



Minutes of the Regular Meeting of Council held May 10, 2017 In the Municipal Hall in Open Forum

Those in Attendance:	Mayor Lindstrom Councillor Reyden Councillor Storey Councillor LePoidevin Councillor Ray
Staff	Rodney J. Holland, Chief Administrative Officer Elizabeth Litke, Director of Finance Vern Hilman, Director of Public Works
Public	Garry Watson
Delegations	Colleen Ballantyne - KPMG

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

Agenda:

Resolution 05-10-135 M/S Councillor Ray/ Councillor Reyden
"Motion to adopt the agenda as presented"

Carried

Delegation:

Colleen Ballantyne of KPMG presented the Independent Auditor's Report relating to the 2016 audit of the Village's Financial Statements and Surplus details. Ms. Ballantyne's presentation is set out in the prepared Financial Statement Presentation, May 10, 2017. A copy was provided to members of Council and senior staff.

This presentation was prepared following the Independent Audit of Village finances. The Auditor's Report presents a clean audit report in respect of the consolidated financial statements. The audit was conducted in accordance with Canadian Public Sector Accounting standards. Ms. Ballantyne made the statement, the audit report indicates our financial practices are "as good as it gets". She noted the Village is in a solid financial position with only \$91,000.00 in debt for the fire truck and \$3.7 M in reserve.

Mayor Lindstrom thanked staff for their good work; keeping our financial practices and policies in order.

Mayor Lindstrom thanked Ms. Ballantyne for her presentation.

Minutes:

Resolution 05-10-136 M/S Councillor Lepoidevin/ Councillor Storey

“Motion to adopt the Regular Meeting minutes from the April 26, 2017 meeting”

Carried

Business Arising from the Minutes:

Councillor Ray noted his name was missed as a member of Council present at the April 26th Regular Meeting of Council. Councillor Ray also asked the name of Chief Larry Nooski be added Councillor Storey noted she had missed the scavenger hunt. The correction was requested.

Council Reports:

Councillor Lepoidevin attended the Moose Hide campaign at FLESS the afternoon of April 27th. He noted there were not a lot of secondary school student in attendance. Councillor Lepoidevin enjoyed the presentation and feels it's good to talk about stopping the violence against women and children. He noted 10 boys had fasted for 24 hour in support of the campaign. After their fast, the students were treated to dinner at Mrs. Parson's place. Councillor Lepoidevin attended the Bicycle Rodeo on May 6th. The event was well attended by both community participants and sponsors. Councillor Lepoidevin noted there were a number of donations from the community. At least 12 or 13 bicycles were donated and handed out to successful participants

Councillor Ray attended the same events. Councillor Ray agreed with Councillor Lepoidevin's comments.

Councillor Storey attended the Day of Mourning ceremony at White Swan Park the morning of April 27th. She also attended the Moose Hide campaign later that same day. She also agreed with Councillor Lepoidevin's comments. Councillor Storey has been wearing the patch of moose hide on her lapel. A number of people have approached Councillor Storey and asked what the patch of leather is about. She says it's a good opportunity to start the conversation. Councillor Storey attended the Raise the Profile Project (RPP) Conference in Prince George, B.C. The RPP relates to seniors. Its goal is to make places sustainable and to keep our seniors out of the health care system. There were a number of small group discussions. Councillor Storey felt it was a great conference. There was a good turnout to this event. This initiative hopes to identify opportunities to keep seniors healthy by preventing social isolation.

Councillor Storey attended the Bike Rodeo. She commended the RCMP for doing a good job organizing the event. Councillor Storey also complemented the persons who donated to that event.

Earlier today, Councillor Storey attended a Child, Youth Mental Health Competency Youth Day event at the legion. It was an event intended to teach youth about mental health and making sure they are taken care of. There was a very good turnout. Councillor Storey hopes this can become an annual event.

Councillor Storey attended NCLGA. She found it was an interesting conference. It was good for networking. The first day Northern Health had a whole day activity. She learned of a large grant of \$200 M for new daycare services. Councillor Storey also enjoyed the Surviving City Hall presentation. This session was about being civil with other members of Council. While at NCLGA Councillor Storey was approached by an area Mayor and asked to run for one of the Director At Large positions at NCLGA. As part of her campaign, she made a speech to the NCLGA attendees. She was elected. Councillor Storey feels this development provides a good opportunity to learn more about what is going on at NCLGA and in our area.

Mayor Lindstrom congratulated Councillor Storey for being elected to the Director at Large position. Mayor Lindstrom attended the NCLGA conference. It was a good networking event but the event was a little bit less than expected. Mayor Lindstrom felt the Provincial Election may have had an influence.

