



**Minutes of the Regular Council Meeting held in the Municipal Chambers
on Wednesday, March 8, 2023, at 5:30 pm**

Mayor S. Storey presided. Councillors present were C. LePoidevin, A Fennema, and J. Webb. Councillor J. Jenkinson joined the meeting electronically.

Staff present: Chief Administrative Officer R.J. Holland, Director of Finance L McMaster, and Director of Public Works V Hilman.

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

Agenda:

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

MOVED/SECONDED to adopt the agenda.

Resolution 03-08-064

Carried

Delegations & Guests:

None

**Special Council Meeting Minutes,
February 21, 2023**

MOVED/SECONDED that the Regular Council Meeting Minutes of February 21, 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 03-08-065

Carried

**Business arising from
the Minutes:**

None

**Reports on Council
Activities:**

Councillor LePoidevin

Councillor LePoidevin has nothing to report.

Councillor Webb

Councillor Webb attended the Library Board AGM. The Library was considering being the lead for an Accessibility Committee, however, they don't feel they have the staff capacity.

Councillor Jenkinson

Councillor Jenkinson had nothing to report.

Councillor Fennema

Councillor Fennema reports volunteering to judge at FLESS' Science Fair on March 4th. On March 6th, Councillor Fennema attended the RDBN Board Meeting in her capacity as the mayor's alternate.

Mayor Storey

Mayor Storey met with RDBN Electoral Area D Director Mark Parker to discuss the future of the Village of Fraser Lake. Mayor Storey feels it was a good discussion. Mayor Storey and Director Mark Parker have committed to scheduling monthly informal discussions related to best ways to move the Fraser Lake area forward.

Mayor Storey spoke with Darren Clark of the DMM Group. The DMM Group deploys telecommunications equipment. They are planning to install a cell phone tower in the Fraser Lake area.

Mayor Storey attended the "Evening at the Nechako" event. The presentation talked of local waterways.

Mayor Storey met with Chris King. He has offered assistance to the Village and our new Economic Development Officer when that person is in place.

Mayor Storey attended NCLGA meetings this past Saturday and Sunday. There is a lot of concern regarding decriminalization of personal use of narcotics.

Mayor Storey attended a meeting with Minister Kang, Minister of Municipal Affairs. The Minister made positive comments about the RBA.

Mayor Storey was interviewed by the Auditors from KPMG.

March 1st Mayor Storey participated in a meeting with the Drone project team. They are looking for more money for Phase II. Mayor Storey has offered to assist them in that endeavour.

MOVED/SECONDED to receive Councillor Reports.

Resolution 03-08-066

Carried

Accounts payable:

The accounting reports were presented.

MOVED/SECONDED to adopt Accounts Payable and payroll in the amount of \$362,413.66.

Resolution 03-08-067

Carried

Correspondence List:

None

Business from the CAO:

Job Description: Chief Administrative Officer:

MOVED/SECONDED to adopt the Chief Administrative Officer job description as presented.

Resolution 03-08-068

Carried

Budget Planning:

Director of Finance L McMaster presented a report titled 2022 Year in Review. DOF McMaster advised the 2022 budget is adequate for the expenditures in that year. The report provided the list of capital projects and purchases undertaken in 2022, what was budgeted and the final cost of those projects. In 2022 the Village was the recipient of \$101,364 through the Community Works Grant, \$468,000 from the Small Community Grant, \$20,833 from UBCM, \$5,000 from NDIT, \$50,291 from NKDF and another \$647,985 from other miscellaneous grant funding sources.

In 2022, the Community Forest generated \$3,907,690.00 in revenue for the Village.

The 2022 Year in Review concluded with an update on the status of the various Village financial reserves.

DOF McMaster presented the 2023 provisional budget. The capital projects and capital expenditures presented to council have been fit into the budget, along with the proposal for a 6 percent cost of living adjustment in response to the high rate of inflation over the past year.

CAO Holland referred to the Staff recommended Capital Project and Expenditure report that had been provided to Council. CAO Holland noted that Director of Public Works, Vern Hilman had attended the meeting to answer any questions Council may have about the proposed projects. CAO Holland noted that paving and seal coating was not on the

Capital Projects and Capital expenditure list as we have not yet obtained a firm quote from the contractors. However, Director of Public Works V. Hilman has completed some rough calculations and is able to provide Council with an educated guesstimate of the cost of paving or seal coating.

Mayor Storey noted the province has promised funding to the Village of Fraser Lake and that funding could be used to pave or seal coat some of our streets.

