



**MINUTES OF THE REGULAR MEETING OF COUNCIL FOR THE CORPORATION OF THE VILLAGE OF BURNS LAKE HELD IN COUNCIL CHAMBERS ON Tuesday, April 23, 2019 AT 7:00 PM**

**PRESENT**

Mayor D. Funk  
Councillor D. Hill  
Councillor K. White  
Councillor C. Rensby  
Councillor H. Wiebe  
CAO S. Worthing  
Director of Finance S. Meeds  
Director of Public Works D. Ross  
Director of Recreation Service L. Jones  
Economic Development Officer – L. Watson  
Deputy Corporate Officer V. Anderson

**GUESTS**

None

**PUBLIC**

5 members of the public

**MEDIA**

Blair McBride – Lakes District News

**CALL TO ORDER**

Mayor Funk called the Regular Meeting of Council to order at 7:00 p.m.

**APPROVAL OF AGENDA**

It was moved and seconded by Council.

**2019-04-23: 165**

**AND THAT the agenda for the April 23, 2019 meeting be approved as presented.**

**CARRIED**

**PUBLIC COMMENT**

None

**PUBLIC AND STATUTORY HEARINGS AND READINGS OR ADOPTIONS**

It was moved and seconded by Council.

2019 Five Year Financial Plan Amendment Bylaw No. 995, 2019

**2019-04-23: 166**

**THAT the 2019 Five Year Financial Plan Amendment Bylaw No. 995, 2019, receive 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings.**

**CARRIED**

2019 Tax Rate Bylaw No. 996,2019

It was moved and seconded by Council.

**2019-04-23: 167**

**THAT the 2019 Tax Rate Bylaw No. 996, 2019 be given first, second and third readings.**

**CARRIED**

Reserve Fund Establishment Bylaws 997, 2019 and 998, 2019

It was moved and seconded by Council.

**2019-04-23: 168**

**THAT “Northern Capital and Planning Grant Reserve Fund Establishment Bylaw No. 997, 2019” be given first, second and third readings.**

**CARRIED**

It was moved and seconded by Council.

**2019-04-23: 169**

**THAT “Fire Protection Capital Reserve Fund Establishment Bylaw No. 998, 2019” be given first, second, and third readings.**

**CARRIED**

Reserve Fund Expenditure Bylaws No 999, 2019 and 1000, 2019

It was moved and seconded by Council.

**2019-04-23: 170**

**THAT the “Northern Capital and Planning Grant Reserve Fund Expenditure Bylaw No. 999, 2019” be given first, second and third readings.**

**CARRIED**

It was moved and seconded by Council.

**2019-04-23: 171**

**THAT “Fire Protection Capital Reserve Fund Expenditure Bylaw No. 1000, 2019” be given first, second and third readings.**

**CARRIED**

**DELEGATIONS**

TransCanada- Kyle Giddens, Public Affairs Manager and Tanner Woodman, Public Affairs Assistant.

- K. Giddens gave a Coastal GasLink Pipeline project update, with a focus on the Burns Lake area.

- Since the FID announcement there have been challenges for the project. In January, a solution was achieved regarding the Morice River blockade that allowed workers to cross the bridge.
- Within the RDBN there will be eight pipeline contractors.
- Currently sections 8, 1 & 2 have been mobilized.
- Macro-Spiecapag is the prime contractor for Section 5, the camp for this section is located at Lejac. Clearing for Section 5 is set to start in September 2019.
- Pacific Atlantic is the prime for Section 6 and will start clearing in January 2020. The camp for this section will be accessed via the 7-mile FSR.
- This summer there will be geotechnical and environmental work being completed in Section 6.
- Civeo is the contractor for the 7-mile camp and will start the modular built camp this fall.
- Civeo will contact the Village regarding waste disposal and potable water delivery.
- A paramedic will be on site, and there will be a roaming nurse practitioner to serve the various camps. Camps will have on-site security 24/7.
- There will not be a rotating schedule for workers, workers will only have Sundays off. TransCanada follows a strict code of conduct, and there is a zero tolerance policy regarding drug and alcohol use.
- 2.8 billion in construction contracts have been awarded.
- 620 million awarded to First Nations contracting along the route.
- Council confirmed that grant opportunities will still be available after the construction is completed.
- Council discussed the opportunity to widen the right-of-way to assist with fire fighting i.e. wider may slow down a fire.
- Council thanked the delegation for TransCanada's support of the burn building and for the engagement with the Invasive Plant Council.
- Council discussed proposed and future compressor station sites and employment at the sites, which will include long-term snow removal at the compressor and valve sites.
- Council asked about temporary IT towers, what is the potential of leaving the towers as a legacy? K. Giddens is getting more information regarding the towers. There are difficulties because the tower locations might not be in a location that would enhance connectivity for local residents.
- The Mayor thanked the delegation for their presentation.

