

Mayor, Doug McMynn opened the Regular Meeting of Council at 19:00 hours on November 20, 2023, Midway Council Chambers, 661 Eighth Ave., Midway, BC.

We acknowledge that our gathering takes place on the unceded and traditional territory of the indigenous peoples of that region as well as the Metis people whose footprints have marked these lands.

The Council of the Village of Midway agrees to uphold the Guiding Principles for Responsible Conduct as per Village of Midway's Policy No. 387

Present: Mayor McMynn
Councillors, Pownall, Dunsdon, Willsey & Metcalf

Staff: Lisa Teggarty, CAO
Tamara Lovett, Administrative Assistant

Delegation: Alicia Jenks, Bylaw Officer, Wendy Higashi, Museum Curator

Gallery: Martin Fromme

Introduction of Late Items - None

Adoption of Agenda

Moved/Seconded that the November 20, 2023, Regular Meeting agenda be adopted as circulated.

Carried

Delegation

- a) Bylaw Officer – Alicia Jenks is the Bylaw Officer for the Village of Midway. The Bylaw Officer's written report was given to Council at the last meeting, and they were interested in further discussing a few points with her, in particular the proposed On-line complaint format. The Bylaw officer explained the rationale for utilizing an on-line format and noted the security associated with it. She discussed her procedures up until this point in time and wanted guidance on few items. Should she act on verbal complaints or only written complaints? Council concurs that written complaints should be standard. The online Complaint form and proposed procedures was discussed, and the Bylaw Officer is moving forward with the development of the form. Alicia wanted guidance for possible instances when compliance wasn't happening. At present, letters with the pertinent Bylaw infraction are sent out and voluntary compliance has been occurring. What should her next step be? If compliance is not occurring Council suggests that those issues be brought forward for Council direction. The Bylaw Officer has a program where complaints can be well documented and utilized if issues escalate. Council thanked her for her presentation.

Alicia Jenks leaves at 19:18

- b) Wendy Higashi, Kettle River Museum Curator Report and Carriage Shed
- Wendy highlighted areas of her report – scanning of old photos project; successful events like the Easter egg hunt and Oktoberfest; cash donations; grants/active grants/proposed grant for new heating/cooling in the museum; bunkhouse upgrades; along with grants and future goals. Still working on a grant for digital signs and equipment. The website and web page are maintained by a volunteer out of Kelowna. Wendy is thankful for the 22 volunteers who helped achieve the goals set out for 2022/2023 fiscal year. This year there were 2692 visitors to the museum, she has a goal of 10,000 visitors. At present there is an electrical issue at the bunkhouse, but it is being dealt with. Wendy has outlined goals for 2024 which include more grant writing, obtaining a National Heritage Designation, and displaying more artifacts still in storage. Long-term goals include obtaining a station house grant for upgrades, a CPR or VV&E engine, and the schoolhouse relocation and restoration.
 - Wendy attended the 16th International Conference on the Inclusive Museum in September and touched upon some of the highlights of the conference. Inclusiveness was the focal point.
 - Councillor Dunsdon took Wendy's comments about a full-time information center and forwarded them to the Regional District, and they will draft a resolution to the AKBLG. Also wondered if Wendy was aware of an Asset management plan. The documenting of inventory and when things were done. Wendy has a Conservation plan on most buildings which includes information on projects (roofing, inventory) and will pass along to the CAO when updated with current information. Councillor Willsey stated that the Museum will be included in the Accessibility plan for the Village and moving forward, accessibility will need to be kept in mind. Wendy stated that a ramp has already been built for visitors to cross over the rails to the stationhouse and there are plans for visual tools (videos) for physically limited visitors to explore the upstairs. Hearing, visual and smell should be considered.
 - Carriage Shed – Wendy is applying for a Heritage grant to conserve the Carriage shed behind the Senior's Center. She presented some photos of the building and identified work that would be required to complete the Grant application. The conservation plan for the Carriage shed required a statement of significance, identifying its history, along with what kind of work would be required for its preservation. There is portion of the shed that was added to at a later dated and is not salvageable. Would council be agreeable to leaving this portion out of the plan? This portion, however, covers a decommissioned well. The council questioned the ease of decommissioning the well. Councillor Pownall will work with Wendy, and the CAO will identify the requirements for decommissioning the well and needs of conserving the building. The Heritage Grant is being applied for. Report on file: 7930-02.

