



MINUTES OF THE REGULAR MEETING OF COUNCIL FOR THE CORPORATION OF THE VILLAGE OF BURNS LAKE HELD IN COUNCIL CHAMBERS ON Tuesday, July 14, 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
Economic Development Officer L. Watson
Director of Recreation L. Jones
Deputy Officer V. Anderson

**GUESTS
PUBLIC**

Three members of the public

MEDIA

Priyanka Ketkar – Lakes District News

CALL TO ORDER

Mayor Funk called the Regular Meeting of Council to order at 7:03 p.m.

APPROVAL OF AGENDA

It was moved and seconded by Council

2020-07-14: 232

THAT item (h) be added to SECTION 8 Reports;

THAT the agenda for the July 14, 2020 meeting be approved as amended.

CARRIED

PUBLIC AND STATUTORY HEARINGS AND READINGS OR ADOPTIONS - None

PUBLIC COMMENT

None

DELEGATIONS

RDBN – Cardboard Recycling – *Alex Eriksen, Director of Environmental Services and Janette Derksen, Deputy Director of Environmental Services*

- J. Derksen explained that cardboard recycling is complicated; there are two streams, residential and commercial.
- Residential recycling is funded through taxation.

- Commercial is funded by the user/business owner.
- In most rural municipalities, commercial users are classified into small, medium and large generators.
- Large users usually have large bins at their business location.
- Medium generators of cardboard often share bins.
- Small generators haul their own.
- 2016 RDBN established a ban on cardboard at the transfer station.
- In Burns Lake early this summer, a survey was conducted, and 57 business owners participated.
- 94% of those surveyed recycle their cardboard.
- 65% used a third party hauler – 35% hauled their cardboard.
- By extrapolating the survey data, 260MT/year of cardboard could be recovered from businesses in Burns Lake.
- Small self-haulers have nowhere to recycle their cardboard.
- 43% of businesses did not participate.
- Burns Lake is a central location within the Regional District, some cardboard is being recycled in PG, and it had to be sent to Smithers before the fire at the recycling facility.
- 40% of participants were willing to pay more to have a better system
- \$60/MT is what the average businesses are willing to pay.
- The question is \$60 enough to implement a user-pay system.
- Third party haulers take garbage west and east from Burns Lake. Third party haulers do not want to move their operations.
- Discussion of opportunities within the RDBN to recycle. Options are being explored.
- Mayor Funk thanked the RDBN Environmental Services staff for the presentation

The Office Pub and Grill – *Satinder Pal Singh, Owner*

- Office Pub is having a hard time finding skilled workers, for example, higher-level cooks. They are seeking chefs, not line cooks.
- A request has been sent to Service Canada through the Temporary Foreign worker program.
- Looking to open an authentic East Indian restaurant.
- Service Canada approved the application in January.
- He knows of two cooks in Canada on visitor visas, which could become employed in Burns Lake through the foreign worker program.
- Tandoori is ready to go, just need one more cook.
- Mr. Singh is asking Council to speak to the MP to get two cooks into the community.
- The two prospective cooks are willing to come to Burns Lake
- Mayor Funk thanked the delegation from the Office Pub for their presentation.

Local Tourism Brochure – *Burns Lake and District Chamber of Commerce – Mark Rogers, President, Randi Amendt, Manager and Laura Blackwell, Past President*

- The delegation explained that due to funding and COVID, the book had not been printed.
- Chinook and Comfor both declined to fund this year.
- NKDF funded \$4,000
- 2019, 8,000 copies were printed, and they were all handed out within 3-weeks.
- Currently, the 2018 Visitor Guides are being distributed.
- Testimonials for the book were readout.
- 4,000 books are distributed to Visitor Information Centres across the province.
- Smithers, Vancouver, Terrace, Prince George airports stock the brochure.
- Real Estate agents hand out the books to new residents.
- We need to reach outside of our area to attract tourists.
- Of the 107 VICS, 70 VICs still print guides, many print every two years.
- Businesses in Burns Lake cannot afford to finance the guide.
- Currently, it costs local businesses \$250 to advertise. Non-profits are giving a significant reduction in cost.
- Travellers still want a printed document.
- Phones can be unreliable in our area.
- The cost per book in 2019 was \$1.18.
- Discussion of the cost of the ads in the book.
- Many of the advertisers are seasonal businesses.

The Mayor thanked the delegation from the Chamber of Commerce for the presentation.

ADOPTION OF MINUTES

It was moved and seconded by Council

2020-07-14: 233

THAT June 23, 2020, minutes of the Regular Meeting of Council be adopted.

