

Minutes of the Regular Council meeting of the Village of Fruitvale Council held on October 7, 2019 in the Council Chambers.

Council Present: Mayor: Steve Morissette

Councillors: Vickie Fitzpatrick
Lindsay Kenny
Bert Kniss
Bill Wenman

Staff Present: Acting CAO: Kelli Tuttle

Media Present: NIL

Gallery: 2 Public

CALL TO ORDER

Mayor Morissette called the meeting to order at 6:00 pm.

ADOPTION OF AGENDA

2019-10-07-01 MOVED Fitzpatrick / SECONDED Kenny
THAT the October 7, 2019 Council Meeting Agenda be adopted as presented.
CARRIED

DELEGATIONS, PRESENTATIONS & RECOGNITIONS

ADOPTION OF MINUTES

a. Minutes of the Public Hearing held on July 8, 2019

2019-10-07-02 MOVED Kenny / SECONDED Fitzpatrick
THAT the minutes from the Public Hearing held on July 8, 2019 be adopted as presented.
CARRIED

b. Minutes of the Special Council Meeting held on September 9, 2019

2019-10-07-03

MOVED Fitzpatrick / SECONDED Kenny

THAT the minutes from the Special Meeting held on September 9, 2019 be adopted as presented.

CARRIED

c. Minutes of the Regular Council Meeting held on September 9, 2019

2019-10-07-04

MOVED Wenman / SECONDED Kenny

THAT the minutes of the regular Council meeting held on September 9, 2019 be adopted as presented.

CARRIED

d. Minutes of the Special Committee of the Whole held September 30, 2019

2019-10-07-05

MOVED Fitzpatrick / SECONDED Kenny

THAT the minutes from the Special Committee of the Whole meeting held at 2:00 pm on Monday, September 30, 2019 be adopted as amended.

CARRIED

e. Minutes of the Special Committee of the Whole held at 4:00 pm on September 30, 2019

2019-10-07-06

MOVED Fitzpatrick / SECONDED Kenny

THAT the minutes of the Special Committee of the Whole held at 4:00 pm on September 30, 2019 be adopted as presented.

CARRIED

CONSENT AGENDA

a. For Information Only Correspondence

1. Liquor and Cannabis Regulation Branch

- a. Policy Directive No: 19-11 – Cannabis promotion in liquor-licensed establishments and at events held under a special event permit
- b. Policy Directive No: 19-11 – Update to Policy Directive No. 19-11

2. Ministry of Forests, Lands, Natural Resource Operations and Rural Development, BC Wildfire Services

- a. Information Bulletin dated September 9, 2019 re: Open Burning
- b. Information Bulletin dated September 26, 2019 re: Open Burning
- c. Southeast Fire Centre Status Report dated September 19, 2019

3. Email from Linda Harfman, Regional Office Administrator, Southeast, Emergency Management BC dated September 9, 2019 regarding the 2019 Fall Regional Seasonal Hazard Preparedness Workshops (previously circulated to Council by email).
4. Email from the Office of the BC Ombudsperson dated September 13, 2019 regarding the Ombudsperson's Prevention Initiatives Program, and recourses for local governments.
5. Office of the Seniors Advocate
 - a. Research Rounds newsletter dated September 27, 2019
 - b. Statement from the Seniors Advocate on International Day of the Older Person dated October 1, 2019
6. UBCM
 - a. The Compass News
 - September 11 & 18, 2019
 - b. UBCM Convention Bulletin
 - #5 – September 16, 2019
 - September 23, 2019
 - September 24, 2019
 - September 25, 2019
 - September 27, 2019
 - #6 – September 30, 2019
(emails were forwarded to council for access the article links)
 - c. Email Invitation dated Sept 20, 2019 from North Cowichan Councillor Rob Douglas for UBCM delegates to attend a Q & A session and group discussion on Regional Forestry Management on September 24, 2019, 5:00 pm.
 - d. Resolution Support Letters
 - (i) **Fostering Transportation Network Services in Small Communities**
 1. Village of Salmo
 - (ii) **Regulation of Single-Use Items**
 1. City of West Vancouver
 - (iii) **UBCM Reception Sponsored by the Government of China**
 1. District of North Saanich
 - (iv) **Off-road Vehicle Management Framework**
 1. District of Sicamous
7. Copy of a Letter from the City of Rossland to the City of Trail regarding the Mountain View Cemetery Outdoor Water Use Exemption Request.
8. RDKB
 - a. Building Permit Statistics – to the end of August, 2019
 - b. News Release dated September 17, 2019 re: the completed Kootenay Boundary Fire Rescue Service Review
9. News Release dated September 12, 2019 from Teck Resources regarding Teck Trail Operations Completion of a new Acid Plant (email was forwarded to Council)
10. Email from Diamond Isinger, Manager, Public Affairs, BC Council of Forest Industries dated September 16, 2019 regarding COFI document "Smart Future: A path forward for BC's Forest Products Industry" (email was forwarded to Council as link to the document was listed in it.)

