

THE CORPORATION OF THE VILLAGE OF WARFIELD

REGULAR MEETING #21-15

A Regular Meeting of the Council of the Village of Warfield held in the Council Chambers on Wednesday, October 7th , 2015.

Present: Councillor S. Ferraro
Councillor D. Langman
Councillor T. Milne
Councillor B. Rakuson

CO J. Patridge

Absent: Mayor T. Pahl

Call to Order

Acting Mayor Rakuson called the meeting to order at 7 p.m.

Agenda #21-15 Moved by Councillor Langman / Seconded by Councillor Ferraro

THAT the agenda for Regular Meeting #21-15 be adopted as amended, with the amendment being the addition of the Girl Guide delegation.

Carried 2015-214

Delegations

The Girl Guides attended the meeting to personally thank Council for allowing them to have meetings at the Warfield Community Hall. The Guides presented Council with a box of cookies.

Minutes

Moved by Councillor Ferraro / Seconded by Councillor Langman
THAT the minutes of: September 16th
be adopted as circulated.

Carried 2015-215

Consent Calendar

Moved by Councillor Ferraro / Seconded by Councillor Langman

THAT the Consent Calendar including:
Fortis B.C. Resource Planning Workshop
Kalesnikoff Lumber Co.
Youth Parliament of B.C. Alumni Society
be accepted as circulated.

Carried

2015-216

Motions & Submissions

Referrals from Prior Meetings

Councillor Ferraro and his wife will attend the Snowflake Gala with Mayor Pahl and his wife.

Referrals from Delegations

Correspondence

Kootenay Columbia Trails Society
Moved by Councillor Milne, seconded by Councillor Ferraro that the letter be accepted and filed.

Carried

2015-217

Ambulance Paramedics
Councillor Langman left the room at 7:18.
Moved by Councillor Milne, Seconded by Councillor Ferraro that the letter be accepted and filed.

Carried

2015-218

Councillor Langman returned to the room at 7:20.

Society for the Protection and Care of Seniors
Moved by Councillor Ferraro, seconded by Councillor Langman, that the letter be accepted and filed.

Carried

2015-219

Columbia Basin Trust
The Trust has agreed to extend the deadline of the grant to until June 30, 2016.

Staff was instructed to ensure the culvert for Beaver Bend is installed before the work on the Pump Track begins.

Moved by Councillor Ferraro, Seconded by Councillor Milne that the letter from Columbia Basin Trust be accepted and filed.

Carried 2015-220

Kathleen Jackson Business Walk

Staff was instructed to contact them to ask what is involved with this process.

Moved by Councillor Langman, Seconded by Councillor Ferraro, that the letter be accepted and filed.

Carried 2015-221

Soligo and Company.

Moved by Councillor Ferraro, seconded by Councillor Langman, that the letter be accepted and filed.

Carried 2015-222

Gina Ironmonger. LCCDTS

Moved by Councillor Milne, seconded by Councillor Ferraro, that the Village will RSVP with regrets that no one will attend.

Carried 2015-223

Letter from Stephanie Cadieux

Moved by Councillor Milne, Seconded by Councillor Langman, that the letter be received and filed.

Carried 2015-224

Letter from Waves (Warfield Village Enhancement Society)

Moved by Councillor Ferraro, seconded by Councillor Langman, that the Waves committee may maintain an outdoor rink for the 2015-2016 season, with the understanding that they do all the maintenance, and that they may maintain a toboggan run at Muzzin Park.

Carried 2015-224

Youth Action Committee

Moved by Councillor Langman, seconded by Councillor Ferraro, that the Youth Action Committee may install a Little Free Library in the Village.

Carried 2015-225

Letter from Webster PAC.

Councillor Langman left the room at 8:21 p.m.
The Warfield PAC requested that Council waive Community Hall rental fees for an event on November 7th, as well as some Bingo nights the PAC is planning.

Moved by Councillor Ferraro, seconded by Councillor Milne, that Council waive the Community Hall rental fees for November 7th.
The rental fees for the Bingo nights will not be waived.

