

## DISTRICT OF CHETWYND

### *Minutes of the Regular Council Meeting*

**Date:** April 16, 2018  
**Time:** 4:30 p.m.  
**Location:** Council Chambers

**Present:** Mayor Nichols  
Coun. Bassendowski  
Coun. Brownlee  
Coun. Deck  
Coun. Galbraith  
Coun. Pfanner  
C. Newsom, Chief Administrative Officer  
K. Franson, Director of Financial Administration  
E. McAvany, Economic Development Officer  
D. Ennis, Deputy Director of Corporate Administration  
(Recording Secretary)

**Absent:** Coun. Weisgerber

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 Regular Council Meeting Agenda for April 16, 2018 be amended to include the addition of item CR-1 Peace Regional District Report, and that the agenda be adopted as amended.  
  
CARRIED
3. **Minutes**  
M-1 Minutes of the Regular Council Meeting  
MOVED by Coun. Brownlee, SECONDED by Coun. Pfanner  
THAT the minutes of the Regular Council Meeting held on April 3, 2018 be adopted as circulated.  
  
CARRIED
4. **Delegations & Presentations**  
D-1 Naomi Larsen, Chetwynd Chamber of Commerce re: Quarterly Report 0230.50.12  
Naomi Larsen, Chetwynd Chamber of Commerce provided Council with a brief presentation as outlined below:
  - Trade Show – sold out event; 1688 people through the door not including children under 5
  - Membership 2017 - 135 members. Averaging one new member each month

- Business Directory - 2018 business directory is available around town and is free of charge; 2000 directories were printed
- Chamber Luncheons - Chamber of Commerce is continuing to host business luncheons with the exception of July and August. April's Power Lunch speakers are the Mayors of the NEBC Mayor's Coalition. Also hosting Networking at Night which is similar to a luncheon but is hosted at night
- New initiative called Business Blenders (also known as Business after 5)
- The Chetwynd Chamber of Commerce won an award for Best Community Engagement and have been nominated for the BC Chamber of the Year award
- Advocacy – In partnership with the Mission Chamber of Commerce and many other Chambers around BC, organized a postcard mail-out for the businesses in a form letter format to send to MP Bob Zimmer expressing concerns regarding the federal governments proposed tax changes currently being discussed
- Business Excellence Awards 2018 is set for October 20 at the Pomeroy Inn

MOVED by Coun. Bassendowski, SECONDED by Coun. Pfanner

THAT Ms. Larsen be authorized to continue on with her delegation to council past the 10 minutes allowed for delegations.

CARRIED

- Shop Local – The Chamber of Commerce in partnership with the District of Chetwynd and the Visitor Centre are hosting a Shop Local program throughout the summer in celebration of the District's 56<sup>th</sup> Anniversary
- Job Fairs – The Chamber of Commerce hosted two Job Fairs in partnership with Work BC and Northern Lights College; hosting a third one on May 16<sup>th</sup>
- Financials – The Chetwynd Chamber of Commerce is in the black financially for the first time in many years
- Mingle & Jingle Xmas Party – The 2017 event was a huge success and hoping to do it again this year
- Love Chetwynd – Still have 35 live websites and four more are in the works
- Societies Workshop – Hosted a series of Societies Workshops throughout 2017 and 2018
- Grand Openings – Co-hosted three grand opening events
- Turkey Roundup – Raised more than \$3,000 to buy turkeys
- Library Partnership Bursting with Brilliance Conference – One day entrepreneurial/empowerment conference held March 10

- The North Goes to Capital – Seven Northern Chambers met in Victoria with six different ministers at the Victoria Legislature to talk about issues important to the North
- 2018 Coal Forum – Looking forward to assisting with this year’s Coal Forum taking place in September

Council thanked Naomi Larsen for the presentation.

D-2  
Marcie Fofonoff  
and Linda  
Garland,  
Chetwynd  
Social Planning  
Society, The  
Sukunka Group  
and The  
Chetwynd  
Outdoors  
Society  
0230.50.31

Linda Garland, Chetwynd Social Planning Society provided Council with a brief presentation as outlined below:

- The 100 people initiative had 61 people contribute at \$100 each for a total of \$6,100.00
- Received applications from Circus North, Rodeo Grounds, Chetwynd Outdoor Society, Wellness Weekend and Food Security
- Requested that Council ratify Chetwynd Outdoor Society as the recipient of the \$6,100.00 100 People Fund
- Thank you to the District of Chetwynd for the support

Council thanked Linda Garland for the presentation.

