

## DISTRICT OF CHETWYND

### *Minutes of the Regular Council Meeting*

**Date:** December 15, 2014  
**Time:** 4:30 p.m.  
**Location:** Council Chambers

**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  
W. Caldwell, Director of Financial Administration  
P. Gordon, Director of Engineering & Public Works  
R. Rusjan, Director of Parks & Recreation  
D. Ennis, Deputy Director of Corporate Administration  
(recording secretary)

**Absent:** Nil

**Press:** Mike Carter, Chetwynd Echo  
Callie Warren, CHET TV  
Cole Papalazarou, Peace FM

**Public:** Fr. Alvin Matias, Canadian-Fillipino Association [Item D-1]  
Sheryll Toledo, Canadian-Fillipino Association [Item D-1]  
Leo Sabulsky, Canadian-Fillipino Association [Item D-1]  
Callie Warren, Canadian-Fillipino Association [Item D-1]  
Ellen McAvany, Economic Development Officer

1. **Call to Order** Mayor Nichols recognized that this would be the last meeting that Mike Carter would be in attendance as his last day with the Chetwynd Echo is December 19, 2014.

Mayor Nichols 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. Brownlee, SECONDED by Coun. Galbraith  
THAT the Regular Council Meeting Agenda for December 15, 2014 be adopted as circulated.

CARRIED

### 3. Minutes

M-1  
Minutes of the  
Regular Council  
Meeting

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT the minutes of the Regular Council Meeting held on November 17, 2014 be adopted as circulated.

CARRIED

M-2  
Minutes of the  
Inaugural  
Council Meeting

MOVED by Coun. Bassendowski, SECONDED by Coun. Weisgerber

THAT the minutes of the Inaugural Council Meeting held on December 2, 2014 be adopted as circulated.

CARRIED

### 4. Delegations and/or Presentations

D-1  
Fr. Alvin Matias,  
Sheryll Toledo,  
Leo Sabulsky  
and Callie  
Warren,  
Canadian-  
Fillipino  
Association re:  
Christmas in our  
Hearts Evening  
on December 21,  
2014

Fr. Alvin Matias and Leo Sabulsky, Canadian-Fillipino Association provided Council with a brief presentation as outlined below:

- Christmas in our Hearts evening (sharing Fillipino culture) will be held on December 21 6:00pm – 12:30am
- Dinner followed by a singing and dancing contest
- Invited Mayor, Council & Sr. Staff to attend
- Invited Mayor Nichols to be a Judge of the singing & dancing
- There are approximately 80-90 Fillipinos in Chetwynd
- Sponsors include CHET TV, Peace FM, Chetwynd Echo, Royal Canadian Legion, Chetwynd IGA, Simply Perfect Catering, Tim Horton's, Domino's, Subway, A&W and Peoples Drug Mart, and more

0220.01

Council thanked Fr. Alvin Matias and Leo Sabulsky for the presentation.

### 5. Bylaws

B-1  
\*\*\*Bylaw No.  
1018, 2014

MOVED by Coun. Brownlee, SECONDED by Coun. Pfanner

THAT Bylaw No. 1018, 2014 cited as the "District of Chetwynd Amended Financial Plan 2014 – 2018 Bylaw No. 1018, 2014" be given FIRST, SECOND and THIRD readings.

CARRIED\*\*\*

District of Chetwynd Zoning Amendment Bylaw No. 1005, 2015 (Naughty Pines – 4529 42<sup>nd</sup> Avenue NE) was considered as RD-5 during the Reports – Discussion portion of the meeting.

**6. Council Committee and Liaison Reports**

CR-1 Mayor Nichols submitted the following written Peace River Regional District  
Regional District (PRRD) report dated November 27, 2014:  
Report  
0400.70.02

“Short-term Health Solutions.

The PRRD has been providing funds to Northern Health for recruitment of physicians. NH has not been using these funds because its mandate covers the entire north of British Columbia with the result that the funds have been in limbo. The North Peace Family Practice Society requested that these funds be released to the Society to be used to assist Residency Physicians to meet their high living costs while in residence and thus to encourage them to remain in the North for their post residency private practice. PRRD management is investigating process.

Building Bylaw.

Bylaw 2131 will replace and replicate with just a few minor updates bylaw 1189 which was in effect for years prior to 2131.”

MOVED by Mayor Nichols, SECONDED by Coun. Galbraith

THAT Mayor Nichols’ written Peace River Regional District Report dated November 27, 2014, be received.