Mayor Storey commented on the Cost-of-Living allowance. She reports having made inquiries with many other community leaders and most are responding to the impacts of inflation quite differently than the Village of Fraser Lake. Mayor Storey asked Council for their thoughts on where to go with that issue.

A brief discussion followed. It was agreed this discussion should occur in-camera.

Council's attention turned to paving versus seal coating. Mayor Storey noted that many of the residents would like to see our streets and roads paved or improved.

CAO Holland and Director of Public Works V. Hilman presented an aerial overview of the Village. The infrastructure in Fraser Lake is located under our roads. In addition, many of our roads have limited gravel in roadbed. Many of the Village roads were constructed immediately over a clay base. Because of that, they are susceptible to frost heaving.

Administration recommends the paving of Carrier Crescent, Tunasa Crescent and Nulki Street from Highway 16 to Endako Avenue. The paving project would include the paving of Endako Avenue from Carrier Crescent to Tunasa Crescent, minus the stretch of Endako that was paved last year. The recommended areas do not heave during spring thaw. Pavement is most likely to last in those areas with extensive prepared to the roadbed before paving.

Island Paving will be in Fraser Lake this summer. They will be seal coating Francois Lake Road for YRB. CAO Holland contacted Island Paving and spoke with their crew foreman. The information through this conversation was provided to Council regarding the benefits and disadvantages of seal coating. The cost of seal coating is less than the cost of paving. Paving is \$49.00 per square meter. Seal coating is \$5.00 to \$10.00 per square meter. Double that if applied over gravel.

Mayor Storey commented on the issues that occurred after Chief Lake Road was seal coated in 2018 and the heat-dome happened. The seal coating peeled off the asphalt surface and glued to the tires of vehicles and shoes of pedestrian. Mayor Storey does not want to see this happen in Fraser Lake.

Councillor LePoidevin responded. It is suspected there were issues with the application process. He does not feel that should be a concern.

Councillor Jenkinson stated he is in support of seal coating as it is a more economical alternative to paving.

Councillor Webb suggested a combination of both paving and seal coating. She would like to see Park Drive seal coated from Tunasa Crescent to the cul de sac at the end. Referring to the funding the province has promised, she would like to go as far as that funding will allow.

Director of Public Works V. Hilman was asked for his comments. He replied the roadbed is a significant concern. The lack of drainage is the second concern. Without proper roadbed and drainage, the road will heave and break up.

Mayor Storey commented on potholes. She would like to see the pot hole Contractor return to fill in potholes again this year. Those that were repaired last year have held up very well.

Councillor Webb asked if it is possible to have the roadbed assessed?

CAO Holland advised funding to conduct a road assessment throughout the community was applied for. That funding has not yet been released. When the road assessment has been completed, the Village will have an engineer recommended plan of what needs to be repaired.

Director of Public Works V. Hilman explained that the areas being recommended for paving are the better, more stable sections of road in the Village.

Councillor LePoidevin agreed. He feels all the main roads off Highway 16 should be paved as he does not feel seal coating would hold up.

Council has asked for a quote for seal coating Park Drive, the Boat Launch parking lot and the White Swan Park parking lot. On a separate quote they would like to know the cost of seal coating the stretch of road adjacent to Mouse Mountain Elementary.

Council would also like a quote for paving Carrier, Nulki and Tunasa Crescent to Endako Avenue and completion of the paving of Endako Avenue from Tunasa Crescent to Carrier Crescent.

CAO Holland noted, the money promised by the province has not yet been received. That funding can be used for paving and sealcoating. When the quotes are received, Council can decide how much to spend on paving or seal coating.

Capital Projects and Expenditures:

Director of Finance repeated her earlier statement that all projects on this list have been accounted for in the 2023 provisional budget.

Wastewater Aeration:

MOVED/SECONDED to update and install a new wastewater aeration system at the Village of Fraser Lake Wastewater Treatment Facility and to expend \$1,823.08 from the Covid Restart fund, \$102,489.00 from the Community Works fund and to expend the remaining costs of the project from the Northern Capital and Planning Reserve.

Resolution 03-08-069

Carried

Apply to the Northern Healthy Communities Fund:

MOVED/SECONDED to apply to the Northern Healthy Communities Fund through NDIT for up to \$300,000.00 in support of the Wastewater Treatment Facility aeration system improvement project.

Resolution 03-08-070

Carried

Water Treatment Plant SCADA upgrade:

MOVED/SECONDED to complete the upgrade to the Village of Fraser Lake Water Treatment Plant SCADA system and to expend the projected cost of \$100,000.00 for this upgrade from general revenues.

