robert’s Rules - Rules of Order* provide guidance on chairing the meeting, how members of Council receive permission to speak, how to break ties, etc. Over the past two years CAO Holland has provided each member of Council with copies of George Cuff’s Guide for Municipal Leaders; volume 1 “A survival guide for elected officials” and volume 2 “The Case for Effective governance”. Not all members of Council have received a copy of *Robert’s Rules*, so, it is appropriate to make these books available as a resource to Council members.

Mayor Lindstrom commented these *Rules of Order* are a great way of moving the meeting ahead. These rules of order are used in the conduct of business at the various committees and meetings he attends or participates in. When Mayor Lindstrom was first elected to Council he was provided instruction on how members of Council address each other. Those initial instructions also included how to seek permission to speak from the meeting chair. Talk across the table is not permitted and should be kept to a minimum. The Chair of the meeting determines the speaking order.

Mayor Lindstrom noted, persons in the gallery are not allowed to speak and members of Council should not be speaking with them. If a member of the public wants to address Council on a particular issue, they need to be a delegation. They need to speak with the CAO at least the week prior to the next meeting of Council to arrange a date to speak with Council and to provide Council with advance notice about the subject they wish to address.

CAO Holland advised *Robert’s Rules* is a guideline. It is a good practice for Council to have a discussion every 4 to 6 months around good governance. As a good practice, it would be valuable to take time every 4 months to clarify points that members of Council would like clarified or to discuss new points or confusing points of order. This is intended to ensure our Council is functioning as well as possible.

Community Forest Mission, Vision and Values update:

In 2013 the Forest Consultant of the day prepared a draft proposal for our Community Forest application, business case and management plan. These plans included proposed *Mission, Vision and Values* statements.

This past September, while attending UBCM 2016, Councillor Lepoidevin, Councillor Storey and CAO Holland attended the Small Talk Forum. At this forum, a presentation on the Monashee

Community Forest LLP was provided to attendees. The Monashee Community Forest LLP *Mission, Vision and Values* statements were presented. At the time, Councillor Storey, Councillor Lepoidevin and CAO Holland felt these statements more closely reflected our position relating to our community Forest application.

CAO Holland advised the *Monashee Community Forest LLP Mission, Vision and Values* statements have since been localized to reflect our circumstance. The proposed changes to our *Mission, Vision and Values* statements are being presented for Council's consideration, input and/or comment. CAO Holland advised this document is very important as this is our commitment to our community. They set out our intentions and aspirations should we be awarded a Community Forest Agreement. These statements are our "pie in the sky" goals, and as such, they set out the ground work for what we are trying to accomplish. It does not say we will accomplish these immediately, they simply state we will work toward and be guided by these goals.

Mayor Lindstrom commented about communities that have not followed their commitments. In at least two instances, these communities have suffered significant criticism.

A general discussion followed. Council agreed a Community Forest Agreement must maintain a level of community flavour, community accessibility and an opportunity for the community to provide input about the function of the Community Forest in our community.

CAO Holland noted one of the proposed commitments is for local employment. It is important to recognize this may result in smaller crews doing the work and a slower pace of harvest. This may result in less profit, however, this is a commitment that is being proposed. If we find our local contractors are otherwise occupied or unavailable, this won't stifle Community Forest operations, however, with the proposed statement we are committing to do our best to support local employment.

Mayor Lindstrom stated this is a very important aspect of a community Forest. Mayor Lindstrom would like to support local employment as much as possible. Although many of the small contractors in our area have retired, there are a couple of active local contractors remaining. It will be important to see if they are interested in the employment or contracting opportunities that will flow from the Community Forest.

Councillor Storey asked if we have been speaking with West Fraser Sawmill.

