



VILLAGE OF TELKWA MISSION STATEMENT

The Corporation of the Village of Telkwa's Mission is to serve the community through smart growth, community involvement and the creation of partnerships to realize its vision of a healthy, friendly, diverse and thriving community.

AGENDA

Village of Telkwa Regular Council Meeting 7:00 pm on Tuesday, April 14, 2009
at the Council Chambers, 1704 Riverside Street, Telkwa, BC

Page #

1. **REGULAR MEETING OF COUNCIL** - Call to Order
2. **ADOPTION OF AGENDA**
 - a) April 14, 2009
3. **ADOPTION OF MINUTES**
 - a) Regular meeting of Council held March 23, 2009
 - b) Special Meeting of Council held March 30, 2009
4. **FIRE CHIEF'S REPORT** - Attached
5. **PUBLIC WORKS REPORT** - Attached
6. **BYLAW ENFORCEMENT OFFICER'S REPORT**- Attached
7. **DELEGATION**
8. **ADMINISTRATIVE MATTERS**
 - a) **Correspondence for Action:**
 1. North Central Municipal Association - The Building Communities Through Arts and Heritage
 2. Regional District of Bulkley/Nechako - Regional 2010 Marketing Material
 3. North Central Municipal Association - Annual Convention
 4. Telkwa (Walnut Street) Residents - Request for Street Signs
 5. Telkwa Resident, David Bradburne - Request for Street Signs
 6. Billibong Road and Bridge Maintenance - Lawson Road Closure April 6th to April 20th
 - b) **Reading File - as per attached listing**
9. **ADMINISTRATIVE REPORTS**
 1. Proclamations
 2. Telkwa Reading Centre Meeting
 3. Museum Annual Contracts
 4. BC Transmission Corp.
 5. Village Website redesign
 6. Financial Plan 2009
10. **FINANCIAL REPORT** - Attached
11. **BYLAWS/POLICIES**
 1. 5 Year financial Plan & Budget Bylaw 590, 2009 – Readings 1 & 2
 2. Tax Levy Rates Bylaw 591, 2009 – Readings 1 & 2
 3. Procedure Bylaw 589, 2009 - Readings 1 & 2
12. **COUNCIL COMMITTEE REPORTS**
 1. Councillor Hiltz
 2. Councillor Zitkauskas
 3. Councillor Bachrach

13. OTHER BUSINESS

Northern Society for Domestic Peace - Prevention of Violence Against Women Week - Proclamation

14. CALENDAR OF EVENTS

15. IN-CAMERA - Closed to Public as per the Community Charter Section 90. (d), (e), ((g), (i)

16. ADJOURNMENT

Handwritten text at the top of the page, possibly a header or title, which is mostly illegible due to fading and bleed-through.

THE CORPORATION OF THE VILLAGE OF TELKWA

The Minutes of the General Meeting of Council held March 23, 2009 in the Village of Telkwa Council Chamber, 1704 Riverside Street, Telkwa, BC.

PRESENT: Mayor Carman Graf
Councillor Taylor Bachrach
Councillor Rick Fuerst
Councillor Jim Hiltz
Councillor Rimas Zitkauskas
Chief Administrative Officer Tom Dall
Corporate Officer Kim Martinsen

ABSENT: None

1. REGULAR MEETING OF COUNCIL - The Mayor called the meeting to order at 7:00 pm.

2. ADOPTION OF AGENDA

GM Res. 09-03-106 Hiltz / Bachrach
TO adopt the agenda as amended of the March 23, 2009 General Meeting of Council. **CARRIED**

3. ADOPTION OF MINUTES

GM Res. 09-03-107 Zitkauskas / Fuerst
TO adopt the minutes of the General Meeting of Council held March 9, 2009. **CARRIED**

4. FIRE CHIEF'S REPORT

GM Res. 09-03-108 Zitkauskas / Hiltz
TO receive the Fire Chief's Report **CARRIED**

5. PUBLIC WORKS REPORT - None

6. BYLAW ENFORCEMENT OFFICERS REPORT - None

7. DELEGATION

1. Sita Then, Active Communities Co-ordinator - Introduction and brief talk about survey and the Active Communities Initiative

Sita introduced herself and talked about the Active Communities Survey. The goal is to get 20% of the community more active, the information gathered will contribute to the upcoming OCP and will also provide information towards application for addition grant funding from Active Communities.

