

## DISTRICT OF CHETWYND

### *Minutes of the Regular Council Meeting*

- Date:** January 18, 2016  
**Time:** 4:30 p.m.  
**Location:** Council Chambers
- Present:** Deputy Mayor Brownlee  
Coun. Bassendowski  
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:** Mayor Nichols
- Press:** Cole Papalazaroo, Peace FM  
Marlon Gomez, CHET TV
- Public:** Jen Slater, Chetwynd Harvest Fest Association  
Delena Nelson, Chetwynd Harvest Fest Association  
Tyria Plamondon, Visitor Centre Manager  
Ellen McAvany, Economic Development Officer  
Terry Halliday

1. **Call to Order** Deputy Mayor Brownlee called the meeting to order at 4:30 p.m. and an opening statement was read.
2. **Adoption of Agenda** MOVED by Coun. Galbraith, SECONDED by Coun. Bassendowski  
THAT the Regular Council Meeting Agenda for January 18, 2016 be adopted as circulated.  
  
CARRIED
3. **Minutes**  
M-1  
Minutes of the  
Regular  
Council  
Meeting  
MOVED by Coun. Galbraith, SECONDED by Coun. Deck  
THAT the minutes of the Special Regular Council Meeting held on December 14, 2015 be adopted as circulated.  
  
CARRIED

M-2 Minutes of the Committee of the Whole Meeting  
MOVED by Coun. Deck, SECONDED by Coun. Weisgerber  
THAT the minutes of the Special Regular Council Meeting held on December 17, 2015 be adopted as circulated.  
CARRIED

**4. Delegations and/or Presentations**

D-1 Chetwynd Harvest Fest Association re: Civic Night 2016 0230.50.12  
Jen Slater and Delena Nelson, Chetwynd Harvest Fest Association presented the following:

- Chetwynd Civic Night People’s Choice 2016 Awards will take place February 18, 2016
- It will be a Hollywood theme awards night; 2-2.5 hour time frame; cash wine bar; appetizers and snacks
- Award categories are: Citizen of the Year, Youth Citizen of the Year, Business of the Year, Service with a Smile, Random Acts of Kindness, Valiant Volunteers, Influential Teacher and Fantastic Family Member; a written description is required to be submitted with the nomination form, along with photos or other documentation

Council thanked Ms. Slater and Ms. Nelson for their presentation.

**5. Bylaws**

B-1 Revitalization Tax Exemption Bylaw No. 1037, 2016 was considered as Item RD-1 under the “Reports – Discussion” portion of this meeting.

B-2 Official Community Plan Bylaw No. 1030, 2016 was considered as Item RD-2 under the “Reports – Discussion” portion of this meeting.

B-3 Zoning Bylaw No. 1035, 2016 was considered as Item RD-2 under the “Reports – Discussion” portion of this meeting.

**6. Council Committee and Liaison Reports**

- CR-5                      Councillor Deck reported the following:  
Public Works  
Committee                      • The Committee met on January 15<sup>th</sup>  
Report                      • The Committee would like to compliment Public Works on the upkeep  
and maintenance of clearing the pathways and sidewalks

MOVED by Coun. Deck, SECONDED by Coun. Galbraith

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

CARRIED

**7. Correspondence – Discussion**

- CD-1                      MOVED by Coun. Weisgerber, SECONDED by Coun. Galbraith  
\*\*\*City of  
Fort St. John                      THAT the letter from the City of Fort St. John dated December 15, 2015 re:  
re: High on Ice                      High on Ice Festival 2016 – Mayor's Ice Carving Challenge, be received; and  
Festival 2016 –  
Mayor's Ice                      THAT Council authorize the Mayor or alternate to attend the High on Ice  
Carving                      Festival on February 5, 2016 and/or compete in the Mayor's Challenge on  
Challenge                      February 6, 2016 in Fort St. John, BC.  
0400.60.03

CARRIED\*\*\*

- CD-2                      MOVED by Coun. Pfanner, SECONDED by Coun. Galbraith  
\*\*\*Canadian  
Energy                      THAT the Canadian Energy Strategy, be received; and  
Strategy                      THAT Council endorse the Canadian Energy Strategy.  
6850.60.01

CARRIED\*\*\*

**8. Correspondence – Information**

- CI-1                      MOVED by Coun. Pfanner, SECONDED by Coun. Bassendowski  
BC Hydro  
Update                      THAT the email from BC Hydro dated December 15, 2015 re: Update:  
0510.20.01                      Dawson Creek/Chetwynd Area Transmission Project, be received for  
information; and
- CI-2                      THAT the letter from TransCanada dated December 15, 2015 re: Proposed  
Towerbirch Expansion Project Update, be received for information; and  
Update  
6850.50.01

CI-3  
Spectra Energy  
Notification  
6850.50.09

THAT the letter from Spectra Energy dated December 21, 2015 re: Proposed Wyndwood Pipeline Expansion Project Notification, be received for information.