Mayor Lindstrom and CAO Holland took advantage of a tour of the Port of Prince Rupert. The tour went through the whole port system. The Port of Prince Rupert is a well-developed BC Port with significant opportunity to expand.

Mayor Lindstrom, Councillor Storey and CAO Holland met with CN Rail. Mayor Lindstrom discussed the Village interest in installing a water line under the tracks to service the Park Drive residences. Train whistles were also discussed. The Port of Prince Rupert is expecting an increase in the number of daily trains. As train numbers increase, something will need to be done about the train whistling.

Resolution 05-10-137 M/S Councillor Storey/ Councillor Ray
"Motion to receive the Councillor reports"

Carried

Accounts Payable:

Resolution 05-10-138 M/S Councillor Storey/Councillor Ray
"Motion to adopt accounts payable and payroll in the amount of \$167,624.42"

Carried

Correspondence List:

None

Business from the CAO:

Federal Strategic Gas Tax Fund

CAO Holland noted the deadline for a Federal Strategic Priorities Gas Tax Fund submission is quickly approaching. Staff have been gathering information for the three proposed projects that are eligible for this funding. This year the Federal Strategic Priorities Gas Tax Fund is the largest it's ever been at \$180M.

CAO Holland described the Park Drive Water System Extension project. The Village has attempted to complete this project in the past. Unfortunately, there were several influences that prevented or hampered the completion of this project at the time.

This project would install an 8" water line and hydrants to service the 9 residential lots at the end of Park Drive. The cost estimate for this project, which includes a 20% contingency, is \$440,000.00. Although the Federal Strategic Priorities Gas Tax Fund may provide 100% funding, there is no guarantee that level of funding would be received.

A general discussion followed. CAO Holland advised Council any additional costs above grant funding would be borne by the property owners of the 9 residential lots. This cost would be recovered through the levying of a parcel tax. CAO Holland suggests use of the frontage tax and a reasonably lengthy repayment term; suggesting 20 or 25 years to repay any remainder. This will make the cost of this project manageable for the land owners who are subject to this parcel tax.

The owners of 7 of the 9 properties have provided written evidence of their interest in this project. Although they are unwilling to provide a blank cheque for the project, they are interested in access to our community water system; assuming the cost is not excessive.

The second project for discussion was the 4th sewer lagoon. The 4th lagoon is an overflow or catchment lagoon intended to contain effluent during periods of high volume flow. The accumulated liquids would be discharged back through the existing sewer lagoon treatment system when flow rates slow. This application to the Federal Strategic Priorities Gas Tax Fund is for a planning activity. This project would create a shelf ready plan; ready for the next round of funding. This project includes site survey, geotechnical assessment, environmental survey, a review of existing infrastructure, preparation of engineered drawings and provision of the cost estimate of the proposed sewer lagoon. The cost of this planning and design project is estimated at \$42,000.00

The third project for consideration was the heat recapture at the Arena. This is also a planning project proposal. To bring this project to a shelf ready state, our application would be for \$15,000.00. This would prepare the project proposal to a state of readiness for the next round of funding.

CAO Holland advised the Village is eligible to submit two applications. He asked Council to decide which projects should be applied for.

Resolution 05-10-139 M/S Councillor Reyden/Councillor Storey

"Motion to apply to the Federal Strategic Priorities Gas Tax Fund for \$440,000.00 to meet the capital construction cost of extending the community water system, including fire hydrants, to the nine residential lots on Park Drive"

Carried

Resolution 05-10-140 M/S Councillor Reyden/Councillor Storey

"Motion to apply to the Federal Strategic Priorities Gas Tax Fund for \$42,000.00 to conduct the planning and design for the forth sewer lagoon project"

Carried

OCP Update

CAO Holland reports the RDBN Planning Section has offered to assist the Village with the update of our Official Community Plan (OCP). The OCP is a land use planning document for our community. As a standard practice, the OCP is typically updated every 5 years. This process involves consultation with the community with the intent of ensuring the Village has land available within our community for the development of compatible industries or activities. Our OCP was last updated in 2008.

The RDBN Planning staff have offered to complete the OCP Update with the only cost being the recovery of staff wages and travel costs. In 2015 Urban Systems offered to assist the Village with an OCP Update. They estimated the cost of the service at \$50,000.00. The Planning Department at the RDBN just completed the OCP Update for Burns Lake. The cost of that process was \$11,000.00. They have estimated the cost of updating our OCP at \$12,500.00 to \$15,000.00. This is an 8 to 12-month project. The RDBN will do incremental billing so they will bill as they move through the process. The money for this activity has already been set aside in our budget so this is not a new pressure on our budget.

CAO Holland advised the Planning Staff has proposed a contract. This will be presented to the board at the RDBN on May 25th. Until then, we cannot act on this proposed agreement. This report was for information purposes only.

