

## DISTRICT OF CHETWYND

### *Minutes of the Regular Council Meeting*

**Date:** May 2, 2011  
**Time:** 4:30 p.m.  
**Location:** Council Chambers

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

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

**Absent:** Mayor Saugstad

**Press:** Naomi Larsen, Chetwynd Echo

**Public:** Marcie Fofonoff, Social Planning Society [Item 4 (a)]  
Laura Weisgerber

1. **Call to Order** Deputy Mayor Nichols called the meeting to order at 4:32 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 May 2, 2011 be adopted as circulated with the addition of the following items:
  - 12 (a) Recommendation from Regional District Report – Request for NH Medical Officer to Present Report to Council; and
  - 12 (b) Capacity Building or Integrated Community Sustainability Planning Project; and
  - 12 (c) Reception for Social Planning & Research Council of BC.

CARRIED

**3. Minutes**

3 (a) MOVED by Coun. Nicholson, SECONDED by Coun. Roberts  
Minutes of the Regular Council Meeting THAT the minutes of the Regular Council Meeting held on April 18, 2011 be adopted as circulated.  
  
CARRIED

**4. Delegations and/or Presentations**

4 (a) Marcie Fofonoff, Chetwynd Social Planning Society, advised that the Social Planning & Research Council of BC will be holding their AGM in Chetwynd on June 3 & 4, 2011 and requested that the District of Chetwynd partner with them on hosting the reception. The AGM is usually held in the lower mainland but this year they have chosen to hold it in Chetwynd.  
Marcie Fofonoff, Chetwynd Social Planning Society, re: Reception for Social Planning & Research Council of BC  
0230.50.31 Ms. Fofonoff noted that the initiatives of SPARC – BC overlap with those of Council and that there are benefits of supporting each other’s work. This opportunity will enable the community to engage in discussion on social planning, accessibility for all and social justice with a leading organization in the province.

Ms. Fofonoff thanked Council for their time.

Council thanked Ms. Fofonoff for the presentation.

M. Fofonoff left the meeting at 4:45 p.m.

**5. Bylaws**

5 (a) MOVED by Coun. Norris, SECONDED by Coun. Weaver  
\*\*\*0099/05/11  
Bylaw No. 939, 2011 THAT Bylaw No. 939, 2011 cited as the “District of Chetwynd Financial Plan 2011 – 2015 Bylaw No. 939, 2011” be given final adoption.  
  
CARRIED\*\*\*

5 (b) MOVED by Coun. Nicholson, SECONDED by Coun. Weaver  
\*\*\*0100/05/11  
Bylaw No. 940, 2011 THAT Bylaw No. 940, 2011 cited as the “District of Chetwynd 2011 Tax Rates Bylaw No. 940, 2011” be given final adoption.  
  
CARRIED\*\*\*

5 (c) MOVED by Coun. Weaver, SECONDED by Coun. Roberts  
\*\*\*0101/05/11  
Bylaw No. THAT Bylaw No. 941, 2011 cited as the “District of Chetwynd Fire  
941, 2011 Equipment Reserve Fund Expenditure Bylaw No. 941, 2011” be given first,  
second and third readings.

CARRIED\*\*\*

5 (d) MOVED by Coun. Roberts, SECONDED by Coun. Norris  
\*\*\*0102/05/11  
Bylaw No. THAT Bylaw No. 942, 2011 cited as the “District of Chetwynd Capital  
942, 2011 Works Reserve Fund Expenditure Bylaw No. 942, 2011” be given first,  
second and third readings.

CARRIED

5 (e) MOVED by Coun. Nicholson, SECONDED by Coun. Roberts  
\*\*\*0103/05/11  
Bylaw No. THAT Bylaw No. 943, 2011 cited as the “District of Chetwynd 2011  
943, 2011 Revenue Anticipation Bylaw No. 943, 2011” be given first, second and third  
readings.

CARRIED\*\*\*

5 (f) MOVED by Coun. Roberts, SECONDED by Coun. Maisey  
\*\*\*0104/05/11  
Bylaw No. THAT Bylaw No. 944, 2011 cited as the “District of Chetwynd Zoning  
944, 2011 Amendment Bylaw No. 944, 2011 (Spectrum Resource Group Inc.)” be given  
first and second readings. [*rescinded later in the meeting under Item 10 (b)*]

CARRIED\*\*\*

## 6. Council Committee Reports

6 (a) Councillor Nichols submitted the following written report from the April 28,  
Regional District 2011 Regional District meeting:  
Report