CARRIED

Councillor Brownlee reported that he attended the PRRD Board meeting on December 12, 2014; Lori Ackerman is now the Board Chair and Rob Fraser is Vice Chair. Coun. Brownlee further reported that J & B Bedell was awarded the contract for the sewer lagoon to be constructed at Charlie Lake for Area C.

MOVED by Coun. Brownlee, SECONDED by Coun. Weisgerber

THAT Coun. Brownlee’s verbal Peace River Regional District Report, be received.

CARRIED

CR-7 Mayor Nichols submitted the following written Mayor’s Report dated  
Mayor’s Report December 15, 2014:  
0550.04

“The following items occupied some of the Mayor’s time since last reported:

November 20: Health Services.

November 25: Proclamation.

November 25: Civic Properties.  
November 25: Economic Development Commission.  
November 27: PRRD Board DC.  
December 1: In camera.  
December 3: Water Stewardship Committee of PRRD FSJ.  
December 4: Chetwynd Mechanical Pulp Forest Plans.  
December 8: Community Forest Partners SFN.  
December 9: Nicholas Rubidge NLC Interim President.  
December 9: New Councillors Orientation.  
December 11: Resource Municipalities Coalition FSJ.  
December 13: Chetwynd Staff Christmas Party.  
December 15: Early Morning Dental.  
December 15: Budget Meeting.  
December 15: In Camera.

MOVED by Mayor Nichols, SECONDED by Coun. Pfanner

THAT Mayor Nichols' written Mayor's Report dated December 15, 2014, be received.

CARRIED

**7. Correspondence – Discussion**

CD-1 MOVED by Coun. Weisgerber, SECONDED by Coun. Galbraith

\*\*\*Chetwynd

Chamber of  
Commerce re:  
Civic Awards  
Night on

February 26,  
2015

0230.50.12

THAT the email letter from Chetwynd Chamber of Commerce dated November 21, 2014 re: Civic Awards Night on February 26, 2015, be received; and

THAT Council authorize sponsorship of the Citizen of the Year Award at Civic Awards Night on February 26, 2015, at a cost of \$300.00

CARRIED\*\*\*

CD-2

\*\*\*New

Building Canada  
Plan

0400.40.04

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT the letter from MP Bob Zimmer dated November 21, 2014 re: New Building Canada Plan, be received; and

THAT Council provide MP Bob Zimmer with two or three top priority projects for the District of Chetwynd, along with amount of funding to be requested from the Federal Government to complete the projects.

CARRIED\*\*\*

- CD-3  
\*\*\*Peace River  
Regional District  
re: Elected  
Officials &  
Senior Staff  
Training  
Opportunity  
0400.70.02
- MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee
- THAT the email from Peace River Regional District dated November 19, 2014 re: Elected Officials & Senior Staff Training Opportunity, be received; and
- THAT Council authorize the Mayor and all members of Council to attend the workshop for Elected Officials on February 11, 2015, in Dawson Creek, B.C.
- CARRIED\*\*\*
- CD-4  
\*\*\*Norris  
Hoover  
Memorial  
Hockey  
Tournament re:  
Sponsorship  
Request  
1850.20.02
- MOVED by Coun. Galbraith, SECONDED by Coun. Weisgerber
- THAT the email from Allie Auger, President, Norris Hoover Memorial (NHM) Hockey Tournament dated December 4, 2014 re: Sponsorship Request – 6<sup>th</sup> Annual NHM Hockey Tournament, be received; and
- THAT Council request Administration to provide a report at a future Regular Council Meeting outlining options with respect to providing a grant in aid to the 6<sup>th</sup> Annual NHM Men’s Hockey Tournament to be held March 20-22, 2015.
- CARRIED\*\*\*
- CD-5  
\*\*\*Local  
Government  
Leadership  
Academy’s 2015  
Elected Officials  
Seminar Series  
0230.40.03
- MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee
- THAT the email from North Central Local Government Association dated November 24, 2014 re: Local Government Leadership Academy’s 2015 Elected Officials Seminar Series, be received; and
- THAT Council authorize the Mayor and all members of Council to attend the Local Government Leadership Academy (LGLA) Elected Officials Seminars in Prince George, B.C. February 4-6, 2015.
- CARRIED\*\*\*
- CD-6  
\*\*\*Adventure  
Management  
Ltd. re:  
Destination BC’s  
New Visitor  
Services Strategy  
6900.01
- MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee
- THAT the letter from Adventure Management Ltd. dated November 21, 2014 re: Destination BC’s New Visitor Services Strategy, be received; and
- THAT Council authorize a letter of support be sent to the Minister of Jobs, Tourism and Skills Development, Shirley Bond, the CEO of Destination BC, Marsha Walden and MLA Mike Bernier advising that visitor services and visitor centres need to remain an important part of the Destination BC marketing plan.
- CARRIED\*\*\*

