



MINUTES

Regular Council Meeting

4:00 PM - Monday, November 7, 2022

Village of Fruitvale Council Chambers and Zoom Video Conference

The Village of Fruitvale Regular Council Meeting held on Monday, November 7, 2022 in the Village of Fruitvale Council Chambers and on Zoom Video Conference was called to order by Mayor Morissette at 4:00 pm with the following members present:

PRESENT: Mayor S. Morissette, Councillor C. Ellison, Councillor J. Mason via Zoom, Councillor W. Startup and Councillor B. Wenman

EXCUSED:

STAFF: Chief Administrative Officer P. Lashar and Chief Financial Officer K. Tuttle via Zoom, Recording Secretary K. Halifax, and Public Works Foreman J. Startup

PUBLIC: 1 via Zoom

2. LAND ACKNOWLEDGEMENT

We acknowledge and appreciate that the land on which we gather is the converging, traditional and unceded territory of the Sylix, Secwepemc, Sinixt and Ktunaxa Peoples as well as the Metis Peoples whose footsteps have also marked these lands.

3. ADOPTION OF AGENDA

RES-185-2022

Moved by Wenman
Seconded by Startup

THAT the November 7, 2022 Regular Council Meeting Agenda be adopted as presented.

CARRIED

4. DELEGATIONS, PRESENTATIONS & RECOGNITIONS

5. ADOPTION OF MINUTES

A. Minutes of the Regular Council Meeting held on October 3, 2022

RES-186-2022

Moved by Wenman
Seconded by Ellison

THAT the minutes of the regular Council meeting held October 3, 2022 be adopted as presented.

CARRIED

B. Minutes of the Special Council Meeting held on October 6, 2022

RES-187-2022

Moved by Wenman
Seconded by Startup

THAT the minutes of the Special Council Meeting held on October 6, 2022 be adopted as presented.

CARRIED

C. Minutes of the Special Council Meeting held on October 11, 2022

RES-188-2022

Moved by Startup
Seconded by Ellison

THAT the minutes from the Special Council Meeting held on October 11, 2022 be adopted as presented.

CARRIED

6. CONSENT AGENDA

A. For Information Only Correspondence

1. RDKB Building Permit Statistics to end of September and October 2022
2. Aboriginal Housing Management Association - Provincial Urban, Rural and Northern Indigenous Housing Strategy (Strategy is on table in Council's office)
3. ETSIBC - Economic Trust of the Southern Interior - presentation to Southern Interior CAOs
4. Lake Roosevelt Currents Newsletter
5. Provincial Caribou Recovery Program Update
6. Metal Tech Alley Update

RES-189-2022

Moved by Wenman
Seconded by Ellison

THAT the Consent Agenda items be received as presented and filed.

CARRIED

7. STAFF REPORTS

A. T. Gallamore, BV Youth Action Network (BVYAN) Coordinator

B. J. Startup, Public Works Foreman

Public Works Foreman Startup gave an overview of his report and answered questions from Council.

C. P. Lashar, Chief Administrative Officer

CAO Lashar gave a verbal overview of her report. A discussion took place on the middle school property development; more discussion to take place at the next Committee of the Whole meeting.

RES-190-2022

Moved by Ellison

Seconded by Wenman

THAT the reports from T. Gallamore, J. Startup and P. Lashar be received as presented and appended to the minutes as available.

CARRIED

8. COUNCIL MEMBER AND COMMITTEE REPORTS**Council Member Reports****Mayor/RDKB Director Morissette Report**

Mayor Morissette gave a verbal overview of his report. The Railway Station project at Railway Park is hoping to break ground in the spring.

RES-191-2022

Moved by Wenman

Seconded by Startup

THAT the report from Mayor/RDKB Director Morissette be received as presented and appended to the minutes as available.

CARRIED

Committee of the Whole Recommendations - None**9. CORRESPONDENCE REQUIRING ACTION**

- A. BC Electoral Boundaries Commission - Preliminary Report** - Request for feedback on the recommended changes to B.C.'s electoral district for provincial elections. Visit <https://bcebc.ca/> to read the preliminary report, complete the website survey, view the schedule of upcoming public hearings and explore maps, data and other resources.

