

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

Those in Attendance: Mayor Lindstrom  
Councillor Reyden  
Councillor Storey  
Councillor Ray

Staff: Rodney J. Holland, Chief Administrative Officer

Public: Sgt Jason Slater – Fraser Lake RCMP  
Constable Nathan Smith  
Constable Lance Kim

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

**Agenda:**

Resolution 09-13-241 M/S Councillor Storey/ Councillor Ray  
“Motion to adopt the agenda”

Carried

**Delegation:**

Sgt Jason Slater presented two quarterly reports covering the time span from April 1, 2017 to present.

Sgt Slater noted the busy wildfire season this past summer. Policing resources were stretched thin.

Most crime types were consistent with previous year activity when compared with 2016 statistics for the same period. Vandalism complaints were up slightly. A local youth and his family have been spoken too. Sgt Slater believes that intervention addressed the problem. The members of the detachment have been more active with traffic enforcement. Recognizing most of those drivers being stopped have a pretty clean driving record, the member of the local detachment has been handing out a high percent of written warnings.

During the first quarter, Calls for Service totalled 336. From July to September, the detachment received 273 Calls for Service.

The detachment staffing is full strength. With the return of school, the detachment is again involved in school liaison activities. Outside of school, the detachment members are making patrols to the skateboard park as an effort to interact with our local youth and to provide a deterrent against vandalism and other inappropriate activities.

Sgt Slater has been working to obtain a UTV for the detachment. He hopes this vehicle will be delivered shortly. The vehicle will be equipped with lights and siren. It will be used for joint patrols with the Conservation Officer Service this Fall and patrol of local trails next summer. Bulkley Valley SAR will be in Fraser Lake next week. BVSAR has agreed to conduct a sonar search of the lake bottom. They will be looking for evidence of a plane that was believed to have crashed in the lake in the early 1970's. Sgt Slater would like to recover conclusive evidence of the crash to provide closure for the family and the investigation.

The planned boat patrols on area lakes were not possible this year due to other developments such as the forest fires. However, water patrols are planned for 2018.

Constable Nathan Smith is scheduled to attend DARE training next month. The detachment will provide the DARE program to students in Fraser Lake schools.

Constable Lance Kim has been assigned the duty of School Liaison for FLESS.

Constable Paul Madin will be arriving at the detachment shortly. Constable Madin originates from Kamloops, B.C. Constable Pawchuck will be Constable Madin's trainer.

Sgt Slater mentioned he would like to see the Fraser Lake Fire Department responding to roadside grass or debris fires. Sgt Slater has approached Management at North District with the hope of developing an agreement with the municipality to permit Fire Department response to outlying areas.

Constable Nathan Smith presented on his CAPRA project. Completion of a CAPRA project is a requirement for cadets during their 6 month field training process. It challenges them to review and identify solutions to community issues.

Constable Nathan Smith chose to consider solutions for vehicles speeding through Fraser Lake along the Highway 16 corridor.

Constable Smith noted the Detachment regularly receives reports of motorists speeding through Fraser Lake. The speed limit on Highway 16 drops from 100 km/hour to 50 km/hour over a short distance. The detachment members have been devoting a fair amount of time to speed enforcement on Highway 16. Most people are not being fined as they are not habitual offenders. Many of these motorists comment they were not aware of the speed limit reduction.

Constable Smith referred to a study by the American Automotive Association. The study indicated when a pedestrian is struck by a vehicle travelling at a rate of 70 km/hr or more, there is a 90 percent chance there will be an injury and a 50 percent chance the pedestrian will die. The Department of Transportation of the United Kingdom found that decreasing speeds from 60 km/hr to 50 km/hour produces a 20 percent drop in pedestrian accidents and a 50 percent drop in pedestrian fatalities.

During Constable Smith's examination of this issue, he took his personal vehicle out to the roadside. Using a hand-held radar gun, he monitored traffic travelling through Fraser Lake on the Highway 16 corridor. Of the 100 cars monitored none obeyed the speed limit. 42 or 100 cars were travelling 5 km/hr over the speed limit. 41 cars were travelling 10 km/hr over the speed limit. 17 of the 100 were exceeding the speed limit by over 20 km/hr.

Constable Smith noted two areas where pedestrians cross the highway in our Village. The first is from Carrier Crescent on the north side of the highway to the Corner Store on the south. This pedestrian cross is not assisted by a traffic light. The second pedestrian crossing is at



Chowsunket Street from the Town Pantry to the Medical Clinic and Silver Birch Lodge. This location does have a pedestrian crossing light.

