

## DISTRICT OF CHETWYND

### *Minutes of the Regular Council Meeting*

**Date:** April 4, 2011  
**Time:** 4:30 p.m.  
**Location:** Council Chambers

**Present:** Mayor Saugstad  
Coun. Maisey  
Coun. Nichols  
Coun. Nicholson  
Coun. Norris  
Coun. Roberts  
Coun. Weaver

D. Fleming, Chief Administrative Officer  
J. Disher, Director of Corporate Administration  
W. Caldwell, Director of Financial Administration  
R. Crisfield, Director of Engineering & Public Works  
R. Rusjan, Director of Parks & Recreation  
L. Howes, Deputy Director of Corporate Administration

**Absent:** Nil

**Press:** Naomi Larsen, Chetwynd Echo  
Mike Garvie, Peace FM  
Shawna Hopkins, Peace FM

**Public:** Dan Davies, Air Cadets #258 Chetwynd [Item 4 (a)]  
Jen Taylor, Air Cadets #258 Chetwynd [Item 4 (a)]  
Scott Elliston, Air Cadets #258 Chetwynd [Item 4 (a)]  
Rick Meijer, Air Cadet League BC  
Rachelle Larsen, Air Cadets #258 Chetwynd [Item 4 (a)]  
Kerry Silver, Air Cadets #258 Chetwynd [Item 4 (a)]  
Jesse Rashke, West Fraser Mills Ltd. [Item 4 (b)]  
Jason Mattioli, West Fraser Mills Ltd. [Item 4 (b)]  
Laura Weisgerber  
Rochelle Galbraith

#### **1. Call to Order**

Mayor Saugstad called the meeting to order at 4:30 p.m. and a blessing was invoked on the proceedings.

**2. Adoption of Agenda**

MOVED by Coun. Norris, SECONDED by Coun. Roberts

THAT the Regular Council Meeting Agenda for April 4, 2011 be adopted as circulated.

CARRIED

**3. Minutes**

3 (a)  
Minutes of the  
Regular Council  
Meeting

MOVED by Coun. Nichols, SECONDED by Coun. Maisey

THAT the minutes of the Regular Council Meeting held on March 21, 2011 be adopted as circulated.

CARRIED

3 (b)  
Minutes of the  
Committee of the  
Whole Meeting

MOVED by Coun. Maisey, SECONDED by Coun. Norris

THAT the minutes of the Committee of the Whole Meeting held on March 21, 2011 be adopted as circulated.

CARRIED

**4. Delegations and/or Presentations**

4 (a)  
Dan Davies,  
Regional Cadet  
Support Unit and  
#258 Little Giant  
Air Cadets, re:  
Presentation on  
Air Cadets in  
Chetwynd and  
Proclamation of  
Cadet Month for  
April  
0230.50.14

Dan Davies, #258 Little Giant Air Cadets, introduced the cadets in attendance and provided an update on the cadet program which is the largest federally funded youth program in Canada and is free for all youth aged 12 to 18. The cadet program has been in Chetwynd for 24 years and is run with the help of volunteers.

Jen Taylor, #258 Little Giant Air Cadets, noted that the cadet program encourages good citizenship, leadership and physical fitness and is recognized as a creditable program for Grades 10, 11 and 12. Ms. Taylor outlined some of the activities offered by the cadet program including flying/gliding training and general training in music, drill, marksmanship, etc.

Volunteer support and civilian instructors are needed to keep the cadet program running. Mr. Davies thanked Council for the opportunity to raise awareness of the cadet program in Chetwynd and requested that Council proclaim the month of April, 2011 to be "Royal Canadian Air Cadet Month".

Mayor Saugstad read out and signed the proclamation and a photo opportunity was held.

D. Davies, J. Taylor, S. Elliston, R. Meijer, R. Larsen & K. Silver left the meeting at 4:45 p.m.

4 (b)  
Jesse Rashke,  
West Fraser Mills  
Ltd., re: Proposal  
for BioEnergy  
Plant at the CFI  
Sawmill  
6850.20.04

Jesse Rashke, West Fraser Mills Ltd., presented a slideshow outlining West Fraser's application to BC Hydro for a 5 to 10 megawatt BioEnergy (Electricity Generation) Plant at the Chetwynd Sawmill which would utilize sawmill waste presently being burned in the beehive burner as well as logging residual wastes taken from logging sites. This project was selected by BC Hydro as a Preferred Proponent and has proceeded to the next phase of negotiating an Energy Purchase Agreement. The power plant would generate firm, clean power for sale to BC Hydro (enough to power approximately 8,000 homes) and would eliminate the need for the beehive burner thus improving air quality in the region. Capital expenditures for the plant would be over \$30 million. There will be approximately 20 construction and engineering jobs for one year and approximately 10 jobs for Fuel Supply, Operating and Maintenance of the plant. If the negotiation of an Energy Purchase Agreement with BC Hydro is successful, the power plant could be up and running by 2013. Mr. Rashke requested that Council consider sending a letter to BC Hydro supporting the project.

