



## CORPORATION OF THE VILLAGE OF POUCE COUPE

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### Minutes of Regular Council Meeting November 21, 2011 Held in the Village Council Chambers

**ATTENDANCE:** Mayor Lyman Clark  
Councillor Red Merrick  
Councillor Larry Fynn

Karen P. Mellor, Chief Administrative Officer  
Katrina Antoine, Administrative Clerk

**GALLERY:** Colleen Evans  
Matthew Baines, Mile 0 City.ca, Reporter  
Michaela Garstin, Dawson Creek Daily News, Reporter

#### 1) CALL TO ORDER

Mayor Clark 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 November 21, 2011 be adopted as presented **MOVED** by Councillor Merrick and **SECONDED** by Councillor Fynn **CARRIED**

#### 3) ADOPTION OF MINUTES

Motion was made that the minutes of November 7, 2011 be adopted as presented **MOVED** by Councillor Merrick and **SECONDED** by Councillor Fynn **CARRIED**

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

#### 5) PUBLIC HEARING – NIL

#### 6) DELEGATIONS - NIL

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

a) **SPCA** – discussion regarding two complaints made from residents of Pouce Coupe about dogs on the loose and a dog attack on another dog.

**DIRECTION:** CAO is to invite the SPCA to a Council Meeting to have some discussion about the dogs on the loose in Pouce Coupe and the renewal of the SPCA Contract.

## 8) CORRESPONDENCE

### a) Peace River Regional District – Renewal of Fire Contract

**DIRECTION:** CAO to call Kim Frech, at the Peace River Regional District to receive clarification on a few points of the contract hopefully before next council meeting.

### b) Invitation to the Annual Potluck at the Museum

**DIRECTION:**

- a) Staff to get list of people from the Village Office who would be attending and forward to Barbara before November 30, 2011
- b) Christmas Light Up to be changed to December 4, 2011 at 4 p.m. with the judging of the Christmas Lights to be held the same night as the Christmas Light Up. Staff to make arrangements for final details.

**MOVED** by Councillor Merrick and **SECONDED** by Councillor Fynn **CARRIED**

## 9) CORRESPONDANCE FOR INFORMATION (SEE CHAMBER FILE)

- a) NCLGA Connector - Newsletter – Accepted as Information
- b) Ministry of Children and Family Development – Adoption Information – Accepted as Information
- c) Ministry of Forests, Lands and Natural Resource Operations – Letter of Correspondence – Accepted as Information
- d) Site C Business Information Sessions - Email – Accepted as Information
- e) Northern Health – Annual Report – Accepted as Information

**MOVED** by Councillor Merrick and **SECONDED** by Councillor Fynn **CARRIED**

## 10) RESOLUTIONS

### a) Accounts Payable Report - \$50,654.52

Resolution of Council THAT the Accounts Payable Report be accepted as presented  
**MOVED** by Councillor Merrick and **SECONDED** by Councillor Fynn

**CARRIED**

## 11) BYLAWS

- a) Bylaw 948, 2011 – “The Corporation of the Village of Pouce Coupe Columbarium Reserve Fund Establishment Bylaw No. 948, 2011” – Was Given the Fourth and Final Reading

Resolution of Council THAT Bylaw 948, 2011 – “The Corporation of the Village of Pouce Coupe Columbarium Reserve Fund Establishment Bylaw No. 948, 2011” – Be given the Fourth and Final Reading **MOVED** by Councillor Fynn and **SECONDED** by Councillor

**CARRIED**

Merrick

**12) REPORTS****a) Councillor Merrick**

- i. Removal of trees near hydro lines – needs to be discussed with new Fire Chief / Public Works Foreman

**b) Councillor Fynn**

- i. Provided an update that the Horseshoe Pit and drainage system at the Pouce Coupe Park is now completed, on or under budget. The gates are completed and ready to go in the Spring. Possible alterations to the septic tank may be done in the Spring.

