

MINUTES of a Town Council meeting held in the Bear Pit, Town Square, Fort Nelson, BC on Monday, March 10, 2003 at 6:30 PM.

THOSE PRESENT

Mayor Morey	-Chair
Councillor Craddock	
Councillor Lutsiak	
Councillor Streeper	
Councillor Unruh	

STAFF

Pat Bailey	-CAO
Debbie Walker	-Corporate Administrator
Heather Brown	-Deputy Corporate Administrator
Linda Wallace	-DRDS
Bruce Hupman	-DOP
Liana Capes	-Recording Secretary
Judy Munro	-Recording Secretary In Training
Pat Higgins	-Deputy Treasurer
Walter Lutsiak	-Fire Chief

PUBLIC/MEDIA

Director Barr	-NRRD
Director Gray	-NRRD
Director Middleton	-NRRD
Alt. Director Sime	-NRRD
Alt. Director Novotny	-NRRD
Brent Hodson	-Fort Nelson News
Sam Wright	-C.F. Wright Farms Ltd.
Joanne Wright	-C.F. Wright Farms Ltd.
Ed Bulley	-Ed Bulley Ventures Ltd.
Carol Wagner	-Fort Nelson Fire Department
James Childs	-Fort Nelson Fire Department
Mike Savage	-Fort Nelson Fire Department
Myrna Blake	

1. Call to Order

A quorum being present, Mayor Morey called the meeting to order at 6:31 PM and proceeded with the business placed before it.

TOWN COUNCIL MINUTES
MARCH 10, 2003
PAGE 2

2. Adoption of Agenda

MOVED by Councillor Lutsiak, **SECONDED** by Councillor Unruh that the agenda for the March 10, 2003 Town Council meeting be amended as follows:

- Sidewalk Replacement Map and Update
- Inclusion of a map illustrating Town owned and Crown owned lands
- Super 8 Hotel Update
- Removal of the Town of Fort Nelson The OCP Amendment (Industrial Zone Collector and Arterial Road) Bylaw No. 637, 2003

and thereafter be adopted for implementation as presented

CARRIED

MINUTES FOR ADOPTION

3. Special Town Council
February 11, 2003

MOVED by Councillor Unruh, **SECONDED** by Councillor Lutsiak that the minutes from the Special Town Council meeting held February 11, 2003 be adopted as distributed and read, there being no errors or omissions.

CARRIED

4. Town Council
February 24, 2003

MOVED by Councillor Unruh, **SECONDED** by Councillor Craddock that the minutes from the Town Council meeting held February 24, 2003 be adopted as distributed and read, there being no errors or omissions.

CARRIED

INFORMATION PACKAGES

5. Council/Board Information Package
February 28, 2003

MOVED by Councillor Lutsiak, **SECONDED** by Councillor Unruh that the Council/Board Information Package dated February 28, 2003 be received for information.

CARRIED

TOWN COUNCIL MINUTES
MARCH 10, 2003
PAGE 3

6. Council/Board Information Package
March 7, 2003

MOVED by Councillor Lutsiak, **SECONDED** by Councillor Unruh that the Council/Board Information Package dated March 7, 2003 be received for information.

CARRIED

*Ed Bulley entered the meeting at 6:34 p.m.

7. **PETITIONS/DELEGATIONS**
Ed Bulley, Woodlands Inn
Re: Development Permit
(See Admin Report #28/03)

Mayor Morey welcomed Mr. Ed Bulley to the meeting and invited him to speak.

Mr. Bulley requested clarification on the development team's comments regarding his development permit application, as noted in Administration Report # 28 on the agenda.

CAO Bailey advised there were areas of his application where information was not complete, noting that said details were either missing or outstanding.