8. ADMINISTRATIVE MATTERS

a) Correspondence for Action

1. Telkwa Community Initiatives Society - Joseph Dockrill Memorial Ice-Rink Report

GM Res. 09-03-109 Hiltz / Fuerst
TO receive and refer to committee to review recommendations on the report. **CARRIED**

Note: Council recognized the extreme dedication and work that Rimas Zitkauskas, as part of TCIS, contributes towards the operation of the rink.

2. Active Communities Telkwa - Request for Reduction of Community Hall Rental Fee

GM Res. 09-03-110 **Hiltz / Bachrach**

TO offer the Community Hall rental as available to the Active Communities Group at the reduced rate as per:

GM Res.08-03-179 Council proposed, until policy has been determined, the rate of \$40/day plus \$100 deposit will be used only with Council resolution.

CARRIED

3. Bulkley Valley Exhibition Co-ordinator - Request for Letter of Congratulations for 90th Anniversary

GM Res. 09-03-111 **Hiltz / Zitkauskas**

TO send a Letter of Congratulations to the Bulkley Valley Exhibition Co-ordinator.

CARRIED

4. Ministry of Agriculture and Lands - Land Referral to an Application for a Lease-to-Purchase for Extensive Agriculture Purposes

GM Res. 09-03-112 **Zitkauskas / Bachrach**

TO respond that Council supports the application with the following comments; riparian land on the Telkwa River must be considered regarding surrounding land use and; public access should be available to the river.

CARRIED

5. Invitation to Participate in a Facilitated Discussion regarding a Sustainable Economic Development Office for Smithers region

GM Res. 09-03-113 **Hiltz / Bachrach**

TO respond to Town of Smithers that Mayor, Council and one staff member will attend the meeting.

CARRIED

6. Provincial Government Investment to Community

GM Res. 09-03-114 **Zitkauskas / Bachrach**

TO receive

CARRIED

b) Correspondence for Information - as per attached listing

GM Res. 09-03-115 **Bachrach / Fuerst**

TO receive the Correspondence for Information.

CARRIED

1. Northern Society for Domestic Peace - Prevention of Violence Against Women Week
April 19th - April 25th, 2009

GM Res. 09-03-116 **Zitkauskas / Hiltz**

To refer to the next meeting for further discussion.

CARRIED

Mayor Against

9. ADMINISTRATIVE REPORTS

1. Erik Jacobsen Delegation Review

Action: Mayor will respond by letter to Mr. Jacobsen's concern.

2. Dayton and Knight Hwy. 16 Engineering Contract

GM Res. 09-03-117 **Zitkauskas / Bachrach**

TO enter into contract with Dayton and Knight for engineering services laid out in the report for Phase 1 & 2.

CARRIED

10. FINANCIAL REPORT - None

11 BYLAWS/POLICIES - None

12. COUNCIL PORTFOLIO REPORTS

1. Councillor Zitkauskas

GM Res. 09-03-118

Zitkauskas / Hiltz

TO receive the report from Councillor Zitkauskas

CARRIED

2. Councillor Fuerst

GM Res. 09-03-119

TO receive the report from Councillor Fuerst

CARRIED

13. OTHER BUSINESS

14. CALENDAR OF EVENTS

GM Res.09-03-120

TO receive the Calendar of Events.

CARRIED

15. IN-CAMERA - None

16. ADJOURNMENT

GM Res. 09-03-121

TO adjourn the March 23rd, 2009 General Meeting of Council at 8:50 PM.

CARRIED

Certified a true and correct copy of the Minutes of the General Meeting of Council held March 23, 2009.

Carmen Graf
Mayor

Kim Martinsen
Corporate Officer

**THE CORPORATION OF THE VILLAGE OF TELKWA
MINUTES OF THE SPECIAL MEETING OF COUNCIL
HELD MARCH 30, 2009**

PRESENT:	Mayor	Carman Graf
	Councillor	Jim Hiltz
	Councillor	Taylor Bachrach
	Councillor	Rimas Zitkauskas
	Councillor	Rick Fuerst
	CAO	Tom Dall
	Corporate Officer	Kim Martinsen

CALL TO ORDER: The Mayor called the meeting to order at 5:00 PM

Adoption of the Agenda

SM Res. 09-03-07

TO adopt the March 30th Agenda as amended

1. Garbage Truck

Update on garbage truck and possible alternatives

SM Res. 09-03-08

Zitkauskas / Fuerst

To purchase the garbage truck described in the CAO's report on the condition that it meets all the following required specifications;

- comes with a 90 day warranty;
- comes with invoices for work done
- passes local mechanical inspection
- equipped with a hand dump

CARRIED

2. Discussion on Clean-up of the Village

A two hour discussion took place on ideas for Village Clean-up. The document produced lists many ideas that came from this discussion. File: 0550-07 March 30 Special Meetings.

