

## DISTRICT OF CHETWYND

### *Minutes of the Special Regular Council Meeting*

**Date:** January 10, 2018  
**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  
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. Galbraith, SECONDED by Coun. Brownlee  
THAT the Special Regular Council Meeting Agenda for January 10, 2018 be adopted as circulated.  
  
CARRIED
3. **Minutes**  
M-1 Minutes of the Regular Council Meeting  
MOVED by Coun. Pfanner, SECONDED by Coun. Deck  
THAT the minutes of the Regular Council Meeting held on December 11, 2017 be adopted as circulated.  
  
CARRIED
4. **Delegations & Presentations**  
Nil
5. **Bylaws**  
Nil
6. **Council Committee and Liaison Reports**  
Nil

**7. Discussion Items**

DI-1                    MOVED by Coun. Pfanner, SECONDED by Coun. Weisgerber  
\*\*\*School  
District No. 59        THAT the email from School District No. 59 dated January 2, 2018 re:  
re: Electoral            Amalgamating Electoral Areas IV and V, be received; and  
Areas IV and  
V  
0400.90.05            THAT Council advise School District No. 59 that it has no objection to  
amalgamating Electoral Areas IV and V.

CARRIED\*\*\*

DI-2                    MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee  
\*\*\*PRRD re:  
Chetwynd              THAT the letter from Peace River Regional District dated January 3, 2018 re:  
Library                Funding for Phase 2 of the Chetwynd Library Feasibility Study, be received;  
Feasibility            and  
Study  
7960.02                THAT Council authorize payment to PRRD of \$112,500 for the Chetwynd  
Public Library Feasibility Study, should the referendum for a new library fail.

DEFEATED

DI-3                    MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee  
\*\*\*PRRD re:  
Workshop for         THAT the email from Peace River Regional District dated December 19, 2017  
Cannabis              re: SAVE THE DATE – Workshop for Cannabis Related Businesses, be  
Related                received; and  
Businesses  
0390.20.01            THAT all of Council be authorized to attend the Workshop for Cannabis  
Related Businesses in Fort St. John, BC on January 26, 2018.

CARRIED

DI-4                    MOVED by Coun. Brownlee, SECONDED by Coun. Pfanner  
\*\*\*UNBC re:  
Northern                THAT the email from University of Northern British Columbia dated  
Medical                December 18, 2017 re: Northern Medical Programs Trust, be received; and  
Programs  
Trust                    THAT the Mayor be authorized to sign the agreement letter with the University  
0400.90.04            of Northern British Columbia (UNBC) regarding the Northern Medical  
Programs Trust; and

THAT the Mayor be authorized to meet with UNBC re: Nursing Program.

CARRIED\*\*\*

**8. Correspondence**

C-1                    MOVED by Coun. Bassendowski, SECONDED by Coun. Galbraith  
Coun.  
Bassendowski      THAT the email from Councillor Bassendowski dated December 4, 2017 re:  
- Northern          Northern Lights College, be received; and  
Lights College  
0400.90.02          THAT Administration be instructed to set up a meeting with Northern Lights  
College to discuss options for additional training opportunities.

CARRIED

C-2                    MOVED by Coun. Deck, SECONDED by Coun. Galbraith  
District of  
Taylor –              THAT the letter from District of Taylor dated October 25, 2017 re: Alaska  
Alaska                  Highway Upgrades, Peace River Bridge and Consideration of Four Lanes  
Highway                through Taylor, BC, be received for information; and  
Upgrades  
0400.60.05

C-3                    THAT the Compass dated December 6, 2017, be received for information; and  
UBCM – The  
Compass  
0230.30.02

C-4                    THAT the Compass dated December 13, 2017, be received for information;  
UBCM – The          and  
Compass  
0230.30.02

C-5                    THAT the Compass dated December 20, 2017, be received for information;  
UBCM – The          and  
Compass  
0230.30.02

C-6                    THAT the email from Federation of Canadian Municipalities dated December  
FCM –                  21, 2017 re: Changes to Call for Applications for Climate Change Grants, be  
Climate                received for information.  
Change Grants  
0230.20.02          CARRIED

**9. Information Items**

II-1                    MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith  
Information  
Items                    THAT Information Items I-1 – I-4 be received for information.  
I-1 – I-4  
0550.02                CARRIED

**10. Reports for Action**

RA-1                    MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith  
\*\*\*2018

Election                THAT the report dated January 3, 2018 re: 2018 Election Official  
Official                Appointments prepared by Administration, be received; and  
Appointments

THAT pursuant to Section 58(1) and (2) of the *Local Government Act* Deanne Ennis be appointed Chief Election Officer for conducting the 2018 general local election and assent voting with power to appoint other election officials as required for the administration and conduct of the 2018 general election and assent voting;

AND THAT Lenora Wilfur be appointed Deputy Chief Election Officer for the 2018 general local election.

CARRIED

RA-2                    MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee  
\*\*\*Chetwynd

Fire                    THAT the report dated January 4, 2018 re: Chetwynd Fire Department – Full  
Department –        Service prepared by Administration, be received; and  
Full Service

THAT Council authorize District of Chetwynd administrative support to assist the Chetwynd Fire Department with record keeping as required by the British Columbia Structure Firefighter Competency and Training Playbook (Playbook); and

THAT Council support the Chetwynd Fire Department to work toward being a full-service fire department.