Mr. Rashke responded to various questions from Council regarding any environmental assessment process required, the amount of wood waste from the bush that would be needed, the potential use of farm debris and the range of megawatts of electricity that would be produced.

Council thanked Mr. Rashke for the presentation and noted that it looks forward to the demise of the beehive burner.

\*\*\*0065/04/11  
Letter of Support  
– West Fraser  
BioEnergy Plant  
6850.20.04

MOVED by Coun. Norris, SECONDED by Coun. Roberts

THAT a letter be sent to BC Hydro in support of West Fraser Mills' application for a BioEnergy (Electricity Generation) Plant at the Chetwynd Sawmill.

CARRIED\*\*\*

## 5. Bylaws

5 (a)  
\*\*\*0066/04/11  
Bylaw No.  
935, 2011

MOVED by Coun. Roberts, SECONDED by Coun. Weaver

THAT Bylaw No. 935, 2011 cited as the "District of Chetwynd Municipal Ticket Information Bylaw No. 935, 2011" be given final adoption.

CARRIED\*\*\*

5 (b)  
\*\*\*0067/04/11

Bylaw No.  
936, 2011

MOVED by Coun. Maisey, SECONDED by Coun. Roberts

THAT third reading of Bylaw No. 936, 2011 cited as the “District of Chetwynd Solid Waste Collection and Disposal Services Amendment Bylaw No. 936, 2011” be rescinded.

CARRIED

\*\*\*0068/04/11

Bylaw No.  
936, 2011

MOVED by Coun. Weaver, SECONDED by Coun. Roberts

THAT Bylaw No. 936, 2011 cited as the “District of Chetwynd Solid Waste Collection and Disposal Services Amendment Bylaw No. 936, 2011” be given third reading as amended.

CARRIED\*\*\*

5 (c)  
\*\*\*0069/04/11

Bylaw No.  
937, 2011

MOVED by Coun. Norris, SECONDED by Coun. Roberts

THAT third reading of Bylaw No. 937, 2011 cited as the “District of Chetwynd Sewer Fees and Charges Amendment Bylaw No. 937, 2011” be rescinded.

CARRIED

\*\*\*0070/04/11

Bylaw No.  
937, 2011

MOVED by Coun. Nichols, SECONDED by Coun. Roberts

THAT Bylaw No. 937, 2011 cited as the “District of Chetwynd Sewer Fees and Charges Amendment Bylaw No. 937, 2011” be given third reading as amended.

CARRIED\*\*\*

5 (d)  
\*\*\*0071/04/11

Bylaw No.  
938, 2011

MOVED by Coun. Roberts, SECONDED by Coun. Weaver

THAT third reading of Bylaw No. 938, 2011 cited as the “District of Chetwynd Water Fees, Charges and Regulation Amendment Bylaw No. 938, 2011” be rescinded.

CARRIED

\*\*\*0072/04/11

Bylaw No.  
938, 2011

MOVED by Coun. Roberts, SECONDED by Coun. Weaver

THAT Bylaw No. 937, 2011 cited as the “District of Chetwynd Water Fees, Charges and Regulation Amendment Bylaw No. 938, 2011” be given third reading as amended.

CARRIED\*\*\*

## 6. Council Committee Reports

- 6 (a) Mayor Saugstad submitted the following written report from the March 24,  
Regional District 2011 Regional District meeting:  
Report  
0400.70.02
- “Health District - PRRD invited to Northern Health’s Board of Directors’ meeting in Dawson Creek on April 15<sup>th</sup>. Declined as no topics of discussion.
- D-1 - BC Housing Corp. (Malachy Tohill, Regional Director)
- To qualify for seniors’ low cost housing, applicants need:
    - Less than \$100,000 in assets (limit set by BCHC)
    - Less than \$31,000 income (limit set by CMHC)
      - For new housing projects, limit increased to \$41,000
  - BCHC to provide housing assistance numbers for Chetwynd
- D-2 - Capital Power Corp (Quality Wind Power Project – Tumbler Ridge)
- Site clearing and concrete pour in 2011 (site mostly cleared during winter conditions)
  - Tower erection and site commissioning in 2012
- B-1 - PRRD budget passed. Considerable debate regarding funding for Alaska Highway Heritage Designation Project and increase to Charlie Lake Fire Services
- Alaska Highway – PRRD will fund 50% of proposed budget
  - CLFD – budget reduced (denial for increase in full time firefighters)
- B-6 - Approved changes to Rezoning Bylaw for allowable uses to Light and Heavy Industrial (I-1 and I-2).”

