

Mayor McMynn opened the regular meeting of Council at 18:30 hours February 6, 2017 in the Council Chambers at 661 Eighth Ave., Midway BC

Present: Mayor McMynn  
Councillors Schierbeck, Dunsdon, Rotvold, Metcalf

Staff: Penny Feist, CAO  
Tami Peters, Deputy Clerk

Gallery: Tannis Killough

Delegation: Steam Network Service cancelled

### **Introduction of Late Items - None**

### **Adoption of Agenda**

**Moved** Councillor Rotvold, **Seconded** Councillor Metcalf that the February 6, 2017 regular meeting agenda be adopted as circulated. **Carried**

**Delegation** - None

**Question Period** – Tannis Killough asked that when the Village considers new street lighting could they consider visibility options.

### **Adoption of Minutes**

**Moved** Councillor Rotvold **Seconded** Councillor Dunsdon that the regular meeting minutes of January 16, 2017 are adopted as circulated. **Carried**

### **Business Arising**

Page 6159 – Nil

Page 6160 – Nil

Page 6161 – Nil

Page 6162 – Nil

Page 6163 – Nil

### **New and Unfinished Business**

a) Drone Bylaws and Policies Information – After discussion it was

**Moved** Councillor Schierbeck **Seconded** Councillor Rotvold that because drones are federally regulated by Transport Canada and rules are no flying closer than 9 km from airports and non-compliance is enforced by Transport Canada. **Carried**

023-2017

b) Airport Hanger Rental Information – Staff have researched information from eight airports regarding rates charged for aircraft hangar storage, and CAO recommendation is as follows: That a square footage rate of \$1.53 be charged for both the west half of the East Hangar and the West Hangar. This rate/square footage was determined by calculating the current annual rate approved by Council for the total square footage leased to Greenpeaks Resource Management. The annual rate for floor area determined for the west hangar 4080 sq ft. x \$1.53 = \$6,243 + GST, and the floor area of the west half of the East Hangar being 1800 sq ft. x \$1.53 = \$2,767 + GST.

After discussions it was:

**Moved** Councillor Schierbeck **Seconded** Councillor Rotvold that Council does not approve the CAO's recommendation, and that an annual rate of \$6,500 + GST for the West Hanger and an annual rate of \$3,500 + GST for the west half of the East Hanger.

**Carried**

024-2017

CAO will notify individual that inquired on rate for airport hanger storage rental for aircraft. CAO will also be setting a per foot rental for RV storage with a minimum and retained amount increasing from there depending on the square footage of the RV.

c) Shaw Internet Upgrade - Business Internet 150 – Memo from Staff - Shaw would upgrade the Village Office to Business Internet 150 for the current \$112.95 per month as long as Village agrees to remain with Shaw for the next 5 years as well as supply the Library with 150 for an additional cost of \$16.05/month, and Arena for additional \$26.00/month. Councillor Schierbeck questioned why the Business Internet 150 when he was asking staff to look into Fibre Optic for Midway as a whole to encourage more home based businesses.

Council directed staff to get more information/cost of fiber optic service for Midway.

Discussion took place on Business Internet 150 offer for the municipal office and since there is no additional cost it was:

**Moved** Councillor Rotvold **Seconded** Councillor Schierbeck to approve Business Internet 150 for the municipal office for no additional cost for the next 5 years.

**Carried**

**025-2017**

d) Dennis Kurylowich-Emergency Flashing Lights-Intersection of Highway 3 and Arterial Hwy 459R. Received reply from Dennis Kurylowich, Operation Manager, MOTI to Councils request to for an emergency flashing light installed at the intersection of Highway 3 and Arterial Hwy 459R. MOTI have checked the intersection for site distance, accident frequency, and high speeds and or excessive delay for entry on the highway; currently the intersection would not meet the criteria for a signal.

Council discussed possibility of drafting a policy on accessing highway 3 via Florence Street (arterial 459R) for emergency vehicles (Fire Trucks and West Boundary Road Rescue Vehicle)

Council felt a directive should be addressed to Midway Volunteer Fire Department and West Boundary Road Rescue advising them that Emergency Vehicles use access to Highway 3 via Florence Street (arterial 459R) unless unforeseen circumstance do not allow. Staff to forward directive to Midway Volunteer Fire Department FC and WBRR Coordinator.

e) Federation of Canadian Municipalities – Canada 150 Community Leaders – Correspondence to be passed to Canada 150 Event Committee.

