



## CORPORATION OF THE VILLAGE OF POUCE COUPE

PO Box 190, Pouce Coupe, B.C. V0C 2C0  
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### Minutes of Regular Council Meeting March 21, 2011 Held in the Village Council Chambers

#### ATTENDANCE:

Mayor Lyman Clark  
Councillor Red Merrick  
Councillor Peter Kut  
Councillor Larry Fynn

Ralph Gillis, Acting Chief Administrative Officer  
Sandy O'Flaherty, Administrative Assistant

#### GALLERY:

Stewart Burnett, Dawson Creek Daily News  
Al Mottishaw, Remax D.C. Realty  
Debbie Regner  
Tom Steward  
Dave Comer, Tumbleweed Enterprises Ltd.  
Karen Meyer, Cascade Realty  
Wanda Maundrell, Cascade Realty  
Anthony Boos, Cascade Realty

#### 1) CALL TO ORDER

Mayor Clark called the meeting to order at 7:04 p.m.

#### 2) APPROVAL OF AGENDA

**MOVED** by Councillor Kut, and **SECONDED** by Councillor Fynn, that the Agenda for the Regular Council Meeting of March 21, 2011 be adopted as presented **CARRIED**

#### 3) ADOPTION OF MINUTES

Minutes of the Regular Council Meeting of March 7, 2011

**MOVED** by Councillor Merrick, and **SECONDED** by Councillor Kut, that the minutes of the March 7, 2011 Regular Council Meeting be adopted as presented **CARRIED**

#### 4) INTRODUCTION OF LATE ITEMS - NIL

#### 5) PUBLIC HEARING – NIL

#### 6) DELEGATIONS

- a) **Dave Comer, Tumbleweed Enterprises Ltd.** – Dave Comer made a presentation for his offer to buy Parcel D (R45713) NE ¼-32-77-14 W6M PRD as an investment property with the intent to subdivide into four lots. His proposal also included that he would cover all costs that would incur with this proposed subdivision including water, power, fees for subdivision, right of easement through consultation with various certified engineers. Upon subdividing, he intended to use one of the lots to build a shop and sell the remaining lots.

- b) **Karen Meyer, Cascade Reality** – Karen Meyer was present to represent the current offer on the table for property located at 4809 46 Avenue.
- c) **Bernie Steward** – Withdrew his Delegation to Council

**7) UNFINISHED BUSINESS AND BUSINESS ARISING FROM THE MINUTES**

- a) **Purchasing Polices** – Council amended current Purchasing Policy (3.1) to include amendments to procedures, accountability, criteria, and limitations.  
**Direction:** To make such amendments and bring forward for approval
- b) **Form Letter for contractors/subcontractors** – Council requested that we update our current memo into a letter to include hours of operation and contact information to encourage and welcome business owners to operate in Pouce Coupe
- c) **Current Building Permits** – No action taken

**8) CORRESPONDENCE**

- a) **Municipal Government Day**  
Re: Invitation  
**Direction:** Bring forward to the Regular Meeting of Council, April 18, 2011
- b) **Step Up N Ride Society**  
Re: Grant Request  
**Direction:** Contact Dawson Creek Municipality for more information. Refer to budget.
- c) **UBCM**  
Re: RAR Variance Protocol  
**Direction:** Accept as information
- d) **PRRD**  
Re: Regional Sustainability Partnership  
**Direction:** Accept as information.
- e) **Ministry Control and Licensing Branch**  
Re: Licensing Process  
**Direction:** Accept as information
- f) **City of Langley**  
Re: Medicinal Marijuana Issues  
**Direction:** Accept as information
- g) **Northern Health**  
Re: Regular Board Meeting  
Councillor Fynn will attend board meeting on Thursday, April 14, 2011 at 1:15pm. Mayor Clark and Councillor Merrick may also attend.  
**Direction:** Confirm attendance if necessary
- h) **BC Hydro**  
Re: Public Open House  
**Direction:** Councillor Fynn will attend open house on Thursday, March 24, 2011
- i) **PPRD**  
Re: Fair Share Calculation  
**Direction:** Accept as information

j) **NCLGA**

Re: Volunteer Firefighters

**Direction:** Send letter of support for the tax credit for volunteer firefighters to MLA

**MOVED** by Councillor Kut, and **SECONDED** by Councillor Merrick, that a letter of support be sent to our MLA **CARRIED**

