



Minutes of the Regular Council Meeting held in the Municipal Chambers on Wednesday, October 27, 2021, at 5:30 pm

Mayor S. Storey presided via video conference. Councillor present was C. LePoidevin. Councillors J. Jenkinson and K. Watt-Senner joined by video conference.

Staff present were Chief Administrative Officer R. Holland, Economic Development Officer D. Christie, Director of Public Works V. Hilman, and Recording Secretary T. Austin.

Guest in attendance was Don Reyden.

David Zeibin from Miza Architects joined via video conference.

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 10-27-349

Carried

Delegations & Guests:

Mr. David Zeibin from Miza Architects presented the final concept drawings for the proposed upgrades to the Curling Rink. He reviewed the project objectives of retrofitting the curling rink to improve its functionality and to increase its off-season uses. To accommodate the new uses, auxiliary spaces will need to be built and overhauled to meet building code and allow for energy upgrades.

Mr. Zeibin reviewed the project schedule, noting that the Village is at the design or concept phase. The next stage is to complete the detailed design which may include adjustments to the scope of work. Future stages would include tendering construction and finally construction. He reviewed how this project could be designed to allow construction between the curling seasons.

Mr. Zeibin reviewed the upgrades and how the design evolved through discussions with staff and user groups. He noted that at the end of the consultation, the best option was to put the new kitchen where the existing washrooms are currently located in the curling rink foyer. He noted that would allow use from both the curling side of the building and the ice rink side. He also noted that the existing washrooms are not accessible and have a few issues, so this would allow construction of new washrooms that are updated and code compliant.

Mr. Zeibin noted that while he was visiting Fraser Lake, he hosted consultations with several different user groups. He presented the floor

plan and explained the rationale for each area. He reviewed the need for additional storage space for current uses. Storage space is also needed to store tables and chairs for up to a 300-person event.

Mr. Zeibin presented the cost summary. He agreed the initial cost estimates are much higher than expected. He is working through the cost summary and hope to find areas where adjustments can be made. Areas such as kitchens and bathrooms, and remote work are normally considered higher priced items. The new ventilation system is also a high-cost item.

Mayor Storey noted that everyone likes the plan, but it will come down to budget. She noted that there may be some additional funding sources the Village could seek.

Councillor Jenkinson inquired if this project could be phased over a 4 or 5 stage approach?

Mr. Zeibin noted that a staged approach could be a good option. He suggested the upgrades to the curling rink would be the most likely first phase. The second phase would involve adding the new washrooms. Phase three would likely involve adding the new kitchen. He noted that a phased approach would increase the overall costs of the project. At the same time, he noted construction costs continue to rise. Those costs increases are showing no sign of slowing down.

Councillor Jenkinson inquired on the slope of the new entry roof and if there is a concern about the snow.

Mr. Zeibin noted that question was asked of the engineer and noted there is no concern on the geometry of the roof design.

Mayor Storey noted that the new ventilation system would be critical for the use of the community hall during the summer. She also inquired if staff had any ideas on how additional funding could be acquired and the design changed to reduce the cost.

CAO Holland noted that there may be local contractors capable of doing these renovations. Although it is unlikely, the cost of the project could be significantly reduced. Not having to pay living out allowance and accommodation costs, should result in some savings. CAO Holland agreed it may be necessary to phase the project. He added, it is important to proceed to the detailed engineered drawing phase so that more accurate cost estimates can be developed. As for additional sources of funding, there are funding agencies that can be approached after cost estimates are better understood. However, due to the projected cost of this project, it will likely be important to break this project down into phases to ensure this project is financially manageable

Mr. Zeibin also noted that sometimes he has seen community members or businesses contribute supplies or time to help reduce the costs.

Mayor Storey thanked Mr. Zeibin for the presentation.

Mr. Zeibin left the meeting at this time.

**Regular Council Minutes,
October 13, 2021**

MOVED/SECONDED that the Regular Council Minutes of October 13, 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 10-27-350

Carried

**Business arising from
the Minutes:**

Mayor Storey inquired about plans for the Remembrance Day Ceremony.

CAO Holland noted that contact was made with Legion staff. They were not aware of the Remembrance Day plans.

Mayor Storey noted that she will connect with the Legion.

MOVED/SECONDED to receive the business arising from the minutes.

Resolution 10-27-351

Carried

**Reports on Council
Activities:**

Councillor LePoidevin

None

Councillor Jenkinson

None

Councillor Watt-Senner

None

Mayor Storey

Reported that she attended a Prince Rupert Port meeting, the NIRD meeting on October 18, 2021, and a Regional District of Bulkley-Nechako meeting on October 21, 2021. She noted that there was no information to share at this time.

MOVED/SECONDED to receive Councillor Reports.

Resolution 10-27-352

Carried

Accounts payable:

The accounting reports were presented.

MOVED/SECONDED to adopt Accounts Payable and payroll in the amount of 1,287,513.91.

