



## CORPORATION OF THE VILLAGE OF POUCE COUPE

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### Minutes of Regular Council Meeting December 19, 2011 Held in the Village Council Chambers

- ATTENDANCE:** Mayor Larry Fynn  
Councillor Red Merrick  
Councillor Gerta Kut  
Councillor Colleen Evans  
Councillor Jonathan Simmons
- Katrina Antoine, Administrative Clerk  
Michael McPhail, Finance Officer  
Greg Harsch, Fire Chief / Public Works Foreman
- GALLERY:** Matthew Baines, Mile 0 City.ca, Reporter  
Wayne Saffran, Resident  
Lauranne Saffran, Resident

#### 1) CALL TO ORDER

Mayor Fynn called the meeting to order at 7:00 p.m.

#### 2) ADOPTION OF AGENDA

Motion was made that the Agenda for the Regular Council Meeting of December 19, 2011 be adopted as presented **MOVED** by Councillor Merrick and **SECONDED** by Councillor Evans, All in Favour **CARRIED**

#### 3) ADOPTION OF MINUTES

Motion was made that the minutes of December 5, 2011 be adopted as presented **MOVED** by Councillor Kut and **SECONDED** by Councillor Simmons, All in Favour **CARRIED**

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

#### 5) PUBLIC HEARING – NIL

#### 6) DELEGATIONS - NIL

#### 7) UNFINISHED BUSINESS AND BUSINESS ARISING FROM THE MINUTES – NIL

#### 8) NEW BUSINESS - NIL

9) CORRESPONDENCE – NIL

10) CORRESPONDANCE FOR INFORMATION (SEE CHAMBER FILE)

- a) NCLGA Connector – Newsletter – Accepted as Information
- b) Spectra Energy – Information Letter – Accepted as Information
- c) Paul Yuzuk Award for Multiculturalism – Newsletter – Accepted as Information
- d) BC Communities in Bloom – Congratulatory Letter – Accepted as Information
- e) Northern Health – News Release – Accepted as Information
- f) Office of the Premier – Letter – Accepted as Information
- g) Northern BC Travel – Letter – Accepted as Information

**MOVED** by Councillor Merrick and **SECONDED** by Councillor Simmons, All in Favour  
**CARRIED**

11) RESOLUTIONS

- a) Accounts Payable Report - \$68,718.84
- b) Accounts Payable Report - \$13,210.97
- c) Accounts Payable Report - \$350.00

THAT the Accounts Payable Reports be accepted as presented **MOVED** by Councillor Merrick and **SECONDED** by Councillor Simmons, All in Favour  
**CARRIED**

12) BYLAWS - NIL

13) REPORTS

a) **Councillor Evans**

- i. Councillor Evans reported many concerns that she had with the Community Centre:
  - a. That there has never been an inventory completed and there doesn't seem to be a record of who owns what.
  - b. Table and chairs are being loaned without permission or consent of the Village
  - c. The school district provides a cleaner, which as an union position, and the cleaner claims she does not have a list or clear instructions as to what she is too clean before and after events held at the Community Centre. At this time, all she has been cleaning is the floors and walls as per the contract.
  - d. Teachers are using dishes which are not being cleaned or returned to the Community Centre

Motion to move forward and set meeting with A. Van Tassel, representative from the School District, to review the contract with respect to all outstanding issues as outlined above.

**MOVED** by Councillor Evans and **SECONDED** by Councillor Merrick, All in Favour  
**CARRIED**

Finance Officer advised that money may have been given to the school district to purchase items for the Community Centre. No individual items have been purchased by the Village.

- b) **Councillor Kut** – Streetlights need to be replaced near resident's houses. Proper authorities need to be contacted in order to get streetlights replaced.
- c) **Councillor Merrick** – Trees on 50<sup>th</sup> Street need to be cut down especially with this weather coming before one falls and hurts someone or damages someone's property. The Public Works Foreman agrees to look at the trees the day after the meeting with Councillor Merrick and decide on appropriate action.
- d) **Councillor Simmons** – NIL
- e) **Mayor Fynn** – Advised that he was sworn in at the Peace River Regional District Meeting on December 9, 2011 and has already attended two meetings, December 14 and December 15, 2011. The December 14, 2011 meeting was orientation to the District, and the second meeting was in conjunction with the RCMP talking about issues within the Village of Pouce Coupe. Many issues discussed included the following:
  - i) Bylaws need to be reviewed, added or deleted in order for the RCMP to enforce them.
  - ii) ATV/Snowmobilers, legislation is possibly coming through in order to have these types of vehicles licensed, may help with this issue.

Concerns with the speed of vehicles entering Pouce Coupe near the school crosswalk, RCMP figured that flashing speed signs may encourage drivers to slow down as they enter Pouce Coupe.

Mayor Fynn also advised that the Ministry of Transportation has advised that construction will begin on Tremblay Trail in June or July, 2012. Construction will include turning lanes and having the sidewalks extended.

Stantec, an engineering company came to the Village Office to discuss the four laning of Hwy 2 which would be happening soon.

The Village of Pouce Coupe is also looking into soliciting the Ministry of Transportation into possibly paving connector roads into Pouce Coupe such as Tremblay Trail, Elevator Road, etc. The Village is also looking into soliciting Ministry of Transportation into paying for the flashing road signs near the school crosswalk on Hwy 2 as well.