Mayor Morissette informed Council that the Regional District of Kootenay Boundary will be sending a letter to the BC Electoral Boundaries Commission with regards to the recommended changes to B.C.'s electoral district for provincial elections.

- B.** Fruitvale Firefighters Society - Request for Fruitvale Memorial Centre rental fee waiver

RES-192-2022

Moved by Ellison

Seconded by Wenman

THAT Council approve the request from the Fruitvale Firefighters Society to waive the Fruitvale Memorial Centre rental fee for their rental on December 10, 2022.

CARRIED

- C.** Development Variance Permit Application from 1263170 BC LTD

RES-193-2022

Moved by Startup

Seconded by Wenman

THAT Council deny the Development Variance Permit Application from 1263170 BC Ltd. to allow an office in their building as the *Community Charter* Division 9 – Development Variance Permits, Section 498 (2) (a) does not allow a variance to the use or density of land from that specified in the bylaw;
AND FURTHER THAT staff be authorized to prepare a Zoning Amendment Bylaw to amend the C2 Zone to permit Offices as a principle use;
AND FURTHER THAT staff inform the applicants of the process involved with a Zoning Amendment.

CARRIED

10. UNFINISHED BUSINESS

11. NEW BUSINESS

- A.** Signing Authority

RES-194-2022

Moved by Wenman

Seconded by Ellison

THAT CAO Lashar be authorized to add Mayor Steve Morissette as signing authority on the Village of Fruitvale's bank account with Kootenay Savings Credit Union.

CARRIED

B. Acting Mayor List for 2022-2026

RES-195-2022

Moved by Startup

Seconded by Ellison

THAT Council adopted the 2022-2026 Acting Mayor List as presented.

CARRIED

C. Council and Committee of the Whole Meeting Start Times - request from Councillor Mason for a later start time

Councillor Mason requested the start time for Council of Committee of the Whole meetings be changed to 6:00 pm so that she is able to be at the meetings in person. A discussion ensued on the pros and cons of a later start time.

RES-196-2022

Moved by Mason

Seconded by Wenman

THAT the start time for Council and Committee of the Whole meetings be changed to 6:00 pm beginning with the first meeting in January 2023.

CARRIED

D. Committee of the Whole Meeting December 19, 2022 Cancellation

RES-197-2022

Moved by Ellison

Seconded by Startup

THAT the December 19, 2022 Committee of the Whole Meeting be cancelled.

CARRIED

E. RDKB Appointments

A discussion took place on the RDKB appointments. Mayor Morissette and Councillor Wenman expressed their interest in being the Village of Fruitvale's appointment to the Regional District of Kootenay Boundary board. Council discussed having a secret ballot vote or an open vote and it was decided an open vote would be fine.

Councillor Startup posed the following questions:

Who votes to appoint Mayor Morissette to the Regional District of Kootenay Boundary Board? Two Councillors voted yes.

Who votes to appoint Councillor Wenman to the Regional District of Kootenay Boundary Board? Two Councillors voted yes.

Mayor Morissette broke the tie vote by voting for himself

RES-198-2022

Moved by Startup

Seconded by Ellison

THAT Mayor Steve Morissette be appointed as the Village of Fruitvale's representative to the Regional District of Kootenay Boundary.

CARRIED

RES-199-2022

Moved by Mason

Seconded by Wenman

THAT Councillor Bill Wenman be appointed as the alternate member for the Village of Fruitvale's representative to the Regional District of Kootenay Boundary Board.

CARRIED

F. Board of Variance Appointment

A discussion took place on a replacement member for the Board of Variance. CAO Lashar to review the appointment process and report back to Council.

G. Ktunaxa Kinbasket Treaty Advisory Committee Appointments

RES-200-2022

Moved by Startup

Seconded by Ellison

THAT Council appoint Councillor Mason as the Village of Fruitvale representative to the Ktunaxa Kinbasket Treaty Advisory Committee; AND FURTHER THAT Councillor Wenman be appointed as alternate.