Resolution 10-27-353

Carried

Correspondence List:

None

Business from the CAO:

Fireworks and Provincial Health Orders

CAO Holland noted that at the last council meeting information was distributed about the community fireworks display on October 31, 2021. On October 14, 2021, the Public Health Orders changed for the Northern Health Region. The new health order, which is in effect until November 9, 2021, limits outdoor events to no more than 100 attendees and everyone over 12 must be vaccinated. Inquiries have been made with the local health officer to determine whether there were any exceptions for Halloween Fireworks. There are none. This is just not the right time for a community event.

Councillor LePoidevin wondered if people stayed in their cars over a large area would that be possible.

CAO Holland noted that there is no stipulation on the size of the area for spectators but if someone is organizing an event that will attract attendees, the number of attendees are limited to 100. To comply with the Public Health Orders, such an event is regrettably not manageable.

Councillor LePoidevin inquired if the fireworks could be used at a future event for the community. Councillor LePoidevin suggested perhaps aligning with the Santa Claus Parade.

CAO Holland noted that the Health Orders may be lifted by then.

Mayor Storey noted the fireworks are such a great community event, but they must be cancelled this year due to the PHO orders as well as the higher case numbers.

Councillor Jenkinson inquired about the lifespan of the fireworks.

CAO Holland commented the fireworks company have simply reserved the fireworks for the Village. We have not taken possession of the fireworks. They are typically delivered the day before the event. As long as they are stored in a dry location, they will have a significant shelf life.

Municipal Finance Authority of BC (MFA) – Long Term Borrowing

This is an annual offering for long-term borrowing for municipalities. Funding is distributed once in spring and once in fall, but the applications for both are due now. CAO Holland reported that the town does not have

any debt. If a project surfaces, that requires borrowing, this is the process that is required.

Mayor Storey inquired if the Village had ever borrowed before.

CAO Holland confirmed that money was borrowed for the Water Treatment Plant and the concrete floor at the Arena.

Councillor Jenkinson inquired if the Village had borrowed for paving as he thought he remembered taxes had gone up to pay for paving until the paving costs were repaid.

CAO Holland noted that most of the paving is 20-22 years old so back then borrowing could have been used to cover the cost of paving.

Mayor Storey noted that there are discussions needed on a few significant needs in the Village. She asked staff for some options on how to address some of the up-coming needs, as construction costs continue to rise. Mayor Storey commented on all the issues that need to be considered around ensuring current service levels, attracting, and retaining residents. She feels it is important to set priorities in what is going to help the community overall. Mayor Storey also suggested we could investigate what other small municipalities are doing to address their infrastructure upgrades. Though we don't want to change the feeling here, we do want to attract new business and new residents.

Mayor Storey noted that it is always a benefit to make our existing buildings more energy efficient but noted the importance of making sure the project is feasible.

Councillor Watt-Senner noted that the Community Hall Project would be a substantial amount of money to borrow and suggested that the discussion wait until Councillor Fennema is present.

Councillor Jenkinson inquired if the discussion should be moved to In-Camera.

Councillor LePoidevin noted that the retro fit plan is good but agreed that it is a lot of money. He wondered if there was a possibility of applying for additional funding but also would like to set priorities on what the Village should focus on, wondering if the new water project should be completed before the curling rink renovations.

CAO Holland noted that the Village can't do everything all at once. The Village has limited resources so priorities will have to be chosen. Our Local Government exists to provide core services such as water, sewer, streets, lighting, etc. He noted that 3 years ago an inquiry was made with MFA about borrowing. MFA noted that the maximum the Village could borrow would be 10 million. If that amount were borrowed, it would take the next 30 years to pay back. MFA cautioned against borrowing that amount.

CAO Holland offered to make an updated inquiry with MFA to determine our borrowing capacity. He stated he did not recommend borrowing a hefty sum, as that may stifle the Village's ability to take advantage of future opportunities.

CAO Holland commented that an engineer has been hired to prepare the RFP for engineering planning and design for the water tower replacement. If this is the priority, Council may wish to put the Community Hall Project aside until the costs for the water tower are known.

Mayor Storey asked what was required tonight for this stage of the Community Hall Project.

CAO Holland explained the agreement with Miza Architecture is for the design concept. Preparing detailed, engineered drawings is the next step. Those are required before we can seek quotes from local contactors. CAO Holland recommends the Village ask the architect for a quote for the detailed drawings. By following that step, if it was not feasible, the plan could be stored until such a time as it becomes a viable possibility.

Mayor Storey noted that the province provided 1 million in funding towards this project.

CAO Holland noted that the Village has received \$1 M for this project. Once the detailed drawings are prepared, a review can be conducted to determine what can be accomplished within the available funding.

Mayor Storey noted that it would be wise to look at ways to use the funding for upgrades rather than having the funding go unused. Mayor Storey noted that the discussion should be tabled until the next meeting.