CAO Holland advised yes, he has been speaking with West Fraser Sawmill. A meeting is scheduled this coming Friday between Mayor Lindstrom, CAO Holland and representatives of the sawmill to discuss a working agreement between the Village and the Mill. CAO Holland noted, the operation of a Community Forest requires a specific range of professional skills sets and capacity. The Village of Fraser Lake does not have those professional skills, however, the Fraser Lake Sawmill does. Our interest in working with West Fraser Sawmill is consistent with our commitment to local employment. West Fraser is a significant employer in our community,

employing a significant number of our residents. This approach supports the sawmill by securing a small supply of saw logs and fiber for the mill while working to identify other community interests. West Fraser has offered to take on the administrative, operational, planning and Silva cultural aspects of this endeavour. This does not mean we are turning over management of the Community Forest. Management of the Community Forest will be an interactive process between the Village Council and Fraser Lake Sawmill Management team. The alternative to working with the saw mill, would be to hire a forestry consultant or agency to complete these tasks. That would be a very expensive alternative. CAO Holland advised Council, we are still working on the business model for this endeavour, however, Fraser Lake Sawmill has offered their expertise and we would like to take them up on this offer.

Councillor Ray advised he sees the Community Forest as a great opportunity. Councillor Ray agrees it is important to have access to at least a small amount of material for educational activities.

A general discussion followed. Topics discussed included what would be a reasonable hold back of forest resources for local initiatives, how do we support educational activities, how do we manage biomass?

Councillor Ray asked about reforestation activities and if the school could participate in that process. Councillor Ray commented there are all kinds of programs available that teach about re forestation and Silva Culture.

Mayor Lindstrom stated this is the intention of this project. It is intended to provide opportunities to develop skills, create employment, and teach our youth about the value of forestry. Mayor Lindstrom notes there are many opportunities that can be achieved out of a community Forest. As this initiative moves forward, we will retain a responsibility to manage this process. This involves working with West Fraser to see how our plans can be implemented. If done correctly, having a community forest will be beneficial for our community.

Mayor Lindstrom asked about First Nation position on this application.

CAO Holland advised Stelat'en has a land based tenure in place. This is a land base equivalent to a community forest. Nadleh Whut'en is seeking a land base and forestry is working with Nadleh Whut'en to identify their land base. CAO Holland advised Council, our intension to submit an application was discussed with both Stelat'en and Nadleh. CAO Holland also noted Chief Larry Nooski's request for a copy of our Management Plan once it's available. In May, 2016 Chief Nooski indicated he may be open to providing a letter of support for our Community Forest application, assuming our plan was something they could get behind. More in depth consultation is the responsibility of the Province, however, this may again be a good subject for discussion at the next Tri Council Meeting.

Resolution 12-14-359 M/S Councillor Reyden/Councillor Storey

"Motion to adopt the Village of *Fraser Lake Community Forest Mission, Vision and Values* statements as proposed to Council on December 14, 2016"

Carried

Councillor Statements:

The proposed statements for our Community Forest were reviewed. An updated photograph and the statement from each of the members of Council will accompany our application for a Community Forest Agreement. All members of Council agreed with the proposed statements.

NDIT

On a yearly basis, Councils are asked to appoint a primary representative and an alternate for the Northern Development Initiative Trust Regional Advisory Committee (RAC) Mayor Lindstrom advised he has been sitting on the NDIT RAC. Most of the community representatives are Mayors. Mayor Lindstrom is willing to continue in this role. Mayor Lindstrom stated he hasn't missed a meeting of the RAC yet. RAC meetings are typically every three or four months.

Resolution 12-14-360 M/S Councillor Storey/Councillor Ray

"Motion to appoint Mayor Dwayne Lindstrom as the primary representative for the Village of Fraser Lake to the NDIT Regional Advisory Committee (RAC) for 2017"

Carried

Resolution 12-14-361 M/S Councillor Lepoidevin/Councillor Reyden

"Motion to appoint Councillor Sarrah Storey as the alternate representative for the Village of Fraser Lake to the NDIT Regional Advisory Committee (RAC) for 2017"

Carried

Fraser Lake Community Endowment Fund:

An AGM has been scheduled for December 19th at 7:00 p.m. CAO Holland provided a brief overview of the Fraser Lake Community Endowment Fund and how it came about. There has been a very small increase in the size of the fund, with approximately \$1,600.00 in interest. EDO Dave Christie has been asked to spear head this project. Our Endowment Fund committee would like to learn more about how the Fort St. James Community Endowment Fund has organized itself as they've seen significant successes in their fund.

