

Minutes of the Regular Council meeting of the Council of the Village of Fruitvale held electronically via Zoom on April 6, 2020.

Council Present:	Mayor:	Steve Morissette
	Councillors:	Vickie Fitzpatrick Lindsay Kenny Bert Kniss Bill Wenman
Staff Present:	Chief Administrative Officer:	Kelli Tuttle
Media Present:		None
Gallery:		1 Public

CALL TO ORDER

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

ADOPTION OF AGENDA

2020-04-06-01

MOVED Wenman / SECONDED Kenny

THAT the April 6, 2020 Council Meeting Agenda be adopted as presented.

CARRIED

DELEGATIONS, PRESENTATIONS & RECOGNITIONS

- a. Tim Grouette, LCIC Executive Director, Wes Startup, LCIC President and LCCDTS President - Postponed to a later date

ADOPTION OF MINUTES

- a. Minutes of the Regular Council Meeting held on March 9, 2020

2020-04-06-02

MOVED Fitzpatrick / SECONDED Kniss

THAT the minutes of the regular Council meeting held March 9, 2020 be adopted as presented.

CARRIED

b. Minutes of the Special Emergency Council Meeting held on March 17, 2020

2020-04-06-03

MOVED Fitzpatrick / SECONDED Kenny

THAT the minutes from the Special Emergency Council Meeting held on March 17, 2020 be adopted as presented.

CARRIED

c. Minutes of the Committee of the Whole Meeting held March 23, 2020

2020-04-06-04

MOVED Wenman / SECONDED Fitzpatrick

THAT the minutes from the Committee of the Whole meeting held March 24, 2020 be adopted as presented.

CARRIED

CONSENT AGENDA

a. For Information Only Correspondence

1. Liquor and Cannabis Regulation Branch

- a. Policy Directive 20-04 – Non-medical Cannabis Retail Store Product Reservations
- b. Policy Directive 20-05 – Sale and delivery of packaged liquor for off-site consumption with the purchase of a meal
- c. Policy Directive 20-07 – The sale of draught beer and the meaning of the word “packaged”
- d. Policy Directive 20-08 and 20-09 – Regarding the temporary production of hand sanitizer.

2. UBCM

- a. The Compass – March 11, 26, 2020
- b. The Compass COVID-19 Updates – March 13, 25 and 30, 2020
- c. City of Prince George - request for support at UBCM Convention of their resolution on sharing payments from opioid class action lawsuits

3. Regional District of Kootenay Boundary

- a. News Release dated March 27,2020 re: Parks and Outdoor Facilities Closure

4. Community Futures News Release dated March 26, 2020 regarding emergency loans and a virtual forum to local businesses

5. Lake Roosevelt Forum Newsletter – March 25, 2020

6. Email dated March 21, 2020 from C. Peters regarding Ontario’s Release of a New and Comprehensive Strategy to Combat Human Trafficking

2020-04-06-05

MOVED Wenman / SECONDED Fitzpatrick

THAT the For Information Only Correspondence items be received and filed.

CARRIED

b. Action Item List - updated to March 23, 2020

2020-04-06-06

MOVED Kniss / SECONDED Fitzpatrick

THAT the Action Item List updated to March 23, 2020 be received.

CARRIED

STAFF REPORTS

a. B. Cole, BV Age Friendly Coordinator Report

Council is happy to see that the local seniors are being looked after.

b. T. Gallamore, BV Youth Action Network Coordinator Report

Council is happy with the projects that the BV Youth Action Network are planning and send their best wishes to keep up the hard work.

c. K. Tuttle, Chief Administrative Officer Report

Council would like staff to continue producing a mid-month newsletter with COVID-19 updates throughout the crisis.

2020-04-06-07

MOVED Fitzpatrick / SECONDED Kniss

THAT the reports from B. Cole, BV Age Friendly Coordinator, T. Gallamore, BV Youth Action Network Coordinator, and K. Tuttle, Chief Administrative Officer be received and appended to the minutes as available.