Wendy Higashi leaves at 19:42

Question Period - None

Adoption of Minutes

Moved/Seconded that the minutes from the Regular Meeting of November 6, 2023 (Page 6850 – 6852) be adopted as circulated.

Carried

Moved/Seconded that the minutes from the Special Meeting of November 15, 2023 (Page 6853) be adopted as circulated.

Carried

Business Arising

Regular Meeting of November 6, 2023 (Page 6850 – 6852) - None

Special Meeting of November 15, 2023 (Page 6853) - None

New and Unfinished Business

- a) Staff Report – Council Procedure Bylaw No. 555 to amend the Current Council Procedure Bylaw No. 512. This is to propose amending the regular meetings to every third Monday. Staff would have more time to identify and research items being added to the agenda. A 3-week rotation was discussed, and examples were shown. The start date in January was left to staff's decision. The notice of intent would be advertised for two weeks in the Grand Forks Gazette and on the Village website.
Moved/Seconded that Council amend Bylaw No. 512, 2019 Council Procedure Bylaw to change Council meetings to a 3-week rotation starting January 2024. **Carried**
075-2023
- b) Staff Report – Appointment of Municipal auditor for 2023 Audit. Grant Thornton LLP completed last year's audit. There would be a significant amount of work to replace them. They did the audit remotely last year.
Moved/Seconded that Council appoints Grant Thornton LLP for External Audit Services for the 2023 audit. **Carried**
076-2023
- c) Staff Report – Bylaw No. 554, 2023 – A Bylaw to Authorize the Establishment of a Growing Communities Reserve Fund. Midway received a one-time grant of \$763,000 and council had discussed the use of this funding previously but will discuss more at 2024 Budget deliberations. Council discussed the need to establish the reserve and the necessary requirements for reporting on the use of the grant and the expenditures.
Moved/Seconded that Council gives first reading to the Village of Midway Bylaw No. 554, 2023, A Bylaw to authorize the establishment of a Growing Communities Reserve Fund. **Carried**
077-2023

Correspondence

- a) Greg Smythe – Proposal for Establishing a Dog Park in Midway – Council discussed the letter and had questions about signage, maintenance, liability and responsibility. More research would be required to answer these questions. This may become a future project and perhaps bring the possibility of a dog park project into the upcoming budget deliberations. Council directed staff to send a letter to Mr. Smythe thanking him for his letter.

Moved/Seconded that the following Correspondence Item

- b) Shadow Minister for Municipal Affairs, Dan Ashton – Bill 45, Miscellaneous Statutes Amendment Act (No.4), 2023 be rec'd and filed. **Carried**

Administrator's Report - Written

1. RDKB GIS Team – Interactive Web map training for all staff (Oct 19th). *RDKB provided us with excellent presenters.*
2. Economic Diversification – Stakeholder meeting in Midway confirmed. Lochaven will be doing one-to-one engagement sessions on Wednesday Nov. 22 from 4:00-6:30pm at the Community Centre. *November 20th meeting was held in the Council Chambers. The consultant will be doing one to one engagement instead of an open Town Hall meeting, as they find this works better. The meeting did clarify a few issues for the village. Councillor Dunsdon stated that barriers to address, for e.g. services provided by the village (Arena, Fire Services and Public Library) to outlying areas for free.*
3. RDKB Fire Protection Service Agreement – Mayor McMynn, Councillor Metcalf, Chief Daloise and CAO met with James Chandler and Sharen Gibbs Area A Director on November 14th to continue discussion on Fire Services Agreement contract. Some discussion topics included concerns about *paying rent to house Fire equipment and increase in coverage area difficult due to limited supply of volunteers.*
4. New Housing legislation – Participated in a MS Teams meeting presented by the Ministry of Housing. *More reading is required.*
5. OCP review – Telephone meeting with Eco Plan consultant to go through items on the draft OCP document.
6. Spray Park – fencing being removed/Fortis have requested access so that the new service for Washrooms and Electric charging station can be completed. *Pole is to be established within the treeline for safer/better location.*
7. Planning/Development queries – Currently working on two.
8. Health & Safety meeting – Attended the monthly Village meeting chaired by Chief Daloise. Respect in the Workplace training has been rolled out to all staff, to complete online. CAO will send email link to *Council. Councillor Willsey - It should also be included in Accessibility study.*
9. Growing Communities Fund – Establishment of Reserve fund Bylaw a requirement. CAO will add this fund to the Reserves report. Further discussion on Capital Plan and future strategic projects to be held at Pre-budget meeting with Council.
10. Budget 2023 v's actuals – Ongoing.
11. Strategic Planning – Have reached out to other municipalities in the area and will report back to Council. *Some municipalities have used consultants to complete.*
12. Water and Sewer Rates Bylaw to be brought to next regular meeting.
13. Riverfront Planning/Housing project planning – Grant research ongoing.