#### **Correspondence**

a) Kettle River Museum – Acquiring and relocating Midway’s vacant heritage-type buildings Old School House, Customs Building and CPR building at Public Works Yard. CAO advised that after looking at the layout of present museum buildings there would not be enough property in rear of museum to meet zoning setback requirements, adjacent to KVR. Museum Society wishes to use these buildings for storage/display of artifacts.

**Moved** Councillor Schierbeck **Seconded** Councillor Rotvold that the Council supports the Kettle River Museums interest in acquiring and relocating to the museum grounds the old school house, the customs building and the CPR shack located at the public works yard subject to the KRMS complying with setback and building compliance, planning and financing of the project.

**Carried**

**026-2017**

b) Casey Bot – Request for Bylaw regarding Moveable Structures – CAO contacted the Building Inspector and he advised that under BC Building Code these are exempt, however, our building bylaw does not reference exemptions so technically a building permit does apply, however there is nothing to inspect because they are manufacture certified other than setbacks so the Building Inspector said they could apply for a building permit pay the fee and still put up the structure.

c) Dyan Stochhoff – 2017 Official Boundary Visitors Guide –

**Moved** Councillor Rotvold, **Seconded** Councillor Dunsdon that council approve advertisement in the 2017 Boundary Country Travel Experiences Guide full page cost of \$545.00 plus GST.

**Carried**

**027-2017**

Councillor Dunsdon to contact Tony Munday of Munday Design & Media regarding the ad.

d) Bob & Sylvia Hynd – Weeping Willow Tree Florence Street – Tree width spans over half of the road and poses risk of damaging vehicles travelling and people walking. Request the Village aggressively trim the tree in order that they may assist in managing its growth or remove the large weeping willow tree altogether on the villages boulevard at Florence Street.

**Moved** Councillor Dunsdon, **Seconded** Councillor Schierbeck that the Council agree this tree is a concern and liability risk to damaging vehicles travelling that section and to the walking public, therefore, approve that public works organize the removal of the weeping willow tree on Village property located on Florence Street south of the bridge. **Carried**

028-2017

e) Canadian Postmasters-Federal Government standing committee on Government Operations and Estimates –

**Moved** Councillor Schierbeck **Seconded** Councillor Rotvold that correspondence be received and filed. **Carried**

f) Norm Letnick, Minister of Agriculture, Responsible for Francophone Affairs Program –

**Moved** Councillor Dunsdon **Seconded** Councillor Schierbeck that correspondence be received and filed. **Carried**

### **Administrator's Report**

1. Attended the Zone 4 Chief's Education and meeting in Creston January 19 – 20, 2017.

Thursday evening after welcome and introductions Hot Stove discussion took place on the following topics:

- i. Weekend Coverage / Duty Crews – Discussions on the difficulties with departments having enough members for weekend coverage, and different ways departments keep track of who can cover weekends.
- ii. Recruitment Retention - "Answer the Call" Originally developed by the (AAFC) Alberta Assoc. of FC's, the Canadian Association of Fire Chiefs signed an agreement with the AAFC to expand their volunteer recruitment campaign across Canada to help provide information resources, marketing materials, and a distinct mark for recruiting, identifying and promoting the work of volunteer firefighters. It is a tool that lends a hand in other provinces and territories seeking deeper community engagement in bolstering the ranks of volunteer fire fighters, generating awareness of opportunities to become a volunteer firefighter and inspire recruitment by celebrating the contributions of dedicated individuals make to their communities.
- iii. Mandatory Fitness – NFPA medical standard requirement for Firefighters. Discussions on what type of fitness program departments have, what is required of the members in respect to a fitness program. Most departments have exercise equipment available but do not have a set program finding that department members utilize the equipment regularly. One department provides passes to a fitness centre but does not monitor pass use.
- iv. Naloxone – A highly effective chemical compound that reverses the effects of opiates and is used as an emergency treatment for overdose. Discussions on why this is only permitted to be carried and administered by First Responders in the event of an exposure during an event.
- v. Facilities / Equipment for specialized Training – 1407 – RIT / 1403 – Live Fire: A requirement to train to minimum training standard as set out in the Structure Firefighters Competency and Training Playbook. NFPA 1407 RIT is a standard for training fire service rapid intervention (training crews to have the capability to rescue fire fighters who become lost, injured, trapped, incapacitated, or disoriented in the course of an emergency); NFPA 1403 Live Fire provides minimum requirements for conducting live fire training to ensure they are conducted in safe facilities and a safe manner. Discussions on the asking more of the volunteers to take time away from family, jobs etc., to do this extensive training, also discussed was the lack of facilities to do training, and costs to bring proper facilities in to do the training.