D-3  
Ron Millsap

Ron Millsap addressed Council with the following concerns and questions:

- Why are we always having tax rate increases?
- Why did Canfor get a tax break of \$350,000.00?
- Take a look at spending habits and ask, “Is it necessary?” “How will it benefit?”
- Spent \$35,000.00 on a gazebo that could have been built for \$3,500.00
- Why aren’t we paying down our debts first?
- The Economic Development Department needs to be eliminated, we don’t feel we are getting anything from that department
- Is it true that the tax payers of Chetwynd pay the Peace River Regional District \$40,000.00 per year?
- Why hasn’t the District of Chetwynd published a “Sunshine List” for 2018, 2017 or 2016?
- How many District employees have company credit cards?

Council thanked Ron Millsap for the presentation.

Council responded through the Chair that tax increases are required to fund the infrastructure underground that no one sees but is nevertheless vital to the community.

The Chief Administrative Officer advised through the Chair that the District of Chetwynd publishes a Statement of Financial Information, referred to as a “sunshine list” by Mr. Millsap before June 30<sup>th</sup> each year as it is required to do so legislatively. The CAO further responded that several District employees do use corporate credit cards for work-related purchases.

## 5. Bylaws

B-1  
\*\*\*Bylaw No.  
1069, 2018

MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee

THAT Bylaw No. 1069, 2018 cited as the “District of Chetwynd Financial Plan 2018 – 2022 Bylaw No. 1069, 2018” be adopted.

Opposed: Councillors Deck and Pfanner

CARRIED\*\*\*

B-2  
\*\*\*Bylaw No.  
1070, 2018

MOVED by Coun. , SECONDED by Coun.

THAT Bylaw No. 1070, 2018 cited as the “District of Chetwynd 2018 Tax Rates Bylaw No. 1070, 2018” be adopted.

Opposed: Councillors Deck and Pfanner

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 April 12, 2018:

“LNG Canada has advised Trans Canada to be ready to begin pipeline construction by the end of 2018. This does not mean that the project has the green light. It means be ready for the green light if it turns on.

Trans Canada anticipates commencing clearing of right of way by mid 2019 and line construction by 2020 pending a final investment decision by LNG Canada.

Worker camps are anticipated to be constructed near Chetwynd and in the Sukunka valley to accommodate approximately 1300 workers in total.

LNG Canada does not expect further delays. We wait for the final investment decision.”

MOVED by Mayor Nichols, SECONDED by Coun. Brownlee

THAT Mayor Nichols' written Peace River Regional District Report dated April 12, 2018, be received.

CARRIED

CR-3  
Mayor's Report

Mayor Nichols submitted the following written Mayor's Report dated April 16, 2018:

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

- April 4: Met with Ministry of Transportation in Prince George re provision of bus service in the North following Greyhound's departure.
- April 4: Travelled to Prince George for Ministry of Transportation meeting and Council of Forest Industries convention.
- April 5, 6: Council of Forest Industries in Prince George.
- April 8: Attended Trade Show booths for Peace River Regional District and District of Chetwynd.
- April 9: Met with Todd Bonderoff, Northern Lights College Associate Vice President for Student Services re increasing services to Chetwynd.
- April 9: Attended teleconference meeting re caribou recovery.
- April 11: Attended Civic Properties Commission.
- April 12: Attended Peace River Regional District Board in Dawson Creek."

MOVED by Mayor Nichols, SECONDED by Coun. Pfanner

THAT Mayor Nichols' written Mayor's Report dated April 16, 2018, be received.

CARRIED

**7. Discussion Items**

- DI-I  
\*\*\*FCM  
Annual  
Conference  
0390.20.06
- MOVED by Coun. Brownlee, SECONDED by Coun. Galbraith
- THAT the email from Federation of Canadian Municipalities dated March 29, 2018 re: FCM Voice March 29: Annual Conference News/MCIP Update/New First Nations-Municipal Partnerships/More, be received; and
- THAT Council authorize three members of Council to attend the Federation of Canadian Municipalities 2018 Annual Conference in Halifax, NS, May 31 - June 3, 2018.
- Opposed: Coun. Bassendowski
- CARRIED\*\*\*

