

DISTRICT OF CHETWYND

Minutes of the Special Regular Council Meeting

Date: December 14, 2015
Time: 4:30 p.m.
Location: Tamarack Hall, Chetwynd & District Recreation Centre

Present: Mayor Nichols
Coun. Bassendowski
Coun. Brownlee
Coun. Deck
Coun. Galbraith
Coun. Pfanner
Coun. Weisgerber
D. Fleming, Chief Administrative Officer
C. Newsom, Director of Corporate Administration
P. Gordon, Director of Engineering & Public Works
R. Rusjan, Director of Parks and Recreation
D. Ennis, Deputy Director of Corporate Administration
(Recording Secretary)

Absent: Nil

Press: Tona Aboaba, Peace FM
Marlon Gomez, CHET TV
Naomi Larsen, Chetwynd Echo

Public: Curtis Brewster, Aim Trucking
Mario Roy, Aim Trucking
Ellen McAvany, Economic Development Officer
Terry Halliday
Ron Millsap

- 1. Call to Order** Mayor Nichols called the meeting to order at 4:30 p.m. and an opening statement was read.
- 2. Adoption of Agenda** MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee
THAT the Special Regular Council Meeting Agenda for December 14, 2015 be adopted as circulated.

CARRIED

3. Minutes

M-1
Minutes of the
Regular
Council
Meeting

MOVED by Coun. Galbraith, SECONDED by Coun. Pfanner

THAT the minutes of the Regular Council Meeting held on November 16, 2015 be adopted as circulated.

CARRIED

M-2
Minutes of the
Committee of
the Whole
Meeting

MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith

THAT the minutes of the Committee of the Whole Meeting held on November 16, 2015 be adopted as circulated.

CARRIED

4. Delegations and/or Presentations

Nil

5. Bylaws

B-1
***Bylaw No.
1033, 2015

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

THAT Bylaw No. 1033, 2015 cited as the “District of Chetwynd Water Fees, Charges and Regulation Amendment Bylaw No. 1033, 2015” be ADOPTED.

CARRIED***

B-2
***Bylaw No.
1034, 2015

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT Bylaw No. 1034, 2015 cited as the “District of Chetwynd Sewer Fees and Charges Amendment Bylaw No. 1034, 2015” be ADOPTED.

CARRIED***

B-3
***Bylaw No.
1036, 2015

MOVED by Coun. Brownlee, SECONDED by Coun. Weisgerber

THAT Bylaw No. 1036, 2015 cited as the “District of Chetwynd Solid Waste Collection and Disposal Services Amendment Bylaw No. 1036, 2015” be ADOPTED.

CARRIED***

6. Council Committee and Liaison Reports

CR-1
Regional
District Report
0400.70.02

Mayor Nichols submitted the following written Peace River Regional District (PRRD) report dated November 26, 2015:

“Approved: Closure of north slope of Chetwynd Landfill.

Extensive discussion of proposed building bylaw and implications for fire protection area. Referred to Rural Directors for report in February. Decision on referendum will be made after that report.

Sunset Prairie Lodge presently is housing 271 workers. No personal vehicles allowed on site. This could have implications for workers from Chetwynd as the busses travel only from Fort St. John and Dawson Creek.

I asked how many workers with Chetwynd addresses are in camp. No answer.”

MOVED by Mayor Nichols, SECONDED by Coun. Galbraith

THAT Mayor Nichols’ written Peace River Regional District Report dated November 26, 2015, be received.

CARRIED

CR-2
Community
Improvements
Committee
Report

Councillor Galbraith reported the following:

- The fence at the Don Titus Park will be taken down; the park isn’t suited for a dog park
- The Committee recommends that the District of Chetwynd remain in the “Friends” category of the Community in Bloom program
- The Committee recommends that the District obtain a design that fits the plan for boulevard lighting and start installing lights in 2016; in the meantime Administration will determine if BC Hydro can provide some lighting from their poles along the stretch of boulevard walkway alongside the Rodeo Subdivision
- The District will begin the boulevard tree replacement program in 2016
- Walking trails have reopened and danger trees have been removed along Centurion Creek
- The Legion is looking into a program to display veteran banners
- The Parade of Lights on December 11th was successful

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT Coun. Galbraith’s verbal Community Improvements Committee Report, be received.