Resolution 03-08-071

Carried

Endako Avenue – Sidewalk Repairs:

MOVED/SECONDED to repair the sections of broken sidewalk behind the Fraser Lake Mall and install a concrete let down at FLESS to improve accessibility at a cost of \$5,500.00 and to expend that cost from general revenues.

Resolution 03-08-072

Carried

Accommodation Market Study:

MOVED/SECONDED to complete an Accommodation Market Study and to expend the project cost of \$13,000.00 from general revenues.

Resolution 03-08-073

Carried

Fire Hydrant Isolation Valve maintenance and replacement:

MOVED/SECONDED to devote two weeks of time by our Public Works crew for maintenance and/or replacement of Fire Hydrant isolation valves and to expend up to \$25,000.00 from general revenues for parts, equipment, materials and services for this project.

Resolution 03-08-074

Carried

White Brick Building Doors:

MOVED/SECONDED to replace the doors on the White Brick Building at a cost of \$30,000.00 and to expend the cost of this project from the Northern Capital and Planning Grant.

Resolution 03-08-075

Carried

Topsoil:

MOVED/SECONDED to purchase 120 yards of topsoil for miscellaneous projects in the Village at a cost of \$8,000.00 and to expend the cost of this purchase from general revenues.

Resolution 03-08-076

Carried

Fire Danger Rating Sign:

MOVED/SECONDED to erect a "Fire Danger Sign" at a cost of \$600.00 for materials and labour and to expend this cost from general revenues.

Resolution 03-08-077

Carried

Arena Door Replacement:

MOVED/SECONDED to replace the remaining three doors on the east side of the arena and one double door on the west side of the arena at a cost of \$25,000.00 and to expend the cost of this project from the Northern Capital and Planning Grant reserve.

Resolution 03-08-078

Carried

Fire Department Entry – Concrete Slab:

MOVED/SECONDED to remove the interlocking bricks at the entry to the Fire Department and replace those bricks with a concrete slab at a cost of \$6,900.00 and to expend that cost from the Northern Capital and Planning Grant reserve.

Resolution 03-08-079

Carried

Fire Hall Perimeter Drain:

MOVED/SECONDED to install a perimeter drain at the back of the firehall at a cost of \$3,500.00 for materials and to expend the cost of that project from general revenues.

Resolution 03-08-080

Carried

Public Works Concrete Wash Pad:

MOVED/SECONDED to install a concrete wash pad adjacent to the Public Works storage garage at a cost of \$7,700.00 and to expend that cost from the Northern Capital and Planning Reserve.

Resolution 03-08-081

Carried

Public Works Generator Plug:

MOVED/SECONDED to install a generator plug at the Public Works Office as an emergency preparedness measure and to expend the \$12,915.00 cost of the installation to the Northern Capital and Planning Grant reserve.

Resolution 03-08-082

Carried

Benches:

MOVED/SECONDED to purchase and install one bench on a concrete pad on Langley Avenue and one bench and concrete pad on Chowsunket and Highway 16 for \$8,000.00 and to expend that cost from general revenues.

Resolution 03-08-083

Carried

Concrete Picnic Tables:

MOVED/SECONDED to purchase three concrete picnic tables and to place two near the skateboard park and one on the concrete pad at the boat launch and to expend the \$24,500.00 cost of this project from general revenues.

Resolution 03-08-084

Carried

Apply to NKDF for funding:

MOVED/SECONDED to apply to NKDF for up to \$12,250.00 in funding toward the purchase of three cascade picnic tables.

Resolution 03-08-085

Carried

Bench at the Cemetery:

MOVED/SECONDED to purchase and install a bench on a concrete pad at the cemetery at a cost of \$3,000.00 and to expend the cost of this project from general revenues.

Resolution 03-08-086

Carried

Installation of a concrete walkway at the museum:

MOVED/SECONDED to replace the wooden walkway at the museum with a new concrete sidewalk at a cost of \$12,500.00 and to expend that cost from general revenues.

Resolution 03-08-087

Carried

Concrete picnic table pads and covered structures:

MOVED/SECONDED to install two concrete pads and covered structures at Kin Park and two concrete picnic table pads and covered structures at White Swan Park at a cost of \$44,000.00 and to expend the cost of this project from general revenues.

Resolution 03-08-088

Carried

Apply to NKDF for funding:

MOVED/SECONDED to apply to NKDF for up to \$22,000.00 in funding to construct four concrete pads and four covered picnic table structures; two at Kin park and two at White Swan Park.

