

THE CORPORATION OF THE VILLAGE OF MONTROSE

**MINUTES OF REGULAR MEETING #11-2020**

A Regular Meeting of the Council of the Village of Montrose held in the Council Chambers on April 6, 2020.

Present Mayor M. Walsh  
Councillor Berriault  
Councillor C. Cook  
Councillor Steep

CAO, L. Plotnikoff

Absent Councillor P. Caron

Media Nil

Public Nil

**CALL TO ORDER**

Mayor Walsh called the meeting to order at 7:00 p.m.

**AGENDA**

Agenda Moved by Councillor Berriault  
Seconded by Councillor Steep

THAT the agenda for Regular Meeting #11-2020 be adopted.

**1-11-20 CARRIED**

**DELEGATION**

Nil

**REFERRALS FROM DELEGATIONS**

Nil

**APPROVAL OF THE MINUTES**

Meeting #10-20 Moved by Councillor Cook  
Seconded by Councillor Steep

THAT the Minutes of Regular Meeting #10-20 of March 16, 2020, be approved.

**2-11-20 CARRIED**

**CONSENT CALENDAR**

Moved by Councillor Cook  
Seconded by Councillor Berriault

THAT the Consent Calendar including:  
(1) UBCM – The Compass – March 13, 18 & 30/20  
be accepted as circulated.

**3-11-20 CARRIED**

**MOTIONS & SUBMISSIONS**

Nil

**REFERRALS FROM PRIOR MEETINGS**

Nil

### **CORRESPONDENCE**

- (1) E. Krest TDCOC – Advocacy Work  
ACKNOWLEDGED
- (2) Min. of Municipal Affairs & Housing – Investing in Canada Infrastructure Program  
ACKNOWLEDGED
- (3) District OF Metchosin – COVID-19 Testing for First Responders  
ACKNOWLEDGED
- (4) City of Prince George – Sharing Payments from Opioid Class Action Lawsuit  
ACKNOWLEDGED
- (5) Province of BC – Ministerial Order no. M082, M083, M084  
ACKNOWLEDGED

### **REPORTS & MEMORANDA**

CAO A report from L. Plotnikoff, CAO regarding bylaw services activities from March 2, 2020 to March 13, 2020.

Moved by Councillor Cook  
Seconded by Councillor Steep

THAT the Bylaw Services Report for the period of March 2, 2020 to March 13, 2020 be received for information.

**4-11-20 CARRIED**

CAO A report from L. Plotnikoff, CAO regarding the Wastewater Treatment Plant Upgrade Project – Engineering Services Contract.

Moved by Councillor Berriault  
Seconded by Councillor Steep

THAT the Village enter into a contract with TRUE Consulting in the amount of \$153,800 + GST for the provision of the detailed design and construction tendering phase for the WWTP Upgrades Project as proposed by TRUE Consulting contained in their March 2020 proposal,

AND THAT the Mayor and Chief Administrative Officer be authorized to sign on behalf of the Village.

**5-11-20 CARRIED**

CAO A report from L. Plotnikoff, CAO regarding bylaw services activities from March 16, 2020 to March 27, 2020.

Moved by Councillor Cook  
Seconded by Councillor Steep

THAT the Bylaw Services Report for the period of March 16, 2020 to March 27, 2020 be received for information.

**6-11-20 CARRIED**

### **FINANCIAL MATTERS**

Accounts Payable Moved by Councillor Steep  
Seconded by Councillor Berriault

#018679-018713 THAT the commitments and expenditures represented by the accounts payable listed below be authorized and that the

payment in the amount of SEVENTY-SIX THOUSAND, THREE HUNDRED and TWENTY-EIGHT DOLLARS and SEVENTY-SEVEN CENTS be approved.

Cheques #018679 - 018713 and payroll direct deposits of \$76,328.77.

**7-11-20 CARRIED**

Dep.Clerk/Treas. A report from A. Gurnett, Deputy Clerk/Treasurer regarding the bank reconciliation for the month of February 2020.

Moved by Councillor Berriault  
Seconded by Councillor Steep

THAT the February Bank Reconciliation Report be received for information.

**8-11-20 CARRIED**

CAO A report from L. Plotnikoff, CAO regarding the 2019 Audited Financial Statements.

The 2019 Audited Financial Statements will be presented at the April 20<sup>th</sup> meeting of Council.

**BYLAWS**

Nil

**POLICIES**

#0560 Conference Delegation Policy

Moved by Councillor Steep  
Seconded by Councillor Cook

THAT Policy #0560, cited as the Conference Delegation Policy, be confirmed unchanged.

**9-11-20 CARRIED**

**MEMBER REPORTS AND INQUIRIES**

Councillor Berriault Committee Report

1. Advised on the recent WKBRHD Board budget meeting and the capital budget items.

Member Inquiry

Nil

Councillor Caron Committee Report

Nil

Member Inquiry

Nil

Councillor Cook Committee Report

Nil

Member Inquiry

1. Inquired regarding the new on-line payment systems for the upcoming property tax season. Staff advised the Village will be providing information to residents once tax season approaches, in order to assure a smooth transition.

Councillor Steep Committee Report

1. Reported on observing several social distancing issues in the Village. Council directed staff to investigate how the Village can address concerns regarding the birthday parades that have been taking place in the Village.
2. Advised that youth were reported to be on the roof of the old school building. Staff to follow-up with building owner due to liability concerns with it having a shared roof structure with Village property.

Member Inquiry

Nil

Mayor Walsh

Committee Report

1. Advised on attending recent electronic meetings including those of the East End Services Committee and the RDKB Board of Directors.
2. Advised on challenges concerning the CBT Community Initiatives Grant process in light of the pandemic.

Member Inquiry

Nil

CAO

1. Advised on the COVID 19 situation and its associated impacts on Village operations and staffing levels, Village preparations of the business continuity plan and development of mutual aid agreements for provisions of essential services.
2. Advised on the progress of the scheduled 800 Block - 9<sup>TH</sup> Avenue Road and Underground Works and the C-CERC Building/Montrose Park Upgrades Capital Projects.
3. Advised on the status of Village garbage collection services.

Moved by Councillor Cook  
Seconded by Councillor Berriault

THAT the Village distribute another four garbage bags free of charge to every residence in the Village within the next two weeks.

**10-11-20**

**CARRIED**

**ADJOURNMENT**

Councillor Berriault moved adjournment at 8:15p.m.

I hereby certify the preceding to be a true and correct account of the Regular Meeting #11-20 of Council held on April 6, 2020.

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Mayor

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Corporate Officer