

## DISTRICT OF CHETWYND

### *Minutes of the Regular Council Meeting*

**Date:** June 16, 2014  
**Time:** 4:30 p.m.  
**Location:** Council Chambers

**Present:** Mayor Nichols  
Coun. Brownlee  
Coun. Galbraith  
Coun. Nicholson  
Coun. Pfanner  
Coun. Vezina  
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

**Absent:** Nil

**Press:** Mike Carter, Chetwynd Echo  
David Ashbaugh, CHET TV  
Becki Korhonen, CHET TV  
Anand Chandy, CHET TV

**Public:** Keith Maurer, School District 59 – Item D-1  
Brad Lyon, Northern Lights College and Northern  
Opportunities – Item D-1  
Andy Teslyk, Council Remuneration Task Force – Item D-2  
Sheree Smith, Council Remuneration Task Force – Item D-2  
Charlie Lasser, Council Remuneration Task Force – Item D-2

1. **Call to Order** 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. Pfanner  
THAT the Regular Council Meeting Agenda for June 16, 2014 be amended to include Late Items NB-1 and NB-2, and that the agenda be adopted as amended.

CARRIED

**3. Minutes**

M-1  
Minutes of the  
Regular Council  
Meeting

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee  
THAT the minutes of the Regular Council Meeting held on June 2, 2014 be adopted as circulated.

CARRIED

M-2  
Minutes of the  
Committee of  
the Whole  
Meeting

MOVED by Coun. Galbraith, SECONDED by Coun. Vezina  
THAT the minutes of the Committee of the Whole Meeting held on May 26, 2014 be adopted as circulated.

CARRIED

M-3  
Minutes of the  
Committee of  
the Whole  
Meeting

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee  
THAT the minutes of the Committee of the Whole Meeting held on June 2, 2014 be adopted as circulated.

CARRIED

M-4  
Minutes of the  
Public Hearing

MOVED by Coun. Galbraith, SECONDED by Coun. Vezina  
THAT the minutes of the Public Hearing held on June 2, 2014 be adopted as circulated.

CARRIED

**4. Delegations and/or Presentations**

D-1  
Keith Maurer,  
Director of  
Instruction,  
School District  
59 re: Northern  
Opportunities  
0400.90.05

Keith Maurer, Director of Instruction, School District 59 and Brad Lyon, Executive Director of Communications, Northern Lights College provided Council with a brief PowerPoint presentation regarding Northern Opportunities and advised:

- Northern Opportunities is an ongoing partnership between educators and industry that has operated successfully for 12 years
- The north faces a serious skills shortage in upcoming years
- Northern Opportunities provides dual credit programs that offer skills to people in the north, who will work in the north
- A grant was successfully obtained from Northern Development Initiative Trust three times; the last grant was subject to Northern Opportunities developing an export model for other groups to emulate

- The program attempts to balance the number of students graduating from dual credit programs with the number of apprentices that industry can support

D-2  
Council  
Remuneration  
Task Force

Charlie Lasser, Council Remuneration Task Force, requested that Council permit Delegation D-2 to be rescheduled to the end of the meeting to permit time for another Task Force member to arrive for the presentation.

## 5. Bylaws

B-1  
\*\*\*Bylaw No.  
989, 2014

MOVED by Coun. Brownlee, SECONDED by Coun. Vezina

THAT Bylaw No. 989, 2014 cited as the "District of Chetwynd Zoning Amendment Bylaw No. 989, 2014 (Derelict Vehicles)" be given RECONSIDERATION and ADOPTION.

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 Report dated June 12, 2014:

"C-2: We had considerable discussion of Minister Oakes letter. Most believe it is a positive response to the letter of December 3, 2013 and to the meeting with the Minister in March (letters attached).

C-4: Increases in property assessment in the FSJ area are resulting in huge increases in property taxes for some properties.

Telemedicine has arrived in Taylor and is available to anyone in the region.

Discussion on a proposed bed tax for worker camps led to a motion to pursue the tax. I opposed the measure. "

MOVED by Mayor Nichols, SECONDED by Coun. Nicholson

THAT Mayor Nichols' written Peace River Regional District Report dated June 12, 2014, be received.

CARRIED

CR-4  
Health Services  
Committee  
Report

Coun. Pfanner reported that the Health Services Committee met with Northern Health on June 16, 2014 to discuss physician recruitment and retention.

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT Coun. Pfanner's verbal Health Services Committee Report be received.