Mr. Bulley described his proposed development as follows:

- An addition or annex would be installed in back of the Woodlands Inn property
- The 55 room addition would provide inexpensive accommodations units for those who required it
- Buildings would consist of ATCO type building, painted in a color complementary to the existing Woodlands Inn
- Additional lighting sources would be provided behind the Woodlands Inn
- Landscaping requirements have been met
- Pedestrian routes are sufficient and provide adequate accessibility
- Annex would be built on a permanent foundation

TOWN COUNCIL MINUTES
MARCH 10, 2003
PAGE 4

7. Continued

Discussion proceeded with regards to Mr. Bulley's Development Permit application request with the following being noted:

- The building Annex would be owned and operated by the same company, Woodlands Inn.
- Guests of the Annex would be checking in at the front desk in the Woodlands Inn.
- The Annex area would be paved.
- The Annex would be ATCO (PTI style) manufactured units with a painted stucco faux finish.
- The Annex rooms would be small with one bed and bathroom being offered, at a lower price with a target customer of truckers and industry workers that require only basic accommodations.
- Concerns were noted regarding aesthetics of the Annex since construction would take place in the Towns "development permit area"
- It was further mentioned that paving was a concern
- It was noted that in his previous application for the Woodlands expansion, the back parking area would be gravelled and compacted to allow for large truck parking; concern was expressed about this being taken up by the proposed Annex without being paved
- It was suggested that photos would help provide a better idea of what the proposed structure would look like

It was noted in the former development permit application issued for the 40 room addition to the Woodlands Inn that 45 unpaved overflow parking stalls for large trucks or RV's had been permitted and now the Annex appeared to be situated on that site.

Extensive discussion ensued regarding the above noted requirement after which Administration was requested to obtain the minutes from the meeting to provide clarity.

TOWN COUNCIL MINUTES
MARCH 10, 2003
PAGE 5

7. Continued

Mayor Morey read the following discussion and resolution from the Town Council minutes dated April 22, 2002: *"Discussion ensued regarding the Development Permit for Ed Bulley Ventures whereby the following was noted:*

- ~ Section 5.6 of Bylaw 571, 1999 does state that a certain portion of property can be utilized for RV and truck parking*
- ~ approving a parking area that is not paved will make it harder for the Town to enforce paved parking for future developments*
- ~ the unpaved section of parking would be located at the rear of the Woodlands Inn; therefore, trucks and RV's must cross paved property prior to entering public streets eliminating most of the mud that could be present on the vehicle*
- ~ originally the zoning bylaw called for 218 paved parking stalls; there would now be 182 paved parking stalls if a portion of the property is designated for large vehicle parking*
- ~ each application is different and should be treated as such; the bylaw should be interpreted at the time of development*
- ~ parking stalls that are not paved would have to be maintained with crushed gravel as per bylaw requirements*

MOVED by Councillor Morey, **SECONDED** by Councillor Bumstead that Ed Bulley Ventures Ltd of Fort Nelson, B.C. be advised their Development Permit Application, dated March 26, 2002 for a 40 room addition to the existing Woodlands Hotel, (located at 3995 - 50th Avenue South) is herewith approved in conjunction with their Development Variance Permit Application to reduce the required 218 paved parking stalls to: 182 paved parking stalls plus an additional 45 overflow parking stalls specifically designed to accommodate recreation vehicles and large trucks and with a surface gravelled, compacted and treated to suppress dust and kept free of weeds (a pavement exception under Section 5.6(5)(iv) of Zoning Bylaw No. 571, 1999), also approved.

OPPOSED - Councillor Allen - parameters unclear for future development applications regarding paved parking

CARRIED'

TOWN COUNCIL MINUTES
MARCH 10, 2003
PAGE 6

7. Continued

Mr. Bulley stated that before he invests any further monies towards this venture, he would like to have his application considered.

MOVED by Councillor Craddock, **SECONDED** by Councillor Streeper that Ed Bulley Ventures Ltd of Fort Nelson, B.C. be advised that his Development Permit Application, dated February 27, 2003 for a 55 unit Annex located at 3995-50th Avenue South behind the existing Woodlands Inn, is herewith approved conditional that said development meets or exceeds the requirements or guidelines set forth in the Town of Fort Nelson Official Community Plan Bylaw No. 570, 1999 in reference to the "Alaska Highway Corridor Development Permit Area."

