



MINUTES OF THE REGULAR MEETING OF COUNCIL FOR THE CORPORATION OF THE VILLAGE OF BURNS LAKE HELD IN COUNCIL CHAMBERS ON Tuesday, March 17, 2020 AT 7:00 PM

PRESENT

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

GUESTS

None

PUBLIC

No members of the public

MEDIA

No media

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

2020-03-17: 112

THAT item (d) and (e) be added to Section 9 BUSINESS ARISING;

AND THAT item (d) be added to Section 10 ORIGINAL COMMUNICATIONS ACTION;

AND THAT the agenda for March 17, 2020, Regular Meeting of Council is approved as amended.

CARRIED

PUBLIC AND STATUTORY HEARINGS AND READINGS OR ADOPTIONS - None

PUBLIC COMMENT

None

DELEGATIONS

None

ADOPTION OF MINUTES

It was moved and seconded by Council

2020-03-17: 113

THAT March 3, 2020, minutes of the Regular Meeting of Council be adopted;

AND THAT March 10, 2020, minutes of the Special Meeting of Council be adopted.

CARRIED

MAYOR, COUNCILLOR AND CAO REPORTS

Mayor Funk

- Attended the Comfor dividend cheque presentation

CAO Worthing

- Attended a number of COVID related meetings
- Discussion of TSR meeting scheduled to be held in council chambers.

It was moved and seconded by Council

2020-03-17: 114

THAT the Mayor and CAO reports be received.

CARRIED

REPORTS

Set Budget Meeting Date – *Director of Finance S. Meeds*

- Discussion of date options

It was moved and seconded by Council

2020-03-17: 115

THAT a Budget Meeting of Council be held on April 7, 2020, at 5:30 p.m. to review proposed additions to the 2020-2024 Financial Plan and to discuss tax rate options.

CARRIED

Branding Project Presentation – *EDO L. Watson*

- Staff explained that direction is required, deferring will push back the timeline for project completion, and it is not a concern.
- Staff reviewed the next steps.
- Staff summarized community engagement.
- Overview of the brand story.
- Suggested tagline *Carve Your Path*
- Simple, unique and flexible
- Staff provided several logo options to consider.
- Council discussed graphic choices
- Council discussed the lack of a lake in the graphic
- Discussion of the colour palettes

It was moved and seconded by Council

2020-03-17: 116

THAT the decision of choosing the new Village of Burns Lake logo is deferred to the April 7 Regular Meeting of Council.

CARRIED

Burns Lake Tourism RFP and Contract Award Report – *EDO L. Watson*

- Community engagement for the project may need to be delayed due to COVID 19.

It was moved and seconded by Council

2020-03-17: 117

THAT Council receive the "Burns Lake Tourism Plan RFP and Contract Award Report";

AND THAT C4 Strategies be awarded the contract to update the 2012 Community Tourism Plan.

CARRIED

7th Avenue Lift Station – *Director of Public Works D. Ross*

It was moved and seconded by Council

2020-03-17: 118

THAT Staff issue a media release announcing the confirmation of the funding for the 7th Avenue Lift Station project.

CARRIED

Resolution Tracker was provided for information.

BUSINESS ARISING

Revision of Village Communications Policy GG12 – *DCO V. Anderson*

It was moved and seconded by Council

2020-03-17: 119

THAT the March 17, 2020 revisions to the Village Communication Policy No. GG12 be approved as presented.

CARRIED

Office Renovation – *CAO Worthing, verbal*

- The office renovation came in \$5,000 under budget.
- The underspend could be used to complete kitchen renovations.
- Two quotes for the kitchen were received.

It was moved and seconded by Council

2020-03-17: 120

THAT kitchen renovations be completed with the remainder of the renovation budget.

CARRIED

Ratification of Resolutions submitted to NCLGA – *DCO V. Anderson*

It was moved and seconded by Council

2020-03-17: 121

THAT Council ratifies the following resolution:

THAT the following resolutions be submitted for the 2020 NCLGA Conference:

- 1) **Invasive Species Funding**
- 2) **Invasive Species Act**
- 3) **Private Liquor Store Moratorium**
- 4) **Post-Secondary in Rural Communities**

CARRIED

Splash Park Design – *Director of Recreation L. Jones and Director of Public Works D. Ross*

- The Burns Lake Pool Society is disbanding, and the board has decided to give \$50,000 to the Village to expand the splash park project.
- The money will be used to expand the toddler area.
- Decisions will need to be made tonight to meet the July 1 opening.

It was moved and seconded by Council

2020-03-17: 122

THAT Option B, 'the lake theme,' is selected as the design for the Radley Beach Splash Park;

AND THAT staff make all decisions as to features to be installed in the splash park.