Friday presentation and discussion on the intended new Fire Safety Act by Ron French, recently appointed Deputy Commissioner with the OFC.

Fire Safety Act was introduced with the goal of modernizing the regulatory framework for fire safety in BC, replacing the Fire Services Act legislation that has not had updates since 1979. Key elements of the new act will include responsibility shift to the local authorities to appoint fire safety personnel to carry out fire inspections, investigations and evacuations, move to a risk-based compliance monitoring system in an effort to improve conformance, establish an administrative enforcement model to address non-compliance issues in a more timely and effective manner, and shift to a risk-based system for compliance monitoring in municipalities.

In regards to risk-based system for compliance monitoring, only municipalities, not regional districts are required to undertake compliance monitoring. The act is being re-looked at and is postponed until possibly fall of 2017. Once FSA final municipalities have one year to incorporate into bylaws.

Discussion on changes to current status where the LAFC program is under the responsibility of the OFC and impending new legislations transferring appointment and training responsibilities onto municipalities and the impacts. OFC is designing an online training program to meet requirements to be able to do inspections, however, concerns were expressed with online training not being adequate. OFC office does not have the staffing but DC Ron French advised he will look at other options, i.e. 'train the trainer' and a 'Face to Face' instruction delivery model. Zone 4 FC's interested in a 'Face to Face' delivery model. Checklist is being developed for all types of occupancies, called 'Fire Safety Assessment' this can assist property owners to know what is expected of them to bring their place into fire safety compliance.

Training on Inspection Powers: When a warrant is needed to enter a premise, there will be a training component offered on how to obtain a warrant.

Discussions and concerns with shift of responsibilities to municipalities especially small municipalities in respect to ensuring fire inspections are performed properly and remediation, potentially having a financial and liability impact. OFC office will still provide higher level of investigation, i.e. if death, or suspicious fire or RCMP request.

Discussion on Fire Inspection and utilizing other resources to assist in inspection before letting others in to perform their inspections, i.e. insurance adjusters. Discussion on municipalities incorporating in bylaw an indemnity clause removing responsibility of liability from the appointed Fire Inspector (under the Fire Safety Act).

FC's advised the OFC office needs to clarify what the Fire Safety Advisor's role is, what they do, and what they are supposed to assist Fire Departments with.

Concerns with compliancy issues with inspections, it was expressed to the DC that there should be some level of protection for the municipalities. Also expressed was the downloading on small municipalities, increasing administrative load, costs, etc.

OFC does have wildfire protection units, 2 - 36', and 2 x 48' trailers to assist in wildfire situations. Costs just to open the door are around \$22,000, but are a recoverable expense in an emergency if properly goes through the EOC.

### Job Related Cancers in Firefighters

Presenter: Kenneth Kunz, M.D., Ph.D Medical Oncology, Pharmaceutical Sciences.

A power point presentation (that is on now on youtube) on cancer causing carcinogens and increased cancer in firefighters. Research found that 5 years after the World Trade Centre disaster there was a 30% increase in aggressive cancers in those firefighters involved in the disaster. After the WTC incident firefighters risk in disease was recognized. WorksafeBC finally brought in the Cancer Presumption Relief Act, April 11, 2005, where only certain types of cancers are presumed to be

caused by exposures in firefighting in BC, however, they have imposed to the recognized cancer type different minimum years of service required before coverage, ie. lung cancer (15years minimum cumulative period), kidney (20 years), bladder (15 years) etc., worksafe does not recognize cancers associated with types women may get.

Concerns with firefighters exposure to cancer causing carcinogens (ie., fire smoke), Dr. Kunz advised that if you can smell it on you, it is in you. Doctor Kunz was asked by the City of Surrey's FC to draft a letter for firefighters to be able to take to their doctors, the purpose of this letter is to provide information on cancer screening and surveillance for firefighters and emergency responders that may wish to establish a health maintenance program under their doctors care. The letter has since been posted to the Fire Chiefs' Association of BC website.

