

DISTRICT OF CHETWYND

Minutes of the Regular Council Meeting

Date: February 20, 2017
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
P. Gordon, Director of Engineering & Public Works
K. Franson, Director of Financial Administration
L. Wilfur, Administrative Assistant (Recording Secretary)

Absent: Nil

Press: Garrit Holmes, CHET TV / Peace FM
Marlon Gomez, CHET TV / Peace FM
Kelsey Roberts, Coffee Talk Express

Public: Naomi Larsen, Chetwynd Chamber of Commerce (Item D-1)
Matt Bartlett, Chetwynd Chamber of Commerce
Terry Halliday, Chetwynd Chamber of Commerce

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. Deck, SECONDED by Coun. Brownlee
THAT the Regular Council Meeting Agenda for February 20, 2017 be adopted as circulated.

CARRIED
3. **Minutes**
M-1
Minutes of the
Regular
Council
Meeting
MOVED by Coun. Deck, SECONDED by Coun. Brownlee
THAT the minutes of the Regular Council Meeting held on February 6, 2017 be adopted as circulated.

CARRIED

4. Delegations and/or Presentations

D-1 Naomi Larsen, Chetwynd Chamber of Commerce provided Council with a brief presentation as outlined below:

Naomi Larsen,
Chetwynd
Chamber of
Commerce
0230.50.12

- Started as Executive Director of the Chetwynd Chamber of Commerce on November 7, 2016.
- Chamber Week - February 20 – 24, 2017.
- Small Town Love - 35 live websites. Received notification of a \$1200 grant that is to be used to promote small town love.
- Trade Show - Chetwynd Trade Show is scheduled March 31 – April 2 this year.
- Membership 2016 - 116 members in 2015-2016. 9 new members signed up since November 2016.
- Business Directory - 2017 business directory is available around town and is free of charge.
- Chamber Luncheons - Chamber of Commerce is continuing to host business luncheons. Hosted Canfor in January with keynote speaker Travis Peterson, Plant Manager. Conuma Coal is set for February 23, 2017 with Mark Bartkoski, President and CEO as guest speaker.
- Training and Development - Chamber of Commerce remains a part of the North East BC Municipalities Coalition. The Chamber will be undertaking a strategic planning session for the upcoming year. The session will lay out groundwork and goals for the upcoming year.
- Social Media - The Chamber of Commerce has embraced the world of social media and has a very active Facebook page as well as a Twitter handle and Instagram as well as Pinterest.
- 18 Days of Christmas Saving was a wonderful success.
- Turkey Round Up - We also undertook our annual Turkey Round Up fundraiser to raise money and donate turkey to the Christmas Bureau Society's annual Hamper Program. In less than 8 hours we raised \$4225.
- We do fun stuff too - Just before Christmas we hosted an Ugly Christmas Sweater contest with local business who could win a free 6 month as on our new website. The Royal Canadian Legion won the advertisement.
- Membership Package - We've brought in new perks and ideas for our members.
- Chamber Chatter -- We put together a monthly newsletter for our businesses.
- Business Walks -- The Chamber undertook a Business Walk program in September 2016. The program was very successful.

Council thanked Naomi Larsen for the presentation.

5. Bylaws

B-1
***Bylaw No.
1050, 2017

MOVED by Coun. Weisgerber, SECONDED by Coun. Galbraith

THAT Bylaw No. 1050, 2017 cited as the “District of Chetwynd Revenue Anticipation Bylaw No. 1050, 2017” be reconsidered and adopted.

CARRIED***

B-2
***Bylaw No.
1051, 2017

Opportunity for Public Input:

Mayor Nichols invited those who wished to express his/her views regarding the Inter-Community Business Licence Bylaw No. 1051, 2017 to address Council.

Terry Halliday, Chetwynd Chamber of Commerce stated that the Chamber of Commerce had just advised its members of the Inter-Community Business Licence Bylaw and has not had an opportunity to hear back from its members yet.

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

MOVED by Coun. Galbraith, SECONDED by Coun. Bassendowski

THAT Bylaw No. 1051, 2017 cited as the “District of Chetwynd Inter-Community Business Licence Bylaw No. 1051, 2017” be given third reading.

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 February 9, 2017:

“Approved: Grant of \$5000 in support of the Fort St. John International Airshow July 22, 23.
Approved: Recruitment of Level III Building Inspector to be funded by participating municipalities.”

MOVED by Mayor Nichols, SECONDED by Coun. Bassendowski

THAT Mayor Nichols’ written Peace River Regional District Report dated February 9, 2017, be received.