Councillor LePoidevin noted that quote for the floor upgrade was around 1 million so maybe it could be used towards just that one reno for now.

CAO Holland noted that costs for construction have risen, so in order to know if this is feasible, or which stages are possible, he recommends taking the next step of having the detailed drawings created so council can review real costs.

Mayor Storey noted that a decision should wait until the next council meeting when Councillor Fennema is present.

Letter of Appreciation

CAO Holland reported that Miss Lexa Sanders received the \$1,000 Bursary from the Village of Fraser Lake. Her thank you note was presented to Council.

Fiber Optic Update

The WCI crew installed just over 4.3 kms of main line conduit. They also installed boxes and conduits on 178 homes and businesses. Drilling went by

four hundred homes and businesses. Some of the parts and pieces needed to connect to homes are in transit.

He noted that the 2021 BC Roll from BC Assessment lists 524 homes and businesses in Fraser Lake, so WCI has completed a good portion of the community. The crew will return from their 10-day break and resume work on November 4, 2021.

CAO Holland noted that information has been circulated to the community on the progress by way of the Village newsletter. The project manager is feeling positive on the progression of the project.

Looking forward, Administration is working with our municipal lawyers to conduct an alternate approval process and a Service Establishing Bylaw. CAO Holland hopes to have all the paperwork associated with this new service and partnership with CityWest completed by the beginning of January.

MOVED/SECONDED to receive the CAO Report.

Resolution 10-27-354

Carried

Staff Reports:

Project Update – Public Works

Director of Public Works, Mr. Vern Hilman, shared his update on projects this past year. Director Hilman felt like it was a good year.

Mayor Storey thanked Director Hilman and the entire public works department for their work over this past year.

MOVED/SECONDED to receive the Public Works Project Update as of October 27, 2021.

Resolution 10-27-355

Carried

IT Upgrades

EDO Christie reported that the most current information was submitted in the agenda package.

MOVED/SECONDED to expend \$30,000 from the Covid-19 Restart Fund for IT upgrades in the Council Chambers.

Resolution 10-27-356

Carried

Reading List:

MOVED/SECONDED to receive the Reading List.

Resolution 10-27-357

Carried

New Business:

Mandatory Vaccination Update

Councillor Jenkinson inquired if there was an update following the mandatory vaccination conversation from the last meeting. He was asked whether or not people helping to put in the curling rink ice were required to be vaccinated.

Mayor Storey noted that the discussion may have to be moved In-Camera depending on direction of conversation.

Councillor Jenkinson inquired if someone from the curling club would be considered a worker when they are assisting in ice installation.

CAO Holland reported that club members are not employees of the Village when assisting with ice installation. The PHO order has identified volunteers in the order and states that all adults over the age of 22 in public spaces are required to be double vaccinated. At the same time, face mask wearing is required.

Councillor Jenkinson noted that he will follow up with the club.

Process for Selling Village Property

Councillor Jenkinson reported that he had an inquiry from a resident about the process of purchasing property owned by the Village that is adjacent to their property.

Mayor Storey noted that the resident should come into the Village office to talk to CAO Holland or staff as the first step.

Councillor Jenkinson noted that he will follow-up with the resident.

Composting

Mayor Storey received a complaint today about the fire at the compost area. According to the person making the complaint, children were on the playground during school. The resident asked if this task could be done when they were on a school break.

Mayor Storey commented on other concerns in the past. Mayor Storey has discussed the possibility of relocating the compost area to the transfer station. Director Parker has offered to investigate the possibility and feasibility of locating the compost area at the transfer station.

There were no objections, so Mayor Storey noted that she will continue looking into solutions.

Insurance

Mayor Storey inquired if staff had heard anything about insurance and volunteer fire departments? The topic was mentioned at the RDBN meeting and apparently insurance companies are considering not covering communities with volunteer fire departments in the same way as communities with paid fire departments. Mayor Storey noted that she will

continue conversation with the UBCM and NCGLA groups as she noted that our fire department provides good service to our community.

MOVED/SECONDED to receive New Business.

Resolution 10-27-358

Carried

Bylaws: None

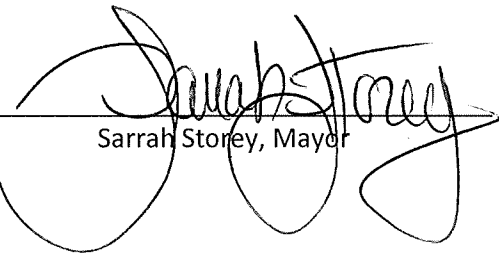
Next Regular Meeting of Council: November 10, 2021, at 5:30 pm

Adjournment: MOVED/SECONDED that the October 27, 2021, Regular Meeting of Council be now adjourned at 7:00 pm.

Resolution 10-27-359

Carried

Certified Correct:



Sarah Storey, Mayor



Rodney J. Holland, Chief Administrative Officer