**MOVED** by Councillor Merrick, and **SECONDED** by Councillor Kut, that all correspondence be accepted as information **CARRIED**

9 **RESOLUTIONS**

## a) Accounts Payable Report - \$95,066.66

**MOVED** by Councillor Merrick, and **SECONDED** by Councillor Kut, that the accounts payable be accepted as presented **CARRIED**

## b) Accounts Payable Report - \$300.00

**MOVED** by Councillor Kut, and **SECONDED** by Councillor Merrick, that the accounts payable be accepted as presented **CARRIED**

10) **BYLAWS - NIL**11) **REPORTS**a) **Councillor Kut**

In regards to equipment, still waiting on reply from Joe Johnson Equipment and Weaver Brothers needs a decision as to the upcoming auction. Council will wait for more information prior to submitting items to auction.

**Direction:** Contact Weaver Brothers in regards to a future auction.

b) **Councillor Merrick – NIL**c) **Councillor Fynn – NIL**d) **Mayor Clark**

Commented to Council that a stop work order was put on 4803 46 Avenue due to no building permit. Mayor Clark mentioned safety concerns for patrons leaving the Curry etc. restaurant. Also noted was the entrance to Pouce Coupe Park. Highways are currently gathering for the probable changes to the Edmonton Highway that may impact the park entrance. Mayor Clark will be notified of the upcoming meeting. Mayor Clark was unable to make the CN meeting March 15, 2011 due to illness.

12) **REPORT OF CHIEF ADMINISTRATIVE OFFICER**

Acting CAO, Ralph Gillis presented a report for action items from the Regular Meeting of Council of March 7, 2011. CAO, Ralph Gillis also reported that we would need to advertise for the upcoming Budget meetings, as well as a Frontage Tax Roll Assessment Appeal hearing. A new board member will have to be appointed for the Board of Variance as well as an Approving Officer for the Village of Pouce Coupe. An advertisement for a Chief Administrative Officer will also need to be posted.

14) **QUESTION PERIOD - NIL**15) **NEW BUSINESS**a) **Library Budget**

Councillor Merrick made a request that a representative of Council attend the Library Board

Meetings. Councillor Fynn agreed. Library budget will be submitted to budget.

**b) Signing Authority**

Memo from Acting CAO, Ralph Gillis was presented to Council to update signing authority for Village Bank Accounts, MFA Investments, Promissory Notes or other banking instruments.

**MOVED** by Councillor Merrick, and **SECONDED** by Councillor Kut, that the authorized signing authorities be accepted as presented **CARRIED**

Motion to move to a Closed Meeting of Council

**MOVED** by Councillor Fynn, and **SECONDED** by Councillor Kut, that Council moves to a Closed Meeting of Council **CARRIED**

Adjourned to a closed meeting under section 90 (1) (c) and 90 (1) (g) Community Charter at 8:25 p.m.

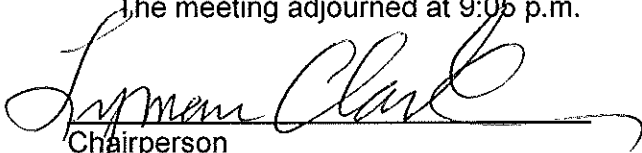
Motion to return back to the Regular Meeting of Council

**MOVED** by Councillor Fynn, and **SECONDED** by Councillor Kut that Council returns to the Regular meeting of Council **CARRIED**

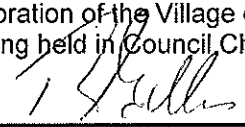
Returned to the Regular Meeting of Council at 9:04 p.m.

**16) ADJOURNMENT**

The meeting adjourned at 9:05 p.m.

  
Chairperson  
Mayor Lyman Clark

  
Recorder  
Sandy O'Flaherty, Administrative Assistant

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, BC  
  
Acting Chief Administration Officer, Ralph Gillis