



## Minutes of the Regular Meeting of Council held December 13, 2017 In the Municipal Hall in Open Forum

### Those in Attendance:

Mayor Lindstrom  
Councillor Reyden  
Councillor Lepoidevin  
Councillor Storey  
Councillor Ray

Staff: Rodney J. Holland, Chief Administrative Officer

Public: None

Mayor Lindstrom called the meeting to order at 5:30 pm and welcomed those in attendance.

### Agenda:

Resolution 12-13-323 M/S Councillor Storey/ Councillor Ray  
“Motion to adopt the agenda”

Carried

### Delegation:

None

### Minutes:

Resolution 12-13-324 M/S Councillor Ray/Councillor Lepoidevin

“Motion to adopt the minutes of the Regular Meeting held on November 22, 2017”

Carried

Resolution 12-13-325 M/S Councillor Ray/Councillor Lepoidevin

“Motion to adopt the minutes of the Public Hearing held November 22, 2017”

Carried

Resolution 12-13-326 M/S Councillor Ray/Councillor Lepoidevin

“Motion to adopt the minutes of the Special Meeting held November 14, 2017”

Carried

### Business from Previous Meeting:

Councillor Storey noted she'd been unable to attend the previous meeting. After having reviewed the minutes, she noted the discussion regarding the NDIT Intern. She wanted to voice

her support to the proposal to take on an NDIT Intern. She believes this would be a positive initiative for the Village.

Resolution 12-13-327 M/S Councillor Lepoidevin/Councillor Storey  
“Motion to receive Business from Previous Meeting”

Carried

#### **Councillor Reports:**

Councillor Lepoidevin attended the Grad Transitions presentations at FLESS on December 7th. This was his first time participating in this activity. Councillor Lepoidevin found the experience to be quite enjoyable and interesting. Many of the students have developed well thought out, positive plans for their future education and careers. Councillor Lepoidevin also attended the Village Christmas Party. He complimented the organizers of the activities at the party. Councillor Lepoidevin noted its busy at his store which is keeping him very busy.

Councillor Ray dropped by the Senior’s Christmas Luncheon at FLESS on December 9th. The event was very busy. Personally, Councillor Ray has been very busy at work at the school. One of his projects is shop making items for a school raffle in the shop.

Councillor Reyden attended the Village Christmas Party. Councillor Reyden commented on how nice it was to spend an evening together with Council and staff under such festive, happy circumstances.

Councillor Storey noted she’d missed the last Council meeting. She provided a report that covered the past month.

Councillor Storey felt this year’s Remembrance Day Ceremonies were better organized. She commended the Fraser Lake Legion for their work organizing the event. She also noted using the Village sound system to announce persons laying wreaths at the cenotaph was a good improvement.

Councillor Storey attended the Tri Council meeting on November 16, 2017. Councillor Storey feels these meetings are helping to build more positive relationships. At future meetings, she would like to see someone identified to take meeting minutes.

CAO Holland advised he had taken minutes at the Tri Council Meeting.

Councillor Storey attended the Grad Transitions presentations at FLESS on December 7th. She complimented Barb Zang for her organization of the event and the good job she does with the students preparing them for this event.

Councillor Storey participated in the Youth Night at the Legion. This event was provided by the Youth & Child Mental Health Collaborative. This will be the last event for this program. After

two years, program funding has come to an end. Councillor Storey stated the event was well attended and she believes the youth really appreciated the evening.

Councillor Storey participated in the Senior's Christmas Luncheon. One hundred and sixty seniors were served Christmas dinner. Approximately 40 volunteers were involved in the preparation and service of the meal. It was a good event.

Councillor Storey complimented Village staff on the organization of the Village Christmas Party.

Councillor Storey noted the Canada 150 Skate had a very good attendance. Councillor Storey complimented EDO, Dave Christie and Public Works Employee, Zion Cruz for their work organizing the event and installing the lights used for the cosmic skate.

Mayor Lindstrom attended the Village Christmas Party. Both he and his wife enjoyed the event. Mayor Lindstrom thanked staff for organizing the evening.