When the Fraser Lake Community Endowment Fund began, it was a Village initiative and the Society's Board of Directors consisted of elected Members of Council and Village Staff. We now need to get our processes up and running so we can get the word out. An aspect of the strategy is to move away from heavy representation of Council and Village staff on the Board of Directors. A stronger presence of Community members is suggested. Mayor Lindstrom, CAO Holland and Cathy Chmelyk are current Directors of the Society. At the upcoming AGM we hope to construct a larger community based Board of Directors. CAO asked Council how they would like to proceed with Village representation on the board.

Mayor Lindstrom stated he would like to see a member of Council and a member of staff stay on the Board of Directors.

Councillor Storey asked about the advertisement of the AGM.

CAO Holland advised the AGM was not advertised in the Village newsletter. EDO Dave Christie has been speaking with various community members and inviting them to the AGM. We are expecting around 20 community members at the AGM. The initial focus is to build the infrastructure needed to ensure a broader awareness of this Fund. This will include building a website, approaching industry, identifying fundraising initiatives, etc. to build the fund.

Resolution 12-14-362 M/S Councillor Ray/Councillor Reyden

“Motion to appoint Councillor Sarrah Storey to the Fraser Lake Community Endowment Fund”

Carried

New change rooms:

CAO Holland provided an update on the new change room at the arena. Initially, Council approved a budget of \$12,000.00 for this project. We obtained three bids for the provision of the trailer and were able to get a bid that was under \$6,000.00. Our arena staff will keep track of how much this new facility is used. In addition, CAO Holland has been speaking with Public Work staff to solicit ideas of how to meet the challenge of providing private, secure change facilities to arena users within the existing facility.

Old Score Clock:

CAO Holland advised the old score clock in the arena was initially purchased by Minor Hockey. The Village agreed to mount and maintain the score clock for its useful lifespan. Ownership of the score clock was transferred to the Village. Due to the value of the score clock, the score clock was placed into Village inventory.

Minor Hockey has raised the money to purchase a new LED score clock. Once again, the Village will mount and maintain the new score clock for the life span of the clock. Minor Hockey would like the old score clock returned to them so they can sell it.

Resolution 12-14-363 M/S Councillor Storey/Councillor Ray

“Motion to return the old score clock to the Fraser Lake Minor Hockey association”

Carried

Alexa Signs:

A request has been received from Lisa Gandier of Alexa Signs to place an LED sign on Village property near the soccer field stage. Several local businesses would like to run an advertising campaign over the Christmas Shopping season. Lisa Gandier would like to place one of her signs in front of the Fraser Lake Mall to attract eastbound traffic off the highway and a second sign at the east end of town to attract westbound traffic in to local businesses.

The sign at the east end of town would be plugged into an outlet at the end of the arena. These signs consume an average of \$6.00/day hydro. This proposal does not involve cost recovery of

these hydro costs. Alexa Signs has a Village of Fraser Lake business licence. The ask is for Council's permission to place the sign on Village property and to cover the cost of hydro for the sign at the east end of Fraser Lake; up to \$90.00.

