



Minutes of the Regular Council Meeting held in the Municipal Chambers on Wednesday, December 8, 2021, at 5:30 pm

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

Staff present were Chief Administrative Officer R. Holland, Economic Development Officer D. Christie, Intern K. Levy, and Recording Secretary T. Austin.

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 12-08-413

Carried

Delegations & Guests:

None

Regular Council Minutes, November 24, 2021

MOVED/SECONDED that the Regular Council Minutes of November 24, 2021, be adopted as presented 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 12-08-414

Carried

Business arising from the Minutes:

Childcare

Mayor Storey reported she spoke with Michelle Kirby from the Province. Ms. Kirby anticipates additional Provincial funding for the development of new childcare spaces.

MOVED/SECONDED to receive Business arising from Minutes.

Resolution 12-08-415

Carried

Reports on Council Activities:

Councillor Fennema

None

Councillor Jenkinson

None

Councillor LePoidevin

None

Councillor Watt-Senner

None

Mayor Storey

Reported she was invited to participate in a leadership program for the school system to address bullying issues. Ken Solonas of the Stellat'en First Nation is organizing the initiative.

Mayor Storey had a meeting with Minister Rustad yesterday. They discussed Northern Health issues. She relayed the complaints she has received about the lack of care some residents have received and discussed the issues in the system. The lack of home support/post-medical support, respite, and assisted-living options were discussed. Residents have no other option except to call on emergency services. Mayors in nearby communities are also facing the same concerns. She feels more programs are needed to help residents to age-in-place or provide more assisted-living options to reduce the strain on emergency services.

Mayor Storey met with a representative of Artemis Gold earlier today. They are waiting final permits. After the permits are in place, Artemis Gold will begin posting jobs.

Mayor Storey also met with Mrs. Val Erickson from Artemis Gold. She is retiring.

Nadleh has asked Mayor Storey to be part of a Board of Directors for their Centre of Excellence project. She spoke with Rose DaSilva about the project. Although the Village is unable offer financial support, Mayor Storey offered to sit on the Board. The proposed development might be used as a training centre/emergency center, but she looks forward to hearing more about their plans.

Mayor Storey attended a meeting at the Regional District of Bulkley-Nechako (RDBN) regarding a crematorium which is planned for Smithers.

A meeting with Minister Osborne and Minister Rankin is scheduled for December 16, 2021, at 3:00 pm. Minister Rankin has posed two questions for the group:

1. As you think about the progress your local government is making in relationship building with First Nations and Indigenous groups to support reconciliation and self government, what is one thing you

would share from your experience for others to learn from?

2. Knowing what takes time, please share an opportunity and or challenge faced in your work to build relationships and collaborate with First Nations and Indigenous groups.

Mayor Storey asked each councillor to send their thoughts to her in preparation for the meeting on December 16th.

MOVED/SECONDED to receive Councillor Reports.

Resolution 12-08-416

Carried

Accounts payable:

The accounting reports were presented.

MOVED/SECONDED to adopt Accounts Payable and payroll in the amount of \$699,449.64.

Resolution 12-08-417

Carried

Correspondence List:

None

Business from the CAO:

Community Hall Project

CAO Holland referred to the Community Hall conceptual design that was previously presented. The proposal would convert the curling rink into a 12-month facility/community hall. MIZA Architects have been asked for a quote to develop construction drawings to bring the project to a tender ready state.

CAO Holland reports having spoken engineers at L&M Engineering and Urban Systems to determine who is best suited to prepare engineered draws for the various aspects of the Curling Rink conversion. Both L&M Engineering and Urban Systems has stated it is typically the Architects responsibility to manage the development of those plans. Converting the conceptual drawings into reality, may require rethinking so the architect is involved in the process. To bring the project to a bid ready state, engineered plans are required for the architectural, structural, mechanical, electrical and refrigeration aspects of the project.

CAO Holland reviewed the quote from MIZA Architects to have this process completed. Their quote is for \$116, 900. Thirty-two thousand has been spent for the development of the conceptual design. \$968,000 remains of the grant funding.

EDO Christie reported that the original RFP indicated the potential for additional work for the company that did stage one and two. Preparing the engineered construction documents and overseeing the tending process would constitute stage three of the project.

Mayor Storey asked if there was a discussion with any local construction companies to see if they can produce the construction drawings, as well she asked if anyone had discussed the curling rink renos with the curling club.

CAO Holland explained, construction documents will provide the specifics of what would be expected during the construction phase. Without the detailed drawings, cost estimates are speculative.