Mayor Lindstrom attended the Senior's Christmas Luncheon this past Saturday. He'd expected to help serve lunch, however, Anne Letz of Autumn Services took Mayor Lindstrom and his wife to a table and sat them down. He stated he was treated very well and the meal was excellent. Mayor Lindstrom thanked the numerous volunteers who were involved in putting on the luncheon.

Mayor Lindstrom attended a meeting with John Highams and Harold Kraft of ShawCor. ShawCor applies pipeline coatings to pipe prior to their use in energy developments. Pipeline coatings are an important consideration relative to the pipeline's ability to withstand environmental conditions. Using the proper pipeline coating contributes significantly to pipeline safety and longevity. Shaw Cor has been in the business for over 65 years and employs 1,200 Canadian employees. Worldwide, they employ 6,000 employees. Mr. Highams and Mr. Kraft understand there are concerns or reservations around pipeline developments. In advance of the Coastal GasLink Pipeline Project, they are making these presentations to inform Community Leaders about the benefits of the various pipe coating products. There are significant differences between the coating that is considered the bare minimum and the better pipe coatings. The HPPC and 3 LPE coatings are extremely protective and durable. ShawCor believes an informed public will support the development of a safer, more responsible pipeline. Locally, these activities will provide employment opportunities. Application of a concrete jacket known as rock guard is completed in lay down yards at a local level. Application of rock guard is typically done within 30 km of the worksite. ShawCor commits to providing local employment opportunities and training to new employees. Mayor Lindstrom found the presentation to be very informative and interesting.

Mayor Lindstrom attended Minister Todd Stone's presentation at Autumn Services. Minister Stone is running for leadership of the Provincial Liberal Party. Mayor Lindstrom felt Minister Stone spoke well and Mayor Lindstrom appreciated that he stopped to speak in Fraser Lake.

Mayor Lindstrom noted that Andrew Wilkinson, another candidate for the Provincial Liberal Party leadership, will be in Fraser Lake sometime in January 2018.

Resolution 12-13- 328 M/S Councillor Lepoidevin/Councillor Storey  
“Motion to receive Councillor Reports”

Carried

**Accounts Payable and Payroll:**

Resolution 12-13-329 M/S Councillor Ray/Councillor Storey  
“Motion to adopt Accounts Payable and Payroll in the amount of \$91,148.93”

Carried

**Correspondence List:**

Resolution 12-13-330 M/S Councillor Reyden/Councillor Storey  
“Motion to adopt the correspondence List”

Carried

**Business from the CAO:**

RDBN Solid Waste Management Plan Advisory Committee:

The RDBN is reviewing their 10-year Solid Waste Management Plan. This review includes the work of three consultants. They are forming an Advisory Committee to work with the Consultants during this review. CAO Holland noted the SWMP review will address issues around and including solid waste management, recycling and composting. CAO Holland proposes a representative from the Village of Fraser Lake be appointed to sit on the Advisory Committee. If a member of Council is not available, CAO Holland proposes EDO Dave Christie as the Village representative.

Resolution 12-13-331 M/S Councillor Storey/Councillor Reyden

“Motion to appoint Dave Christie to the RDBN Solid Waste Management Advisory Committee as the Village of Fraser Lake representative”

Carried

Recreation Director – Recreation Program Year End Review:

The Village of Fraser Lake Recreation Director has resigned her position as of December 15, 2017. She is leaving the position for personal reasons. In anticipation of Jennel’s departure, CAO Holland asked her to prepare a final report on her 2017 Recreation program. CAO Holland noted for each activity, Jennel provided an overview of the program, what worked well and what she would change. Community based activities such as our Canada Day Celebration, Halloween, and Family Day saw the biggest, most enthusiastic response. Many of the day to

day programs experienced limited participation. The hiking group (Fraser Lake Outdoor Adventure Klub) was the exception. In some cases, day to day activities were cancelled due to lack of registration.

During the Strategic Planning process, there was an indication from Council that a review of the Recreation Program is needed. CAO Holland suggested with the departure of our Recreation Director, it may be the appropriate time to conduct the proposed review.

Councillor Storey suggested the Village approach the YMCA, Vanderhoof, B.C. The YMCA has a long history of providing community recreation. They know what works well and what does not. The YMCA may be willing to review our programming and to provide suggestions.