Carried 2015-226

Councillor Langman returned to the room at 8:30.

Janet Bouchier – Daffodils

Staff was instructed to inform Ms Bouchier that her Grade 4 class may plant daffodil bulbs on the Village lot located directly across from the school.

Reports & Memoranda

Moved by Councillor Milne, Seconded by Councillor Ferraro, that the reports be accepted and filed.

Carried 2015-227

Financial Matters

October 7, 2015

SCHEDULE OF ACCOUNTS #018

Moved by Councillor Ferraro / Seconded by Councillor Milne

That the commitments and expenditures represented by the accounts payable listed below be authorized and that their payment in the amount of One Hundred Twelve Thousand Two Hundred Seventy Five Dollars and Fifty Two Cents (\$ 112,275.52) in total be approved:

Payroll Cheques #002336 thru #002350	\$ 17,120.52
Cheques #002351 thru #002365	VOIDED
Accounts Payable Cheques # 002366 to #002407 inclusive And EFT PAP Payments	\$ 60,887.23 \$ 23,545.21
Payroll Cheques #002408 thru #002419	\$ 10,722.56

TOTAL EXPENDITURE & PAYMENT APPROVED **\$ 112,275.52**

Bylaws

Policies

Member Reports & Inquiries

Spaghetti Dinner – Councillor Langman

Our event that was held on September 26th turned out great. Marylynn Rakuson did a lot of work behind the scene while Council was away at UBCM, the works crew set all of the tables up, WYAC put out the table clothes and set the tables. At the event, the Brownies did cleanup and the Warfield Fire Department served the pasta. Councillor Rakuson and Mayor Pahl took tickets at the door and Councillor Langman and CFO Jackie Patridge worked in the bar. Thank you to Council and Staff for stepping up and helping with this as we only had 2 recreation members who were able to help out that day.

All of the comments we have received on the event have been positive. The meal, cooked by the Columbo, was very good! They also did the dishes in the kitchen, which was a huge help. Based off of numbers from last year and the budget laid out from last year, our attendance was about the same, however liquor sales were down, which we were hoping to help recover costs.

Overall, the event broke even, which is what our aim was. Next year, things to look at include the date (originally it was slated for September 19th, the same day as the Columbo's Piazza day, plus September is so busy already), doing something different other than Spaghetti (maybe switching things up and doing an October Fest?) or dropping the Spaghetti dinner. This, in reality, was mainly a seniors event, which is perfectly fine, however the rec commission needs to make a decision as to whether they wish this event to continue or if they want to try something new. The Columbo has already stated that if they do the spaghetti dinner next year, the price will have to increase. I don't know how much higher people will pay to attend something like that

and when we are pricing ourselves out of an event. Marylynn spoke to several people who said they would be willing to pay a slightly higher price though.

Councillor Langman, UBCM Report.

UBCM 2015 – September 22---25th

Councillor Brett Rakuson and myself attended the MIA AGM where Councillor Tom Milne was also attending on behalf of the MIA board. At the AGM we heard about the success of the MIA and also held elections for positions in which I was the voting member in place of Mayor Ted Pahl who could not attend. Afterwards, Councillor Rakuson, Councillor Ferraro and myself attended the MIA of BC Reception and the UBCM Welcome Reception.

Bylaw Enforcement Best Practices

I attended a clinic on Bylaw Enforcement which outlined how 7---8% of complaints are about local government, in specific about Bylaw Enforcement. These complaints are the ones received by the Ombudsman. Many local governments follow the route of voluntary compliance (education, warnings, mediation) vs. enforcement (bylaw offence notice, tickets, prosecution, civil action). There are several policies that we should look at implementing or updating. We need to have a written policy in place to define the separate roles of bylaw enforcement officers, managers, senior staff and council. There should be a policy in place for receiving, recording and responding to complaints including prioritizing, what to do for multiple complaints and what to do after receiving a complaint.

The Ombudsman is focussed on complaints that involve health, safety and the environment.