ADJOURNMENT:

SM Res. 09-03-09

TO adjourn the Special Meeting of Council at 7:30 PM.

CARRIED

Certified a true and correct copy of the minutes of the Special Meeting of Council held March 30, 2009.

Carman Graf
Mayor

Kim Martinsen
Corporate Officer

4

File: 0550-07

TELKWA VOLUNTEER FIRE DEPARTMENT

Po Box 254, Telkwa, BC V0J 2X0
Corey Kortmeyer (Chief) Phone (250) 846-5700
Cel (778) 210-0263

This report includes Fire Department business from **March 18, 2009 to April 07, 2009**. In this span of time, the Fire Department handled 3 call outs; two medical calls, and one residential gas leak.

We used 10.5 total personnel hours to deal with these emergencies.

The break down for hours with our vehicles to deal with these emergencies:

Rescue 1	1.25 Hours
Pumper 1	1.25 Hours
Pumper 2	1.5 Hour
Tanker 1	

We had 3 regular meetings and 1 association meeting. The 3 regular meetings in March/April outlined the following training:

- Spring clean-up of our Fire Hall 1 and 2, also a formal de-brief on the fire at 4800 Morris Rd
- Jim Hiltz spoke to the crew applauding their volunteer efforts, identified concerns that pose risks to our community, and was given a tour of our fire hall.
- Search and rescue techniques within a "zero visibility" environment

On March 29, 2009 we had an entire day of live fire training. This practice involved a donated office on Alder St. There was 20 hours of prep needed to train within the building. This was accomplished over three weeks by dedicated fire fighters.

We had 16 fire fighters train to NFPA 1403 standards for live fire suppression and ventilation.

This included 6 stations consisting of:

Incident Command/Safety Officer
Fire Spotters
Pump Operations
RIT /Back up Team
Search/Attack Team
Rest/Rehab

This training included:

- Command communications and safety protocol followed at a fire scene
- Searching a "blacked out" environment for; fire, extinguishing a fire, and proper ventilation techniques for management of gas and smoke from the fire
- Patient/Fire fighter retrieval from a structure
- Recognizing situations that are life threatening to patients and fire fighters
- Emergency evacuations
- Exposure protection

At the end of the day, we reconstructed a living room fire. This allowed all members to see how a fire develops and spreads. This planned fire successfully razed the building. The entire crew is still smiling, it was a great day.

This event instills in me the pride I carry for my crew and their dedication to the Fire Department and this community.

Corey Kortmeyer
Chief TFD

Village of Telkwa
Monthly Operations Report

Date submitted: April 07, 2009

Reporting Period: March 2009

Submitted by: Alfred Reutelsterz, Working Foreman

Submitted To: Tom Dall, CAO

Operational Activities

Road and Ditch Work

- Sanding and plowing roads
- Thawing culverts at Telegraph Street and Chestnut Street

Water

- Testing and Checking 2 times a week
- Samples sent to Northern Health ones a week
- Thawing water service lines
- 5 frozen water service lines

Water Treatment Plant Update

- Presence/absence test for Total coliforms and E.coli
- Testing and Checking (pH, Water Temperature, Air Temperature, Colour, Turbidity, Free & Total Chlorine, Alkalinity)
- Doing Jar tests to adjust Coagulant according to Turbidity of Raw water
- Regular maintenance is ongoing
- Problems with ph – probes – ongoing
- Still problems with UV unit(water in probe)

Sewer

- Testing and checking is done on a monthly basis
- Lift stations are working
- Thawing service lines
- Installed air blower and flow meter at lagoons

Solid Waste

- Garbage collection as scheduled
- Checking out a used garbage truck

Parks, Trails and Recreation

- Plowing and sanding trails

Buildings

- Worked on Community Hall (door lock)

Maintenance

- Regular checks being performed on Village equipment
- New multi truck has arrived, upgrading truck for our us

Capital Improvements or Upgrades

- Purchasing new Multi Truck

Administration

- Monthly report was prepared
- Ongoing administration work (purchase orders, invoices, quotes, time sheets, BC one call requests, general maintenance inquiries).
- To do List for Maintenance Crew
- Working on maintenance schedule

Safety

- zero lost time accidents
- Zero no lost time accidents

NEW DEAL CONTRACTING
P.O. Box 392
Telkwa, B.C., V0J 2X0
Telephone: 250-846-5928

BYLAW ENFORCEMENT – MONTHLY REPORT
MARCH 2009

March 1-7

Performed two routine patrols.
Responded to complaint about dog in the schoolyard. Took dog home and issued violation ticket and fine.
Received complaint from Coalmine resident about dogs running loose at night in the area.
Patrolled area, but did not encounter any dogs at that time. Will continue to monitor.