A discussion followed around hiring a replacement for our Recreation Director. The potential to hire a University Student during their summer break was proposed. CAO Holland advised the plan is to wait until April before hiring a Recreation Director for the 2018 season. Depending on the recommendations from the program review, a University Student may be a good candidate for this role.

#### Tree Canada:

Tree Canada and BCHydro partner to offer funding opportunities for Community Re-greening projects. The Village has received funding through the Tree Canada grant over the past two years. In 2016, the Village planted 11 large trees in the park adjacent to lots 4 & 5 of the Southside Subdivision. These trees were planted in anticipation of relocating the Visitor Centre to that locale. The cost of that project was \$2,700.00. In 2017, the Village received another \$1,800.00 from Tree Canada for Village beautification. Nine flowering trees were planted along the highway corridor, while three additional trees were planted in our cemetery. Administration would like to apply to the Tree Canada grant to fund further planting along the highway corridor. Assuming success of our application, Administration would also like to consider planting drought resistant shrubs on the berm that is adjacent to the RV Park at White Swan Park. As a small community, we are eligible for up to \$3,000.00.

#### Resolution 12-13-332 M/S Councillor Storey/Councillor Reyden

“Motion to apply to Tree Canada for \$3,000.00 to continue our Community beautification project”

Carried

#### 2018 Council Meeting Schedule:

As set out in our Council Procedure Bylaw, each year in December, the Council Meeting Schedule for the coming year is approved and posted. CAO Holland noted two dates that may be considered for cancellation before the Meeting Schedule is posted. Those dates are

September 12<sup>th</sup> and December 26<sup>th</sup>, 2018. September 12<sup>th</sup> falls in the middle of the week set for the 2018 UBCM Conference; September 10-14. December 26, 2018 is a statutory holiday; Boxing Day.

Resolution 12-13-333 M/S Councillor Storey/Councillor Lepoidevin

“Motion to remove September 12<sup>th</sup> and December 26<sup>th</sup> from the 2018 Council Meeting Schedule and to post the remaining dates as the 2018 Village of Fraser Lake Council Meeting Schedule”

Asset Management Research proposal:

Asset Management is one of our three strategic priorities for 2018.

An offer has been received from Milos Posavijak, p. eng, of the University of Waterloo to assist with the advancement of our Asset Management Plan. Mr. Posavijak is an Engineering PhD candidate. His thesis involves development of a more effective and efficient municipal asset management process for small municipalities. Mr. Posavijak recognizes many small municipalities lack the capacity and/or expertise to complete this activity. His research proposal pursues an asset management approach that will make better use of existing information and lead to an industry leading asset management plan. Mr. Posavijak is aware of our capacity limitations; both financially and in terms of human resources. He promises his approach will reduce the impacts on staff time, existing processes and existing information structures. Mr. Posavijak believes our municipality will be able to establish a high functioning asset management plan with his assistance.

Mr. Posavijak will provide his time and expertise free of charge. He will be assisted by two research associates. The \$62,500.00 project cost supports the work of the research assistances. Funding this activity would occur through two funding sources; an FCM grant of \$50,000.00 and \$12,500.00 from the Village of Fraser Lake. Mr. Posavijak will write the FCM application and forward it to us for review and submission. Mr. Posavijak boasts a 100% success rate in his FCM grant applications.

A second funding opportunity comes from UBCM. UBCM provides funding up to \$15,000.00 for Asset Management activities. Administration proposes applying to UBCM for this funding to address the Village's portion of this project. Assuming success in both applications, this project will cost the Village \$2,500.00.

Asset Management planning is a significant undertaking. Referring to the model established by Asset Management BC, our municipality is working in the first quadrant. We have been working diligently to establish the foundation of our Asset Management Plan by locating, inventorying, mapping, maintaining our assets. We have taken steps to establish a current day value for all Village assets. Finally, we have developed policies and procedures to ensure we

are maintaining our Assets on an annual or regular basis. Unfortunately, we do not have the expertise to address all necessary aspects of a complete Asset Management Plan. Like most small communities, we are challenged by our lack of expertise and the associated costs of time and money. We require the assistance of a professional engineer to conduct technical activities such as determining life expectancy projections for buried assets. We also need assistance setting up our long term financial planning that is required. We know there are significant costs looming over the horizon. Our financial planning need to adjust for these anticipated costs and provide a timetable to manage cost associated with replacement of aging infrastructure.