CARRIED

CR-2
Councillor
Reports

Councillor Brownlee submitted the following report:

- Participated in the High on Ice Mayor Challenge in Fort St. John.
- Thank you to Councillor Galbraith and other family members for participating on his team.
- Carved 3 Train Cars (Engine, Box Car & Caboose)

MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith

THAT Coun. Brownlee's verbal report, be received.

CARRIED

CR-3
Mayor's
Report
0550.04

Mayor Nichols submitted the following written Mayor's Report dated February 20, 2017:

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

February 7: Met with Urban Systems re the 2017 Strategic Plan.

February 8: Participated in conference call with Ministry of Forests re Softwood Lumber.

February 8: Economic Development Committee.

February 9: Peace River Regional District Board Dawson Creek.

February 15: Participated in conference call with Minister Polak re illegal dumping.

February 16: Attended South Peace Health Committee in Dawson Creek."

MOVED by Mayor Nichols, SECONDED by Coun. Brownlee

THAT Mayor Nichols' written Mayor's Report dated February 20, 2017, be received.

CARRIED

7. Correspondence – Discussion

CD-1
***Chetwynd &
District Rec
Centre re: Arena
Upgrade
Building Permit
0810.60.01

MOVED by Coun. Brownlee, SECONDED by Coun. Pfanner

THAT the letter from Chetwynd & District Rec Centre dated February 7, 2017 re: Arena Upgrade Building Permit, be received; and

THAT Council authorize the building permit application fee for the Chetwynd & District Recreation Centre in the amount of approximately \$14,325.00 be waived as per request.

CARRIED***

CD-2
***Chetwynd
Forest Industries
re: West Fraser
2017 Forest
Operating Plan
6850.20.04

Councillor Bassendowski declared a perceived conflict of interest with regard to his employment and left Council Chambers at 4:58 p.m.

MOVED by Coun. Pfanner, SECONDED by Coun. Galbraith

THAT the letter from Chetwynd Forest Industries dated February 6, 2017 re: West Fraser 2017 Forest Operating Plan, be received; and

THAT Council direct Administration to review and comment on any potential impacts to Chetwynd as a result of the proposed 2017 timber harvest by West Fraser Mills Ltd., and that the proposal be reviewed by the Little Prairie Community Forest for additional comments.

CARRIED***

Councillor Bassendowski returned to Council Chambers at 5:00 p.m.

CD-3
***District of
Tumbler Ridge
re: Support for
Gwillim Lake
Upgrades
0400.60.06

MOVED by Coun. Deck, SECONDED by Coun. Brownlee

THAT the letter from District of Tumbler Ridge dated January 26, 2017 re: Support for Gwillim Lake Upgrades, be received; and

THAT Council authorize a letter be sent to the Ministry of Environment, and copied to the District of Tumbler Ridge in support of upgrades to the Gwillim Lake Park.

CARRIED***

CD-4
***Canadian
Postmasters and
Assistants
Association re:
Letter of
Support
0230.20.01

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT the letter from Canadian Postmasters and Assistants Association dated January 23, 2017 re: Letter of Support, be received; and

THAT Council authorize a letter be sent to Hon. Judy Foote, Minister of Public Services and Procurement, in support of postal banks.

Opposed: Councillors Pfanner and Weisgerber

CARRIED***

CD-5
***UNBC re:
Northeast
Regional
Advisory
Council Meeting
– March 17,
2017
0400.90.03

MOVED by Coun. Bassendowski, SECONDED by Coun. Galbraith

THAT the letter from University of Northern British Columbia (UNBC) dated January 30, 2017 re: Northeast Regional Advisory Council Meeting – March 17, 2017, be received; and

THAT Council authorize the Mayor or alternate to attend the Northeast Regional Advisory Council Meeting in Fort St. John, BC on March 27, 2017.

CARRIED***

CD-6
***Operation
Lifesaver re:
Rail Safety
Week
0230.20.01

MOVED by Coun. Bassendowski, SECONDED by Coun. Pfanner

THAT the letter from Operation Lifesaver dated January 31, 2017 re: Rail Safety Week, be received; and

THAT Council support Rail Safety Week between April 24 – 30, 2017; and

THAT Council direct Administration to invite a CN Rail representative to attend a Council Meeting as a delegation and provide a general update and to advise of safety measures in place.

