

DISTRICT OF CHETWYND

Minutes of the Regular Council Meeting

Date: March 7, 2016
Time: 4:30 p.m.
Location: Council Chambers

Present: Mayor Nichols
Coun. Bassendowski
Coun. Brownlee
Coun. Galbraith
Coun. Pfanner
Coun. Weisgerber
C. Newsom, Director of Corporate Administration
K. Franson, Director of Financial 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: Coun. Deck

Press: Jeff Hill, Peace FM
Scott Shade, Peace FM
Marlon Gomez, CHET TV
Matthew Kirk, Coffee Talk Express

Public: Rick Loucks, BC Ambulance (Item D-1)
Ellen McAvany, Economic Development Officer
Leo Sabulsky, Fire Chief
Terry Halliday

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. Bassendowski, SECONDED by Coun. Brownlee
THAT the Regular Council Meeting Agenda for March 7, 2016 be adopted as circulated.
CARRIED
3. **Minutes**
M-1
Minutes of the Regular Council Meeting
MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith
THAT the minutes of the Regular Council Meeting held on February 15, 2016 be adopted as circulated.
CARRIED

M-2
Minutes of the
Public Hearing

MOVED by Coun. Pfanner, SECONDED by Coun. Galbraith

THAT the minutes of the Public Hearing held on February 15, 2016 be adopted as circulated.

CARRIED

M-3
Minutes of the
Committee of
the Whole
Meeting

MOVED by Coun. Galbraith, SECONDED by Coun. Bassendowski

THAT the minutes of the Committee of the Whole Meeting held on February 15, 2016 be adopted as circulated.

CARRIED

4. Delegations and/or Presentations

D-1
Rick Loucks,
BC
Ambulance
7100:01

Rick Loucks, BC Ambulance presented the following:

- In 2014/15 there were 444 BC Ambulance responses locally
- In 2015/16 there were 511 responses; 15% increase is due to a second BC Ambulance unit staffed in Chetwynd
- 9 new employees were hired in the fiscal year, and 2 more will be hired by the end of March; Chetwynd division will then have 16 part-time members
- to become a paramedic one must be 19 years old, have a Class 4 Driver's Licence, pass a physical test as well as a criminal record check
- currently the local station is in Phase I of the introduction of the Community Paramedic Program
- would like to have one full time position for Chetwynd; once it is posted it will take approximately 90 days to complete the training program

Council thanked Mr. Loucks for the presentation.

5. Bylaws

Revitalization Tax Exemption Bylaw No. 1037, 2016 was considered as Item RD-2 under the "Reports – Discussion" portion of this meeting.

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 25, 2016:

“The PRRD authorized the building of a Fire Training Centre at the Dawson Creek Airport. This training centre will be available to all area fire departments.

Chetwynd is not a member of the Alaska Highway Community Society. All other municipalities and many organizations such as North East Native Advancing Society (NENAS) and Muskwa Kechika Management Area are members. Should we be a member?”

MOVED by Mayor Nichols, SECONDED by Coun. Bassendowski

THAT Mayor Nichols’ written Peace River Regional District Report dated February 25, 2016, be received.

CARRIED

CR-2
Community
Improvements
Committee
Report

Councillor Galbraith reported the following:

- the new bucket truck has arrived and Public Works will be taking the Christmas lights down
- the Chetwynd entrance banners will be installed
- the Boulevard Tree Replacement Program has started
- the stump grinding has been awarded to Curtis Mosher
- 80 Brandon Elm and Manchurian Ash trees will be planted in the Spring and will be 14-15 feet tall at the time of planting; they will grow to be 45-55 feet tall

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT Coun. Galbraith’s verbal Community Improvements Committee Report, be received.

CARRIED

CR-4
Health
Services
Committee
Report

Councillor Pfanner reported the following:

- had a meeting with Northern Health regarding potential Physicians coming to Chetwynd and potential services offered

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

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

CARRIED

CR-7
Mayor's
Report

Mayor Nichols submitted the following written Mayor's Report dated March 7, 2016:

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

- February 18: Attended Civic Night.
- February 22: CBC radio interview re disposition of chainsaw sculptures.
- February 22: Budget meeting.
- February 23: Special Peace River Regional District Committee of the Whole.
- February 24: Met with CANFOR delegation re CANFOR operations and plans.
- February 24: Telephone meeting with Minister Fassbender re boundary extension.
- February 24: Civic Properties Commission meeting.
- February 24: Attended open house re new wind power proposal
- February 25: Regular Peace River Regional District meeting.
- February 25: Conference call with Northern Health re providing maternity services in Chetwynd.
- February 29, March 1: Attended Wood Works Design event at the invitation of Wood Works.
- March 2: Water and Sewer Task Group meeting."