CARRIED

MAYOR, COUNCILLOR AND CAO REPORTS

Mayor Funk

- Discussion the province's 1.5 billion dollar Economic Recovery program
- Discussed CNC's Strategic Plan

Councillor White

- Discussed recent vandalism at the library, which might be eliminated if the Wi-Fi is turned off in the evening.

Councillor Hill

- Attended NWRAC, projects were approved.
- Discussed NCPG funding.

Councillor Rensby

- Spoke with Rod & Gun members regarding the moose population

It was moved and seconded by Council

2020-07-14: 234

THAT the Mayor and CAO reports be received.

CARRIED

REPORTS

2019 Financial Statements -- *Taylor Turkington CPA-Beswick Hildebrandt Lund via Zoom*

- Same team as last year, just a new business name.
- Gave an overview of the Auditor Report
- Audit status is what needs to be signed off before the statements are completed.
- No issues.
- Did not discover any deficiencies in internal controls.
- Appendix A was discussed.
- Appendix B is the Management Representation Letter.
- No fraud during the year and the Village is complying with all laws.
- The Balance Sheet for the Village of Burns Lake is up from the prior year, mostly due to the increase in investments. The Northern Capital and Planning Grant (NCPG) was invested in GICs for the Village. GIC had a better investment rate than MIA offerings.
- Increase in short-term borrowing
- Long Term debt was paid off during the year.
- Tangible Capital Assets have gone up significantly.
- No questions on the Statement of Financial Position.
- Revenues up, the main reason is the government transfer from the NCPG. Another increase is the increase in investment income from the GIC.
- Expenditures were similar to the prior year 4.7 M in 2019. The primary source of increase is in transportation, an increase in snow removal and street cleaning expenses in 2019.
- The accumulated surplus increased due to NCPG.
- Statement of Changes in Net Financial Assets was discussed.
- Net gain on disposal of assets during the year.
- The Statement of Cash Flow was discussed.
- 3M in investments were purchased this year.

- The Mayor thanked Troy Turkington from Beswick, Hildebrant Lund, for the presentation.

It was moved and seconded by Council:

2020-07-14: 235

THAT the Corporation of the Village of Burns Lake's 2019 Financial Statements be approved as presented.

CARRIED

FCM Asset Management Grant Resolution – *Director of Finance S. Meeds*

- Adding a GIS component to the asset management program.

It was moved and seconded by Council:

2020-07-14: 236

Be it resolved that Council directs Staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management Program and Systems Development in the Village of Burns Lake;

Be it further resolved that the Village of Burns Lake commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- **CityWide EGIS Software**
- **Asset Management Strategy**
- **Asset Management Policy**
- **Condition Assessment Guidelines and Templates**
- **Data Work – Data disaggregation**

Be it further resolved that the Village of Burns Lake commits \$12,500.00 from its budget toward the costs of this initiative.

CARRIED

Grant Opportunity for Radley Beach Playground – *Director of Recreation L. Jones*

It was moved and seconded by Council:

2020-07-14: 237

THAT Council direct staff to develop a plan and application for the Canada-British Columbia Investing in Canada Infrastructure Program: Community, Culture, and Recreation grant for the replacement of the Radley Beach playground.

CARRIED

Woyenne - 9th Avenue Sidewalk Project Expansion – *Director of Public Works D. Ross*

- Director D. Ross explained that the RFP closed on Monday at noon.

It was moved and seconded by Council:

2020-07-14: 238

THAT up to \$217,500 may be spent on the expansion of the Woyenne -9th Avenue Sidewalk Project to include the section from Upper Lorne, down 9th Avenue to Government and down to the bottom of 8th Avenue;

AND THAT up to \$217,500 be drawn from the Northern Capital and Planning Grant for the Woyenne - 9th Avenue Sidewalk Expansion Project.

CARRIED

UBCM Virtual Meeting Request Deadline August 3 – *CAO S. Worthing*

It was moved and seconded by Council:

2020-07-14: 239

THAT Council direct staff to request virtual meetings with the following Provincial Cabinet Ministers as part of the 2020 UBCM conference:

- 1. Minister Selina Robinson – Economic Recovery**
- 2. MoTI – Romieu Drive and the intersection with Hwy 16**
- 3. Minister of Poverty Reduction – The Links Request**
- 4. Ministry of Public Safety – First Responders letter**
- 5. Ministry of Advanced Education – Local Programming**

CARRIED

Technology Upgrade for Chambers – *DCO V. Anderson*

- Discussion of saving travel fees by using digital media
- Discussion of live streaming council meetings.

2020-07-14: 240

It was moved and seconded by Council:

THAT technological upgrades in the Council Chamber are considered for the 2020 fiscal year;

AND THAT Staff bring back a report with options for upgrading the technology in Council Chambers to better support the delivery of electronic meetings and presentations.