CARRIED

H. Candy Cane Lane - Confirm if Council will host Candy Cane Lane this year

FYI - BV Recreation's Breakfast with Santa is being held on Saturday, December 3 in the Fruitvale Memorial Centre.

- Fruitvale Firefighters are not available on December 10.

A discussion took place on having the annual Council Spirit Event, Candy Cane Lane, on Saturday, December 3, 2022 from Noon to 3:00 pm if help

is available to organize the event. Mayor Morissette will try to recruit some volunteers to help organize the event.

Councillor Mason expressed interest in heading the committee for this event in 2023 as she is out of town on December 3 this year. Saturday, December 3, 2022 from Noon to 3:00 pm if help is available to organize the event.

I. Garbage and Sewer Utilities Budget Presentation

CFO Tuttle presented the solid waste and wastewater utilities budget to Council.

RES-201-2022

Moved by Startup

Seconded by Ellison

THAT the 2023 Utilities Budget presentation be accepted as presented.

CARRIED

12. BYLAWS/POLICIES

A. Village of Fruitvale Wastewater System User Rates and Fees Bylaw No. 948, 2022 - First Reading

RES-202-2022

Moved by Wenman

Seconded by Startup

THAT the Village of Fruitvale Wastewater System User Rates and Fees Bylaw No. 948, 2022 be read a first time.

CARRIED

B. Village of Fruitvale Solid Waste Control Bylaw No. 949, 2022 - First Reading

RES-203-2022

Moved by Ellison

Seconded by Startup

THAT the Village of Fruitvale Solid Waste Control Bylaw No. 949, 2022 be read a first time.

CARRIED

C. Village of Fruitvale Rates, Fees and Charges Amendment Bylaw No. 950, 2022 - First Reading

RES-204-2022

Moved by Mason
Seconded by Wenman

THAT the Village of Fruitvale Rates, Fees and Charges Amendment Bylaw No. 950, 2022 be read a first time.

CARRIED

D. Development Cost Charges Bylaw No. 927, 2021 - Motion to abandon

RES-205-2022

Moved by Wenman
Seconded by Startup

THAT the Village of Fruitvale Development Cost Charges Bylaw No. 927, 2001 be abandoned.

CARRIED

E. Village of Fruitvale Zoning Bylaw 846, 2013 Amendment Bylaw 937, 2022 - Motion to Abandon

RES-206-2022

Moved by Wenman
Seconded by Startup

THAT Village of Fruitvale Zoning Bylaw 946, 2013 Amendment Bylaw No. 937, 2022 be abandoned.

CARRIED

F. Village of Fruitvale Official Community Plan Bylaw 835, 2011 Amendment Bylaw 938, 2022 - Motion to Abandon

RES-207-2022

Moved by Ellison
Seconded by Wenman

THAT the Village of Fruitvale Official Community Plan Bylaw 835, 2011 Amendment Bylaw 938, 2022 be abandoned.

CARRIED

13. OPEN DISCUSSION (10 MINUTE LIMIT)

Councillor Startup informed council that he is unable to attend the November 21, 2022 Committee of the Whole meeting as he will be out of town.

14. NOTICE OF MOTION

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

16. IN CAMERA SESSION

17. ADJOURNMENT

RES-208-2022

Moved by Ellison

THAT the meeting adjourn at 6:50 pm.

CARRIED

Chief Administrative Officer

Mayor



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

MAYOR STEVE MORISSETTE REPORT

Report to Council November 7th, 2022

COMMITTEES

Personnel: No meetings held this past month.

Climate: No 100% renewable energy by 2050 group meeting was held this month. We currently need to hire a consultant to help us build our plan to meet this goal.

South Columbia Mayors and Regional District Directors Coalition: No meeting to update.

Highway 3 Mayors Coalition: No current meeting to report.

