



MINUTES OF THE REGULAR MEETING OF COUNCIL FOR THE CORPORATION OF THE VILLAGE OF BURNS LAKE HELD IN COUNCIL CHAMBERS ON Tuesday, December 08, 2020 AT 7:00 PM

**PRESENT**

**Meeting held via Zoom**

Mayor D. Funk – *in chambers*  
Councillor C. Rensby  
Councillor K. White  
Councillor H Wiebe  
CAO S. Worthing – *in chambers*  
EDO L. Watson Director of Protective Services R. Krause  
Director of Public Works D. Ross  
Director of Recreation Services L. Jones  
Economic Development Officer L. Watson  
DCO V. Anderson – *in chambers*

**GUESTS**

None

**PUBLIC**

0 members of the public

**MEDIA**

Priyanka Ketkar – *Lakes District News via Zoom*

**CALL TO ORDER**

Mayor D. Funk called the meeting to order at 7:00 pm.

*“On behalf of Council, I would like to acknowledge the traditional territories of the area’s Six First Nations.”*

**APPROVAL OF AGENDA**

It was moved and seconded by Council:

**2020-12-08: 390**

**AND THAT items (e) and (f) be added to SECTION 9 BUSINESS ARISING;**

**AND THAT the Agenda for the December 8, 2020 meeting be approved as amended.**

**CARRIED**

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

Fees and Charges Bylaw No. 1028, 2020 – *DCO V. Anderson*

It was moved and seconded by Council:

**2020-12-08: 391**

**THAT ‘Fees and Charges Bylaw No. 1028, 2020’ be given first, second and third readings.**

**CARRIED**

**PUBLIC COMMENT** None

**DELEGATIONS** None

**ADOPTION OF MINUTES**

It was moved and seconded by Council:

**2020-12-08: 392**

**THAT November 17, 2020, minutes of the Special Meeting of Council be adopted;**

**AND THAT the November 17, 2020 minutes of the Regular Meeting of Council be adopted.**

**CARRIED**

**MAYOR, COUNCILLOR'S and CAO REPORTS**

CAO Worthing

- The nomination period for the election opened today.
- The budget meeting will be scheduled in January the delay is due to the account conversion.

It was moved and seconded by Council:

**2020-12-08: 393**

**THAT the Village of Burns Lake CAO report be received.**

**CARRIED**

**REPORTS**

2020 Budget Amendment – *Director of Protective Services R. Krause*

- Discussion of revenue earned due to the increased number of calls in 2020.
- This amendment is to account for the money received from EMBC
- Staff will buy a new piece of equipment and cover off payments to volunteers with the additional funds.
- The camera will be replaced as it is starting to fail.
- The new camera will go on the structural engine, and the old one will remain as an asset on the wildland engine.

It was moved and seconded by Council:

**2020-12-08: 394**

**THAT Council approves the transfer of \$11,500 from revenue to the Protective Services operating budget.**

**CARRIED**

Road Rescue Grant Application – *Director of Protective Services, R. Krause, verbal*

- The province allocated 1 million dollars for out-of-boundary road rescue organizations.
- Burns Lake is eligible for up to \$20,000 under this grant. The proposal will include new equipment for the rescue truck. A battery-operated hydraulic tool will be purchased with funds received.
- Also requesting additional scene lighting equipment.
- No Council resolution is required for this grant.

Investing in Canada – COVID-19 Resilience Infrastructure – *Director of Public Works, D. Ross*

- Staff is giving council options for projects to apply for this grant.
- Which project is more likely to be successful?
- Either the shop or the arena would be the best projects.
- Active Transportation Grant next round is coming up soon; 70% of costs will be covered. This grant covers 100% of the eligible costs.
- Discussion of the potential of collaborating with Lake Babine Nation for another sidewalk project was discussed.
- In 2020, the heating and hydro costs were \$95,000 for the arena, and the savings will increase when the remaining areas of the building are included. 10% of \$95,000+
- Discussion of the value of cost-saving at the Multiplex.
- Discussion of the buildings at the public works yard. The goal will be to upgrade the older buildings to the same tin colour as the new structures.

