Minutes of the regular meeting of the Council of the Village of Fruitvale held on January 4, 2016 in the Council Chambers.

Council Present:	Mayor:	Patricia Cecchini
	Councillors:	James Ellison
		Bert Kniss
		Steve Morissette
		Tabatha Webber
Staff Present:	CAO:	Lila Cresswell
Media Present:	Trail Times:	No media present
Gallery:		2 public present

CALL TO ORDER

The meeting was called to order at 6:30 PM.

ADOPTION OF AGENDA

2016-01-01 MOVED / SECONDED

THAT the agenda be adopted as presented.

CARRIED

DELEGATIONS, PRESENTATIONS & RECOGNITIONS - None

ADOPTION OF MINUTES

a. Minutes of the Regular Council Meeting Held December 7, 2015

2016-01-02 MOVED / SECONDED

THAT the minutes of the regular Council meeting held December 7, 2015 be adopted as presented.

CARRIED

b. Minutes of the Special Council Meeting Held December 14, 2015

2016-01-03 MOVED / SECONDED

THAT the minutes of the special Council meeting held December 14, 2015 be adopted as presented.

CARRIED

CONSENT AGENDA

a. "For Information Only" Correspondence List Dated for January 4, 2016

2016-01-04 MOVED / SECONDED

THAT the "For Information Only" correspondence list dated for January 4, 2016 be received and inserted as an attachment to the minutes.

CARRIED

STAFF REPORTS

a. Chief Administrative Officer's Report

CAO Cresswell spoke to her report and responded to questions.

2016-01-05 MOVED / SECONDED

THAT the Chief Administrative Officer's report dated for the January 4, 2016 Council meeting be received and inserted as an attachment to the minutes.

CARRIED

COUNCIL MEMBER AND COMMITTEE REPORTS

Council Member Reports

Councillor Ellison - verbal
Councillor Ellison reported that he attended a public meeting on December 14, 2015 regarding the Ministry of Forests, Lands & Natural Resource Operations proposal for the Pend d'Oreille Access Management Plan. He reported that an additional meeting would be held on January 19th with Ministry staff. A discussion ensued regarding the past and future consultation process regarding the Access Management Plan.

Staff was directed to place the information about the January 19th meeting on the Village Facebook page.

Councillor Kniss - no report

Councillor Morissette - verbal

Councillor Morissette expressed his thanks to the organizers of the Council/Staff Christmas Social.

Councillor Webber - verbal
Councillor Webber reported on the success of Seniors Christmas luncheon and her enjoyment in volunteering at it.

Director Cecchini, RDKB - verbal report
Mayor Cecchini, in her role as Regional District Director, reported on the change of Vice Chair at the RDKB, noting that Grace MacGregor continued as Chair and Roly Russell would assume the position of Vice Chair. She also noted that some committees had been combined into Committee of the Whole meetings or scheduled consecutively to reduce time and travel.

Mayor Cecchini - verbal
Mayor Cecchini reported that she had attended Christmas functions at both Mountain Side Village and Beaver Valley Manor as well as eleven other functions representing the Village. She reported that 262 people attended the Age Friendly Seniors' Christmas Luncheon and that a video was posted on the Village Facebook courtesy of Geoff Fontes. She noted that Shaw Cable also filmed the luncheon.

2016-01-06 MOVED / SECONDED

THAT the Council Member reports be received as presented.

CARRIED

Committee of the Whole Recommendations

As no Committee of the Whole meeting was held in December 2015, there were no recommendations to be ratified.

CORRESPONDENCE REQUIRING ACTION

a. Request for 2016 Appointees to the West Kootenay-Boundary Regional Hospital District Board

2016-01-07 MOVED / SECONDED

THAT Council reaffirm appointments to the West Kootenay-Boundary Regional Hospital District Board as Alternate Director Tabatha Webber as Director of record and Director Patricia Cecchini as Alternate.

