

DISTRICT OF CHETWYND

Minutes of the Regular Council Meeting

Date: May 6, 2013
Time: 4:30 p.m.
Location: Council Chambers

Present: Mayor Nichols
Coun. Brownlee
Coun. Nicholson
Coun. Pfanner
Coun. Vezina
Coun. Weisgerber

D. Fleming, Chief Administrative Officer
J. Disher, Director of Corporate Administration
B. Caldwell, Director of Financial Administration
M. Millsap, Manager of Leisure & Facility Services
P. Gordon, Manager of Public Works Operations
L. Howes, Deputy Director of Corporate Administration

Absent: Coun. Galbraith

Press: Leo Sabulsky, Peace FM

Public: Nil

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. Pfanner, SECONDED by Coun. Brownlee
THAT the Regular Council Meeting Agenda for May 6, 2013 be adopted as circulated with the addition of Item 12 (a) – 2013 Council Appointments.

CARRIED

3. **Minutes**
3 (a) Minutes of the Regular Council Meeting
MOVED by Coun. Nicholson, SECONDED by Coun. Weisgerber
THAT the minutes of the Regular Council Meeting held on April 15, 2013 be adopted as circulated.

CARRIED

3 (b) MOVED by Coun. Brownlee, SECONDED by Coun. Weisgerber
Minutes of the THAT the minutes of the Special Council Meeting held on April 29, 2013 be
Special Council adopted as circulated.
Meeting

CARRIED

3 (c) MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee
Minutes of the THAT the minutes of the Committee of the Whole Meeting held on April 15,
Committee of 2013 be adopted as circulated.
the Whole
Meeting

0550.03

CARRIED

3 (d) MOVED by Coun. Nicholson, SECONDED by Coun. Brownlee
Minutes of the THAT the minutes of the Public Hearing held on April 29, 2013 be adopted as
Public Hearing circulated.

CARRIED

3 (e) MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee
Minutes of the THAT the minutes of the Health Services Committee Meeting held on
Health Services February 26, 2013 be adopted as circulated.
Committee
Meeting

0540.20.24

CARRIED

4. Delegations and/or Presentations

Nil

5. Bylaws

5 (a) MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee
***0091/05/13
Bylaw No. THAT Bylaw No. 982, 2013 cited as the “District of Chetwynd Zoning
982, 2013 Amendment Bylaw No. 982, 2013 (Permitted Home Occupation – Tanning
Booths)” be given FINAL ADOPTION.

CARRIED***

5 (b)
***0092/05/13
Bylaw No.
983, 2013

MOVED by Coun. Nicholson, SECONDED by Coun. Vezina
THAT Bylaw No. 983, 2013 cited as the “District of Chetwynd Financial Plan 2013 – 2017 Bylaw No. 983, 2013” be given FINAL ADOPTION.

CARRIED***

5 (c)
***0093/05/13
Bylaw No.
984, 2013

MOVED by Coun. Brownlee, SECONDED by Coun. Weisgerber
THAT Bylaw No. 984, 2013 cited as the “District of Chetwynd 2013 Tax Rates Bylaw No. 984, 2013” be given FINAL ADOPTION.

CARRIED***

6. Council Committee Reports

6 (a)
Regional District
Report
0400.70.02

Mayor Nichols submitted the following written Peace River Regional District report dated April 25, 2013:

“Two major issues occupied much of PRRD Board time on April 25:

- The future of the Farmers’ Advocacy Office (FAO).
- The extension of the building bylaw to the entire region.

The issue of the FAO was resolved to the satisfaction of the delegation of farmers attending the board by the commitment to re-advertise the position under the same conditions as it was originally posted.

The rural building bylaw has generated significant opposition in the rural community. The Regional Board has agreed to examine the process by which the bylaw was implemented and attempt to communicate more effectively with the constituents. A Committee of the Whole meeting on May 27 will discuss the bylaw further.”

MOVED by Mayor Nichols, SECONDED by Coun. Nicholson

THAT Mayor Nichols’ written Peace River Regional District Report, dated April 25, 2013, be received.

CARRIED

6 (b)
Community
Improvements
Committee
Report
0540.20.20

No report.

