



CORPORATION OF THE VILLAGE OF POUCE COUPE

PO Box 190, Pouce Coupe, B.C. V0C 2C0
Telephone: 250 786 5794 Fax: 250 786 5257
www.poucecoupe.ca

Minutes of Regular Council Meeting March 7, 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

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** by Councillor Fynn, that the Agenda for the Regular Council Meeting of March 7, 2011 be adopted as presented **CARRIED**

3) ADOPTION OF MINUTES

Minutes of the Regular Council Meeting of February 21, 2011

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

4) INTRODUCTION OF LATE ITEMS

Purchasing Polices to be added to next agenda

Zoning Bylaw 931 to be amended to include metric conversions and setbacks to be addressed during Councillor Merrick's report

5) PUBLIC HEARING – NIL

6) DELEGATIONS - NIL

7) UNFINISHED BUSINESS AND BUSINESS ARISING FROM THE MINUTES - NIL

8) CORRESPONDENCE

a) UBCM Membership

Re: Membership Renewal

MOVED by Councillor Fynn, and **SECONDED** by Councillor Kut, that membership be renewed and the invoice be paid **CARRIED**

Direction: Pay membership fee, update council as of cost

- b) **UBCM**
Re: Provincial Mobilization Plan for Emergency Services
Direction: Contact for more information
- c) **District of Tumbler Ridge**
Re: 2011 Grant Writer Partnership Opportunity
Direction: Send reply to respectfully decline
- d) **Seniors**
Re: \$1000 Grant
Councillor Kut will attend a meeting to find out more of the operations and events sponsored by the Senior's Hall
MOVED by Councillor Larry Fynn and **SECONDED** by Councillor Merrick, that the \$1000 grant to the Senior's Hall be paid **CARRIED**

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

Mayor Clark suggested that correspondence not included in the Agenda be kept for reference and a list of these items be presented in the Agenda to be brought forward for discussion if necessary.

MOVED by Councillor Merrick, and **SECONDED** by Councillor Kut, that items not in the Agenda be kept for consideration **CARRIED**

9) RESOLUTIONS

- a) Accounts Payable Report - \$1050.00
MOVED by Councillor Kut, and **SECONDED** by Councillor Merrick, that the accounts payable be accepted as presented **CARRIED**

10) BYLAWS

- a) Bylaw No. 938, 2011 - A bylaw to amend the Water Utility Rates and Regulations Bylaw 870, 2005, Final Reading
MOVED by Councillor Merrick and **SECONDED** by Councillor Kut, that Bylaw No. 938, 2011 - A bylaw to amend the Water Utility Rates and Regulations Bylaw 870, 2005 be accepted as presented for Final Reading **CARRIED**
- b) Bylaw No. 939, 2011 – A bylaw to amend the Sewer Charges and Regulations Bylaw NO. 710, 1997, Amendment Bylaw No. 871, 2005, Final Reading
MOVED by Councillor Kut and **SECONDED** by Councillor Fynn, that Bylaw No. 939, 2011 – A bylaw to amend the Sewer Charges and Regulations Bylaw NO. 710, 1997, Amendment Bylaw No. 871, 2005 be accepted as presented for Final Reading **CARRIED**

11) REPORTS

- a) **Councillor Kut**
Submitted itemized list of upgrades and renovations for Pouce Park, Council agreed to get quotes and submit to budget.
MOVED by Councillor Fynn and **SECONDED** by Councillor Merrick, that the requests for park upgrades and renovations be referred to budget **CARRIED**

Presented quotes and correspondence for equipment upgrades/trade-ins, Council will submit this information to budget.

MOVED by Councillor Kut and **SECONDED** by Councillor Fynn, that the request for equipment upgrades/trade-ins be referred to the budget **CARRIED**

b) **Councillor Merrick**

Suggested that a cover letter be sent out when an application for a building permit is made by contractors/sub-contractors operating in the area must obtain a business license in order to operate in Pouce Coupe.

In regards to building permits, council needs to meet with building inspector to clarify the processes of prepayment, waiting periods, and permit fees for modular homes. Also need to get direction in regards to Permit #2079 and put a halt to current construction.

In regards to Zoning Bylaw No. 931, 2010, Council reviews the proposed metric conversions and proposed setbacks and staff prepares a report to be brought to council.

MOVED by Councillor Merrick and **SECONDED** by Councillor Kut, that staff prepare a report with recommended changes to Zoning Bylaw No. 931 including conversions and setbacks

CARRIED

c) **Councillor Fynn**

In regards to Rick Lowcay, Council will have a closed meeting in regards to a decision for approval of layout and variances from the February 21, 2011 presentation.

Still no information about the damage to the Pouce Coupe Care Home to make report.

Cemetery Columbarium still in progress.

d) **Mayor Clark**

Mayor Clark shared his dates of upcoming meetings and will be away from the office March 15, 2011 for the CN meeting in Fort St. John, BC and in Edmonton March 31, 2011 for the NCDC quarterly meeting.

12) **REPORT OF THE CHIEF ADMINISTRATIVE OFFICER- NIL**

13) **REPORT OF THE ADMINISTRATIVE ASSISTANT**

Administrative Assistant, Sandy O'Flaherty provided summary of 2010 Building & Demolition Reports.

14) **QUESTION PERIOD**

Stewart Burnett of the Dawson Creek Daily News questioned the status of Councillor Drover. Council replied that Councillor Ken Drover had stepped down for personal reasons and Council decided to finish out the year with the quorum already in place.

15) **NEW BUSINESS - NIL**

Motion to take a recess

MOVED by Councillor Fynn, and **SECONDED** by Councillor Kut, that Council takes a recess
CARRIED

Motion to return back to the Regular Meeting of Council at 8:16pm

MOVED by Councillor Fynn, and **SECONDED** by Councillor Kut, that Council returns to the Regular Meeting of Council
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 8:20 p.m.

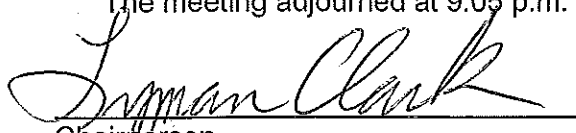
Motion to return back to the Regular Meeting of Council

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

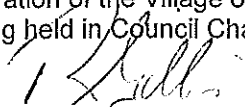
Returned to the Regular Meeting of Council at 9:04 p.m.

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