



CORPORATION OF THE VILLAGE OF POUCE COUPE

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Minutes of Regular Council Meeting April 6, 2010 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
Brad Wilde, DPW Operator

GALLERY: None

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

Add item 14b "Public Works Fleet Purchase Option", to be heard after 6a.

MOVED by Councillor Kut, and seconded, THAT

The Agenda for the Regular Council Meeting of April 6, 2010 be adopted as amended.

CARRIED

3. ADOPTION OF MINUTES

a) Minutes of the Regular Council Meeting of March 22, 2010.

MOVED by Councillor Drover and seconded THAT

the Minutes of the Regular Council Meeting of March 22 2010 be adopted as presented.

CARRIED

4. INTRODUCTION OF LATE ITEMS

8f) Dawson Creek Ski and Recreation Association Re: Request for Letter of Support for a Ski Hill Grant

14a) Pouce Coupe Museum and Historical Society Re: Marquee Sign

14b) Public Works Fleet Purchase Option

5. PUBLIC HEARING

a) Parcel Tax Review Panel

The Regular meeting was stopped at 7:03 pm to attend to the Public Hearing.

The CAO advised that we had advertised that the Parcel Tax assessment roll was open for inspection changes for the upcoming tax year in the Dawson Creek Daily News, as well as on local bulletin boards. It was advertised that the Parcel Tax Review Panel would hold this Public Hearing on April 6 at 7 pm to receive any discrepancies regarding the roll. Written submissions were requested by March 19.

We received no submissions regarding the roll.

Hearing no submissions from the Gallery, the Mayor closed the Public Hearing at 7:04 pm.

The regular meeting resumed at 7:04 pm.

6. **DELEGATIONS**

- a) Sue Kenny, Community Futures
- Presentation on Economic Development Strategy Phase 2 & 3
 - Pouce Coupe Highway Corridor Enhancement

Sue Kenny from Community Futures distributed a Community profile to the Mayor and each Councillor. The profile contains information to attract residents and businesses to the Village. The webpage has been updated with all the same information. A one page folded "teaser" brochure was also created as part of the phase 2 project.

Now that the community profile (investment package) is complete, the new website will have an official launch.

The next phase will focus on the physical improvement of the community (beautification). The plan is to start a beautification committee and get public input into the project.

Community Futures presented Council with a cheque for \$10,000 as seed money to start this beautification project.

Councillor Drover noted that he was pleased with the results produced under the Economic Development strategy. Councillor Hamann noted she was happy to have Community Futures leading us through this venture.

The CAO advised that we completed phase one of the Economic Development marketing strategy. Community Futures organized public meetings and collected information from the local businesses to formulate the Economic Development Marketing Strategy plan. Phase two resulted in the development of this investment package, the re-development of our webpage, plus a \$10,000 cheque for this year's beautification project.

Phase three will focus on beautification. The CAO noted that all funding has come from the Northern Development Initiative Trust funding. There is funding available this year in the amount of \$35,000. Provided Council is happy with the results Community Futures has achieved to date, we should continue our relationship with them as we apply for this year's funding.

MOVED by Councillor Hamann and seconded THAT

Administration apply for the 2010 Economic Development funding opportunity from the Northern Development Initiative Trust, and that we continue on to phase three of our Economic Development plan as lead by Community Futures.

CARRIED

The Mayor thanked Mrs. Kenny for her presentation.

14. **NEW BUSINESS**

- b) Public Works Fleet Purchase Option

Councillor Kut found that the County of Birch Hills Alberta has a Bobcat Skidsteer Loader and attachments for sale in an auction on April 13. The unit has 92 hours on it, and they paid \$61,000 for the whole package. It comes with a plow, tree spade, forks, roller, auger, and other attachments. They require a 10% deposit with the bid.

Public Works Operator Brad Wilde noted that we would not need both buckets, the auger, or the roller attachments. The plow would be a useful attachment, as would the pallet forks. If we got that piece of equipment, we could get rid of the JD Tractor and a plow.