MOVED by Coun. Norris, SECONDED by Coun. Roberts

THAT Mayor Saugstad’s written Regional District Report, dated March 24, 2011, be received.

CARRIED

6 (b)  
Community  
Improvements  
Committee  
0540.20.20

Councillor Roberts submitted the following written report, dated April 4, 2011:

“Successful Tradeshow weekend, we were able to get advertising out for most of summer programs. Thanks to Ellen & Elaine for all your hard work. Good job, Tonia, for a great show!

At this time, we are trying to figure out how CIB and WinterLights are going to be incorporated into one program but things are moving along and we should have it all figured out soon.

The District of Chetwynd will be participating in the population category of 1,501 – 3,000 of the 2011 National Edition of Communities In Bloom. The communities in our category are: Ashcroft, BC; Dawson City, YT; Harrison Hot Springs, BC; Killarney – Turtle Mountain, MB; Montague, PEI; and Unity, SK.

The judges will be arriving July 17<sup>th</sup> and evaluating Monday July 18<sup>th</sup>; the judges will be Lorna McIlroy (Alberta) and JoAnne Dunphy (Prince Edward Island).”

MOVED by Coun. Roberts, SECONDED by Coun. Weaver

THAT Councillor Roberts’ written Community Improvements Committee Report, dated April 4, 2011, be received.

CARRIED

6 (c)  
Health Services  
Committee  
0540.20.19

No report.

6 (d)  
Social Issues  
Committee  
0540.20.21

Councillor Maisey noted that the next Social Issues Committee meeting is scheduled for 3:30 p.m. on April 6, 2011 in the Committee Room. On the agenda will be a presentation from the new Literacy Coordinator, James Hunter, and an update on the hiring of the Healthy Communities Coordinator.

MOVED by Coun. Maisey, SECONDED by Coun. Norris

THAT Councillor Maisey’s verbal Social Issues Committee Report be received.

CARRIED

6 (e)  
Mayor's Report  
0550.04

Mayor Saugstad submitted the following written report, dated April 4, 2011:

- "March 22 Attend Civic Properties meeting at Chetwynd Recreation Centre
- March 23 Northern Development Initiative Trust (NDIT) conference call
- March 24 Attend Peace River Regional District (PRRD) meeting in Dawson Creek
- March 24 Attend "STARS" reception in Grande Prairie
- March 28 Attend Chetwynd and District Economic Development Commission meeting
- March 28 Attend local government "Interprovincial" meeting at Bear Canyon Alberta, on behalf of the PRRD

#### Highlights

STARS has moved into their new hanger and operations centre at the Grande Prairie Airport."

MOVED by Coun. Norris, SECONDED by Coun. Nicholson

THAT Mayor Saugstad's written Mayor's Report, dated April 4, 2011, be received.

CARRIED

## 7. Correspondence – Discussion

7 (a)  
\*\*\*0073/04/11  
West Fraser's  
Five Year  
Harvest Plans  
6850.20.04

MOVED by Coun. Norris, SECONDED by Coun. Roberts

THAT the letter from Chetwynd Forest Industries, dated March 16, 2011, re; West Fraser's Five Year Harvest Plans – Review and Comment Period, be received; and

THAT Council advise Administration of any comments it would like to have forwarded to Chetwynd Forest Industries regarding their Five Year Harvest Plans.

CARRIED\*\*\*

7 (b)

\*\*\*0074/04/11

Spirit of the  
Peace Powwow  
1770.20

MOVED by Coun. Weaver, SECONDED by Coun. Maisey

THAT the letter from the “Spirit of the Peace” Powwow Society, dated March 25, 2011, re: Request for Donation – 6<sup>th</sup> Annual Spirit of the Peace Powwow, Taylor, BC, June 17 – 19, 2011, be received; and

THAT the District of Chetwynd donate \$500.00 to the “Spirit of the Peace” Powwow Society in support of the 6<sup>th</sup> Annual Spirit of the Peace Powwow scheduled for June 17, 18 & 19, 2011 in Taylor, BC.

