

DISTRICT OF CHETWYND

Minutes of the Regular Council Meeting

Date: September 6, 2011
Time: 4:30 p.m.
Location: Council Chambers

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

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

Absent: Mayor Saugstad
Coun. Roberts

Press: Nil

Public: Jeff Lowe, Walter Energy - Western Coal [Item 4 (a)]
Robert Bays, Walter Energy - Western Coal [Item 4 (a)]
Shaheen Kassam, TransCanada [Item 4 (b)]
Esteban Gordillo, TransCanada [Item 4 (b)]
Brenda Walton, TransCanada [Item 4 (b)]
Doug Milner (4:42 p.m.)

- 1. Call to Order** Deputy Mayor Maisey called the meeting to order at 4:33 p.m. and a blessing was invoked on the proceedings.
- 2. Adoption of Agenda** MOVED by Coun. Norris, SECONDED by Coun. Weaver
THAT the Regular Council Meeting Agenda for September 6, 2011 be adopted as circulated.

CARRIED

4 (b)
TransCanada
Pipelines –
Project Update
6850.50.01

Shaheen Kassam and Esteban Gordillo provided information on TransCanada's Groundbirch Mainline (Cypress and Aitken Creek Sections) Pipeline project. Topics included pipeline design, construction and maintenance activities, proposed schedules, environmental management and protection planning, socio-economic issues, management planning and local opportunities.

TransCanada is currently evaluating routing options for the Groundbirch Mainline Cypress Section and is proposing to construct and operate new receipt meter stations along the proposed pipeline route. These projects are required to meet producer requests for transportation of sweet natural gas from Northeast BC. TransCanada expects to submit an application to the National Energy Board in the second quarter of 2012 and, pending regulatory approval, begin construction in the third or fourth quarter of 2013. TransCanada is committed to stakeholder engagement and strives to meet its core values of Integrity, Collaboration, Responsibility and Innovation. Community benefits of the project will include employment, increased local spending and increased property taxes.

Council thanked Ms. Kassam and Mr. Gordillo for their presentation.

S. Kassam, E. Gordillo & B. Walton left the meeting at 5:45 p.m.

5. Bylaws

5 (a)
***0201/09/11
Bylaw No.
951, 2011

MOVED by Coun. Norris, SECONDED by Coun. Nichols

THAT Bylaw No. 951, 2011 cited as the "District of Chetwynd Council Remuneration and Benefits Bylaw No. 951, 2011" be given final adoption.

CARRIED***

5 (b)
***0202/09/11
Bylaw No.
952, 2011

MOVED by Coun. Nichols, SECONDED by Coun. Nicholson

THAT Bylaw No. 952, 2011 cited as the "District of Chetwynd Council and Staff Travel Expense Reimbursement Bylaw No. 952, 2011" be given third reading.

CARRIED***

6. Council Committee Reports

6 (a) Mayor Saugstad submitted the following written report from the August 25,
Regional District 2011 Regional District meeting:
Report
0400.70.02 “Notice of Motion Chair served notice that she will bring back the
issue of funding for the Alaska Highway Tourism
Initiative (\$180,000 to continue on the path of
having the Alaska Highway declared as a National
Historic Site), at the next PRRD meeting. This
funding was denied at last meeting. (My position
has been that I disagreed in direct awarding a
contract of this size with no bid process, that the
RFP was weak, and that, without matching funding
from the Northern Rockies Regional Municipality,
the PRRD would end up paying for it all).

D-1 Delegation requesting that the Agriculture Land
Reserve and Commission be reformed.

D-2 Charlie Lake Fire Department report (a well done
report some of which may be of relevance to our
Fire Department. (R-1; report recommendations
adopted with a “go-forward” plan).

R-4 A. Anderson (Jackfish lake) subdivision approved
(a 6 ha lot subdivided from 40 hectares).

R-10 \$500 grant to the Ridge Society for the Art/Music
Festival at Rolla.

Next meeting September 8 at Upper Halfway Hall (about a 2.5
hour drive from Chetwynd, unless one has a truck
and two way radio to use the Farrell Creek/Kobes
and Haystack Forest Roads). Hall (a Quonset hut)
is located along the Halfway Road, west of Halfway
River First Nation. No heat in building so dress
warm.”

MOVED by Coun. Norris, SECONDED by Coun. Weaver

THAT Mayor Saugstad’s written Regional District Report, dated August 25,
2011, be received.