CARRIED

COVID 19 – Variance Permit Process – *CAO Worthing, verbal*

- Staff explained that it is not prudent to be inviting residents to a public hearing for the two variances that are on the April 7 meeting.
- For the Epkens variance, ten residents will be contacted via a mail out of the application, seeking comments.
- For this meeting, staff would like council to accept email, phone or regular mail.

It was moved and seconded by Council

2020-03-17: 123

THAT due to COVID 19 and as per Section 499 of the Local Government Act, written or verbal comments will be accepted regarding the Development Variance Applications being presented at the April 7 Regular Council Meeting.

CARRIED

Electronic Meetings

- RDBN is moving to electronic meetings. Our procedural bylaw does not allow for electronic meetings.
- Our bylaw only allows for one person to phone in.
- To change the bylaw would take three meetings.
- We are expecting the province to address this issue.
- The majority of council at this point would like to have the option to meet in person and to use social distancing.
- There will be an option to attend the meeting electronically; staff will set up Zoom.
- The bylaw should be amended, even if it is not in place for the COVID 19 event.

It was moved and seconded by Council

2020-03-17: 124

THAT staff change the Council Procedure Bylaw to allow for electronic meetings.

CARRIED

COVID Update

- RCMP and Village
- Library AGM is being held tonight, and the library will close to the public.
- The Beacon Theatre is considering closing.
- Chamber AGM is cancelled

- LBN offices as of one o'clock today there will be essential services.

ORIGINAL COMMUNICATIONS ACTION

Letter from the President and CEO of BC Winter Games

It was moved and seconded by Council

2020-03-17: 125

THAT Council sends congratulatory letters to the athletes and coaches that represent our community at the provincial level or higher.

CARRIED

New Westminster – Universal Public Pharmacare Program

It was moved and seconded by Council

2020-03-17: 126

THAT a letter is sent to the Prime Minister in support of a National Pharmacare Program.

CARRIED

Comfor Management Service Ltd. K1A Distribution

It was moved and seconded by Council

2020-03-17: 127

THAT a thank you letter be sent to the Burns Lake Community Forest Board and management team for the K1A distribution received on March 12, 2020.

CARRIED

Lakes Artisan Centre Letter – Rent Relief

- Council discussed if there were other businesses to consider.

It was moved and seconded by Council

2020-03-17: 128

THAT rent relief is provided to the Lakes Artisan Centre for two months and will reconsider further rent relief should COVID 19 event continue.

CARRIED

ORIGINAL COMMUNICATIONS RECEIVED AND FILED

It was moved and seconded by Council

2020-03-17: 129

THAT original communications (a) through (c) be received and filed:

- a) UBCM – Resolution Process**
- b) RCBC – Annual Conference June 10-12 Whistler**
- c) BL Public Library AGM – March 17**

CARRIED

NEW BUSINESS

None

Set a date for Comfor Management Service Ltd. AGM – *CAO S. Worthing.*

It was moved and seconded by Council

2020-03-17: 130

THAT the Annual General Meeting for Comfor Management Services Ltd. be set for May 21, 2020, at 6:00 p.m. in the Village of Burns Lake Council Chambers.

CARRIED

Citizens for a Community Support Network

- An organizational meeting is on March 18 at 1:00 p.m.
- A community-wide notice will be distributed to explain the process to bring groceries and supplies to those not wanting to go out into public.
- Volunteers will deliver to the doorstep, so there is no physical contact.

ACCOUNTS PAYABLE

The municipal accounts dated:

March 12, 2020, of \$38,315.86

Were found to be in good order.

READING FILES

February 28, 2020, Reading File

It was moved and seconded by Council

2020-03-17: 131

THAT the March 13, 2020, Reading File be received.

1. Ministry of Transportation and Infrastructure - Load Restrictions
2. Northern BC Tourism - February News
3. Office of the Seniors Advocate - Research Rounds February 2020
4. Healthier Northern Communities - E-Brief March 2020
5. BC Community Forest Association - Newsletter February 2020
6. NCLGA Member - Update March 2020
7. BC Community Forest - Documentary Film Seeking Proposals
8. FCM Releases Budget 2020 Recommendations
9. Burns Lake Show and Shine 2020
10. BC Economic Development Association - 2020 Award Winners

CARRIED

RELEASE OF CLOSED MEETING RESOLUTIONS None


ADJOURNMENT

It was moved and seconded by Council

2020-03-17: 132

THAT March 17, 2020, Regular Meeting is adjourned at 8:16 p.m.

CARRIED


MAYOR


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, March 17, 2020.