CARRIED\*\*\*

7 (c)

\*\*\*0075/04/11

Site C 2011  
Field Study  
Season – Public  
Open House and  
Information  
Session  
0510.20.01

MOVED by Coun. Norris, SECONDED by Coun. Roberts

THAT the email from BC Hydro, dated March 28, 2011, re: Site C 2011 Field Study Season – Public Open House and Information Session, Hudson’s Hope & Fort St. John, BC, April 5 & 6, 2011, be received; and

THAT all members of Council be authorized to attend a BC Hydro Site C 2011 Field Study Season – Public Open House and Information Session in either Hudson’s Hope, BC on April 5, 2011 or Fort St. John, BC on April 6, 2011.

CARRIED\*\*\*

7 (d)

\*\*\*0076/04/11

NH Board  
Meeting and  
Roundtable  
Discussion /  
Reception  
0400.100.03

MOVED by Coun. Roberts, SECONDED by Coun. Norris

THAT the invitation from Northern Health, dated March 23, 2011, re: NH Board Meeting and Roundtable Discussion/Reception, Dawson Creek, BC, April 14, 2011, be received; and

THAT Mayor Saugstad or an alternate be authorized to attend the Northern Health Board Meeting (open portion) and Roundtable Discussion/Reception in Dawson Creek, BC on April 14, 2011.

CARRIED\*\*\*

7 (e) MOVED by Coun. Weaver, SECONDED by Coun. Roberts  
\*\*\*0077/04/11  
Site C Regional and Local Government Liaison Committee Meeting 0510.20.01  
THAT the email from BC Hydro, dated March 18, 2011, re: Site C Regional and Local Government Liaison Committee Meeting, Taylor, BC, April 20, 2011, be received; and  
THAT Mayor Saugstad or an alternate be authorized to attend the BC Hydro Site C Regional and Local Government Liaison Committee Meeting in Taylor, BC on April 20, 2011.

CARRIED\*\*\*

7 (f) MOVED by Coun. Roberts, SECONDED by Coun. Weaver  
\*\*\*0078/04/11  
Municipal Government Day 0400.60.03  
THAT the letter from the City of Fort St. John, dated March 14, 2011, re: 2<sup>nd</sup> Annual Municipal Government Day, Fort St. John, BC, May 25, 2011, be received; and

THAT all members of council be authorized to attend the City of Fort St. John's 2<sup>nd</sup> Annual Municipal Government Day in Fort St. John, BC on May 25, 2011.

CARRIED\*\*\*

## 8. Correspondence – Information

8 (a) MOVED by Coun. Norris, SECONDED by Coun. Roberts  
CN Rail Meeting Notes 0510.20.05  
THAT the email from the North Peace Economic Development Commission, dated March 28, 2011, re: CN Rail Meeting Notes from March 15, 2011, be received for information.

CARRIED

8 (b) MOVED by Coun. Roberts, SECONDED by Coun. Maisey  
UBC Newsletter 0400.90.01  
THAT the letter from the University of British Columbia, dated March 16, 2011, re: Newsletter – UBC in Your Community, Peace River South, Issue 1, 2011, be received for information.

CARRIED

- 8 (c) MOVED by Coun. Norris, SECONDED by Coun. Roberts  
Heritage Manor I  
0530.20.01 THAT the letter from Jeanne Taylor Clelland, dated March 20, 2011, re: Concerns – Rules and Regulations in Connection with Heritage Manor I in Fort St. John, BC, be received for information.
- CARRIED
- 8 (d) MOVED by Coun. Norris, SECONDED by Coun. Roberts  
Federal Budget  
0230.20.02 THAT the email from the Federation of Canadian Municipalities, dated March 22, 2011, re: President’s Statement on Federal Budget, be received for information; and
- 8 (e) THAT the email from the Federation of Canadian Municipalities, dated March 23, 2011, re: FCM Analysis of Budget 2011-12, be received for information; and  
Budget 2011-12  
0230.20.02
- 8 (f) THAT the email from the Federation of Canadian Municipalities, dated March 18, 2011, re: FCM News – Week of March 14, 2011, be received for information; and  
FCM News  
0230.20.02
- 8 (g) THAT the email from the Federation of Canadian Municipalities, dated March 25, 2011, re: Breaking News – FCM’s Election Strategy Highlights Municipalities’ Key Role in Strengthening the Economy, be received for information; and  
FCM’s Election  
Strategy  
0230.20.02
- 8 (h) THAT the Member Release from the Union of British Columbia Municipalities, dated March 29, 2011, re: RCMP Contract Negotiations – Alberta Endorses New RCMP Contract, be received for information; and  
RCMP Contract  
0230.30.02
- 8 (i) THAT the letter from the Peace River Regional District to the Minister of Transportation and Infrastructure, dated March 16, 2011, re: Road Maintenance Contract, be received for information; and  
Road  
Maintenance  
Contract  
0400.20.03
- 8 (j) THAT the newsletter from the Peace River Regional District, undated, re: Highlights from the PRRHD and PRRD Board Meetings held March 24, 2011, be received for information; and  
PRRHD &  
PRRD Board  
Meetings  
0400.60.02