CARRIED

6 (b) No report.
Community
Improvements
Committee
0540.20.20

6 (c) No report
Health Services
Committee
0540.20.19

6 (d) Deputy Mayor Maisey advised that the next Social Issues Committee Meeting is scheduled for Wednesday September 14, 2011 at 3:30 p.m. Agenda topics will include reports from the Healthy Communities Coordinator and the Safe Home Program Coordinator and the reviewing of scholarship applications.
Social Issues
Committee
0540.20.21

MOVED by Deputy Mayor Maisey, SECONDED by Coun. Norris

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

CARRIED

6 (e) Mayor Saugstad submitted the following written report, dated September 6, 2011:
Mayor's Report
0550.04

- "Aug. 16 Northern Development Initiative Trust (NDIT) conference call regarding an upcoming audit
- Aug. 22 Attend Chetwynd and District Economic Development Commission meeting
- Aug. 25 Attend Peace River Regional District (PRRD) meeting in Fort St. John
- Aug. 25 Attend Talisman Energy Open House in Hudson's Hope
- Aug. 26 Call from America TV – pitching "infomercials" to promote Canada's "Hidden Gems" and Chetwynd as a good place to "Live, Work and Play" Cost approximately \$18,500 for a 5 minute production to be run on a guaranteed number of TV spots throughout Canada
- Sept. 1 Meeting with NDIT in Prince George regarding 5 Year Review
- Sept. 1 Meeting with NDIT and BC Housing in Prince George
- Sept. 1 Conference call meeting with NDIT in Prince George

Highlights

- Talisman Energy Open House to explain their next three months' plans for Hudson's Hope area, including the construction of a new water line from Williston Lake to Farrell Creek. They intend to keep about 10 drill rigs busy drilling, which should mean that the "frac" sand delivery business will be busy from the Chetwynd Rail yard. Cost to attend about \$75.
- Need direction from Council as to whether we should investigate further the America TV 'Infomercial' or decline. My belief that we may get some good "press", but that for the cost, we are better to invest more strategically and target specific audiences (i.e. – developers or service sector business for gas/oil and coal).
- NDI is working with BC Housing to see if there is the ability to develop and tailor housing development projects for BC's northern rural communities, with a focus on resource dependent communities such as Chetwynd, Tumbler Ridge, Mackenzie and Fort St. James. BC Housing will continue to work directly with the District on specific housing projects for our community."

MOVED by Coun. Nichols, SECONDED by Coun. Norris

THAT Mayor Saugstad's written Mayor's Report, dated September 6, 2011, be received.

CARRIED

7. Correspondence – Discussion

7 (a)

***0203/09/11

Victim Services
Program –
Funding
Application
7500.20.06

MOVED by Coun. Norris, SECONDED by Coun. Nicholson

THAT the letter from Cheryl Maurice, Chetwynd/Hudson's Hope RCMP Victim Services, dated August 25, 2011, re: Support for Grant Application for Funding to Attend a "Little Warriors of Canada" Workshop, be received; and

THAT Council approve the submission of a grant application by the Chetwynd/Hudson's Hope RCMP Victim Services Program Manager to the Ministry of Public Safety and Solicitor General for funding to attend a Facilitators' Training Workshop with Little Warriors of Canada; and

THAT Council provide a letter of support to accompany the grant application.

CARRIED***

7 (b)
***0204/09/11
CIB Awards /
Symposium
6750.20.19

MOVED by Coun. Weaver, SECONDED by Coun. Norris

THAT the information from the Communities In Bloom National Committee, undated, re: National Awards Ceremonies/Symposium, Quebec City, Quebec, October 26 – 29, 2011, be received; and

THAT a member of Council be authorized to attend the Communities In Bloom National Awards Ceremony and National Symposium on Parks & Grounds in Quebec City, Quebec on October 26 – 29, 2011.

CARRIED***

7 (c)
Talisman Energy
– Information
Session
6850.50.10

MOVED by Coun. Weaver, SECONDED by Coun. Norris

THAT the letter from Talisman Energy Inc., dated August 3, 2011, re: Talisman Farrell Creek Development Information Session, be received for information.

CARRIED

7 (d)
***0205/09/11
Grizzco –
Request to Park
Trailers on
Leased Lot
2380.20.48

MOVED by Coun. Norris, SECONDED by Coun. Weaver

THAT the letter from Grizzco Camp Services Inc., dated August 30, 2011, re: Request for Approval to Park Trailers on Leased Lot 14, be received; and

THAT two (2) trailers be allowed to remain on site provided the units are counted within the 98 person camp and that the occupants are managers for the camp facility; and

THAT appropriate arrangements be made for an independent water and sewer service for the two trailers.

CARRIED***

7 (e) MOVED by Coun. Weaver, SECONDED by Coun. Nichols

***0206/09/11

Grizzco –
Request to Lease
Lot 15

THAT the letter from Grizzco Camp Services Inc., dated August 30, 2011, re: Application to Lease Lot 15 (Across from Airport) for New Company Office and Parking Lot, be received; and

THAT Council direct staff to provide a report and recommendations regarding Grizzco's request to lease Lot 15 (across from the airport) for a new company office and parking lot.

