



MINUTES OF THE REGULAR MEETING OF COUNCIL FOR THE CORPORATION OF THE VILLAGE OF BURNS LAKE HELD IN COUNCIL CHAMBERS ON Wednesday, May 10, 2017 AT 7:00 PM

PRESENT

Mayor C. Beach
Councillor K. Holliday
Councillor M. Riis-Christianson
Council S. Schienbein
Councillor J. Illes
CAO S. Worthing
Director of Finance B. Crossman
Economic Development Officer V. Anderson
Director of Protective Services R. Krause
Director of Public Works D. Ross
City Clerk R. Billard

GUESTS

Doug MacDonald - ICBC
Staff Sgt. Charlotte Peters – Burns Lake RCMP Detachment
Jesse Bird – FireSmart Coordinator

PUBLIC

Randi Amendt
Rick Pooley
Kristy Bjarnason

MEDIA

Flavio Nienow – Lakes District News

CALL TO ORDER

Mayor C. Beach called the meeting to order at 7 pm.

APPROVAL OF AGENDA

It was moved and seconded by Council

2017-05-10: 184

THAT additional item NCLGA Summary – 62 Annual Convention and AGM – Councillor K. Holliday be added under section (7) MAYOR, COUNCILLOR and CAO REPORTS;

THAT additional items (g and h) be added under section (10) Original Communications – Action;

THAT additional item Lakes District Economic Diversification Committee Memorandum – Councillor M. Riis-Christianson be added under Business Arising;

AND THAT the Agenda for this meeting be approved as amended.

CARRIED

PUBLIC AND STATUTORY HEARINGS; AND READINGS OR ADOPTIONS

Village of Burns Lake Five Year Financial Plan No. 973,
2017

It was moved and seconded by Council

2017-05-10: 185

THAT the Village of Burns Lake Five Year Financial Plan Bylaw No. 973, 2017 be adopted.

CARRIED

Village of Burns Lake Tax Rate Bylaw No. 974, 2017

It was moved and seconded by Council

2017-05-10: 186

THAT the Village of Burns Lake Tax Rate Bylaw No. 974, 2017 be adopted.

CARRIED

PUBLIC COMMENT

Rick Pooley

- R. Pooley stated he had a chance to read about Council's plans for an Economic Development Task Force. He applauded Council for taking action. He expressed his concern that Council were taking a hands off approach regarding local Post Secondary Education opportunities. He said he is concerned about the decrease in salaries and job positions at the College of New Caledonia Lakes District Campus. He suggested that it would improve local economic diversity opportunities if Council would agree to look at all aspects, including Post Secondary Education opportunities. He asked Council if Post Secondary Education service providers would be included in Council's Economic Development Task force plans.

DELEGATIONS

ICBC – Doug MacDonald

- The delegate from ICBC, Doug MacDonald provided information on distracted driving, in particular cell phone use.

- D. MacDonald discussed accidents and accident prevention
- D. MacDonald congratulated the Village of Burns Lake for participating in an ICBC decal program beginning in March 2017 whereby Village vehicles have been displaying distracted driving decals.
- ICBC runs two distracted driving campaigns in March and September annually.
- D. MacDonald presented an ICBC 'Preventing Distracted Driving in your Community' plaque to Council.
- Council thanked D. MacDonald for his presentation.
- Council said that the Village of Burns Lake was happy to take part in such a great program.

RCMP

- The delegate from the Burns Lake RCMP detachment, Staff Sgt. Charlotte Peters presented a quarterly update.
- Staff Sgt. Peters expressed concerns regarding a recent spike in mental health calls.
- A discussion took place about the challenges surrounding mental health issues in Burns Lake after hours.
- A discussion took place regarding the number of available Health Care professionals.
- Staff Sgt. Peters discussed the success of the Mayor and Staff Sgt.'s Breakfast as a community engagement event.
- St. Sgt. Peters informed Council that the Burns Lake Citizens on Patrol Society is now back up and running.
- Staff Sgt. Peters said she would be attending the June 8th Mayor and Staff Sgt.'s Breakfast.
- Staff Sgt. Peters said the Burns Lake RCMP Detachment has recently completed an Annual Performance Plan based on community feedback.
- The RCMP are planning targeted enforcement at several designated hot spots in the Village of Burns Lake.
- Staff noted that the Village is working with the RCMP to remove trees and undergrowth at the Highway 35 - Pioneer Way right of way to create visibility and that neighbours are supportive of this action.
- A discussion took place about the Mental Health Act and available medical professionals.
- A discussion took place about Citizens on Patrol.