11. Document dated September 4, 2019 from the Rural Coordination Centre of BC entitled Rural Site Visits Project Community Report #2 – June 2017-June 2019.
12. Email from Daniel Steiner, Grant Specialist ACCESS Grant Service Inc dated October 1, 2019 regarding a Universal Broadband Fund.
13. Newsletter email from the Lake Roosevelt Forum dated September 27, 2019 regarding the Lake Roosevelt Water Festival: 20 Years of Environmental Education.
14. Email from Sean Muir, The Healthy Aboriginal, dated September 11, 2019 regarding Suicide Prevent/Gladue Report/Cultural Safety.
15. Metal Tech Alley – September 29, 2019 E-News.
16. Letter from Erik Kalacis, Executive Director, Community Futures Greater Trail dated August 30, 2019 regarding the Community Futures' 2018/2019 Annual Report (publication is in the file on the wall in Council Chambers).

2019-10-07-07

MOVED Fitzpatrick / SECONDED Wenman

THAT the For Information Only Correspondence be received as presented AND FURTHER THAT staff be directed to investigate the BC Government Local Infrastructure Fiber Optic Grant.

CARRIED

STAFF REPORTS

- a. Chief Administrative Officer Report
- b. 2019 3rd Quarter Variance Report
- c. September Trial Balance
- d. T. Gallamore, BV Youth Action Network Report
- e. Items To Do From Council Meeting List - updated to include the September 9, 2019 Council meeting.

2019-10-07-08

MOVED Wenman / SECONDED Fitzpatrick

THAT the Staff Reports be received as presented and appended to the minutes as available.

CARRIED

COUNCIL MEMBER AND COMMITTEE REPORTS

a. Council Member Reports

Councillor Fitzpatrick Report

Councillor Kenny Report

Councillor Kniss Report

Councillor Wenman Report

Mayor Morissette Report / RDKB Director Morissette Report

2019-10-07-09

MOVED Kniss / SECONDED Fitzpatrick

THAT the Council member reports be received as presented and appended to the minutes as available.

CARRIED

b. Committee of the Whole Recommendations

CORRESPONDENCE REQUIRING ACTION

a. Request from the BV Guiding to use the Fruitvale Memorial Hall Beaver Room free of charge

2019-10-07-10

MOVED Kenny / SECONDED Fitzpatrick

THAT Council waive the Beaver Room rental fee on Tuesday evenings for the Beaver Valley Brownies until September 2020 providing no janitorial services are required at any time in either the Beaver Room or entrance to the Beaver Room and the Village of Fruitvale is added as a co-insured on the Beaver Valley Brownies liability insurance.

CARRIED

b. Request from Catherine Adair, Community Relations Leader, Teck Resources Ltd., for a meeting with Village Council to discuss Teck Trail Operations' 'Engaging With Our Community' process for informing the community of the strategic planning at Teck Trail Operations and to obtain input on topics of interest to council.

2019-10-07-11

MOVED Kniss / SECONDED Fitzpatrick

THAT Staff arrange a meeting with C. Adair, Community Relations Leader, Teck Resources Ltd., to meet with Council October 28, 2019 for a Special Committee of the Whole meeting to discuss the Teck Trail Operations "Engaging with our Community" process.