CARRIED***

CD-7
***FCM re:
2017 Annual
Conference
0390.20.06

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT the email from Federation of Canadian Municipalities (FCM) dated February 9, 2017 re: 2017 Annual Conference, be received; and

THAT Council authorize the Mayor or alternate to attend the Federation of Canadian Municipalities 2017 Annual Conference in Ottawa, ON from June 1 – 4, 2017.

CARRIED***

8. Correspondence – Information

CI-1
SPEDC –
Community
Marketing
Funds
0360.20.10

MOVED by Coun. Galbraith, SECONDED by Coun. Deck

THAT the letter from Peace River Regional District dated February 3, 2017 re: South Peace Economic Development (SPEDC) – Community Marketing Funds for 2017, be received for information.

CARRIED

- CI-2
District of
Kitimat –
Thank You
0400.60.01
- MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee
- THAT the letter from District of Kitimat dated January 31, 2017 re: Thank You, be received for information; and
- CI-3
NEAT's
Application for
Learn to Can
Funding
0230.50.35
- THAT the letter from Northern Environmental Action Team (NEAT) dated February 3, 2017 re: NEAT's Application for Learn to Can Funding from BC Hydro's Go Fund, be received for information; and
- CI-4
French
Programs and
Services
0400.20.18 /
0400.20.08
- THAT the letter from Minister Norm Letnick and Minister Peter Fassbender dated January 30, 2017 re: French Programs and Services, be received for information; and
- CI-5
Youth
Remembrance
Initiative
0230.20.01
- THAT the email from Canadian Fallen Heroes Foundation dated February 2, 2017 re: Youth Remembrance Initiative, be received for information.
- CARRIED
- CI-6
TransCanada's
Scholarship
Program
6850.50.01
- MOVED by Coun. Weisgerber, SECONDED by Coun. Bassendowski
- THAT the email from TransCanada dated February 7, 2017 re: TransCanada's Scholarship Program – Accepting Applications, be received.
- CARRIED
- Council directed Administration to send the information on TransCanada's scholarship program to School District #59.
- CI-7
UBCM -- The
Compass
0230.30.02
- MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee
- THAT the Compass dated February 1, 2017, be received for information; and
- CI-8
UBCM – The
Compass
0230.30.02
- THAT the Compass dated February 8, 2017, be received for information; and

CI-9
FCM – Seizing
the Moment
for Rural
Canada
0230.20.02

THAT the email from Federation of Canadian Municipalities (FCM) dated January 31, 2017 re: Seizing the Moment for Rural Canada, be received for information; and

CI-10
FCM – New
Climate and
Infrastructure
Programs
0230.20.02

THAT the email from Federation of Canadian Municipalities (FCM) dated February 2, 2017 re: New Climate and Infrastructure Programs, be received for information.

CARRIED

9. Correspondence – Information Items

Information
Items
I-1 – I-4
0550.02

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT Information Items I-1 – I-4 be received for information.

CARRIED

10. Reports – Discussion

RD-1
***Council
Meeting
Schedule
0550.02

MOVED by Coun. Galbraith, SECONDED by Coun. Weisgerber

THAT the report dated February 6, 2017 re: Council Meeting Schedule prepared by Administration, be received for information; and

THAT the Regular Council meeting schedule for the month of May, 2017, be revised to reflect that the May 1, 2017 Regular Council meeting has been cancelled.

CARRIED***

RD-2
***2017
Provisional
Budget
1700.02

MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith

THAT the report dated February 10, 2017 re: 2017 Provisional Budget prepared by the Finance Department, be received; and

THAT Council approve a 2% property tax increase for the 2017 budget.

Opposed: Councillors Bassendowski, Deck and Pfanner

CARRIED***

RD-3
***Peace
River Regional District
Request for Comments –
Zoning B/L #2282
0400.70.04

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT the report dated February 10, 2017 re: Peace River Regional District Request for Comments – Zoning B/L #2282 (Young), 2017 prepared by Administration, be received; and

THAT Council recommend approval of the Zoning B/L #2282 (Young), 2017 application to the Peace River Regional District subject to an opportunity to review an Environment Impact Study addressing impacts to area watercourses and wildlife, and mitigation of road dust.

CARRIED***

11. Reports – Information

Nil

12. New Business

Nil

13. Question/Answer Period

Nil

14. Notice of In-Camera Council Meeting

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT Council authorize the meeting be closed to the public in order to consider matters in accordance with the Community Charter, Section 90 (1) (k) negotiations and related discussions respecting the proposed provision of a municipal service.

CARRIED

15. **Adjournment** MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:25 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 February 20, 2017 in the Council
Chambers.



Carol Newsom
Director of Corporate Administration