Resolution 03-08-089

Carried

Highway Frontage brushing:

MOVED/SECONDED to complete the brushing along the Mouse Mountain Trail adjacent to Highway 16 from the Ball Fields to the east boundary of the Village at a cost of \$3,500.00 and to expend that cost from general revenues.

Resolution 03-08-090

Carried

Water Treatment Plant Chain Link Security fence:

MOVED/SECONDED to install a security fence around the perimeter of the Water Treatment Plant lot at a cost of \$60,000.00 and to expend that cost from the Northern Capital and Planning Grant reserve.

Resolution 03-08-091

Carried

Community "Bear Proof" garbage cans:

MOVED/SECONDED to purchase and install seven (7) bear proof community garbage cans at a cost of \$18,560.00 and to expend the cost of this project from general revenues.

Resolution 03-08-092

Carried

Heat Pump – Village Office:

MOVED/SECONDED to install two heat pumps at the Village Office at a cost of \$19,245.00 and to expend the cost of this project from general revenues.

Resolution 03-08-093

Carried

Furnace at the Visitor Information Centre:

MOVED/SECONDED to install a new, energy efficient furnace at the Visitor Centre/museum at a cost of \$7,000.00 and to expend the cost of the furnace from general revenues.

Resolution 03-08-094

Carried

Fraser Lake Villa – finishing touches:

MOVED/SECONDED to install pressure treated 6X6 borders around Fraser Lake Villa trailer pads, install soil and grass seed and install the Fraser Lake Villa sign at a cost of \$18,500.00 and to expend the cost from the Northern Capital and Planning Grant reserve.

Resolution 03-08-095

Carried

Xylophone installation:

MOVED/SECONDED to install the xylophone at Kin Park adjacent to the splash park at a cost of \$300.00 in materials and to expend those funds from general revenues.

Resolution 03-08-096

Carried

Replace three (3) watermain valves:

MOVED/SECONDED to dig and replace three watermain valves on Tunasa Drive at the intersection with Carrier Crescent at a cost of \$6,500.00 and to expend that cost from the Northern Capital and Planning Grant reserve.

Resolution 03-08-097

Carried

Lower manhole and watermain covers:

MOVED/SECONDED to lower manhole and watermain covers throughout the community at a cost of up to \$15,000.00 and to expend those funds from the Northern Capital and Planning Grant reserve.

Resolution 03-08-098

Carried

Community Wayward Signage:

MOVED/SECONDED to complete the installation of Community Wayward Signage and to expend up to \$2,700.00 for this purpose and to expend those costs from general revenues.

Resolution 03-08-099

Carried

Paint and repair Village flag poles:

MOVED/SECONDED to paint and repair the Village flag poles at a projected cost of \$550.00 and to expend this cost from general revenues.

Resolution 03-08-100

Carried

Refurbish the Visitor's Centre sign:

MOVED/SECONDED to refurbish the Village of Fraser Lake Visitor Centre sign at a cost of \$500.00 and to expend that cost from general revenues.

Resolution 03-08-101

Carried

Visitor Centre Lawn:

MOVED/SECONDED to level the Village of Fraser Lake Visitor Centre lawn with topsoil and to add grass seed at a cost of \$250.00 and to expend that cost from general revenues.

Resolution 03-08-102

Carried

Re-side the Recreational Equipment Storage sheds:

MOVED/SECONDED to re-side the two recreational equipment storage sheds at a cost of \$5,000.00 and to expend the cost of this project from general revenues.

Resolution 03-08-103

Carried

Beach Parking Lot:

MOVED/SECONDED to upgrade the parking area adjacent to the White Swan Park beach and playground with gravel at a cost of \$2,400.00 and to expend the cost of this project from the Northern Capital and Planning Grant reserve.

Resolution 03-08-104

Carried

Cemetery Road and pathway gravelling:

MOVED/SECONDED to redefine the cemetery roadway and walking paths with gravel at a cost of \$12,500.00 and to expend that cost from the Northern Capital and Planning Grant reserve.

Resolution 03-08-105

Carried

Cemetery levelling:

MOVED/SECONDED to devote two weeks to leveling the cemetery and to purchase topsoil and materials at a cost of \$4,000.00 for this purpose and to expend that cost from general revenues.

Resolution 03-08-106

Carried

Curb Stop maintenance:

MOVED/SECONDED to devote two weeks to curb stop maintenance and rock screen installation at a cost of \$10,000.00 for related materials and to expend those costs from general revenues.

Resolution 03-08-107

Carried

Sewer alarm infrastructure:

MOVED/SECONDED to purchase and install utility poles to re-establish the sewer alarms at a cost of \$2,800.00 and to expend the cost of this project from general revenues.

