

**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY March 21, 2023—7:00pm
ONLINE (VIA ZOOM)
AGENDA**

ZOOM Link: (see full Zoom Link on Page 3)

<https://us02web.zoom.us/j/89326365408?pwd=aEptZmJHMIcxVGhVTIBCUMJuZkU09>

1.0 CALL TO ORDER and INDIGENOUS LANDS ACKNOWLEDGMENT

The District of Wells is located in the shared ancestral territories of the Lhatko Dene Nation, a shared territory also with Dakelh (Carrier) and Secwépemc (Shuswap) Peoples. Several nations have history and territory in the area, including Lhatko, Nazko, Lhoosk'uz, Ulkatcho, ?Esdilagh, Xatsúll, Simpcw, and Lheidli. Evidence of early indigenous settlement in the region dates back over 10,000 years.

This meeting will be recorded with Zoom and published for public viewing; being part of the recording implies your consent.

1.1 Agenda for the Regular Council meeting of Tuesday March 21, 2023, 7:00pm

1.2 Recommendation/s: THAT Council approves the agenda for the Regular Council meeting of Tuesday March 21, 2023, as circulated.

2.0 MINUTES

2.1 Recommendation/s: THAT Council approves the minutes for the Regular Council meeting of Tuesday March 07, 2023, as circulated. (pages 4 to 7)

3.0 DELEGATIONS AND PRESENTATIONS--NIL

4.0 CORRESPONDENCE

4.1 Wells Barkerville Community Forest additional Director appointment letter. (page 8)

5.0 UNFINISHED BUSINESS

5.1 Strategic Priorities Projects—Gary Nason, Municipal Advisor (pages 9 to 17)

5.2 Recommendation/s: THAT Council receives the updated Strategic Priorities Projects Grids as per changes made during to 2023 February as a result a multiple Strategic Planning Sessions with Council.

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6.0 Reports (Staff Reports are once a month)

6.1 Mayor's Report (and verbal updates)

- Concise Business Plan—Version 4.2 (posted at Wells.ca)
- Budget and Five-Year Capital Plan Update
- P011--NDIT Highway 26 Power Line Project Update
- Property Tax Cycle
- Engine 12 Fire Truck Replacement
- Meeting Dates:
 - 2023 April TBD— OCP Meeting for Mayor & Council and Select Committees with Urban Systems and Public
- Staffing Update—CAO Recruitment, EDO Recruitment, Red Seal Carpenter and Facilities Supervisor, Casual Employment and Casual Contractors
- Fitness Centre Plan
- Strategic Priorities Projects Grid
- B.C. building stronger communities with \$1-billion Growing Communities Fund—Wells will receive a minimum of \$588,000

6.4 Recommendation/s: THAT Council receives all reports.

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 March 21, 2023.

Recommendation/s: THAT Council at _____ PM adjourns the Regular Council meeting for Tuesday March 21, 2023

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Mayor Ed Coleman is inviting you to a scheduled Zoom meeting.

Topic: Mayor Ed Coleman's Zoom Meeting
Time: Mar 21, 2023 07:00 PM Vancouver

Join Zoom Meeting

<https://us02web.zoom.us/j/89326365408?pwd=aEptZmJHMIcxVGhVTIBCUMJuZkU9>

Meeting ID: 893 2636 5408

Passcode: 025962

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+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 408 638 0968 US (San Jose)

+1 507 473 4847 US

+1 564 217 2000 US

+1 646 876 9923 US (New York)

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+1 669 444 9171 US

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**DISTRICT OF WELLS REGULAR COUNCIL MEETING
TUESDAY, MARCH 7, 2023
IN-PERSON AND ONLINE (VIA ZOOM)
MINUTES**

ATTENDANCE: Mayor Ed Coleman, Councillor Jenn Lewis, Councillor Dorothea Funk, Councillor Josh Trotter-Wanner, Councillor Dirk Van Stralen

STAFF: Corporate Officer-District Clerk Angela Ward, Public Works Superintendent Niel Doerksen, Fire Chief Brendan Bailey

SPECIAL GUEST: Municipal Advisor Gary Nason,

PUBLIC GALLERY: 3 in gallery and 11 online

1.0 CALL TO ORDER AND INDIGENOUS LANDS ACKNOWLEDGMENT:

1.1 Agenda for the Regular Council Meeting of Tuesday March 7, 2023, with late items:

- NDIT report will be added to the Mayor's Report

23-41 MOVED Councillor Dirk Van Stralen, seconded by Councillor Josh Trotter-Wanner THAT Council approves the agenda for the Regular Council meeting of Tuesday March 7, 2023, as amended.

Carried Unanimously

2.0 MINUTES:

2.1 Minutes from the Regular Council Meeting of Tuesday February 21, 2023, as circulated.

23-42 MOVED Councillor Jenn Lewis, seconded by Councillor Dirk Van Stralen THAT Council approves the minutes of the Regular Council Meeting of Tuesday February 21, 2023.

Carried Unanimously

3.0 DELEGATIONS AND PRESENTATIONS: NIL

4.0 CORRESPONDENCE: NIL

5.0 UNFINISHED BUSINESS:

5.1 Strategic Priorities Projects – Gary Nason, Municipal Advisor

23-43 MOVED Councillor Dorothea Funk, seconded by Councillor Dirk Van Stralen THAT Council receives the updated Strategic Priorities Projects Grids as per changes made to February 2023 as a result of multiple Strategic Planning Sessions with Council.

Carried Unanimously

6.0 REPORTS:

6.1 Mayor's Report

- Concise Business Plan – Version 4.2 in posted on Wells.ca.
- Engine 12 Fire Truck Replacement is still with the Heritage Branch
- Councillor Jenn Lewis will be taking Councillor Funks place at the NDIT meeting in 100 Mile House on March 28, 2023.
- Mayor and Council are finalizing CAO job description. They will be posting CAO position with Civic Info for about 4 weeks then they will decide.
- Fitness Center Plan is going ahead with a budget for some new equipment and the Centre will be renovated.
- Mayor explained that on the Strategic Priorities Project grid the reference numbers will change but the Project numbers will never change.
- Mayor announced that there are some things to tighten up when it comes to Garbage pickup, if you receive a checklist sheet please follow it.
- Thanked people for moving their cars for the snow plowing.
- Reminded people to look after their dogs, there are bylaws to follow.

6.2 Public Works Report

- Lift Station is still waiting for parts to arrive.
- New sewer/waste water sampling program has started.
- Lagoon sludge removal will be part of the overall larger sewer/wastewater project.
- Some sinks facets have been replaced at the school.
- Snow removal at the school is in progress.
- Dike inspection course in Kamloops March 15-17
- Furnace refinements complete at Community Hall.

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6.3 Fire Chief's report

- Thanks to the Wells Hotel for the fundraising with five alarm chili night.
- Thanks to Diggy's Diner for the fundraising with pancake offer and donation can.
- Both Chiefs are now certified to be instructors.
- No incidents in January and February, one false alarm in March so far.
- Training continues following required curriculum.
- Deputy Chief will need to step back a bit as spring brings more of projects for him, protocols for this will be followed.
- Chiefs will be absent for the time of March 16 to 18th with temporary leadership appointed.

23-44 MOVED Councillor Dorothea Funk, seconded by Councillor Jenn Lewis THAT Council receives Mayor's, Public Work's, and Fire Chiefs' reports.

Carried Unanimously

7.0 INFORMATION AND ANOUNCEMENTS:

7.1 Council

- Councillor Jenn Lewis thanked Jen Hellstrom and Angie Ward for their hard work on the Wells Winter Wonder Carnival.
- Councillor Dorothea Funk announced that she will be away at times in March.

7.2 Staff

- Corporate Officer Angela Ward thanked The Wells Barkerville School for their donation of 16 pairs of kids snowshoes for future events.

7.3 Public Gallery

- Angie Ward announced that the Winter Carnival was a success and cannot wait for next year. She also thanked Jen Hellstrom for her hard work and the amazing job she did with the Carnival.

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8.0 ADJOURNMENT:

8.1 Adjournment of the Regular Council Meeting of Tuesday March 7, 2023.

23-45 MOVED Councillor Jenn Lewis, seconded by Councillor Josh Trotter-Wanner THAT Council at 8:16PM adjourns the Regular Council Meeting of Tuesday March 7, 2023.

Carried Unanimously

Ed Coleman, Mayor

Angela Ward, Corporate Officer

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PO Box 69
Wells BC V0K 2R0

March 15, 2023

Hand delivered

Mayor and Council
District of Wells
4243 Sanders Street
PO Box 219
Wells BC V0K 2R0

Re: Appointment of a WBCF Ltd Director

By a resolution adopted on March 13 the directors of Wells-Barkerville Community Forest Ltd recommends to the company's shareholder, the District of Wells, that it fill a vacancy on the company's Board of Directors by appointing Darryl Koekemoer a director of the company.

Darryl is a resident of Wells, an apprentice carpenter, a member of Wells Volunteer Fire Brigade, and is keenly interested in the contributions the community forest can make to the future of Wells.

Sincerely,

Cam Beck, Coordinator

District of Wells—Strategic Priorities Projects Tracking Grid

Version 1.9—2023 03 04 (P63 (ref. 18) added since last revision)

Overview

In June of 2022, the Municipal Affairs--Province of BC provided a Municipal Advisor, Gary Nason, to support the District of Wells with support to review Operations and Governance of the District of Wells. Out of that process, this Project Tracking Grid has been created and will be maintained and reported on at Regular Council meetings going forward.

Project 44—Operations & Governance Improvement Plan will track & prioritize Council and Staff improvements for Operations & Governance. Council has identified several priority improvements for 2023, primarily in communications, human resources practices, by-law priorities, green spaces planning, emergency preparedness, and other.

Categories

Categories 1 to 5 were created to help place priority levels on projects and make clear what projects are ongoing and closed/completed. The following information clarifies each category:

Category 1: “Best efforts made to complete the project in 2023.”, or continue active work on the project if the project is multi-year and will carry-over to 2024 or beyond. (i.e. Major infrastructure or building upgrades largely dependent on external grant funding.)

Category 2: Subject to sufficient budgetary/grant funds and staffing capacity, commence project in 2023, with no commitment to complete the project in 2023.

Category 3: Reconsider dependent upon potential external grant availability and/or sufficient internal staff and budgetary capacity. Defer the project to at least 2024 or later in the remainder of the Council mandate—2024 to 2026)

Category 4: Primary Operating Budget projects (sometime supplemented with grant funds or reserves) to be part of Annual Operations/Ongoing Core Activities.

Category 5: Project has been completed, or has been abandoned due to insufficient matching funds or lack of internal capacity to undertake.

The following pages show the “Grid” of Projects for the District of Wells is organized in the Categories outlined above. Each Project has its own electronic and paper-based folder/file that holds all the details on all the Project.

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C=Category (1 to 5) **SD**=start date yy-mm **CA**=Contract(s) Awarded **ED**=end date yy-mm
ID=idea identified **PL**=planning **IP**=implementation phases **C/E**=complete/evaluation (1 to 10)
IPr=in-progress **TBD**=to be determined **Ref**=a number to quickly reference Projects in the Grid

Category 1=2023 or early 2024 Completion; Category 2=2023 Depending on Budgets & Staffing;
 Category 3=Reconsider but defer to 2024 or later; Category 4=Ongoing;
 Category 5=Complete/No Submission Made/No Matching Funding Capacity

Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	ED	ID	PL	IP1	IP2	IP3	C/E
1	P001	PROV BC Outdoor Ice Rink (\$441,600)	1,054,175	1	x	20-04	23-08	x	x	x	x		
2	P002	PROV BC, DOW & Partners Sewer System Assessment and Upgrade (CWWF)	\$290,000 + In-kind Complete \$100,000 IP Planning 7,000,000 Construction	1	x x TBD	20-04	26-03	x	x				
3	P003	DOW & Partners-New OCP	100,000	1	x	20-04	23-10	x	x	x	x		
4	P004	DOW & Partners-Community Cultural & Recreation Centre	See also P29	1/2		20-04	24-12	x	x				
5	P010	BC Hydro Community Energy Project	15,000+ Mayor & Counsellor Funk	1	x	22-04	23-03	x	x	x	x		
6	P011	NDIT Highway 26 Power Line Project	20,000	1	x	22-06	23-03	x	x	x			

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Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	ED	ID	PL	IP1	IP2	IP3	C/E
7	P014	UBCM--Community Wildfire Protection Plan	40,000	1	x	21-04	23-03	x	x	x	x	x	
8	P015	PROV BC--Community Structural Fire Protection Plan	30,000	1	x	22-04	23-03	x	x	x	x	x	
9	P018	PROV BC, DOW & Partners--Water System Treatment Upgrade (SCF-MAH)	426,572 213,286 (includes In-kind) See also P31	1	IPr	19-04	24-03	x	x	x			
10	P023	UBCM--Fire Equipment & Training Grant	30,000	1	IPr	22-11	24-03	x	x				
11	P27	UBCM ICSP and OCP Alignment Project	77,000 (Integrated OCP)	1	x OCP TBD ICSP	18-04	24-03	x	x	x			
12	P29	PROV BC--REDIP WBCCRC Project	1,100,000 See also P04	1		22-11	25-03	x	x				
13	P31	DOW & Partners--Water System Replacement Test Drilling Program & New Water Plant	500,000 (In-kind Osisko Developments) 6,000,000 See also P18	1	x TBD	22-12	26-06	x	x	x			

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14	P32	DOW Public Works Garage and Shop Assessment, then Purchase Existing or New Construction		1		22-11	23-12	x					
15	P35	UBCM Economic Development Plan	55,000	1		18-04	24-03	x	x				
16	P39	PROV BC-- Engine 12 Fire Truck Replacement	750,000	1		22-12	24-12	x	x				
17	P50	Lhtako Dene Nation Partnerships	Mayor & Councillor Lewis	1		22-11	OG	x					
18	P013	PROV BC-- Community Transition Response Table	Mayor & Acting Mayor (Training Project to Integrate with REDIP Project)	2		22-11	23-03	x	x	x			
19	P017	Osisko MOU and Community Agreement	Mayor and Counsellor Funk	2		22-06	OG	x	x	x			
20	P30	PROV BC Jack of Clubs Lake & Area Reclamation Project	5,000,000	2		22-08	26-03	x	x				
21	P62	DOW, Barkerville, Wells Chamber of Commerce Fuel Tanks Partnership	26,269 (In-Trust)	2		05-01	23-09	x	x	x	x		

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Ref	Project #	Project Title and Actions	\$ and In-Kind	C	CA	SD	ED	ID	PL	IP1	IP2	IP3	C/E
22	P63	PROV BC Growing Communities Fund	588,000	2		23-03	TBD	x	x				
23	P005	DOW & Partners-- Playground	230,000	3		20-04	24-10	x	x				
24	P016	PROV BC-- Housing & BC Housing	See also P36 & P19	3		19-04	OG	x	x				
25	P020	DOW Wells Community Forest and Community Forest Expansion	Counsellor Lewis	3		18-04	OG	x	x	x	x		
26	P28	UBCM Wildfire Recovery Fund		3		22-11	TBD	x	x	x			
27	P33	FCM--Green Municipal Fund-- Community Facilities Buildings Monitoring Fund	25,000 (20% DOW contribution required)	3		22-12	TBD	x	x				
28	P36	DOW & PROV BC-- Crownlands	See also P36 & P19	3		22-06	24-06	x	x				

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29	P40	UBCM— Public Notification & Evacuation Routes Planning		3		23-01	TBD	x					
30	P41	UBCM— FireSmart Community Funding & Supports	45,000	3		23-01	TBD	x					
31	P42	UBCM— Emergency Operations Centres & Training	See also P22	3		23-01	TBD	x					
32	P43	UBCM— Poverty Reduction Planning & Action		3		23-01	TBD	x					
33	P47	PROV BC— Destination Development		3		23-01	OG	x	x				
34	P48	DOW & Partners—EV Charging Stations		3		23-01	OG	x					
35	P006	Indigenous Partnerships		4		22-04	OG	x	x				
36	P007	DOW Municipal Hall Upgrades	2022--80,000	4		22-04	24-12	x	x	x			
37	P008	DOW Firehall Upgrades	2022--90,000	4		22-04	23-12	x	x	x			

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38	P009	DOW Road Maintenance and Snow Removal Contract	2022--185,000	4		22-06	23-10	x	x	x	x		
39	P012	Telus Pole at Firehall		4	IPr	22-04	TBD	x	x	x	x		
40	P019	PROV BC & DOW--Cemetery	See also P36	4		22-06	OG	x	x				
41	P022	DOW & Partners--Emergency Response Plan	See also P42	4		22-06	OG	x	x	x	x	x	
42	P024	DOW--Change Sand in Water System	2022/23--20,000	4		22-11	23-06	x	x	x			
43	P025	NDIT--2023 Economic Development Officer Funding	2022/2023--50,000	4		22-11	24-03	x	x	x			
44	P26	DOW Electrical Upgrade at Sewer Lift Station	2023--20,000	4		22-03	23-03	x	x	x			
45	P37	UBCM--Community Works Funds (was Gas Tax Fund)	65,000	4		18-04	OG	x	x				
46	P38	DOW--Fitness Centre Upgrades and Location Decision	2023--25,000	4		22-11	23-04	x	x				

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47	P44	DOW— Operations & Governance Improvement Plan		4		23- 01	OG	x	x				
48	P45	NDIT—Grant Writer Program	10,500	4		22- 11	24- 03	x	x				
49	P46	DOW & Partners— Barkerville Topics		4		23- 01	OG	x	x				
50	P56	PROV BC-- District of Wells Boundary Expansion Evaluation	85,000 (this project is under discussion with the PROV BC)	4		18- 05	OG	x	x				
51	P58	MULTI- PARTNER— Highway 26 Wildfire Fuel Mitigation Project		4		22- 11		x	x				
52	P59	DOW—Sewer Lagoon Aeration Motors	20,000	4		21- 11	x	x					
53	P60	DOW— Lagoon Maintenance Berms and Sludge		4		23- 01							
54	P021	PROV BC-- Green Infrastructure Project	No Submission Made	5		21- 11	22- 03	x	x				
55	P34	SERVICE CANADA-- Youth CSTP 018263319	3,000 Complete	5		22- 04	22- 12	x	x	x	x	x	8

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56	P49	PROV BC & CANADA--Community Energy System (GT-SPF)	439,000 Expired No Matching Funding Capacity	5		17-04	21-03	x	x				
57	P51	PROV BC--CRP--Wells Curling Rink	49,084 Complete	5	x	12-04	13-03	x	x	x	x	x	8
58	P52	PROV BC--South Wells Infrastructure Condition Assessment	10,000 Complete	5	x	17-04	18-03	x	x	x	x	x	8
59	P53	PROV BC--Asset Management Plan	10,000 Complete	5	x	15-04	16-04	x	x	x	x	x	8
60	P54	PROV BC--COVID Safe Start	241,000 Complete			20-11	21-12	x	x	x	x	x	8
61	P57	UBCM--Housing Strategy Revision	30,000 No Submission Made			21-01	21-03	x					
62	P61	BC HYRDO--LED Steet Lighting	35,000			20-10	22-11	x	x	x	x	x	7