**ADOPTION OF MINUTES**

It was moved and seconded by Council.

**2019-04-23: 172**

**THAT the April 9, 2019 minutes of the Regular Meeting of Council be adopted as presented;**

**AND THAT the April 15, 2019 minutes of the Budget Meeting of Council be adopted as presented.**

**CARRIED**

**MAYOR, COUNCILLOR AND CAO REPORTS**

Mayor Funk

- Mayor Funk met with Assistant Deputy Minister Emon O'Donoghue and Ian Meier, Acting Executive Director.

Councillor D. Hill

- D. Hill attended the FireSmart Committee Meeting.

It was moved and seconded by Council.

**2019-04-23: 173**

**THAT the Mayor, Council and CAO reports be received.**

**CARRIED**

**REPORTS**

Development Procedures Bylaw – *for review only*

- Council discussed available dates for the meeting.

It was moved and seconded by Council.

**2019-04-23: 174**

**THAT a meeting to discuss the Development Procedures Bylaw be set for May 22 at 6:00 p.m.**

**CARRIED**

Asset Management Plan Implementation

- Council discussed the importance of having a solid asset management plan in place.
- Staff explained that the project is being split into two phases to capitalize on grant opportunities.

It was moved and seconded by Council.

**2019-04-23: 175**

**Be it resolved that Council directs staff to apply for a grant opportunity from the Union of BC Municipalities Asset Management Planning Program for Asset Data Work and Training in Burns Lake.**

Be it therefore resolved that the Village of Burns Lake commits to conducting the following activities in its proposed project submitted to the Asset Management Planning Program:

- Data Disaggregation, Consolidation and Refinement
- Asset Management Systems Training

Be it further resolved that the Village of Burns Lake commits \$6,795.00 from its budget toward the costs of this initiative.

**CARRIED**

Request for Public Works Crew Assistance and Sign Donation for the Lakes Animal Friendship Society Dog Park

- Council discussed the request for crew time.
- The sign would be funded from the Community Goodwill donation.
- Council discussed council's responsibility for park.

It was moved and seconded by Council.

2019-04-23: 176

**THAT Council receive the "Request for Public Works Crew Assistance and Sign Donation for the Lakes Animal Friendship Society Dog Park" report;**

**AND THAT Council approve the request for Public Works Crew Assistance and Sign Donation.**

**CARRIED**

Splash Park Planning and Feasibility

- Council discussed what was included in this phase of the project.
- Staff discussed the \$30,000 also includes site planning and design. The project will be shelf ready with this work being completed.

It was moved and seconded by Council

2019-04-23: 177

**THAT Council approve spending up to \$30,000 from the Northern Capital and Planning Grant Reserve Fund towards site planning, design, and engineering costs for the construction of a splash park in Spirit Square;**

**AND THAT construction of the splash park be added to the 2020 budget.**

**CARRIED**

## Recreation Membership Fees and Charges Review

- Staff explained the current dual-pay structure.
- Council discussed other changes including the cost of a 3-month membership.
- Staff explained the 3-month membership is offered at a 40% reduced fee, the average 3-month savings at other facilities is around 30%. There is currently no incentive to purchase a 12-month membership.
- Council asked about an automatic payment system for memberships.
- Council discussed the dual-pay system.

It was moved and seconded by Council.

**2019-04-23: 178**

**THAT Council direct staff to amend the Fees and Charges Bylaw to eliminate dual-pay membership system;**

**AND THAT Council direct staff to amend the Fees and Charges Bylaw to align with industry standards and to simplify and increase efficiency of the fee structure;**

**AND THAT Staff be directed to engage with the RDBN for support due to the elimination of the dual-pay system.**

**CARRIED**

## BC Hydro DC Fast Charging Station report

- Council discussed the location.
- Council discussed power supply for the station.
- Staff will bring back a report regarding locations should the grants be approved.