CD-7  
\*\*\*Union of  
British Columbia  
Executive re:  
Notification of  
Executive  
Vacancies  
0230.30.02

MOVED by Coun. Galbraith, SECONDED by Coun. Bassendowski

THAT the memo from Union of British Columbia Municipalities Executive dated December 4, 2014 re: Notification of Executive Vacancies, be received; and

THAT Council authorize those Council members who so wish to submit an expression of interest to the UBCM Executive for the position of Director at Large.

CARRIED\*\*\*

CD-8  
\*\*\*Federation of  
Canadian  
Municipalities  
re: FCM Board  
Vacancy for  
British Columbia  
0230.20.02

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

THAT the email from Federation of Canadian Municipalities (FCM) dated December 1, 2014 re: FCM Board Vacancy for British Columbia, be received; and

THAT Council authorize those Council members who wish to run as a member of FCM's Board of Directors to complete the application process as detailed in FCM's email dated December 1, 2014.

CARRIED\*\*\*

**8. Correspondence – Information**

CI-1  
John Horgan &  
Selina Robinson  
– Congratulations  
0220.01

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT the letter from John Horgan, Leader, New Democrat Official Opposition and Selina Robinson, Spokesperson for Local Government and Sport dated November 13, 2014 re: Congratulations, be received for information; and

CI-2  
Premier Christy  
Clark –  
Congratulations  
0220.01

THAT the letter from Premier Christy Clark dated November 20, 2014 re: Congratulations, be received for information; and

CI-3  
Minister Todd  
Stone – 2014  
UBCM  
Convention  
Meeting  
0390.20.05

THAT the letter from Minister Todd Stone dated November 3, 2014 re: Meeting at Union of British Columbia Municipalities Convention in September 2014, be received for information; and

- CI-4  
Minister Steve  
Thomson – 2014  
UBCM  
Convention  
Meeting  
0390.20.05
- THAT the letter from Minister Steve Thomson dated November 13, 2014 re: Meeting at Union of British Columbia Municipalities Convention on September 25, 2015, be received for information; and
- CI-5  
Geoff Radtke,  
Deputy Assessor  
– Congratulations  
0220.01
- THAT the letter from Geoff Radtke, Deputy Assessor, North Region BC Assessment dated November 27, 2014 re: Congratulations, be received for information; and
- CI-6  
Chetwynd  
Chamber  
November 12,  
2014 AGM  
0230.50.12
- THAT the letter from Chetwynd Chamber of Commerce dated November 13, 2014 re: Chamber AGM November 12, 2014 and New Board and Executive for 2014-2015, be received for information.
- CARRIED
- CI-7  
Northern Health  
– 2014 UBCM  
Convention  
Meeting  
0390.20.05
- MOVED by Coun. Galbraith, SECONDED by Coun. Bassendowski
- THAT the letter from Cathy Ulrich, President and Chief Executive Officer, Northern Health dated November 5, 2014 re: Meeting at Union of British Columbia Municipalities Convention in September 2014, be received for information; and
- THAT Council request Administration to follow up with Cathy Ulrich to inquire whether any results have been obtained as a result of contacts that were made with health care professionals at the family practice conference in Vancouver, BC and the convention in Washington, DC.
- CARRIED
- CI-8  
District of  
Tumbler Ridge –  
Unofficial  
Election Results  
0400.60.06
- MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee
- THAT the email from Barry Elliott, Chief Election Officer, District of Tumbler Ridge dated November 15, 2014 re: Unofficial Election Results, be received; and
- CI-9  
District of  
Tumbler Ridge –  
Invitation for BC  
Hydro  
0400.60.06
- THAT the letter from Barry Elliott, Chief Administrative Officer, District of Tumbler Ridge dated November 19, 2014 re: Invitation for BC Hydro to attend Council Meeting, be received for information; and