CARRIED

CR-6  
Water & Sewer  
Task Group  
Report

Coun. Weisgerber reported that the Water & Sewer Task Group met on June 13, 2014; the UV lights have been installed at the Water Treatment Centre and a technician will be attending soon to ensure they are operational. A report regarding the Sewer Treatment Plant Preload has been included for this meeting as Item NB-1.

MOVED by Coun. Weisgerber, SECONDED by Coun. Pfanner

THAT Coun. Wesigerber's verbal Water & Sewer Task Group Report be received.

CARRIED

CR-7  
Mayor's Report

Mayor Nichols submitted the following written Mayor's Report dated June 16, 2014:

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

May 20

- May 23: Attended Minerals North Conference and met with Chief of Staff of Vanderhoof Hospital.

May 26: Committee of the Whole.

May 26: Council.

May 27: Fitness Day Proclamation.

May 28: Attended Grand Opening of Moberly Lake Greenhouse.

May 28: Haircut.

May 28: Attended Methanol Public Meeting.

May 29: PRRD Board DC.

June 2: COW.

June 2: Public Hearing.

June 2: Council.

June 9: Attended Community Consultation re proposed Wellness Centre.

June 11: Attended Carver Reception.

June 12: PRRD Board DC.

June 16: Lunch with Northern Health.

June 16: COW."

MOVED by Mayor Nichols, SECONDED by Coun. Nicholson

THAT Mayor Nichol's written Mayor's Report dated June 16, 2014, be received.

CARRIED

**7. Correspondence – Discussion**

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

\*\*\*8015444 –

Province of BC  
Referral Request  
on a Windpower  
Project

3020.20.01

THAT the email from FrontCounter BC dated June 5, 2014 re: 8015444 – Province of BC Referral Request on a Windpower Project, be received; and

THAT Council provide comments regarding the General Area Licence of Occupation application for Windpower Development Phase purposes to Administration for submission to the Province of BC; and further, that Administration inquire if a study was done on the potential impact to caribou and mountain goats in the license area.

CARRIED\*\*\*

CD-2 MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

\*\*\*Community

Torch  
Celebration

0330.20.01

THAT the letter from the 2015 Canada Games Torch Relay dated June 9, 2014 re: Community Torch Celebration, be received; and

THAT Council direct Administration to submit a Brief Expression of Interest by August 1, 2014 to host a Community Torch Celebration in Chetwynd.

CARRIED\*\*\*

CD-3 MOVED by Coun. Galbraith, SECONDED by Coun. Vezina

\*\*\*Open for

Business Award  
0400.20.01

THAT the email from Naomi Yamamoto, Minister of State for Tourism and Small Business dated May 23, 2014 re: Open for Business Award, be received; and

THAT Council direct Administration to submit an application for 2014 Open for Business Award.

CARRIED\*\*\*

CD-4  
PNWER 2014  
Annual Summit  
0390.20.01

MOVED by Coun. Nicholson, SECONDED by Coun. Brownlee

THAT the invitation to Pacific NorthWest Economic Region (PNWER) 2014 Annual Summit dated May 21, 2014 re: July 20-24, 2014 – Whistler, BC, be received for information.

CARRIED

CD-5  
\*\*\*Community  
Works Fund  
Agreement  
2014-2024  
2240.20.48

MOVED by Coun. Pfanner, SECONDED by Coun. Vezina

THAT the letter from Union of British Columbia Municipalities (UBCM) dated May 30, 2014 re: Community Works Fund Agreement 2014-2024, be received; and

THAT Council authorize the Mayor and Corporate Officer to execute the Community Works Fund Agreement 2014-2024 on behalf of the District of Chetwynd.

CARRIED\*\*\*

**8. Correspondence – Information**

CI-1  
TR – Mine  
Shutdowns  
0400.60.06

MOVED by Coun. Nicholson, SECONDED by Coun. Brownlee

THAT the news release from District of Tumbler Ridge dated May 28, 2014 re: Mine Shutdowns Mean Team Effort to Help Laid Off Workers, be received for information; and

CI-2  
PRRD – Site C  
Joint Review  
Panel  
0510.20.01

THAT the email from Peace River Regional District (PRRD) dated May 29, 2014 re: Site C Joint Review Panel, be received for information; and

CI-3  
AGLG –  
Performance  
Audit Topics  
0400.20.31

THAT the letter from Auditor General for Local Government dated May 29, 2014 re: Performance Audit Topics, be received for information; and

