



CORPORATION OF THE VILLAGE OF POUCE COUPE

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Minutes of the Regular Council Meeting June 20, 2011 Held in the Village Council Chambers

ATTENDANCE:

Mayor Lyman Clark
Councillor Red Merrick
Councillor Larry Fynn

Karen P. Mellor, Chief Administrative Officer
Sandy O'Flaherty, Administrative Assistant

GALLERY:

Dan Steele
Sandy Steele
Andre Lavoie

1) CALL TO ORDER

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

2) ADOPTION OF AGENDA

MOVED by Councillor Fynn and **SECONDED** by Councillor Merrick, THAT the Agenda for the Regular Council Meeting of June 20, 2011 be adopted as presented

CARRIED

3) ADOPTION OF MINUTES

a) Minutes of the Regular Council Meeting of June 6, 2011

MOVED by Councillor Merrick, and **SECONDED** by Councillor Fynn, THAT the minutes of the June 20, 2011 Regular Council Meeting be adopted as presented **CARRIED**

4) INTRODUCTION OF LATE ITEMS - NIL

5) PUBLIC HEARING – NIL

6) DELEGATIONS

a) Andre and Tina Lavoie

Tina Lavoie was unable to attend. Andre Lavoie presented to Council that he was concerned about exceptions to water usage during restrictions. He noted that the City of Dawson Creek imposed a water permit for \$50.00 applicable during times of restrictions. The application for a water permit allowed restrictions to be lifted if parties needed to use more water than permitted. The concern at this time was laying sod for new developments, and if Council could implement this application for permit in the future. At this time, Council accepted this information for further consideration.

b) Dan and Sandy Steele

Dan and Sandy Steele made a request to Council to build an accessory building (garage) prior to the primary building (residence). At this time they have the plans for both structures and are able to present them to the building inspector for approval. Sandy and Dan were also willing to take out all necessary permits to show their good faith in completing the construction. The intention is to commence building the detached garage first so they can sub feed power to the primary building (residence) during construction. At this time, Council accepted this information for further consideration.

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

MOVED by Councillor Merrick, and **SECONDED** by Councillor Fynn, THAT all correspondence be accepted as information **CARRIED**

8) CORRESPONDENCE

a) UBCM

Re: Call for Nominations for the 2011/2012 UBCM Executive

b) District of Elkford

Re: Relationships between Municipalities and Local First Nations

c) District of Tumbler Ridge

Re: Invitation to participate in GRIZFEST Music Festival

MOVED by Councillor Fynn, and **SECONDED** by Councillor Merrick, THAT the Corporation of the Village of Pouce Coupe make the necessary arrangements to participate in the Grizfest Music Festival and parade in Tumbler Ridge on July 30, 2011 **CARRIED**

9) CORRESPONDANCE FOR INFORMATION (SEE CHAMBER FILE)

a) Seniors and the HST - Information

b) Child Find – Flyer Posting

c) Northern Health – Primary Care in Prince Rupert

d) North East Invasive Plant Committee – 2010 Plan and Profile

e) GFOA – May 2011 Update

f) NCLGA – Northern BC Citizen Series Webinars

g) NCLGA – Carbon Neutral Regional Workshops and Webinars

10) RESOLUTIONS

a) Accounts Payable Report - \$20,612.50

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

b) Accounts Payable Report - \$65,436.99

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

11) BYLAWS

- a) **Bylaw No. 944, 2011** – A bylaw to amend the “Village of Pouce Coupe Zoning Bylaw, No. 931, 2011 – First, second, and third readings

MOVED by Councillor Fynn, and **SECONDED** by Councillor Merrick, THAT Council gives first, second, and third readings to Bylaw No. 944, 2011, a bylaw to amend the “Village of Pouce Coupe Zoning Bylaw, No. 931, 2011 **CARRIED**

A Public Hearing for this Bylaw was waived by Council.

12) REPORTS

- a) **Councillor Merrick**

Councillor Merrick noted the need to start getting quotes for paving. Councillor Merrick also suggested that a committee be established to decide what roads are priorities in order to establish costs prior to tender. Councillor Merrick made motion that the Corporation of the Village of Pouce Coupe establishes a Planning Advisory Committee to pursue outcomes pertinent to the public works within the Corporation of the Village of Pouce Coupe.

MOVED by Councillor Merrick, and **SECONDED** by Councillor Fynn, THAT Council establishes a Planning Advisory Committee to pursue the needs of public works in the Corporation of the Village of Pouce Coupe **CARRIED**

- b) **Councillor Fynn**

Councillor Fynn reported that the Canada Day Celebration preparations are well under way at the Pouce Park. Councillor Fynn also requested the engineering report for the roads in the Pederson Subdivision.