Constable Smith noted most pedestrians crossing at these locations are small children and seniors. Most middle age persons, aged 25 to 55 are driving across the highway. Of interested, he noted that statistically the drivers most likely to be involved in a collision with a pedestrian collision are 35-year-old males.

Constable Smith feels the solution may in part be using an electronic speed sign. These signs produce a reduction in vehicle speed over the short term. Unfortunately, drivers who encounter these speed signs on a reoccurring basis have a reduced effect after the first three days. He suggested a mobile speed sign may be more effective. It could be used around town in school zones and construction sites. A trailer mounted speed sign would cost up to \$6,000.00. A nice feature of these signs is a data collection capability. This data can be downloaded to obtain information about how many vehicles are speeding, at what time and on what days. This would allow local police to better target their enforcement efforts.

Although there are not that many pedestrian collisions in Northern B.C., the fatality rate is much higher than other parts of the province. About 7 percent of the pedestrians involved in motor vehicle collisions in the North are killed.

Constable Smith recognized the proposal of a speed sign is an expensive acquisition, however, it was brought to Council's attention for their consideration.

Mayor Lindstrom thanked Sgt Slater and Constable Smith for their presentations.

#### **Minutes:**

Resolution 09-13-242 M/S Councillor Reyden / Councillor Storey

"Motion to adopt the minutes of the Regular Meeting held on August 23, 2017"

Carried

#### **Business Arising from the Minutes:**

None

#### **Councillor Reports:**

Councillor Ray had nothing to report. He stated he's been busy being back at the school.

Councillor Reyden had nothing to report

Councillor Storey attended the fundraiser for the MacLeod family at the Legion this past Friday. She commended the Legion for the work that went into the event. The fundraiser brought in over \$5,000.00 for the MacLeod family. It was an interesting fundraiser. Thirty nine chairs were auctioned off plus donations were received at the door. All proceeds have gone to the MacLeod family.

Councillor Storey also attended the Local Government Association meeting. Councillor Storey stated she enjoyed the meeting. She noted the 2018 NCLGA Conference will be in Fort Nelson, B.C. She's had the opportunity to take a peak at the Agenda for that conference and believes it will be an interesting event. The NCLGA board would like to ensure Councils are kept abreast of the activities of the NCLGA .

Mayor Lindstrom attended NDIT on Friday September 8<sup>th</sup>. At the meeting, he provided an update on the initiatives we have undertaken in our community. The NDIT EDO mentioned NDIT has money for kayaks and other recreational equipment purchases. The EDO felt either of these items would be a good compliment to our Northern Health canoe program. Mayor Lindstrom stated he would like to discuss an application to fund the purchase of a couple kayaks or paddleboards in New Business.

Resolution 09-13-243 M/S Councillor Ray/Councillor Reyden

"Motion to receive Councillor Reports"

Carried

#### **Accounts Payable and Payroll:**

Resolution 09-13-244 M/S Councillor Reyden/Councillor Ray

"Motion to adopt Accounts Payable and Payroll in the amount of \$355,449.55"

Carried

Councillor Reyden asked for more information about the \$1,600.00 donation to the Fraser Lake Fire Department; cheque 26844.

CAO Holland will bring the requested information back to Council on the October 11<sup>th</sup> Regular Meeting of Council.

#### **Correspondence List:**

Resolution 09-13-245 M/S Councillor Storey/Councillor Reyden

"Motion to receive the Correspondence List"

Carried

#### **Business from the CAO:**

Village of Fraser Lake Working Alone policy:

CAO Holland presented a proposal for the *Village of Fraser Lake Working Alone policy*. Current legislation requires written policy and procedures to ensure employees are provided a comprehensive orientation, informed of their duties, informed of worksite hazards and provided strategies to mitigate those hazards. Both the supervisor and employee are expected to work together to develop these strategies that will mitigate the risk associated with *high risk* worksites or work activities. This may include issuance of Personal Protective Gear, establishing a check in schedule or by other means. The policy also sets out circumstances under which our employees will not be permitted to work alone. The proposed policy has been reviewed by a



WorksafeBC representative. Following his review of the policy, he indicated this policy meets current WorkSafe requirements.