CARRIED

UNFINISHED BUSINESS

a. Asset Management Project - Phase 1 - Report "An Assessment of Current Practices to Support Sustainable Service Delivery" (Urban Systems Ltd. for the Village of Fruitvale, July 2015 finalized November 2015)

2016-01-08 MOVED / SECONDED

THAT the Phase 1 Asset Management Project report entitled "An Assessment of Current Practices to Support Sustainable Service Delivery" by Urban Systems Ltd. for the Village of Fruitvale, dated July 2015 and finalized November 2015, be received.

CARRIED

NEW BUSINESS

a. Council Meeting Schedule Change

Council agreed to reschedule the February Council meeting to Wednesday, February 3, 2016 at 6:30 PM at the Mayor's request. Staff was directed to make appropriate notification on the Village website and notice boards.

b. 2015 Columbia Basin Trust Youth Grant Award

2016-01-09 MOVED / SECONDED

THAT the notification from Columbia Basin Trust regarding a $15,000 Youth Grant be received, with thanks.

CARRIED

c. Council of Forest Industries 2016 Convention

A discussion ensued regarding the benefits of the forest industry to the local economy and the interests of supporting forest companies.

2016-01-10 MOVED / SECONDED

THAT Mayor Cecchini be authorized to represent the Village of Fruitvale at the Council of Forest Industries 2016 Convention in Kelowna April 6-8, 2016 with attendant expenses per Payment of Expenses Policy FIN-2012-03.

CARRIED

BYLAWS/POLICIES - None

OPEN DISCUSSION

Community Comment
Councillors Ellison and Morissette and Mayor Cecchini agreed to participate in the Community Comment in the Trail Times.

Bowling Lanes
A question arose regarding the past subsidy of $5,000 and the potential of using the funds for additional programming in future.

Community Grieving
Councillor Morissette raised the issue of the recent losses in the Beaver Valley and a discussion ensued regarding the possibility of a public recognition event.

NOTICE OF MOTION - None

QUESTIONS FROM THE MEDIA/PUBLIC RELATED TO AGENDA ITEMS - None

IN CAMERA SESSION

a. Motion to Move to Closed Session

2016-01-11 MOVED / SECONDED

THAT Council move to closed session under *Community Charter* Section 90 (1)(c) labour relations or other employee relations; and (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

CARRIED

Council moved to closed session at 7:30 PM.

Council returned to open session at 8:17 PM with no items to be reported out.

ADJOURNMENT

2016-01-12 MOVED / SECONDED

THAT the meeting be adjourned at 8:17 PM.

CARRIED

Mayor

Certified Correct:

Chief Administrative Officer

FOR INFORMATION ONLY LISTED ITEMS

FOR JANUARY 4, 2016 REGULAR COUNCIL MEETING

1. Letter from the Honourable Stephanie Cadieux, Minister of Children & Family Development dated December 18, 2015 regarding resources for municipalities to support local child care needs
2. Copy of a letter from the Honourable Shirley Bond, Minister of Jobs, Tourism & Skills Training to Al Richmond, President, Union of BC Municipalities dated December 15, 2015 regarding refugee resettlement
3. Email message from the Ministry of Children & Family Development announcing call for applications for Child Care Major Capital Funding Program
4. Email message from Anthony Danks, Executive Director, Spills Response Regime Project, Ministry of Environment regarding notice of upcoming engagement efforts
5. Federation of Canadian Municipalities (FCM)
   a. Speech from the Throne highlights with regard to municipal priorities
   b. FCM News December 11, 2015
6. Union of BC Municipalities (UBCM)
   a. 2016 Asset Management Planning Program grant application approval
   b. 2015 Asset Management Planning Program grant claim approval
   c. 5 Year Review of RCMP Police Service Agreements feedback request
   d. The Compass – December 9, 16, 18, 2015
   e. Information regarding refugee sponsorship agreement holders
   f. Request for support – District of Squamish regarding transit challenges in active and growing communities
7. Building Permit Statistics from the Regional District of Kootenay Boundary to the end of November 2015
8. 2015 Fire Season After Action Report for RDKB
9. Copy of a letter from Joe Danchuk, Mayor, Village of Montrose to Neil Muth, President/CEO, Columbia Basin Trust dated December 8, 2015 in support of a grant request from the BCSPCA for a new West Kootenay Community Animal Centre
10. Board Highlights from the Municipal Insurance Agency of BC dated Winter 2015
11. Columbia Basin Rural Development Institute 2015 State of the Basin Snapshot Report
12. Email from William R Howard outlining concerns regarding the Pend d'Oreille Access Management Area Proposal by Ministry of Forests, Lands & Natural Resource Operations