CARRIED

CI-4  
LGPS – 2016  
Age-friendly  
Community  
Planning &  
Projects  
Program  
0230.30.02

MOVED by Coun. Galbraith, SECONDED by Coun. Deck

THAT the letter from Local Government Program Services dated December 7, 2015 re: 2016 Age-friendly Community Planning & Projects Program – Grant Approval and Terms & Conditions, be received for information.

CARRIED

CI-5  
Alaska  
Highway  
Community  
Society –  
Nomination  
0230.40.05

MOVED by Coun. Pfanner, SECONDED by Coun. Bassendowski

THAT the letter from Alaska Highway Community Society dated January 11, 2016 re: Nomination of the Alaska Highway Corridor as a National Historic Site of Canada, be received for information.

CARRIED

CI-6  
MoCFD re:  
EYO  
0400.20.12

MOVED by Coun. Galbraith, SECONDED by Coun. Deck

THAT the letter from The Ministry of Children and Family Development dated December 18, 2015 re: The Provincial Office for the Early Years (EYO), be received for information.

CARRIED

CI-7  
FCM  
Membership  
0230.20.02

MOVED by Coun. Pfanner, SECONDED by Coun. Bassendowski

THAT the email from Federation of Canadian Municipalities (FCM) dated December 18, 2015 re: FCM Membership – District of Chetwynd, be received for information.

CARRIED

CI-8  
City of  
Burnaby re:  
Letter to  
MoCSCD –  
Property  
Assessment  
Changes  
0400.60.01

MOVED by Coun. Bassendowski, SECONDED by Coun. Pfanner

THAT the letter from the City of Burnaby dated December 21, 2015 re: Ltr to the Minister of Community, Sport & Cultural Development re: Anticipated Property Assessment Changes in 2016, be received for information; and

THAT a local BC Assessment official be invited to appear before Council as a delegation at a future council meeting to provide information on the changes in assessment anticipated for 2016; and

THAT the Administration advertise the event to the public to ensure they have an opportunity to attend.

CARRIED

CI-9  
BC's Spill  
Response  
Regime  
5280.01

MOVED by Coun. Pfanner, SECONDED by Coun. Bassendowski

THAT the email from Spills Response Regime Project Environmental Protection Division dated December 21, 2015 re: British Columbia's Spill Response Regime, be received for information; and

CI-10  
UBCM – The  
Compass  
0230.30.02

THAT the Compass dated December 9, 2015, be received for information; and

CI-11  
UBCM – The  
Compass  
0230.30.02

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

CI-12  
UBCM – The  
Compass  
0230.30.02

THAT the Compass dated December 18, 2016, be received for information; and

CI-13  
FCM News  
0230.20.02

THAT the email from Federation of Canadian Municipalities dated December 16, 2015 re: Canada and COP21 / Climate change training at SCC 2016 / Case Study: Thunder Bay, be received for information.

CARRIED

## 9. Correspondence – Information Items

Information  
Items  
I-1 - I-3  
0550.02

MOVED by Coun. Galbraith, SECONDED by Coun. Bassendowski

THAT Information Items I-1 - I-3 be received for information.

