

DISTRICT OF CHETWYND

Minutes of the Regular Council Meeting

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

Present: Mayor Nichols
Coun. Bassendowski
Coun. Brownlee
Coun. Deck
Coun. Pfanner
Coun. Weisgerber
C. Newsom, Chief Administrative Officer
A. Adams, 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: Coun. Galbraith

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. Weisgerber

THAT the Regular Council Meeting Agenda for July 16, 2018 be amended to include the addition of Items CR-1b Peace River Regional District Report, Item RA-6 Ratification of Email Poll Resolution – July 3, 2018, D-1 PRRD Director Rose and Crystal Brown and NB-1 Civic Award Recipients, and that the agenda be adopted as amended.

CARRIED

3. **Minutes**

M-1 MOVED by Coun. Deck, SECONDED by Coun. Pfanner

Minutes of the
Regular
Council
Meeting

THAT the minutes of the Regular Council Meeting held on June 18, 2018 be adopted as circulated.

CARRIED

M-2 MOVED by Coun. Brownlee, SECONDED by Coun. Bassendowski

Minutes of the
Public Hearing

THAT the minutes of the Public Hearing held on June 18, 2018 be adopted as circulated.

CARRIED

4. Delegations & Presentations

D-1
Peace River
Regional
District Director
Dan Rose and
Crystal Brown

Peace River Regional District (PRRD) Electoral Area “E” Director Dan Rose and Crystal Brown, Electoral Area Manager provided Council with a brief presentation as outlined below:

- Different options available in Electoral Area Planning
- Want Council to be aware of the process of municipal participation, how votes work and the cost
- The areas impacted in a land use decision will have the most say
- Municipal Council to decide whether or not they want to participate by August 31, 2018; If no change requested (Full Opt-In option) no action is required; if municipalities decide to do Full Opt-Out, you must inform the PRRD no later than August 31, 2018 in order to take effect in 2019; if Partial Opt-Out is requested, additional meetings with the PRRD will occur in order to determine the area and adjusted requisition.

Council thanked Dan Rose and Crystal Brown for the presentation.

5. Bylaws

Nil

6. Council Committee and Liaison Reports

CR-1
Regional
District Report
0400.70.02

Mayor Nichols submitted the following written Peace River Regional District (PRRD) report dated June 28, 2018:

“The Peace River Regional District Board approved the hiring of a consultant to prepare a Socio-Economic analysis to address the Quintette and Narraway Local Population Units of Southern Mountain Caribou and their interrelation with Forestry, Tourism, and other economic and industrial activities within the caribou habitat.

The consultant will also advise as requested on the implications of various documents published by Government and ENGOs as they relate to the socio-economic interests of the Peace River Regional District.

The Ministry of Transportation and infrastructure reported on its summer 2018 schedule of highway-improvement projects that include a number of bridges replacing culverts between Chetwynd and Tippy Corner just west of Willow Flats. These bridges will greatly enhance the ability of Highway 97 to withstand heavy rains. Significant sealcoating and paving projects will add to our driving comfort between Chetwynd and Tumbler Ridge and on the Jackfish Road.”

MOVED by Mayor Nichols, SECONDED by Coun. Brownlee

THAT Mayor Nichols' written Peace River Regional District Report dated June 28, 2018, be received.

CARRIED

CR-1b
Regional
District Report
0400.70.02

Mayor Nichols submitted the following written Peace River Regional District (PRRD) report dated July 12, 2018:

“A delegation from Trans Canada reported on progress of North Montney Mainline pipeline. Construction is to begin soon and will involve a 450-person camp in the Jackfish area. Trans Canada will be reporting directly to Chetwynd Council in the near future.”

MOVED by Mayor Nichols , SECONDED by Coun. Brownlee

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

CARRIED

CR-3
Mayor's Report
0550.04

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

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

- June 11: Met with University of Northern British Columbia study group regarding cumulative impacts of industrial development.
Participated in Northern Health Round Table.
- June 12: Met with National Energy Board representatives regarding issues that Chetwynd may have with development.
- June 14: Attended Peace River Regional District (PRRD) Board meeting in Dawson Creek.
- June 19: Met with PRRD Area E Dan Rose and Tumbler Mayor Don McPherson regarding Caribou Recovery.
- June 20: Met with PRRD Action CAO Shawn Dahlen, Dan Rose, and Don McPherson regarding accelerating the process of hiring a consultant in the PRRD Caribou Recovery activities.
Participated in conference call among northern Mayors and Regional District Directors regarding Caribou Recovery.
Met with Northern Lights College Board regarding training needs in Chetwynd.
Attended Northern Lights College Community Consultation.