THE CORPORATION OF

THE VILLAGE OF FRUITVALE

In the "HEART OF THE BEAVER VALLEY"

CAO REPORT

January 2, 2016 Council Meeting

Finance

- The first Asset Management Planning Grant (UBCM/Province of BC) project was completed, the claim was submitted and approved and funds will be received shortly ($3000 grant, full project $6300). The report is included on the agenda for Council receipt.
- A second Asset Management Provincial Infrastructure Planning Grant 2016 was submitted as authorized by Council and was successful for the Asset Management Data Quality Review and Risk Framework Methodology Development ($7000 grant, full project $14,000). The Asset Management Project is undertaken by the Deputy Financial / Deputy Corporate Officer.
- The sewer user fees and garbage fees increases will be presented for Council review and subsequently appropriate bylaws prepared.

Human Resources

- Public Works has one employee off on extended medical leave; the PW Foreman and I will monitor the work level and hire a temporary worker when it becomes necessary.
- Jacqueline McLarry has completed her probationary period as Finance Specialist and is a permanent full time staff member now.

Planning

- There are potentially two Board of Variance hearings currently awaiting scheduling.
- There are a number of non-compliant constructions that still outstanding with RDKB Building Inspectors and I anticipate that several of them will result in Section 57 Notices on Property Titles.
- The South Columbia Search & Rescue Society Development Permit Area application for Phase 1 of their anticipated building alteration is complete and registered and I have forwarded the necessary information requested by the RDKB Building Department. The Building Permit is almost complete for issuance.
- The sign permit for Subway was issued and I understand the new sign has been ordered and is in transit and I have asked for an installation date.
- The retroactive Development Permit Area Application for façade alterations at the Historic Fruitvale Pub (and subsidiary business "Burgervale") is complete and registered and I have forwarded the information to the RDKB Building Department.
- I have contacted the consultants that were retained for the Zoning Bylaw development and requested a work program and quote for development of an additional commercial/residential zone in the Village Centre area.
- The higher volume of planning/zoning/development inquiries continues resulting in a great deal of my time with counter, in person meetings, letter and telephone responses. I intend to allocate funds from Administration to Planning in the 2016 budget to recognize this.
- A significant amount of my time continues to be spent on statutory rights of way negotiations and legal documentation, mainly for drainage works.

Other

- <u>Bylaw Enforcement</u>
  - Complaints and action requests in December have been illegal boulevard parking, plowing, road access impediments, property standards, and temporary structures.
- <u>BV Water Service</u>

- I reviewed the draft Operations Service Agreement proposed between RDKB and the Village of Fruitvale with the RDKB Manager of Infrastructure and Sustainability in December. He will take those concerns to his supervisor at RDKB for further discussion.
- The "Long Term Water Strategy" project required some of my time for meetings and research work to assist RDKB staff and consultants.

- Proclamations – none at present

- Sewer
  - Construction continues well. We are experiencing some delay in receiving some specialized equipment currently.
  - A Review Request was submitted to WorkSafeBC with regard to the order placed for fencing by the local WorkSafeBC Inspector and the process is underway. The Employers Advisor for WorkSafeBC will represent the Village in the proceedings and the decision date is likely April. In the meantime, the cost of complying with the fencing order will be approximately $90,000 and must be included in the preliminary budget.
  - We have experienced some emergency sewer replacement works in late December and the costs may be significant due to excavation and timing.
- Snow Plowing/Clearing
  - We have experienced some damage to private property from the snow equipment and likely an insurance claim will follow.
  - Some businesses in the downtown area have requested that no sanding take place on sidewalks as it tracks into their premises. We are responsive to their requests and working with them to make the necessary changes.

Respectfully submitted,
Lila Cresswell, CAO