Resolution 12-14-364 M/S Councillor Storey/Councillor Lepoidevin

"Motion to allow Alexa Signs to place an LED sign on Village property at the east end of the Village and to plug into a Village outlet"

Carried

Resolution 12-14-365 M/S Councillor Storey/Councillor Lepoidevin

"Motion to receive the CAO reports"

Carried

Staff Reports:

CAO Holland presented an update on EDO Dave Christie's behalf on his supportive activities of the Fraser Lake & District Chamber of Commerce. Our EDO is working with the Chamber of Commerce president in an effort to re energize and educate Chamber of Commerce members on the benefits of membership. At the same time, our EDO has reviewed the Board of Trade application and will assist the Chamber of Commerce with the completion and submission of that application. A Chamber of Commerce meeting has been scheduled for January 18th, 2017. These actions are an important contribution to the Fraser Lake & District Chamber of Commerce and local business as they work to increase capacity and build toward self sufficiency.

Resolution 12-14-366 M/S Councillor Lepoidevin/Councillor Storey

"Motion to receive Staff Reports"

Carried

Reading List:

Mayor Lindstrom noted the invitation to MLA John Rustad's Open House at his constituency office in Vanderhoof on Thursday December 15th. Although Mayor Lindstrom will not be available to attend, he encouraged members of Council and staff to attend if possible. Due to other obligations, no other members of Council were available to attend.

Resolution 12-14-367 M/S Councillor Reyden/ Councillor Lepoidevin

"Motion to receive the Reading List"

Carried

New Business:

Councillor Reyden would like to see a letter of Congratulations sent to Mayor Chris Beach and the new Councillor following the recent By-election in Burns Lake, B.C. He also suggested a letter of congratulations be sent to Councillor Judy Greenway; following her election to Council in the recent By-election in Fort St. James, B.C.

Councillor Storey noted the next Tri-Council meeting between the Village of Fraser Lake, Stelat'en and Nadleh Whut'en is scheduled for January 2017. This meeting will be held in Nadleh Whut'en. Councillor Storey will provide a reminder to the meeting organizer.

Councillor Storey would like to offer Village employees either one free ice time per year or a discounted rate for family activities, regardless of their residency. Our employees living outside the Village boundary should not be subject to the non resident ice rental rate.

Resolution 12-14-368 M/S Councillor Storey/Councillor Lepoidevin

“Motion to give employees of the Village of Fraser lake a discounted rate on ice rental”

Councillor Reyden asked how much of a discount would be offered?

Councillor Storey thought a 20 percent reduction would be appropriate. The ice rental rate for local residents is \$62.00 per hour plus a \$2.00 compressor fee. The 20 percent reduction would make the ice rental rate \$50.00 per hour plus the \$2.00 compressor fee. The current non resident ice rental rate is \$5.00 per hour more or \$67.00 per hour.

A discussion followed. Council would like the stipulation, this offer is open to family functions only and not intended to reduce rental rates for team practices or organized sports.

Resolution 12-14-369 M/S Councillor Ray/Councillor Lepoidevin

“Motion to amend the previous motion to establish one rate of \$50.00 per hour plus the \$2.00 compressor fee for Village of Fraser Lake employee ice rental when the rental is for the employee’s family activities.”

Carried

Bylaws:

None

Next Meeting of Council:

Resolution 12-14-370 M/S Councillor Lepoidevin/ Councillor Storey

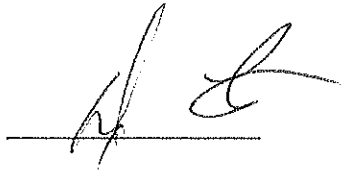
“That the next meeting of Council be held on January 11, 2017 at 5:30 pm”

Carried

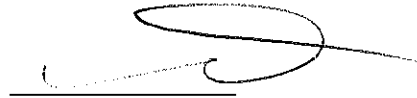
Resolution 12-14-371 M Councillor LePoidevin
"Motion that the meeting adjourn 7:30 pm"

Carried

Certified Correct

A handwritten signature in black ink, appearing to be 'D Lindstrom', written over a horizontal line.

Dwayne Lindstrom
Mayor

A handwritten signature in black ink, appearing to be 'Rodney J Holland', written over a horizontal line.

Rodney J Holland
Chief Administrative Officer