6 (c)
Finance Strategy
Committee
Report
0540.20.18

Councillor Nicholson noted that the Financial Plan and Tax Rates Bylaws have been adopted and expressed appreciation to staff for compiling all the information.

MOVED by Coun. Nicholson, SECONDED by Coun. Pfanner

THAT Councillor Nicholson's verbal Finance Strategy Committee Report be received.

CARRIED

6 (d)
Health Services
Committee
Report
0540.20.24

Councillor Pfanner advised that a meeting was held with Northern Health during the recent NCLGA Convention in Quesnel. Topics discussed included:

- Renal care – travel requirements, number of local patients and options for home care.
- Processes for cancer patients to fill prescriptions. It was noted that Northern Health advised that this is the responsibility of the Cancer Clinic, not Northern Health.
- The ongoing need for physician recruitment.
- Appreciation for funding provided by Northern Health for a Health Services Study.

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

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

CARRIED

6 (e)
Public Works
Committee
Report
0540.20.25

No report.

6 (f) No report.
Water & Sewer
Task Group
Report
0540.20.26

6 (g) Mayor Nichols submitted the following written Mayor's Report dated May 6,
Mayor's Report 2013:
0550.04

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

April 17: Tour of Canfor Bioenergy Plant
April 17: Civic Properties Commission meeting
April 21 (Sun): Interviewed candidate for Director of Engineering and Planning
April 23: Health Services Committee
April 23: Economic Development Committee
April 25: PRRD Board
April 29: Meeting with Wayne Christenson, re: Sewer
April 29: Committee of the Whole
April 29: Public Hearing re zoning amendment
April 29: Special Council meeting
May 1-3: NCLGA Convention Quesnel
May 6: In Camera Council meeting”

MOVED by Mayor Nichols, SECONDED by Coun. Brownlee

THAT Mayor Nichols' written Mayor's Report, dated May 6, 2013, be received.

CARRIED

7. Correspondence – Discussion

7 (a) MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

***0094/05/13

BC Small Business Roundtable – 2013 Open for Business Award
THAT the letter from the Minister of State for Small business, undated, re: BC Small Business Roundtable – 2013 Open for Business Award, be received; and

0400.20.20 THAT an application be submitted for the BC Small Business Roundtable 2013 Open for Business Award.

CARRIED***

7 (b) MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee
***0095/05/13
UNBC's THAT the email from the University of Northern BC, dated April 15, 2013, re:
Convocation 2013 Ceremonies, Prince George, BC, May 31, 2013,
2013 be received; and
Ceremonies
0400.90.03 THAT Council authorize Mayor Nichols or an alternate to attend the
University of Northern BC's Convocation 2013 Ceremonies in Prince George,
BC on May 31, 2013.

CARRIED***

8. Correspondence – Information

8 (a) MOVED by Coun. Nicholson, SECONDED by Coun. Pfanner
Hasler Semi-
Annual THAT the letter from Spectra Energy, dated April 12, 2013, re: Hasler Semi-
Management & Annual Management and Community Meeting, Pine Valley Seniors' Hall,
Community May 9, 2013, be received for information.
Meeting
6850.50.09

CARRIED

8 (b) MOVED by Coun. Nicholson, SECONDED by Coun. Pfanner
***0096/05/13
YMCA of THAT the letter from the YMCA of Northern BC, dated April 5, 2013, re:
Northern BC Programs and Services, be received for information.
0530.20.01

CARRIED

It was agreed to forward the information on YMCA Programs and Services to various local groups, including the licensed daycare and the seniors' society. Council also directed Recreation Centre staff to review the information.***

8 (c) MOVED by Coun. Nicholson, SECONDED by Coun. Brownlee
NH – 2013
IMAGINE THAT the news release from Northern Health, dated April 12, 2013, re: NH
Grants and RoadHealth Award 13 IMAGINE Grants to Northeast BC Partners, be
0400.100.03 received for information; and

8 (d) THAT the email from the Federation of Canadian Municipalities, dated April
FCM – 23, 2013, re: President's Corner Update, be received for information.