Resolution 03-08-108

Carried

Danger Tree removal:

MOVED/SECONDED to remove the dead and dangerous trees in the cemetery, the area adjacent to the Sani dump station and on Village property but adjacent to several residences in the Village at a cost of \$6,000.00 and to expend the cost of this project from general revenues.

Resolution 03-08-109

Carried

Mayor Storey added she would like to see LED lighting on the wharf. She would also like to see the ends of the arena painted.

CAO Holland noted, the NDIT funding Administration was hoping to use for the website update was heavily oversubscribed. Admin does not believe that funding was received.

MOVED/SECONDED to receive the business from the CAO.

Resolution 03-08-110

Carried

Staff Reports:

None

Reading List:

MOVED/SECONDED to receive the Reading List.

Resolution 03-08-111

Carried

New Business:

Councillor Webb:

Councillor Webb reports having been approached by several residents asking for a walking trail around town and a dog park.

Councillor Jenkinson:

Councillor Jenkinson reports receiving several complaints from residents of Park Drive about road maintenance. They feel they are the last section of town to be plowed or sanded.

Councillor Fennema:

Councillor Fennema reports having received complaints about the size of the plow furrows at the end of driveways.

Mayor Storey:

Mayor Storey received complaints about Public Skating being cancelled. She is concerned the Village Facebook page is not current. Mayor Storey has offered to help and asked for access to the page.

CAO Holland advised, the Village Facebook page is not a public site. Entries on the Facebook page follow the Village's communications policy which includes review by the CAO before an entry is made. CAO Holland noted the last day for arena operations is Sunday March 19, 2023.

Council has agreed to provide Mayor Storey with access to the Village Facebook page for updates to the Public Skating schedule.

MOVED/SECONDED to receive New Business.

Resolution 03-08-112

Carried

Bylaws:

None

In Camera:

MOVED/SECONDED to move the Regular Meeting to In Camera at 7:05 pm under Section 90(1)(k) of the *Community Charter*.

Resolution 03-08-113

Carried

Return to the Regular Meeting:

Return to the Regular Meeting at 7:50 pm.

Cost of Living Allowance:

MOVED/SECONDED to provide all Village employees with a 4 percent cost-of-living allowance increase to offset the impacts of inflation.

Resolution 03-08-118

Carried

MOVED/SECONDED to provide the Mayor and Council with a 4 percent cost of living allowance increase to offset the impacts of inflation, retro active to January 1, 2023.

Resolution 03-08-119

Carried

Council Travel Allowance:

MOVED/SECONDED to increase Mayor Storey's Travel Allowance by \$10,000.00 that can be access by all members of Council and will ct as a Council Travel Allowance slush fund.

Resolution 03-08-120

Carried

Water and Sewer Rates:

DOF McMaster brought Council's attention to the holdings in the water and sewer reserves. Most of those contributions are due to water sales and wastewater management fees. In 2022 Council increased the water levy to \$0.30 per month per user over the actual cost of producing the water. Water sales are offsetting that position and the projected surplus for water in 2023 is \$26,925.

For wastewater, the margin created by the rates are much slimmer. The projected surplus for 2023 wastewater revenues is \$226.00. This slim margin will quickly disappear if the cost of anything relative to wastewater increases. Inflation will undoubtedly impact sewer costs in 2023. Sewer rates are required to fund all sewer costs. The cost of supplies or materials must be considered in levied sewer rates.

MOVED/SECONDED to increase the sewer rate by \$1.00 per month per Consumer for sewer.

Resolution 03-08-121

Carried

Tax Rates:

Tax rates were discussed. The Mayor and Council would like to see the final budget with the 4 percent cost of living allowance included. Tax rates will be set at the next Council Meeting.

Next Regular Meeting of Council:

March 22, 2023, at 5:30 pm

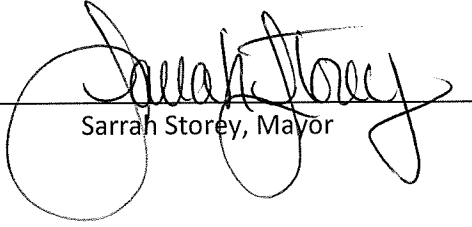
Adjournment:

MOVED/SECONDED that the March 8, 2023, Regular Meeting of Council adjourn at 8:07 pm.


Resolution 03-08-122

Carried

Certified Correct:



Sarah Storey, Mayor



Rodney J. Holland, Chief Administrative Officer