

DISTRICT OF CHETWYND

Minutes of the Regular Council Meeting

Date: October 19, 2015
Time: 4:30 p.m.
Location: Cottonwood Hall, Chetwynd & District Recreation Centre

Present: Mayor Nichols
Coun. Bassendowski
Coun. Brownlee
Coun. Deck
Coun. Galbraith
Coun. Pfanner
Coun. Weisgerber
D. Fleming, Chief Administrative Officer
C. Newsom, Director of Corporate Administration
K. Franson, Director of Financial Administration
P. Gordon, Director of Engineering & Public Works
R. Rusjan, Director of Parks & Recreation
D. Ennis, Deputy Director of Corporate Administration
(Recording Secretary)

Absent: Nil

Press: Tona Aboaba, Peace FM
Marlon Gomez, CHET TV
Naomi Larsen, Chetwynd Echo

Public: Don Hicks, Little Prairie Community Forest [Item D-1]
Talese Shilleto, Spectra Energy [Item D-2]
Glenn Auger, Spectra Energy [Item D-2]
Carmen Westgate, Chetwynd Chamber of Commerce
Tonia Richter, Chetwynd Chamber of Commerce
Chris Richter

- 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. Brownlee, SECONDED by Coun. Galbraith

THAT the Regular Council Meeting Agenda for October 19, 2015 be amended to include the addition of Item D-1 Don Hicks, Little Prairie Community Forest and that Item D-1 Talese Shilleto, Spectra Energy re: Jackfish Lake Expansion Project be moved to Item D-2, 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. Brownlee

THAT the minutes of the Regular Council Meeting held on September 8, 2015 be adopted as circulated.

CARRIED

M-2
Minutes of the
Regular
Council
Meeting

MOVED by Coun. Bassendowski, SECONDED by Coun. Deck

THAT the minutes of the Regular Council Meeting held on October 5, 2015 be adopted as circulated.

CARRIED

4. Delegations and/or Presentations

D-1
Don Hicks,
Little Prairie
Community
Forest

Don Hicks, Little Prairie Community Forest presented Mayor Nichols with a cheque for \$100,000.00 which represents the District of Chetwynd's first dividend cheque from the Little Prairie Community Forest.

Council thanked Mr. Hicks for the presentation.

D-2
Talese
Shilleto,

Talese Shilleto, Spectra Energy provided Council with a brief presentation as outlined below:

Spectra Energy
re: Jackfish
Lake
Expansion
Project
6850.50.09

Jackfish Lake Expansion Project:

- The Jackfish Lake Expansion Project is an expansion to the natural gas transmission system and consists of; adding two 36 inch pipeline loops, adding a new compressor unit to Compressor Station 1 and modifications to Compressor Station 1 and Compressor Station 2
- Loop 1 is 12.5 kms; Loop 2 is 24.5 kms
- Work is planned for 2016; targeted in-service scheduled for early 2017
- No work camps; workers will use Chetwynd-area hotels and motels

High Pine Expansion Project:

- The High Pine Expansion Project is an expansion to the natural gas transmission system and consists of; adding two 42 inch pipeline loops, adding a new compressor unit to the Sunset Creek Compressor Station and modifications to existing compressor stations
- Upstream loop is 9 kms; downstream loop is 29 kms
- Work is planned for 2016; targeted in-service scheduled for the end of 2016
- During the proposed construction of the upstream loop (May – Aug 2016) the workers will use an existing work camp in the area; during the proposed construction of the downstream loop (July – Oct 2016) the workers will use Chetwynd area hotels and motels for accommodation

Wyndwood Pipeline Expansion Project:

- The Wyndwood Pipeline Expansion Project is an expansion to the system and consists of; adding one 36 inch pipeline loop and modifications to an existing compressor station
- The loop will be 27 kms in length
- Finalizing project scope; tentative in-service late 2017
- Any questions or concerns should be directed to Glenn Auger or Talese Shilleto

Council thanked Talese Shilleto and Glenn Auger for the presentation.