CAO Holland agrees the cost estimates provided by the Architect seem high. As an example, the storage building along the east side of the curling rink is cost estimated at \$818.00 per square foot to construct. Developing construction ready drawings will allow the Village to acquire more accurate cost estimates. When those have been acquired, Council will be able to make decisions about how this project should proceed.

CAO Holland suggested the discussions with the curling club could occur once there is a better understanding of costs.

Councillor Jenkinson inquired if there were costs associated with putting out an RFP for the construction drawings.

CAO Holland explained the costs of an RFP are minimal. The direct award is being suggested because of the advice provided by the representatives at L&M Engineering and Urban Systems. Administration has been told, there are few companies who take on the task of translating architectural drawings and turning them into engineered construction documents.

CAO Holland and EDO Christie both felt that the quote from MIZA Architects was reasonable.

MOVED/SECONDED to authorize the development of architectural, structure, mechanical, electrical and refrigeration engineered construction drawings for the Community Hall Conversion to MIZA Architects in the amount of \$116,900 and to expend those funds from the remainder of the Investing in Canada Infrastructure grant funding designated to that project

Resolution 12-08-418

Carried

FLESS Grad Presentations

Graduates from Fraser Lake Elementary-Secondary School are presenting their grad presentations on January 18, 2022. Mrs. Zang has invited members of Council to participate on panels to which students will make their presentations.

Councillor Fennema has already let Mrs. Zang know she will attend. Both Mayor Storey and Councillor Watt-Senner will try to attend.

CAO Holland noted he will also try to arrange a few staff members to attend.

Reserve Account Transfers

CAO Holland presented the suggested revenue transfers.

MOVED/SECONDED to transfer \$110,000 from wastewater service sales in 2021 to the sewer reserve.

Resolution 12-08-419

Carried

MOVED/SECONDED to transfer \$215,000 from potable water sales in 2021 to the water reserve account.

Resolution 12-08-420

Carried

MOVED/SECONDED to transfer \$6,700,000 from Community Forest Revenues in 2021 to Community Forest Reserve Account.

Resolution 12-08-421

Carried

Councillor LePoidevin inquired if this amount included the return of the unspent silviculture funds from the consultant.

CAO Holland confirmed \$628,000 in unspent silviculture funds following the spring planting in April/May 2021 were returned to the Village and those funds form part of this transfer.

MOVED/SECONDED to set aside \$1,287,000 in the Community Forest Silviculture account from Community Forest Revenues.

Resolution 12-08-422

Carried

Northern Community Shuttle Program

CAO Holland explained the operation of the community shuttle is supported by funding from the Ministry of Transportation. That program is changing. The new program, under the NDIT Community Transportation Fund provides three-year funding. A new criterion for funding is the requirement for a partnership. Northern Health has been approached regarding the partnership in consideration of the number of community vehicle riders who receive transportation to access the Medical Clinic or the Medi centre for prescription renewal.

CAO Holland noted that the new funding opportunity provides an 80% subsidy for operational costs versus the previous program that was at 70%.

The deadline is soon, so prompt work, on both the Village's part and a decision from Northern Health, is needed to get the application in by the December 23rd deadline.

Mayor Storey inquired what the partnership would look like.

CAO Holland commented no major changes are planned for the service. Although the Community Transportation Advisory Committee has been dormant for several year, the current service was developed based on input from the Medical Clinic.

Mayor Storey inquired how many applications are allowed per community.

CAO Holland noted two applications are allowed per community.

Mayor Storey inquired if the program could increase days of service to 3 or 4 days/week?

CAO Holland explained the community vehicle operates 2 days/week. Under that service model, the operational cost of the service is \$34,000.00, \$23,000/year from grant funding and \$11,000 from the Village. Adding an additional day each week would be possible with the new funding at the 80 percent rate of subsidy.

EDO Christie noted the Village's contribution would also rise, as well as decrease the life expectancy of the van.

Mayor Storey suggested that increasing to 3 days might be a good start.

MOVED/SECONDED to apply to the NDIT Northern Community Shuttle Program for up to \$200,000.00 to continue operation of the Village of Fraser Lake Community Vehicle for the next three years and to make provisions to expand the number of days per week of operation dependant on the available funding.

Resolution 12-08-423

Carried

Senior's Christmas Dinner

Autumn Services has requested the use of the Community Vehicle on Saturday, December 18th for the Senior's Christmas Dinner. If the request is approved by Council, staff will coordinate a driver.

MOVED/SECONDED to authorize the use of the Community Vehicle in support of the Autumn Services Senior's Christmas Dinner scheduled for December 18, 2021.

Resolution 12-08-424

Carried

Use of Santa's Sleigh

Autumn Services has requested the use of Santa's sleigh to deliver Christmas cards and chocolates to seniors in the community on December 21st.