CARRIED

Council Resolution Tracker – *for information*

Woyenne – 9th Avenue Sidewalk project contract Award – *Director of Public Works D. Ross*

2020-07-14: 241

It was moved and seconded by Council

THAT Council receive the ‘Woyenne - 9th Avenue Sidewalk Project Contract Award’ report;

AND THAT Morben Construction Ltd. be awarded the ‘Woyenne - 9th Avenue Sidewalk Project ‘for \$644,013.25.

CARRIED

BUSINESS ARISING

Michael Riis-Christianson Letter – *St. John’s Heritage Church*

It was moved and seconded by Council

2020-07-14: 242

THAT a reply be sent to Mr. M. Riis-Christianson’s letter dated June 22, 2020.

CARRIED

Logo Discussion – *CAO S. Worthing and EDO L. Watson*

- Discussion of the email poll of logo choices.
- EDO Watson showed each logo individually on the screen.
- Discussion of changes and colours.
- Discussion of examples provided by the Mayor.
- Discussion where the logo will be used.
- Discussion of the compass.
- Discussion of which option is most recognizable.

It was moved and seconded by Council:

2020-07-14: 243

THAT the new Village of Burns Lake logo be number 10 with the compass and bridge.

DEFEATED

It was moved and seconded by Council

2020-07-14: 244

THAT the new Village of Burns Lake logo be number 14.

DEFEATED

It was moved and seconded by Council

2020-07-14: 245

THAT logo numbers 10 and 14 be given to eSolutions for final drafts.

CARRIED

ORIGINAL COMMUNICATIONS ACTION

First Responders Café Society

- Discussion of the request.

It was moved and seconded by Council:

2020-07-14: 246

THAT a letter be written to the First Responders Café and *Ministry of Public Safety and Solicitor General* and the *Ministry of Mental Health and Addictions*.

CARRIED

It was moved and seconded by Council:

**ORIGINAL COMMUNICATION RECEIVED
AND FILED**

2020-07-14: 247

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

- a) CFIB – Support for Small Business
- b) Clean Energy BC – Changes to the Clean Energy Act regarding independent power production
- c) UBCM – Call for Nomination for UBCM Executive
- d) District of Squamish – Funding models for public safety and community health
- e) Lakes District Arts Council – Virtual Canada Day Celebration
- f) City of New Westminister – Seeking support for disaggregated COVID-19 data resolution
- g) Charge North – update

CARRIED

Item (f) – write a letter of support to the City of New Westminister

It was moved and seconded by Council:

2020-07-14: 248

THAT a letter be written in support of the City of New Westminster's letter of July 6, regarding Disaggregated COVID-19 Data Collection.

CARRIED

NEW BUSINESS

RDBN Parks and Recreation Services Study – *Mayor Funk, verbal*

- The complete study was provided to Council at the meeting.
- Further discussion will occur at the July 15 Special Meeting of Council.

It was moved and seconded by Council:

2020-07-14: 249

THAT the RDBN Parks and Recreation Service Study be received

CARRIED

ACCOUNTS PAYABLE

The municipal accounts dated: July 8, 2020, of \$583,269.09

Were found to be in good order.

READING FILES

July 10, 2020, Reading File

It was moved and seconded by Council

2020-07-14: 250

THAT the July 10, 2020, Reading File be received.

1. **CNC Burns Lake Announcement - Indigenous Pro Cook Level 1 Sept 2020 - May 2021**
2. **Southside Health and Wellness July Newsletter and Calendar**
3. **Habitat Conservation Trust Foundation and Forest Enhancement Society Funding Announcement**
4. **Northern BC Tourism Association - Provincial Government Announces Phase 3**
5. **VHF Rebroadcasting Transmitting Station - Fraser Lake and Fort Fraser
LPDTV Technical Brief Project #64001**
6. **Work Safe BC - Resuming Business Operations in a health safe manner Phase 3**
7. **CN Investing \$445 Million in British Columbia**
8. **Liquor and Cannabis Regulation Branch Policy Directive 20-16**
9. **Liquor and Cannabis Regulation Branch Policy Directive 20-17**
10. **BC Community Forest Association June 2020 Newsletter**
11. **Counter Attack road checks targeting impaired drivers on now**
12. **Healthier Northern Communities July E-Brief**
13. **Province of BC Load Restrictions**
14. **Canadian Mental Health Association COVID-19**

CARRIED

RELEASE OF CLOSED MEETING RESOLUTIONS None

ADJOURNMENT

It was moved and seconded by Council

2020-07-14: 251

THAT July 14, 2020, Regular Meeting is adjourned at 8:55 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, July 14, 2020.