Resolution 09-13-246 M/S Councillor Reyden/Councillor Storey  
"Motion to adopt the Village of Fraser Lake Work Alone Policy"

Carried

#### Water Hydrant Excavation:

CAO Holland updated Council on the Water Hydrant excavation that was completed this past week on Tunasa Crescent adjacent to the Water Treatment facility. This maintenance project was budgeted for in the current year. The excavation was necessary to address a potential water leak. A leak was located. Our spare hydrant replaced the leaking hydrant. The old hydrant will be rebuilt and will become our new spare. Although the old hydrant is old technology, once rebuilt, it will be sufficient as a replacement.

#### Northern Health Update:

CAO Holland presented a Northern Health update on behalf of Ms. April Hughes. Council was very happy to hear Dr. Don Curtis is moving to Fraser Lake. Once settled, Dr. Curtis will provide full time service at our Medical Clinic. Council is interested in meeting Doctor Curtis and to welcome him to our community.

#### OCP Update:

CAO Holland presented the staff report as prepared by personnel of the RDBN Planning Department. Next steps include establishment of a working group. The number of Fraser Lake residents who volunteered to participate on our Working Group is limited. CAO Holland would like to see a working group that provides representation from youth, middle age and seniors. A discussion was held regarding potential candidates. Administration will follow up with the proposed candidates to see if any are interested in participating.

#### Casual Employment:

CAO Holland updated Council on recent hiring of two casual employees. A front counter receptionist has been hired on a temporary basis until that position can be filled permanently. Over the past three weeks, our Administrative Assistant has been understudying under our Director of Finance in anticipation of filling the gap that is anticipated at the end of the week when the Director of Finance role will become vacant.

A discussion followed around plans for the two Administrative positions; the Director of Finance and Administrative Assistant. Council prefers to provide the opportunity to staff first, if they are willing to take on the role.

CAO Holland noted, the financial position will be a developmental position. The new Financial Clerk will benefit from training and attendance to finance based conferences such as the GFOA scheduled for November 2017. CAO Holland also noted this position would come with additional responsibility; not only for self development but also in the management of our Village financial processes.

Resolution 09-13-247 M/S Councillor Ray/Councillor Reyden

“Motion to appoint Laura McMaster as the Financial Clerk for the Village of Fraser Lake”

Carried

Resolution 09-13-248 M/S Councillor Storey/Councillor Reyden

“Motion to provide Laura McMaster, as the Village of Fraser Lake’s Financial Clerk, signing authority on Village of Fraser Lake Bank Accounts, Village cheques and to act as the Village credit card coordinator”

Carried

A discussion was held regarding compensation for the Financial Clerk. This new role. A higher level of responsibility accompanies the role of Financial Clerk for the Village of Fraser Lake.

Resolution 09-13-249 M/S Councillor Reyden/Councillor Ray

“Motion to provide Laura McMaster a \$5,000.00 raise in recognition of her new position and level of responsibility as the Financial Clerk for the Village of Fraser Lake. And after 6 months of successful completion of the duties of Financial Clerk, Laura McMaster will receive an additional \$5,000.00 increase in salary”

Carried

#### Aviva Community Fund

CAO Holland presented this funding opportunity. The Aviva Community Fund provides funding for healthy community initiatives. This fund is 100 percent funding. Administration proposes an application to complete a small portion of the projects identified through the Sidewalk & Walking Trail Feasibility Study. Administration suggests applying for funding to purchase and install benches, garbage cans, recycling receptacles and signage.

Resolution 09-13-250 M/S Councillor Storey/Councillor Ray

“Motion to apply to the Aviva Community Fund for a project under \$50,000.00 to improve our community sidewalks and walking trails”

Carried

#### Good Neighbour Bylaw:

CAO Holland requested further discussion of the Good Neighbour Bylaw proposal. The proposal regulates activities that are most often reported to Village Administration as a concern. Council has the authority to impose obligations on local residents in the name of good governance of the community. The proposed bylaw is simply a suggestion on how we might regulate a few of the issues that are occurring in our community. CAO Holland asked Council to provide feedback on their review or assessment of the proposal. Do they feel the Bylaw would fit the character of the community?

Councillor Ray voiced his concern about implementing the Bylaw as proposed. In his opinion, people in Fraser Lake prefer less regulation. Main points of concern included dictating the number of animals a



person can own, or the number of uninsured vehicles that can be parked on a driveway. As an example, Councillor Ray cited mud bog vehicles. Most of those vehicles are never insured. As the bylaw is written, those vehicles would be in contravention. Councillor Ray would also like Noise regulation to take effect at 11:00 pm versus 10:00 pm; as set out in the proposal.

