



## CORPORATION OF THE VILLAGE OF POUCE COUPE

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### **Minutes of Regular Council Meeting June 15, 2009 Held in the Village Council Chambers**

**ATTENDANCE:** Mayor Lyman Clark  
Councillor Ken Drover  
Councillor Laura Hamann  
Councillor Peter Kut  
Councillor Red Merrick

Peter Thomas, Chief Administrative Officer  
Harry Hamilton, Public Works Supervisor

**GALLERY:** Tom Steward

**1. CALL TO ORDER**

Mayor Clark called the meeting to order at 7:03 p.m.

**2. APPROVAL OF AGENDA**

**MOVED** by Councillor Kut and seconded, THAT  
the Agenda for the Regular Council meeting of June 15, 2009 be adopted as presented.

**CARRIED**

**3. ADOPTION OF MINUTES**

a) Minutes of the Regular Council Meeting of June 1, 2009.

**MOVED** by Councillor Drover and seconded, THAT  
the Minutes for the Regular Council meeting of June 1, 2009 be adopted as presented.

**CARRIED**

**4. INTRODUCTION OF LATE ITEMS**

8i) Monica Brunel, Tourism BC Re: Invite to Pouce Coupe and Dawson Creek Tourism Plan Presentation, Tuesday June 23, 2009 at the Pouce Coupe Seniors' Hall.

10a) Board of Variance Bylaw No. 928, 2009, 1<sup>st</sup> Three Readings.

10b) Development Variance Permit Application, Ted and Lynda Maddex, 4802 Bissette Drive.

11k) Public Works Progress Report

- Report of Public Works Supervisor

**5. PUBLIC HEARING**

**6. DELEGATIONS**

a) Dale Rose, Auditor Re: 2008 Financial Statements.

Mr. Rose Presented the Auditors Report for 2008. He noted it was a clean audit.

Councillor Drover asked about the Pederson Subdivision project and the controls in place, as the auditor's report noted that some purchase orders were not issued last year. The CAO replied that at times Mr. Nordli did have control over purchases in the interest of not bringing

the project to a standstill. All invoices were received and recognized by both the CAO and Mr. Nordli before they went to Council for acceptance. Mr. Rose noted that although some purchase order numbers were not issued, there were no indications of misappropriated funds.

**MOVED** by Councillor Hamann and seconded THAT

a transfer of \$316,561 from land proceeds be made to the land sale reserve account on January 1, 2009, and THAT;

a transfer of \$10 from marker sales be made to the cemetery reserve effective January 1, 2009, and THAT;

a transfer of \$47,000 from the sewer surplus be made to the sewer capital reserve effective January 1, 2009, and THAT;

the audited financial statements be approved as presented.

**CARRIED**

b) Lee Bowd, Gideons Re: Encouragement, Well Wishes and Testament.

Mr. Bowd recognized that Council is making a positive contribution to the community through the office that they hold, and presented Council members with a Gideon Bible keepsake. Mayor Clark thanked Mr. Bowd for his presentation.

c) Steve Nordli Re: Pederson Update and Water Loop.

Mr. Nordli noted that today we received the final approval from BC Hydro for the Pederson subdivision. All that is left to do is install the street lights.

Mr. Nordli noted that he could do the water loop project for approximately \$180,000. He noted that to complete the job, we would have to bore under 3 gas mains, the highway, and dig up the railway.

To get an engineer involved it would likely cost more in the range of \$250,000. The Engineers for this type of work are in Fort St. John and Grande Prairie, not in Dawson Creek. To put it out to contract would likely be a two month wait, and then we would have to hope it came within the budgeted amount.

Mr. Nordli outlined his credentials to Council and described the projects he has developed in the Village over the past few years, including the Industrial Park development, 52<sup>nd</sup> street extension, 52<sup>nd</sup> avenue storm sewer, and Pederson subdivision. He has dealt with previous Mayors and Councils in developing this project relationship, and he pointed out the results are in the ground.

**MOVED** by Councillor Hamann and seconded THAT

the CAO get legal advice on whether we can act as a general contractor and hire a project manager ourselves to complete any project in the Village without being in contravention of our purchasing policy or the TILMA agreement.

**CARRIED**

## **7. UNFINISHED BUSINESS AND BUSINESS ARISING FROM THE MINUTES**

### **8. CORRESPONDENCE**

a) Danyta Welch, UBCM Re: 2008 School Community Connections – 2<sup>nd</sup> Intake.

**ACCEPTED** for information by consensus of Council.

- b) Pouce Coupe Community Foundation Society Re: July 1<sup>st</sup> BBQ.  
All of Council has been contacted and have made their own arrangements.
- c) Active Communities Re: Physical Activity Measurement Survey Subsidy Program Guidelines and Application.  
**ACCEPTED** for information by consensus of Council.

- d) Bruce Simard Re: Peace Region Climate Change Task Group.  
**MOVED** by Councillor Hamann and seconded THAT  
the Village of Pouce Coupe communicate to FCM its participation in the “Partners for Climate Protection” (PCP) program and its commitment to achieve the milestones set in the Council joins the PCP five-milestone framework;

AND THAT and that Chief Administrative Officer Peter Thomas and Mayor Lyman Clark be the representatives to oversee the implementation of the PCP milestones and be the points of contact for this project. **CARRIED**