NDIT Community Halls and Recreation Facilities Program

CAO Holland advised the construction of two additional dressing rooms in the arena was discussed during budget discussions. EDO Dave Christie has been in discussion with NDIT to obtain approval to apply for funding under the Community Halls and Recreation Facilities Program. The fund provides up to \$30,000.00 for improvements to our arena. NDIT will allow the Village to apply for this project; regardless of the outstanding parking lot project. The estimate for the overall cost of this project is \$44,000.00. The proposed funding for this project

is dependent on NDIT funding; \$30,000.00 from NDIT and \$14,000.00 from our Community Works fund.

Resolution 05-10-141 M/S Councillor Storey/Councillor Lepoidevin

“Motion to apply to NDIT through the Community Halls and Recreation Facilities Program for \$30,000.00 toward the construction of the two change rooms in our arena”

Carried

Resolution 05-10-142 M/S Councillor Reyden/Councillor Lepoidevin

“Motion to expend an additional \$2,000.00 from our Community Works Fund, for a total of \$14,000.00 to support the construction of two dressing rooms in the arena”

Carried

Rio Tinto

Representatives of Rio Tinto will be attending the Village Office tomorrow morning. The purpose of the visit is to introduce the new regional manager; Andrew Czornohalan. Rio Tinto would also like to discuss spring runoff issues and emergency planning. Rio Tinto is interested in meeting with Fire Chief Pacheco and CAO Holland regarding emergency planning.

Councillor Storey will attend.

Big Bike June 12, 2017

CAO Holland notified Council, the Heart and Stroke Big bike will be in town on June 12, 2017. The Village typically mans a bike, so, staff and Council are encouraged to fund raise and to sign up to ride the big bike.

Councillor Lepoidevin noted he's ridden the bike the last 5 years and he'll commit to it again this year.

Councillor Storey will also ride.

Mayor Lindstrom will also be riding.

Canada Summer Works update

CAO Holland notified Council we have received a call from Canada Summer Works advising we will receive support for our summer student employment through this fund. The caller indicated we will receive 9-weeks funding for the 8 students position we applied for. This is a change from our application. We applied for 16-weeks subsidization for University students and 9-weeks subsidization for High School Students. Our initial application was for a subsidization of \$20,500.00. This reduction by the fund results in a wage subsidy of approximately \$11,500.00. We have hired four University students and will be able to hire two high school students for this summer.

298 McMillan Avenue – SD91 property

CAO Holland provided Council with an update on this initiative. Our Director of Public Works, Vern Hilman conducted an inspection of this building to ensure we are aware of any outstanding maintenance issues. The mechanicals are relatively new. Cluculz Lake Roofing had a look at the roof. It is in good shape and Cluculz Lake Roofing estimates it has another 20-year life expectancy. Cluculz Lake Roofing did voice concern about the lack of ventilation to the roof and has suggested installing 6 roof turbines. And while the roof is opened, Cluculz Lake Roofing suggests blowing in insulation to meet an R60 standard.

The most significant concerns were upgrade of the ceiling insulation, updating of the in-floor heating thermostats, upgrading of the ceiling lighting to LED, replacement or upgrade of the old aluminum framed windows and construction of a vestibule for the west side entrance.

Councillor Storey asked about the in-floor heating. Except for Councillor Storey's office, the other offices are freezing.

Director of Public Works Vern Hilman and members of council discussed heating this building.

CAO Holland explained this matter was placed on the agenda in the hopes of discussing an application to NDIT through their Economic Diversification Fund. CAO Holland stated we don't have enough information to make a creditable application to NDIT. The Village of Fraser Lake has already submitted our expression of interest to SD91. The Village will be considered for this building. We don't know what SD91 will be asking for the building. We are also hoping to acquire more information about the maintenance and heating costs of the building.

Communications

CAO Holland referred to the Communications Plan that is listed on the Reading List. CAO Holland advised this plan was developed in 2014. NDIT CEO Joel McKay has offered to provide a communications workshop for Council and a second workshop for staff. This workshop has yet to be scheduled. With the constant evolution of Social Media, this workshop will provide an opportunity to learn about the current day management of our communications. In the meantime, Administrative Assistant, Laura McMaster has agreed to provide service on weekends and after hours when events such as a larger scale water outage occurs in our Village. These notices will be published on our Webpage. A Facebook notice will also be posted, referring people to our website.

Mayor Lindstrom stated the proposed workshop will be a good thing. Having an up to date communications plan will ensure our communications are strategic and appropriate.

A general discussion followed.

CAO Holland advised NDIT has offered to provide the Village with these workshops for free. Administration will identify a date when NDIT and Council is available. This workshop can be scheduled for a special meeting.