MOVED/SECONDED to authorize the use of the sleigh in support of Autumn Services Christmas cards for seniors' initiative on December 21, 2021.

Resolution 12-08-425

Carried

NDIT Intern Program 2022

The Northern Development Initiative Trust (NDIT) is accepting application for the 2022 Internship Program. Administration would like to apply for the coming year. CAO Holland reviewed the program costs, noting the Village is required to commit to a contribution of approximately \$15,000.00 to meet program costs.

MOVED/SECONDED to apply to NDIT to host a 2022 Local Government Intern, and to confirm that \$15,000 will be made available in support of this initiative should the application be successful.

Resolution 12-08-426

Carried

MOVED/SECONDED to receive the CAO Report.

Resolution 12-08-427

Carried

Staff Reports:

Asset Management Program Update

Intern Levy introduced the MuniSight Asset Management software program. This program is used in our asset management planning activities. Intern Levy noted that all the spatial files and data have been loaded into the system. Other information such as airport lands, hydro poles, etc. were also added. High definition ortho photos were obtained in 2021 and added. Intern Levy reported staff have been working with the company to setup training and system functionalities for staff.

Staff training began in November and December. She noted the first training session included office staff. The second training session was geared toward the needs of public works staff. Both sessions were recorded for future reference. The plan moving forward is to continue to developing skills amongst staff on a weekly basis.

Intern Levy showed council the functionalities of the software through some examples directly on the screen. She highlighted the advanced search and reporting functions that will assist staff with many of their tasks.

Mayor Storey inquired if this system is available to the province or an internal use only software.

Intern Levy noted the program is for internal use only. There are features that can be added to the software to make some of the information available to outside agencies or the public. She reviewed the uses for the different departments and noted that training on an iPad version for Public Works for on-site use has also begun.

Intern Levy explained more information will be added to the data base as inspections are completed.

CAO Holland reported that the Village received \$50,000 funding from FCM to advance our Asset Management processes. In the first year of this five-year project, the Village has provided an additional \$14,000.00. Over the next four years, the annual subscription for the software and services is \$8,000.00 per year. Increased efficiencies have already been experienced because of this program.

Mayor Storey acknowledged the value of this program and thanked Intern Levy and staff for their work on this project.

MOVED/SECONDED to receive the Staff Report.

Resolution 12-08-428

Carried

Reading List:

Mayor Storey noted that there was concern provincially on what BC Hydro is charging municipalities for the change over of streetlights to LED.

CAO Holland noted BC Hydro has increased the rate per pole plus added a \$2.06 surcharge LED light. In the past there were concerns voiced about proposed charges relating to depreciation of metal halide lights, disposal of old equipment and light fixture installation charges. Those concerns were passed on to the BC Utility Commission. The new rate schedule is what came out of those discussions.

CAO Holland noted the Village was already paying \$3,000.00 per month for street lighting. The new rate schedule and \$2.06 levy will increase street lighting costs by approximately \$600-700/year.

Mayor Storey wondered why rates would increase, considering the reduced consumption of energy with LED lighting?

CAO Holland suggested, the surcharge relates to costs associated with change over of the existing light fixtures to LED. Due to the limited information, we do not know the length of time the surcharge will be in effect.

MOVED/SECONDED to write a letter to BC Hydro to obtain information about the duration of the new surcharge.

Resolution 12-08-429

Carried

New Business:

Thank You

Councillor Jenkinson wanted to express his thanks to the Public Works crew for their work on the new garbage truck and taking care of the ramp at the wharf.

Seasons Greetings

Village Council wished each other, staff, and the community a very Merry Christmas.

Bylaws:

None

Next Regular Meeting of Council: January 12, 2022, at 5:30 pm

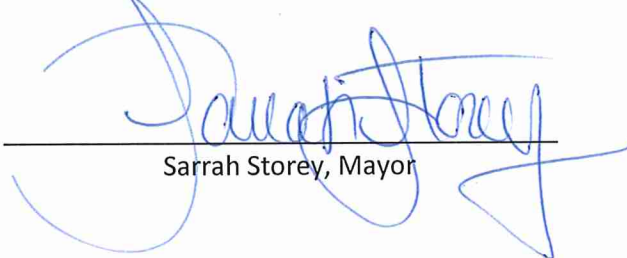
Adjournment:

MOVED/SECONDED that the December 8, 2021, Regular Meeting of Council be now adjourned at 6:45 pm.

Resolution 12-08-430

Carried

Certified Correct:


Sarrah Storey, Mayor


Rodney J. Holland, Chief Administrative Officer