- e) PRRD Re: Jadowski Bylaw Referral Form to Allow the Operation of a Towing Business Wherein the Scope of the Business would be Limited to the Storage of Vehicles and the Disposal and Limited Sale of Unclaimed Vehicles, Near Fort St. John, Dated June 3, 2009. Council **DIRECTED** Administration to advise that our interests are unaffected.
- f) PRRD Re: Zoning Bylaw # 1861, To Rezone a 0.2 Acre Portion of a Quarter Section from A-2 “Large Agricultural” to P-1 “Public Service Zone” so that it May Be Used as a Cemetery, Blockline Road – Tomslake, Dated June 9, 2009. Council **DIRECTED** Administration to advise that our interests are unaffected.
- g) Alfred and Lorraine Michetti Re: Stop Signs.  
The Michetti’s are requesting that a stop sign be placed at the corner of 49<sup>th</sup> Avenue and 51<sup>st</sup> Street, turning the corner into a 4 way stop. As with the earlier letter from Mr. Moore regarding stop signs, Council was unsure if this would resolve the problem. Council will take this under advisement.
- h) Ombudsman Re: Closing Summary File Number: 09-91766/001.  
**ACCEPTED** for information by consensus of Council.
- i) Monica Brunel, Tourism BC Re: Invite to Pouce Coupe and Dawson Creek Tourism Plan Presentation, Tuesday June 23, 2009 at the Pouce Coupe Seniors’ Hall. Mayor Clark and Councillor Kut will attend the Tourism Plan presentation at the Seniors’ Hall on June 23, 2009.

**9. RESOLUTIONS**

- a) Accounts Payable Report, May 28, 2009, \$49,623.80.
- b) Accounts Payable Report, June 5, 2009, \$73,627.79.  
**MOVED** by Councillor Hamann and seconded THAT  
Council approves the Accounts Payable Reports from May 28, 2009, and June 5, 2009 in the amounts of \$49,623.80, \$430.00 and \$73,627.79 respectively.

**CARRIED**

**MOVED** by Councillor Kut and seconded THAT  
The meeting proceed past 9 pm as required.

**CARRIED**

## 10. BYLAWS

- a) Board of Variance Bylaw No. 928, 2009, 1<sup>st</sup> Three Readings.  
**MOVED** by Councillor Hamann and seconded THAT  
Council passes the first 3 readings of Bylaw # 928, 2009, a bylaw to create a Board of Variance.  
**CARRIED**
- b) Development Variance Permit Application, Ted and Lynda Maddex, 4802 Bisette Drive.  
**MOVED** by Councillor Hamann and seconded THAT  
a Development Variance Permit be granted in principal on the setback infraction at 4802 Bisette Drive, and THAT the public be allowed 10 days to comment.  
**CARRIED**

Council **DIRECTED** Administration to research the setback error and take steps to ensure it does not recur.

## 11. REPORTS

- a) Annual Report 2009  
The CAO advised that the Annual Report was made available to the public, and written submissions were invited. This message was advertised in the Dawson Creek Daily news twice, as per the *Community Charter*, as well as on local bulletin boards. No submissions were received from the public.  
**MOVED** by Councillor Hamann and seconded THAT  
Council approves the Annual Report for 2009 as presented.  
**CARRIED**
- b) Annual Financial Report 2009  
**MOVED** by Councillor Hamann and seconded THAT  
Council approves the Annual Financial Report for 2009 as presented.  
**CARRIED**
- c) Lagoon Project
- Report of CAO
- MOVED** by Councillor Hamann and seconded THAT  
Administration make the necessary arrangements with Golder and Associates to proceed with the first stages of the lagoon capital project.  
**CARRIED**

Council **DIRECTED** Administration to ensure the purchasing policy is followed.

- d) Pederson Subdivision Project Update
- Report of CAO
- ACCEPTED** as presented by consensus of Council.
- e) July 1<sup>st</sup> Parade Planning
- Report of Administrative Assistant
- Council requested steak and chicken be served at the staff and Council barbeque. There would be 7 attending from Council. T-shirts required for July 1<sup>st</sup> will be L and XL.
- f) Councillor Merrick Portfolio Report – Verbal  
Council **DIRECTED** Administration to ensure there is dust control at Pouce Park as soon as possible.

- g) Councillor Hamann Portfolio Report – Verbal  
The Village of Pouce Coupe sign at the south entry on Highway 2 requires some attention. The trees are dying, letters are broken, and the wood chips need adjusting. Council **DIRECTED** Administration to clean up this area.
- h) Councillor Kut Portfolio Report – Verbal  
Council **DIRECTED** Administration to collect information from McLeod Lake and Tomslake recreation centers about how they charge for their janitorial service. The cemetery markers need to be put in place. The arborite in the Pouce Park kitchen needs repairs. There are a number of repairs needed in the cabin. Administration is to act on the deficiencies.
- i) Councillor Drover Portfolio Report – Verbal  
In the future, Councillor Drover will make it clear when requests for reports are requested.
- j) Mayor Clark Portfolio Report – Verbal  
Mayor Clark sent a card to Arlene Moore expressing Council's sympathies with regards to the passing of her husband, Henry.

**MOVED** by Councillor Hamann and seconded THAT  
Mayor Clark's expenses are covered when he travels to Chetwynd for the Jackfish Lake Road event on August 29, 2009. **CARRIED**

- k) Public Works Progress Report
  - Report of Public Works Supervisor**ACCEPTED** as presented by consensus of Council.

**12. REPORT OF CHIEF ADMINISTRATIVE OFFICER**

- Progress Report to June 8, 2009  
The new Minister of Community and Rural Development is the Honorable Bill Bennett. The City of Fort St. John replied and will not be attending our Canada Day Parade. Jock's Restoration completed the mould investigation at the Pouce Park cabin. They noted that the mould levels are higher than they should be, and steps should be taken to remove the mould.

**13. QUESTION PERIOD – NIL**

**14. NEW BUSINESS – NIL**

**15. ADJOURNMENT**

The meeting adjourned at 10:22 p.m.

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Chairperson  
Mayor Lyman Clark

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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.

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Chief Administrative Officer  
Peter Thomas