There is an investigation process to ensure that you have jurisdiction, there is a consistent approach to similar complaints, to create and follow an investigation plan, thoroughly document the investigation, and it is very important as well to have this documentation specifically when an investigation does not occur.

Written responses are the best practice in response to a complaint as it is documented in the best way for the resident and for documentation. There should also be a formal appeal process in place through a policy or bylaw.

There is a best practice guide which we should be receiving shortly and it will also be available online through the website. Also outlined online is how to respond to an investigation (focus on the investigation, speak to the investigator and provide information). The investigators are there to help and to ensure fairness in local government.

Annual Meeting

We had the Opening Session for the convention followed by the annual meeting. Here we had an address by the UBCM President, adoption of minutes from last year, annual report, financial statements, etc.

We also had a Keynote Address by Dr. Roberta Bondar, which was very good! She was one of our Canadian Astronauts who went up in space and she went through her experiences to get there, her struggles and successes.

Kootenay Booth

Councillor Shane Ferraro and myself worked in the Kootenay Booth set up in the trade show for an hour as well. It was interesting to see how many people came to the booth just because we were the “Kootenay People” and loved it. Many of the municipalities donated various things to the table including books, pens, tattoos, notebooks, etc. We had brought pens but it would be

nice to have something else to bring to this as well. I'm unsure of the amount that we spend to sponsor the Kootenay Booth though, if anything, so this is something to look into.

Liability and Risk Management for Elected Officials

This clinic basically outlined how the MIA provides civic risk insurance for elected officials including negligent misrepresentation, defamation, misfeasance in public office. Cost of claims include legal expenses (sometimes double due to representing the community along with individuals), time, reputation, personal, and settlement.

Basically it was outlined for an elected official to never suggest something could be done but instead suggest that individuals bring something to council or present to council. Most of the times, the party involved are seeking information as they have an "economic interest" that is likely tied to the response. Always use invariable practice and record any kind of exchange.

Public Engagement – When to Lead and When to Follow

This was a very active workshop in that the structure involved the power of sharing. This was meant to inform, consult, involve, collaborate and empower individuals. We listened to what other municipalities were doing in specific circumstances how to start engaging our public. Some recommendations included participatory budgeting to show tough decisions that council is making and what to cut, what to prioritize, etc., doing a world café at tables to express their ideas, have community members sit down and collaborate together on a solution to issues while having staff/council act as facilitators between parties.

Resolution Sessions

Over the course of two days, we went through resolution sessions. It was interesting to see how some of the resolutions that you didn't think would be an issue were the most debated by elected officials. And others were pushed through quickly. The process I think was the most interesting but what I am specifically interested in now though is how the UBCM executive now takes those resolutions that have been endorsed and what they do with them, how they approach/put pressure on the government to get these resolved.

Warfield Recreation Commission AGM Minutes – Councillor Langman

Meeting called to order at 7:10

Attendance:

Members: Marylynn, Terry, Steph

Ex--Officio Members: Diane, Jackie

Absent: Henny, Marg, Darlene, Rose

Review and Approval of Minutes:

Unavailable

Issues arising from previous meeting minutes:

At the next recreation commission meeting, we will have a financial report available along with an outline as to the budget for each event that recreation puts on.

Officers Elections:

Unfortunately, we did not have a quorum and could not have elections. We really need to recruit volunteers and elect a Chair, Vice--Chair and Secretary. If anyone is interested in these positions or have questions, please speak to Diane. Hopefully we can do this at the next commission meeting.

Council Members Report:

The WYAC (Warfield Youth Action Committee) has started meeting on Friday nights from 6:30---8:00 p.m. in the Old Recreation Office. This space is being converted for them along with other groups to meet up including couches, a big screen tv, microwave, fridge, etc.

Pumptrack update: We got the approval from Columbia Basin Trust and this will start in the Spring of 2016

Canada 150 Grant: We were approved for a large grant to do upgrades to the pool including permanent shade structures, pool basin repair, pool decking repair and a new condensing boiler unit.

UBCM: Council attended UBCM where we attended a lot of courses and learned a ton of new information.