CARRIED***

7 (f)

***0207/09/11

Grizzco –
Request to Lease
District Lot 1809

MOVED by Coun. Weaver, SECONDED by Coun. Norris

THAT the letter from Grizzco Camp Services Inc., dated August 30, 2011, re: Application to Lease District Lot 1809 for Expansion to Existing Camp and Parking Lot, be received; and

THAT the request from Grizzco Camp Services Inc. to lease District Lot 1809 for an expansion to the existing camp and current parking lot be referred back to the Proponent to apply for a Temporary Commercial and Industrial Permit.

CARRIED***

D. Milner left the meeting at 5:53 p.m.

8. Correspondence – Information

8 (a)

MoTI –

Recreation
Centre Highway
Access
5400.08

MOVED by Coun. Norris, SECONDED by Coun. Weaver

THAT the letter from the Ministry of Transportation and Infrastructure, dated August 10, 2011, re: Highway 97 South and Chetwynd & District Recreation Centre, be received for information.

CARRIED

- 8 (b) MOVED by Coun. Norris, SECONDED by Coun. Weaver
MIABC
Dividend
Cheque
0230.30.12
THAT the letter from the Municipal Insurance Association of British Columbia, dated August 10, 2011, re: MIABC Dividend Cheque, be received for information; and
- 8 (c) THAT the invitation from the Chetwynd Scotiabank, undated, re: 30th
Scotiabank 30th Anniversary Celebration, Chetwynd Scotiabank Branch, October 21, 2011, be
Anniversary received for information; and
1690.01
- 8 (d) THAT the letter from Joanne Dunphy and Lorna McIlroy, Communities In
CIB Judges Bloom Judges, undated, re: Appreciation for Hospitality, be received for
Letter of Thanks information; and
6750.20.19
- 8 (e) THAT the email from the Chetwynd Chamber of Commerce, dated August 26,
Chamber of Commerce – News Release – BC Chamber Calls for a Dialogue on a New &
PST Dialogue Improved PST, be received for information; and
0230.50.12
- 8 (f) THAT the email from the Chetwynd Chamber of Commerce, dated August 30,
Chamber of Commerce – News Release – BC Chamber Calls for a Dialogue on a New &
HST Improved PST, be received for information; and
Referendum
Analysis
0230.50.12
- 8 (g) THAT the email from the Ministry of Community, Sport and Cultural
MoCS&CD – Development, dated August 16, 2011, re: Community Gaming Grant Review,
Community Gaming Grant be received for information; and
Review
0400.20.08
- 8 (h) THAT the information from the Environmental Assessment Office, dated
EA Office – August 11, 2011, re: Supplementary Visuals Information for Finavera
Finavera Projects Wildmare and Tumbler Ridge Proposed Projects, be received for information;
6850.70.03 and

8 (i) THAT the newsletters from the Peace River Regional District, undated, re:
PRRD Board Highlights from the PRRHD and PRRD Board Meetings held August 11 and
Newsletters 25, 2011, be received for information.
0400.70.02

CARRIED

8 (j) MOVED by Coun. Nichols, SECONDED by Coun. Norris
***0208/09/11
PRRD Bylaw THAT the email from the Peace River Regional District, dated August 16,
Referral – Terra 2011, re: Referral Package – Terra Energy Gas Processing Plant in Del Rio–
Energy Monias Area, be received; and
0400.70.04

THAT Council's concerns regarding the possible negative impact of this project on area roads and traffic be forwarded to the Peace River Regional District.

CARRIED***

8 (k) MOVED by Coun. Norris, SECONDED by Coun. Weaver
Enbridge
Northern THAT the letter from Enbridge Northern Gateway Pipelines, dated August 18,
Gateway 2011, re: Northern Gateway Response to Comments on Proposed Route /
Response Facility Site View and Northern Gateway Response to JRP Information
6850.50.06 Request No. 2, be received for information; and

8 (l) THAT the news release from BC Hydro, dated August 11, 2011, re: Statement
BC Hydro – from David Cobb, President/CEO of BC Hydro – Provincial Review, be
Statement on received for information; and
Provincial
Review
0510.20.01

8 (m) THAT the letter from the Canadian Office and Professional Employees Union,
COPE – BC Local 378, dated August 17, 2011, re: BC Hydro Smart Meter Initiative, be
Hydro Smart received for information; and
Meter Initiative
0510.20.01