President's
Corner Update
0230.20.02 CARRIED

8 (e) MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee
FCM – Budget
2013 and Rural
Infrastructure
0230.20.02 THAT the email from the Federation of Canadian Municipalities, dated April 12, 2013, re: Budget 2013 and Rural Infrastructure, be received for information; and

8 (f) THAT the email from the Federation of Canadian Municipalities, dated April 19 & 26, 2013, re: FCM News – Weeks of April 15 & 22, 2013, be received for information.
FCM News
0230.20.02

CARRIED

8 (g) MOVED by Coun. Nicholson, SECONDED by Coun. Brownlee
UBCM – The
Compass
0230.30.02 THAT the emails from the Union of British Columbia Municipalities, dated April 17 & 24, 2013, re: The Compass: News and Information from UBCM, be received for information; and

8 (h) THAT the newsletters from the Peace River Regional District, dated April 11 & 25, 2013, re: Board Meeting Updates, be received for information; and
PRRD – Board
Meeting Updates
0400.70.02

8 (i) THAT the newsletter from the Central Interior, Interior and Northwest Logging Associations, dated April 12, 2013, re: FactsFax Weekly, Issue #70, be received for information; and
CILA –
FactsFax
Weekly
6850.20.01

8 (j) THAT the email from the Northern BC Tourism Association, dated April 29, 2013, re: Northern Tourism Announcements, be received for information.
Northern BC
Tourism
Announcement
0230.40.04 CARRIED

9. Correspondence – Information Items

Information
Items I-1 – I-66
0570.02 MOVED by Coun. Nicholson, SECONDED by Coun. Brownlee
THAT Information Items I-1 to I-66 be received for information.

CARRIED

10. Reports – Discussion

10 (a) MOVED by Coun. Weisgerber, SECONDED by Coun. Nicholson
***0097/05/13

Chetwynd Municipal Hall – Development Permit Application, be received; and

Development Permit Application THAT Council issue Development Permit # 02-2013 for the new Chetwynd Municipal Office.

CARRIED***

0098/05/13 Council requested that the architects be invited to a Committee of the Whole meeting to discuss options to include green features in the new municipal office.
Green Option for New Municipal Office

10 (b) MOVED by Coun. Weisgerber, SECONDED by Coun. Pfanner
***0099/05/13

Policy Review and Update THAT the report dated May 6, 2013, re: Policy Review and Update, be received; and

THAT the ‘Employee Retirement’ and ‘Recognition Awards and Farewell Gifts – Council / District Staff’ policies be repealed and replaced with the following policies:

- Retirement / Farewell Gifts
- Service Awards; and

THAT the following policies be repealed:

- Director / Co-ordinator Meetings
- Public Works Staff Meetings
- Use of Personal Protective Equipment

CARRIED***

10 (c) MOVED by Coun. Pfanner, SECONDED by Coun. Nicholson
***0100/05/13
Budget THAT the report dated April 30, 2013, re: Budget Philosophies & Principles
Philosophies & Policy, be received; and
Principles Policy
1700.02 THAT the 'Budget Philosophies & Principles Policy' be adopted.

CARRIED***

11. Reports – Information

11 (a) MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee
Chetwynd
Health Blitz THAT the report dated April 12, 2013, re: Chetwynd Health Blitz, be received
4900.01 for information.

CARRIED

12. New Business

12 (a) MOVED by Coun. Weisgerber, SECONDED by Coun. Nicholson
***0101/05/13
Council THAT the District of Chetwynd 2013 Council Appointments, dated April
Appointments 2013, be received; and
0540.01

THAT the 2013 Council Appointments, as revised April 2013, be adopted as
presented.

CARRIED***

Conflict of A discussion was held regarding conflict of interest issues for Councillors
Interest – Local sitting on community organizations and the need to err on the side of caution
Organizations when dealing with those organizations. It was noted that the Union of British
Columbia Municipalities is putting together a Policy Paper on this matter.

13. Question/Answer Period

Nil

14. Adjournment MOVED by Coun. Nicholson, SECONDED by Coun. Pfanner

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 4:58 p.m.

Jannene Disher
Director of Corporate Administration

Merlin Nichols
Mayor

Certified a true and correct copy of the
Minutes of the Regular Council Meeting
held on May 6, 2013 in the Council
Chambers.

Jannene Disher
Director of Corporate Administration