CARRIED

UNFINISHED BUSINESS

NEW BUSINESS

a. Middle School Masterplan Evaluations

2019-10-07-12

MOVED Fitzpatrick / SECONDED Kenny

THAT Mayor Morissette and Councillor Wenman sit on the evaluation committee AND FURTHER THAT either Jan Morton or Lila Cresswell be invited to sit on the committee to represent the interests of the Lower Columbia Affordable Housing Association.

CARRIED

b. 2020 Planning Meeting with the Blooming Society

2019-10-07-13

MOVED Wenman / SECONDED Kniss

THAT Councillor Fitzpatrick arrange a 2020 planning meeting with the Beaver Valley Blooming Society.

CARRIED

c. Meeting with School District 20 Board Members

2019-10-07-14

MOVED Fitzpatrick / SECONDED Kenny

THAT staff be directed to arrange a meeting with School District 20 Board Members Darrell Ganzart and Kim Mandoli to discuss garbage disposal and Fruitvale Elementary School maintenance and repair.

CARRIED

BYLAWS/POLICIES

a. Bee Keeping Bylaw No. 911, 2019 - Reconsideration and Adoption

2019-10-07-15

MOVED Wenman / SECONDED Kniss

THAT the Village of Fruitvale Bee Keeping Bylaw No. 911, 2019 be reconsidered and adopted.

CARRIED

b. Village of Fruitvale Permissive Tax Exemption Bylaw No. 912, 2019

2019-10-07-16

MOVED Wenman / SECONDED Fitzpatrick

THAT the Village of Fruitvale Permissive Tax Exemption Bylaw No. 912, 2019 be reconsidered and adopted.

CARRIED

c. Permissive Tax Exemption Bylaw No. 913, 2019

2019-10-07-17

MOVED Kenny / SECONDED Kniss

THAT the Permissive Tax Exemption Bylaw No. 913, 2019 be reconsidered and adopted.

CARRIED

d. PER-2019-04 - Respectful Workplace Policy

2019-10-07-18

MOVED Fitzpatrick / SECONDED Kniss

THAT the Village of Fruitvale Respectful Workplace Policy PER-2019-01 be approved as presented.

CARRIED

e. PER-2019-02 - Occupational Health and Safety Policy

2019-10-07-19

MOVED Fitzpatrick / SECONDED Kniss

THAT the Village of Fruitvale Occupational Health and Safety Policy PER-2019-02 be adopted as presented.

CARRIED

f. FIN-2019-01 - Tangible Capital Asset Policy

2019-10-07-20

MOVED Wenman / SECONDED Kniss

THAT the Village of Fruitvale Tangible Capital Asset Policy FIN-2019-01 be approved as presented.

CARRIED

g. FIN-2019-02 - Asset Management Policy

2019-10-07-21

MOVED Fitzpatrick / SECONDED Kenny

THAT the Village of Fruitvale Asset Management Policy FIN-2019-02 be approved as presented.

CARRIED

OPEN DISCUSSION (10 MINUTE LIMIT)

NOTICE OF MOTION

**QUESTIONS FROM THE MEDIA/PUBLIC
RELATED TO AGENDA ITEMS**

IN CAMERA SESSION

a. Authorization for Closed Session

2019-10-07-22

MOVED Wenman / SECONDED Fitzpatrick

THAT the meeting be closed under authority of Community Charter Section 90 (1) (a) & (c) to discuss labour relations and adopt minutes from the In Camera Special Committee of the Whole meeting held on September 30, 2019.

CARRIED

Council moved to closed session at 7:30 PM.

Council returned to open session at 7:35 PM with no items reported out.

ADJOURNMENT

2019-10-07-23

MOVED Wenman / SECONDED Fitzpatrick

THAT the council meeting adjourned at 7:35 pm.

