

DISTRICT OF CHETWYND

Minutes of the Regular Council Meeting

Date: November 6, 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. Weisgerber, SECONDED by Coun. Deck

THAT the Regular Council Meeting Agenda for November 6, 2017 be amended to include the addition of Items B-1 District of Chetwynd Zoning Amendment Bylaw No. 1060, 2017 (Airport Road) and RA-6 Council Agenda Report prepared by the Engineering & Public Works Department re: 47 Avenue NE Water, 46 and 47 Street NW Sewer Budget Transfer, and that the agenda be adopted as amended.

CARRIED
3. **Minutes**
M-1
Minutes of the
Regular
Council
Meeting
MOVED by Coun. Pfanner, SECONDED by Coun. Galbraith

THAT the minutes of the Regular Council Meeting held on October 16, 2017 be adopted as circulated.

CARRIED

M-2
Minutes of the
Public Hearing

MOVED by Coun. Brownlee, SECONDED by Coun. Deck

THAT the minutes of the Public Hearing held on October 16, 2017 be adopted as circulated.

CARRIED

M-3
Minutes of the
Special Regular
Council
Meeting

MOVED by Coun. Deck, SECONDED by Coun. Brownlee

THAT the minutes of the Special Regular Council Meeting held October 31, 2017 be adopted as circulated.

CARRIED

4. Delegations & Presentations

D-1
Ana Peasgood,
Chetwynd
Public Library

Ana Peasgood, Chetwynd Public Library, provided Council with a brief presentation as outlined below:

2017 has had some milestones we want to acknowledge:

- Valerie Jenson retired in June after 30 years of service to the community; She is the longest tenured employee in the history of the library
- I was chosen as one of 250 delegates across our nation to represent British Columbia at the 2017 Governor Generals Canadian Leadership Conference; I spent three weeks on a study tour of Prince Edward Island, and Iles De Madeleine Quebec - finishing in Ottawa. It was hands on training with other emerging young leaders on the Canada we will build
- Margaret Movold, current board chair of the library will be stepping down at the end of the year as her eight year tenure has come to an end. We are grateful to her for her dedication to the library in a time of transformation

A few quick library facts:

- We have seen an 12% increase in active users from 2015 to 2017
- Print circulation grew from 21,374 in 2015 to 25,992 in 2017
- There were 61,675 visits to the library in 2016
- We hold over 27,000 titles in our collection
- The wireless internet was accessed 770,553 times in 2016
- We collect stats annually to be able to compare year over year and we see 5.3 circulation per capita for our service area. It is exciting to see growth in the number of users of our library
- There will be over 485 programs, events and special initiatives in the upcoming year during 2500 open hours to the community. This gives us over 8302 program spots in addition to the core services we offer

- We offer unique things in our library like passes to the rec centre, a 3D Printer, a Seasonal Affective Disorder therapy lamp to use while reading in the library and the very popular blood pressure machine
- In a time of digital transformation our library continues to find new ways to engage and inspire the community seeing growth in most areas of the library
- To find out the value of your library card, we have a value calculator which lets you put in what you and your family uses to determine what the cost would be if you had to pay for those services
- We will have a new strategic plan effective in 2018 which continues our tradition of being responsive to the needs of our community. 2018 will be an exciting year and there has never been a better time to have a public library card

Council thanked Ms. Peasgood for the presentation.

D-2
Julia Nelson,
Chetwynd Arts
Council

Julia Nelson and Delena Nelson, Chetwynd Community Arts Council, provided Council with a brief presentation as outlined below:

- The Chetwynd Community Arts Council facilitates numerous annual projects that foster the arts in many areas of our community
- Some of the events this past year included the annual Fall Gala and Art Exhibit, Fabric Artists Show, Cabin Fever Art Show & Exhibit, Art in the Park; Worked with the Chetwynd Public Library with Exploring Art – Children’s Art Gala; Hosted a workshop with Mila Landsdowne – silk scarves
- Support other community groups with a similar mandate, providing our community with Arts & Culture
- Goal is to repeat projects and to keep growing them
- Thanked the District of Chetwynd for the partnership to allow the Arts Council to occupy the Visitor Centre building at 5400 North Access Road again during the shoulder season (November – March)
- Fall Gala & Art Exhibit is November 10, 2017 at 6:00pm
- Requested a \$4,000 grant from the District of Chetwynd to match the funding they hope to receive from the BC Arts Council

Council thanked Ms. Nelson and Ms. Nelson for the presentation.