- Council thanked and congratulated Staff Sgt. Peters for her efforts in connecting with the Village and for making the community a safer place.

ADOPTION OF MINUTES

It was moved and seconded by Council

2017-05-10: 187

THAT the April 19, 2017 minutes of the Regular Meeting of Council be adopted as amended;

AND THAT the April 24, 2017 minutes of the Special Meeting of Council be adopted.

CARRIED

MAYOR'S, COUNCILLOR'S, C.A.O.'S REPORTS

Mayor C. Beach

- Mayor Beach attended a Northwest BC Resource Benefits Alliance meeting at the Burns Lake and District Chamber of Commerce.
- Mayor Beach attended the Mayor and Staff Sgt.'s Breakfast event with Staff Sgt. Peters from the Burns Lake RCMP detachment.
- Mayor Beach was invited to swear in new directors of the Burns Lake and District Chamber of Commerce.
- Mayor Beach participated in a sustainability teleconference.
- Mayor Beach attended an All Candidates Forum for the Provincial election
- Mayor Beach congratulated to John Rustad on his election win and requested that a letter of congratulations be sent to him.
- Mayor Beach attended NCLGA in Terrace. He noted that a nurse practitioners resolution was endorsed by NCLGA.
- Mayor Beach attended a Strategic Planning Meeting.
- Mayor Beach attended his first adult bike camp.
- Mayor Beach said he has recently attended a lot of events at the Lakeside Multiplex and noted that a lot of events have been happening at the Multiplex Mayor Beach noted that an Autism Workshop was well attended, as well as a health fair and the MacMillan Space Program event.
- Mayor Beach said the Multiplex is a community centre and a hub for community activity and is not just about sports.

- Mayor Beach expressed the importance of notifying the community of any changes to the Lakeside Multiplex.

Councillor J. Illes

- Councillor Illes gave an overview of a recent Regional District of Bulkley Nechako Board of Directors meeting.
- Councillor Illes said Dr. David Snadden – rural medicine - gave a great presentation.
- Councillor J. Illes said the Nechako Valley Regional Cattlemen’s Association – Vanderhoof gave a great presentation.
- Councillor Illes expressed his concerns about foreign ownership of Canadian farms.
- Councillor Illes said he attended a debrief with the Village of Burns Lake’s financial auditor.

Councillor K. Holliday

- Councillor Holliday presented her report –NCLGA Summary – 62nd Annual Convention and AGM to Council.
- Councillor Holliday said she had a great experience at NCLGA and that it was inspiring to learn more about the Terrace area.
- Councillor Holliday congratulated the Lakes District News on their excellent editorial.

Councillor S. Schienbein

- Nothing to report

Councillor M. Riis-Christianson

- Councillor Riis-Christianson attended a May 6th FireSmart event.

CAO S. Worthing

- CAO Worthing announced that the Village of Burns Lake was presented with an award at NCLGA for the best-crafted Resolution.
- CAO Worthing said that the Village Staff would be participating as a team in Pitch in Day.
- CAO Worthing thanked FireSmart Coordinator Jesse Bird for all his hard work helping Burns Lake become a FireSmart community.

It was moved and seconded by Council

2017-05-10: 188

THAT the Village of Burns Lake Mayor's, Councillors' and CAO's reports be received

CARRIED

REPORTS

FireSmart Report – Jesse Bird

- J. Bird presented his FireSmart report and provided an overview of the FireSmart program
- J. Bird thanked the Village for taking a proactive role in making the community fire safe.
- A discussion took place about certification criteria for the program.
- J. Bird discussed a timeline of program events.
- J. Bird discussed the FireSmart committee.
- J. Bird presented a sign to council that will be placed at the start of the Eveneshen Nature Trail.
- A discussion took place about FireSmart residential homes.
- A discussion took place about clearing vegetation around BC Hydro poles.
- J. Bird outlined wildland fire issues and solutions.
- J. Bird discussed public engagement events.
- J. Bird said his reports have been handed in for grant funding.
- J. Bird thanked Dolores Funk for getting a banner made
- R. Krause thanked J. Bird for his volunteering efforts over and above the contract hours.
- Council thanked J. Bird for his report and for making community safer.
- Council suggested the FireSmart Report was a good educational piece and it would be nice if it were available to the public.