CARRIED

Mayor

Certified Correct:

Chief Administrative Officer



THE CORPORATION OF
THE VILLAGE OF FRUITVALE

In the "HEART OF THE BEAVER VALLEY"

Date: October 7, 2019
To: Mayor and Council
From: Kelli Tuttle, Acting CAO
SUBJECT: CAO Report

Introduction and Analysis:

The CAO Report to Council provides information on the operations of the Village to October 7, 2019.

1. Uncollected tax payments at the end of September, 2019 amount to \$137,350 out of total collections of \$960,289 or 14% of total taxation revenue.
2. The Village conducted a tax sale September 30, 2019 with one property on the tax sale list. There were no bidders on the property located at 1919 Highway 3B and the Village was declared the purchaser. The Village will be added to the title of the property and the owner given one year to redeem the property by paying all outstanding taxes. After one year if the taxes are not paid in full the registered owner will be removed from the title and the Village will be deemed the full owner of the property.
3. Over the past month the Village experienced property damage at the former middle school. Many of the windows in the school were smashed leaving broken glass on the ground both inside and outside the school. Paint was splashed around and there may be some indication of squatting. The Public Works crew has cleaned up the glass on the outer exterior of the building and boarded up all the windows. Insurance will help the Village by paying the costs of the material and labor to board up the windows with the Village paying the costs to clean up the glass and the \$2,500 insurance deductible.
4. There are many memorabilia items remaining in the Middle School (trophies, plaques, sports uniforms, etc.) and many items that may be removed and potentially sold or reused (shelving units, lockers, copier paper). Any decision to remove any of these items is requested by formal direction of Council. Staff,

who remember the school, have asked to have these items removed, but currently staff time is not available to do the work and there is no plan as to what to do with the items once they are removed.

5. Public Works has begun their fall workplan:
 - a. No-post barriers along the highway entrance have been replaced. The remaining barriers running along mainstreet will be planned for replacement and budgeted for 2020.
 - b. The contracted paving crew was on sight Tuesday and Wednesday last week and have completed the remaining driveway aprons on Davis Ave., the storm drainage curbing along Davis Ave. and along Kootenay Lane as well as pothole patching around the Village.
 - c. The field work for the analysis on the FMC drainage has been completed and the engineers report is being produced.
6. Water Works has begun:
 - a. Replacing the main water line behind the homes on Highway 3B. This is a three week long project which will ensure adequate water service is provided to the homes in that area.
 - b. The replacement of the old piping in the Mill Rd. balancing tank will need to be carried over until 2020 because the Village requires Confined Space Entry procedures be in place before entering the tank. Staff will be working with a contractor to prepare the procedures.
 - c. Cleaning of the backwash tank is completed.
7. Corporate Services has been working on:
 - a. The continuation of the records management system and cleaning the office,
 - b. Issuing a cleanup order of a property in violation of the Community Standards Bylaw. After attempts to contact the owner of the property have failed, a cleanup order was issued with no response from the owner. The Village will now contract a crew to cleanup the property with the invoice being sent to the owner. If the owner does not pay the invoice it will be added to the property taxes.
 - c. The booking of the Bowling Lanes for the Staff Christmas Party to be held on November 30, 2019 from 6 pm to 12 pm.

- d. The issue of the Request for Proposal for the Middle School Masterplan. The request closes October 22, 2019 which will be followed by an evaluation of the proposals, selection and award. I will be asking the Mayor, one Councillor and either Lila Cresswell or Jan Morton, evaluating from an affordable housing viewpoint, to be part of the evaluation committee. I will facilitate the evaluation, but as I have had some contact with the proponents, I may not be perceived as independent and should not be evaluating.
- e. Completion of the final outstanding issues from the Davis Ave. project. There remains one final outstanding issue which is being negotiated.

Current priorities:

1. Preparing for the 2019 preliminary accounting audit.
2. I will be attending the LGMA chapter meeting in Castlegar on October 10, 2019. BC Housing and grant funding opportunities are on the agenda which are both timely topics for the Village of Fruitvale,
3. Reviewing job descriptions of all employees,
4. Preparing reports to meet the requirements of the Canadian Water and Wastewater Fund grant for the Headworks, Pipe Bridge and Main upgrades,
5. Preparing for Capital Budget,
6. Preparing for Operation Budget,
7. Annual facility safety inspection.

