



**Minutes of the Special Council Meeting held in the Municipal Chambers
on Tuesday, April 11, 2023, at 5:30 pm**

Mayor S. Storey presided. Councillors present were C. LePoidevin, J. Webb, and J. Jenkinson.

Staff present were Director of Finance L. McMaster and Administrative Assistant, S. Hendriksen.

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

Agenda:

Mayor Storey called for a motion to adopt the agenda.

MOVED/SECONDED to adopt the agenda.

Resolution 04-11-146

Carried

Delegations & Guests:

KPMG LLP – Auditor’s report – Corey Naphtali and Tamara Taylor

KPMG issued a clean audit report in respect of the consolidated financial statements in accordance with Canadian public sector accounting standards. KPMG reported that the financial assets have increased slightly due to the Community Forest activities in 2022. The liabilities decreased because the Community Forest activities had slowed down significantly. There were almost two million dollars worth of tangible capital asset additions made in 2022. The breakdown included the curling rink, which is construction in progress; trailer park and arena upgrades; the purchase of the new garbage truck, fire engine equipment; a new administration vehicle; paving and water upgrades. KPMG’s audit of the financial statements is risk focused. Specifically they look at revenue, deferred revenue, expenses, payroll, tangible capital assets and silviculture obligation. The auditors ensure that everything is appropriately reported and that management has not made any fraudulent entries.

Council questioned about the funds held with the Municipal Finance Authority and the Village’s asset retirement obligations. KPMG will report back.

Mayor Storey thanked management for doing a great job taking care of the Village’s finances.

Regular Council Meeting Minutes,
March 22, 2023

MOVED/SECONDED that the Regular Council Meeting Minutes of March 22, 2023, 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 04-11-147

Carried

In Camera Council Meeting Minutes,
March 22, 2023

MOVED/SECONDED that the In Camera Council Meeting Minutes of March 22, 2023, 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 04-11-148

Carried

Business arising from
the Minutes:

None

Reports on Council
Activities:

Councillor LePoidevin

Councillor LePoidevin had nothing to report.

Councillor Webb

Councillor Webb had nothing to report.

Councillor Jenkinson

Councillor Jenkinson had nothing to report.

Mayor Storey

Mayor Storey participated in a cross-border interview that went really well. Mayor storey attended the RDBN meeting. Mayor Storey met with Forester, Jason Regnier regarding the Community Forest. Jason reported that he applied for an uplift. Mayor Storey will be attending COFI and would like to push for that uplift. The Community Forest has financed many projects for the Village of Fraser Lake; without it, the Village is dependant on grants to fund projects.

MOVED/SECONDED to receive Councillor Reports.

Resolution 04-11-149

Carried

Accounts payable:

The accounting reports were presented.

Councillor Jenkinson enquired about cheque number 31071; he wanted to know what the Village's policy states about training costs which are reimbursed.

Mayor Storey enquired about cheque number 31080; she wanted to know the total cost of the new fire engine.

MOVED/SECONDED to adopt Accounts Payable and payroll in the amount of \$1,064,726.69.

Resolution 04-11-150

Carried

Correspondence List:

None

Business from the CAO:

The Village operates our Wastewater Treatment Facility (WWTF) under the *Environmental Protection Act – Permit No. 192*. Our permit sets perimeters for the operation of our WWTF.

Chemical and biological composition of treated wastewater effluent prior to discharge is one of those perimeters. Determining this involves a scientific analysis. Samples are taken monthly by our Wastewater Technicians and sent to ALS Laboratory for analysis. Through the winter months it is commonplace to be out of compliance with the perimeters of our Wastewater Permit due to high readings for ammonia content and the 5-Day Bio Oxygen Demand. This puts the Village in a state of liability. Administration engaged Urban Systems to review our current wastewater aeration practices and to assess the most appropriate way forward. There are two alternatives: mechanical versus aeration.

The WWTF has a sludge problem. The lack of effective aeration has resulted in an accumulation of sludge in Lagoon #1. When constructed, Lagoon #1 had a depth of eight (8) feet. Today, the lagoon maintains a depth of four (4) feet. In addition, an accumulation of organics near the inlet pipe has accumulated to the point of creating an accumulation of

organics that fill the pond to the surface. The engineers recommend the Village dredge Lagoon #1 prior to installing any aeration system to regain the depth and capacity of Lagoon #1 and to address the heavy accumulation of organics. The estimated cost of dredging, de watering and hauling away the materials from Lagoon #1 are estimated by the engineer at \$200,000.00 to \$250,000.00.

Note: Dredging is a maintenance activity. There is no grant funding for this activity.

The Northern Healthy Communities Fund through the Northern Development Initiative Trust may be a source of funding for this project. Through the Capital Project funding stream, the NHCF provides up to \$500,000 in funding for project that support community sustainability.