Mayor Lindstrom agreed with the comment about unlicensed vehicles. Mayor Lindstrom stated there is a difference between seasonal vehicles and junk vehicles. The bylaw should only be addressing junk vehicles.

Councillor Reyden commented there would probably be only 3 or 4 households in the Village who would be effected by this bylaw. Most of our residents do a good job maintaining their properties and being courteous of their neighbours. He feels vehicles stored in the back yard, behind the residences are less of a concern than those in the front yard. Vehicles that are not visible from the street should be dealt with differently.

Councillor Storey is concerned residents would see this bylaw as telling people how to live. She is not supportive of regulating the number of vehicles that can be parked or stored in a yard. She was also concerned about the limitation of the number of employees for a home-based business. She would prefer to support home based businesses by removing that aspect of the bylaw.

CAO Holland noted the Village lacks a mechanism to address the issues highlighted in the Good Neighbour Bylaw. It is Council's decision to make, whether to regulate property maintenance, control of noxious weeds, to regulate the number of derelict vehicles stored in a year, whether property owners or occupants have responsibilities when their fence falls into disrepair, to impose obligations or limitations to other nuisances and the management of derelict buildings. The Good Neighbour Booklet refers to other bylaws that have yet to be re-written; such as the Animal Control Bylaw and the Water Sprinkling Bylaw. Bylaws and Resolutions of Council are the required mechanism that allows Council to impose obligations on residents, property owners and visitors to our community. Although Council may choose to direct small or significant changes to the Bylaw proposal, the intention is to develop an effective mechanism to address these issues. This initiative is not intended to generate income for the Village through issuance of Bylaw tickets. Instead, the intention is to provide guide lines to our residents for the management of property and to create a mechanism where the Village can address non-compliance.

It was agreed this requires further consideration. Council will review the Good Neighbour Bylaw proposal and consider alterations or alternatives. How should the Village address those issues?

Traffic Control Bylaw:

This Bylaw proposal also requires further consideration. Council will review this Bylaw in depth. The proposal will be discussed on October 11, 2017.

**Strategic Planning:**

CAO Holland proposes to conduct a strategic planning session in November 2017. The priorities identified in 2015 have all been accomplished. With one year remaining in Council's current mandate, it would be beneficial to everyone involved to have a strategic plan for work that will benefit the community and should be advanced over the coming year.

Council agrees this will be a worthwhile endeavour.

CAO Holland will identify a couple of dates and determine Council's availability. This process will require up to two sessions; 4 hours per session.

**Supplementary Agenda:**

CAO Holland advised Council of the Regional Business Forum scheduled for September 19th. This forum was only recently advertised. Mayor Lindstrom and EDO Dave Christie are scheduled to attend. There appears to be an interesting agenda. This is brought forward for Council's information.

**Transit Related Improvements:**

The Regional Transit Planning Committee has asked if we need any transit related improvement that would enhance our community transportation service. Examples provided by the committee include benches or garage cans.

A discussion followed. Signage and pamphlets are thought to be the most obvious needs.

**UBCM Business:**

MIABC will hold its AGM on Tuesday September 26, 2017 at 4:00 pm. All elected officials are welcome to attend. If the Village would like to identify a voting representative, an appointment from Council is required.

**Resolution 09-13-251 M/S Councillor Reyden/Councillor Ray**

"Motion to appoint Councillor Storey as the voting representative for the Village of Fraser Lake for the 2017 MIABC AGM"

Carried

**Resolution 09-13-252 M/S Councillor Reyden/Councillor Storey**

"Motion to receive the CAO Reports"

Carried

**Staff Reports:**

None



### **Reading List:**

Resolution 09-13-253 M/S Councillor Storey/Councillor Reyden

"Motion to receive the Supplemental Reading List"

Carried

### **New Business:**

Councillor Ray would like to provide a drop-in hockey program to FLESS students on Wednesday mornings. He is planning a one hour time slot per week. FLESS is not offering the High School Hockey program this year. Councillor Ray does not want to see High School Hockey to come to an end in the community.

CAO Holland noted the Village has a joint user's agreement with School District 91. FLESS has access to the arena Monday to Friday during school hours; assuming they supply an Arena Awareness certified staff person during their usage. The ice user's schedule has been established, so, as long as Councillor Ray's program does not conflict with the established schedule, this will work.