- June 21: Participated in Aboriginal Day.
Met with Ministry of Transportation and Infrastructure personnel.
- June 25: Participated in Caribou Recovery conference call (Stantec).
- June 26: Attended Civic Properties meeting.
- June 28: Attended Peace River Regional District Board meeting in Dawson Creek.
Attended PRRD facilities planning meeting.
- July 4: Attended Minister Dix announcement regarding the Dawson Creek Hospital.
Participated in Caribou Recovery conference call.
- July 5: Attended unveiling of carving donation to Mackenzie.
- July 9: Met with Chief and Council West Moberly First Nation.
- July 10: Participated in Caribou Recovery conference call (Stantec).
- July 12: Attended Peace River Regional District board meeting in Dawson Creek.”

MOVED by Mayor Nichols, SECONDED by Coun. Brownlee

THAT Mayor Nichols’ written Mayor’s Report dated July 16, 2018, be received.

CARRIED

CR-4
Administrator’s
Report

MOVED by Coun. Deck, SECONDED by Coun. Brownlee

THAT the report dated July 9, 2018 re: Administrative Update, be received.

CARRIED

7. Discussion Items

DI-I
***CN Rail re:
Resolution in
Support of
Public – Rail
Safety Week.

MOVED by Coun. Weisegerber, SECONDED by Coun. Brownlee

THAT the letter from CN Rail dated June 18, 2018 re: Resolution in Support of Public – Rail Safety Week, be received; and

THAT Council authorize the following:

Whereas *Public – Rail Safety Week* is to be held across Canada and the United States from September 23 to 29, 2018;

Whereas it is in the public’s interest to raise citizens’ awareness on reducing avoidable accidents, injuries and damage caused by collisions at level crossings or incidents involving trains and citizens;

Whereas Operation Lifesaver is a public/private partnership whose aim is to work with the rail industry, governments, police services, the media and other agencies and the public to raise rail safety awareness;

Motion (Continued)

Whereas CN has requested City Council adopt this resolution in support of its ongoing effort to save lives and prevent injuries in communities, including our municipality;

It is hereby **RESOLVED** to support national *Public – Rail Safety Week*, to be held from September 23 to 29, 2018.

CARRIED***

DI-2
***Chetwynd
Chamber of
Commerce re:
Letter of
Support

MOVED by Coun. Deck, SECONDED by Coun. Pfanner

THAT the email from Chetwynd Chamber of Commerce dated July 11, 2018 re: Letter of Support, be received; and

THAT Council authorize a letter of support be sent to the Chetwynd Chamber of Commerce in support of its application to Northern Development Initiative Trust for a “Win this Space” entrepreneurial program and contest grant application.

CARRIED***

DI-3
***Peace River
Regional
District re:
Letter of
Consent

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

THAT the letter from Peace River Regional District dated July 13, 2018 re: Letter of Consent, be received; and

THAT Pursuant to Section 349 of the *Local Government Act*, the Council of the District of Chetwynd hereby consents to the adoption of the “Chetwynd and Defined Portion of Electoral Area E Library Service Establishment Conversion Bylaw No. 2331, 2018.”

CARRIED***

8. Correspondence

C-1
PRRD Referral
0400.70.04

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

THAT the email from Peace River Regional District (PRRD) dated June 6, 2018 re: PRRD Referral for PRRD OCP & Zoning Bylaw No. 2325 & 2326 Application No. 17-218, be received for information; and

C-2
UBCM – The
Compass
0230.30.02

THAT the Compass dated June 6, 2018, be received for information; and

C-3
UBCM – The
Compass
0230.30.02

THAT the Compass dated June 13, 2018, be received for information; and

C-4
UBCM – The
Compass
0230.30.02

THAT the Compass dated June 20, 2018, be received for information; and

C-5
UBCM – The
Compass
0230.30.02

THAT the Compass dated June 27, 2018, be received for information; and

C-6
FCM News
0230.20.02

THAT the email from Federation of Canadian Municipalities dated June 5, 2018 re: New Brownfield Webinar/Proven Sustainability Solutions/Annual Conference Wrap-up, be received for information; and

C-7
FCM News
0230.20.02

THAT the email from Federation of Canadian Municipalities dated June 11, 2018 re: There's Still Time to Register for Local Asset Management Training, be received for information; and

C-8
FCM News
0230.20.02

THAT the email from Federation of Canadian Municipalities dated June 12, 2018 re: Capital Project Funding/New Funding/Stormwater Webinar/Celebrating PCP Members, be received for information; and

C-9
FCM News
0230.20.02

THAT the email from Federation of Canadian Municipalities dated June 25, 2018 re: National Measures Report 2018/Brownfield Microlearning Email Series/Best Practices on Wastewater, be received for information.

