



CORPORATION OF THE VILLAGE OF POUCE COUPE

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Minutes of Regular Council Meeting December 21, 2009 Held in the Village Council Chambers

ATTENDANCE: Mayor Lyman Clark
Councillor Ken Drover
Councillor Laura Hamann
Councillor Peter Kut
Councillor Red Merrick (with notice, arrived at 7:20 p.m.)

Peter Thomas, Chief Administrative Officer

GALLERY: Larry Fynn

1. **CALL TO ORDER**
Mayor Clark called the meeting to order at 7:00 p.m.
2. **APPROVAL OF AGENDA**
MOVED by Councillor Kut, and seconded, THAT
the Agenda for the Regular Council meeting of December 21, 2009 be adopted as presented. **CARRIED**
3. **ADOPTION OF MINUTES**
 - a) Minutes of the Regular Council Meeting of December 7, 2009.
MOVED by Councillor Hamann and seconded THAT
the Minutes of the Regular Meeting of Council, December 7, 2009, be adopted as presented. **CARRIED**
4. **INTRODUCTION OF LATE ITEMS**
 - 6b) Holiday Light-Up Resident Winners, Cheque Presentation. (Move Mr. Hanna to 6c)
 - 7c) Tremblay Trail Bid Opening Minutes.
 - 14b) Holiday Light-Up December 20, 2009
 - Report of Administrative Assistant
5. **PUBLIC HEARING – NIL**
6. **DELEGATIONS**
 - a) Resident Emanuel Machado, Council Recognition.
Mayor Clark recognized Emanuel Machado and wife Christabelle Kux-Kardos for their contribution to the community and Region, as they are moving to the community of Sechelt, BC. Mani worked in the Village office as the Deputy Clerk prior to working his way up to the job as Director of Corporate Planning and Sustainable Development for the City of Dawson Creek. Christabelle served a term as a Councillor for the Village, and also served in the School Trustee position. Mayor Clark presented the family with a gift basket, and thanked them for their efforts in the Village and the Region.

- b) Holiday Light-Up Resident Winner Re: Cheque Presentation.
Mayor Clark presented the First Place Holiday Light-Up Winner, Larry Fynn with a cheque for \$300. Second place (\$200) went to Richard and Theresa Friesen, and Third Place (\$100) went to Donna Weipert.

- c) Brian Hanna Re: Development of Modular Homes on 49th Street and Elevator Road.
Mr. Hanna asked for an update from Council on the status of modular homes in the community. He is here to resolve the issues. He bought the land with the intention of placing modular homes on the lots, which is allowable in the current bylaw. Mayor Clark inquired if Mr. Hanna would be putting the homes on a concrete foundation. Mr. Hanna commented that he could do that.
Councillor Drover commented that the modular homes do meet the requirements of the R1 Zone.
The CAO explained that Council was in the process of reviewing the OCP, as the contract is to be awarded at this Council meeting, and this situation would be resolved at its completion. Mr. Hanna commented that the first home is almost complete and he wants to proceed with the second home, pending the sale of the first home. Mr. Hanna asked if Council would allow him to proceed with his plan for more development.
Councillor Drover commented that his concern was that someone will put up a used modular in Pederson Subdivision.
Councillor Hamann commented that we have to follow our current bylaw.
Mr. Fynn commented that there were new, stick-built homes built in that particular neighbourhood over the past few years, where he lives, and as Mr. Hanna has identified, people do not want their homes devalued by a lower grade looking home. Mr. Fynn said that there would not be such an issue if it was finished like the new modular coming into the Village on Highway 2.
Mr. Hanna agreed, and advised that things will be cleaned up. He has invited comments on how to improve the property.
Councillor Merrick commented that he feels Council does not want “double wides” in the new Pederson Subdivision.

MOVED by Councillor Drover and seconded THAT
 Until the OCP is officially adopted, the placing of modular homes in the community be dealt with on a case-by-case basis. **CARRIED**

Mr. Hanna commented that before he purchased the land, he insured that the subdivision would meet the minimum parcel size requirements in the Village Bylaw. He then advised that he would be applying for a building permit in the New Year to put up another home on a lot.

7. UNFINISHED BUSINESS AND BUSINESS ARISING FROM THE MINUTES

- a) Official Community Plan Contract
MOVED by Councillor Drover and seconded THAT
 Council enter into an agreement with Peter Sholz to complete the update of the OCP and zoning bylaw for the Village in the amount of \$17,500, and THAT these funds come from the 2010 Capital budget. **CARRIED**

- b) Water Reservoir Tender, Tender Opening Minutes
 Council discussed a concern with the price and cost overruns for this project. The CAO advised that the Village has a \$1 million grant for this project, and we need someone to lead us through the project.

MOVED by Councillor Drover and seconded THAT

Council enters into a contact with Dayton and Knight Ltd. of Prince George to complete the design, engineering, and project management for the new water reservoir, at a cost of up to \$103,756, and THAT the funds come from the 2010 Capital budget.

CARRIED

- c) Tremblay Trail Bid Opening Minutes.