CI-4  
UBCM – The  
Compass  
0230.30.02

THAT the Compass dated May 23, 2014, be received for information; and

CI-5  
UBCM – The  
Compass  
0230.30.02

THAT the Compass dated May 28, 2014, be received for information; and

CI-6  
UBCM – The  
Compass  
0230.30.02

THAT the Compass dated June 4, 2014, be received for information; and

CI-7  
BCNPHA –  
Support for  
FCM’s Campaign  
0230.30.05

THAT the letter from British Columbia Non-Profit Housing Association (BCNPHA) dated June 9, 2014 re: Support of the FCM’s Campaign “Fixing Canada’s Housing Crunch”, be received for information; and

CI-8  
FCM News  
0230.20.02

THAT the email from Federation of Canadian Municipalities (FCM) dated May 23, 2014 re: FCM News - Week of May 19, 2014, be received for information.

CARRIED

CI-9  
\*\*\*FCM –  
Proposed Grade  
Crossings  
Regulations  
0230.20.02

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT the letter from Federation of Canadian Municipalities (FCM) dated May 8, 2014 re: FCM Comments on Proposed Grade Crossings Regulations, be received for information; and

THAT Council authorize a letter of support be sent regarding FCM’s recommendations in relation to Proposed Grade Crossings Regulations.

CARRIED\*\*\*

CI-10  
PRGT Project  
Activity Update  
6850.50.01

MOVED by Coun. Nicholson, SECONDED by Coun. Brownlee

THAT the email from Prince Rupert Gas Transmission Ltd. dated May 23, 2014 re: Prince Rupert Gas Transmission Project – Project Activity Update #12 (May-June 2014), be received for information.

CARRIED

**9. Correspondence – Information Items**

Information  
Items I-1 – I-42  
0550.02

MOVED by Coun. Nicholson, SECONDED by Coun. Brownlee

THAT Information Items I-1 to I-42 be received for information.

CARRIED

**10. Reports – Discussion**

RD-1  
\*\*\*Council  
Meeting  
Schedule  
0550.02

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT the report dated June 4, 2014 re: Council Meeting Schedule, be received; and

THAT Special Regular Council Meetings be scheduled for July 21 and July 28, 2014 at 4:30 p.m. in Council Chambers at the District Office.

CARRIED\*\*\*

RD-2  
\*\*\*Medical  
Health Clinic  
and Community  
Wellness Centre  
Alternative  
Approval  
Process  
Bylaw No.  
1008, 2014

MOVED by Coun. Weisgerber, SECONDED by Coun. Pfanner

THAT the report dated June 6, 2014 re: Medical Health Clinic and Community Wellness Centre Alternative Approval Process, be received; and

THAT Council's authorization of the following Alternative Approval Process be ratified, in relation to District of Chetwynd Medical Health Clinic and Community Wellness Centre Loan Authorization Bylaw No. 1008, 2014:

- a) Establish the Elector Response Form, as shown on Attachment "A";
- b) Determine the total number of electors as 1,825 for which the approval process applies, as shown on Attachment "B"; and
- c) Set July 18, 2014 as the deadline for receiving Elector Response Forms from electors not wanting Council to proceed with the adoption of District of Chetwynd Medical Health Clinic and Community Wellness Centre Loan Authorization Bylaw No. 1008, 2014,

all in accordance to the report dated June 6, 2014, prepared by Administration.

CARRIED\*\*\*

Coun. Nicholson left Council Chambers at 5:15 p.m.

RD-3  
\*\*\*Site  
Preparation –  
Commercial Lot  
near Post Office  
0810.90.01

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT the memo dated May 29, 2014 re: Site Preparation – Commercial Lot near Post Office, be received; and

THAT the report from the Chief Administrative Officer relating to servicing and subdivision of a portion of Lot 1, EPP19842, PRD be received; and that



- i) Council authorize servicing and subdivision of a portion of Lot 1, EPP19842, PRD as shown in the attached Exhibits "A" and "B" for future development purposes; and
- ii) THAT the District's Five Year Financial Plan be amended to reflect expenditure of up to \$29,700.00 to create a commercial lot (approximately 40.3m x 65.3m) from Lot 1, EPP19842, PRD, for future development purposes, and that the funds come from Land Sales Reserve.