Recommendations: N/A

Alternatives: N/A

Budget Impacts – N/A

Bylaw/Policy – N/A



THE CORPORATION OF
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In the "HEART OF THE BEAVER VALLEY"

REPORT:

Date: September/ October 2019
To: Councillor Youth Liaison Portfolio
From: Tammy Gallamore, Youth Coordinator
SUBJECT: Beaver Valley Youth Action Network (BVYAN)

The following is a summary report of the BV Youth Action Network events for end of September/October 2019.

September 23, 2019 – I made a presentation to 3 classes of grade 7 students at Fruitvale Elementary, distributed pamphlets on the BV Youth Action Network and obtained a list of emails to keep in contact with the youth on our programs. The youth were entered in a draw for a bluetooth speaker.

September 25, 2019 – I cofacilitated with Trail and Rossland coordinators an information table in mezzanine at J. Lloyd Crowe high school. I handed out pamphlets with information about Beaver Valley Youth Action Network.

Sept 29 – Oct. 1, 2019 – Community Youth Network Coordinators' Sessions, Kicking Horse River Lodge, Golden, BC. This conference is now an annual event where all the Youth Basin Coordinators from the Community Youth Networks around the Columbia Basin meet for skill building, professional development and networking. I took part in an amazing workshop entitled "Mindfulness" presented by Cate Baio. Today's youth are under an incredible amount of pressure and stress between school, sports, jobs, peer-pressure, friends, home-life, etc. This workshop presented many simple and extremely helpful tools and exercises to teach our youth how to destress. Each participant was given a 'Mindfulness Tool Kid' which was put together by the Columbia Basin Trust.

Respectfully submitted,

Tammy Gallamore
BV Youth Club Coordinator



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COUNCILLOR FITZPATRICK REPORT

Council Report for Council Meeting held on October 7, 2019.

COMMITTEES:

Affordable Housing Committee (with Councillor Kniss) - NIL

Personnel Committee (with Mayor Morissette and Councillor Kniss) - NIL

PORTFOLIOS/LIAISONS:

Seniors' Engagement

Spirit Events (with all Council)

The Harvest Market was a great success! We had 12 vendors taking part, with the youngest vendor being aged 6 years old and the oldest vendor was 80ish. We have four vendors from our Harvest Market committed to our Christmas Market on December 7. Thank you to all of council and our Chief Administrative Officer, Kelli for their hard work to make it such a success!

Special Events (with Councillor Kenny) - NIL

Downtown Businesses (with Councillor Wenman) – NIL

OTHER

UBCM Convention:

I would like to thank Council for the opportunity to attend the 2019 UBCM Conference. I found it to be very educational.

I attended the **Prioritizing Emergency Management**; it was very informative. The goal is to have 9-1-1 offer assistance across Canada. If Google and Apple can locate a person then so should the 9-1-1 system. Telephone companies must implement NG911 voice capability by June 30, 2020; Real-time text must be implemented by December 31, 2020, and the old system must be decommissioned by December 31, 2020.

There is a **Fire Smart Community Funding Grant** that we can apply for. Funding eligibility no risk municipalities can get a grant up to \$25,000.

I also attended Tools, Funding & Resources for Local Governments. This was 19 round tables set up with subject experts at each table. I visited 13 of the 19 tables. The following are the few that offer grants that we can apply for:

BC Healthy Communities - we can apply for Age Friendly Grants. Visit and type in Fruitvale you will see statistics on Fruitvale.

Ministry of Transportation and Infrastructure Clean BC - has a grant program.

UBCM - Local Government - offer grants for many of our needs.

Real-Estate Foundation - give grants to local governments.

Federation of Canadian Municipalities - have funding grants.

Ministry of Municipal Affairs and Housing – has a funding program for a housing needs report.

This is just the highlights of my week at UBCM.