CARRIED

8. Mike Savage, Fort Nelson
Firefighters Association
(See Admin Report #29/03)

Chair Morey welcomed Mr. Mike Savage, Mr. James Childs and Ms. Carol Wagner, Fort Nelson Firefighters Association and invited them to proceed with their request.

Mr. Savage stated he was present on behalf of the Fort Nelson Fire Fighters Association, requesting that the park located at 43rd Street & 52nd Avenue East Park be re-named to the "Gary Giffin Memorial Park" in memory of fallen Fire Fighter, Gary Giffin, who lost his life in the line of duty on June 4, 2002.

Chair Morey thanked Mr. Savage for his request and informed him that it would be discussed later in the meeting and he would be advised of Council's decision in this regard.

TOWN COUNCIL MINUTES
MARCH 10, 2003
PAGE 7

COMMITTEE REPORTS

9. Informal Bylaw Review Committee
February 25, 2003

MOVED by Councillor Unruh, **SECONDED** by Councillor Lutsiak the minutes from the Informal Bylaw Review Committee dated February 25, 2003 be received for information.

CARRIED

Councillor Streeper advised he was concerned with the recommendation to ban commercial traffic from using 42nd Street.

CAO Bailey advised that further discussion and review of Town transportation corridors was required prior to implementation of a commercial vehicle traffic ban on 42nd Street. She noted that if Council decided to impose a ban by bylaw, it could be similar to the one created for the Simpson Trail whereby large commercial vehicles would be restricted from use during specific hours. She further advised the new Clarke Lake bypass route may alleviate the majority of the heavy traffic using 42nd Street.

MOVED by Councillor Lutsiak, **SECONDED** by Councillor Unruh that the issue of prohibiting commercial vehicle or restricting the use of 42nd Street be deferred to the September 8, 2003 Town Council meeting for review and discussion.

OPPOSED - Councillor Streeper

CARRIED

TOWN COUNCIL MINUTES
MARCH 10, 2003
PAGE 8

ADMINISTRATION REPORTS

10. Administration Report #26/03
Re: PUBLIC RELATIONS - Fort Nelson
First Nation/Town of Fort Nelson and
Northern Rockies Regional District,
Memorandum of Understanding
Re: Statement of Relationship,
DRAFT

CAO Bailey distributed a revised copy of the DRAFT Memorandum of Understanding between Fort Nelson First Nations and the Town of Fort Nelson/Northern Rockies Regional District.

It was suggested that as the Fort Nelson First Nations had added the sentence regarding additional meetings being required, there was only a need to meet twice a year.

MOVED by Councillor Craddock, **SECONDED** by Councillor Lutsiak that the Memorandum of Understanding proposed between the Fort Nelson First Nation and Fort Nelson and the Northern Rockies be adopted for implementation as amended and that Mayor Morey be authorized to sign said memorandum on behalf of the Town & Regional District.

CARRIED

*Mike Savage, James Childs and Carol Wagner left the meeting at 7:20 p.m.

11. Administration Report #28/03
Re: DEVELOPMENT & PLANNING
Woodlands Inn, 3995 - 50th Avenue South
Development Permit Application: 55 Room
"Annex"

MOVED by Councillor Unruh, **SECONDED** by Councillor Lutsiak that Administration Report #28/03 be received for information.

CARRIED

TOWN COUNCIL MINUTES
MARCH 10, 2003
PAGE 9

12. Temporary Adjournment **MOVED** by Councillor Lutsiak, **SECONDED** by Councillor Director Craddock that the March 10, 2003 Town Council meeting be temporarily adjourned at 7:30 p.m.

CARRIED

13. Re-Call to Order Chair Morey re-called the meeting to order at 7:32 p.m. and proceeded with the business placed before it.

