



**THE CORPORATION OF THE VILLAGE OF MCBRIDE**  
**REGULAR COUNCIL MEETING MINUTES**  
**January 23, 2018.**

**THOSE PRESENT:**

Mayor Lorraine Martin  
Councillor Harold Edwards  
Councillor Lucille Green  
Councillor Rosemary Hruby  
Councillor Rick Thompson

**STAFF:**

Interim CAO, Mark Brown  
CFO, Claudia Frost  
Minute Taker, Sherri Flynn  
CEDC, Karen Dubé

**MEMBERS OF THE PUBLIC:**

4 members of the public  
1 member of the press

**REGULAR MEETING CALLED TO ORDER** at 7:00 p.m. by Mayor Lorraine Martin.

***ORDER OF BUSINESS:***

**1<sup>st</sup> INTRODUCTION OF LATE ITEMS, if any:**

10 C) Letter from Tara Faganello, Assistant Deputy Minister of Municipal Affairs and Housing.

**2<sup>nd</sup> APPROVAL OF AGENDA:**

**Motion** that the Agenda for the January 23<sup>rd</sup>, 2018 regular Council meeting, be approved as amended.

**Hruby/Edwards**

**Carried**

**Res: #010123.18**

**3<sup>rd</sup> READING AND APPROVING OF THE MINUTES:**

**Motion** that the Minutes of the January 9<sup>th</sup>, 2017 Regular Council Meeting be approved as presented.

**Green/Hruby**

**Carried**

**Res: #020123.18**

**4<sup>th</sup> PETITIONS AND DELEGATIONS:**

A) Randy Sunderman, Lions Gate Consulting - Update on Consultation meetings with various groups that took place on January 22<sup>nd</sup> and 23<sup>rd</sup>, as well as what progress they have made towards creating the McBride Economic Development Action Plan.

- B) Vicki Barrett, President, McBride Big Country Snowmobile Association - Ms. Barrett took the opportunity to thank the Village Council, and citizens of McBride, for helping McBride to become the 2018 winner of SnoRiders magazines' Sled Town Show Down. Ms. Barrett told Council that as well as speaking about the snowmobiling opportunities that McBride offers with SnoRiders magazine, she also highlighted many other attractions that the Robson Valley has to offer for outdoor enthusiasts.

**5<sup>th</sup> QUESTIONS FROM THE PUBLIC AND PRESS: Nil.**

**6<sup>th</sup> UNFINISHED BUSINESS:**

- A) CAO Job Description - Draft for discussion.

Amendment made to add a "d" to the end of the word outline in the fifth point of the General Duties section of the draft.

**Discussion** regarding Contracts to be managed by the CAO. Council was in agreement that Contracts were covered in part 5 of the Draft, and that Contractors should not be added to section 8, Reporting Relationships, as not all contractors of projects would necessarily report to the CAO.

**Motion** that Council adopt CAO Job Description as amended.

**Thompson/Edwards**

**Carried**

**Res: #030123.18**

- B) Report to Council - Water line extension to 730 Hwy 16 West.

**Motion** that Council receive Report to Council - Water line extension to Hwy 16 West.

**Edwards/Thompson**

**Carried**

**Res: #040123.18**

**Motion** that Council refer the matter of water distribution to the strategic plan and financial plan deliberations, and further that correspondence be sent to Mr. and Mrs. Ingles stating that their request for the extension of the water main to their property located at 730 Hwy 16 West is not feasible at this time, however their request will be considered in the upcoming review of the strategic and financial plans.

**Green/Edwards**

**Carried**

**Res: #050123.18**

- C) Village of McBride Broadband Select Committee Terms of Reference.

**Motion** that Council adopt the Village of McBride Broadband Select Committee Terms of Reference.

**Hruby/Thompson**

**Discussion** Mayor Martin asked how many people would be seated on the Committee, and if the selection of committee members would be started by advertising for expressions of interest from the public. Mayor Martin also noted that Under Section 12 of the Terms of Reference, the CAO would have to approve the appointment of a staff member to the committee for clerical support, as this would need to be incorporated into the budgeting process. Councillor Thompson addressed the question of the number of committee members, stating they would first need to know how much interest is received from the public.

**Motion** Withdrawn.

**Motion** to postpone adoption of the Village of McBride Broadband Select Committee Terms of Reference to the February 13<sup>th</sup> Regular Council meeting following a report from Administration.