GENERAL UPDATE

Our CAO and I continue attending the bi-weekly update meetings with LCAHS (Lower Columbia Affordable Housing Society), City Spaces, the Contractor North Mountain Construction, and BC Housing, regarding the new affordable housing facility. Discussion this week was around the roof type and related costs for the roof and adding solar generation to the roof. Sharing the cost of off-site servicing between the Village, BC Housing, and the Daycare Centre was discussed. Also discussed was where we are at with the lease agreement and the construction schedule which is still fluid but expecting a June/July start date.

We held a site meeting on October 26th for contractors interested in bidding to build our Childcare centre, it was well attended by about six contractors, so we are hopeful for a competitive bidding process.

COUNCIL GOING FORWARD

Our next Committee of the Whole on November 21st, I will go over existing and upcoming projects to get you up to speed on where we are at currently. Projects such as the Middle School redevelopment, Upper and lower Creekside Park development, Village office potential, and other proposals.

REGIONAL DISTRICT DIRECTOR REPORT

BV Recreation:

- Planning continues to move ahead on the Railway Station. Currently further environmental study to be completed on the site to establish its' current state. We

continue to wait for BNSF on the updated lease agreement for the land. Hoping to go out to tender and break ground this spring if everything comes together in time.

- The Mazzochi bike park is 100% completed with the installation of signage and a bench as well as a general cleanup around the park.
- Age Friendly program seniors lunches are underway again, currently using catering companies to supply the lunches as the search continues for a senior's coordinator.
- Extension of the Webster Trail to the next hilltop with a view and completing the loop with a downhill mountain bike extension will be planned for 2023 completion.
- I am advocating for a safe trail down to Beaver Falls as many people use the Railway tracks to walk to the falls which is not safe or encouraged. Approximately 10 years ago BV Rec studied building a better trail the Falls from the Beaver Falls Park but the landowners involved weren't interested. We do have a potential option to build a trail down from the Columbia Gardens Road side of the valley on Village of Fruitvale owned land at the former dump site which is a small gulley that goes down to meet Beaver Creek about .8km below the falls. I will be hiking this with Mark Daines from the RDKB and Stewart Spooner of KCTS (Kootenay Columbia Trails Society) this fall to see if this is a viable option, if time and the weather permits.
- BV Rec would also like to meet with Council regarding the purchase of our piece of land adjacent to Mazzochi Park.

East End Services:

- Working together with Area A to address the lack of adequate transit stops in the valley. Stops on Green Road at the Redwood apartments, Green Road at Tamarac, and across the Highway from ATCO Wood Products are the priority, Area A Director Ali Grieve and I requested a simple but more pleasing aesthetic timber frame style shelter so Transit/RDKB is hiring a consultant to design a standard shelter that can be utilized throughout the valley, Rossland also joined us in requesting more appealing shelters. We requested the custom shelters as the standard Transit shelters are expensive and are manufactured in Ontario which doesn't help our local economy or contribute to lowering Greenhouse gas emissions.
- Bids have been received for reconstruction of the McKelvey Creek Landfill to accommodate a transfer station for the upcoming collection of compostable material from green bins next year.

East End Curbside Collection:

- No current meetings

RDKB Board of Directors:

- Worked through many building variances and zoning issues mainly on the Boundary side of the RDKB.
- Discussion of upcoming meetings and workplans.
- We had a couple of in-camera issues to work through around an RFP and a building sale.
- Next meeting is November 15th for swearing in of Directors.

ETSI-BC (Economic Trust of the Southern Interior)

ETSI-BC was established approximately 10 years ago by the provincial government and granted \$50 million to work to stimulate and encourage economic growth throughout the province. I sit on the RAC (Regional Advisory Council) as an appointee of the RDKB. From the RAC I was elected to the Board of ETSI-BC. In the recent election several board members including the new chair of the board were not re-elected in their local Gov't elections so currently there is some rapid re-shuffling of responsibilities and if I am selected from council to continue as our RDKB rep and following that if I am again selected from the RDKB as their rep to ETSI BC, ETSI has asked me to join their executive going forward.