5. Bylaws

B-1

***Bylaw No.

1029, 2015

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

THAT Bylaw No. 1029, 2015 cited as the “District of Chetwynd Tax Exemption Bylaw No. 1029, 2015” be ADOPTED.

CARRIED***

6. Council Committee and Liaison Reports

CR-2

Community
Improvements
Committee
Report

Councillor Galbraith reported the following:

- The Royal Canadian Legion is compiling costs of veterans banners; this project is ongoing
- The fence around Don Titus park will not be removed right away; the Committee is exploring the feasibility of creating a dog park in this area
- The beavers are rebuilding dams in the trails

MOVED by Coun. Galbraith, SECONDED by Coun. Weisgerber

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

CARRIED

MOVED by Coun. Pfanner, SECONDED by Coun. Deck

THAT Council direct Administration to research and provide options for beaver control at a future Council meeting.

CARRIED

CR-6
Water &
Sewer Task
Group Report

Councillor Weisgerber reported that the Water & Sewer Task Group met last week and that the Director of Engineering & Public Works advised that Sewer Treatment Plant construction upgrade tenders will be going out nationally and locally in January 2016.

MOVED by Coun. Weisgerber, SECONDED by Coun. Pfanner

THAT Coun. Weisgerber'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 October 19, 2015:

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

- October 5: Community Improvements Committee.
- October 6: Council meeting with Chamber of Commerce Executive.
- October 6: Union of British Columbia Municipalities debriefing with Council.
- October 7: Peace River Regional District (PRRD) at Tumbler Ridge.
- October 7: Supper with the Doctors.
- October 19: Meeting with PRRD re Sewer revitalization.
- October 19: Little Prairie Community Forest Board."

MOVED by Mayor Nichols, SECONDED by Coun. Pfanner

THAT Mayor Nichols' written Mayor's Report dated October 19, 2015, be received.

CARRIED

7. Correspondence – Discussion

CD-1
***Chetwynd

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

Chamber of
Commerce re:
NDIT

THAT the letter from Chetwynd Chamber of Commerce dated October 5, 2015 re: Northern Development Initiative Trust's Fabulous Festivals and Events Grant, be received; and

Fabulous
Festivals and
Events Grant
0230.50.12

THAT Council support the Chamber of Commerce in its application for the Northern Development Initiative Trust's Fabulous Festivals and Events grant.

CARRIED***

CD-2
***Chetwynd
Chamber of
Commerce re:
Love
Chetwynd
Program
0230.50.12

MOVED by Coun. Galbraith, SECONDED by Coun. Bassendowski

THAT the letter from Chetwynd Chamber of Commerce dated October 5, 2015 re: Love Chetwynd Program, be received; and

THAT Council authorize a partnership to be formed between the District of Chetwynd and the Chamber of Commerce for the Love Chetwynd Program, and that the Chamber of Commerce be appointed as community champion for this initiative.

CARRIED***

CD-3
***Chetwynd
Chamber of
Commerce re:
Councillor
Liaison
0230.50.12

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT the letter from Chetwynd Chamber of Commerce dated October 7, 2015 re: Councillor Liaison, be received; and

THAT the Mayor appoint a Councillor to be a liaison on the Chamber of Commerce Board of Executives.

CARRIED***

8. Correspondence – Information

CI-1
UBCM – The
Compass
0230.30.02

MOVED by Coun. Weisgerber, SECONDED by Coun. Galbraith

THAT the Compass dated September 30, 2015, be received for information; and

CI-2
UBCM – The
Compass
0230.30.02

THAT the Compass dated October 7, 2015, be received for information; and

CI-3
FCM – PCP
News
0230.20.02

THAT the email from Federation of Canadian Municipalities (FCM) dated October 9, 2015 re: PCP News – October 2015, be received for information; and

CI-4
CFIB – Small
Business
Saturday
0230.20.01

THAT the email from Canadian Federation of Independent Business dated September 30, 2015 re: Help Support Small Business Saturday this October 24, be received for information.