CARRIED

CR-5
Public Works
Committee
Report

Councillor Brownlee reported the following:

- Praised the District's Public Works crew for their work with snow removal
- The Committee is exploring options and costs regarding beaver control in 2016
- Public Works may have to replace the vehicle hoist as it doesn't meet current safety standards

MOVED by Coun. Brownlee, SECONDED by Coun. Pfanner

THAT Coun. Brownlee's verbal Public Works Committee Report, be received.

CARRIED

CR-7
Mayor's
Report
0550.04

Mayor Nichols submitted the following written Mayor's Report dated December 14, 2015:

"The following items occupied some of the Mayor's time since last reported:

- November 18: Met with Dr. Schreve and Councillor Bassendowski for lunch.
- November 19: Video interview with Ministry of Transportation and Infrastructure re highway repair.
- November 23: Telephone meeting with Juergen Peutter.
- November 23: Carving placement committee.
- November 26: Peace River Regional District Dawson Creek.
- November 30: Met with Betty Deck.
- November 30: Chamber Luncheon.
- December 2: Radio interview re Christmas.
- December 8: Health Services.
- December 8: Small Town Love Launch.
- December 9: West Peace Fringe Area Advisory Committee.
- December 10: Cindy's Retirement.
- December 10: Conference call re shutdown of Chetwynd Mechanical Pulp."

MOVED by Mayor Nichols, SECONDED by Coun. Pfanner

THAT Mayor Nichols' written Mayor's Report dated December 14, 2015, be received.

CARRIED

7. Correspondence – Discussion

CD-1 MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee
***2016
Council of THAT the 2016 Council of Forest Industries (COFI) Convention Registration,
Forest be received; and
Industries
Convention THAT Council authorize the Mayor or alternate to attend the Council of Forest
Registration Industries convention from April 6-8, 2016 in Kelowna, BC.
0230.30.08

CARRIED***

CD-2 MOVED by Coun. Bassendowski, SECONDED by Coun. Galbraith
***Northeast
Regional THAT the email from the Northeast Regional Advisory Committee dated
Advisory December 9, 2015 re: Next Meeting, be received; and
Committee
Next Meeting THAT Council authorize Councillor Weisgerber to attend the Northern
0360.20.01 Development Initiative Trust Northeast Regional Advisory Committee meeting
 on January 29, 2016 in Fort St. John, BC.

CARRIED***

CD-3 MOVED by Coun. Bassendowski, SECONDED by Coun. Pfanner
***Chetwynd
Harvest Fest THAT the letter from Chetwynd Harvest Fest Association, be received; and
Association re:
Letter of THAT the Council of the District of Chetwynd support the application to
Support Northern Development Initiative Trust from the Chetwynd Harvest Fest
0230.50.01 Association for a grant of up to \$2,500 for the 2016 Harvest Fest from the
 Fabulous Festivals and Events Account.

CARRIED***

8. Correspondence – Information

CI-1 MOVED by Coun. Bassendowski, SECONDED by Coun. Galbraith
City of
Dawson Creek THAT the letter from the City of Dawson Creek dated November 3, 2015 re:
- Chainsaw Chainsaw Carving Donation, be received for information.
Carving
Donation CARRIED
0400.60.02

CI-2
NH – UBCM
Meeting
0390.20.05

MOVED by Coun. Pfanner, SECONDED by Coun. Weisgerber

THAT the letter from Northern Health dated November 9, 2015 re: Union of British Columbia Municipalities Meeting September 22 & 23, 2015, be received for information.

CARRIED

CI-3
Minister Steve
Thomson –
UBCM
Meeting
0390.20.05

MOVED by Coun. Bassendowski, SECONDED by Coun. Galbraith

THAT the letter from Minister Steve Thomson dated November 19, 2015 re: UBCM Meeting September 24, 2015, be received for information; and

CI-4
Selina
Robinson
Update
0400.20.04

THAT the email from Selina Robinson dated November 20, 2015 re: Selina's Update from Victoria, be received for information; and

CI-5
UBCM – The
Compass
0230.30.02

THAT the Compass dated November 16, 2015, be received for information; and

CI-6
UBCM – The
Compass
0230.30.02

THAT the Compass dated November 18, 2015, be received for information; and

CI-7
UBCM – The
Compass
0230.30.02

THAT the Compass dated November 25, 2015, be received for information; and

CI-8
UBCM – The
Compass
0230.30.02

THAT the Compass dated December 2, 2015, be received for information; and

CI-9
FCM Email
0230.20.02

THAT the email from Federation of Canadian Municipalities (FCM) dated November 16, 2015, be received for information; and