8 (k) THAT the email from the Government of Canada, dated March 18, 2011, re:  
Rail Freight Service Review – Final Report, be received for information; and  
Rail Freight Service Review  
0400.20.23

8 (l) THAT the news release from the Northern Cancer Control Strategy, dated  
March 17, 2011, re: Northern Oncology Leader Hired as Director for New  
Northern Oncology Leader Centre, be received for information; and  
Northern Oncology Leader  
0400.100.01

8 (m) THAT the email from Laurie Ringaert, MUTN Phase 1 Project Director, dated  
March 29, 2011, re: Lori Slater to Receive Provincial Award, be received for  
Lori Slater to Receive information; and  
Provincial Award  
4810.20.02

8 (n) THAT the letter from Canada Post, received March 28, 2011, re: 2011 Canada  
Canada Post Post Community Literacy Awards, be received for information; and  
Literacy Awards  
0510.20.12

8 (o) THAT the newsletter from the Central Interior Logging Association, dated  
March 18, 2011, re: FactsFAX – Weekly Log-Harvesting Industry Update,  
CILA Update - FactsFAX Issue #601, be received for information.  
6850.20.01

CARRIED

8 (p) MOVED by Coun. Maisey, SECONDED by Coun. Norris  
BCCFA  
Conference & THAT the email from the BC Community Forest Association, dated March  
AGM 17, 2011, re: BCCFA 2011 Conference and AGM, 100 Mile House, BC, June  
0230.30.10 9 – 11, 2011, be received for information.

CARRIED

8 (q) MOVED by Coun. Norris, SECONDED by Coun. Roberts  
Medical  
Marijuana THAT the letter from the City of Pitt Meadows to the Minister of Health,  
Licences dated March 22, 2011, re: Medical Marijuana Licences, be received for  
0400.60.01 information.

CARRIED

**9. Correspondence – Information Items**

Information Items I-1 – I-80  
0570.02                      MOVED by Coun. Nicholson, SECONDED by Coun. Roberts  
   THAT Information Items I-1 to I-80 be received for information.

CARRIED

**10. Reports – Discussion**

10 (a)                      MOVED by Coun. Nichols, SECONDED by Coun. Roberts  
Outdoor Fitness Equipment  
1190.01                      THAT the memo dated March 23, 2011, re: Outdoor Fitness Equipment, be received.

CARRIED

10 (b)                      MOVED by Coun. Nichols, SECONDED by Coun. Nicholson  
\*\*\*0079/04/11  
Appointment of Local Government Liaison  
4920.01                      THAT the report dated March 28, 2011, re: Appointment of Local Government Liaison, be received; and  
   THAT the Chief Administrative Officer be appointed as the local government liaison for the purpose of Section 83 of the *Public Health Act* with the Director of Corporate Administration as the alternate; and

THAT notice of the appointments be sent to Northern Health.

CARRIED\*\*\*

**11. Reports – Information**

11 (a)                      MOVED by Coun. Roberts, SECONDED by Coun. Weaver  
Utility and Property Tax Rate Increases for 2011  
1820.20 / 1970.02                      THAT the memo dated March 24, 2011, re: Utility and Property Tax Rate Increases for 2011, be received for information.

CARRIED

**12. New Business**

Nil

**13. Question/Answer Period**

Nil

**14. Adjournment**      MOVED by Coun. Norris, SECONDED by Coun. Roberts

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:19 p.m.

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Jannene Disher  
Director of Corporate Administration

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Evan Saugstad  
Mayor

Certified a true and correct copy of the  
Minutes of the Regular Council Meeting  
held on April 4, 2011 in the Council  
Chambers.

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Jannene Disher  
Director of Corporate Administration