



Minutes of the Regular Council Meeting held in the Municipal Chambers on Wednesday, April 28, 2021 at 5:30 pm

Mayor S. Storey presided. Councillors present were C. LePoidevin, K. Watt-Senner, A. Fennema and J. Jenkinson.

Staff present were Chief Administrative Officer R. Holland, Director of Finance L. McMaster, Economic Development Officer D. Christie and Administrative Assistant Sylvia Hendriksen.

**Meeting Called to Order
at 5:30 pm.**

Agenda:

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

MOVED/SECONDED to adopt the agenda.

Resolution 04-28-194

Carried.

Delegations & Guests:

Micaela Roque, Audit Partner from KPMG presented the Audit Report of the 2020 audit. The audit focused on the 2020 consolidated financial statements of the Village of Fraser Lake.

Ms Roque began by thanking Director of Finance, Laura McMaster, CAO Holland, and the team for being so helpful and transparent to the audit team.

This audit has resulted in a “clean audit” with no recommendations or required corrections. Micaela Roque’s presentation was supported with a power point presentation.

The presentation provided a high-level review of the Village of Fraser Lake’s financial assets to December 31, 2020 and Village financial liabilities to the same date. By subtracting total liabilities from total assets, Council is provided with a good idea of whether there are enough funds on hand to cover debts. It is KPMG’s assessment that the Village has healthy financial assets on hand. If anything were to happen, the Village would be in a strong position to cover off the existing liabilities.

Ms. Roque reviewed the Village’s non-financial assets, tangible capital assets, the consolidated statement of operations, the Village’s net financial assets, accumulated surplus and a review of reserve funds held by the Village. Ms. Roque commented on Village surpluses. Since the inception of the Village, it has



accumulated losses or surpluses. This all gets tracked into the stated surplus. Much of the surplus is not free and open to be spent. A lot of it is not cash. Most of the funds have already been spent to buy things like buildings or equipment. These expenditures create value, and that value is captured in the statement of surplus. The money is gone, and the value is in the buildings. Additional contributions come from the general fund, the water and utilities fund, the wastewater fund.

Ms Roque invited questions from Council.

Mayor Storey thanked Micaela Roque for her presentation and the KPMG team's work on the Audit.

Mayor Storey recognized the good work of Village staff that produced these audit results, thanking the Director of Finance and the CAO for another clean audit. Mayor Storey recognized this takes a lot of work.

Mayor Storey asked about the revenues generated in 2019 from the Community Forest. Those revenues rolled into surplus. Can that revenue be taken from surplus and move it to the Community Forest Reserve?

Micaela Roque advised this can be done through a Resolution of Council.

MOVED/SECONDED to adopt the 2020 Consolidated Financial Statements as presented by KPMG.

Resolution 04-28-195

Carried

**Regular Council Minutes,
April 14, 2021**

MOVED/SECONDED that the Regular Council Minutes of April 14, 2021 be adopted as read on this day and that such Minutes as read set out all the business before Council that day and fully and properly record all the resolutions and bylaws passed and adopted by Council at that meeting.

Resolution 04-28-196

Carried

**Business arising from
the Minutes:**

none



Reports on Council
Activities:

Councillor LePoidevin

None

Councillor Watt-Senner

None

Councillor Jenkinson

None

Councillor Fennema

None

Mayor Storey

Earlier today Mayor Storey met with representatives of NKDF. She learned there will be significant changes to the funding that will be available for the Nechako Kitimaat Development Fund. To create the fund, the Province provided a \$15 M reserve. The Province holds the funding and provides the NKDF board with the interest from the \$15 M. In a typical year, the NKDF board can award up to \$500,000.00. For the next two years, the proceeds from the Fund are expected to be reduced to approximately \$247,000 per year.

Mayor Storey would like to see the Province give up the \$15 M and allow NKDF to invest it more aggressively. She suggested the investment could be made through NDIT. Mayor Storey noted the Village relies on NKDF funding. She would like to send a letter of support from the Village of Fraser Lake for NKDF.

Mayor Storey noted the NCLGA AGM is scheduled for May 5 and 6, 2021. She encouraged all interested members of Council to register.

MOVED/SECONDED to receive Councillor Reports.

Resolution 04-28-197

Carried



Accounts payable:

MOVED/SECONDED to adopt Accounts Payable and payroll in the amount of \$1,428,507.12

Resolution 04-28-198

Carried

Councillor Jenkinson asked for more information regarding the payment to Air Rays Drone Services in the amount of \$2327.77

EDO Christie advised this expenditure relates to the development of our Community Wildfire Protection Plan. The development of the plan is paid for through grant funding. The plan involves documenting forest types within a two-kilometer radius of Fraser Lake. The drone was used to fly this area for the benefit of the plan.

Councillor Jenkinson ask about the payment to Williams Machinery in the amount of \$1028.86 to replace the front door glass on the bobcat. Councillor Jenkinson noted it was new bobcat and asked why there would be a need to replace this glass.

CAO Holland advised an inquiry would be made with the Director of Public Works.

Councillor Jenkinson asked for more information about the payment to Stryker in the amount of \$3534.84. Cheque 29612 refers.

CAO Holland advised this was a flow through.

EDO Christie explained the Fire Department volunteer membership is buying the AED. The Village purchased the AED and then invoiced the membership.

Councillor LePoidevin asked for more information about cheque 29609 for Ball Infield mix in the amount of \$33,416.25.

EDO Christie advised 250 yards of infield mix has been delivered to Fraser Lake. It is currently in the Public Works yard. As soon as the ball field dries up, Public Works will begin working on the infield project.