D-3
Randy Rusjan,
Director of
Parks and
Recreation

Randy Rusjan, Director of Parks & Recreation , provided Council with a brief presentation as outlined below:

- Pro-active planning for the arena upgrade began approximately two years ago knowing that the chiller and condenser were nearing the end of their life cycle, and identifying the need to replace them, as well as the arena floor. The replacements were placed on the Rec Centre’s long term capital planning for consideration by the Civic Properties Commission, and approval by the PRRD

- Typical life cycle of a shell and tube chiller is approximately 20 years (ours was replaced at 17 years)
- Ammonia refrigeration systems are highly regulated by government authorities and must comply fully with all codes and regulations
- The new refrigeration plant by design uses a plate and frame chiller; Because the plate and frame chiller is made of titanium there is zero corrosion between the plates that separate the arena brine and the ammonia, therefore increasing the life cycle of the chiller
- It is important to know that at the end of each season certified refrigeration companies/mechanics are brought in to conduct prescribed maintenance on the equipment
- This refrigeration plant is equipped with all of the required safety features for safe operation and is fully monitored with auto detection and reporting systems
- Refrigeration plant monitoring can also be done remotely at any location via lap top and cell phone, therefore we have the ability to know how the refrigeration plant is operating at any given time

Council thanked Mr. Rusjan for his presentation.

Mayor Nichols left the meeting at 5:06 p.m. and Councillor Bassendowski assumed the chair.

Mayor Nichols returned to the meeting at 5:08 p.m. and resumed the chair.

5. Bylaws

B-1
***Bylaw No.
1060, 2017

MOVED by Coun. Galbraith, SECONDED by Coun. Deck

THAT Bylaw No. 1060, 2017 cited as the “District of Chetwynd Zoning Amendment Bylaw No. 1060, 2017 (Airport Road)” be adopted.

CARRIED***

6. Council Committee and Liaison Reports

CR-1
Regional
District Report

Mayor Nichols submitted the following written Peace River Regional District (PRRD) report dated November 6, 2017:

“The following recommendations were endorsed at the Peace River Regional District meeting on October 26, 2017:

That the Regional District Board respond to the Province of BC consultation on Cannabis Legalization and Regulation in British Columbia recommending that the Province

1. Implement a minimum age of nineteen to buy, grow, and publicly possess non-medical cannabis for the Province of BC.
2. Establish a provincial limit of 15 grams for public possession of non-medical cannabis for adults over the legal age determined by the Province; and establish a zero tolerance limit for public possession of non-medical cannabis for youth under the legal age, as determined by the Province.
3. Extend the restrictions currently imposed on smoking in public places in BC to smoking marijuana and increase the buffer zone of 3.5 m to 8 m for marijuana smoking; further, that the Province also extend the prohibition on public (smoking) to parks and any other place where children are invited and usually present.
4. Ask that the Province, in cooperation with RCMP, set a zero tolerance limit on driving while under the influence of cannabis for all drivers, until such time as medical expertise can identify a 'safe' level of THC in the blood up to which a driver is not considered impaired, and/or technical advances have been made that allow for accurate testing of THC levels.
5. Prohibit personal cultivation of non-medical cannabis.
6. Establish a Government of British Columbia distribution model, whereby only the Province of BC would be permitted to warehouse and distribute non-medical cannabis for retail sale in approved retail locations.
7. Implement, as part of the provincial distribution system, quality control measures and product labelling regulations to protect buyers from impure products and widely varying potencies of the products they purchase.
8. Establish a public retail system whereby non-medical cannabis could only be made available for retail sale in BC Government locations, and that recognized pharmacies be the only type of retail outlet approved by the Province for retail sales of non-medical cannabis.
9. Work with all other provincial governments to determine if a unified legal age for non-medical cannabis could be chosen.
10. Work with all other provincial governments to unify, to the extent possible, taxation regimes and other regulations that would benefit from universal application.