0400.70.02 HD-1 Sander Rose Bone Grindle LLP reported on the auditing process to be  
undertaken.

HR-1 Medical staff vacancies in the Northern Health Region

- Family Practice: 34
- Various specialties: 29

Northeast medical staff:

- Northeast General Practice: 53.5
- Chetwynd: 3

- D-1 Sander Rose Bone Grindle LLP reported on the auditing process to be undertaken.
- D-2 Ministry of Natural Resource Operations gave an update on plans to allow hunting in community pastures. No changes to regulations will be put into effect without consultation with Cattlemen's Association.
- D-4 Northern Health Medical Health Officer of NEBC presented a report on the health of residents of NEBC. Recommendation: That Dr. Badenhorst be invited to present to Chetwynd Council [Charl.Badenhorst@northernhealth.ca](mailto:Charl.Badenhorst@northernhealth.ca)
- M-1 Business Arising from April 4 (R-3): Reverse refusal to issue Variance Permit # 46/2011 and to issue permit to Ross and Jean Harcourt.

MOVED by Coun. Weaver, SECONDED by Coun. Roberts

THAT Councillor Nichols' written Regional District Report, dated April 28, 2011, be received.

CARRIED

6 (b)  
Community  
Improvements  
Committee  
0540.20.20

Councillor Roberts' submitted the following written report dated May 2, 2011:

Official Planting Day is set for Wednesday, June 8<sup>th</sup> at the Healing Garden with Rene Poulin.

Farmers Markets will startup Thursday, May 19 at the Rec Center from 1 to 5 pm and cost is \$10 per table.

Chainsaw Carving Championship is fast approaching. There have been a few hickups but everything is coming together and sponsorship monies are coming in. The Chamber is looking forward to another successful championship.

MOVED by Coun. Roberts, SECONDED by Coun. Norris

THAT Councillor Roberts' written Community Improvements Committee Report, dated May 2, 2011, be received.

CARRIED

6 (c) No report.  
Health Services  
Committee  
0540.20.19

6 (d) Councillor Maisey advised that interviews have been held for the Healthy  
Social Issues Communities Coordinator position and they should know by the end of the  
Committee week who the position has been awarded to.  
0540.20.21

Councillor Maisey noted that for the month of May the Social Issues  
Committee meeting will be held at the call of the Chair. June's meeting will  
be held on its regularly scheduled day. On the agenda is the Sukunka Group  
with results of the GAP analysis and Seniors Housing Society Survey.

MOVED by Coun. Maisey, SECONDED by Coun. Roberts

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

CARRIED

6 (e) No report.  
Mayor's Report  
0550.04

## 7. Correspondence – Discussion

7 (a) MOVED by Coun. Roberts, SECONDED by Coun. Maisey  
\*\*\*0105/05/11

Energy Services BC – Letter of Support for  
Support for

Future Initiatives THAT a letter be sent to the Premier of BC and the Minister of Energy and  
0230.30.23 Mines requesting continued support from the Provincial Government for future  
initiatives of Energy Services BC.

CARRIED\*\*\*

7 (b) MOVED by Coun. Norris, SECONDED by Coun. Roberts  
\*\*\*0106/05/11  
Accessible THAT the letter from Helen Toppin, dated April 17, 2011, re: Concerns  
Housing in Regarding Accessible Housing in Chetwynd, be received; and  
Chetwynd  
5040.20.04 THAT a letter of response be prepared (with assistance from the Social Issues  
Committee) and sent to Helen Toppin.

CARRIED\*\*\*

7 (c) MOVED by Coun. Roberts, SECONDED by Coun. Weaver  
\*\*\*0107/05/11  
District of THAT the letter from the District of Taylor, dated April 21, 2011, re: Heavy  
Taylor – Heavy Industrial Traffic on Big Bam Road, be received; and  
Industrial Traffic  
on Big Bam THAT a letter of support be sent to the District of Taylor (with copies to the  
Road Provincial Government) regarding the District of Taylor’s objection to Heavy  
0400.60.05 Industrial Traffic on the Big Bam Road.