- CI-10  
UNBC's Greg  
Halseth &  
Marleen Morris –  
Congratulations  
0220.01
- THAT the letter from Greg Halseth, Co-Director and Marleen Morris, Co-Director, Community Development Institute at University of Northern British Columbia dated November 20, 2014 re: Congratulations, be received for information; and
- CI-11  
UBCM – 2014  
Vote  
0230.30.02
- THAT the Union of British Columbia Municipalities News dated November 19, 2014 re: 2014 Vote Brings New Voices to Local Leadership, be received for information; and
- CI-12  
UBCM – The  
Compass  
0230.30.02
- THAT the Compass dated November 12, 2014 re: Local Election Expense Limits; Rail Safety; Off Road Vehicle Legislation, be received for information; and
- CI-13  
UBCM – The  
Compass  
0230.30.02
- THAT the Compass dated November 19, 2014 re: 2014 Vote; Vessel Pollution Consultation; Oil Spill Council; Affordable Housing, be received for information; and
- CI-14  
UBCM – The  
Compass  
0230.30.02
- THAT the Compass dated December 3, 2014 re: UBCM Executive to Fill Vacancies; Elected Officials Seminars; Aboriginal Economic Participation Funding, be received for information; and
- CI-15  
FCM – Webinar  
0230.20.02
- THAT the email from Federation of Canadian Municipalities (FCM) dated November 7, 2014 re: Nov. 26 webinar – Ask an expert about Climate Change Adaptation Resources, be received for information; and
- CI-16  
FCM News  
0230.20.02
- THAT the email from Federation of Canadian Municipalities (FCM) dated November 7, 2014 re: FCM News – Week of November 3, 2014, be received for information; and
- CI-17  
FCM –  
Hometown Proud  
Campaign  
0230.20.02
- THAT the email from Federation of Canadian Municipalities (FCM) dated November 18, 2014 re: FCM launches Hometown Proud Campaign, be received for information; and
- CI-18  
FCM News  
0230.20.02
- THAT the email from Federation of Canadian Municipalities (FCM) dated November 21, 2014 re: FCM News – Week of November 17, 2014, be received for information; and



- CI-19  
FCM News  
0230.20.02
- THAT the email from Federation of Canadian Municipalities (FCM) dated November 28, 2014 re: FCM News – Week of November 24, 2014, be received for information; and
- CI-20  
FCM –  
President’s  
Corner Update  
0230.20.02
- THAT the email from Federation of Canadian Municipalities (FCM) dated December 3, 2014 re: President’s Corner Update, be received for information; and
- CI-21  
FCM News  
0230.20.02
- THAT the email from Federation of Canadian Municipalities (FCM) dated December 5, 2014 re: FCM News – Week of December 1, 2014, be received for information; and
- CI-22  
FCM – 2015  
Sustainable  
Communities  
Conference  
0230.20.02
- THAT the email from Federation of Canadian Municipalities (FCM) dated December 8, 2014 re: 2015 Sustainable Communities Conference: Early Bird Deadline Extended!, be received for information; and
- CI-23  
NH’s Cathy  
Ulrich & Dr.  
Charles Jago –  
Congratulations  
0220.01
- THAT the letter from Cathy Ulrich, President and CEO and Dr. Charles Jago, Chair, Northern Health dated November 27, 2014 re: Congratulations, be received for information; and
- CI-24  
Prince Rupert  
Gas Transmission  
Project –  
Certified  
6850.50.01
- THAT the email from Nathan Braun, Project Assessment Manager, Environmental Assessment Office dated November 25, 2014 re: Prince Rupert Gas Transmission Project – Certified, be received for information; and
- CI-25  
Prince Rupert  
Gas Transmission  
Project Update –  
EA Certificate  
6850.50.01
- THAT the email from TransCanada dated November 26, 2014 re: Prince Rupert Gas Transmission Project Update – Environmental Assessment Certificate, be received for information.
- CARRIED

CI-26  
Westcoast  
Connector Gas  
Transmission  
Project –  
Certified  
6850.50.01

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT the email from Nathan Braun, Project Assessment Manager, Environmental Assessment Office dated November 25, 2014 re: Westcoast Connector Gas Transmission Project – Certified, be received; and

THAT Council direct Administration to invite Spectra Energy, Westcoast Connector Gas Transmission Project to provide an update regarding local operations to Council in January – February 2015.

CARRIED

**9. Correspondence – Information Items**

Information  
Items I-1 – I-53  
0550.02

MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith

THAT Information Items I-1 to I-53 be received for information.

