

## DISTRICT OF CHETWYND

### *Minutes of the Regular Council Meeting*

**Date:** July 17, 2017  
**Time:** 4:30 p.m.  
**Location:** Council Chambers

**Present:** Mayor Nichols  
Coun. Bassendowski  
Coun. Brownlee  
Coun. Deck  
Coun. Galbraith  
Coun. Pfanner  
Coun. Weisgerber  
C. Newsom, Chief Administrative Officer  
P. Gordon, Director of Engineering & Public Works  
K. Franson, Director of Financial Administration  
E. McAvany, Economic Development Officer  
D. Ennis, Deputy Director of Corporate Administration  
(Recording Secretary)

**Absent:** Nil

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. Galbraith, SECONDED by Coun. Pfanner  
  
THAT the Regular Council Meeting Agenda for July 17, 2017 be adopted as a circulated.  
  
CARRIED
  
3. **Minutes**  
M-1 Minutes of the Regular Council Meeting MOVED by Coun. Bassendowski, SECONDED by Coun. Deck  
  
THAT the minutes of the Regular Council Meeting held on June 19, 2017 be adopted as circulated.  
  
CARRIED

#### 4. Delegations & Presentations

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

Naomi Larsen,  
Chetwynd  
Chamber of  
Commerce

- Trade Show – sold out event; 1600 people through the door not including children under 5
- Membership 2017 - 130 members. 16-17 new members signed up.
- Business Directory - 2017 business directory is available around town and is free of charge; delivered 1800 directories to local businesses.
- Chamber Luncheons - Chamber of Commerce is continuing to host business luncheons. Hosted Conuma Coal in February with Mark Bartkoski as guest speaker. Hosted BC Hydro and Peace River Hydro Partners in June.
- 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 utilizes Instagram as well as Pinterest.
- Golf Tournament – The Chamber of Commerce is hosting their first Annual “Duffer’s Invitational” Golf Tournament on August 19
- Canada Day – Took part in the parade this year and handed out Love Chetwynd water bottles.
- Community Futures – Naomi is now on the Board of Directors for Community Futures Peace Liard as the Chetwynd representative.
- Shop Local – The Chamber of Commerce in partnership with the District of Chetwynd and the Visitor Centre are hosting a Shop Local program throughout the summer in celebration of the District’s 55<sup>th</sup> Anniversary.
- Job Fairs – The Chamber of Commerce hosted its first Job Fair in partnership with Work BC and Northern Lights College in May; planning on hosting another one in October.
- Provincial Election Debate – The Chamber of Commerce partnered with the Library and hosted an All Candidates Debate Forum in May for the provincial election.
- Business Walks – The Chamber of Commerce is planning the next annual Business Walk program for September.
- Love Chetwynd – There are currently 35 live websites.
- Societies Workshop – The Chamber of Commerce hosted a Societies Workshop on June 15 at the Library.
- FireSmart Workshop – The Chamber of Commerce is hosting a free workshop in partnership with the Chetwynd Volunteer Fire Department on July 27 to allow residents and business owners to learn more about wildfire risks in the Peace Region and solutions to reduce that risk significantly.

Council thanked Naomi Larsen for the presentation.

**5. Bylaws**

Nil

**6. Council Committee and Liaison Reports**

CR-3  
Mayor's  
Report  
0550.04

Mayor Nichols submitted the following written Mayor's Report dated July 17, 2017:

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

June 19: UNBC Cumulative Impact Study.

June 21: Aboriginal Day Celebration.

June 22: Peace River Regional District Board meeting in Dawson Creek.

June 23: DARE Graduation Ceremony.

June 27: South Peace Mayors and Directors meeting in Dawson Creek.

June 27: Conference call with Minister Rustad re Softwood Lumber Agreement.

June 30: Doug's Leaving.

July 6: Tour of Encana installations in Dawson Creek area.

July 10: Prep for Regional District Board.

July 11: Flood Hazard Assessment open house.

July 12: Judging beautiful gardens.

July 13: Peace River Regional District Board meeting in Dawson Creek.”

MOVED by Mayor Nichols, SECONDED by Coun. Pfanner

THAT Mayor Nichols' written Mayor's Report dated July 17, 2017, be received.

CARRIED

**7. Discussion Items**

DI-1

\*\*\*City of

Dawson Creek  
re: 2017 Fall  
Fair Parade

MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith

THAT the email from City of Dawson Creek dated June 23, 2017 re: 2017 Fall Fair Parade, be received; and

THAT Council authorize the Mayor or Alternate to attend and participate in the 2017 Fall Fair Parade on August 11, 2017 in Dawson Creek, BC.

CARRIED\*\*\*

Mayor Nichols advised that he is not available to attend.

