

FORT FRASER LOCAL COMMUNITY COMMISSION MEETING MINUTES
Monday, August 4, 2026
Via Zoom

Present Commissioner Frederick Webster, Chair
Commissioner Don Webster
Commissioner Linda Cochran
Commissioner Steve Cochran
Area “D” Director Mark Parker
Curtis Helgesen, CAO, RDBN
Alex Eriksen, Director of Environmental Services – left at 11:27
am
John Illes, Chief Financial Officer, RDBN
Crystal Miller, Accounting Clerk 2, RDBN
Cheryl Anderson, Director of Corporate Services, RDBN

Call To Order Chair Frederick Webster called the meeting to order at 11:00
am.

Agenda

FFLCC 26-04-1 Moved by Don Webster/Seconded by Linda Cochran

That the Agenda for the meeting of August 4, 2026 be
approved.

Carried Unanimously

Minutes

FFLCC 26-04-2 Moved by Linda Cochran/Seconded by Steve Cochran

That the minutes of June 16, 2026 be approved.

Carried Unanimously

Business Arising from the Minutes

Discussion took place in regard to the request for a streetlight. Don Webster questioned which poles are required for street lighting. Hydro confirmed that streetlights need to be connected to a primary pole; not a secondary pole. Primary poles are taller than secondary poles. John Illes advised that the project will be cancelled due to the cost.

Reports

John Illes, Chief Financial Officer - 2026 Actuals to Budget (June 30)

Crystal Miller reported that water and sewer bills were issued earlier this year than in past years. At the end of August last year, approximately \$29,000 remained outstanding. To date, the outstanding balance is approximately \$18,000, indicating improved collection rates following the implementation of penalties.

Crystal Miller noted that at the end of 2025, there was about \$14,000 outstanding.

John Illes added that when collections are sent to the Province, we receive the funds the following November.

FFLCC 26-04-3 **Moved by Linda Cochran/Seconded by Don Webster**

That the Commission receive the memo from John Illes, Chief Financial Officer titled 2026 Actuals to Budget (2026).

Carried Unanimously

Alex Eriksen – Fort Fraser Utility Update

Alex Eriksen advised that for the pumphouse, they are working on the SCADA RFQ. They are waiting for pumphouse inventory and assessment to be completed. Once the updated inventory is available, the RFQ can be issued.

Alex Eriksen stated that chlorine levels have been stable.

In regard to sewer, there should be a contractor on site in the next couple of weeks to do high priority repairs that were identified in the 2018 condition assessment. Once dates are confirmed, notification will be provided to the residents. Discussion will take place with TRUE Consulting to determine when the next condition assessment should be done. It is anticipated that only half of the money budgeted for repairs this year will be used.

Alex Eriksen noted that money was allocated for desludging the lagoon. This project will be deferred as an evaluation was done and it is not necessary at this time. Staff will determine the best option to conduct desludging.

A contractor has been secured for the reservoir inspection. They will be using a tethered underwater drone to do an inspection of the entire reservoir.

Flushing will also be taking place, and notification will be provided.

Alex Eriksen discussed the importance of the SCADA system in identifying if there is a service disruption.

Linda Cochran asked if internet outages have any impacts on water and sewer.

Alex Eriksen responded that there will be safeguards during a power outage. He noted that internet outages will not impact the function of the system but will impact the SCADA system.

Don Webster asked what the cost of the SCADA system is.

Alex Eriksen responded that last year, we issued an RFQ, and the quote received was for approximately \$140,000. That included several component upgrades that have already been done. One remaining component is the control panel for the reservoir level sensor. An updated RFQ identifies that a basic functional system is required. The objective is to have the system completed by the end of the year.

Don Webster asked if there are monthly fees to support the system.

Alex Eriksen indicated that there likely will be subscription fees but doesn't know what the costs will be.

Don Webster asked if both pumps are functional.

Alex Eriksen responded that the secondary pump was replaced, and the primary pump will be installed next year. He added that they were only down to one pump during the install. There was not any notice provided because there was not any disruption to service.

Area D Director Report

Mark Parker reported that the Board is preparing for the upcoming UBCM Conference in Vancouver.

He added that staff are preparing for elections in October.

Mark Parker noted the closure of Plateau Sawmill in Vanderhoof and advised that he attended the announcement of Ncha Koh Industrial Park.

He advised that Lana Popham, Minister of Agriculture and Food will be visiting the Vanderhoof area this month.

Cheryl Anderson – Local Government Elections

Cheryl Anderson advised that Local Government Elections are taking place on October 17th. Nomination packages have been finalized and are available for pickup at member municipality offices, the Regional District office, and the Fort Fraser Post Office. The nomination period is September 1-11.

New Business

Mark Parker advised that he will follow up with staff regarding the burned structure in Fort Fraser.

Next Meeting Date – October 13 (tentative)

ADJOURNMENT

FFLCC 26-04-4 **Moved by Linda Cochran/Seconded by Steve Cochran**

That the meeting be adjourned at 11:39 am.

Carried Unanimously

Fred Webster, Chair
FFLCC

Cheryl Anderson
Director of Corporate Services