Mayor and Council Reports**Councillor Metcalf – Verbal**

- Next West Boundary Community Forest meeting will be on Dec 5th, at 6:30, in the Midway's Council Chambers.
- Stated that the issue of Kettle River Museum being a year-round information center was discussed at the UBCM conference and noted that the probability was low. Councillor Dunsdon was still going to pursue the request.

Councillor Pownall - Verbal

- The Spray Park bathrooms are done. The exterior doors will be painted in the spring. The soap dispensers and toilet roll holders are still not here. Ordered from the company that the village uses.
- Want to acknowledge that at the Remembrance Day celebrations, Councillor Metcalf and his son Calvin received an award from the Legion for looking after the Cenotaph grounds.

Councillor Willsey - Verbal

- RDKB Asset Management – it is our job to identify and manage our assets: both man-made and natural. We should always be putting money away to manage these determined assets.
- Attended the YRB meeting. They should consider including the locals/public. Village should promote a public meeting.
- Accessibility study information is overwhelming on things they want. All kinds of barriers need to be identified and then addressed. Will get the committee in place then identify what we want to aim for - long term plans.
- RDKB elections were completed, and Linda Worley is the Chair.

Councillor Dunsdon - Verbal

- Has been to 9 meetings this month on behalf of the Village. Remuneration – when are the negotiations? what is the increase? We should put it on the agenda for the next meeting.

Mayor McMynn – Verbal

- We should get some information out about the Community Hall. Let people know what is happening.

Moved/Seconded that staff send out an update informing the Community that the Community Hall upgrade is on hold.

Carried
078-2023

Question Period

Martin wanted to let council know that the application for the Parkview expansion has been submitted. Submission was to be in by the end of November 17, 2023 and it was. This was due to massive co-operation by everyone involved. Expect to hear sometime in January or February if the application has been accepted. The application was good but may have been a bit weak on the Aboriginal inclusion portion. Martin was under the impression that there were numerous communities making applications for the funding. Parkview already has an established management team, land and several other items that favour acceptance of the application. They still need to apply for the ALR exclusion.

Financial Report - None**Bylaws & Policies**

a) Bylaw No. 554, 2023 – A Bylaw to Authorize the Establishment of a Growing Communities Reserve Fund – For Three Readings

Moved/Seconded that Bylaw No. 554, 2023 – A Bylaw to Authorize the Establishment of a Growing Communities Reserve Fund be **READ A FIRST TIME** this 20th day of November, 2023. **Carried**

Moved/Seconded that Bylaw No. 554, 2023 – A Bylaw to Authorize the Establishment of a Growing Communities Reserve Fund be **READ A SECOND TIME** this 20th day of November, 2023. **Carried**

Moved/Seconded that Bylaw No. 554, 2023 – A Bylaw to Authorize the Establishment of a Growing Communities Reserve Fund be **READ A THIRD TIME** this 20th day of November, 2023. **Carried**

Planning – None**Budgets/Accounts**

Moved/Seconded that budgets and accounts totaling \$52,745.27 to be drawn on the general account and be paid. **Carried**

Correspondence for Info Only

Moved/Seconded that the following Correspondence for Info Only item:

- Ministry of Agriculture and Food, Pam Alexis – UBCM Meeting Summary
- Minister of Housing, Ravi Kahlon – New legislation to support local government housing initiatives.
- Regional District of Kootenay Boundary – Building Inspection Report to the end of October 2023

be rec'd and filed.

Carried

Correspondence for Info Only – to be held for two weeks only

a) **Moved/Seconded** City of Rossland – Invitation to Open House, November 23, 2023, 5-7pm be rec'd and filed.

Carried

Martin Fromme leaves at 21:01 hours.

Adjournment

Moved to adjourned at 21:01 hours.