DI-2  
\*\*\*Peace River  
Regional  
District re: IPA2  
Invitation

MOVED by Coun. Wesigerber, SECONDED by Coun. Pfanner

THAT the email from Peace River Regional District dated July 10, 2017 re: IPA2 Invitation, be received; and

THAT all members of Council be authorized to attend the IAP2 – Public Participation for Decision Makers Course in Dawson Creek, BC on November 9, 2017.

CARRIED\*\*\*

## 8. Correspondence

C-1  
Steve and  
Rebekah  
Hallaert  
4020.20.01

Coun. Galbraith declared a perceived personal conflict of interest with regard to her family relationship with the property owner of 5317 45A St and left Council Chambers at 4:41 p.m.

MOVED by Coun. Bassendowski, SECONDED by Coun. Brownlee

THAT the letter re: Steve and Rebekah Hallaert, be received for information.

CARRIED

Coun. Galbraith returned to Council Chambers at 4:43 p.m.

C-2  
Mirror Article  
– Peace  
Schools

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT the news article from the Mirror dated June 20, 2017 re: Peace Schools Near Bottom in Fraser Institute Study, be received for information; and

C-3  
NCLGA –  
Letter to Lt.  
Governor

THAT the letter from North Central Local Government Association dated June 14, 2017 re: Letter to Lt. Governor, be received for information; and

C-4  
City of New  
Westminster  
re: UBCM  
Resolution

THAT the email from City of New Westminster dated June 30, 2017 re: Letter from City of New Westminster Requesting Support for Three UBCM Resolutions, be received for information; and

C-5  
UBCM – The  
Compass  
0230.30.02

THAT the Compass dated June 14, 2017, be received for information; and

C-6  
UBCM – The  
Compass  
0230.30.02

THAT the Compass dated June 21, 2017, be received for information; and

C-7  
UBCM – The  
Compass  
0230.30.02

THAT the Compass dated July 5, 2017, be received for information; and

C-8  
FCM News

THAT the email from Federation of Canadian Municipalities dated June 22, 2017 re: Apply for New Climate Change Capital Projects Grants, be received for information; and

C-9  
FCM Update

THAT the email from Federation of Canadian Municipalities dated June 23, 2017 re: Join the Climate Change Network with the PCP Hub, be received for information.

CARRIED.

C-10  
FCM News

MOVED by Coun. Bassendowski, SECONDED by Coun. Brownlee

THAT the email from Federation of Canadian Municipalities dated June 29, 2017 re: Climate Change Capital Project Grants/Regional Climate Advisors/PCP Hub, be received for information.

CARRIED

Council directed staff to inquire if it would be feasible to install electric car charging ports in Chetwynd.

C-11  
Colonial Coal  
International  
Update

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT the letter from Colonial Coal International Corp. dated June 20, 2017 re: Colonial Coal International Update, be received for information.

CARRIED

C-12  
Spectra High  
Pine  
Expansion  
Project NEB  
Notification

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT the email from ROYNORTHERN Land and Environmental dated July 11, 2017 re: Spectra High Pine Expansion Project NEB Notification – D. of Chetwynd.

CARRIED

**9. Information Items**

II-1                    MOVED by Coun. Deck, SECONDED by Coun. Bassendowski  
Information  
Item                    THAT Information Item I-1 be received for information.  
I-1  
0550.02                CARRIED

**10. Reports for Action**

RA-1                    MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith  
\*\*\*Water Fill  
Station                THAT the report dated June 26, 2017 re: Water Fill Station Funding and Usage  
Funding and            Agreement prepared by Administration, be received; and  
Usage  
Agreement            THAT District Council instruct staff to engage in conversations with the  
Regional District to finalize an Agreement for funding and use of the District's  
Water System and Water Treatment Plant.

CARRIED\*\*\*

RA-2                    MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee  
\*\*\*  
Union of BC            THAT the report dated June 28, 2017 re: Union of BC Municipalities  
Municipalities        Convention Registration prepared by Administration, be received; and  
Convention  
Registration            THAT all members of Council be authorized to attend the Union of BC  
Municipalities Convention in Vancouver, BC on September 25 – 29, 2017.

CARRIED\*\*\*

Councillors Pfanner and Galbraith advised that they would not be attending this year.

RA-3                    Coun. Weisgerber declared a perceived conflict of interest with regard to her  
\*\*\*0781672            employment and left Council Chambers at 4:48 p.m.  
BC Ltd.  
(Curtis and            MOVED by Coun. Bassendowski, SECONDED by Coun. Brownlee  
Bette  
Brewster) –            THAT the report dated June 28, 2017 re: 0781672 BC Ltd. (Curtis and Bette  
Development        Brewster) – Development Permit No. 02-2017 prepared by Administration, be  
Permit No. 02-        received; and  
2017                    THAT Council approve the issuance of Development Permit No. 02-2017 to  
0781672 BC Ltd. (Curtis and Bette Brewster) for construction of a new storage  
building at 4600 Nicholson Road (Lot 1, DL 494, PRD Plan EPP29705).