CARRIED

9. Information Items

II-1
Information
Items

MOVED by Coun. Weisgerber, SECONDED by Coun. Pfanner

I-1 – I-2

THAT Information Items I-1 – I-2 be received for information.

0550.02

CARRIED

10. Reports for Action

RA-1
*** Opportunity for Public Input:

Presentation of 2018 Annual Report and 2017 Financial Report Mayor Nichols invited those who wished to express his/her views regarding the 2018 Annual Report and 2017 Financial Report to address Council.

There being no submissions and no correspondence received, the opportunity for public input was closed.

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

THAT the report dated July 6, 2018 re: Presentation of 2018 Annual Report and 2017 Financial Report prepared by Administration , be received; and

THAT Council adopt the 2018 Annual Report and 2017 Financial Report for the District of Chetwynd as presented.

CARRIED***

RA-2
***Temporary

Use Permit No. 01-2018 – Surerus Murphy Joint Venture

Use Permit No. 01-2018 – Surerus Murphy Joint Venture

MOVED by Coun. Weisgerber, SECONDED by Coun. Pfanner

THAT the report dated July 9, 2018 re: Temporary Use Permit No. 01-2018 – Surerus Murphy Joint Venture prepared by Administration, be received; and

THAT Council authorize Notice of Intent to issue Temporary Use Permit No. 01-2018 to Surerus Murphy JV for the purpose of allowing temporarily placing bulk fuel distribution tanks on property located at 4205 53 Avenue NE for a period of up to three months, subject to Ministry of Transportation and Infrastructure approval.

CARRIED***

RA-3
***Chetwynd

Society for Community Living – Rotary Building Lease

Society for Community Living – Rotary Building Lease

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT the report dated July 10, 2018 re: Chetwynd Society for Community Living – Rotary Building Lease 2018 prepared by Administration, be received; and

THAT the Chetwynd Society for Community Living be granted an extension on their lease of the “Rotary Building” for a period of five (5) years, commencing August 1, 2018.

CARRIED***

RA-4

MOVED by Coun. Weisgerber, SECONDED by Coun. Brownlee

Application for
DVP and DP –
4900 50th Street
(Chetwynd
Petroleums Ltd.)

THAT the report dated July 6, 2018 re: Application for DVP and DP – 4900 50th Street (Chetwynd Petroleums Ltd.) prepared by Administration, be received; and

THAT Council instruct Administration to advertise Notice of Intent to approve Chetwynd Petroleums Ltd.'s Development Variance Permit application to place ten above-ground fuel tanks at 4900 50th Street; and

THAT a Development Permit be prepared to address the above-named project.

CARRIED***

RA-5
***Source
Energy –
Zoning
Amendment
Bylaw

Coun. Brownlee declared a perceived personal conflict of interest and left Council Chambers at 5:14 p.m.

MOVED by Coun. Weisgerber, SECONDED by Coun. Bassendowski

THAT the report dated July 7, 2018 re: Source Energy – Zoning Amendment Bylaw prepared by Administration, be received; and

THAT Zoning Amendment Bylaw No. 1078, 2018 be introduced and given two readings; and further, that a public hearing be scheduled to gather public input on the above bylaw on August 13, 2018 at 4:00 p.m.

CARRIED***

Council requested that the applicants attend the Public Hearing on August 13, 2018.

Councillor Brownlee returned to Council Chambers at 5:18 p.m.

RA-6
***Ratification
of Email Poll
Resolution –
July 3, 2018

MOVED by Coun. Weisgerber, SECONDED by Coun. Deck

THAT Council ratify the resolution adopted by email poll on July 3, 2018 to authorize travel for all members of Council to attend the announcement by Minister of Health Adrian Dix in Dawson Creek, BC on July 4, 2018.

CARRIED

11. Reports for Information

RI-1 MOVED by Coun. , SECONDED by Coun.

Building Permit

Values

0640.20.03

THAT the report dated July 4, 2018 re: Building Permit Values prepared by the Engineering & Public Works department, be received for information.

CARRIED

12. New Business

Mayor Nichols congratulated the following Civic Awards Winners:

Heroes Among Us (Random Acts of Kindness): Meagan Wolfe

Volunteer of the Year: Stephanie Laursen

Citizen of the Year: Carmen Kibsey

MOVED by Coun. Pfanner, SECONDED by Coun. Brownlee

THAT Council offer congratulations and appreciation to Meagan Wolfe, Stephanie Laursen and Carmen Kibsey for their contributions to the community.

CARRIED

13. Public Question Period

Leo Sabulsky asked what the difference is in the application Source Energy has made recently and the previous applications.

The Mayor responded that they are asking to rezone one parcel of land to Light Industrial instead of Heavy Industrial as in the previous applications.

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

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:24 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 July 16, 2018 in the Council
Chambers.



Carol Newsom
Corporate Officer