It was moved and seconded by Council

2017-05-10: 189

THAT a thank you letter be sent to the FireSmart committee.

CARRIED

Water Tower Construction Component Tender Selection

- Director of Public Works, D. Ross and Director of Finance, B. Crossman updated Council on the water tower completion project.
- A discussion took place about a project scope change including a budgetary surplus.
- A discussion took place about potential uses for the surplus.
- A discussion took place about the 7th Avenue sewer pumps and Pioneer Way.

It was moved and seconded by Council

2017-05-10: 190

THAT council authorize staff to award the construction services component of the 5th Avenue Water Tower Project to LD Paving dba Canyon Creek Contracting in the amount of \$539,830.

CARRIED

Water Tower Project Scope Change

It was moved and seconded by Council

2017-05-10: 191

THAT council authorize staff to implement a scope change on the Water Tower Project to include booster and radio improvements, water treatment pilot project, and water treatment system design.

CARRIED

Airport Update Report

- Director of Finance, B. Crossman presented an overview of the airport project.
- Council requested information on the portion of borrowing assigned to the VBL in relation to an amount per \$100,000 of assessed value per resident.
- Council requested information on annual principal payments be brought back.

It was moved and seconded by Council

2017-05-10: 192

THAT the Baker Airport Runway Rehabilitation Update be received.

CARRIED

Parade Float to Celebrate Canada's 150th Birthday on June 21st, 2017

- Staff said a parade float is being created for June 21st and asked if Council would like to take part.
- Mayor C Beach said he would be available.
- Councillor S. Schienbein is tentative
- Councillor J. Illes will try to participate.

It was moved and seconded by Council

2017-05-10: 193

THAT the Parade Float to celebrate Canada's 150th Birthday Report be received.

CARRIED

2017 Rural Dividend Fund Project Development Grant

- A discussion took place about the May 31st intake for 2017.
- A discussion took place regarding grant application funding.
- Council thanked EDO V. Anderson for getting the information ready so quickly.

It was moved and seconded by Council

2017-05-10: 194

THAT the Village of Burns Lake submit an application to the BC Rural Dividend Fund for \$10,000 to hire a consultant to complete an Economic Diversification Strategic Plan from information gathered through the *Economic Diversification – A Journey to Prosperity Project – Phase 1.*

CARRIED

Public Transparency

- Council provided an overview of a discussion with Edmison Mehr auditor, Al McCreary.
- Council discussed policies for donations, grant writing and charitable receipts.
- Council requested staff bring back a policy on public transparency to be effective by July 1.
- Staff suggested that it would be better to bring back a report on what effects the policy would have on not for profit community organizations.
Council said not for profit organizations should register for charitable status and provide their own services.

- Council expressed concerns about following up on organizations and tracking projects.

It was moved and seconded by Council

2017-05-10: 195

THAT Staff bring back a policy to be effective July 1st 2017 on the public transparency of financial matters and the prohibition of handling the funds of others.

AND THAT a statement from the auditor be requested in order to provide clarity to Council regarding the transparency issue.

CARRIED

Rural Dividend Fund Grant Application

- Staff provided an update on the Rural Dividend Fund Grant Application regarding rebranding initiatives.
- A discussion took place regarding project costs.
- Council referred the project to the Economic Diversification Committee as a top priority.
- Council thanked EDO V. Anderson for providing the information and felt that looking at rebranding is essential and should be considered a top priority for the Economic Diversification Committee.

BUSINESSS ARISING

Legal Defence Fund – CAO S. Worthing Verbal Report

- Staff informed Council that the fee for the Legal Defence Fund is \$50.00.