It was moved and seconded by Council:

2020-12-08: 395

**THAT the Arena HVAC system repairs and upgrades project be submitted to the *Investing in Canada Infrastructure Program – COVID-19 Resilience* funding stream (CVRIS);**

**AND THAT the Village of Burns Lake commits to covering all project cost overruns.**

**CARRIED**

Village of Burns Lake Tourism Plan Report – *EDO L. Watson*

- The Chamber of Commerce will be leaving the Heritage Building by December 21, 2020
- The Chamber will be taking most of their furniture with them, which has resulted in a one-time cost to replace the equipment.
- Looking for approval in principle from Council to move it forward to the budget process, so we are ready to go in January.
- Perhaps the RDBN will share in additional funding.

- The RDBN has approved the moving forward with the same amount that has always been committed to the VIC.
- The work plan was discussed; the connector trail from Rod Reid into town was discussed.
- Right-of-way needs to be completed. A portion of the Eveneshen Trail is located on crownland.

It was moved and seconded by Council:

**2020-12-08: 396**

**THAT The Village of Burns Lake Tourism Plan Report be received;  
AND THAT the 2021 tourism work plan and budget be approved in principle.**

**CARRIED**

Ministerial Order M420 – January 23 By-election – *CAO S. Worthing*

It was moved and seconded by Council:

**2020-12-08: 397**

**THAT Ministerial Order No. M420, Clauses 1 through 5 are applied to Election Bylaw No. 925, 2011.**

**CARRIED**

2021 Council Meeting Date Schedule – *DCO V. Anderson*

It was moved and seconded by Council:

**2020-12-08: 398**

**THAT the following dates be set for the 2021 Regular Council Meetings at 7 pm:**

- **January 5 and 19**
- **February 9 and 23**
- **March 16 and 30**
- **April 13 and 27**
- **May 11 and 25**
- **June 15 and 29**
- **July 13**
- **August 10**
- **September 7 and 28**
- **October 12 and 26**
- **November 9 and 23**
- **December 14**

**AND THAT Closed Meetings of Council be held as required.**

**CARRIED**

Budget Amendment- On Brand Website Content Writing –*DCO V. Anderson*

- Discussion of website duplication.
- The economic development will use google analytics to analyze what message is being received.
- We are working towards sharing the brand with those promoting the area to reduce duplication.

It was moved and seconded by Council:

**2020-12-08: 399**

**THAT Staff be directed to allocate from reserves a maximum of \$3,000 for website content writing.**

**CARRIED**

2023 Centennial Celebration Committee – *DCO V. Anderson*

- Committee positions will be advertised and applications will be required.

It was moved and seconded by Council:

**2020-12-08: 400**

**THAT Staff are directed to develop the Terms of Reference for a Select Committee of Council to organize and deliver the 2023 Centennial Celebrations for the municipality;**

**AND THAT Staff are directed to advertise for interested committee members to apply to sit on the committee;**

**AND THAT Staff be directed to allocate funding in the 2021 and 2022 budgets to hire an Event Planner for administration, planning and delivery of the 2023 Centennial Celebration.**

**CARRIED**

Council Resolution Tracker – *for information*

## **BUSINESS ARISING**

2021 to 2022 Acting Mayor Schedule – *DCO V. Anderson*

- Councillor White asked to have his name removed from the schedule.

It was moved and seconded by Council:

**2020-12-08: 401**

**That the 2021 to 2022 Acting Mayor Schedule be amended to replace Councillor White with Councillor Rensby for January 2022 to October 2022.**

**CARRIED**

RDBN Evacuation Route Planning Resolution – *CAO S. Worthing, verbal*

It was moved and seconded by Council:

2020-12-08: 402

**THAT the Regional District of Bulkley-Nechako (RDBN) is submitting a regional 2020 Evacuation Route Planning application on behalf of Burns Lake, Fort St. James, Granisle, Houston, Smithers, Fraser Lake and Telkwa for \$25,000 for each community, for a total of \$198,154.27;**

**AND THAT the Village of Burns Lake supports the submission of the application on our behalf and understands that if the grant is approved, the RDBN will receive and manage the grant funding.**

**CARRIED**

2021 By-election Budget – *CAO S. Worthing*

It was moved and seconded by Council:

2020-12-08: 403

**THAT Staff are directed to allocate \$5,000 from general operating funds and an addition \$5,000 from reserves for the delivery of the January 23, 2021, municipal by-election.**

**CARRIED**

PER 13 COVID-Work Procedures (attached) – *CAO S. Worthing*

It was moved and seconded by Council:

2020-12-08: 404

**THAT the *PER 13 COVID-19 Work Procedures* be adopted**

**CARRIED**

**ORIGINAL COMMUNICATIONS – ACTION - None**

SD 91 Meeting Request

It was moved and seconded by Council:

- January 19 was proposed as a date for the meeting.

It was moved and seconded by Council:

2020-12-08: 405

**THAT Staff be directed to schedule a meeting in 2021 with the SD 91 Board of Education for an update on schools and education services within Burns Lake.**

**CARRIED**

Request from Burns Lake Native Development Corporation – *DCO V. Anderson, verbal*

It was moved and seconded by Council:

**2020-12-08: 406**

**THAT the Corporation of the Village of Burns Lake supports the application to Northern Development Initiative Trust – Economic Infrastructure funding stream from Burns Lake Native Development Corporation for the construction of a new Shop on their lot located at 90 Romieu Drive Burns Lake;**

**AND THAT Staff are directed to write a support letter to Northern Development Initiative Trust for the project.**

**CARRIED**

**ORIGINAL COMMUNICATIONS – RECEIVED AND FILED**

It was moved and seconded by Council:

**2020-12-08: 407**

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

- a) NCLGA Board Highlights**
- b) MOTI reply from UBCM Meeting**
- c) Letter to Carmen Charlie from Premier Horgan**
- d) BC Hydro ‘Happy Holiday’ Greeting**
- e) Ft. St. John letter to UBCM**

**CARRIED**

Discussion of Received and Filed:

Item (b) reply from MOTI is positive. Staff met with Matt Foley, the new Area Manager for the area, he is aware of the list of potential projects and concerns.

**NEW BUSINESS**

**Giligan Drive Truck and Trailer Parking – *Councillor C. Rensby, verbal***

- Residents contacted councillor Rensby to say trailers were being left on Giligan Drive for long periods.

It was moved and seconded by Council:

**2020-12-08: 408**

**THAT a report regarding the issue of truck parking on Giligan Road is brought forward to Strategic Planning.**

**CARRIED**

Province of BC may change the 10 cent bottle return announced November 1 – *Councillor C. Rensby, verbal*

- The bottle depot owner approached Councillor Rensby, and he is concerned that the recently announced government program may be scrapped.

It was moved and seconded by Council:

**2020-12-08: 409**

**THAT Staff contact the owner of the bottle depot to get information regarding the 10 cent per bottle program;**

**AND THAT a support letter for the program is written.**

**CARRIED**

**ACCOUNTS PAYABLE**

The municipal accounts of \$21,198.52 dated December 3, 2020 Were found to be in good order.

**READING FILES**

It was moved and seconded by Council:

**2020-12-08: 410**

**THAT the December 4, 2020 reading file be received:**

1. BC Achievement Foundation - BC Reconciliation Award
2. Northern BC Tourism Association - Updated Provincial COVID-19 Guidelines
3. Province of BC - Province Wide Restrictions
4. Health Canada - Take Action on Radon
5. New COVID-19 Provincial Health Orders
6. Coastal Gaslink Construction Activity Update
7. Southside Health & Wellness Centre Newsletter
8. Province of BC - Order of the Minister of Public Safety and Solicitor General
9. Northern Community Relations - 2020 Annual Report
10. BC Health Authorities - Media Statement
11. Northern Health - Information Bulletin
12. BC Achievement Foundation - 2021 Community Award
13. Village of Burns Lake - Media Release
14. Northern Health - Community Update

**CARRIED**

**PUBLIC QUESTION PERIOD** None

**RELEASE OF CLOSED MEETING RESOLUTIONS** None



**ADJOURNMENT**

It was moved and seconded by Council:

**2020-12-08: 411**

**THAT the December 8, 2020 Regular Council meeting be adjourned at 8:10 pm.**

**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, December 08, 2020.