Councillor Kut and Brad noted that if we could get this for the right price, it would be an asset.

Brad noted the dealer he spoke with would have a list price of \$67,000 for a new unit and attachments.

MOVED by Councillor Kut and seconded THAT

Council put in a bid of \$50,000 for the purchase of the Skidsteer and all attachments from the County of Birch Hills, and that these funds come from the 2010 Capital budget, in place of the \$40,000 budgeted for the new DPW truck.

CARRIED

Council **DIRECTED** Administration to talk to the County of Birch Hills and make the offer.

MOVED by Councillor Hamann and seconded THAT

Council pay the mileage expense of \$124.50 for Councillor Kut to travel to the County of Birch Hills to investigate this purchase.

CARRIED

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

a) Staff/Council Portraits

- Report of Administrative Assistant

Council accepted the report for information, and agreed to participate in the project.

b) Investment Strategy

- Report of CAO

Council discussed the possibilities of maximizing our return on investments. The CAO advised that the Municipal Finance Authority is the leading financial institution for most municipalities in the Province, and we have a long standing relationship with them. When we need to borrow money, we do it through the MFA.

MOVED by Councillor Hamann and seconded THAT

Council approve the transfer of one million dollars from the Municipal Finance Authority Money Market account to the Bond Fund Account.

CARRIED

c) 2010-2014 Budget

- Proposed 2010 Budget for the Pouce Coupe Library.
- Proposed 2010 Budget for the Pouce Coupe Museum.

Council discussed the pros and cons of both the Library and Museum operations, and agreed that the both operations are providing a positive service to the community, and require our financial support to function.

MOVED by Councillor Hamann and seconded THAT

Council budget \$64,110 in funding for the Pouce Coupe Municipal Library operation for 2010.

CARRIED

MOVED by Councillor Merrick and seconded THAT

Council budget \$41,412.93 in funding for the Pouce Coupe Museum and Historical Society for 2010.

CARRIED

8. **CORRESPONDENCE**

a) Ministry of Forests and Range Re: Offer to Meet With Council.

Council **DIRECTED** Administration to invite the Ministry of Forests District Manager to a future Council meeting to provide an update on their operation.

- b) City of Fort St. John Re: Municipal Government Day – May 19, 2010.
MOVED by Councillor Hamann and seconded THAT
Any Council member available to represent the Village at the Municipal Government Day in Ft. St. John on May 19 attend this function, AND THAT the funds come from the Council travel account. **CARRIED**

The Mayor indicated that he will attend if his schedule permits.

- c) NCLGA Re: Annual AGM and Convention.
The Mayor will be representing the Village at the North Central Municipal in Smithers on May 5 to 7, 2010. No other Councillor was available to attend.
The CAO indicated that the NCLGA resolutions were emailed to all of Council. If they would like to discuss any of the resolutions, they are to let Administration know, and they will appear on the next Council agenda.
Councillor Merrick noted that he is not always able to access emails that are sent from the office. The CAO advised that if this is the case, Council members are to call the office and we will print you a hard copy.
- d) Spectra Energy Re: Bissette Pipeline Project.
This item was **ACCEPTED** for information by consensus of Council.
- e) PRRD Re: Spring Cleanup Program.
This item was **ACCEPTED** for information by consensus of Council.
- f) Dawson Creek Ski and Recreation Association Re: Request for Letter of Support for a Ski Hill Grant
MOVED by Councillor Hamann and seconded THAT
Council supports the Dawson Creek Ski and Recreation Association Ski Hill Grant application to the Northern Development Initiative Trust for the replacement of the ski lift. **CARRIED**

9. RESOLUTIONS

- a) Accounts Payable Report, March 24, 2010, \$42,438.92.
MOVED by Councillor Hamann and seconded THAT
Council accepts the Accounts Payable Report from March 24, 2010 in the amount of \$42,438.92. **CARRIED**

10. BYLAWS

The CAO advised that the only change to the previous water and sewer frontage tax bylaws from last year is in point 5: the total actual and taxable measurements.