Respectfully submitted,
Mayor Steve Morissette



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

REPORT:

Date: November 7, 2022
To: Mayor and Councillors
From: Tammy Gallamore, Youth Coordinator
SUBJECT: Beaver Valley Youth Action Network (BVYAN)

The following is a summary report of the BVYAN to the end of October 2022.

October 2-4, 2022 – Basin Youth Network - Coordinator Sessions, Radium, BC.

1. Leadership Journey & Job Readiness Programs – Beaver Valley Youth Action Coordinator presented at Basin Youth Network Coordinator Sessions. (Leadership Journey).
2. Next Steps was launched at coordinators sessions. Participated in a few of the new sessions and worked on how to implement next year.
3. Michaela from Foundry: presented the following:

Connection: Connection is the key to most of the work that we do when working with youth. Whether this is promoting connection between Coordinators and the kiddos they're working with or promoting the connection between the kiddos and their peers, communities, or families, a sense of connection is a huge grounding piece that provides an amazing platform for boosting mental health.

The Validation-Invitation 2-Step is borrowed from Darien Thira.

First - validate the person or the situation. To validate the individual consider validating the person themselves, their social connections, culture, or principles. To validate the situation, validate emotions, thoughts, observations or needs.

- a. 'I hear how heavy your sound when you talk about x topic'
- b. 'It takes a lot of courage to speak about this'

Second - Invite. Seek information, and then create steps to change.

- a. 'What would you change about x situation if you could?'

Foundry Virtual - <https://foundrybc.ca/virtual/>

October 7, 2022 – Beaver Valley Youth Action Network – Laser Bowling

12 Youth in attendance at the Beaver Valley Lanes. Refreshments and bowling were free for the youth. The top bowler received a prize, an apple watch. It was a fun evening for the youth.

October 19, 2022 – Beaver Valley Youth Action Network – 39 youth took part leaf raking and picking up garbage at Creekside Community Park and the Fruitvale Memorial Cemetery. In November, youth will help local seniors with raking and bagging leaves.

October 24 - 27, 2022 – Beaver Valley Youth Action Network – “The Leadership Journey” - 39 Beaver Valley Youth / Grade 7 Students took part in Leadership Journey held at Fruitvale Elementary. Principle Mike Page and grade 7 teachers Mrs. Morrissette and Mrs. Postnikoff allowed Beaver Valley Youth Coordinator (Tammy Gallamore), and Trail Youth Coordinator (Geoff Harrison) to co-facilitate 4 days of leadership skills. There will be a presentation ceremony in November. Youth will be presented with a certificate and sweatshirt for participating.

Respectfully submitted,

Tammy Gallamore
BVYAN Coordinator



THE CORPORATION OF THE VILLAGE OF FRUITVALE

PUBLIC WORKS DEPARTMENT

P.O. Box 370, 1840 Highway 3B

Fruitvale, BC V0G1L0

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Public Works Report

Date: November 3, 2022
To: Mayor and Council
From: Public Works Foreman J. Startup
Subject: **Public Works Report**

Mayor and Council,

Thank you for the opportunity to report on operations within the Public Works department. Some of the important items and concerns Public Works is currently dealing with are:

1. Parks, Cemetery, and Green Spaces

- a. All parks and green spaces are now officially closed for the season. Water systems are drained, and irrigation systems are blown out.
- b. A major issue with the downtown irrigation system was reported by the Communities in Bloom organization. Investigation to cause will be completed in 2023 as notification was not received until after the systems had been winterized.
- c. Roof replacement at the Haines Park Concession and Bingo Structure are complete.
- d. Parslow Lock and Safe has installed the programmable locks on the Haines Park washroom facilities. Programming based upon user group needs will occur in the New Year
- e. Bocce Pit installation has been delayed until the next Spring
- f. The RV Park water has been shut off; however, we are allowing tenants to stay onsite until November 14th.
- g. The Cenotaph and bench area will be pressure washed and cleaned in preparations for Remembrance Day ceremonies.