**Thompson/Hruby**

**Carried**

**Res: #060123.18**

**7<sup>th</sup>**

**REPORTS:**

- A) **Mayor** - Mayor's Report - January 23<sup>rd</sup>, 2018 (NDIT Reports attached).
- B) **Councillors** - Councillor Thompson - Councillor Report January 16<sup>th</sup>, 2018.
- C) **Administration** - Nil.
- D) **Finance** - Revenue and Expenditure Report.
- E) **Public Works** - Nil.
- F) **CEDC** - CEDC Report to Council - January 23<sup>rd</sup>, 2018.

**Motion** to receive reports for information only.

**Green/Thompson**

**Carried**

**Res: #070123.18**

**8<sup>th</sup>**

**CORRESPONDENCE:**

- A) REQUIRING ACTION - Nil.

- B) INFORMATION ONLY –

- a) Letter to Utility Account Holders - Re: Online bill payments - Letter will be sent out to all Utility Account holders with their 2018 Utility Bill.
- b) Ministry of Agriculture - Agricultural Advisory Committee invitation, registration form and agendas.
- c) UBCM - *Status of Asset Management in BC: Results from the 2016 Gas Tax Fund Asset Management Baseline Survey* report is now available.
- d) NCLGA Resolutions Package 2018.

- C) OUTGOING - Nil.

**9<sup>th</sup> BYLAWS/PERMITS/POLICIES:**

- A) Bylaw No. 776.2017 - To amend Fees and Charges Bylaw 768.2017.

Amendment to Schedule A.1 in the Service Classification of “Coin Operated Laundry - Commercial Rate plus Washing Machine” - 2019 “plus washing machine rate” amended to \$57.09 rather than \$55.09.

**Motion** that Council give Bylaw No. 776.2017 third reading as amended.

**Green/Edwards**

**Carried**

**Res: #080123.18**

**10<sup>th</sup> NEW BUSINESS:**

- A) BC Natural Resources Forum Attendance.

**Motion** that Council approve the expenses for Councillor Edwards to attend the NDIT Workshop at the BC Natural Resources Forum.

**Thompson/Hruby**

**Carried**

**Res: #090123.18**

- B) Report to Council - SnoRiders magazine advertising.

**Motion** that Council receive Report to Council - SnoRiders magazine advertising.

**Hruby/Green**

**Carried**

**Res: #100123.18**

**Motion** that Council provide funding in the amount of \$500.00 towards the cost of advertising in the SnoRiders magazine and on their website.

**Edwards/Green**

**Discussion** Council agreed that they would all prefer to have a full page advertisement in the SnoRiders magazine, rather than 2/3rds of a page. Councillor Thompson noted that this was a great opportunity to take advantage of. Councillor Hruby suggested that a full page advertisement would be more eye catching than a partial page.

**Motion** to amend the main motion to read “that Council provide up to \$1500.00 towards the cost of advertising in the SnoRiders magazine and on their website, with the intent of having a full page advertisement.”

**Edwards/Thompson**

**Carried**

**Res: #110123.18**

**Motion** that Council provide up to \$1500.00 towards the cost of advertising in the SnoRiders magazine and on their website, with the intent of having a full page advertisement.

**Edwards/Green**

**Carried**

**Res: #120123.18**

- C) Letter from Tara Faganello, Assistant Deputy Minister of Municipal Affairs and Housing - Re: request for Councils plans and progress for a meritorious process to hire a CAO, as well as a status update on recommendations made in Reports to Council by the Municipal Advisor Isabel Hadford.

**Motion** to refer to Interim CAO for response to Ms. Faganello.

**Edwards/Thompson**

**Carried**

**Res: #130123.18**

**11<sup>th</sup> IN CAMERA:**

- A) **Motion** that in accordance with Section 90 (1) (c) Labour Relations and other Employee Relations, Council move into a closed In-Camera Meeting.

**Green/Edwards**

**Carried**

**Res: #140123.18**

- B) **Motion** that the Open Meeting be recessed at 7:50 p.m. in order to conduct the Closed In-Camera Meeting.

**Green/Edwards**

**Carried**

**Res: #150123.18**

Regular meeting of Council reconvened at 8:37 pm, January 23<sup>rd</sup>, 2018.

**13<sup>th</sup> ADJOURNMENT:**

**Motion** to adjourn by Councillor Edwards at 8:36 pm, January 23<sup>rd</sup>, 2018.

**Res: # 160123.18**

**Certified Correct:**

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**Mayor**

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**Minute Taker**