March 8-14, 2009

Performed two routine day patrols. Received complaint from resident about a dog running loose in the area of the school. Dog was not there when I arrived. Description of dog did not fit the dog picked up on March 3, 2009.

March 15-21, 2009

Performed two routine day patrols and one night patrol.
Received complaint about dogs getting into resident's garbage at night. No dogs in the area when I responded. Will continue to monitor.

March 22-28

Performed two routine day patrols and two night patrols.

March 29-31

Performed one routine day patrol and one night patrol.
Received complaint from Tower Street residence about two teenaged kids walking their dogs unleashed and chained together. Located the kids and spoke to them about the danger to residents and their dogs when they are chained together. Issued verbal warning and had the kids immediately remove the chain connecting the dogs and take the dogs home to get leashes for them.

Program Officer | Agente de programme
Building Communities Through Arts & Heritage | Développement des communautés
Par le biais des arts et du patrimoine
Canadian Heritage | Patrimoine canadien
320, 471 Queensway Ave., Kelowna, BC Canada V1Y 6S5
Sarah.de.kergommeaux@pch.gc.ca
Telephone | Téléphone 250-470-4836
Facsimile | Télécopieur 250-470-4839
Teletypewriter (toll-free) 1-888-997-3123 | Tél'imprimeur (sans frais) 1-888-997-3123
Government of Canada | Gouvernement du Canada



BUILDING COMMUNITIES THROUGH ARTS AND HERITAGE

LOCAL ARTS AND HERITAGE FESTIVALS

Every year, all across Canada, numerous communities organize arts and heritage activities such as festivals and commemorative events that enrich local community life and give Canadians an opportunity to engage in their community.

The Government of Canada's **Building Communities Through Arts and Heritage** program supports activities that celebrate local historical heritage as well as local artists and artisans. Its objective is to engage citizens in their communities through performing arts and visual arts, as well as through the expression, celebration and preservation of local historical heritage.

Component I of the **Building Communities Through Arts and Heritage** program is Local Arts and Heritage Festivals. This component provides funding for recurring festivals that:

- celebrate local heritage, and/or present works or performances by local artists and artisans;
- are mandated to undertake local activities, are organized locally and actively involve members of the community; and
- are intended for and open to the general public.

To be eligible for funding through this program your group must be one of the following:

- a local non-profit group, either incorporated or unincorporated; or
- a local band council, a local tribal council or other local Aboriginal government (First Nation, Inuit or Métis) or equivalent authority.

In addition, your group must have successfully organized at least one prior edition of the festival in the previous two years.

The deadlines for applications are as follows:

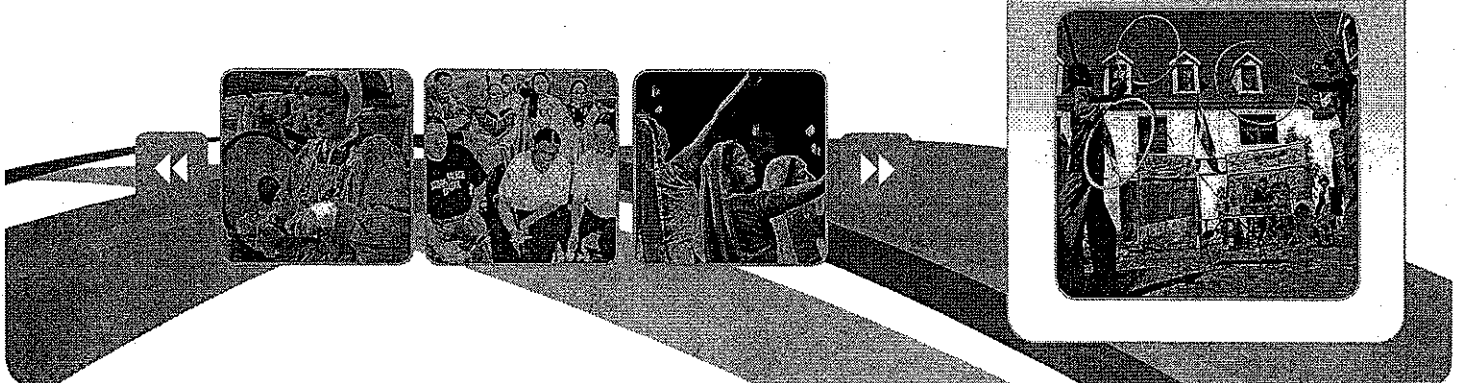
April 30:

for festivals starting between September 1 of the same year and March 31 of the following year