**8. Correspondence**

- C-1  
BC Hydro --  
RCLC Action  
List  
0510.20.01
- MOVED by Coun. Bassendowski, SECONDED by Coun. Pfanner
- THAT the email from BC Hydro dated March 28, 2018 re: Peace Region Electricity Supply and Site C Transmission Line Alignment – Regional Community Liaison Committee Action List, be received for information; and
- C-2  
UBCM – The  
Compass  
0230.30.02
- THAT the Compass dated March 28, 2018 be received for information; and
- C-3  
UBCM – The  
Compass  
0230.30.02
- THAT the Compass dated April 4, 2018, be received for information; and
- C-4  
FCM News  
0230.20.02
- THAT the email from Federation of Canadian Municipalities dated April 3, 2018 re: Apply for Staff Grants/Join the GMF Council/Watch Our Climate Change Webinar, be received for information.
- CARRIED

**9. Information Items**

- II-1  
Information  
Item  
I-1 – I-2  
0550.02
- MOVED by Coun. Galbraith, SECONDED by Coun. Brownlee
- THAT Information Item I-1 – I-2 be received for information.
- CARRIED

**10. Reports for Action**

RA-1  
\*\*\*Zoning  
Amendment  
Bylaw –  
Heavy  
Industrial M2

MOVED by Coun. Galbraith, SECONDED by Coun. Pfanner

THAT the report dated April 5, 2018 re: Zoning Amendment Bylaw – Heavy Industrial M2 prepared by Administration, be received; and

THAT “District of Chetwynd Zoning Amendment Bylaw No. 1071, 2018” be introduced and given first and second readings; and

THAT a Public Hearing be scheduled to obtain public input on the above bylaw on May 22, 2018 at 4:00 p.m.

CARRIED\*\*\*

RA-2  
\*\*\*Official  
Community  
Plan and  
Zoning  
Amendment  
Bylaws - 5225  
Nicholson  
Road

MOVED by Coun. Bassendowski, SECONDED by Coun. Brownlee

THAT the report dated April 5, 2018 re: Official Community Plan and Zoning Amendment Bylaws – 5225 Nicholson Road prepared by Administration, be received for information; and

THAT “District of Chetwynd Official Community Plan Amendment Bylaw No. 1065, 2018” be introduced and given first and second readings;

THAT “District of Chetwynd Zoning Amendment Bylaw No. 1066, 2018” be introduced and given first and second readings; and

THAT a Public Hearing be scheduled to obtain public input on the above bylaws on May 22, 2018 at 4:00 p.m.;

THAT pending a successful outcome of the Public Hearing and adoption of the above bylaws, the District enter into an agreement with Ambleside Land Ltd. and Pine River Holdings Ltd. for a Statutory Right of Way over District-owned property known as part of DL 1809; and

THAT subject to Ambleside Land Ltd. improving 50<sup>th</sup> Street SW to District of Chetwynd standards and moving the existing security gate, that Ambleside Land Ltd. and Pine River Holdings Ltd. be permitted to use 50<sup>th</sup> Street SW for access to the subject property.

CARRIED\*\*\*

RA-3  
\*\*\*Chetwynd  
and District  
Rod and Gun  
Club –  
Sublease  
2380.20.06

MOVED by Coun. Deck, SECONDED by Coun. Brownlee

THAT the report dated April 6, 2018 re: Chetwynd and District Rod and Gun Club – Sublease Renewal prepared by Administration, be received; and

THAT Council authorize Administration to renew the sublease with the Chetwynd and District Rod and Gun Club for the property described as Part of District Lot 1975 shown on Ministry of Lands Lease#803320 for a further five years, with the same conditions as set forth in the current sublease.

CARRIED\*\*\*

RA-4  
\*\*\*Water  
Looping

MOVED by Coun. Bassendowski, SECONDED by Coun. Pfanner

THAT the report dated April 11, 2018 re: Water Looping prepared by the Finance department, be received; and

THAT Council award the contract for water main looping to IDL Projects in the amount of \$454,244.15 for 2018 and \$270,810.43 in 2019 for a total contract price of \$725,054.58 plus GST; and

THAT the financial plan be amended accordingly with the additional funding required allocated from the Peace River Agreement Reserve.

CARRIED\*\*\*

RA-5  
\*\*\*Grant in  
Aid –  
Chetwynd  
Rodeo  
Committee  
1850.20.01

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT the report dated April 13, 2018 re: Grant in Aid – Chetwynd Rodeo Committee prepared by the Finance department, be received; and

THAT Council approve the request from the Chetwynd Rodeo Committee for a grant in aid in the amount of \$3,350.00.

CARRIED\*\*\*

## 11. Reports for Information

RI-1  
Building  
Permit Values  
0640.20.03

MOVED by Coun. Bassendowski, SECONDED by Coun. Galbraith

THAT the report dated April 3, 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. Galbraith, SECONDED by Coun. Brownlee

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:29 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 April 16, 2018 in the Council Chambers.



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