CARRIED

d. Additional Information to Council from K. Tuttle, Chief Administrative Officer

- i) Debenture Bylaw 865, 2016 funds disbursement
- ii) Reserve funds for future
- iii) Snowfall Data 2019-2020

2020-04-06-08

MOVED / SECONDED

THAT the Debenture Bylaw 865, 2016 funds disbursement, Reserve funds for future and Snowfall Data 2019-2020 information be received AND FURTHER THAT staff be directed to monitor the workload of Village employees, be leaders in isolating and protecting employees and staff and councillors to lead by example by practicing self-isolation.

CARRIED

COUNCIL MEMBER AND COMMITTEE REPORTS

Council Member Reports

Councillor Fitzpatrick Report - Nothing to report

Councillor Kenny Report - Nothing to report

Councillor Kniss Report - Nothing to report

Councillor Wenman Report - Nothing to report

Mayor Morissette Report

Mayor Morissette verbally reported that he is working with CAO Tuttle and the Regional District of Kootenay Boundary EOC on COVID-19 and Freshet. Weekly conference calls with the Province provides good information on COVID-19. The local food bank does not qualify for Provincial funding however it is not in any immediate stress. They are accepting financial donations. The snowpack is high but is dropping.

2020-04-06-09

MOVED Wenman / SECONDED Fitzpatrick

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

CARRIED

Committee of the Whole Recommendations - Nil

CORRESPONDENCE REQUIRING ACTION

UNFINISHED BUSINESS

NEW BUSINESS

a. Park Closures

A discussion took place on park closures. The consensus is that the local parks should not be closed as long as the 2 meter/6 feet physical distancing is followed.

BYLAWS/POLICIES

a. Council Indemnity Bylaw No. 917, 2020 - Reconsideration and Adoption

2020-04-06-10

MOVED Kniss / SECONDED Fitzpatrick

THAT Council Indemnity Bylaw No. 917, 2020 be reconsidered and adopted.

CARRIED

Councillor Wenman Opposed.

b. Revenue Anticipation Borrowing Bylaw No. 918, 2020 - First, Second and Third Reading

2020-04-06-11

MOVED Fitzpatrick / SECONDED Kniss

THAT Revenue Anticipation Borrowing Bylaw No. 918, 2020 be read a first, second and third time.

CARRIED

c. Village of Fruitvale Wastewater System Bylaw 915 and Solid Waste Bylaw 916, 2020

2020-04-06-12

MOVED Kniss / SECONDED Fitzpatrick

THAT Council receive the information presented in the report from CAO K. Tuttle regarding the Village of Fruitvale Wastewater System Bylaw 915 and Solid Waste Bylaw 916, 2020.

CARRIED

OPEN DISCUSSION (10 MINUTE LIMIT)

NOTICE OF MOTION

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

C. Ellison informed Council that the 2020 Beaver Valley May Days celebration has been cancelled. She also asked if there was anything the Village could do to get the yard at the old Tireman's property cleaned up as it's looking very unsightly.

IN CAMERA SESSION

ADJOURNMENT

2020-04-06-13

MOVED Fitzpatrick / SECONDED Kniss

THAT the Council meeting adjourn at 7:03 pm.

CARRIED

Certified Correct:

Mayor

Chief Administrative Officer



BEAVER VALLEY AGE FRIENDLY PROGRAM

REPORT:

Date: April, 2020
To: Council
From: Barb Cole, BV Age Friendly Coordinator
SUBJECT: Beaver Valley Age Friendly Program

Seniors' Coffee and Luncheons

All BV Age Friendly regular events are cancelled due to COVID 19.

BV Age Friendly is working with various partners to reach out to our seniors.

- **Better at Home** - We are partnering with this regional program and supporting telephone check ins and grocery delivery for BV seniors.
- **Salvation Army Meals on Wheels** - This program is continuing to service our BV Seniors with meal delivery. Some adjustments have been made for extra safety.
- **BV AF senior group** - We have a phone tree in place. I have connected with seniors in the Fruitvale, Montrose and Area A areas and designated senior callers to contact specific groups of seniors. The seniors are doing a great job of connecting with each other within the phone tree and watching out for any needs.
- **Mountain Side Village** is maintaining strict protocols for COVID 19 to protect that senior group. I have made connection with seniors within that village.
- **Beaver Valley Manor** board president was contacted to ensure that all the seniors residing in the manor have the Better at Home contact information.
- **Seniors Branch #44** - I have made contact with Branch members and they too have been fanning out check in calls to their seniors' group in the Beaver Valley.
- **BV Lions Club** - I have connected with this group regarding volunteer support for the Better at Home service specific for the BV area and information on interested volunteers has been forwarded to Stephanie at Better at Home.
- I have also connected with Liberty and pharmacists regarding delivery to seniors and information was included in BV AF updates.
- In addition to the regular newsletter are BV AF updates through the Village of Montrose, RDKB and BV AF Facebook.