Resolution 05-10-143 M/S Councillor Storey/Councillor Ray

“Motion to receive CAO Reports”

Carried

Staff Reports:

Recreation – Mouse Mountain Days update

CAO Holland provided an update on Mouse Mountain Day preparation on behalf of our Recreation Director Jennel Harder. Mouse Mountain Days are a big event in our community. This project is on track. The project continues to operate on a \$15,000.00 budget. In 2016 this event enjoyed the benefit of \$4,000.00 in corporate sponsorship. With the Northern Gateway project scaling, back, their corporate sponsorship is doubtful.

Mayor Lindstrom suggested we contact Kyle Giddens of TransCanada. Mr. Giddens has indicated an interest in identifying projects in Fraser Lake that TransCanada can partner on.

The Fraser Lake Ambassador pageant was discussed. Councillor Storey has been looking for volunteers to assist with this event. Councillor Storey has coordinated this event in the past, however, she is also busy with the slo pitch tournament. She hopes two or three volunteers can be identified to take on this initiative. Councillor Storey would be interested in working with the volunteers to make this event happen.

Councillor Ray stated he would like to see a First Nations component in this year's event.

CAO Holland advised an invitation has been extended to both Stellaquo and Nadleh.

Councillor Storey felt this might be a good topic for discussion at the next Tri Council meeting.

Direct of Public Works – Quarterly update.

Vern Hilman presented a written update on 2017 projects. He confirmed Council had read the report and offered to answer questions.

Mayor Lindstrom asked if the 4th lagoon would eliminate discharge into the lake.

Direct of Public Works stated the 4th lagoon would act as a collector cell. When effluent volumes reduced, following spring run off, the volume in lagoon 4 would be returned to the sewer treatment system. That water would be treated again and discharged into the lake.

Director of Public Works Vern Hilman reviewed the project list and provided an update.

Resolution 05-10-144 M/S Councillor Ray/Councillor Storey

“Motion to receive staff reports”

Carried

Reading List:

Resolution 05-10-145 M/S Councillor Ray/Councillor Reyden
"Motion to receive the Reading List"

Carried

New Business:

Councillor Lepoidevin stated he'd received a phone call about the walking trail adjacent to the highway between Senior Duggies and Chowsunket. A utility pole had been replaced. The contractor that replaced the utility pole damaged the lawn and left clumps of dirt on our walking trail.

Director of Public Works Vern Hilman stated Public Works cleaned up this damage last week. This included filling the ruts with soil and applying new gravel to the walking trail.

Mayor Lindstrom felt this repair was Hydro's responsibility.

Director of Public Works stated Hydro did back blade the ruts but additional repair was required.

Councillor Lepoidevin asked about applying new shale to the two ball fields. The existing shale has broken down and needs to be supplemented. Councillor Lepoidevin believes the ball league put the shale on these fields around 15 years ago. New shale is expensive. Councillor Lepoidevin would like Administration to determine if there are any funding opportunities available.

A general discussion followed about the condition of our ball fields and dug outs.

Councillor Storey has been working with Stellaquo and Nadleh to schedule the next Tri Council Meeting. Councillor Storey is hoping this meeting can happen before summer. Best potential dates were discussed. Council will advise Councillor Storey of the date ranges they are available.

Councillor Storey noted the Scholarship Foundation meeting is scheduled for Wednesday May 17th at FLESS. Councillor Ray has offered to attend.

Councillor Storey would like a memorial bench or plaque on the south side of the rock. She believes a memorial bench would commemorate our injured or killed workers.

Director of Public Works Vern Hilman stated there is a bench in White Swan Park that can be repositioned to this area.

Councillor Storey suggested maybe West Fraser would donate a bench.

Councillor Storey reminded Council of the RCMP Open House on June 2nd. She's not seen any advertisement yet.

Councillor Lepoidevin stated the advertisement would be out soon.

Resolution 05-10-146 M/S Councillor Storey/Councillor Lepoidevin
"Motion to receive new business"

Carried

Bylaws:

Resolution 05-10-147 M/S Councillor Ray/Councillor Lepoidevin
"Move the 4th and final reading of Bylaw 786, 2017 Tax Rates"

Carried

Resolution 05-10-148 M/S Councillor Storey/ Councillor Lepoidevin
"Move the first two reading of Bylaw 784, 2017 Council Procedure Bylaw"

Carried

Next Meeting of Council:


Resolution 05-10-149 Councillor Reyden / Councillor LePoidevin
"That the next meeting of Council be held on May24, 2017 at 5:30 pm"

Carried

Resolution 05-10-150 M/ Councillor LePoidevin
"That the meeting adjourns at 7:47 pm."

Carried

Certified Correct


Dwayne Lindstrom
Mayor
Rodney J Holland
Chief Administrative Officer