Councillor Reyden complimented our Recreation Director Jennel Harder for her article in the most recent Northern Health magazine. For those who have not seen the article, it was three full pages highlighting all the good things that are going on in Fraser Lake.

Councillor Reyden also commented on the amount of gravel that remains on our streets following crack sealing this summer. Some of the residents on Taluk Avenue have raked their ditches and there are piles of gravel awaiting pick up on the road side.

CAO Holland advised our street sweeper is still undergoing mechanical repairs. Public Works did sweep the streets with the bobcat and sweeper attachment. This cleared the streets but it probably contributed the amount of debris in the ditches. Public Works will be asked to pick up the piles of gravel.

Councillor Storey asked about preparations for Remembrance Day. She would like to see advance planning for this year's observance or ensure it is properly organized.

Councillor Ray stated he would like to see the Chiefs from Stellaquo and Nadleh invited to lay their wreaths at the same time or immediately following the Village of Fraser Lake representative.

Councillor Storey confirmed the Tri Council Meeting has been scheduled for Tuesday September 19<sup>th</sup> at 5:00 pm. The meeting will be held at Stellaquo.

Councillor Storey voiced her frustration with the Fraser Lake Community Endowment Fund. She is the Council appointed liaison for this initiative. She would like to review meeting notes and view of copy of the constitution.

Councillor Storey noted Fort St. James has a sailing program. The program is funded by the government. If possible, she would like a sailing program in Fraser Lake next year.

Councillor Storey would also like an article in the next Village Newsletter reminding residents to be *bear aware*.

Mayor Lindstrom provided an update on the Highway 16 Transit initiative as received from the RDBN. The Transit bus has been full every week as it travels from Burns Lake to Prince George, B.C. There has also been high ridership from Burns Lake to Smithers, B.C. In August, the bus was too full to pick up several passengers in Stellaquo and Saik'uz. The RDBN and BC Transit are very happy with ridership. If this level of ridership continues, bus size will likely increase next year to allow greater capacity. Possibly a 30-passenger bus.

Resolution 09-13-254 M/S Councillor Storey/Councillor Ray

"Motion to apply to NDIT for up to \$3,500.00 to fund the purchase of either kayaks or paddleboards for our recreation program"

Carried

Councillor Ray stated he would like to discuss Fire Services to rural areas at the October 11<sup>th</sup> Council meeting.

Resolution 09-13-255 M/S Councillor Storey/Councillor Reyden

"Motion to receive new business"

Carried

#### **Bylaws:**

Village of Fraser Lake Re Zoning Bylaw No. 787, 2017, to amend Village of Fraser Lake Zoning Bylaw No. 683, 2008

CAO Holland noted the outcome of the Public Hearing where no public attended, there were no written submissions and there was no response from the letter sent to property owners within 30 meters of Lot 1, Southside Subdivision. This bylaw will amend the list of permitted uses for Lot 1 to include machine shop, however, this property will retain its current zoning as C2 Highway Commercial.



Resolution 09-13-256 M/S Councillor Ray/Councillor Reyden

"Move the third reading of Re-Zoning Bylaw No. 787, 2017 to amend Village of Fraser Lake Zoning Bylaw No. 683, 2008 to add Machine Shop as a Permitted Use for Lot 1 of the Southside Subdivision"

Carried

Resolution 09-13-257 M/S Councillor Storey/Councillor Reyden

"Motion to complete the forth and final reading of Re-Zoning Bylaw No. 787, 2017, to amend Village of Fraser Lake Bylaw No. 683, 2008 in accordance with Section 38(5) of the Village of Fraser Lake Council Procedure Bylaw No. 784, 2017"

Carried

Resolution 09-13-258 M/S Councillor Reyden/Councillor Storey

"Move the 4<sup>th</sup> and final reading of Re-Zoning Bylaw No. 787, 2017 to amend Village of Fraser Lake Bylaw No. 683, 2008"

Carried

**Adjourn:**

Resolution 09-13-259 M Councillor Storey

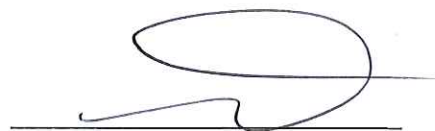
"Motion to adjourn the meeting at 8:31 pm"

Carried

Certified Correct



**Dwayne Lindstrom**  
Mayor



**Rodney J Holland**  
Chief Administrative Officer