Pipeline Bridge in Trail is going forward now and they should be breaking ground soon.

Laurier Project: This is a big project for our works crew and contractor and will help resolve some of the water issues that we are having in that area.

Old Business:

Spaghetti Dinner was a great success. We had 107 people in attendance. A big thank you to Marylynn Rakuson for all of her hard work planning this and helping with set up! The works crew set up the tables for us, WYAC put out the table clothes and set the tables, then on event day, the Brownies came to clear the tables and the Warfield Fire Department helped in serving. A budget/expense form will be available at the next Recreation meeting.

New Business:

Halloween – October 31, 2015

We are going to set up the hall for Halloween on October 25th at 3:00 after the church group is out.

We have hot dogs from a past event that council put on at the pool so we will bring those to cook and hand out. Diane has spoken with Shane Ferraro as well about him donating or at least getting more hot dogs for us at cost.

MaryLynn has spoken with Allana about Paul Ferro giving us haybails to put in the hall and us potentially doing some kind of photo backdrop for people to take pictures in the hall at.

We are going to ask WYAC to do pumpkin carving on October 30th at their meeting so we can have these on display in the hall as well.

Scouts have expressed an interest in running a haunted house so we will follow up with them what they would like to do.

Diane will speak to the 6/7 Youth Leadership program at Webster along with WYAC to do games at the hall as well. Diane mentioned that maybe after they have run the games, we can do a pizza party for them afterwards and they can go down to their room and watch a movie and eat pizza.

We will speak to the Assisted Living group on Forrest Drive about handing out candy bags at the door again this year as well.

Warfield Craft Fair – November 21, 2015

We would like to decorate the hall, at least partially, on November 20th to make this more of a holiday shopping event.

We need to get advertising for this ASAP.

Cost for tables will be \$25

It was brought up to maybe see if the Webster school PAC wanted to sell chilli and a bun at this event as a fundraiser.

Seniors Tea – December 6th, 2015

This is council's event but we just wanted everyone to be aware of the date

Volunteer Dinner – December 11th, 2015

Again, this is council's event but we wanted you to be able to get it on your calendars

Breakfast with Santa – December 12th, 2015

We will need to decide on who we can ask to be Santa, perhaps asking Bert Crockett to do it again?

We will organize more for this event once it gets closer.

Easter – Hall has been booked for March 19th, 2016

Warfield Days – May 28, 2015

Marylynn suggested that we look at what dates other communities have their events scheduled for so that we don't conflict with them.

New Ideas:

Henny had previously mentioned that she would like to see us put on an International Potluck dinner. This is something that we can look into, the only concern is the Food Safe aspect as things are supposed to be cooked on site.

Diane mentioned that perhaps we should start inviting a representative from other groups to come to the Recreation Commission meetings as well and maybe we will get more involvement from them. They can volunteer their groups for things instead of us asking them about doing particular things at functions. Group representatives we could invite include Sparks/Brownie/Guide leaders, Scouts leaders, Warfield Fire Department, WAVES member, Webster PAC Member, Warfield Community Church member, etc.

Next Meeting – October 14th, 2015

Adjournment: 8:09 p.m.

Submitted by Councillor Milne:

Meeting Report

I attended the LCCDTS meeting on September 17,2015

Attached is a copy of the minutes of that meeting.

On September 21, 20215, I attended the Board meeting of the MIABC and on the 22nd AGM which was held at the Fairmount Water front Hotel.

There was an election held to fill five positions on the Board. These positions are members- at- large and not, necessarily from the elected officials, but are from local government associations also.

It was one of the largest turnouts we have had in years.

The interest from the elected officials is high right now with the new property insurance that is now available.


Tom Milne

Councillor

October 1,2015

Moved by Councillor Milne, seconded by Councillor Ferraro, that the reports be accepted as circulated.

Carried

2015-228

Adjournment

On a motion by Councillor Ferraro the meeting adjourned at 8:45 p.m.

I hereby certify the preceding to be a true and correct account of the Regular Meeting #21-15 of Council held on October 7th, 2015.

Mayor

Corporate Officer