A discussion followed. Council is supportive of this proposal; however, participation would be contingent on success of the FCM grant application for \$50,000.00 and the UBCM grant application for \$10,000.00. This is a 2018 activity. It will need to be considered during 2018 budget discussions.

#### Resolution 12-13-334 M/S Councillor Ray/Councillor Storey

“Motion to apply to UBCM for \$10,000.00 in support of our Asset Management Planning activities and in support of the proposed research project by Milo Posavlijak, p.eng. of the University of Waterloo”

Carried

#### FCM Conference 2018:

The 2018 FCM Conference is scheduled for February 6 to 8<sup>th</sup> in Ottawa, Ontario. The conference theme is “sustainable communities”. CAO Holland brought this conference to Council’s attention for their consideration.

A brief discussion followed around the value of attending this conference relative to cost. No members of Council are attending this year.

#### Arena Ammonia Plan Inspection:

WorkSafeBC recently conducted an inspection on our Ammonia Plant. The Ammonia Plant inspection initiative was precipitated by the tragic events that occurred in Fernie, B.C. CAO Holland advised a number Compliance Orders were received subsequent to this inspection. Significant activities include the update of our written procedures relative to the management of our Ammonia Plant. These updates must reflect current expectations for security of the ammonia plant room, testing of the eye wash station and shower facility flow rates, updating procedures for facility evacuation and ammonia sensor testing. These written updates are being completed. Administration has authorized the purchase of ammonia sensor testing equipment in the amount of \$2,100.00. In 2018, we will also need to install a three-phase ammonia alarm system. The cost of that system is unknown. An estimate is being sought.

A brief discussion followed. Council is supportive of taking the necessary steps to ensure our arena ice plant is maintained and managed in a safe and responsible manner.

**Bio Mass Ash Research Project:**

The Fraser Lake Sawmill and Forest Products Innovations (FPInnovations) have approached the Village with a proposal to partner through the Rural Dividend Fund to conduct a Bio Mass Ash Utilization Research Project. Each year, the Bio Mass Energy industry produces 235,000 tonnes of fly ash. This ash is rich in potassium and phosphates. These elements are essential for the growth of plants and trees.

This proposal came at the last minute. FPInnovations is a University of British Columbia (UBC) Research group. They initially planned to conduct a Fly Ash pelletization research project in the 100 Mile House area. The proposal includes research of the most efficient means of pelletizing fly ash. The pellets are then applied as a soil supplement to both agricultural land and forested sites. The affected land is then monitored for improved growth over an extended period.

This project falls under the Partnership funding stream. The project cost is estimated at \$500,000.00. Funding for this project was already approved for the project in 100 Mile House. Unfortunately, the forest fires in the Cariboo this past summer impacted the viability of this research project. Significant amounts of ash were generated by the forest fires. Those ashes were wind scattered over the entire landscape. Trying to study the application of fly ash to the land under those circumstances was thought to be unproductive. Since our area was less affected by forest fire ash this past summer, our region is more appropriate for this study.

CAO Holland advised, the project will create local employment. Administration has been in contact with leadership at FPInnovations. This project will create opportunities for two full time employees who will learn to manufacture fly ash pellets. Two additional seasonal employees will be employed to apply the ash pellets to various landscapes, including agricultural and new forest settings. FPInnovations has agreed to house their research team at local hotels and to use local services such as restaurants and grocery stores during the research period. They will also conduct their field testing in the RDBN Area D.

Administration contacted Area D Director Mark Parker. He was aware of this proposal. Director Parker stated there would plenty of farmers and ranchers willing to lend access to their land to participate in the study. Currently, the operators of Top Hay in Vanderhoof, B.C. and a local rancher from the Fort Fraser area are applying fly ash to their fields with favourable results. Top Hay is obtaining their supply of fly ash from the Bio Mass plant in MacKenzie, B.C.