Deconsecration of the Anglican/United Church

On October 2, Mayor Morrsette, Councillors Wenman, Kniss and I attended the Celebration of Life at the St John's Anglican Church for the deconsecration of the building. This was a very moving celebration. A wine and cheese followed.

Respectfully submitted,

Councillor Vickie Fitzpatrick



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COUNCILLOR KENNY REPORT

Council Report for Council Meeting held on October 7, 2019

COMMITTEES:

Lower Columbia Community Development Team - nothing to report

PORTFOLIOS/LIAISONS:

Public Safety – RCMP & Ministry of Transportation & Infrastructure

I reached out to the BCGEU regarding an independent study launched into whether or not the Privatization of BC highway maintenance is costing or saving taxpayers money. They have contacted me back and are happy to share their findings once located. The study was to be completed in 2009, but although it was completed, they believe it never was published. I will update when I hear back.

The Ministry of Transportation is responsible for maintenance of Highway 3B and bus routes within the Village community from curb to curb, except for a portion of Columbia Gardens Road. Historically I believe the Village works crews are picking up the slack on Highway 3B during winter maintenance. I believe the Ministry's contractors are failing to meet the requirements laid out in their contracts. I recommend we find a method to record our hours, if any, spent on Highway 3B routes and invoice the Ministry accordingly.

The railway crossing near the bus stop on Highway 3B is in desperate need of a sidewalk. This is a small section where the Railway Park sidewalk ends and meets Highway 3B and crosses the tracks to the Pole Yard pavement. I recommend we again work with the Ministry of Transportation to address this issue. It is a very dangerous situation for members of the public, especially in the winter.

Spirit Events - nothing to report

Heritage, Culture, Arts & Literacy - nothing to report

BV May Days

Beaver Valley May Days will be held next year on May 22, 23, 24, 2020

Fruitvale Elementary School PAC

I met with Principal Bud Gregory about the garbage issue on the Fruitvale Elementary School playgrounds. Possibly looking for a partnership with the Village.

Youth Engagement - nothing to report



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COUNCILLOR KENNY REPORT

Special Events

Council held a Harvest Market on September 21, 2019. We gave out hotdogs for monetary donations to the food bank. The Harvest Market was free for vendors to set-up. It was great to see community members come together; looking forward to making this an annual event.

Public Works - nothing to report

OTHER

I attended the UBCM Convention in Vancouver from September 22-27 2019 with Mayor Morissette and Councillor Fitzpatrick.

It was a jam-packed week, with informative workshops, clinics, plenary sessions, and a large trade show. I learned so much and going forward feel more confident as a first time Councillor. The UBCM is advocating for local governments and Member First Nations. A place where we can bring policy changes and additions to the UBCM Executive for resolution.

Municipalities and Member First Nations can also meet with Ministers to receive much needed resources and/or funding, with only fifteen minutes to pitch to various Ministers. We met with Minister of Housing and Municipal Affairs Selina Robinson and her team. Updates on that with Mayor Morissette.

There are various grants opportunities available to communities, such as funding for creating childcare spaces. Going forward I can better serve the community knowing what resources and funding are available to the Village of Fruitvale. I encourage you to reach out to me if you have any ideas or concerns in our community. I would be happy to advocate.

Respectfully submitted,
Councillor Lindsay Kenny
Solidarity



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COUNCILLOR KNISS REPORT

Council Report for Council Meeting held on October 7, 2019.

COMMITTEES:

Finance and Budget Committee (with Councillor Wenman) - NIL

Personnel Committee (with Mayor Morissette and Councillor Fitzpatrick) - NIL

PORTFOLIOS/LIAISONS:

Spirit Events

Attended the Harvest Market and the deconsecration of the Anglican Church with fellow Council members.

Lower Columbia Affordable Housing Society (with Councillor Fitzpatrick)

Attended the monthly Lower Columbia Affordable Housing Society meeting.

Beaver Valley May Days (with Councillor Kenny) - NIL

Heritage, Culture, Arts & Literacy (with Councillor Kenny) - NIL

OTHER - NIL

Respectfully submitted,
Councillor Bert Kniss