Burns Lake Sustainability Ambassador Committee – CAO S. Worthing – Verbal Report

- Staff directed Council to a letter from the Burns Lake Medical Clinic - Dr. Cairn regarding the Burns Lake Sustainability Ambassador Committee physician attraction and asked for direction.

It was moved and seconded by Council

2017-05-10: 196

THAT Staff bring back a report on the Terms of Reference of the Burns Lake Sustainability Ambassador Committee

AND THAT the verbal report presented by CAO. S. Worthing be received.

CARRIED

ORIGINAL COMMUNICATIONS – ACTION

Northern Health - Centre Street Crosswalk

- A discussion took place about the potential costs of the project.
- Staff recommended a report be brought back to council on potential project costs.

It was moved and seconded by Council

2017-05-10: 197

THAT Staff bring back a report on the potential costs of installing a crosswalk on Centre Street.

CARRIED

Burns Lake Car Service – Burns Lake logo usage

- Council requested more information on Burns Lake Car Service.
- Staff expressed concerns over the outside use of the Village of Burns Lake Logo,

It was moved and seconded by Council

2017-05-10: 198

THAT the letter from Burns Lake Car Service, regarding the use of the Village of Burns Lake logo be received.

CARRIED

2017 Love Northern BC Program – Annual Marketing Fund Application

- Staff provided an overview of potential uses for marketing grant funds received.

Keeping it Rural – 2017 Conference

- Council expressed their excitement about the conference and indicated that the topic is in line with Economic Diversification Committee interests.
- Staff indicated that there is room in the budget for two councillors to attend the conference.

It was moved and seconded by Council

2017-05-10: 199

THAT Councillor M. Riis Christianson and Councillor J. Illes attend the Keeping it Rural 2017 Conference on June 20th and 21st in Kelowna.

CARRIED

Kayahwood Forest Products – Moricetown Band – Letter of Support

It was moved and seconded by Council

2017-05-10: 200

THAT a letter of support be written to Kayahwood Forest Products – Moricetown Band for their application to the Business Equity Fund

CARRIED

ORIGINAL COMMUNICATIONS – RECEIVED AND FILED

It was moved and seconded by Council

2017-05-10: 201

THAT the original communication (a) through (f) be received and filed:

- a) Kris Shively – Canada Day.
- b) Nechako-Kitamaat Development Fund Society – Funding Assistance Application.
- c) 2016 Age Friendly Community Planning and Projects Update.
- d) Northern Development Initiative Trust – Business Façade Improvement Program.
- e) Burns Lake Community Forest – Regular Meeting Summary.
- f) Burns Lake Medical Clinic, Dr. Caira – Burns Lake Sustainability Ambassador Committee Physician Attraction.

CARRIED

Council brought out item (a) and (e).

Canada Day Letter – Kris Shively

- A discussion took place about Canada Day.
- Council discussed the importance of both Canada Day on July 1st and Aboriginal Day on June 21st.
- Council discussed the opportunity to initiate municipal holidays.

It was moved and seconded by Council

2017-05-10: 202

THAT a letter be drafted to Kris Shively stating that the scheduling of the Canada Day Parade on June 21, 2017 is not a Council initiative or decision.

CARRIED

Burns Lake Community Forest Regular Meeting Summary

- Council discussed funding opportunities reported by General Manager Frank Varga and applauded ComFor for supporting community organizations

NEW BUSINESS

ACCOUNTS PAYABLE

The municipal accounts dated:

- April 27, 2017 (in the amount of \$380,551.79)

Were found to be in good order.

READING FILES

It was moved and seconded by Council

2017-05-10: 203

THAT the following reading file be received:

May 5, 2017

CARRIED

PUBLIC QUESTION PERIOD

RELEASE OF CLOSED MEETING RESOLUTION

ADJOURNMENT

It was moved and seconded by Council

2017-05-10: 204

THAT the meeting be adjourned at 8:34 pm

CARRIED

C. Beach
MAYOR

S. Sweeney
CORPORATE OFFICER

Certified to be a true copy of the minutes of the Regular Meeting of Council for the Corporation of the Village of Burns Lake held on Wednesday, May 10, 2017