Discussions took place on decontaminating firefighters and their equipment after exposure to minimize contact with work-related carcinogens, and what other departments have in place or do extra as prevention measures. Proper **decontamination facilities** where firefighters can decontaminate after exposure. Walking through a decontamination washing facility with PPE gear on including wearing their SCBA as vapors will release during cleaning. After this process, PPE gear should be immediately washed in a **commercial grade washing appliance** and the firefighter should shower and place on clean clothes, not putting the same clothes on worn during exposure.

Sweating it out in saunas, extensive research shows that saunas greatly assist in the elimination of accumulated toxins in the body, however, the traditional system steam rooms are not as effective at detoxifying the body as infrared saunas because the heating is shallow under the skin, where an **infrared sauna** penetrates deep into the fat and muscles of the body, creating a more powerful detoxifying influence on the deeper tissues of the body. More departments are purchasing an Infrared Sauna to assist in detoxifying their members after exposure at an event.

A proper decontamination unit, commercial grade washing machine and infrared sauna for the volunteer firefighters who place their lives on line during an event and risk their health to disease after exposure, it is not a hard sell to ensure proper decontamination equipment is provided for our firefighters and first responders.

2. Midway Well #3 Twelfth Avenue – In 2015 Well #3 was proposed for inclusion in the BC Provincial Groundwater Observation Well Network (PGOWN). After reviewing information from their 2015 site investigation and other information received, they requested to meet in order to address some points for further consideration. On January 24<sup>th</sup> P/W Foreman Boltz, myself, Jessica Mace/ Project Coordinator Kettle River Watershed Management Plan and Councillor Rotvold met with John Pogson, Groundwater Protection Officer and Nicole Pyett, Regional Hydrogeologist both with MFLNRO.

The PGOWN was developed to collect, interpret, and publically report high quality groundwater quantity and quality data. In order to maintain data quality standards, existing wells entering the PGOWN need to be assessed for key criteria including well location within the aquifer and proximity to other wells or surface water; appropriateness of the site including well access, land ownership and logistical considerations; well design and construction; historical water quality and/or quantity concerns; alignment with PGOWN policies and monitoring priorities in the context of staff and resource limitations. Based on the review of 2015 site investigation and other information provided, they have identified the following areas for discussion:

1. Access – One objective of the PGOWN is to collect information on fundamental aquifer characteristics. Integral to satisfying this objective requires securing guaranteed, long- term access to monitoring points within the network. Because indefinite access is a requirement of wells within the PGOWN program, the Village would need to establish the form of agreement with the Province that would best secure such access to the well.
2. Site suitability – They found the well has excellent physical access with its close proximity to Highway 3 and short distance from 12<sup>th</sup> Avenue, but we require further information regarding land use planning for properties adjacent to the well.

3. Well Construction – Wells within the PGOWN must comply with the requirements of the Water Sustainability Act (WSA) and the Groundwater Protection Regulation (GWPR) as well as provide water quality and quantity information that is representative of conditions within the broader aquifer. Because complete well construction information was not available and historical reports suggested that some deterioration or build-up within the well may have occurred, therefore, a professional assessment of the well could provide further information on construction and current condition. If the well is assessed and requires rehabilitation, such work would need to be completed by a qualified person prior to incorporation into the PGOWN program.
4. Expenses - Incorporating an existing (GWPR) Groundwater Protection Regulation compliant water well into the PGOWN comes with the initial cost of instrumenting the well for data collection and installing solar and satellite telemetry hardware. The initial expense of set-up is followed by the annual costs associated with monitoring and sampling of the well. *Monitoring costs* are borne by the PGOWN program.

Before going to the next stage for consideration and decision on adoption into the program, the municipality will be required to have a professional assessment performed on Well #3. And when it is determined by the assessment that the well does not comply with the WSA and GWPR, the municipality will be required to have the well rehabilitated to those standards by a professional. *The municipality will also be responsible for the costs of both a professional assessment and rehabilitation of Well #3, after this work is done the Province may still find that the well is not suitable for their program. Alternately, if the Province does find the well suitable for their program the municipality has incurred the costs for assessment and rehabilitation and will have to transfer full title of the Well over to the Province indefinitely.*

After discussion with the Public Works Foreman about the costs the municipality will have to incur to bring into compliance and the potential for future use of the well by the municipality, it is recommended that *Council not approve further consideration for inclusion of Well #3 in the BC Provincial Groundwater Observation Well Network (PGOWN) Program at this time.*

**Moved** Councillor Dunsdon **Seconded** Councillor Schierbeck that Council not approve further consideration for inclusion of Well #3 in the BC Provincial Groundwater Observation Well Network (PGOWN) Program at this time. **Carried**

029-2017

3. Midway Community Centre Upgrade – A grant application to Infrastructure Planning Grant Program requesting \$4,910 to pay 100% of the costs to complete a geotechnical study at the Midway Community Centre is being submitted, the application requires Council support for the application.