CARRIED\*\*\*

RD-4  
\*\*\*Business  
Façade  
Improvement  
Program  
Application  
3060.20.16

MOVED by Mayor Nichols , SECONDED by Coun. Vezina

THAT the report dated June 2, 2014 re: Business Façade Improvement Program Application, be received; and

THAT Council;

- a) Authorize Development Permit No. 03-2014 for 672412 BC Ltd. (dba the Pencil Box and Coffee Talk Express) for the Business Façade Improvement Program at 4753 51 Street, included as Attachment "A";
- b) Waive the \$250 Development Permit Application fee as part of the Business Façade Improvement Program; and
- c) Authorize the Mayor and Corporate Officer to execute the partnering agreement dated May 7, 2014 with 672412 BC Ltd. (dba the Pencil Box and Coffee Talk Express) for the Business Façade Improvement Program at 4753 51 Street, included as Attachment "B,"

all in accordance with the report dated June 2, 2014 prepared by Administration.

CARRIED\*\*\*

Coun. Nicholson returned to Council Chambers at 5:18 p.m.

RD-5  
\*\*\*Building  
Amendment  
Bylaw No.  
1010, 2014  
(Temporary  
Structures –  
Long Term)

MOVED by Coun. Pfanner, SECONDED by Coun. Vezina

THAT the report dated June 5, 2014 re: Building Amendment Bylaw No. 1010, 2014 (Temporary Structures – Long Term), be received; and

THAT Building Amendment Bylaw No. 1010, 2014 (Temporary Structures – Long Term) be introduced and read a first, second and third time.

CARRIED\*\*\*

RD-6  
\*\*\*Building  
Amendment  
Bylaw No.  
1011, 2014

MOVED by Coun. Galbraith, SECONDED by Coun. Vezina

THAT the report dated June 5, 2014 re: Building Amendment Bylaw No. 1011, 2014, be received; and

THAT Building Amendment Bylaw No. 1011, 2014 be introduced and read a first, second and third time.

CARRIED\*\*\*

RD-7  
\*\*\*2014 Youth  
Leadership  
Scholarship  
5120.20.04

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT the report dated June 5, 2014 re: 2014 Youth Leadership Scholarship, be received; and

THAT the 2014 Youth Leadership Scholarship be awarded to Nathan Sawchuk with payments of \$1250.00 in 2014, and each year of a 4 year degree subject to verification of enrolment in a post-secondary program in each year.

CARRIED\*\*\*

## 11. Reports – Information

RI-1  
May Accounts  
Payable Cheque  
List  
1630.01

MOVED by Coun. Pfanner, SECONDED by Coun. Nicholson

THAT the report dated June 2, 2014 re: May Accounts Payable Cheque List, be received; and

THAT the cheque register for the month of May 2014 totaling \$ 867,469.92 be received.

CARRIED

**12. New Business**

NB-1                    MOVED by Coun. Brownlee, SECONDED by Coun. Pfanner

\*\*\*Sewer

Treatment Plant    THAT Council authorize:

Preloading

a)        An expenditure be made of up to \$200,000 for Sewer Treatment Plant Preloading and related works; and

b)        The District of Chetwynd Financial Plan be amended accordingly.

CARRIED\*\*\*

Stating a conflict of interest with regard to her employment, Coun. Weisgerber excused herself from the meeting and left the Council Chambers at 5:23 p.m.

NB-2                    MOVED by Coun. Pfanner, SECONDED by Coun. Nicholson

\*\*\*Development

Permit No. 05-2014 – Curtis and Elizabeth Brewster (Aim Trucking)    THAT Council approve issuance of Development Permit No. 05-2014 to Curtis and Elizabeth Brewster (Aim Trucking) for the construction of a storage building located at Lot 1, EPP 13415, DL 494 and 2034, Peace River Land District (4509 Nicholson Road).

Trucking)

CARRIED\*\*\*

Coun. Weisgerber returned to Council Chambers at 5:25 p.m.

**13. Delegations and/or Presentations (Continued)**

D-2                    Charlie Lasser, Council Remuneration Task Force, provided Council with a brief presentation and distributed a report outlining the Task Force's recommendations.

Council  
Remuneration  
Task Force  
(Continued)

MOVED by Coun. Brownlee, SECONDED by Coun. Vezina

THAT the report dated June 5, 2014 prepared by the Council Remuneration Task Force to review proposed District of Chetwynd Council Remuneration and Benefit Bylaw No. 992, 2014, be received.

CARRIED

**14. Question/Answer Period**

Mike Carter, Chetwynd Echo inquired what action Council may take now that the Council Remuneration Task Force has submitted its recommendations.

Mayor Nichols responded that Council will review and discuss the report.

Mike Carter, Chetwynd Echo further inquired if the Business Façade Improvement Program application from the Pencil Box and Coffee Talk Express was the first received.

The Chief Administrative Officer responded that it was, but two more applications may be submitted soon.

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

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:31 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 June 16, 2014 in the Council Chambers.



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