CI-10 THAT the email from Federation of Canadian Municipalities (FCM) dated
FCM Email December 3, 2015, be received for information.
0230.20.02

CARRIED

9. Correspondence – Information Items

Information MOVED by Coun. Brownlee, SECONDED by Coun. Weisgerber
Items
I-1 - I-6 THAT Information Items I-1 - I-6 be received for information.
0550.02

CARRIED

10. Reports – Discussion

RD-1 MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee
***Guiding
Principles for THAT the report dated November 20, 2015 re: Guiding Principles for Financial
Financial Administration – Policy Revision prepared by Administration, be received; and
Administration
– Policy THAT Council ratify the revisions to “Guiding Principles for Financial
Revision Administration” policy, included with the report dated November 20, 2015 as
Attachment “A”, as per the recommendation of the Finance Strategy
Committee meeting held October 26, 2015.

CARRIED ***

RD-2 Councillor Weisgerber declared a perceived conflict of interest with regard to
***Temporary her employment and left Tamarack Hall at 4:53 p.m.
Use Permit

No. 2015-01 - Opportunity for Public Input:
Aim Ventures

Inc. Correspondence:
4520.20.08

One piece of correspondence was received, from the Ministry of Transportation and Infrastructure (MOTI), requiring an access off 45 Place NE to the subject property.

Mayor Nichols invited those who wished to express his/her views regarding the proposed Temporary Use Permit to address Council.

Public Submissions:

Curtis Brewster, Applicant:

Advised that:

- He would like to place a temporary office trailer at 4412 Highway 97 South until a permanent building can be put in place, estimated Fall of 2016;

- Location next to Highway 97 is ideal for the rental company he plans for the subject property;
- Needs temporary building as the weather turned cold before he was able to start construction of a permanent office building;
- Access off of 45 Place NE to the subject property will be constructed, in accordance with MOTI's requirements;
- Requested Temporary Use Permit No. 2015-01 be in effect for up to two years.

There being no further submissions and no further correspondence received, the opportunity for public input was closed for this application.

MOVED by Coun. Bassendowski, SECONDED by Coun. Brownlee

THAT the report dated November 20, 2015 re: Temporary Use Permit No. 2015-01 – Aim Ventures Inc. prepared by Administration, be received; and

THAT Council authorize issuance of Temporary Use Permit No. 2015-01 to Aim Ventures Inc. dba Aim Trucking for the purpose of allowing a temporary office trailer to be located on Lot B, DL 482, Plan 24122 (4412 Highway 97 South) for approximately one year, subject to compliance with Ministry of Transportation and Infrastructure requirements.

CARRIED***

MOVED by Coun. Brownlee, SECONDED by Coun. Deck

THAT the above motion be amended to permit Temporary Use Permit No. 2015-01 to be issued for a two year term.

CARRIED***

Councillor Weisgerber returned to Tamarack Hall at 5:04 p.m.

RD-3

MOVED by Coun. Galbraith, SECONDED by Coun. Pfanner

Communities
in Bloom
6750.20.19

THAT the report dated December 7, 2015 re: Communities in Bloom prepared by the Economic Development Department, be received; and

THAT Council authorize Administration to register the District of Chetwynd in the "Friends" category for the 2016 Provincial Edition of the British Columbia Communities in Bloom Program.

CARRIED***

11. Reports – Information

RI-1 MOVED by Coun. Pfanner, SECONDED by Coun. Weisgerber
Accounts
Payable THAT the report dated December 7, 2015 re: November Accounts Payable
Cheque List Cheque List prepared by the Finance Department, be received; and
1630.01

 THAT the cheque register for the month of November 2015 totaling
 \$1,210,799.37 be received.

CARRIED

12. New Business

Nil

13. Question/Answer Period

Ron Millsap inquired what the District has planned for the five \$200 gift cards to the EnCana Events Centre that were given by the City of Dawson Creek for fundraising, in exchange for a carving.


The Chief Administrative Officer responded that the disposition of the \$200 gift cards has not been decided yet but that they will be used to offset the costs of the next Chainsaw Carving event.

14. Adjournment MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:08 p.m.



Carol Newsom
Director of Corporate Administration



Merlin Nichols
Mayor

Certified a true and correct copy of the Minutes of the Regular Council Meeting held on December 14, 2015 in the Tamarack Hall, Chetwynd & District Recreation Centre.



Carol Newsom
Director of Corporate Administration