CAO Holland explained to Council, this proposal is not without cost. The proposed partnership requires no fee or investment. However, the partnership impacts the Village through the loss of application opportunity. Each year, municipalities with a population under 25,000, are eligible to apply to the Rural Dividend Fund for funding up to \$100,000.00 for one capital project and one project development activity up to \$10,000.00. The Bio Mass Ash Research project will stand as our Capital Project. Administration does not have a Capital Project identified for 2018 that would take precedence over this application to the Rural Dividend Fund. Nor is the Village assured success should we apply for a Capital Project funding other than the Bio Mass Ash Utilization Research Project. However, Council needs to be satisfied the Bio Mass Ash Utilization Research project is their preferred project for our community.

A discussion followed. Council feels the employment opportunities for four persons is a significant consideration. This project also supports the local agriculture community. As the project will develop local expertise in a new enterprise, there is the potential for a new local business; assuming the research outcome is positive.

Resolution 12-13-335 M/S Councillor Storey/Councillor Ray

“Motion to support the application to the Rural Dividend fund under the partnership funding stream in support of the Bio Mass Ash utilization project for up to \$500,000.00”  
Carried

Resolution 12-13-336 M/S Councillor Lepoidevin/ Councillor Storey

“Motion to receive CAO Reports”  
Carried

**Staff Reports:**

CAO Holland presented the Director of Public Works year end quarterly report.

Mayor Lindstrom commented about the amount of work accomplished by our Public Works Department regardless of the significant challenges experienced in 2017. Mayor Lindstrom acknowledged Village staff has been challenged through the loss of staff. He thanked all staff for their perseverance around getting the job done.

Resolution 12-13-337 M/S Councillor Lepoidevin/Councillor Ray

“Motion to receive the staff report”  
Carried

### **Reading List:**

Resolution 12-13-338 M/S Councillor Lepoidevin/Councillor Ray  
“Motion to receive the Reading List”

Carried

Mayor Lindstrom stated he found the information about the quagga and zebra mussel very interesting.

### **New Business:**

Councillor Lepoidevin noted the passing of Dr. Kelly. Councillor Lepoidevin acknowledged Dr. Kelly’s very significant contributions to our community. He was a long term physician in our community.

Councillor Ray reported he is meeting with the students from Nadleh regarding the *Introduction to Firefighting* day. There has been a very good response to this initiative, with 15 students indicating an interest in participating.

Councillor Reyden asked for an update on the Fire Rescue truck.

CAO Holland advised the vehicle has been assessed by an ICBC Adjuster. ICBC has agreed to complete the repairs at the point of manufacture; Phoenix Fire in Red Deer, Alberta. The Fire Rescue truck has been picked up from the Fire Hall and transported to Red Deer. We do not know when the vehicle will be back. A guesstimate of 3 months was provided. In the meantime, should we require use of a similar vehicle, Endako Mine has offered their 1995 Fire Rescue truck. Some investment may be required to use that vehicle; i.e. a new battery, commercial vehicle inspection, insurance.

Councillor Storey asked if we had a bylaw to address commercial trucks parking at the roadside on McMillan Avenue.

CAO Holland advised the Village does have a winter parking bylaw that deals with vehicles obstructing snow removal. With the lack of snow, this circumstance does not apply. The proposed Regulation & Control of Traffic Bylaw No. 789, 2017 is being amended. If that bylaw is adopted by Council, it would address this concern.

Resolution 12-13-339 M/S Councillor Lepoidevin/Councillor Storey  
"Motion to receive new business"

Carried

**Bylaws:**

None

**Next Regular Meeting:**

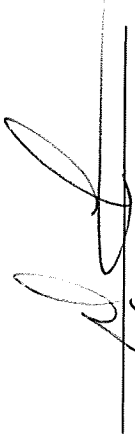
January 10, 2018 at 5:30 pm

**Adjourn:**

Resolution 12-13-340 M Councillor Lepoidevin  
"Motion to adjourn the meeting at 7:26 pm"

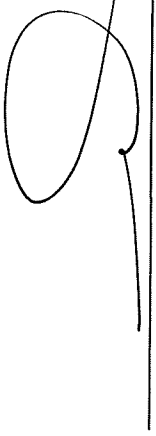
Carried

Certified Correct



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**Dwayne Lindstrom**  
Mayor



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**Rodney J Holland**  
Chief Administrative Officer