Direction: To contact Genivar to obtain engineering report for the roads in Pederson Subdivision.

- c) **Mayor Clark**

Mayor Clark reported that he and Councillor Fynn attended the breakfast hosted by MLA, Blair Lekstrom on Thursday, June 16, 2011. Mayor Clark also participated in a teleconference with the Northwest Corridor Development Committee on Thursday, June 16, 2011. Discussions were held in regards to the future of the National Wheat Board and future railway access. Mayor Clark reported that the trestle for the float was in progress and the metal has been cut for the train. Public works reported to the Mayor that the tree was removed at 4908 49 Avenue, as directed.

13) REPORT OF THE ADMINISTRATIVE ASSISTANT

- a) **Parade Update** – Parade preparations are progressing along.
 b) **BC One Call** – Presented Council with latest information in regards to charges incurred to the Village fro BC One Call Tickets. Staff will prepare a report with a recommendation.
 c) **Auditor’s Report** – Staff will present a report with a recommendation after staff has had a chance to meet and discuss auditor’s findings.

14) QUESTION PERIOD –NIL

15) NEW BUSINESS

- a) **PNG Gas Line Proposal** – An underground gas construction plan was submitted for consideration by Pacific Northern Gas. The proposed natural gas main extension was accepted and signed off by Mayor Lyman Clark for Municipal approval.

Direction: Contact Peter Woolf to pick up signed copy and request duplicate documentation to retain for the Corporation of the Village of Pouce Coupe.

16) IN-CAMERA MEETING - as per section 90(1) (a) and (c) of the Community Charter

Motion to move to a Closed Meeting of Council

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

Adjourned to a closed meeting under section 90(1) (a) and (c) of the Community Charter at 8:00 p.m.

Motion to return back to the Regular Meeting of Council

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

Returned to the Regular Meeting of Council at 8:20 p.m.

17) RISE AND REPORT

- a) In the In-Camera Meeting of June 20, 2011 Council made the motion to increase the wages for the new public works employee that will be retroactive to June 1, 2011.

MOVED by Councillor Fynn, and **SECONDED** by Councillor Merrick, THAT the Corporation of the Village of Pouce Coupe increase the wage for the new public works employee that will be retroactive to June 1, 2011.

- b) In the In-Camera Meeting of June 20, 2011 Council made the motion to assign the powers, duties and responsibilities to Karen P. Mellor, Chief Administrative Officer for the Corporation of the Village of Pouce Coupe, under sections 147, 148, and 149 of the Community Charter. Further motion was made that Karen P. Mellor, Chief Administrative Officer for the Corporation of the Village of Pouce Coupe is given signing authority and additional authority as the Approving Officer under the Land Title Act and Local Government Act.

MOVED by Councillor Finn, and **SECONDED** by Councillor Merrick, THAT the Corporation of the Village of Pouce Coupe assigns the powers, duties and responsibilities to Karen P. Mellor, Chief Administrative Officer for the Corporation of the Village of Pouce Coupe, under sections 147, 148, and 149 of the Community Charter.

MOVED by Councillor Finn, and **SECONDED** by Councillor Merrick, THAT the Corporation of the Village of Pouce Coupe gives Karen P. Mellor, Chief Administrative Officer for the Corporation of the Village of Pouce Coupe, signing authority and additional authority as the Approving Officer under the Land Title Act and Local Government Act.

- c) At the June 20, 2011 Regular Meeting of Council, a request was made to build the accessory building (garage) prior to the primary building (residence). In discussion of the Zoning Bylaw No. 931, it was outlined in section 1.15 as follows :

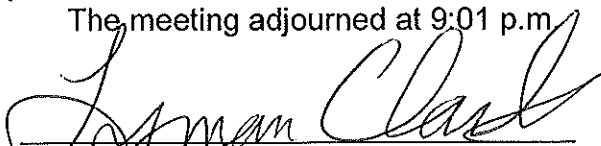
No accessory building, structure or use shall be permitted on any parcel unless the principal building to which the building, structure or use is an accessory has been erected or will be erected simultaneously with the accessory building, structure or use.

Therefore, Council approved the request in accordance with the bylaw and moved that all permits would be taken out simultaneously and requestor would therefore be allowed to continue with construction upon approval from the building inspector.


MOVED by Councillor Merrick, and **SECONDED** by Councillor Fynn, THAT the Corporation of the Village of Pouce Coupe gives approval for building the accessory building prior to the primary building, as long as all permits were taken out simultaneously upon approval of the building inspector.

18) ADJOURNMENT

The meeting adjourned at 9:01 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

Chief Administrative Officer, Karen Mellor