11. Consider the social impacts of non-medical cannabis legalization and provide adequate support and funding for provincial programs and to municipalities left to deal with social issues that may be impacted by the legalization of cannabis.”

MOVED by Mayor Nichols, SECONDED by Coun. Pfanner

THAT Mayor Nichols’ written Peace River Regional District Report dated November 6, 2017, be received.

CARRIED

CR-2
Councillor
Reports

Coun. Pfanner reported that the Chetwynd Community Health Plan Survey is now on the District of Chetwynd website. Individuals can fill out the survey online or print it, fill it out and drop it off at the following locations: District of Chetwynd office, Chetwynd Rec. Centre, Chetwynd Hospital, Primary Care Clinic or the Chetwynd Public Library.

MOVED by Coun. Pfanner, SECONDED by Coun. Galbraith

THAT Coun. Pfanner’s verbal report, be received.

CARRIED

CR-3
Mayor’s Report

Mayor Nichols submitted the following written Mayor’s Report dated November 6, 2017:

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

- October 19: Attended Chamber luncheon.
- October 23: Recycle Committee meeting.
- October 25: South Peace Economic Development Committee by teleconference.
- October 26: Peace River Regional District Board meeting in Dawson Creek.
- October 30: Airport Opening.
- October 30: Veterans Week Proclamation.
- October 30: Met with Conuma Coal and Hi-Sky.
- October 31: Special Council Meeting.
- November 1: Attended Chamber presentation on changes to Federal tax legislation.
- November 2: Arena Opening.
- November 2: Pine River Hasler Management Committee meeting.
- November 4: Fire Fighters Ball.”

MOVED by Mayor Nichols, SECONDED by Coun. Galbraith

THAT Mayor Nichols' written Mayor's Report dated November 6, 2017 be received.

CARRIED

7. Discussion Items

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

***COFI 2018

Convention

THAT the email from Council of Forest Industries (COFI) dated October 18, 2017 re: COFI 2018 Convention – Prince George, BC – Save the Date, be received; and

THAT Council authorize the Mayor or Alternate to attend the Council of Forest Industries Convention in Prince George, BC April 4-6, 2018.

CARRIED***

DI-2

***Chetwynd

Chamber of
Commerce re:

Request for

Support for

NDIT

Marketing Grant

MOVED by Coun. Bassendowski, SECONDED by Coun. Brownlee

THAT the email from Chetwynd Chamber of Commerce dated October 25, 2017 re: Request for Support for NDIT Marketing Grant, be received; and

THAT Council authorize a letter be sent to the Chetwynd Chamber of Commerce in support of its application to Northern Development Initiative Trust for a Marketing Initiative grant.

CARRIED***

DI-3

***Aboriginal

Consultation

Workshop

(January 24,

2018)

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

THAT the email from Mawandonan Consulting dated October 30, 2017 re: Aboriginal Consultation Workshop – Fort St. John (January 24, 2018) Open-session Workshop, be received; and

THAT Council authorize the Mayor and/or designate to attend the Aboriginal Consultation Workshop in Fort St. John, BC on January 24, 2018.

CARRIED***

DI-4 MOVED by Coun. Pfanner, SECONDED by Coun. Deck
*** Negotiating
a Consultation THAT the email from Mawandonan Consulting dated October 30, 2017 re:
Agreement Negotiating a Consultation Agreement – Fort St. John (January 25, 2018)
Workshop Open-session Workshop, be received; and
(January 25,
2018) THAT Council authorize the Mayor and/or designate to attend the
Negotiating a Consultation Agreement Workshop in Fort St. John, BC on
January 25, 2018.

