

THE CORPORATION OF THE VILLAGE OF MONTROSE

**REGULAR MEETING #40 – 14**

A Regular Meeting of the Council of the Village of Montrose held in the Council Chambers on December 1, 2014.

Present: Mayor J. Danchuk  
Councillor C. Cook  
Councillor M. Gay  
Councillor M. Reid  
Councillor R. Steep

CAO K. Chartres

Media: Nil

Gallery: Nil

**CALL TO ORDER**

Mayor Danchuk called the meeting to order at 6:30 p.m.

**AGENDA**

Agenda Moved by Councillor Cook  
Seconded by Councillor Gay

THAT the agenda for Regular Meeting #40-14 be adopted as circulated.

**1-40-14** CARRIED

**DELEGATIONS**

Nil

**MINUTES**

Meeting #39-14 Moved by Councillor Gay  
Seconded by Councillor Cook

THAT the Minutes of Regular Meeting #39-14 of November 17, 2014, be approved.

**2-40-14** CARRIED

**CONSENT CALENDAR**

Moved by Councillor Cook  
Seconded by Councillor Gay

THAT the Consent Calendar including:

- (1) UBCM – The Compass - November 19, 2014.

be accepted as circulated.

**3-40-14** CARRIED

Councillor Cook requested that staff add her to the UBCM mailing list to receive the Compass via e-mail.

**MOTIONS & SUBMISSIONS**

Deputy Clerk Moved by Councillor Gay  
Seconded by Councillor Cook

THAT all cheques drawn on Village accounts be signed by one Council member on behalf of Council, and one staff member on behalf of the Administration, and that all elected members of Council be authorized to sign on behalf of Council, and that the Administrator, the Deputy Clerk/Treasurer, and the

Administrative Clerk be authorized to sign on behalf of the Administration.

**4-40-14**

CARRIED

CAO

Moved by Councillor Cook  
Seconded by Councillor Gay

THAT Council appoint Mayor Danchuk to the position of Regional District of Kootenay Boundary Regional Director and FURTHER THAT Council appoint Councillor Cook to the position as Regional District of Kootenay Boundary Alternate Director.

**5-40-14**

CARRIED

**REFERRALS FROM PRIOR MEETINGS**

Nil

**REFERRALS FROM DELEGATIONS**

Nil

**CORRESPONDENCE**

Soligo & Assoc.

A letter from L. Soligo & Associates Ltd. regarding confirmation of their independence in objectivity in performance of the audit of the 2014 Financial Statements and a letter addressing their responsibilities as independent auditors and requesting information from Council related to fraud.

CAO reminded Council of various policies and procedures in place to reduce the risks of fraud. CAO directed to respond to Soligo's with letter outlining current policies and procedures in place and further that Council has no knowledge of any form of fraud occurring within Village operations.

ACKNOWLEDGED

AKBLG

A Notice of Annual General Meeting and First Call for Resolutions 2015 from the AKBLG Secretary/Treasurer.

ACKNOWLEDGED

MLA Conroy

An invitation from MLA Katrine Conroy to attend an open house at her constituency office on December 18, 2014.

ACKNOWLEDGED

Councillor Gay stated her intentions to attend the open House.

UBCM

A letter from the UBCM President confirming payment of second Community Works Fund (Gas Tax) payment in the amount of \$46,412.30.

ACKNOWLEDGED

RDEK

A letter from the Ktunaxa Kinbasket Treaty Advisory Committee Administrative Officer requesting confirmation of Council appointments to the Committee.

Moved by Councillor Reid  
Seconded by Councillor Steep

THAT council appoint Mayor Danchuk as the Village of Montrose member to the Ktunaxa Kinbasket Treaty Advisory Committee; AND FURTHER that Councillor Cook be appointed as the alternate member to the Ktunaxa Kinbakset Treaty Advisory Committee.

**6-40-14**

CARRIED

**REPORTS & MEMORANDA**

CEO Report of ballot accounts from the 2014 General Municipal Election for the Village of Montrose.

ACKNOWLEDGED

Deputy Clerk A memorandum from the Deputy Clerk regarding 2015 Acting Mayor and Meeting Dates.

Moved by Councillor Cook  
Seconded by Councillor Gay

THAT council approves 2014 - 2015 Acting Mayor Schedule.

**7-40-14** CARRIED

CAO A Memorandum from the CAO regarding the 2015 LGLA Elected Officials Seminar in Kimberley in February and an alternate seminar in Christina Lake December 4<sup>th</sup> and 5<sup>th</sup>.

Moved by Councillor Cook  
Seconded by Councillor Gay

THAT council approves the expenditure for Council to attend the Local Government Leadership Academy Elected Officials Seminar in Kimberley, BC from February 18-20, 2014

**8-40-14** CARRIED

CAO A Memorandum from the CAO regarding current plough truck sanding issues.

Moved by Councillor Cook  
Seconded by Councillor Gay

THAT Council approves the estimated \$7500 expenditure for the urgent replacement of the conveyor chain/belt assembly for the 2002 GMC plough truck.

**9-40-14** CARRIED

CAO A Memorandum from the CAO regarding the BV Recreation, Parks and Trails 2015 Budget Submission.

Moved by Councillor Cook  
Seconded by Councillor Gay

THAT Council approves the Beaver Valley Recreation, Parks and Trails budget for submission to the Beaver Valley Recreation, Parks and Trails Committee for consideration in their 2015 budget deliberations.

**10-40-14** CARRIED

CAO A Memorandum from the CAO regarding the 2014 – 2018 Committee and Portfolio Appointments.