**c) Mayor Clark - NIL****13) CHIEF ADMINISTRATIVE OFFICER**

- a) PEP Update – Spoke to Mona Smith, she advised that she will send amended Recovery Plan by end of the week.
- b) Election Update
- c) Puma Security Update – An additional piece of equipment was required. This will affect the amount quoted.
- d) Keys – Letter of Authorization to have keys cut for the Village of Pouce Coupe

Resolution of Council that Karen P. Mellor, Chief Administrative Officer, have authorization to have keys cut on behalf of the Village of Pouce Coupe at L&T Locksmith.

**MOVED** by Councillor Fynn and **SECONDED** by Councillor Merrick **CARRIED**

**ii) FINANCE OFFICER - NIL****iii) ADMINISTRATIVE CLERK**

- e) Administrative Clerk provided an update on the Christmas Party for the staff of the Village of Pouce Coupe and the Fire Hall. Decision was made that the Christmas Party will be held at Curry etc. with a budget not to exceed \$1800.00.

**DIRECTION:** Staff was instructed to include the following people in the invitation to our Christmas Party:

- I. Mayor Clark;
- II. Bob Embree and his wife (in order to receive plaque for recognition); and
- III. Wally Zwahlen and his wife.

**MOVED** by Councillor Fynn and **SECONDED** by Councillor Merrick **CARRIED**

**14) QUESTION PERIOD**

- a) Matthew Baines, reporter for Mile 0 City.ca asked how Council was proceeding with the renewal of the Fire Contract. – Council advised that staff will contact Peace River Regional District for clarification of the contract.
- b) Matthew Baines, reporter for Mile 0 City.ca asked who the new Fire Chief/Public Works Foreman was. – Mayor Clark advised that the new Fire Chief / Public Works Foreman is Greg Harsch.
- c) Matthew Baines, reporter for Mile 0 City.ca asked about the duties of the new Fire Chief/Public Works Foreman. – Council advised that his duties would be typical duties of the Fire Chief and Foreman.
- d) Matthew Baines, reporter for Mile 0 City.ca asked about the Pouce Coupe park and the restoration and whether or not the funds were from the PEP program. – PEP funding not guaranteed and 80%, if approved, is recoverable.
- e) Michaela Garstin, reporter for the Dawson Creek Daily News, asked questions about whether or Dawson Creek and Pouce Coupe should be integrated and the Council's opinions on the same. – Mayor and Council were all in favour of Pouce Coupe being its own entity from Dawson Creek.

#### 15) NEW BUSINESS

- a) Request was made for Acknowledgment of longtime resident, Norma Parson's, 95<sup>th</sup> Birthday on December 6.

**DIRECTION:** Staff was directed to purchase a very nice card to be signed by the Village of Pouce together with Mayor and Council and a nice letter to acknowledge her birthday.

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

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

Motion to return back to the Regular Meeting of Council

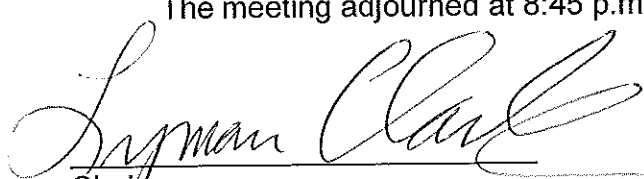
**MOVED** by Councillor Merrick, and **SECONDED** by Councillor Fynn that Council return  
to the Regular Meeting of Council **CARRIED**

Returned to the Regular Meeting of Council at 8:40 p.m.

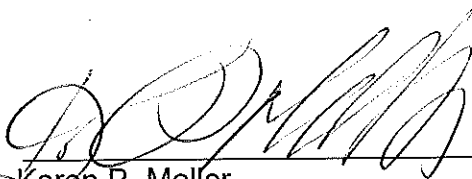
17) RISE AND REPORT - NIL

18) ADJOURNMENT

The meeting adjourned at 8:45 p.m.



Chairperson  
Mayor Lyman Clark



Karen P. Mellor  
Chief Administrative Officer