It was moved and seconded by Council.

**2019-04-23: 179**

**THAT the Village of Burns Lake enter into a non-binding MOU with BC Hydro before May 1, 2019, for the installation of two (2) Level 3 electric vehicle charging stations in Burns Lake.**

**CARRIED**

## **BUSINESS ARISING**

Set date for Price Waterhouse Cooper's (auditors) presentation and Council's approval of the 2018 Financial Statements

- Council discussed availability.

It was moved and seconded by Council.

**2019-04-23: 180**

**THAT the date of May 14 at 6:00 p.m. be set for the Price Waterhouse Cooper auditor's presentation and Council's approval of the 2018 Financial Statements.**

**CARRIED**

**ORIGINAL COMMUNICATIONS ACTION**

2019 NCLGA – Northern Health meeting invite

It was moved and seconded by Council.

**2019-04-23: 181**

**THAT a meeting be set for May 7 or 8, with Northern Health at the NCLGA Conference in Williams Lake.**

**CARRIED**

Lakes Family Enhancement Society – request letter

It was moved and seconded by Council.

**2019-04-23: 182**

**THAT the Village of Burns Lake reimburse the Lakes Family Enhancement Society for the cost of the building permit for the School-linked Greenhouse Project from the Community Goodwill Fund.**

**CARRIED**

**ORIGINAL COMMUNICATIONS RECEIVED AND FILED**

It was moved and seconded by Council.

**2019-04-23: 183**

**THAT original communications Items (a) to (g) be received and filed.**

- a) **Business Continuity Planning Workshop May 6**
- b) **National Indigenous People's Day – BLNDC**
- c) **NDIT 2018 Economic Development Grant**
- d) **NDIT 50% of 2019 Economic Development funding**
- e) **NCLGMA – Species at Risk**
- f) **Seniors' Housing Symposium May 2 Prince George**
- g) **City of Abbotsford - resolutions**

**CARRIED**

Item (g) – City of Abbotsford criminal justice reform.

It was moved and seconded by Council.

**2019-04-23: 184**

**THAT Staff write a letter to Premier Horgan in support of the City of Abbotsford's resolution to address Criminal Justice Reform in British Columbia.**

**CARRIED**

**NEW BUSINESS**

Draft Three Year Strategic Plan – *CAO S. Worthing*

- Staff explained that this is the summary of the strategic planning session. There is an option to edit the plan.

It was moved and seconded by Council

**2019-04-23: 185**

**THAT the Three Year Strategic Plan review session be set for April 29 at 7 pm.**

**CARRIED**

**ACCOUNTS PAYABLE**

Municipal accounts payable in the amount of \$163,282.37

Were found to be in good order.

**READING FILES**

It was moved and seconded by Council.

**2019-04-23: 186**

**THAT the Reading File of April 18, 2019 be received and filed:**

**April 18, 2019**

1. **NCLGA Board Meeting Highlights Report**
2. **Coastal GasLink Connector Newsletter April 2019**
3. **BC Community Forest Association Registration for Conference and AGM**
4. **NCLGA Members - Species at Risk Letter**
5. **BC Rural Centre April 2019 Newsletter**
6. **Letter RE: Request to the Liquor and Cannabis Regulation Branch**
7. **Municipal Information Network - Mental Health - New Municipal Concerns**
8. **Regional District of Bulkley-Nechako - Spring Edition Sustainability Newsletter**
9. **Vital Statistics Agency - Marriage Commissioner**
10. **New Gold's Blackwater Project Environmental Assessment**
11. **Community Energy Leadership Program - Funding Announcement**
12. **Northern BC Tourism News and Updates**
13. **Celebrate Earth Day with Climate Smart**
14. **Request Child Find BC Proclamation - May is National Missing Children's month**

**CARRIED**



**PUBLIC QUESTION PERIOD** None

**RELEASE OF CLOSED MEETING RESOLUTIONS** None


**AJOURNMENT**

It was moved and seconded by Council.

**2019-04-23: 187**

**THAT the meeting be adjourned at 8:03 p.m. on April 23, 2019.**

**CARRIED**

  
\_\_\_\_\_  
MAYOR

  
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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 Tuesday, April 23, 2019.