**Moved** Councillor Dunsdon **Seconded** Councillor Schierbeck

*That the Council of the Village of Midway approves and supports an application to the Ministry of Community, Sport and Cultural Development, Local Government Infrastructure and Finance Branch for the “Midway Community Centre Geotechnical Study” project, and the amount being requested from the Infrastructure Planning Grant Program is a total of \$4,910.*

**Carried**

030-2017

4. Arena Manager Bob Peters would like to put on a couple of one day tournaments before the end of the year, one on Saturday, March 4<sup>th</sup> and the second on Sunday, March 12<sup>th</sup> (last day open) and requests the Village sponsor these tournaments.

**Moved** Councillor Dunsdon **Seconded** Councillor Schierbeck That the Council approves the Arena Managers request to put on one-day hockey tournaments, one to be held on Saturday, March 4, 2017 and one to be held Sunday, March 12<sup>th</sup>, and that the Village of Midway sponsor both tournaments.

**Carried**

031-2017

Mayor McMynn excused himself at 19:30 hours due to possible conflict of interest

5. Kettle River Day Weekend / Canada 150 Celebrations Event Organizer – Jolly McMynn would like to take on the roll of event organizer these weekend events. Because organizing these two weekend events is primarily for and on behalf of the Village of Midway, for liability coverage, it is recommended that Council ratify Jolly McMynn formally approving her as event organizer for the Village of Midway on these two weekend occasions.

**Moved Councillor Dunsdon Seconded Councillor Schierbeck**

*That the Council of the Village of Midway gives approval for Jacqueline (Jolly) McMynn as the event organizer for the Village of Midway for the Kettle River Day Weekend events and the Canada 150 Celebration events.*

**Carried**

**032-2017**

Mayor McMynn returns at 19:32 hours

Councillor Rotvold and Councillor Dunsdon excuse themselves at 19:35 hours due to possible conflict of interest

6. Midway Partnership Fund Report to Council – Under the Village of Midway Partnership Fund Advisory Committee Terms of Reference Section 5(e) under Protocols it states: “*It is expected that the Village of Midway will endorse the grant recommendations presented by the Advisory Committee*”, therefore Council is presented with the “Midway Partnership Fund Report to Council Funding Received 2016 –

Recommendation to Council to formally receive and approve the report as presented.

**Moved Councillor Metcalf Seconded Councillor Schierbeck** *That the Council of the Village of Midway receives and approves as presented the Midway Partnership Fund Report to Council for the Funding Received 2016.*

**Carried**

**033-2017**

Councillor Rotvold and Councillor Dunsdon return at 19:45 hours

Note: The MPF Chair John Fair has advised that they will be returning the funds to the Village of Midway to administer and disburse for all grants approved by the MPF Advisory Committee. The Village with the Advisory Committee, is still required to prepare an annual report to the Phoenix Foundation to include a list of grants reviewed, the dollar amounts recommended and the final decision regarding acceptance.

7. Kettle Valley Fire Protection Service Agreement – On January 18<sup>th</sup> the FC and I attended a teleconference meeting with John MacLean, RDKB/CAO and Mark Andison, RDKB/Deputy CAO to review the administrative structure of the proposed Kettle Valley Fire Protection Service Agreement. Another review meeting is scheduled for February 8<sup>th</sup> and will include the Area E Director, Councillor Rotvold, Mayor McMynn, John MacLean, Mark Andison, myself, and Mayor McMynn requests the attendance of the FC’s again at this meeting.
8. Community Centre Public Upgrade Project Town Hall Meeting – February 2, 2017 – Conceptual drawings will be posted on the Villages webpage.

**Moved Councillor Rotvold Seconded Councillor Dunsdon** *that staff be authorized to post the community centre upgrade project conceptual drawings on the Village’s webpage.*

**Carried**

**034-2017**

### **Mayor and Council Reports**

**Councillor Schierbeck**

- Daniel Stiener, Grant Specialist, requests council approval for Deverney Engineering to do Geo-Technical Investigation study in the amount of \$4,910.