2. Facilities

- a. Village Office Handicap Accessible Door quotation received.
- b. FMC projector installation is complete.
- c. All HVAC and heating units have been inspected and prepared for the winter season

3. Roads, Streets and Drainage

- a. 300+ tonnes of winter sand and 40+ tonnes of road salt has been delivered
- b. Roadside ditching and drainage control is planned for 2 weeks in November, weather permitting
- c. Asphalt patching of various locations has been completed

- d. Requests for connections to our storm sewer systems are increasing, adding pressure to our aging infrastructure. Servicing bylaws and policies need updating to reflect current strategies

4. Fleet

- a. AM Ford of Trail has been contracted to supply and deliver a 2023 F150 XL 4x4 truck with a 3.5L Eco-boost full Hybrid engine system. Delivery expected in early 2023
- b. All snow removal equipment and attachments are installed and ready for service

5. Sanitary Sewer Department

- a. Application to Environment Canada re: temporary authorization to deposit un-ionized ammonia from the STP has been resubmitted. Recent environmental monitoring has provided the necessary information for us to meet the requirements set for this issue. Authorization is expected soon.
- b. Lab equipment for in-house testing has been ordered and is expected to arrive before the New Year.
- c. I&I Condition Assessments continues. Urban Systems Ltd is now reviewing the information and formulating a work plan that should provide a guiding document for future works.
- d. Grit Management Upgrades at the STP Headworks continue. Substantial Completion was originally set for Nov 31, 2022; however, we may be looking at a request from the contractor to extend this date as supply chain issues are causing delays.
- e. Another failed service connection has occurred. Total replacement was required from property line to the sewer main. This is the seventh replacement required in 2022.
- f. Problem Lines and Lift Stations have been cleaned.

6. Projects/Other

- a. Kootenay Ave Storm Sewer Replacement Phase 2 contract has been awarded to MarWest Industries. Preliminary works are underway with construction expected to begin on November 6th, 2022. Substantial completion is December 15th, 2022.
- b. BVMS (Middle School) Development planning and site servicing meetings are ongoing.
- c. Child Care Facility contractor site meeting was held on October 26th, 2022.
- d. Water system maintenance is ongoing. Service locates, system switch over to winter mode, treatment plant coverage/assistance and winter marker installations have occurred.
- e. Employment of our temporary summer labourer ended on October 26th.

I look forward to discussing any questions, comments or concerns that may arise from this report or any other items I may not have included.

Respectfully submitted,

Jason



SUBJECT/TITLE

CAO Report to November 7, 2022

RECOMMENDATION

THAT Council receive the CAO Report for information.

ISSUE/PURPOSE

To provide Village of Fruitvale Council information on the operations of the Village to November 7, 2022.

STRATEGIC PRIORITY

Open communication and information

BACKGROUND

The CAO report provides information to Council regarding the up-to-date operations of the Village to ensure active communication between Staff and Council.

ALTERNATIVES/OPTIONS

N/A

DISCUSSION

1. December COW can be canceled due to holidays
2. Election went well with the assistance of our staff being very organized
3. Water Works – from Jeff
 - Still working with Atco Wood Products in locating two buried water services.
 - Dam Audit was canceled due to an accident by Salmo, closing the Highway down for most of the day. Kate Forbes was coming from Nelson and got stuck in traffic. Kate will get in touch when a new date can be set.
 - Tree removal at Fruitvale Tank has been completed
 - Well # 2 is still online.
 - Brain McCraight with Kootenay Hydrants will be in touch with the Village Office and myself to organize shutting the water off at the Fruitvale Elementary School to change the school's hydrants. This will have to happen after school hours or on the weekend.
 - Tree trimming on the road to the Old UV building is complete and the valves and manholes have been painted.
 - Backflow Assembly Recertification schooling is happening this month.
 - Parts for the Air Valve on Davis Avenue have arrived. Working with Jason on a timeline on when to raise the manhole on Davis to complete the project.
 - Water meter at Mazzocchhi Park will stay in until Oct.31st. The park is hosting a Halloween party and they would like the bathrooms open.
 - Water meter at Haines Park will be taken out once the roofers are finished. They need access to the washrooms.
 - All other park water meters have been removed for the winter.