ACKNOWLEDGED

**Financial Matters**

Accounts Payable  
#014673-014703

Moved by Councillor Cook  
Seconded by Councillor Reid

THAT the commitments and expenditures represented by the accounts payable listed below be authorized and that the payment in the amount of FORTY-FIVE THOUSAND, EIGHT HUNDRED and SIXTY-SIX dollars and SIXTY-FIVE cents be approved.

Cheques #014673-014703 and payroll direct deposits \$45,866.65.

**11-40-14** CARRIED

Deputy Clerk Montrose Recreation Income Statement Report for year-ending 2014.

ACKNOWLEDGED

**BYLAWS**

#717 Moved by Councillor Cook  
Seconded by Councillor Gay

That Bylaw #717, cited as the 2015 Water and Wastewater User Rates Bylaw, as amended and having been given due and detailed consideration by Council, be now read a second and third time.

**12-40-14** CARRIED

#718 Moved by Councillor Cook  
Seconded by Councillor Gay

That Bylaw #718, cited as the Water Meter Regulation Bylaw, be now introduced and read a first time.

**13-40-14** CARRIED

#718 Moved by Councillor Cook  
Seconded by Councillor Gay

That Bylaw #718, cited as the Water Meter Regulation Bylaw, having been given due and detailed consideration by Council, be now read a second time.

**14-40-14** CARRIED

#719 Moved by Councillor Cook  
Seconded by Councillor Gay

That Bylaw #719, cited as the Building Regulations Amendment Bylaw, be now introduced and read a first time.

**15-40-14** CARRIED

#719 Moved by Councillor Cook  
Seconded by Councillor Gay

That Bylaw #719, cited as the Building Regulations Amendment Bylaw, having been given due and detailed consideration by Council, be now read a second time.

**16-40-14** CARRIED

**POLICIES**

#0125 Working Alone Policy  
Moved by Councillor Gay  
Seconded by Councillor Cook

THAT Policy #0125, cited as the Working Alone Policy, be confirmed unchanged.

**17-40-14** CARRIED

#1730 Cheque Cashing Policy  
Moved by Councillor Gay  
Seconded by Councillor Cook

THAT Policy #1730, cited as the Cheque Cashing Policy, be confirmed unchanged.

**18-40-14** CARRIED

#1792 Continuous Services Policy  
Moved by Councillor Steep  
Seconded by Councillor Reid

THAT Policy #1792, cited as the Continuous Services Policy, be amended to increase the cost of services in Policy Objective 1 to not exceed fifteen thousand dollars (\$15,000) per year.

**19-40-14**

CARRIED

#7130

Emergency Call-Out Policy

Moved by Councillor Cook  
Seconded by Councillor Gay

THAT Policy #7130, cited as the Emergency Call-Out Policy, be confirmed unchanged.

**20-40-14**

CARRIED

#7400

Vandalism Response Policy

Moved by Councillor Cook  
Seconded by Councillor Reid

THAT Policy #7400, cited as the Vandalism Response Policy, be confirmed unchanged.

**21-40-14**

CARRIED

**MEMBER REPORTS AND INQUIRIES**

Councillor Reid

Committee Report

1. Montrose Fire Department canvassed Montrose for food hamper items on Wednesday November 26, 2014.
2. Reported that a resident informed him of a member of the Public Works Department going beyond his duties to assist him during a snow event earlier this year.

Member Inquiry

Nil

Councillor Cook

Committee Report

Nil

Member Inquiry

Moved by Councillor Cook  
Seconded by Councillor Gay

THAT Council approves the expenditure of up to \$300 for framed and engraved photos as farewell gifts for departed Councillors Berriault and Duclos.

**22-40-14**

CARRIED

Councillor Steep

Committee Report

Nil

Member Inquiry

Nil

Councillor Gay

Committee Report

Councillor Gay reported that the Recreation commission will be meeting Wednesday December 3, 2014 to discuss their 2015 budget.

Member Inquiry

Nil

Mayor Danchuk

Committee Report

Mayor Danchuk provided the following reports:

- 1) RDKB has been slow with many meetings cancelled due to the election.
- 2) Many changes to Regional Director appointments in the West end after the recent election.

- 3) All incumbent and newly elected local Mayors have agreed that improvements in relationships in the Lower Columbia is important.
- 4) The BV Rec Committee has received a letter from the City of Trail requesting that negotiations commence for a recreation agreement.

Member Inquiry

Nil

CAO

The CAO reported on the following items:.

- 1) CAO reminded Councillor Gay to inform Staff of her intentions to attend or not attend the Council/Staff Christmas Dinner.

Councillor Gay stated that she will let staff know December 2, 2014 if she will be attending.

- 2) CAO reported that the second survey in the ICSP planning process has now been released and is available both on-line and in hard copy form at the Village office. He requested that Council complete the survey and pass the information on to other residents. CAO also reported that the second public event will be held at the community hall on December 9<sup>th</sup> from 7:00 - 9:00p.m.

- 3) Linda Randall requested that Council consider waiving the hall rental fees for the crib and whist clubs Christmas Party. The extra funds will allow her to purchase door prizes for the event. She also thanked Council for previous donations to the party.

Moved by Councillor Cook  
Seconded by Councillor Gay

THAT Council approves the waiver of fees for the rental of the community hall for the crib and whist clubs Christmas party.

**23-40-14**

CARRIED

Staff directed to provide items to Ms. Randall to be used for door prizes for their Christmas Party.

Deputy Clerk

Nil

**ADJOURNMENT**

Councillor Reid moved adjournment at 8:29 p.m.

I hereby certify the preceding to be a true and correct account of the Regular Meeting #40-14 of Council held on December 1, 2014.

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Mayor

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CAO