**Moved Councillor Rotvold Seconded Councillor Dunsdon** *that council approve hiring of Deverney Engineering to do Geo-Technical Investigation study in the amount of \$4,910.00 for the Community Centre Upgrade Project.*

**Carried**

**035-2017**

Daniel Stiener is currently working on the Building Communities through Arts and Heritage-Legacy grant, letters of support should be requested by the Area E Director Vicky Gee and the Midway Senior Citizens. CAO will request letter of support from Laurie Bradford, President, Midway Senior Citizens as well as Area E Director Gee.

Councillor Schierbeck requested a planning meeting to go over updated budget and estimate for community centre upgrade project.

**Moved Councillor Rotvold Seconded Councillor Schierbeck that a special planning meeting be set up for February 15, 2017, at 8:30 a.m. Carried**

036-2017

#### Councillor Rotvold

- Community Energy Association – Electric Vehicle Charging Program – expansion of program
- Larry Olson, Regional Economic Development Manager, next network meeting will be held March 16<sup>th</sup>, the purpose of these morning meetings is to get business owners in front of policy makers and community leaders so that constructive regional dialogue can happen. Councillor Rotvold passed this information to Vaagen Fiber Canada and they have been in contact with Mr. Olson. Councillor Rotvold will check with Larry Olson to see if a representative from the Village should attend?
- LED Street Lights and Solar Energy Webinar – A primer for BC Elected Officials – Thursday February 23, 2017, 12:00-1:00 pm - If any of council are interested please register for webinar

#### Councillor Metcalf

- Community Forest Meeting – January 31<sup>st</sup> next meeting is March 7<sup>th</sup> in Greenwood
- Snowmobile Drags were well attended

#### Councillor Dunsdon

- Attended Library AGM – new directors appointed
- Aquifer – What are the rules around people pumping and selling water that comes from privately wells that are in the ALR. Are they restricted to using it for agriculture purposes only? Staff will research and report back to council.
- 

#### Mayor McMynn

- Attended branding meeting
- Robbie Burns Night at Parkview Manor
- MMBC meeting in Grand Forks
- Mayor, CAO meeting with MLA Linda Larson on Feb 6<sup>th</sup>
  - presented the Kettle River Museum Society with \$10,000 for their Rural Dividend grant.
  - Discretionary fund applications to MLA Larson at yearend.

Councillor Dunsdon left meeting at 20:30 hours

- Growing of hops on airport property, would there be any reasons why this crop could not be grown there i.e. birds near airplane path?
- Previous grant funding opportunity was a possibility for paving of airport, however, only a very small window available from the time of notice to deadline to apply for funding
- Conference call – softwood lumber – invitation to Mayors from Honorable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations and Susan Yurkovich, President, BC Lumber Trade Council to participate in a conference call for an update from government and industry on the softwood lumber trade action.
- Kettle Valley Fire Protection Service – meeting February 8<sup>th</sup>

#### Question Period

Tannis Killough asked about the proposed windows for the Community Centre upgrade project and whether placing them on the west side with no view is a good idea.

#### Budgets/Accounts

**Moved Councillor Rotvold, Seconded Councillor Schierbeck that accounts totaling \$70,099.21 be drawn on the general account and be paid. Carried**



**Correspondence for Info Only**

**Moved** Councillor Schierbeck, **Seconded** Councillor Rotvold that correspondence for information only item:

- a) Kettle River Museum – Financial Statement
- b) Midway Senior’s – Financial Report
- c) Interior Health – Healthy Communities Update-January 2017
- d) Community Energy Association – Electric Vehicle Infrastructure Deployment in the Kootenays

be received and filed.

**Carried**

**Correspondence for Info Only - to be held for two weeks only**

**Moved** Councillor Rotvold, **Seconded** Councillor Schierbeck that correspondence for information only item:

- a) Office of the Seniors Advocate – BC Seniors Advocate Updates Comprehensive Directory for Residential Care Facilities
- b) BC Forest Professional – January-February 2017
- c) Weir-Jones Engineering Consultants Ltd – Shake Alarm
- d) Wood Designs Building – Winter 2016-2017, Number 75

be held for two weeks only and destroyed.

**Carried**

Councillor Schierbeck has item d) wood designs building magazine

**Moved** Councillor Rotvold, **Seconded** Councillor Schierbeck to move in-camera under section (90) (1) (g) at 20:50 hours.

**Carried**

Returned to regular meeting at 21:14 hours

**Moved** Councillor Schierbeck to adjourn at 21:15 hours.

**Carried**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CAO