MOVED/SECONDED to review the Urban Systems report before proceeding with the Wastewater Aeration project at an estimated cost of \$822,000.00 that includes the design, supply and shipping of a fine bubbler diffuser system, installation, removal of the old blower and above ground piping from the old bubbler aeration system, project permitting and upgrades to the existing blower building to prepare the building for the new aeration system and to commit that amount from the Community Forest Reserve.

Resolution 04-11-151

Carried

MOVED/SECONDED to apply to the Northern Healthy Communities fund through NDI for up to \$500,000.00 for the Fraser Lake Wastewater Aeration upgrade project for the design, supply and shipping of a fine bubbler diffuser system, installation, removal of the old blower and above ground piping from the old bubbler aeration system, project permitting and upgrades to the existing blower building to prepare the building for the new aeration system to aerate wastewater lagoons 1 & 2 at the Fraser Lake Wastewater Treatment Facility and to commit the remaining \$322,000.00 that would not be funded by the Northern Healthy Communities Fund from the Fraser Lake Community Forest Fund.

Resolution 04-11-152

Carried

MOVED/SECONDED to dredge wastewater lagoon #1 and commit up to \$250,000.00 from the Fraser Lake Community Forest Reserve for that purpose.

Resolution 04-11-153

Carried

Reading List:

MOVED/SECONDED to receive the reading list.

Resolution 04-11-154

Carried

New Business:

MOVED/SECONDED to add \$37,000.00 to the CERF reserve for the unfinished wharf maintenance project from 2022, as of December 31, 2022.

Resolution 04-11-155

Carried

Councillor Webb reported that she has been receiving complaints about stray cats and spraying.

MOVED/SECONDED to have administration research other community's bylaws and policies regarding cats and dogs, and to create some for the Village of Fraser Lake.

Resolution 04-11-156

Carried

Councillor Webb has been approached by residents who have enquired about the cleanliness of the properties behind the shopping mall. There are scattered remnants; it looks very messy.

MOVED/SECONDED to have administration review the Good neighbor bylaw, and to have the Bylaw Officer talk to the owners of the properties to ensure the properties are cleaned up.

Resolution 04-11-157

Carried

Councillor Jenkinson enquired about the Village's policy on training costs and reimbursement of employees. A discussion was held.

MOVED/SECONDED to have administration review and update the training policy related to reimbursement of costs to employees.

Resolution 04-11-158

Carried

Mayor Storey would like the Village to source out and price bike racks. Mayor Storey feels the Village needs more bike racks so that residents have the opportunity to lock their bikes while doing other activities without having to worry about the safety of their bike.

A discussion was held regarding the rules for voting if Councillors were not present at the meeting in person.

MOVED/SECONDED to review and amend the Council Procedure Bylaw to allow voting virtually if permitted.

Resolution 04-11-159

Carried

MOVED/SECONDED to receive New Business.

Resolution 04-11-160

Carried

Bylaws:

The Corporation of the Village of Fraser Lake Sewer Connection and Rental Charges Amending Bylaw No. 838, 2023.

MOVED/SECONDED to conduct the fourth and final reading of The Corporation of the Village of Fraser Lake Sewer Connection and Rental Charges Amending Bylaw No. 838, 2023.

Resolution 04-11-161

Carried

The Corporation of the Village of Fraser Lake Council Compensation and Allowance Bylaw No. 841, 2023.

MOVED/SECONDED to conduct the fourth and final reading of The Corporation of the Village of Fraser Lake Council Compensation and Allowance Bylaw No. 841, 2023

Resolution 04-11-162

Carried

The Corporation of the Village of Fraser Lake Five Year Financial Plan Bylaw No. 839, 2023.

MOVED/SECONDED to conduct the first, second and third reading of The Corporation of the Village of Fraser Lake Five Year Financial Plan Bylaw No. 839, 2023.

Resolution 04-11-163

Carried

In Camera:

MOVED/SECONDED to move the Regular Meeting to In Camera at 7:19 pm under section as per Section 90(1)(g) of the Community Charter which states a part of a Council Meeting may be closed to the public if the subject matter being considered relates to litigation or potential litigation affecting the municipality.

Resolution 04-11-164

Carried

Return to the Regular Meeting:

Return to the Regular Meeting at 7:43 pm

Next Meeting of Council:

Special Meeting April 25, 2023, at 5:30 pm
Regular Meeting April 26, 2023, at 5:30 pm

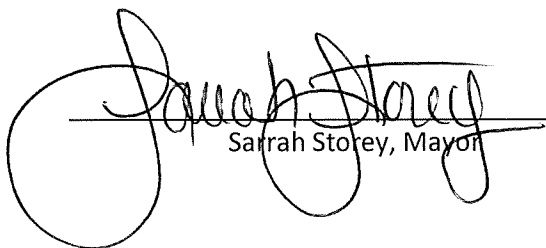
Adjournment:

MOVED/SECONDED that the April 11, 2023, Special Meeting of Council adjourn at 7:45 pm


Resolution 04-11-167

Carried

Certified Correct:



Sarah Storey, Mayor



Laura McMaster, Director of Finance