CARRIED***

8. Correspondence

C-1 MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee
NCLGA –
Resolution THAT the letter from North Central Local Government Association (NCLGA)
Deadline dated October 10, 2017 re: Resolutions Deadline, be received for information;
and

C-2 THAT the letter from North Central Local Government Association (NCLGA)
NCLGA Board dated October 16, 2017 re: NCLGA Board Report, be received for
Report information; and

C-3 THAT the Compass dated October 4, 2017, be received for information; and
UBCM – The
Compass
0230.30.02

C-4 THAT the Compass dated October 11, 2017, be received for information; and
UBCM – The
Compass
0230.30.02

C-5 THAT the Compass dated October 18, 2017, be received for information; and
UBCM – The
Compass
0230.30.02

C-6 THAT the email from Federation of Canadian Municipalities dated October 5,
FCM Survey 2017 re: Survey: Share Your Success in Reducing GHG Emissions, be
received for information; and

C-7 THAT the email from Village of Pouce Coupe dated November 2, 2017 re: 6th
Village of Annual Truck Light Parade and Food Drive – Friday, November 24th, be
Pouce Coupe – received for information.
Parade and
Food Drive CARRIED

9. Information Items

II-1 MOVED by Coun. Galbraith, 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. Galbraith, SECONDED by Coun. Brownlee
***2017
Contribution THAT the report dated October 17, 2017 re: 2017 Contribution Summary –
Summary – Donation Box at the Sani Dump Station prepared by Administration, be
Donation Box received; and
at the Sani THAT Council authorize Administration to distribute \$916.35, which is the
Dump Station total of contributions collected from the Donation Box at the Sani Dump
Station in 2017, as follows:

- \$305.45 – Shriners’ Club and
- \$610.90 – Little Prairie Heritage Museum

CARRIED***

RA-2 MOVED by Coun. Deck, SECONDED by Coun. Brownlee
***Feasibility
of Solar Power THAT the report dated October 19, 2017 re: Feasibility of Solar Power Project
Project – – Chetwynd Facilities prepared by Administration, be received for information.
Chetwynd
Facilities CARRIED***

RA-3 MOVED by Coun. Pfanner, SECONDED by Coun. Weisgerber
***Alaska
Highway THAT the report dated October 23, 2017 re: Alaska Highway Community
Community Society Request for Representative prepared by Administration, be received for
Society information.
Request for
Representative CARRIED***

RA-4 MOVED by Coun. Bassendowski, SECONDED by Coun. Brownlee

Ratification of THAT the report dated October 24, 2017 re: Ratification of Recycling and
Recycling and Solid Waste Committee Recommendations prepared by Administration, be
Solid Waste received; and
Committee
Recommend-
ations

THAT the blue bag curbside recycling pickup pilot project in the Crown Subdivision be continued for a further four months and the pilot project be expanded to include the Rodeo Subdivision on the same terms, beginning in November, 2017; and

THAT Administration be directed to investigate the feasibility of implement a community composting programs.

CARRIED***

RA-5
***Awarding
the Water
Treatment
Plant
Replacement
Contract

MOVED by Coun. Pfanner, SECONDED by Coun. Bassendowski

THAT the report dated November 3, 2017 re: Awarding the Water Treatment Plant Replacement Contract prepared by the Engineering and Public Works Department, be received; and

THAT Council awards the Water Treatment Plant Replacement Project to Bear Mountain Construction Ltd. at the bid price of \$1,304,200.00 plus GST.

CARRIED***

RA-6
***47 Avenue
NE Water, 46
and 47 Street
NW Sewer
Budget
Transfer

MOVED by Coun. Bassendowski, SECONDED by Coun. Weisgerber

THAT the report dated November 6, 2017 re: 47 Avenue NE Water, 46 and 47 Street NW Sewer Budget Transfer prepared by the Engineering and Public Works Department, be received; and

THAT Council approve the reallocation of \$40,000.00 from the 2018 budget to the 2017 budget to commence the survey and planning work.

CARRIED***

11. Reports for Information

RI-1
Building
Permit Values

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

THAT the report dated November 1, 2017 re: Building Permit Values, be received for information.

CARRIED

12. New Business

Nil

13. Public Question Period

Nil

14. Adjournment MOVED by Coun. Bassendowski, SECONDED by Coun. Deck

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:37 p.m.



Carol Newsom
Corporate Officer



Merlin Nichols
Mayor

Certified a true and correct copy of the
Minutes of the Regular Council Meeting
held on November 6, 2017 in the Council
Chambers.



Carol Newsom
Corporate Officer