Through the process we have found an amazing response of family, friends, neighbors, businesses, groups, churches and programs that are stepping up to support the Beaver Valley Seniors!

Proudly Supported by



Age Friendly Volunteers - I am currently establishing guidelines and protocols for the BV AF volunteers to have in place for our events.

BV Age Friendly Coordinator Shared Contract - On April 1/20 orientation for Shawna Bradford was initiated by email and phone. We welcome Shawna as part of the BV AF team as a BV AF coordinator through our shared contract with the Village of Fruitvale. Our goal is to continue to build the program and work collaboratively with Fruitvale, Montrose and Area A to achieve this goal.

Columbia Basin Trust Grant Application - Community Initiatives grant application-pending.

Kootenay Savings Credit Union - Community Foundation grant application-pending.

Lock Boxes - The one-year funding is complete for the Selkirk Security monitoring connected to the Lock Box pilot project. Appropriate follow up and messaging is complete.

Village of Montrose - April 3/20 - meeting with Larry Plotnikoff to look at the Village of Montrose Age Friendly Plan and discuss possibilities for future AF collaboration and support specific to the Montrose community and seniors.

And, to everyone in this season, stay safe!

Thank you,

Barb Cole



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

REPORT:

Date: April 2, 2020
To: Council
From: Tammy Gallamore, Youth Coordinator
SUBJECT: Beaver Valley Youth Action Network

The following is a summary report of the BVYAN events for March 2020.

March 2020

All BVYAN events and programs were cancelled due to the COVID-19 virus. This is always a light month due to spring break, but we had to re-evaluate and come with up with a new game plan due to COVID-19.

March 2020

- 1) Basin Youth Network and Trust Updates – CBT and Youth Action Network Coordinators have been meeting on Zoom on a regular basis to discuss ideas and brainstorm on things that have been working across the Basin.

Coordinators are working on:

- developing a stronger online presence for your network (i.e. websites, Instagram, Facebook, etc.). There is a Social & Traditional Media Resources folder within the Administrative Resources Folder on SharePoint.
- reviewing and updating policy and procedures (Policy & Procedures examples in Administrative Resources Folder on SharePoint).
- reviewing and updating engagement surveys.
- reading reports and documents or taking online training that support the work you do (i.e. 40 developmental assets, Adolescent Health Survey, etc.). There are several interesting and informative reports on SharePoint in the Research Reports and Programming Resources folders.
- BYN Leadership Summit - Postponed until spring of 2021. We are looking into the potential of providing a few of the Summit workshops online. Training Opportunities - The April 4 & 5 Hiking Field Leader training has been postponed. Other trainings will probably need to be postponed as well. Looking into doing the classroom day of the Hiking Field Leader course online. Community Meetings - The Trust has postponed

community engagement at this time and are looking at ways to support the Basin during the Covid 19 pandemic

- 2) Coordinator check-in technologies that are or could be utilized - mainly we spoke about Zoom, social media and Netflix. If you download a Zoom account read this article: <https://blog.zoom.us/wordpress/2020/03/20/keep-the-party-crashers-from-crashing-your-zoom-event/> for some tips. We had a few technical glitches, but overall Zoom worked well for this meeting. Programming ideas that can be facilitated online: Art programs - either have a pickup or drop off for supplies or have programs where they can use what they most likely have available at their homes, Spoken word/slam Poetry Writing workshops virtual drop-in times, Open Mic nights, Dungeons and Dragons, Journaling, Movie Nights, Board game nights, Bingo, Photo scavenger hunt, set online meet ups for ongoing groups i.e. girls' group, SOGI (sexual orientation gender identity) groups, etc.

Concerns

1. Youth who do not have internet access. Encourage people to share their Wi-Fi with their neighbours.
2. Youth who do not want to engage using video due to the state of their homes. They could participate audio only.

