



AGENDA

Special Meeting of Council



Tuesday
September 15, 2020
Council Chambers
6:00 p.m.

"The Village of Burns Lake is a diverse community where residents enjoy a high quality of life, supported by economic and environmental sustainability, and a vibrant community spirit."

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2020 MUNICIPAL OBJECTIVES

- 1. Strong and diverse economy with the development of tourism and a vibrant downtown**
 - Implement the recommendations in the 'Chart the Course' economic diversification plan that includes tourism
 - Implement recommendations of the branding strategy underway in 2019
 - Promote business opportunities and work towards attracting at least one immigrant business from the regional pilot program
 - Support events for recreation for example with BL Mountain Bike Association
 - Improve amenities at the local campground

- 2. Good government that is financially sustainable and invests in infrastructure to serve the community**
 - Practice good communication with the public through social media, being approachable, accountable and transparent
 - Build out infrastructure that increases livability like a splash park
 - Commit a minimum of \$1.2m to paving and improvement projects between 2020 and 2022
 - Proceed with the downtown parking lot project
 - Implement industrial site signage
 - Promote EV charging stations and encourage recycling

- 3. Exercise social responsibility, housing availability for the community's diverse population, safety for the community, and wildfire protection**
 - Continue work with the Community Wildfire Protection Plan to keep our community safe
 - Support the FireSmart Committee, encourage citizen participation and consider resources to do so
 - Support developers and not-for-profit organizations with new housing for market and subsidized multi-family dwellings; investigate local government incentive tools

- 4. Environmental stewardship with the provision of parks, recreation services**
 - Assess opportunities for lakeshore development with First Nations
 - Increase number of people using the multiplex especially from outside the community

AGENDA

Special Meeting of Council for the Corporation of the Village of Burns Lake, held in Council Chambers on
September 15, 2020, at 6:00 p.m.

TOPIC	PAGE
1. CALL TO ORDER	
2. APPROVAL OF AGENDA	
Recommendation:	
THAT the agenda for September 15, 2020, Special Meeting of Council is approved as presented.	
3. PUBLIC AND STATUTORY HEARINGS AND READINGS OR ADOPTION - None	
4. PUBLIC COMMENT	
<i>When recognized by the presiding member during the Public Comment portion of any regular or special meeting of Council, and only after giving their names and addresses, persons from the audience may address Council on a matter for not more than 2 minutes. When speaking during the Public Comment or Public Question Period, persons must address their remarks to the presiding member, use respectful language, not use offensive gestures or signs, and only address current agenda items. No person from the audience may address Council more than once during the Public Comment and Public Question Period.</i>	
5. DELEGATIONS AND PETITIONS - None	
6. ADOPTION OF MINUTES - None	
7. MAYOR, COUNCILLOR AND CAO REPORTS None	
8. REPORTS - None	
9. BUSINESS ARISING – None	5
a) Tech in Chambers – Ron Zayac – Tech North Solutions	
10. ORIGINAL COMMUNICATIONS ACTION - None	
11. ORIGINAL COMMUNICATION RECEIVED AND FILED - None	

- 12. **NEW BUSINESS – None**
- 13. **ACCOUNTS PAYABLE - None**
- 14. **READING FILE - None**

15. **PUBLIC QUESTION PERIOD**

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- 16. **RELEASE OF CLOSED MEETING RESOLUTIONS – None**
- 17. **ADJOURN**

Options

Below you will find three options. I used round numbers in \$5,000 increments to provide you an idea of costs for each of the options. Once an option is finalized, we will provide a more exact quote for the project. Each option includes estimations for hardware costs, software costs, installation and training. Overall support of the system would roll into the monthly service contract. Some of the cost estimate is based on a 'guesstimate' associated with similar types of work – especially the estimate associated with custom cabinetry.

Option 1: Keep it simple - \$10,000

With this option, we keep the system simple:

Purchase a rolling cart and install a single large (65") TV on it. The camera, speakers etc. would be installed on the same cart assembly. When required, you would roll the Conference Cart into the room, position it appropriately, and plug it into the wall for power and networking. You would plug the mics into the cart and place them on the tables as required for that meeting.

Advantages:

- A very flexible, portable solution. It could be moved to other parts of the building or locations, such as the Multiplex.
- A smaller screen without a permanent mount doesn't require room changes – you may store it at the back of the room when not in use.
- Short timeline to set up and install.
- Simple to implement
- Fully contained so only small room modifications would be required to support networking.
- Could be integrated with the current projector to support that device as a secondary viewing output.

Disadvantages

- Smaller screen (or screens)
- Not permanently installed, so requires staff time to 'setup'; whenever it will be used.
- Needs a storage location that will still allow it to be accessible
- Difficult to move up or down stairs
- Would not be easy to support council meeting broadcasts that included staff or delegations.

Option 2: Sidewall install in custom swinging cabinet. - \$15,000+

This option would include the conference system hardware (1 extra large TV Screen and 1 small TV screens, one camera, speakers, microphones, cables, controller module, meeting management tablet), mounting equipment, dedicated conference room PC, custom cabinetry, mounting equipment, setup, configuration and training. This system could be mounted on either side of the room.

Advantages:

- permanent installation always available with minimal fuss - larger screen with a permanent mount in a custom cabinet
- the display could be used for other things (signage, Whiteboard for staff meetings)
- large display mounted in proximity the council seating will make the key participants easily viewable by meeting attendees
- Display could be angled to better face council with a custom cabinet – or could be left mounted on one wall.
- Second display could be mounted on the back of the swing out cabinet for use by the staff and the gallery during meetings

Disadvantages:

- will require room modifications (electrical, networking, moving large wall photo(s) - room configuration makes it a challenge to be used during council meetings (block views from the back of the room)
- If only mounted on the wall, a second display might be required to cover the other side of the room
- Challenging camera and speaker placement
- Custom cabinetry is 'untried' and only a cost estimate
- Would be a challenge to accommodate in-person delegations and presentations due to camera and screen placement restrictions

Option 3: Extra in-room display and more sophisticated conference system - \$20,000+

We can step up the type of conferencing equipment by adding \$5,000 in equipment to the project. This would add a second camera system and additional functionality. This type of system, with two cameras, would be 'smarter' and would move between the speakers a lot more. We mount an additional display in or around the room to provide alternate viewing locations for staff and delegations.

Advantages:

- permanent installation always available with minimal fuss -larger screen with a permanent mount -display could be used for other things (signage, Whiteboard for staff meetings).
- more sophisticated video tracking to follow speakers 'live.'
- More screen viewing options afforded by a larger budget (both sides of the room)
- Event broadcast ability allows for more flexibility in planning a meeting

Disadvantages:

- will require room modifications (electrical, networking, moving large wall photo(s) - room configuration makes it a challenge to be used during council meetings (block views from the back of the room)
- Using the second camera would require a meeting manager/producer to 'switch' between cameras adding complexity
- Cost of \$20,000+, this is the most expensive option.
- Challenging camera and speaker placement
- Custom cabinetry is 'untried' and only a cost estimate
- Would be a challenge to accommodate in-person delegations and presentations due to camera and screen placement restrictions – or permanent 'presentation' station would need to be created
- Broadcast cost options (beyond Teams/Zoom) may be considerable on-going costs (\$3000+ annually)

Conclusion

There are a myriad of nuances and options to consider in this discussion. To come to a reasonable conclusion and a formal budget, we need to make a use case plan and construct a more rigid set of requirements. This discussion is intended to decide if any of the options are desirable. Assuming one is, then we need to formalize what we are trying to accomplish and what it will look like.