MOVED by Mayor Nichols, SECONDED by Coun. Bassendowski

THAT Mayor Nichols' written Mayor's Report dated March 7, 2016, be received.

CARRIED

7. Correspondence – Discussion

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

***Little Giant

Figure Skating Club re: THAT the letter from Little Giant Figure Skating Club re: Requesting a Donation for Ice Carnival, be received for information.

Donation

Request Opposed: Coun. Weisgerber

0230.50.15

CARRIED***

8. Correspondence – Information

CI-1 MOVED by Coun. Bassendowski, SECONDED by Coun. Galbraith

BC Hydro –

Community Agreement Measure Implementation THAT the letter from BC Hydro dated February 12, 2016 re: Community Agreement Measure Implementation, be received for information; and

Measure

Implementation THAT a letter be sent to applicable Ministries advising that in view of the change in economic circumstances in the Peace Region, Council would request that the decision to ship riprap by rail to Site C be reconsidered.

0510.20.01

CARRIED

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

RadonAware –

Radon Testing THAT the letter from RadonAware dated February 17, 2016 re: Radon Testing, be received for information; and

0530.20.01

THAT Council direct Administration to place the letter from RadonAware on the District's webpage for public information.

CARRIED

CI-3 MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith

NCLGA –

Nominations for Executive THAT the letter from North Central Local Government Association dated February 3, 2016 re: Nominations for Executive, be received for information; and

0230.40.03

CI-4

NCLGA –

Upcoming Convention

0230.40.03

THAT the email from North Central Local Government Association dated February 9, 2016 re: Momentum Building for Upcoming Convention, be received for information; and

CI-5 THAT the email from North Central Local Government Association (NCLGA) NCLGA – Awards – Call for Nominations 0230.40.03 dated February 11, 2016 re: NCLGA Awards – Call for Nominations, be received for information; and

CI-6 THAT the email from Office of the Minister of Small Business and Red Tape Licenses for BC Wines in Grocery Stores 0400.20.28 Reduction and Minister Responsible for the Liquor Distribution Branch dated February 26, 2016 re: Letter from Minister Oakes and Minister Fassbender, be received for information; and

CI-7 THAT the email from the Honourable Peter Fassbender, Minister of MoCSCD Invite 0400.20.08 Community, Sport and Cultural Development dated March 2, 2016 re: Invitation to Engage on the Climate Leadership Team’s Recommendations, be received for information; and

CI-8 THAT the Compass dated February 10, 2016, be received for information; and UBCM – The Compass 0230.30.02

CI-9 THAT the Compass dated February 17, 2016, be received for information; and UBCM – The Compass 0230.30.02

CI-10 THAT the Compass dated February 24, 2016, be received for information. UBCM – The Compass 0230.30.02 CARRIED

9. Correspondence – Information Items

Information Item I-1 0550.02 MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee
 THAT Information Item I-1 be received for information.

CARRIED

10. Reports – Discussion

RD-1 MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith

Ratification of THAT the report dated February 24, 2016 re: Ratification of Recommendations
Recommendations from from Finance Strategy Committee prepared by Administration, be received; and

Finance THAT Council ratify the following motion adopted by the Finance Strategy
Strategy Committee Meeting held February 22, 2016:

Committee THAT Council authorize the disposition of the following surplus equipment:
0540.20.18

- Unit 9006 – 2007 Chevy Trail Blazer;
- Unit 1123 – 2003 Chevy Astro Van;
- Unit 2106 – 1982 International Bucket Truck;
- Unit 3513 – Top Dresser;
- Unit 2020 – Sweepster (loader mounted pick-up broom);
- 1999 Bend Pak 4 Post Vehicle Lift, including a new 15,000 lb jack.

CARRIED

~~MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee~~

THAT Council approve the Five Year Capital Plan for 2016 – 2020 as Amended, as presented at the February 22, 2016 Finance Strategy Committee Meeting.

CARRIED

MOVED by Coun. Weisgerber, SECONDED by Coun. Pfanner

THAT Council approve sponsorship for the 2016 North Central Local Government Association conference in Dawson Creek, BC at the silver level (Official Delegate Portfolio) in the amount of \$5,000.