MOVED by Councillor Kut and seconded THAT

Council accept the bid from H.F. Nodes Construction for the repair/reconstruction of 57th Avenue in the amount of \$76,190, and THAT the funds come from the 2010 Capital budget.

Councillor Drover declared a conflict of interest and abstained from the vote.

CARRIED

Council **DIRECTED** Administration to firm up the details and time lines for the project.

8. **CORRESPONDENCE**

- a) UBCM Re: New Management Framework for Off Road Vehicles.

ACCEPTED for information by consensus of Council.

- b) Northern Health Re: Pouce Coupe Care Home.

ACCEPTED for information by consensus of Council.

- c) Pouce Coupe Public Library Re: Thank You for Donation to Wine for Books.

ACCEPTED for information by consensus of Council.

9. **RESOLUTIONS**

- a) Accounts Payable Report, December 16, 2009, \$54,054.51.

MOVED by Councillor Kut and seconded THAT

Council accepts the Accounts Payable Report from December 16, 2009 in the amount of \$54,054.51.

CARRIED

10. **BYLAWS – NIL**

11. **REPORTS**

- a) Fire Hall Progress Certificate #5

- Report of Hegge Construction

The Fire Hall Grand Opening is set for January 9, 2009. The Administrative Assistant is working on the party plans.

- b) Pouce Park Contract

- Report of CAO

MOVED by Councillor Kut and seconded THAT

Council extends the contract agreement to its termination on March 31, 2011 with Donna Schillinger to operate Pouce Park for the 2010 tourist season, at a fee of \$1,428.00/month from May 2010 to September 2010, AND THAT Council authorize the Mayor and CAO to sign the agreement.

CARRIED

Council **DIRECTED** Administration to bring back a report on local Campground fees, including Dawson Creek and Taylor, to determine how Pouce Park compares to others.

MOVED by Councillor Kut and seconded THAT the meeting proceeds past 9 p.m. as required.
CARRIED

- c) Family Taekwondo Classes
- Report of Administrative Assistant

MOVED by Councillor Kut and seconded THAT
Council enters into an agreement with Fred Terry to teach family Taekwondo classes in the Pouce Coupe Community Centre, declaring that it is his responsibility to check the venue and all equipment before it is used
CARRIED

Council **DIRECTED** Administration to ensure that a policy is in place for regular inspections of the Community Centre.

- d) Utility Account Rounding Issue
- Report of DCAO
- The CAO advised that the rounding problem has been corrected, as per the DCAO report.

ACCEPTED for information by consensus of Council.

- e) Councillor Hamann Portfolio Report – Verbal
MOVED by Councillor Hamann and seconded THAT
Council donates \$500 to the Pearson family whose house burnt down, and THAT the funds come from the Council Public Relations account. **CARRIED**

- f) Councillor Merrick Portfolio Report – Verbal.
Councillor Merrick voiced a concern over about Mr. Hanna's connection permits.

Council **DIRECTED** Administration to ensure that there is a proper procedure and paper trail for connection permits.

Council **DIRECTED** Administration to ensure all of Mr. Hanna's work is complete and verified.

- g) Councillor Kut Portfolio Report – Verbal
Councillor Kut had nothing to report at this time.
- h) Councillor Drover Portfolio Report – Verbal
Councillor Drover had nothing to report at this time.
- i) Mayor Clark Portfolio Report – Verbal
Mayor Clark attended the NDIT meeting, which gave money to Green Smart for training, to the Dawson Creek Auction Mart for upgrades, and to a Farmer's co-op to purchase land and facilities from the Cargill Grain handling facilities in Fort St. John.

12. **REPORT OF CHIEF ADMINISTRATIVE OFFICER**
- Progress Report to December 16, 2009
- ACCEPTED** as presented by consensus of Council.

13. **QUESTION PERIOD – NIL**

14. NEW BUSINESS

- a) Tangible Capital Assets Policy Draft.

MOVED by Councillor Hamann and seconded THAT
Council adopt the Tangible Capital Assets Policy as presented.

CARRIED

- b) Holiday Light-Up Report

- Report of Administrative Assistant

ACCEPTED for information by consensus of Council.

Council thanked Kristen Read for doing a good job in coordinating this event.

- c) Motion to move to a Closed meeting of Council, as per section 90 (1) (c)-(labour issue) and (e)-(land issue) of the Community Charter.

MOVED by Councillor Kut and seconded THAT

Council move to a Closed Meeting of Council, as per section 90 (1) (c) (legal issues) of the
Community Charter.

CARRIED

The meeting moved to a Closed meeting of Council at 9:35 pm.

The regular meeting resumed at 10:05 pm.

Council **DIRECTED** Administration to schedule a Closed Meeting of Council as per section 90 (1) (c)-(labour issue) and (e)-(land issue) of the Community Charter, for January 5, 2009 at 7 pm in the Village Council chambers.

15. ADJOURNMENT

The meeting adjourned at 10:05 p.m.

Chairperson
Mayor Lyman Clark

Recorder
Chief Administrative Officer
Peter Thomas

CERTIFIED a true copy of the Minutes of the
Corporation of the Village of Pouce Coupe from a
meeting held in Council Chambers, Pouce Coupe, B.C.

Chief Administrative Officer
Peter Thomas