

**FORT FRASER LOCAL COMMUNITY COMMISSION MEETING MINUTES**  
**Monday, December 15, 2025**  
**Regional District of Bulkley-Nechako Boardroom**

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**Present** Commissioner Frederick Webster, Chair  
Commissioner Don Webster  
Commissioner Linda Cochran  
Commissioner Steve Cochran  
Area “D” Director Mark Parker  
Curtis Helgesen, CAO, RDBN  
John Illes, Chief Financial Officer, RDBN  
Cheryl Anderson, Director of Corporate Services, RDBN  
Janette Derksen, Waste Diversion Supervisor, RDBN  
Cole Minger, Environmental Services Operations Supervisor,  
RDBN – arrived at 11:02

**Call To Order** Curtis Helgesen, CAO called the meeting to order at 11:00 am.

**Election of Chair** CAO Helgesen called for nominations for the position of Chair for 2026.

**FFLCC 25-06-1** **Moved by Steve Cochran/Seconded by Linda Cochran**

**That Fred Webster be nominated for the position of Chair of the Fort Fraser Local Community Commission for 2026.**

CAO Helgesen called for nominations a second time.

CAO Helgesen called for nominations a third time.

There being no further nominations, CAO Helgesen declared Fred Webster Chairperson of the Fort Fraser Local Community Commission for 2026.

**Election of Vice Chair** CAO Helgesen called for nominations for the position of Vice Chair.

**FFLCC 25-06-2**      **Moved by Fred Webster/Seconded by Linda Cochran**

**That Don Webster be nominated for the position of Vice Chair of the Fort Fraser Local Community Commission for 2026.**

CAO Helgesen called for nominations a second time.

CAO Helgesen called for nominations a third time.

There being no further nominations, CAO Helgesen declared Don Webster Vice Chairperson of the Fort Fraser Local Community Commission for 2026.

### **Agenda**

**FFLCC 25-06-3**      **Moved by Linda Cochran /Seconded by Don Webster**

**That the Agenda for the meeting of December 15, 2025 be approved.**

**Carried Unanimously**

### **Minutes**

**FFLCC 25-06-4**      **Moved by Don Webster/Seconded by Linda Cochran**

**That the minutes of October 20, 2025 be approved.**

**Carried Unanimously**

### **Business Arising from the Minutes**

None

### **Reports**

### **Preliminary 2026 Budget and Actuals**

John Illes, CFO, provided an overview of the 2026 preliminary budget and actuals:

- Fort Fraser Sewer system - will have \$100,000 to continue repairs

- Small frontage tax increase for 26/27 - then money back into capital reserves in 2028
- desludging project for lagoon – could be up to \$100,000 in 2026
  - working on estimates
- \$100,000 currently in budget is for manhole repairs
- new pump for well and SCADA system (\$200,000)
  - \$150,000 from RBA and gas tax funds
- 2026 Election budget
  - 2027 – includes budget for Commissioner travel for training
- street lighting will remain status quo

Steve Cochran asked if new street lighting is saving money.

John Illes indicated that there is a 5-year payoff, and then we should see a reduction.

Discussion took place regarding the streetlights. They do not generate a lot of light. Directly under the light is good but the light does not project. John Illes will provide feedback to BC Hydro.

John Illes advised that he will bring back a more finalized budget in February. Direction was provided to not increase taxation, and potentially decrease if possible, for water due to chlorination feedback.

Mark Parker advised that gas tax will be used up in 2026.

**FFLCC 25-06-5      Moved by Don Webster/Seconded by Linda Cochran**

**That the Preliminary 2026 Budget and Actuals report from John Illes, Chief Financial Officer, be received.**

**Carried Unanimously**

**Janette Derksen – Update**

Janette Derksen, Waste Diversion Coordinator provided the following update:

- pump 1 replacement should be completed by January

- minor repairs to control panel by the end of the year
- control board requires minor repairs before end of the year
- issued RFP for SCADA system but the scope needed to be revised
  - working with consultant
- SCADA will allow remote monitoring
  - will know if there is a power outage
  - digital data – more efficient
  - anticipating completion end of 2026/early 2027
- Fort Fraser Lagoon – all isolation valves are operable
- sewer flushing this year – had to use a different contractor resulting in significant increase in price
- hydrant markers have been installed for snow plowing

Don Webster asked if the desludging costs can be recovered.

Janette Derksen responded that under the current bylaw, haulers are being charged \$1,000 per year. She added that sewer assessments were done in 2019. The main ponds were at 69% of capacity, so removal of cattails/sludge is required. Some costs can be mitigated by allowing one settling pond to dry out. She added that minimal sludge is from receiving septage. Janette added that the bylaw is under review.

Don Webster asked for clarification on the cost of the SCADA system.

Janette Derksen advised that the quote received for the SCADA system was approximately \$140,000. She added that an internet connection would be required as well.

**FFLCC 25-06-6**

**Moved by Linda Cochran/Seconded by Don Webster**

**That the verbal report from Janette Derksen, Waste Diversion Supervisor, be received.**

**Carried Unanimously**

**Fort Fraser Water  
System Chlorination**

**FFLC 25-06-7**      **Moved by Don Webster/Seconded by Linda Cochran**

**That the report from Janette Derksen, Waste Diversion Supervisor, titled “Fort Fraser Water System – Chlorination” be received.**

**Carried Unanimously**

**Area D Director Report**

Mark Parker provided the following update:

- RDBN is starting budget process
  - loss of sawmills – now have closure status
  - challenging for local government
  - hospital district taxation will be affected
- RDBN held election of Chair and Vice Chair
  - Mark is returning as Chair for 2026 and Shane Brienens remains Vice-Chair.

**FFLCC 25-06-8**      **Moved by Don Webster/Seconded by Linda Cochran**

**That the Area D Director’s verbal report be received.**

**Carried Unanimously**

**2026 Meeting Schedule**

**FFLCC 25-06-9**      **Moved by Don Webster/Seconded by Steve Cochran**

**That the 2026 Meeting Schedule be received.**

**Carried Unanimously**

**ADJOURNMENT**

**FFLCC 25-06-10**    **Moved by Steve Cochran/Seconded by Linda Cochran**

**That the meeting be adjourned at 11:48 am.**

**Carried Unanimously**

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Fred Webster, Chair  
FFLCC

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Cheryl Anderson  
Director of Corporate Services