- 8 (n) UBCM Resolution – Mechanical Insulation 0550.05 THAT the letter from the International Association of Heat and Frost Insulators and Allied Workers Union, Local 118, dated August 22, 2011, re: UBCM Resolution – Importance of Mechanical Insulation, be received for information; and
- 8 (o) OGC – Information Bulletin 0360.20.04 THAT the email from the BC Oil & Gas Commission, dated August 10, 2011, re: Information Bulletin 2011-18 – Commissioner Leaving BC Oil & Gas Commission, be received for information; and
- 8 (p) BCSA – Public Safety Awards 0230.30.16 THAT the letter from the British Columbia Safety Authority, dated July 30, 2011, re: Nominations for the 7th Annual Lieutenant Governor’s Awards for Public Safety, be received for information; and
- 8 (q) CILA – RoadHealth Crossroads Conference 0390.20.01 THAT the email from the Central Interior Logging Association, dated August 30, 2011, re: Information on the 2011 RoadHealth Coalition CrossRoads Conference, Prince George, BC, October 24 & 25, 2011, be received for information; and
- 8 (r) CILA – FactsFAX Newsletters 6850.20.01 THAT the newsletters from the Central Interior Logging Association, dated August 12 & 19, 2011, re: FactsFAX – Weekly Log-Harvesting Industry Update, Issues 622 & 623, be received for information; and
- 8 (s) NBCTA – AGM 0230.40.04 THAT the email from the Northern BC Tourism Association, dated August 26, 2011, re: 2011 Annual General Meeting, Prince George, BC, October 3 & 4, 2011, be received for information; and

8 (t) THAT the letter from the Regional District of Nanaimo, dated August 18, 2011, re: Ecosystem Based Offsets for Local Governments, be received for information; and
RD of Nanaimo
– Ecosystem
Based Offsets
0400.60.01

8 (u) THAT the email from the North Central Local Government Association, dated August 31, 2011, re: Issue No. 99, September 2011 - NCLGA Connector Newsletter, be received for information.
NCLGA
Newsletter
0230.40.03

CARRIED

9. Correspondence – Information Items

Information MOVED by Coun. Norris, SECONDED by Coun. Nichols
Items I-1 – I-51

0570.02 THAT Information Items I-1 to I-51 be received for information.

CARRIED

10. Reports – Discussion

10 (a) MOVED by Coun. Nichols, SECONDED by Coun. Norris
***0209/09/11

Appointment of THAT the report, dated August 18, 2011, re: Appointment of Deputy
Deputy Collector Collector, be received; and
1970.01 &

Personnel File THAT Council ratify the appointment of Kevin Franson as Deputy Collector
for the District of Chetwynd.

CARRIED***

10 (b)
***0210/09/11
Exempt Staff
Overtime Policy
2650.02

MOVED by Coun. Norris, SECONDED by Coun. Weaver

THAT the report, dated August 18, 2011, re: Exempt Staff Overtime Policy, be received; and

THAT Council ratify the following Exempt Staff Overtime Policy:

“Exempt staff are expected to work occasional overtime as required to complete work responsibilities in a timely basis. Exempt staff will not be eligible for overtime pay.

Exempt staff will receive five (5) additional days of Vacation Time to compensate for unpaid overtime.

The exception to this rule shall be mandatory participation in an emergency event. Exempt staff will record their working time while acting on an emergency event and will be paid straight time and overtime under the same rules of work as the Collective Agreement provides for unionize staff. Overtime will only be paid to the employee under authorization of a Provincial Emergency Preparedness (PEP) task number.”

CARRIED***

10 (c)
***0211/09/11
Pine Valley
Seniors – Grant
Application
0230.50.11

MOVED by Coun. Weaver, SECONDED by Coun. Nichols

THAT the report, dated August 23, 2011, re: Pine Valley Seniors’ Association Grant Application to New Horizons Program, be received; and

THAT the Council of the District of Chetwynd approve the Pine Valley Seniors’ Association application for a \$25,000 grant to re-roof their hall from the Government of Canada New Horizons for Seniors Program; and

THAT Council congratulate the Pine Valley Seniors’ Association on their activity and their initiative to improve an important centre of activity in the community.

CARRIED***

11. Reports – Information

Nil

12. New Business

Nil

13. Question/Answer Period

Councillor Weaver complimented staff on cemetery maintenance, noting that the cemetery looks great.

14. Adjournment

MOVED by Coun. Norris, SECONDED by Coun. Nicholson

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:58 p.m.

Jannene Disher
Director of Corporate Administration

Evan Saugstad
Mayor

Certified a true and correct copy of the Minutes of the Regular Council Meeting held on September 6, 2011 in the Council Chambers.

Jannene Disher
Director of Corporate Administration