CARRIED\*\*\*

Coun. Weisgerber returned to Council Chambers at 4:50 p.m.

RA-4

\*\*\*Dawson

Creek Catholic  
Social Service  
Society –  
WorkBC  
Chetwynd

MOVED by Coun. Bassendowski, SECONDED by Coun. Deck

THAT the report dated June 20, 2017 re: Dawson Creek Catholic Social Service Society – WorkBC Chetwynd prepared by the Finance Department, be received; and

THAT Council authorize the grant request of \$1,000.00 to the Dawson Creek Catholic Social Service Society – WorkBC Chetwynd to be used toward the event planned for September.

CARRIED\*\*\*

RA-5

\*\*\*Regional

Collaborative  
Emergency  
Model

MOVED by Coun. Bassendowski, SECONDED by Coun. Galbraith

THAT the report dated June 29, 2017 re: Regional Collaborative Emergency Model prepared by Administration, be received; and

THAT Council authorize a representative to participate on the regional Working Group to create a request for proposals for a feasibility study on a Regional Collaborative Emergency Model.

CARRIED\*\*\*

RA-6

\*\*\*Awarding  
the Runway  
Resurfacing  
Contract

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT the report dated July 12, 2017 re: Awarding the Runway Resurfacing Contract prepared the Engineering and Public Works Department, be received; and

THAT Council awards the Chetwynd Airport Runway rehabilitation to Peters Bros. Construction Ltd. at the bid price of \$1,564,211.00 plus GST; and

THAT the Financial Plan be amended accordingly.

CARRIED\*\*\*

RA-7

\*\*\*South

Peace B2B  
Expo

MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith

THAT the report dated July 13, 2017 re: South Peace B2B Expo prepared by the Economic Development Department, be received; and

THAT all members of Council be authorized to attend the South Peace B2B, September 20, 2017 in Dawson Creek, BC.

CARRIED\*\*\*

RA-8  
\*\*\*  
Development  
Permit  
Application –  
Pine River  
Holdings Ltd.

Coun. Deck declared a perceived conflict of interest with regard to his employment and left Council Chambers at 4:55 p.m.

MOVED by Coun. Bassendowski, SECONDED by Coun. Pfanner

THAT the report dated June 28, 2017 re: Development Permit Application – Pine River Holdings Ltd. prepared by Administration, be received; and

THAT Council approve the issuance of Development Permit No. 03-2017 to Pine River Holdings Ltd. for construction of a new storage building at 4532 45<sup>th</sup> Avenue NE (Lot 13, Plan PGP24681, DL 494).

CARRIED\*\*\*

Coun. Deck returned to Council Chambers at 4:57 p.m.

RA-9  
\*\*\*  
Ratification of  
In-Camera  
Resolution –  
Allocation of  
Funds to  
Repair Spirit  
Park and  
Campbell Way

MOVED by Coun. Galbraith, SECONDED by Coun. Pfanner

THAT the report dated July 12, 2017 re: Ratification of In-Camera Resolution – Allocation of Funds to Repair Spirit Park and Campbell Way prepared by Administration, be received; and

THAT Council ratify the resolution adopted at the June 7, 2017 In-Camera Council meeting to authorize funds to be allocated to the Spirit Park and Campbell Way rehabilitation projects, in the amount of \$30,000 and \$195,000 respectively; and

THAT the 2017 – 2021 Financial Plan be amended accordingly.

CARRIED\*\*\*

RA-10  
\*\*\*Mobile  
Vendors

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT the report dated July 12, 2017 re: Mobile Vendors prepared by Administration, be received; and

THAT Council authorize mobile vendors to attend Special Events on District-owned lands.

CARRIED\*\*\*



RA-11                    MOVED by Coun. Weisgerber, SECONDED by Coun. Pfanner  
\*\*\*Northern  
Health Active        THAT the report dated July 12, 2017 re: Northern Health Active Communities  
Communities        Grant prepared by Administration, be received; and  
Grant  
  
                              THAT Council authorize Administration to apply for a Northern Health Active  
                              Communities grant of up to \$30,000.00  
  
                              CARRIED\*\*\*

**11. Reports for Information**

RI-1                    MOVED by Coun. Weisgerber, SECONDED by Coun. Deck  
Building  
Permit Values        THAT the report dated July 6, 2017 re: Building Permit Values prepared by the  
0640.20.03        Engineering & Public Works Department, be received for information.  
  
                              CARRIED

**12. New Business**

Nil

**13. Public Question Period**

Todd Strynadka, DGS Astro Paving requested a copy of the consultants' recommendation for the awarding of the Airport Runway Resurfacing contract.

The Director of Engineering and Public Works responded that he would provide DGS Astro Paving with the engineers' recommendation.

Terry Halliday thanked Council for looking into the installation of electric car charging ports.

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

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:06 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 July 17, 2017 in the Council  
Chambers.



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Carol Newsom  
Director of Corporate Administration