CARRIED\*\*\*

## 8. Correspondence – Information

8 (a) MOVED by Coun. Norris, SECONDED by Coun. Nicholson  
Appreciation for  
Congratulatory THAT the letter from the Ministry of Transportation and Infrastructure, dated  
Letter April 13, 2011, re: Appreciation for Congratulatory Letter, be received for  
0400.20.23 information; and

8 (b) THAT the letter from the Environmental Assessment Office, dated April 8,  
Wildmare Wind 2011, re: Proposed Wildmare Wind Energy Project (Finavera Wind Energy  
Energy Project Inc.), be received for information; and  
6850.70.03

8 (c) THAT the letter from FortisBC Energy Inc., dated April 15, 2011, re:  
FortisBC FortisBC Energy Inc. Franchise Fee Payment, be received for information; and  
Franchise Fee  
Payment  
0510.20.03

8 (d) THAT the letter from Walter Energy, dated April 15, 2011, re: Acquisition of  
Acquisition of Western Coal by Walter Energy, be received for information; and  
Western Coal by  
Walter Energy  
6850.40.02

- 8 (e)                    THAT the letter from Spectra Energy, dated April 20, 2011, re: Hasler Semi-Annual Management and Community Meeting, Chetwynd Seniors' Hall, May 12, 2011, be received for information; and  
Hasler Semi-Annual Management & Community Meeting  
6850.50.09
- 8 (f)                    THAT the email from the Federation of Canadian Municipalities, dated April 18, 2011, re: FCM Social Media Campaign – “Cut My Commute”, be received for information; and  
FCM Social Media Campaign – “Cut My Commute”  
0230.20.02
- 8 (g)                    THAT the member release from the Union of British Columbia Municipalities, dated April 18, 2011, re: Election Engagement, be received for information; and  
UBCM – Election Engagement  
0230.30.02
- 8 (h)                    THAT the member release from the Union of British Columbia Municipalities, dated April 21, 2011, re: Local Government Elections Legislation, be received for information; and  
UBCM – Local Government Elections Legislation  
0230.30.02
- 8 (i)                    THAT the memo from the North Central Local Government Association, dated April 21, 2011, re: Notice of Motion – Proposed Change to NCLGA Bylaw Section 5, be received for information; and  
NCLGA Bylaw Section 5  
0230.40.03
- 8 (j)                    THAT the email from the North Central Local Government Association, dated April 26, 2011, re: NCLGA Connector Newsletter, Issue No. 95, May 2011, be received for information; and  
NCLGA Connector Newsletter  
0230.40.03
- 8 (k)                    THAT the newsletter from the Peace River Regional District, undated, re: Highlights from the PRRHD and PRRD Board Meetings Held April 14, 2011, be received for information; and  
PRRHD & PRRD Board Meetings  
0400.70.02

8 (l) THAT the email from the Tourism Industry Association of BC, dated April 18, 2011, re: News Release – COTA Hits “Reset” at BC Tourism Leaders’ Summit, be received for information; and  
COTA Hits  
“Reset” at BC  
Tourism  
Leaders’ Summit  
0230.30.19

8 (m) THAT the news release from Northern Health, dated April 15, 2011, re: NH Board Discusses Quality Improvements – Northeast Leading the Way, be received for information; and  
NH Board  
Discusses  
Quality  
Improvements  
0400.100.03

8 (n) THAT the email from the University of Northern British Columbia, dated April 15, 2011, re: Northern Medical Programs Trust – Annual General Meeting, Prince Rupert, BC, May 12, 2011, be received for information; and  
NMPT – AGM  
0400.90.04

8 (o) THAT the letter from the Mayors for Peace 2020 Vision Campaign Association, dated April 11, 2011, re: Appreciation for Contribution and Invoice for 2011 Pledged Amount, be received for information; and  
Mayors for  
Peace – 2020  
Vision  
Campaign  
0400.50.03

8 (p) THAT the newsletters from the Central Interior Logging Association, dated April 15 & 22, 2011, re: FactsFAX – Weekly Log-Harvesting Industry Update, Issues #605 & #606, be received for information; and  
CILA Update –  
FactsFAX  
6850.20.01

8 (q) THAT the letter from the City of Prince Rupert, dated April 1, 2011, re: BC Ferries Route 10A – Resolution of Council, be received for information.  
BC Ferries  
Route 10A  
0400.60.01 CARRIED

**9. Correspondence – Information Items**

Information Items I-1 – I-37  
0570.02 MOVED by Coun. Norris, SECONDED by Coun. Weaver  
THAT Information Items I-1 to I-37 be received for information.  
CARRIED

## 10. Reports – Discussion

10 (a)

\*\*\*0108/05/11

Policy Review  
and Update

Project

0110.04

MOVED by Coun. Norris, SECONDED by Coun. Roberts

THAT the report dated April 26, 2011, re: Policy Review and Update Project, be received; and

THAT the following policies be adopted, as amended:

- 50<sup>th</sup> Wedding Anniversaries and 100<sup>th</sup> Birthdays
- Attendance of Resource Persons at Regular, Special and In-Camera Council Meetings
- Communication with Federal, Provincial and Municipal Elected Representatives
- Conference Partner Program Registration Fees
- Council Agenda Items
- Council Event Information Reporting Procedures
- Delegation Policy
- Travel / Insurance Requirements; and