#### 14) i) **CHIEF ADMINISTRATIVE OFFICER**

- a) **Board of Variance** – Has been tabled to a future meeting until more research has been completed into assembling such board. **TABLED**

Councillor Simmons had asked what is a "Board of Variance" and Mayor Fynn had explained that it is consisted of residents of Pouce Coupe which looks at changes that are requested by another resident and brings recommendations to Council for final consideration. Mayor Fynn had then explained he was once on a Board of Variance, but had never had any opportunity to actually act on the board.

b) **Budget Committee** – A Budget Committee has been decided upon and assembled with the following participants:

Chief Administrative Officer, Karen P. Mellor  
 Finance Officer, Michael McPhail  
 Fire Chief / Public Works Foreman, Greg Harsch  
 Mayor Fynn  
 Councillor Evans  
 Councillor Merrick

**MOVED** by Councillor Kut and **SECONDED** by Councillor Simmons, All in Favour  
**CARRIED**

c) Portfolios for the 2011/2012 Year has been decided upon and assembled as outlined below:

Development and Planning	Council
Finance	Council
Personnel	Council
Special Events	Council
South Peace Community Health Liaison	Mayor Fynn
Peace River Haven	Mayor Fynn, Councillor Kut
Peace River Regional District	Mayor Fynn, Councillor Merrick
South Peace Economic Development Commission	Mayor Fynn
Northern Development Initiative Trust	Mayor Fynn
Municipal Insurance Association	Mayor Fynn
Municipal Emergency Program	Councillor Merrick
Chamber of Commerce	Councillor Simmons
Northern Rockies Alaska Highway Tourism Assoc/ Museum/Tourism	Councillor Merrick
Library/School/Community Centre	Councillor Evans
Fire Department/Public Works	Mayor Fynn
Liaison to Senior Citizens	Councillor Kut
Cemetary	Councillor Simmons
Pouce Park	Councillor Merrick

**MOVED** by Councillor Evans and **SECONDED** by Councillor Simmons, All in Favour  
**CARRIED**

## ii) FINANCE OFFICER

a) SOFI – Finance Officer explained what the purpose of the report is. A Freedom of Information report to Victoria, BC for public information. This report does not need to be approved by Council.

b) Finance Officer explained the two pie charts reflecting Expenditures and Revenue of the Village of Pouce Coupe as at November, 2011. The Finance Officer has offered full details as explained on the Chart if anyone wishes detailed information as shown on the pie charts.

See Appendices "A" and "B" attached hereto at the end of the minutes.

c) Finance Officer advised that the Interim Audit was completed last week and went well. The Auditors will be preparing a Management Letter which will be forwarded to our office and will be presented at the next council meeting.

## iii) ADMINISTRATIVE CLERK

a) The Administrative Clerk had reported that the Christmas Light Up went well. We had a great attendance from the residents of Pouce Coupe as well as residents from Dawson Creek. The weather cooperated nicely and was a great evening. The Administrative Clerk also reported that the event had only cost the village approximately \$500, which included the cost for the food and drinks, horse sleigh rides and the musical entertainment.

Mayor Fynn congratulated the Community Church, in particular Pastor Lizotte for his wonderful contribution to the Christmas Light Up and the assortment of activities for the children. He also thanked Councillor Kut for her decorations for the Village Office. Councillor Kut then donated all her decorations to the Village Office for future events.

Mayor Fynn also thanked everyone who pitched in and helped out in bringing this event together and making it a success.

## iv) FIRE CHIEF / PUBLIC WORKS FOREMAN

a) The fire trucks will have proper working lights on them in the New Year so they can effectively respond to all emergencies without endangering the residents.

b) There were four fires in three days. A chimney fire, two salvage fires near the train tressel as well as a structure fire. The fire crew worked well together in responding to these events and had received a compliment from the fire investigator for the structure fire for their timely response.

c) As for the Public Works, this freezing rain has caused problems this weekend, and has been working hard at making sure all the roads and sidewalks are cleared and salted as much as possible.

- d) The new snowblower which was recently purchased is working well with no issues.
- e) There won't be a new hire for another public works man until the New Year.
- f) The fire contract needs to be renegotiated with the Peace River Regional District, many issues need to be dealt with at that time.

#### 15) QUESTION PERIOD

Wayne and Lauranne Saffran were asking Councillor Merrick questions about the trees to be cut down. They were asking whether it was really necessary to cut down the trees and whether or not there was other ways to avoid it. Councillor Merrick voiced his concerns that some of the trees are leaning to far towards people's property and someone may get hurt or have property damaged. Councillor Merrick then explained how a tree had fallen on someone's home and put the family out of their home for a few days and it was the Village's responsibility to cover those costs. He feels this will avoid any future problems.

#### 16) IN-CAMERA MEETING - as per section 90(1) (l) of the Community Charter

Motion to move to a Closed Meeting of Council

**MOVED** by Councillor Merrick and **SECONDED** by Councillor Kut THAT Council move to a Closed Meeting of Council.

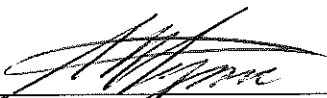
Adjourned to a closed meeting under Section 90(1)(l) of the Community Charter at 8:32pm.

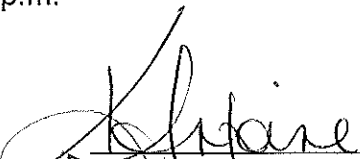
Returned to the Regular Meeting of Council at 8:55pm.

#### 17) RISE AND REPORT - NIL

#### 18) ADJOURNMENT

The meeting adjourned at 9:00 p.m.

  
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 Chairperson  
 Mayor Larry Fynn

  
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 Recorder  
 Katrina Antoine  
 Administrative Clerk