CARRIED

**10. Reports – Discussion**

RD-1  
\*\*\*Northern BC  
Passport

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

THAT the report dated November 24, 2014 re: Northern BC Passport, be received; and

THAT the District of Chetwynd Partner in the Northern BC Program for stakeholders in the amount of \$2520 for the 2015 Canada Winter Games community contributions program.

CARRIED\*\*\*

RD-2  
\*\*\*Business  
Façade  
Improvement  
Program Grant

MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith

THAT the report dated November 26, 2014 re: Business Façade Improvement Program Grant, be received; and

THAT Council approve the application to Northern Development Initiative Trust for the Façade Improvement Program for 2015.

CARRIED\*\*\*

RD-3  
\*\*\*2015 Council  
Meeting  
Schedule  
0550.02

MOVED by Coun. Pfanner, SECONDED by Coun. Galbraith

THAT the report dated November 28, 2014 re: 2015 Council Meeting Schedule, be received; and

THAT the 2015 Regular Council meetings be held in the Council Chambers, at 4:30 p.m., on the following dates:

January 5	June 15
January 19	July 13
February 2	August 10
February 16	September 8
March 2	September 21
March 16	October 5
April 7	October 19
April 20	November 2
May 4	November 16
May 19	December 7
June 1	December 21

CARRIED\*\*\*

RD-4  
\*\*\*Visitor  
Centre Services  
Tender

MOVED by Coun. Weisgerber, SECONDED by Coun. Galbraith

THAT the report dated December 2, 2014 re: Visitor Centre Services Tender, be received; and

THAT the District of Chetwynd Tender the Chetwynd Tourism and Visitor Centre Operations contract for Seasonal Operation, with a three year term and an option for renewal.

CARRIED\*\*\*

RD-5  
\*\*\*Zoning  
Amendment  
Bylaw No.  
1005, 2015

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT the report dated December 3, 2014 re: Zoning Amendment Bylaw No. 1005, 2015, be received; and

THAT the District of Chetwynd Zoning Amendment Bylaw No. 1005, 2015 (Naughty Pines – 4529 42<sup>nd</sup> Avenue NE) be introduced and given two readings; and

THAT Council authorize a Public Hearing be scheduled for 4:00 p.m. on Monday, January 19, 2015, in Council Chambers to obtain public input on the bylaw.

CARRIED\*\*\*

RD-6  
\*\*\*Sewage  
Treatment Plant  
– Alternative  
Approval  
Process

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

THAT the report dated December 3, 2014 re: Sewage Treatment Plant – Alternative Approval Process, be received; and

THAT Council:

- a) Authorize Administration to prepare a loan authorization bylaw to borrow up to \$1,500,000 in order to construct improvements to the Sewage Treatment Plant and come into compliance with Ministry of Environment discharge of effluent standards; and
- b) Commit to engaging in an Alternative Approval Process prior to adoption of the above mentioned loan authorization bylaw.

CARRIED\*\*\*

#### 11. Reports – Information

RI-1  
November  
Accounts  
Payable Cheque  
List  
1630.01

MOVED by Coun. Pfanner, SECONDED by Coun. Bassendowski

THAT the report dated December 1, 2014 re: November Accounts Payable Cheque List, be received; and

THAT the cheque register for the month of November 2014 totaling \$953,502.52 be received.

CARRIED

#### 12. New Business

Nil

**13. Question/Answer Period**

Mike Carter, Chetwynd Echo commended Council for its good work and thanked Council members for the efforts made on behalf of the community.

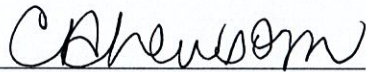
**14. Adjournment**

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

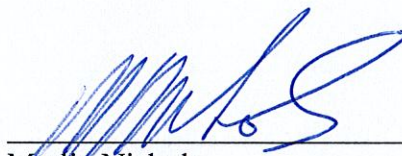
THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:01 p.m.

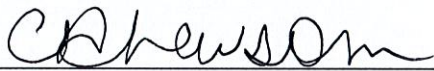


\_\_\_\_\_  
Carol Newsom  
Director of Corporate Administration



\_\_\_\_\_  
Merlin Nichols  
Mayor

Certified a true and correct copy of the Minutes of the Regular Council Meeting held on December 15, 2014 in the Council Chambers.



\_\_\_\_\_  
Carol Newsom  
Director of Corporate Administration