CARRIED

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT in accordance with the resolution adopted at the January 18, 2016 Regular Council meeting regarding the proposed sale of District owned property located at 5060 North Access Road (Lot 1, Plan EPP48567, DL 398), vacant land, for the advertised sum (upset price) of \$240,000.00 to Lakeview Credit Union;

THAT Council approve the final concept drawing as distributed at the February 22, 2016 Finance Strategy Committee Meeting; and

THAT Council instruct Administration to complete the sale of the subject property to Lakeview Credit Union.

CARRIED

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT Council approve Schedule "A" Sewer Revenue Fund forming part of Financial Plan 2016 – 2020 as presented at the February 22, 2016 Finance Strategy Committee Meeting, which includes increases to sewer rates of 9%, 9%, 9%, 5% and 5% in years 2016 – 2020.

CARRIED

MOVED by Coun. Bassendowski, SECONDED by Coun. Brownlee

THAT Council approve Schedule "A" Water Revenue Fund forming part of Financial Plan 2016 – 2020 as presented at the February 22, 2016 Finance Strategy Committee Meeting, which includes increases to water rates of 2%, 3%, 3%, 3% and 3% in years 2016 – 2020.

CARRIED

MOVED by Coun. Weisgerber, SECONDED by Coun. Bassendowski

THAT Council approve the General Operating Fund forming part of Financial Plan 2016 – 2020 as presented at the February 22, 2016 Finance Strategy Committee Meeting, which includes a tax increase of 2% for years 2016 – 2020.

Opposed: Coun. Pfanner

CARRIED

Councillor Weisgerber declared a perceived conflict of interest with regard to her employment and left Council Chambers at 5:20 p.m.

MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith

THAT the Development Permit Area in proposed Official Community Plan Bylaw No. 1030, 2016 be expanded to include properties at 4500 North Access Road and 4412 and 4420 Highway 97 South.

CARRIED

Councillor Weisgerber returned to Council Chambers at 5:21 p.m.

MOVED by Coun. Pfanner, SECONDED by Coun. Bassendowski

THAT Council approve the request for a grant-in-aid from the Community Arts Council in the amount of \$1865.96.

CARRIED

RD-2

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

Revitalization
Tax
Exemption
Amendment
Bylaw No.
1037, 2016

THAT the report dated February 16, 2016 re: Revitalization Tax Exemption Amendment Bylaw No. 1037, 2016 prepared by Administration, be received; and

THAT adoption of Revitalization Tax Exemption Amendment Bylaw No. 1037, 2016 (Memorandum of Understanding) performed at the Regular Council Meeting on February 15, 2016 be rescinded; and

THAT Revitalization Tax Exemption Amendment Bylaw No. 1037, 2016 (Memorandum of Understanding) be adopted.

CARRIED***

RD-3
***Business
Façade
Improvement
Program
Application -
2016

MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith

THAT the report dated March 1, 2016 re: Business Façade Improvement Program Application – 2016 prepared by Administration, be received; and

THAT Council:

- a) Authorize the Business Façade Improvement Program Grant Application for Alda Developments & Leasing Ltd. at 4616 and 4620 North Access Road, Chetwynd, BC, (included as Attachment “A” to the report dated March 1, 2016); and
- b) Authorize the Mayor and Corporate Officer to execute a partnering agreement with Alda Developments & Leasing Ltd. at 4616 and 4620 North Access Road, Chetwynd (included as Attachment “B” to the report dated March 1, 2016).

CARRIED***

RD-4

Ratification of
Tender Award
– Wastewater
Lagoon
Upgrade
Project
5340.05.01

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

THAT the report dated March 4, 2016 re: Ratification of Tender Award – Wastewater Lagoon Upgrade Project prepared by the Engineering and Public Works department, be received; and

THAT Council ratify the Water and Sewer Task Group’s recommendation; and

THAT Council direct Administration to award the 2016 Wastewater Lagoon Upgrade Project to IDL Projects Inc. for the bid amount of \$4,080,978.20.

CARRIED***

11. Reports – Information

Nil

12. New Business

Nil

13. Question/Answer Period

Terry Halliday inquired what the amount to be borrowed for sewage lagoon upgrades was that the town supported, and whether it would be necessary to borrow it all.

Council responded that the amount approved for borrowing was \$1.5 million, and that it would be necessary to use the full amount.

Terry Halliday inquired what the approved water and sewer increases would be for a multi-unit property.

The Director of Financial Administration advised that the increased utility rates would be based on the water use.

14. Adjournment MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:34 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 March 7, 2016 in the Council Chambers.



Carol Newsom
Director of Corporate Administration