THAT the following policies be repealed:

- Agenda Items for Inclusion in In-Camera Council Meetings
- Appointments of Citizens at Large to District Boards, Commissions and Committees
- Booking for Rooms for Meeting in the District Office and Airport Terminal Building
- Canvassing and/or Proclamations
- Numbering and Description of Council Resolutions
- Peace River Regional District Zoning Application Policy
- Semi-Annual Town Hall Meeting to Encourage Citizen Participation in Civic Affairs
- Volunteer Recognition Policy; and

THAT the following policies be repealed and replaced with the attached revised Policies:

- In-Camera Meeting – Confidentiality
- Organization Chart
- Recognition Awards and Farewell Gifts Community
- Response to Letters Complaint

CARRIED\*\*\*

10 (b) MOVED by Coun. Norris, SECONDED by Coun. Weaver  
\*\*\*0109/05/11  
Zoning THAT the memo dated April 29, 2011, re: Zoning Amendment – Spectrum  
Amendment – Resource Closed Camp, be received; and  
Spectrum  
Resource Closed THAT first and second readings of Bylaw No. 944, 2011 cited as the “District  
Camp of Chetwynd Zoning Amendment Bylaw No. 944, 2011 (Spectrum Resource  
Bylaw No. Group Inc.)” be rescinded; and  
944, 2011  
THAT Spectrum Resource Group Inc. be advised to make application for a  
Temporary Commercial and Industrial Permit to operate a closed camp on Lot  
3, Plan 18762, DL 2090 & 2092, Peace River District.

CARRIED\*\*\*

10 (c) MOVED by Coun. Weaver, SECONDED by Coun. Maisey  
\*\*\*0110/05/11  
Water Task THAT the report dated April 26, 2011, re: Water Task Group, be received;  
Group and  
5260.20.01  
THAT the existing ‘Water Task Group’ committee be expanded to include  
waste water and as a result renamed to the ‘Water & Waste Water Task  
Group’ committee; and

THAT a second member from Council be appointed to this committee in  
addition to Councillor Norris.

CARRIED\*\*\*

10 (d) MOVED by Coun. Nicholson, SECONDED by Coun. Weaver  
\*\*\*0111/05/11  
Resolution in THAT the report dated April 26, 2011, re: Resolution In Support of the  
Support of PVEP PVEP Application to the NDIT Community Hall Program, be received; and  
Application to the  
NDIT  
Community Hall THAT the Council of the District of Chetwynd support the Pine Valley  
Program Exhibition Park Society’s application to Northern Development for \$30,000  
0230.50.18 in funding from the Northeast Regional Development Account – Community  
Halls and Recreation Program for the purchase and installation of a new roof  
for the PVEP Building.

CARRIED\*\*\*

## 11. Reports – Information

Nil

**12. New Business**

12 (a) MOVED by Coun. Nichols, SECONDED by Coun. Norris

\*\*\*0112/05/11

PRRHD &  
PRRD Board  
Meetings, re: NH  
Medical Officer  
Dr. Badenhorst

THAT Dr. Badenhorst, Northern Health Medical Officer of North East BC be invited to present a report on the health of residents of North East BC to Chetwynd Council.

CARRIED\*\*\*

12 (b)

MOVED by Coun. Roberts, SECONDED by Coun. Maisey

\*\*\*0113/05/11

Capacity  
Building or  
Integrated  
Community  
Sustainability  
Planning Project  
0230.30.02

THAT the report dated May 2, 2011, re: Capacity Building or Integrated Community Sustainability Planning Project, be received; and

THAT the District support the application for funding Under the Gas Tax Agreement General Strategic Priorities Fund (GSPF) or Innovations Fund (IF) for the development of a Community Resource Needs Assessment Partnership Program.

CARRIED\*\*\*

12 (c)

MOVED by Coun. Roberts, SECONDED by Coun. Maisey

\*\*\*0114/05/11

Social Planning  
Society, re:  
Reception for  
Social Planning  
& Research  
Council of BC

THAT the presentation by Marcie Fofonoff, Chetwynd Social Planning Society dated May 2, 2011, re: Reception for Social Planning & Research Council of BC, be received; and

THAT Council donate up to a maximum of \$500 (subject to receipt of budget) to the Chetwynd Social Planning Society for the costs of hosting a reception for the Social Planning & Research Council of BC during the SPARC AGM to be held in Chetwynd.

CARRIED\*\*\*

**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 5:12 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 May 2, 2011 in the Council  
Chambers.

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Jannene Disher  
Director of Corporate Administration