CARRIED

9. Correspondence – Information Items

Information Items I-1 – I-5 0550.02
MOVED by Coun. Pfanner, SECONDED by Coun. Deck
THAT Information Items I-1 - I-5 be received for information.
CARRIED

10. Reports – Discussion

RD-1
***Grants-In-Aid Requests – Chetwynd Public Library
1850.20.01
Coun. Galbraith declared a perceived conflict of interest with regard to her Council appointment to the Chetwynd Public Library Board and left the meeting at 5:06 pm.
MOVED by Coun. Brownlee, SECONDED by Coun. Weisgerber

THAT the report dated October 8, 2015 re: Grants-In-Aid Requests – Chetwynd Public Library prepared by the Finance Department, be received; and

THAT the District of Chetwynd provide a Grant in Aid to the Chetwynd Public Library in the amount of \$2,000 for the Young@Heart55+ Seniors Christmas Dinner, as requested.

CARRIED ***

Coun. Galbraith returned to the meeting at 5:07 p.m.

RD-2

MOVED by Coun. Weisgerber, SECONDED by Coun. Bassendowski

Development Permit No. 03-2015 – Visitor Centre
THAT the report dated October 8, 2015 re: Development Permit No. 03-2015 – Visitor Centre prepared by Administration, be received; and

THAT Council approve issuance of Development Permit No. 03-2015 to the District of Chetwynd for the renovation of the Visitor Centre located at 5400 North Access Road.

CARRIED***

RD-3

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

Community Improvement Winter Lights – Adopt a Boulevard Sign Program 6750.20.20
THAT the report dated October 13, 2015 re: Community Improvements Committee’s (CIC) Winter Lights – Adopt a Boulevard Sign Program prepared by the Economic Development Department, be received; and

THAT Council approve the recommendations from the CIC to cancel the Adopt a Boulevard Sign Program, and authorize Administration to contact participants of the program to notify them of the cancellation of the program.

CARRIED***

RD-4
***Canadian
MOVED by Coun. Bassendowski, SECONDED by Coun. Brownlee

Forest Products Ltd. -- Development Permit 04-2015
THAT the report dated October 15, 2015 re: Canadian Forest Products Ltd. -- Development Permit 04-2015 prepared by Administration, be received; and

THAT Council approve issuance of Development Permit No. 04-2015 to Canadian Forest Products Ltd. for the construction of a new weigh scale and access from Nicholson Road, together with an alteration to the entrance from Highway 29 North on Nicholson Road to the project on Lot 1, District Lots 1903 and 1904, Peace River District, Plan 30164 Except Plan PGP42638, as outlined on Attachments “A” – “C” to the report dated October 15, 2015.

CARRIED***

11. Reports – Information

RI-1
Accounts Payable Cheque List 1630.01
MOVED by Coun. Weisgerber, SECONDED by Coun. Bassendowski

THAT the report dated October 6, 2015 re: September Accounts Payable Cheque List prepared by the Finance Department, be received; and

THAT the cheque register for the month of September 2015 totaling \$634,964.32 be received.

CARRIED

12. New Business

Nil

13. Question/Answer Period

Carmen Westgate referenced Item CD-2 and questioned why the full \$25,000 one-time transitional grant has not been released to the Chamber of Commerce. Administration responded that half of the amount was released to the Chamber and that the other half would be released once the Love Chetwynd program was launched. Ms. Westgate advised that the website is launched (www.lovechetwynd.com) and that 32 businesses have joined the program. Council referred the request to Administration to process.

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

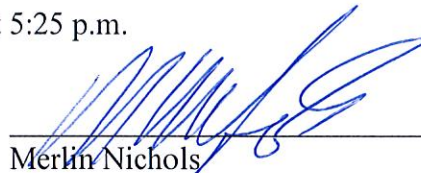
THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:25 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 October 19, 2015 in the Cottonwood Hall, Chetwynd & District Recreation Centre.



Carol Newsom
Director of Corporate Administration