

Village of Queen Charlotte AGENDA

NOTICE IS HEREBY GIVEN THAT the regular meeting of the Village of Queen Charlotte will be held on Monday, March 1st 2010 at 7:30 pm
at the Village of Queen Charlotte Office

1. Meeting called to order:

2. Approval of the Agenda:

3. Public Participation:

4. Adoption of the Minutes:

4.1 - Village of Queen Charlotte Special Council Minutes February 12, 2010

4.2 - Village of Queen Charlotte Council Minutes February 15, 2010

5. Correspondence:

For Information:

5.1 – Canadian Association of Home & Property Inspectors (BC) – Re: Licensing for the BC home inspection industry

5.2 – Young, Anderson Barristers & Solicitors – Re: Legal Services

5.3 - Public Works and Government Services – Re: Review of Federal Payments in Lieu of Property Taxes

For Action:

5.4 – Union of BC Municipalities (UBCM) – Re: Local Government Elections Task Force – UBCM Member Consultation Meeting

5.5 - Ministry of Community and Rural Development - Re: Local Government Elections Task Force is currently seeking written comments from your local government, and from organizations and individuals in your community, to assist in its review of local government election issues.

5.6 - Royal Canadian Mounted Police – Re: 2010 “Bike Smart” bike rodeo hosted by the Queen Charlotte RCMP, request donations and/or letter of support

5.7 – Northern Medical Programs Trust (NMPT) – Re: Responding to a Critical Need Campaign

5.8 – The British Columbia Lions Society for Children with Disabilities – Re: Proclaim March as Easter Seals Month

5.9 – BC Lymphedema Association – Re: Proclaim March 6th, 2010 Lymphedema Awareness Day

5.10 – Hecate Strait Streamkeepers – Re: Applying to Gwaii Trust under the Legacy Program to cover labour costs (carpenter and assistants, contract manager and electrician) for the Northern Trollers Association Hatchery Incubation Building Replacement, \$3,710.00, request a letter of support

5.11 – Ron McKee – Re: Correspondence

5.12 – Tlell Fall Fair – Re: Applying to Gwaii Trust under the Legacy Program to assist with the Entertainment costs, \$7000.00, request a letter of support

6. Resolutions:

6.1 – Gwaii Trust Application, Legacy Program Feb 26, 2010

Proposed Resolution:

“That Council direct staff to apply to the Gwaii Trust Legacy Program February 26, 2010 for training and professional development, requesting \$3,962.43 as fifty percent (50%) of the cost for the following training opportunities and the Village of Queen Charlotte will include the matching funding in their 2010 Operating Budgets:

1. Chlorine Handling Training Course for our Utility Operator, a must for our new employee in learning to work safely with hazardous materials in our system. (\$2,786.26)
2. Basics of Assessments and Property Taxation Training Course for our Legislative Clerk recommended for front counter staff to learn more about property assessments, taxation process, basic tax rate calculation, collections, home owner grants and deferment rules. (\$939.33)
3. Local Government Management Association (LGMA) Conference and Approving Officers Workshop for our Chief Administrative Officer.
The training update provided by this professional development workshop is important as our community grows and we move forward with the review of the Official Community Plan. (\$2140.93)
4. Government Finance Officers Association of British Columbia (GFOABC) 2010 course for our Chief Financial Officer.
The proposed training course will update the Chief Financial Officer with the latest information on programs, Provincial requirements and best practices as well as other timely issues brought forward by the Government Financial Officers Association. (\$2058.33)

7. Reports of Committee, COTW and Commissions:

7.1 - Village of Queen Charlotte Committee of the Whole Council Minutes February 17, 2010

8. Bylaws:

8.1 Procedure Bylaw report of the CAO

8.2 Village of Queen Charlotte Council Procedure Bylaw No. 36-2010 for 1st, 2nd and 3rd reading on March 1, 2010

1st reading

WHEREAS the *Community Charter* requires a Council, by bylaw, to establish the general procedures to be followed by the Council and Council committees in conducting their business; and

WHEREAS Council deems it expedient to repeal and substitute Village of Queen Charlottes Procedure Bylaw No. 1-2005 as amended and has given notice of the proposed changes as required by the *Community Charter*;

NOW THEREFORE in open meeting assembled, the municipal Council of the Village of Queen Charlotte enacts the Village of Queen Charlotte Council Procedure Bylaw No. 36-2010 as attached to the report of the CAO dated February 22, 2010.

2nd reading

WHEREAS the *Community Charter* requires a Council, by bylaw, to establish the general procedures to be followed by the Council and Council committees in conducting their business; and

WHEREAS Council deems it expedient to repeal and substitute Village of Queen Charlottes Procedure Bylaw No. 1-2005 as amended and has given notice of the proposed changes as required by the *Community Charter*;

NOW THEREFORE in open meeting assembled, the municipal Council of the Village of Queen Charlotte enacts the Village of Queen Charlotte Council Procedure Bylaw No. 36-2010 as attached to the report of the CAO dated February 22, 2010.

3rd reading

WHEREAS the *Community Charter* requires a Council, by bylaw, to establish the general procedures to be followed by the Council and Council committees in conducting their business; and

WHEREAS Council deems it expedient to repeal and substitute Village of Queen Charlottes Procedure Bylaw No. 1-2005 as amended and has given notice of the proposed changes as required by the *Community Charter*;

NOW THEREFORE in open meeting assembled, the municipal Council of the Village of Queen Charlotte enacts the Village of Queen Charlotte Council Procedure Bylaw No. 36-2010 as attached to the report of the CAO dated February 22, 2010.

9. New Business:

**9.1 Request for Technical Review of the Draft OCP Bylaw
Recommendations:**

1. That Council direct the Chief Administrative Officer to request quotes from qualified planners for a technical review of the July 2009 Draft Official Community Plan Bylaw; and,
2. that a letter be sent to the members of the Advisory Planning Commission informing them of plans to conduct a technical review of the draft OCP Bylaw and to consult with them on the results of that review.

**9.2 – Highway Maintenance Agreement for Snowplowing,
Salting & Sanding
Recommendations:**

1. That Council approve the Highway Maintenance Agreement with O'Brien Road and Bridge Maintenance Ltd. enabling the Village of Queen Charlotte to undertake snow removal, salting and sanding as required on Village roads for the period March 5 to December 6, 2010 inclusive at a rate payable to the Village of Queen Charlotte of eighty dollars per hour plus taxes; and
2. That Council authorize the mayor and chief administrative officer to sign the Highway Maintenance Agreement with O'Brien Road and Bridge Maintenance Ltd. enabling the Village of Queen Charlotte to undertake snow removal, salting and sanding as required on Village roads for the period March 5 to December 6 2010 inclusive.

10. Reports of Mayor, Council Members and Staff:

11. Public Participation:

**Motion to Exclude the Public and move In Camera under the
Community Charter: Section 90(1)(c)(g)**

12. Adjournment: