

# TOWN OF SMITHERS

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS, 1027 ALDOUS STREET, SMITHERS, B.C. ON TUESDAY, MAY 24, 2011, AT 12:00 PM.

---

Council Present:

Cress Farrow, Mayor  
Mark Bandstra, Councillor  
Jo Ann Groves, Councillor  
Charlie Northrup, Councillor.

Council Excused:

Norm Adomeit, Councillor  
Lorne Benson, Councillor  
Frank Wray, Councillor.

Staff Present:

Deborah Sargent, Chief Administrative Officer  
Susan Bassett, Director of Corporate Services  
Leslie Ford, Director of Finance  
Mark Allen, Director of Development Services  
Andrew Hillaby, Director of Recreation, Parks and Culture  
Rob Blackburn, Airport Manager  
Wilf Taekema, Director of Works and Operations  
Jan McKay, Recording Secretary.

Staff Excused:

Keith Stecko, Fire Chief.

Media Present: R. Schierer, The Interior News.

## 1. CALL TO ORDER

Mayor Farrow called the meeting to order (12:08 p.m.).

## 2. CORRESPONDENCE / REPORTS

### 2.1 GAS TAX FUNDS

Northrup/

THAT the Report FIN 11-28 dated May 9, 2011, from L. Ford, Director of Finance, regarding the Gas Tax Funds, be received (1610-01).

**CARRIED UNANIMOUSLY.**

Council discussed:

- a) the strategy of allotting Gas Tax Funds to one large project, such as paving around the second arena, which could negate the need to borrow, rather than to a number of smaller projects, and that Council has options it can use regarding smaller projects, including postponing them or re-working the budget
- b) the possibility of using Gas Tax Funds for: i) an arena heat recovery system that would provide heat to the Pool; ii) sewage treatment; iii) water metering; and iv) road improvements
- c) the step in the right direction by Council in establishing facilities maintenance funding
- d) the fact that improving the better roads, before tackling the worst roads, saves money
- e) past and future uses for beetlewood funds
- f) the process for identifying potential Smithers projects for Gas Tax Funds.

Staff reminded Council that: a) projects must promote clean air, promote clean water, or reduce green house gas emissions; b) the Town's Gas Tax Funds must be spent by March 2015, although renewal of the contract is anticipated; and c) spending Gas Tax Funds rather than dipping into reserves is considered often.

Bandstra/

THAT Staff report to Council with a list of projects, eligible for Gas Tax Funds, currently included in the Five-Year Capital Plan or on Council's Priority List.

**CARRIED UNANIMOUSLY.**

2.2

### ASSET MANAGEMENT

Council viewed the "Leadership for Elected Officials" webinar module of the "Managing Infrastructure Assets Course", from the Federation of Canadian Municipalities, National Research Council, and Infrastructure Canada.

Council discussed:

- a) where Smithers is in terms of asset management, noting that we are doing well regarding fleet replacement, inventory, and work on roads, including a road study in 2004, as well as a water/sewer study
- b) some municipalities: i) have G.I.S. technology; ii) have adopted a broad strategic framework policy to implement an asset management program; iii) have put in additional levies; and iv) are using twenty-year planning
- c) Smithers assets are costed at \$95 million. That does not include replacement costs.
- d) Council has taken a "ground up" approach and is going in the right direction
- e) Smithers has staff stability, which means consistency in carrying out the process
- f) the importance of attending newly-elected Councillor workshops and touring all Town facilities

D. Sargent advised that the Strategic Priorities Chart will be reviewed in June and that the Leadership Academy has set workshop dates for January in Richmond and February in Prince George.

Bandstra/

THAT Council considers the creation of a comprehensive facilities management binder, as the next strategic priority, of Council's Top 3 strategic priorities.

**CARRIED UNANIMOUSLY.**

### **3. OTHER BUSINESS / NEW BUSINESS**

None.

**4. ADJOURNMENT**

Northrup/Groves

THAT the meeting be adjourned (1:08 p.m.).

**CARRIED UNANIMOUSLY.**

---

Cress Farrow  
Mayor

---

Deborah Sargent  
Corporate Administrator/CAO

**Certified a True and Correct Copy** of the minutes of the Committee of the Whole Meeting of Council held Tuesday, May 24, 2011, at noon in the Council Chambers, 1027 Aldous Street, Smithers, B.C.

---

Deborah Sargent  
Corporate Administrator/CAO