14. Administration Report #29/03
Re: PUBLIC RELATIONS - Naming of Public
Places or Buildings, Neighbourhood Park:
Corner of 43rd Street & 52nd Avenue East,
Fort Nelson Firefighter Association Request
to Officially Name:

'Gary Giffin Memorial Park'

MOVED by Councillor Lutsiak, **SECONDED** by Councillor Streeper that 43rd Street & 52nd Avenue East Neighbourhood Park be officially re-named the "*Gary Giffin Memorial Park*" and that a sign be erected depicting the new name following adoption of a signage design standard.

CARRIED

Administration was requested to research 'naming' policies in other jurisdictions, to determine how other municipalities, etc. handle such requests or initiatives.

*Fire Chief Lutsiak left the meeting at 7:38 p.m.

TOWN COUNCIL MINUTES
MARCH 10, 2003
PAGE 10

BYLAWS/POLICIES

15. For First, Second and Third Readings
Town of Fort Nelson
The Town Procedure
Bylaw No. 634, 2003

Director Craddock suggested it would be beneficial to have an information report provided with Town/Regional District Bylaws to provide more detailed information on what the bylaw was regarding and the reasons the bylaw was being forwarded.

CAO Bailey advised that a cover report could be provided with future bylaws/policies.

MOVED by Councillor Lutsiak, **SECONDED** by Councillor Unruh that the rules of procedure be suspended and that the Town of Fort Nelson Procedure Bylaw No. 634, 2003 be given first, second and third readings.

CARRIED

16. For First, Second and Third Readings
Town of Fort Nelson
The Council Remuneration and Travel Expense
Policy Amendment,
Bylaw No. 635, 2003

MOVED by Councillor Lutsiak, **SECONDED** by Councillor Craddock that the rules of procedure be suspended and that the Town of Fort Nelson Council Remuneration and Travel Expense Policy Amendment Bylaw, No. 635, 2003 be given first, second and third readings.

CARRIED

TOWN COUNCIL MINUTES
MARCH 10, 2003
PAGE 11

17. For Adoption
Town of Fort Nelson
The Traffic Control Amendment
(Gross Vehicle Weight)
Bylaw No. 636, 2003

MOVED by Councillor Lutsiak, **SECONDED** by Councillor Craddock that the Town of Fort Nelson Traffic Control Amendment (Gross Vehicle Weight) Bylaw No. 636, 2003 be adopted.

CARRIED

NEW BUSINESS/VERBAL STATUS REPORTS

18. Sidewalk Replacement
Program

DCS Walker distributed the Sidewalk Replacement Program Map (attached to and forms part of these minutes). DOP Hupman stated the sidewalk replacement program had been completed ahead of schedule. Chair Morey suggested it would be beneficial to implement another five year sidewalk plan for the remainder of areas in town that do not have sidewalks.

19. Town Owned and Crown Owned
Lands within Fort Nelson

Chair Morey thanked Administration for the map showing which lands in Fort Nelson are owned by the Town and which lands are owned by the Crown. She further requested that a map be provided illustrating which town owned lands were vacant and undeveloped.

20. Super 8 Hotel Update

CAO Bailey advised she had spoken with Ron Gehring, Omni Construction and Cam Christianson, partner with Super 8, regarding the building status of the Super 8 Hotel. She reported that the Super 8 financing is now in place and would be settled by the end of the week; they had indicated May 15, 2003 as the projected completion date. CAO Bailey stated that Boston Pizza would be proceeding; however, it was uncertain whether Tim Hortons establishment would be constructed. It was noted that the Building Inspector, Bob Pattison found the construction of the hotel to be good and sound.

21. Adjournment

MOVED by Councillor Lutsiak, **SECONDED** by Councillor Craddock that the March 10, 2003 Town Council meeting be declared adjourned at 7:56 p.m.

CARRIED

TOWN COUNCIL MINUTES
MARCH 10, 2003
PAGE 12

CERTIFIED a true and correct copy of the minutes of a Town Council meeting held on Monday, March 10, 2003.

Chris Morey, Mayor/Chair

Debbie Walker, Corporate Administrator

Liana Capes, Recording Secretary