Correspondence List:

None

Business from the CAO:

RDBN Hazard, Risk, Vulnerability analysis project:

The Hazard, Risk Vulnerability analysis is the new Risk Analysis for emergency planning. Every community is expected to conduct this process. The RDBN would like to strike a committee and complete this exercise regionally. Our Fire Chief has been volunteered to participate. The RDBN is asking if there is anyone else who would like to participate.

Mayor Storey suggested it may be valuable for our Director of Finance to participate on this committee due to her years as our ESSD. She feels it is important to have someone with knowledge to be on these committees.

Councillor Fennema stated she would be interested in applying to this committee. She added she would also like to volunteer for the ESSD role.

Mayor Storey noted the ESSD role involves coordinating the ESS team. It does require training.

MOVED/SECONDED to appoint Councillor Fennema to represent the Village of Fraser Lake on the RDBN Hazard, Risk, Vulnerability Analysis committee.

Resolution 04-28-199

Carried

Canada Summer Jobs:

The Village has received funding from the Canada Summer Jobs fund. The job postings have been placed on the Village website, the Village Facebook page, the Public Posting Board and at FLESS.

Minute taker:

CAO Holland presented the job description.

Mayor Storey stated she was excited to get a minute taker.



Complaints:

CAO Holland presented the public complaints received over the past two weeks. Barking dogs and potholes. The barking dog complaint was resolved, and the potholes are an ongoing battle.

Compensation Review:

The HR Consultant conducting the compensation review has presented a list of communities she proposes to contact for more information. Are there any of these that Council would like to exclude.

Mayor Storey stated she did not have any problem with any of the communities proposed.

Councillor Fennema added she did not know why Council would object.

CAO Holland advised, the inquiries will seek more in-depth information such as organizational structure, job description, etc. All information received will be kept confidential. For accommodating our request for information, the Village will share the statistical outcome of this review.

MOVED/SECONDED to received business from the CAO.

Resolution 04-28-200

Carried

Staff Reports:

None

Reading List:

MOVED/SECONDED to receive the Reading List.

Resolution 04-28-201

Carried

New Business:

Councillor LePoidevin asked if a dock could be put into the lake as soon as possible.

Councillor Fennema reports receiving complaints of the smell of sewer at the Medical Clinic.

CAO Holland advised this does occur, depending which way the wind is blowing. When wastewater is dumping into the sewer manhole off Langley Avenue, the wastewater displaces the air in the line. In effect, the system burps.



Councillor Fennema asked if the Village has ever received complaints.

CAO Holland advised the Village has received complaints. For this reason, we have the truck dump in various locations.

Councillor Fennema asked if the Village was being paid for this dumping.

CAO Holland advised, yes. J-nik Services is not allowed to dispose of wastewater into our system without paying for doing so.

Councillor Jenkinson asked for an update on the Modular Home Park and the 4th Lagoon.

CAO Holland advised Public Works has already started working on the Modular Home Park. As for the 4th Lagoon, construction will not resume until the site dries out.

Mayor Storey advised she received an inquiry about when the water at the Sani dump. When will it be turned back on?

Mayor Storey asked about the NDIT Intern.

CAO Holland advised the Intern begins work on May 10th. Her first week is Orientation with NDIT. She will begin work at the Village Office on Monday May 17, 2021.

Mayor Storey asked for a resolution for a Letter of Support for NKDF.

MOVED/SECONDED to write a letter of support for NKDF.

Resolution 04-28-202

Carried

MOVED/SECONDED to sign a letter of support from the Regional Municipalities for NKDF.

Resolution 04-28-203

Carried

MOVED/SECONDED to receive New Business.

Resolution 04-28-204

Carried



Bylaws:

Village of Fraser Lake 5 Year Financial Plan Bylaw No. 825,2021

MOVED/SECONDED to conduct the first, second and third readings of the Village of Fraser Lake 5 Year Financial Plan Bylaw No. 825, 2021.

Resolution 04-28-205

Carried

Village of Fraser Lake Tax Rate Bylaw No. 826, 2021

MOVED/SECONDED to conduct the first, second and third readings of the Village of Fraser Lake Tax Rate Bylaw No. 826, 2021.

Resolution 04-28-206

Carried

In Camera:

As per Section 90(1)(m) of the Community Charter which says a part of a Council Meeting may be closed to the public if the subject matter being considered relates to a matter that, under another enactment, is such that the public may be excluded from the meeting.

MOVED/SECONDED to move the Regular meeting of Council in-camera under Section 90(1)(m) of the Community Charter at 6:35 pm.

Resolution 04-28-207

Carried

Next Regular Meeting of Council:

May 12, 2021 at 5:30 pm

Adjournment:

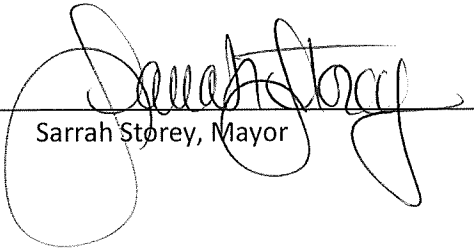
MOVED/SECONDED that the April 28, 2021 Regular Meeting of Council be now adjourned at 7:46 pm.

Resolution 04-28-210

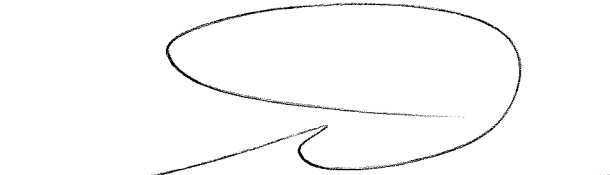
Carried



Certified Correct:



Sarah Storey, Mayor



Rodney J. Holland, Chief Administrative Officer