March 2020

BVYAN purchased the online meeting program, Zoom, and throughout April will be hosting a journaling session with Mandy Husser on Sunday nights.

Respectfully submitted,

Tammy Gallamore
BV Youth Action Network Coordinator

"PRACTISE RANDOM ACTS OF KINDNESS"



THE CORPORATION OF
THE VILLAGE OF FRUITVALE

In the "HEART OF THE BEAVER VALLEY"

DATE: April 6, 2020
TO: Mayor and Council
FROM: Kelli Tuttle, CAO
SUBJECT: CAO Report to Council

Introduction and Analysis:

The CAO Report to Council provides information on the operations of the Village to April 6, 2020.

1. Uncollected tax payments at the end of March 2020 amount to \$112,450 out of total collections of \$960,289 or 12% of total taxation revenue. This amount represents unpaid utilities transferred to taxes and tax penalties and interest applied to unpaid accounts at the end of December, 2019.
2. The Former Middle School Project Master Planning is continuing with background research being collected regarding infrastructure and utility servicing. Water and waste water modelling and costing is being done to explore the impacts on the systems from the Project.
3. Public Works:
 - a. Street sweeping and cleaning has been done once within the Village and will proceed in Montrose for three days,
 - b. Sidewalks have been swept and hosed down once,
 - c. Equipment is being prepared for Spring and Summer use,
 - d. There was one snow event in March on the 10th where salt was applied to priority routes. Total accumulations in March were 5 cms,
 - e. Crews are preparing for freshet, monitoring creek levels which are rising, sandbags are available in the Village inventory, there are high I&I flows into the sewer plant causing crews to have to store excess flows to maintain compliance,
 - f. Crews are assisting at water plant with the beginning stages of freshet,
 - g. Sanded and stained picnic tables at the RV Park,
 - h. Minor maintenance on sewer plant equipment – aeration system, valves,
 - i. Dealing with vacations over spring break and quarantines,
 - j. Backup generators have been inspected and serviced to CSA standards and are in good shape,
 - k. Continuing work on confined space entry into lift stations and alternate measures requests,
 - l. Trimming trees and removing old fencing at Kelly Creek Reservoir,
 - m. Next weeks work will include:
 - i. Clean catch basins

- ii. Put plans together for new processes for parks and green space maintenance,
 - iii. Clean sewer problem lines and lift stations,
 - n. All training has been cancelled due to COVID-19,
 - o. Hearing tests have been cancelled,
 - p. May Days assistance will not happen this year,
 - q. Fortis electric is replacing poles around town, the PW Foreman has negotiated with Fortis to move a pole on MacKay Lane which will greatly improve access in this area for Village Crews and the general public. The Village will provide trenching work in a cooperative effort to assist Fortis with our request. This work will be mostly done by machine with one operator only, who will remain in the unit at all times,
 - r. Uncertainty of the future is making planning work difficult. Questions around hanging baskets and the extent of commissioning irrigation systems are still requiring direction and clarification.
 - s. Improvements budgeted for Haines Park may continue as planned depending on our ability to stay in compliance with COVID-19 recommendations.
- 4. Water Works:
 - a. Working on COVID-19 processes,
 - b. Have been working on issues of dirty water coming in from Kelly Creek,
 - c. Preparing to install new fencing around Kelly Creek Reservoir, problem trees have been removed by Village crews and now waiting for the construction contractor either late this month or early May.
 - d. Telus speeds have dropped dramatically at the Water Plant which are being investigated.
 - e. Snow levels were at 130%, freshet is not currently a problem, but snow melt is being monitored to proactively manage any foreseeable issues.
 - f. Reduced the frequency of water testing – bacterial and chlorine – to once a month from twice a month to reduce public contact. This has been approved by Interior Health.
 - g. Working on the 2019 Annual Report.
- 5. Corporate Services:
 - a. The utility payment discount period ended March 31st with approximately 75% of all residents taking advantage of the discount,
 - b. We are continuing to update the website with information and resources for citizens regarding COVID-19,
 - c. We will also be publishing a small mid-month newsletter regarding how businesses in the Village are operating at this time and how residents can contact and use the services of Village businesses,
 - d. Financial bylaws – Five Year Financial Plan and Tax Rate Bylaws - have not been brought to this Council meeting as Collections for Other Organizations have not yet been received to include in the bylaws. While Provincial Ministerial Orders, at this time, allow Municipalities to pass bylaws after third

reading, which would allow Council to pass these bylaws at the May meeting of Council, I would like to suggest a Special Council Meeting be held preceding the next Committee of the Whole Meeting to pass the first three readings of the Financial Bylaws with final adoption at the May Meeting of Council. This would allow citizens an opportunity to contact Council regarding the budget if they have questions.