- a) Bylaw #932, 2010, A Bylaw to Amend Village of Pouce Coupe Water Frontage Parcel Tax, Final Reading.
MOVED by Councillor Hamann and seconded THAT
Council passes the final reading of Bylaw #932, 2010 a Bylaw to Amend the Village of Pouce Coupe Water Frontage Parcel Tax. **CARRIED**
- b) Bylaw #933, 2010, A Bylaw to Amend Village of Pouce Coupe Sewer Frontage Parcel Tax, Final Reading.
MOVED by Councillor Hamann and seconded THAT
Council passes the final reading of Bylaw #933, 2010, a Bylaw to Amend the Village of Pouce Coupe Sewer Frontage Parcel Tax. **CARRIED**

11. REPORTS

a) Sanitation Dump at Pouce Park 3

- Report of CAO

Councillor Drover noted that Recreational Vehicles can dump for free, and refill their water supply at Canadian Tire in Dawson Creek. Therefore, we would need a dump and a water supply for at least cleaning in the same location.

Council discussed other options for the park, and the services they want to provide.

Council tabled this item to a later date.

b) Councillor Merrick Portfolio Report – Verbal

The Pouce Coupe Community Foundation is planning on replacing the BBQ pit at Pouce Park. Council **DIRECTED** Administration to cooperate with the Pouce Coupe Foundation with the removal of the old pit, by assisting with equipment and Operators.

Council **DIRECTED** Administration to bring a Public Works Department update report to the next Council meeting.

MOVED by Councillor Kut and seconded THAT

The regular meeting of Council proceeds past 9 p.m. as required.

CARRIED

Councillor Merrick brought up the issue of garbage collection in the Village, and questioned whether Council wanted to continue contracting the service out, or take it over and do it with our own labour and equipment. If there is going to be a change, a decision should be made soon. The garbage contract is up on July 31, 2010.

Council **DIRECTED** Administration to advertise to the residents that our Fire Safety rating has been improved, and they should inform their insurance provider of the change to get a better rate if available. If there is a savings to be had, the residents are to be informed.

The CAO advised that we are waiting for Dayton and Knight to provide their engineering report on the reservoir, and we should see that this or next week.

c) Councillor Drover Portfolio Report – Verbal

Councillor Drover left the last meeting early due to a work related call out. He attended a Chamber luncheon and heard a presentation on early childhood learning, and community gardening projects.

d) Councillor Hamann Portfolio Report – Verbal

Councillor Hamann had nothing to report at this time.

e) Councillor Kut Portfolio Report – Verbal

Councillor Kut attended a Measuring Up The North meeting, where they have received a \$30,000 grant to renovate the kitchen at Sudetan Hall for people with Special needs.

f) Mayor Clark Portfolio Report – Verbal

Mayor Clark attended an inter-provincial, inter-regional meeting at the EnCana Centre. Dawson Creek will not be selling potable water to Oil and Gas companies this year. Rather, they are working on a project with Shell Oil to use reclaimed water in the Oil and Gas industry. It is costing the City more money to create potable water than they are selling it for, and they are working on a new charge system.

The Mayor represented the Village at the opening of Rotary Manor in Dawson Creek today. We need to look at a ditching system for the Pederson subdivision.

12. REPORT OF CHIEF ADMINISTRATIVE OFFICER

- Progress Report to March 31, 2010

The report was **ACCEPTED** for information by consensus of Council.

The CAO reported that a new childcare centre has received permission to open in the Village.

13. QUESTION PERIOD – NIL

14. NEW BUSINESS

- a) Pouce Coupe Museum and Historical Society Re: Marquee Sign
Council approved that the Museum Society re-furbishes the marquee sign and resurrect it in front of the museum.
- b) Public Works Fleet Purchase Option. – *Discussed after item 6a.*

15. ADJOURNMENT

The meeting adjourned at 9:40 p.m.

Chairperson
Mayor Lyman Clark

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.

Chief Administrative Officer
Peter Thomas