CARRIED

## 10. Reports – Discussion

- RD-1  
\*\*\*  
Revitalization Tax Exemption Amendment Bylaw No. 1037, 2016
- MOVED by Coun. Galbraith, SECONDED by Coun. Weisgerber
- THAT the report dated January 6, 2016 re: Revitalization Tax Exemption Amendment Bylaw No. 1037, 2016 prepared by Administration, be received; and
- THAT Revitalization Tax Exemption Amendment Bylaw No. 1037, 2016 (Memorandum of Understanding) be introduced and given two readings; and further
- THAT in accordance with Community Charter Section 227 (3), notice be provided to the community regarding the proposed amendment to Revitalization Tax Exemption Bylaw No. 977, 2012 in order to obtain public input on this amendment.
- CARRIED \*\*\*
- RD-2  
\*\*\*Official  
Community Plan Bylaw No. 1030 and Zoning Bylaw No. 1035
- MOVED by Coun. Pfanner, SECONDED by Coun. Bassendowski
- THAT the report dated January 6, 2016 re: Official Community Plan Bylaw No. 1030 and Zoning Bylaw No. 1035 prepared by Administration, be received; and
- THAT “District of Chetwynd Official Community Plan Bylaw No. 1030, 2016” and “District of Chetwynd Zoning Bylaw No. 1035, 2016” be introduced and given first and second readings; and further
- THAT a Public Hearing be scheduled for February 15, 2016 to obtain public input on “District of Chetwynd Official Community Plan Bylaw No. 1030, 2016” and “District of Chetwynd Zoning Bylaw No. 1035, 2016.”
- CARRIED\*\*\*
- RD-3  
\*\*\*Healthy  
Communities Capacity Building Grants – Stream Two Growing Impact: BC’s Next Level of Healthy Communities Leadership
- MOVED by Coun. Weisgerber, SECONDED by Coun. Galbraith
- THAT the report dated January 8, 2016 re: Healthy Communities Capacity Building Grants – Stream Two Growing Impact: BC’s Next Level of Healthy Communities Leadership prepared by Administration, be received; and
- THAT Council authorize Administration to apply for a 2016 Healthy Communities Capacity Building Grant – Stream Two to provide a public educational program on a variety of topics promoting healthy lifestyles.
- CARRIED\*\*\*

- RD-4  
\*\*\*  
MOVED by Coun. Weisgerber, SECONDED by Coun. Pfanner
- Ratification of In-Camera Motion – Sale of Carvings
- THAT the report dated January 12, 2016 re: Ratification of In-Camera Motion – Sale of Carvings prepared by Administration, be received; and
- THAT Council ratify the December 14, 2015 In-Camera motions that a maximum of six chainsaw carvings be sold and six chainsaw carvings be donated; and
- THAT Council direct Administration to sell the carving entitled “Midnight Howl” with an upset price of \$300.
- CARRIED\*\*\*
- RD-5  
\*\*\*  
MOVED by Coun. Bassendowski, SECONDED by Coun. Galbraith
- Ratification of a Health Services Committee Meeting Item – Code Blue Program
- THAT the report dated January 13, 2016 re: Ratification of a Health Services Committee Meeting Item – Code Blue Program prepared by Administration, be received; and
- THAT Council authorize all members of Council to participate in the Chetwynd RCMP Code Blue Program which runs every Tuesday at the Chetwynd Secondary School.
- CARRIED\*\*\*
- RD-6  
\*\*\*World  
Host Program
- MOVED by Coun. Galbraith, SECONDED by Coun. Bassendowski
- THAT the report dated January 12, 2016 re: World Host Program prepared by the Economic Development – Visitor Centre Department, be received; and
- THAT Council approve the application of license to the Visitor Centre in order to provide World Host Training for Chetwynd.
- CARRIED\*\*\*

RD-7  
\*\*\*Land Sale

MOVED by Coun. Galbraith, SECONDED by Coun. Bassendowski

THAT the report dated January 12, 2016 re: Land Sale prepared by the Economic Development Department, be received; and

THAT Council approve sale of District owned property located at 5060 Access Road North Lot 1, Plan EPP48567, DL 398 vacant land for the sum as advertised of the (upset price) for \$240,000.00 to Lakeview Credit Union; and

THAT a covenant be added to title for the subject property to ensure timeline of the project commencement and completion;

THAT a Development Permit Application be provided for Councils consideration regarding final character of the development; and

THAT issuance of a Development permit resolution be ratified at a Regular Council meeting once the project final design has been completed and approved by council.

CARRIED\*\*\*

#### 11. Reports – Information

RI-1  
Accounts  
Payable  
Cheque List  
1630.01

MOVED by Coun. Weisgerber, SECONDED by Coun. Deck

THAT the report dated January 5, 2016 re: December Accounts Payable Cheque List prepared by the Finance Department, be received; and

THAT the cheque register for the month of December 2015 totaling \$852,616.44 be received.

CARRIED

#### 12. New Business

Nil

#### 13. Question/Answer Period

Nil



**14. Adjournment** MOVED by Coun. Deck, SECONDED by Coun. Weisgerber

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:12 p.m.

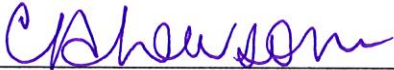


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Carol Newsom  
Director of Corporate Administration



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Merlin Nichols  
Mayor

Certified a true and correct copy of the  
Minutes of the Regular Council Meeting  
held on January 18, 2016 in the Council  
Chambers.



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Carol Newsom  
Director of Corporate Administration