CARRIED\*\*\*

RA-3                    MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee  
\*\*\*Unsafe

Structure –            THAT the report dated January 3, 2018 re: Unsafe Structure – 5024 49<sup>th</sup> Ave  
5024 49<sup>th</sup> Ave        (Abandoned House) prepared by Administration, be received; and  
(Abandoned  
House)

THAT Council hereby give notice of its intention to consider the following resolution at its February 5, 2018 Regular Council Meeting; and further,

THAT the Owner, Estate or Trustee of PID 012-831-255, Lot 7 Block C District Lot 398 Peace River District Plan (5024 49<sup>th</sup> Avenue), Chetwynd BC be notified of Council's intention to consider the following resolution at the February 5, 2018 Regular Council Meeting.

Motion (Continued)

WHEREAS Division 12 of Part 3 of the *Community Charter* authorizes the municipal Council of the District of Chetwynd (the “**District**”) to impose a remedial action requirement on the owner of land and the occupier of a building or structure on the land, including a requirement to remove or demolish a structure or part thereof, where Council considers that the structure is in or creates an unsafe condition or contravenes building regulations or is so dilapidated as to be offensive to the community;

AND WHEREAS George Karl Schilling, deceased, is the registered owner of the land and premises located at 5024 49<sup>th</sup> Avenue, Chetwynd, British Columbia and legally described as PID 012-831-255, Lot 7 Block C District Lot 398 Peace River District Plan 9830 (the “**Property**”);

AND WHEREAS the Property is presently managed by the Public Guardian and Trustee of British Columbia;

AND WHEREAS the District is in receipt of a report prepared by the District’s Building Official regarding the structures on the Property, with respect to an inspection of the Property conducted on December 14, 2017 (the “**Report**”);

AND WHEREAS the Report discloses numerous contraventions of the *Building Code* and *Building Bylaw No. 973, 2012*, (collectively, the “**Building Regulations**”);

AND WHEREAS the owners and occupiers of the Property have, among other infractions, not maintained the Property and allowed the structures on the Property (the “**Structures**”) to deteriorate to the extent that the Structures are so dilapidated as to be offensive to the community and create an unsafe condition and contravene the Building Regulations;

AND WHEREAS the District has previously advised the owners and occupiers of the Property in writing that the structures are in contravention of the Building Regulations and has requested compliance;

AND WHEREAS copies of the orders issued by the Building Official were personally delivered to the occupiers and posted on the Structures and the owners were given notice of the orders and an explanation for them;

NOW THEREFORE the Council of the District resolves as follows:

1. THAT Council receive the Report for information;

Motion (Continued)

2. THAT Council considers that the Structures are so dilapidated as to be offensive to the community and create an unsafe condition within the meaning of s. 73(2)(a) of the *Community Charter* and contravene the Building Regulations;
3. THAT Council hereby requires pursuant to its remedial action powers under Part 3, Division 12 of the *Community Charter*, that the owners and occupiers of the Property:
  - a. remove or demolish the Structures in compliance with all applicable bylaws and enactments respecting safety; or
  - b. bring the Structures up to a standard specified by the Building Regulations in compliance with all applicable bylaws and enactments;

within 60 days after notice of this remedial action requirement has been given by the District to the owners and occupiers of the Property under s. 77 of the *Community Charter*;

4. THAT the District shall provide notice of this remedial action requirement to the persons entitled to notice under s. 77 of the *Community Charter*, including a copy of this resolution;
5. THAT the District shall notify the persons entitled to notice under s. 77(1) of the *Community Charter* that they may request that Council reconsider the remedial action requirement pursuant to s. 78 of the *Community Charter*, by providing the District written notice within 14 days of the date on which notice under s. 77 of the *Community Charter* was given; and
6. THAT if any or all of the actions in paragraph 3 of this remedial action requirement are not completed by the date set out above, the District may undertake any or all of the actions required by this remedial action requirement at the expense of the owners, as authorized by s. 17 of the *Community Charter*.

CARRIED\*\*\*

**11. Reports for Information**

- |   |   |
|---|---|
| RI-1<br>Building<br>Permit Values<br>0640.20.03 | MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee<br><br>THAT the report dated January 4, 2018 re: Building Permit Values prepared by the Engineering & Public Works Department, be received for information. |
|---|---|

CARRIED

**12. New Business**

Nil

**13. Public Question Period**

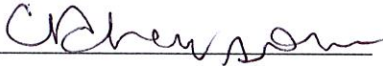
Nil

**14. Adjournment** MOVED by Coun. Deck, SECONDED by Coun. Galbraith

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:00 p.m.

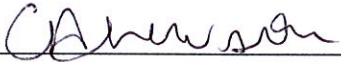


\_\_\_\_\_  
Carol Newsom  
Corporate Officer



\_\_\_\_\_  
Merlin Nichols  
Mayor

Certified a true and correct copy of the Minutes of the Special Regular Council Meeting held on January 10, 2018 in the Council Chambers.



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Carol Newsom  
Corporate Officer