- e. The Council Procedures Bylaw amendment has not been added to this agenda. The Bylaw was to amend clause 5 (c) to remove "that there is a quorum is at the table". After the Provincial Ministerial Order allowing municipalities to hold electronic meetings during the Provincial State of Emergency was passed, amending the Council Procedures Bylaw is not necessary. The next update of the bylaw in December 2020 will include the amendment of this clause and advertising of the Bylaw amendments will be done together at that time.
 - f. The Village has received a \$19,000 grant from the Columbia Basin Trust Community Outdoor Revitalization Fund. The grant supports the development of the Harvest Central Community Garden.
 - g. The Age-friendly Communities Fund will also be contributing \$2,500 to the Harvest Central Community Garden.
 - h. Lila Cresswell will be asked to contract with the Village as the Project Coordinator for the Harvest Central Community Garden Project. This will be a sole source aligned with the Village Purchasing Policy and Trade Agreements based on the contractor's knowledge and past experience with the project. The single supplier is the only reasonable choice and would offer the best value based on their past knowledge and experience.
 - i. The Village has received a \$100,000 grant from the Rural Development Fund in support of the Economic Development Workplan and Community Re-Branding Project.
6. COVID-19 Response:
- a. Two public works employees have been in quarantine over the past few weeks following the Provincial Health Officer recommendations.
 - b. One office employee and one program service provider have also been in quarantine, but are now back to work,
 - c. All playground structures within the Village and the RV Park have been taped off for closure.
 - d. The FMC, fitness gym and Haines Park facilities other than the Park have been closed.
 - e. The Village Office is closed to the public but operating through phone calls and emails.
 - f. The Village remains in contact with the Foodbank to lend assistance if needed and will be opening the FMC Kitchen facilities to the Skills Center if required to prepare meals for those sheltered at home.

- g. Staff are preparing a Business Continuity Plan and investigating developing mutual aid agreements with neighboring communities and the RDKB.
- h. Village work crews are practicing physical distancing by:
 - i. Performing only those regular duties where physical distancing is possible,
 - ii. Assigning a single employee to a vehicle,
 - iii. Staggering breaks,
 - iv. Establishing a temporary break room in a shop bay where physical distancing is possible and only allowing one employee at a time in the normal break room,
 - v. Employees have been instructed and continually reminded to wash hands regularly; disinfect vehicles, radios, tools and common areas; follow coughing and sneezing etiquette; and stay home if they are sick,
 - vi. Employees are restricted in their entry to the sewer treatment plant and must wear appropriate PPE when entering,
 - vii. Employees collecting garbage are instructed to wear appropriate PPE.
- i. Village employees have been great in responding to the changed work processes and the Public Works Foreman has been a great leader in helping crews to understand the processes, communicating with the crews and modelling the new processes,
- j. The health and safety of all employees is extremely important and ensuring critical employees, those with the experience to continue to operate the water and wastewater systems, remain healthy is paramount. Depending on the severity of the situation in the local area, staff have been discussing measures to segregate the Water Foreman and Public Works Lead Hand from the Public Works Foreman and MMW2 in order to proactively prevent all four from contracting the disease at the same time. Those discussions remain ongoing.

Current priorities:

1. Monitoring developments in the spread of COVID-19
2. Preparing a Business Continuity Plan
3. Discussing mutual aid among neighbors
4. Preparing the 2019 annual report.
5. Preparing the 2019 SOFI and LGDE Report.
6. Preparing the 2019 Annual Water Report.
7. Coordinating the launch of the Harvest Central Community Garden and Economic Development Workplan and Community Re-branding Projects.

Recommendations: N/A

Alternatives: N/A

Budget Impacts – N/A

Bylaw/Policy – N/A