

**DISTRICT OF WELLS REGULAR COUNCIL MEETING TUESDAY  
October 11, 2022  
ONLINE (VIA ZOOM)  
AGENDA**

**ZOOM Link:**

<https://us02web.zoom.us/j/83772759364?pwd=OXo2cStmb0ZFVzdnMC9Fc2lzNkQ3Zz09>

**1.0 CALL TO ORDER and INDIGENOUS LANDS ACKNOWLEDGMENT**

**1.1 Agenda for the Regular Council meeting of Tuesday October 11, 2022**

**1.2 Recommendation/s:** THAT Council approves the agenda for the Regular Council meeting of Tuesday October 11, 2022, as circulated.

**2.0 MINUTES**

2.1 Minutes for the Regular Council Meeting of Tuesday September 27, 2022 (*to be provided at the next regular Council meeting*)

**3.0 DELEGATIONS AND PRESENTATIONS -NIL**

**4.0 CORRESPONDENCE**

4.1 Wells Community Association

**5.0 UNFINISHED BUSINESS**

**5.1 Strategic Priorities and Special Projects Spreadsheet**

**Recommendation/s:** THAT Council receives the updated Strategic Planning and Special Projects Spreadsheet as per changes made during the September 27, 2022 Council meeting.

**6.0 Staff Reports-NIL**

**6.1 Mayor's Report (verbal updates)**

- Concise Business Plan—Version 2.9
- Staffing Update—CAO Recruitment, EDO Recruitment, Interim Chief Financial Officer
- Road Grading
- Ice Rink Update
- Deputy Election Officer
- Public Works Snow Plow Request
- Council has appointed Angela Ward as the Chief Election Officer
- Council Meeting Schedule

**6.2 Recommendation/s:** THAT Council approves Doug Chapman (DRC Consulting) as the Interim Chief Financial Officer with services provided by DRC Consulting for \$10,000 between October 12, 2022 to December 31<sup>st</sup>, 2022, to be extended and refined as needed with Council approval.

**6.3 Recommendation/s:** THAT Council approves as snow plow for public works fleet up to \$5,000, once the Mayor and Interim Chief Financial Officer can confirm the available budget account applicable.

**6.4 Recommendation/s:** THAT Council approves the Deputy Election Officer (*name to be provided during the meeting*)

**Recommendation/s:** THAT Council receives the verbal Mayor's report.

## **7.0 INFORMATION AND ANNOUNCEMENTS**

7.1 Council

7.2 Staff

7.3 Public Gallery – Questions relating to the agenda.

## **8.0 ADJOURNMENT**

8.1 Adjournment of the Regular Council meeting of Tuesday October 11, 2022.

**Recommendation/s:** THAT Council at \_\_\_\_\_PM adjourns the Regular Council meeting for Tuesday September 27, 2022.



Mayor and Council  
District of Wells  
Box 219, Wells, BC

September 30th, 2022

Mayor and Council,

On behalf of the Wells and Area Community Association I would like to thank you for allowing us to rent the Daycare Room at the storage rate of \$100 for August and September. We would like to request that we continue to rent the room for storage. With the permission of Mayor and Council, we would also like to use the space to provide a base for Distributed Learning students in our community for a few hours per week for either the storage rate or for a nominal fee increase of \$50 extra per month.

Thank you for your time and consideration.

Sincerely,

Alison Galbraith  
President, Wells and Area Community Association

**District of Wells**  
**2022 Strategic Objectives/Priorities/Goals/Special Projects**  
**(Updated Following the September 27<sup>th</sup>/22 Regular Council Meeting**  
**Changes Highlighted in Yellow)**

2022 Strategic Priority/Project/Special Work Items (Considered Outside of “Core Services” [Refer to “Core Services” Note 1 at end of Spreadsheet])	Proposed Next Steps	Principal District Contact/Project Manager/Lead
<p><b>CATEGORY 1: “Complete Prior to the End of the Current Council’s Mandate”</b></p> <ul style="list-style-type: none"> <li>• Resolve Outstanding Gas Tax Applicability Issue (Ice Rink vs. Community Cultural and Rec (School) Building Roof vs. Playground)</li> <li>• First Nations Elders Event</li> <li>• Ice Skating Rink Project</li> <li>• Various Facilities Repair/Renovations Projects <ul style="list-style-type: none"> <li>➢ Municipal Hall</li> <li>➢ Fire Hall</li> </ul> </li> <li>• Community Cultural and Rec Centre (School) Building – Roof/Paint Abatement</li> </ul> <p><b>CATEGORY 1 (cont’d)</b></p> <ul style="list-style-type: none"> <li>• Road Maintenance and Snow Removal Contract (Emcon)</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting with Gas Tax staff representative held on August 6<sup>th</sup>. Based on information and confirmations forthcoming from that meeting, Council has prioritized the ranking of projects to which the gas tax funding will be applied (Council Motion: Sept 27<sup>th</sup>/22 Council meeting)</li> <li>• Continue discussions with FN on scheduling and arrangements for event, and brief Council</li> <li>• Given that Council has now confirmed project prioritization for the gas tax funding, and subject to satisfactorily addressing current funding shortfall, proceed with project</li> <li>• Continue with renovations projects subject to ongoing confirmation of available budgetary funds as projects proceed. Staff are also currently working on grant funding applications to potentially assist with Community Hall upgrades</li> <li>• Given that Council has now confirmed project prioritization for the gas tax funding, and subject to satisfactorily addressing current funding shortfall, proceed with project</li> </ul>	<ul style="list-style-type: none"> <li>• CAO. Executive Committee (EC) of Council to monitor apportionment of funding and report to Council as required</li> <li>• Mayor and Councillor Lewis, and CAO/EDO</li> <li>• CAO/Supt of PW; Mayor as liaison with Council and external private sector funding partners. EC to monitor and report as req’d</li> <li>• CAO/Supt. of Public Works/EDO</li> <li>• CAO/Supt of PW; Mayor as liaison with Council and external private sector funding partners. EC to monitor and report as required</li> </ul>

<ul style="list-style-type: none"> <li>• <b>BC Hydro – Energy Conservation Program for Wells</b></li> <li>• <b>NDIT Power-line Options– HW 26 Corridor</b></li> <li>• <b>Telus Pole at Fire Hall Site</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Bids are being solicited from alternative service providers, and due to come in by Sept 22/22</b></li> <li>• <b>Project successfully completed.</b></li> <li>• <b>Consultant contract has been awarded for this project, and project now underway</b></li> <li>• <b>Communications have been undertaken with Telus, with removal of pole imminent</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>CAO/Supt. of Public Works</b></li> <li>• <b>CAO/EDO; Councillor Funk as principal Council Liaison</b></li> <li>• <b>CAO to manage project consultant. Mayor to be Council liaison with other project partners as required.</b></li> <li>• <b>CAO/Supt. of Public Works</b></li> </ul>
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**District of Wells**  
**2022 Strategic Objectives/Priorities/Goals/Special Projects**  
**(Updated Following the September 27<sup>th</sup>/22 Regular Council Meeting**  
**Changes Highlighted in Yellow)**

2022 Strategic Priority/Project/Special Work Items (Considered Outside of “Core Services”)	Proposed Next Steps	Principal District Contact/Project Lead
<p><b><i>CATEGORY 2: “Commence, or Continue to Expend Resources and Staff Time to Further Advance the Project Prior to the End of the Current Council’s Mandate, <u>but Not Necessarily Complete by End of Mandate or by Year End 2022”</u></i></b></p> <ul style="list-style-type: none"> <li>• Community Transition Response/Table</li> <li>• Community Wildfire Structure Protection Plan</li> <li>• Official Community Plan Update</li> </ul>	<ul style="list-style-type: none"> <li>• Project ongoing, and meetings proceeding involving multiple partners</li> <li>• Initial draft report has been presented and is under review at the staff level. Staff to connect with consultant after internal review and determine next steps (i.e. presentation of report to Council).</li> <li>• Council motion (Sept 27<sup>th</sup>/22) to not proceed with readings of OCP Bylaw; draft OCP document received for information only; and matter referred to incoming new Council for determination of next steps</li> </ul>	<ul style="list-style-type: none"> <li>• Mayor and Councillor McDonnagh, and CAO/EDO for resources and contacts</li> <li>• CAO/Fire Chief; Council liaison for project to be designated after draft consultant’s report is reviewed by staff</li> <li>• CAO and designated representative(s) from Select Committee</li> </ul>
<p><b>CATEGORY 2 (cont’d)</b></p> <ul style="list-style-type: none"> <li>• Various Related Housing Initiatives – i.e. Release of Crown Land/Application to BC Housing/Housing Needs Assessment Report (subject to grant funding)</li> <li>• Wells/Osisko Development – Memorandum of</li> </ul>	<ul style="list-style-type: none"> <li>• Mayor to update Council in detail on current status of these various initiatives and proposed next</li> </ul>	<ul style="list-style-type: none"> <li>• Mayor, in consultation with CAO/EDO</li> </ul>

<p><b>Understanding/Community Agreement</b></p> <ul style="list-style-type: none"> <li>• Highest Priority Issues Related to Sewer Treatment Facility/Senior Government Compliance</li> <li>• Playground Project</li> <li>• Community Fire Smart Program/Wildfire Protection Assessment and Plan</li> </ul>	<p>steps, and obtain Council direction as required</p> <ul style="list-style-type: none"> <li>• Mayor to keep Council briefed on current status, and once proposed terms of draft Community Agreement are received from Osisko (anticipated to be November '22), obtain Council direction as required on next steps</li> <li>• Draft report has been received from District's engineering consultant and under review at staff level. Future staff report to Council on recommended next steps. PW Supt also liaising with consultant on effluent testing requirements</li> <li>• Given that Council has now confirmed project prioritization for the gas tax funding, and subject to satisfactorily addressing current funding shortfall, proceed with project.</li> <li>• Project has commenced. Council to be briefed as required</li> </ul>	<ul style="list-style-type: none"> <li>• Mayor and Councillor Funk, CAO and Municipal Advisor</li> <li>• CAO/Supt of Public Works in consultation with and direction from Council as required</li> <li>• CAO/Supt of PW; Mayor as liaison with Council and external private sector funding partners. EC to monitor and report as required</li> <li>• CAO/Fire Chief; Council liaison for project to be designated after draft consultant's report reviewed by staff</li> </ul>
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**2022 Strategic Objectives/Priorities/Goals/Special Projects**  
**(Updated Following the September 27<sup>th</sup>/22 Regular Council Meeting**  
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2022 Strategic Priority/Project/Special Work Item (Outside of “Core Services”)	Proposed Next Steps	Principal District Contact/Project Lead
<p><b>CATEGORY 3: “No Further Work or Progress Proposed During the Current Council’s Mandate, Unless Other Competing Higher Priorities and Available Resources Permit – Refer Item to New Council”</b></p> <ul style="list-style-type: none"> <li>• Issues Related to Water Treatment Plant</li> <li>• Matters Related to Unsightly Premises Bylaw</li> <li>• New Community Poster Board/Bulletin Boards for District Office</li> <li>• Installation of New LED Lights in Conjunction with BC Hydro</li> <li>• Review of District Bylaws re. Financial Sustainability</li> <li>• Issues Related to Cemetery</li> <li>• Joint Partnership Project with Local First Nation</li> <li>• Community Round Table</li> <li>• Bear Aware Signs</li> </ul>	<ul style="list-style-type: none"> <li>• Project completed</li> </ul>	

ˆNote 1: The Principal “Core Services” Activities and Projects Which Will Require the Active and Direct Attention of the CAO Prior to the End of the Current Council’s Mandate Are:

- a. Day to day operational administration and oversight of District services
- b. Corporate Officer function (i.e. Preparation of Council Agendas, Minutes, Correspondence)
- c. Staffing/human resource matters (i.e. recruitment and selection of new staff as may be required; training of staff)
- d. 2022 general local election administration
- e. 2022 statutory municipal filing requirements (i.e. 2021 Annual Report; Annual Audit; SOFI Report; Annual filing requirements with various senior government ministries and agencies).