- The hoses for the Choline Analyzer at the Fruitvale Tank need to be changed. They are getting dirty. The analyzer is still functioning properly
- UV Reactors are getting close to their six-month maintenance schedule.

4. Public Works

See separate report from Public Works foreman.

- a. RFP for Kootenays drainage was awarded all documents received
- b. Orders for salt and sand were placed at current rates as per budget
- c. OH&S to resume again
- d. Had a staff meeting with public works staff
- e. Prab and Jason attended an emergency management course in Castlegar with other municipalities.

5. Corporate Services

- a. Conversations with Regional District on stop work orders in the Village
- b. Attended chamber of commerce event in Trail at Kootenays Credit Union
- c. Bylaw officer will start week of October 24th had in person meeting at office
- d. Moving money into a GIC with higher interest rates as negotiated with Credit Union
- e. Prab attended online LGMA CAO onboarding meeting
- f. Castlegar orientation with Council October 27th
- g. Council members were given new emails and documents to sign
- h. Prab attended ETSI regional advisory committee online session

6. Former Middle School Project Master Planning.

- a. **Childcare project:** RFP was posted until November 10th, 2022, we had to extend deadline to Nov 22nd due to a lot of interest.
- b. **Affordable Housing Lease:** Prab called lawyer to discuss lease of land to LCAHS only minor adjustments
- c. **Meeting:** Prab and Steve met with Jan on affordable housing projects

1.	Prepare application for seed funding with Canada Mortgage and Housing Corporation (CMHC)	\$4,750	January 15, 2021	Received – CBT Grant
2.	Prepare non-construction-ready application for Community Housing Fund (CHF)	4,750	January 2021	Received – CBT Grant
3.	Site plan and floor plate information required for basic CHF application	5,000	January 2021	Complete – CBT Grant
4.	Child care needs assessment	6,000	November 2020	Complete
5.	BC New Spaces Fund submission	6,000	November 2020	Received – CBT Grant
6.	Conceptual site and building plans to prepare BC New Spaces submission	2,500	November 2020	Complete
7.	Public communication and engagement re: Master Plan	4,700	September 12, 2020	Complete
8.	RFP for the Middle School building demolition	10,000	September 2020	Researching options with Housing Hub to

				reuse
9.	Survey Site Plan incl: topo, environment features, property lines	7,000	December 2020	Completed with 100% grant funding from CBT
	Total Costs for Next Steps	<u>\$50,700</u>		
10.	Plan of Subdivision Survey	15,000	January 2021	Phase I subdivision complete
11.	Discussions re: terms of long term lease w/ LCAHS	0.00	January 2021	Reviewed w/Council
12.	Discussions re: Rezoning site or portions of site	0.00	February 2021	Not required at this point
13.	Development Cost Charge Bylaw Update		March 2021	In progress
14.	Researching Housing Hub Opportunities		September 2021	In progress
15.	Site Geotechnical Assessment	12,000	November 2021	Completed with no issues
16.	Site Servicing Plan		April 2022	Water, PW, Engineer collaborating
17.	Preparation to get duplex lots on the market		May 2022	Complete
18.	Engineering of site servicing		May 2022	Costs to be added to phase I servicing cost matrix
19.	Discussion w/LCAHS to add full school demo to BC Housing application; Agreement in preparation		August 2022	Preliminary meeting held, further research into impacts; agreement documents are being prepared with LCAHS.
20.	Duplex lot sale		June 2022	In-progress

Current Priorities

1. Vale Subdivision Engineer search - Kelli
2. Environmental engineer search for Creekside Park 2023 - Jason
3. 2023 budgeted projects.
4. Next steps in the software system upgrades – Purchase orders, Tangible Capital Assets, Workorders - Prab

CONCLUSION

The CAO report contains information to Council since the last Regular Council Meeting.