September 30:

for festivals starting between April 1 and August 31 of the following year

For more information about this program including the Guide and Application Form, please visit www.pch.gc.ca/communities. You can also visit your nearest Canadian Heritage office, or contact Canadian Heritage toll-free at 1-866-811-0055 or TTY at 819-997-3123.





37, 3RD AVE, PO Box 820
 BURNS LAKE, BC
 VOJ 1E0

3

REGIONAL DISTRICT
 OF BULKLEY-NECHAKO
 "A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

March 26, 2009

RECEIVED
 MAR 30 2009
 RECEIVED

ACTION	<input checked="" type="checkbox"/>
INFORMATION	<input type="checkbox"/>
UNFINISHED BUS.	<input type="checkbox"/>
CLEAR REPORT	<input type="checkbox"/>
SECURITY	<input type="checkbox"/>
REPAIRS	<input type="checkbox"/>
FILE	<input type="checkbox"/>
MAYOR	<input type="checkbox"/>
COUNCILLOR	<input type="checkbox"/>
STAFF	<input type="checkbox"/>
OTHER	<input type="checkbox"/>

Village of Telkwa
 Mayor Graf and Council
 PO Box 220
 Telkwa BC V0J 2X0

Dear Mayor Graf

Re: Regional 2010 Olympic Marketing Material

The Regional District of Bulkley-Nechako is undertaking a regional marketing project to capitalize on the influx of visitors to the Province in relation to the 2010 Olympics. The Regional District is working with Northern British Columbia Tourism Association (NBCTA) to create a brochure that will be available in both an electronic format as a link to various websites, and in print format.

We request that each community within the Region appoint an individual to work with the Regional District in identifying the community tourism assets and branding you would like included in the marketing material. A professional graphic designer will prepare the brochure and NBCTA will assist in distribution to identified target markets.

We hope to have this project complete by mid summer, 2009. Communities will have the opportunity to review a draft and provide comments prior to the brochure being finalized. You will be provided both an electronic copy for a link to your website, and printed copies for distribution. I wish to confirm that there is no cost sharing request for municipalities to participate in this project. I look forward to hearing from you regarding your community contact for this project. If you have any further questions please feel free to contact me.

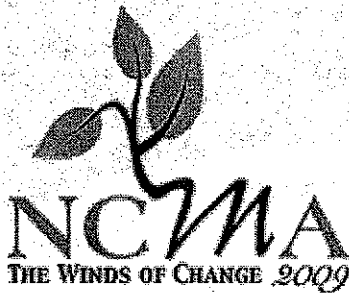
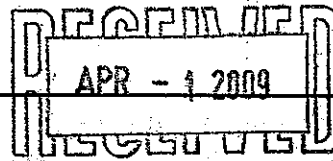
Sincerely,

Lana Fitt
 Regional Strategic Development Analyst

MUNICIPALITIES:
 SMITHERS FORT ST. JAMES
 VANDERHOOF FRASER LAKE
 HOUSTON TELKWA
 BURNS LAKE GRANISLE

ELECTORAL AREAS:
 A - SMITHERS RURAL E - OOTSA LAKE/FRANCOIS LAKE
 B - BURNS LAKE RURAL F - VANDERHOOF RURAL
 C - FORT ST. JAMES RURAL G - HOUSTON RURAL
 D - FRASER LAKE RURAL

INQUIRIES@RDBN.BC.CA
 WWW.RDBN.BC.CA
 PH: 250-692-3195
 FX: 250-692-3305
 TF: 800-320-3339



54th NCMA AGM & Convention

"The Winds of Change"

May 6 - 8, 2009
Dawson Creek, BC



Registration Information

Delegate Registration

Partner Registration

Golf Registration

Date: May 6 - 8, 2009

Location: Encana Events Centre
South Peace Multiplex, #1
300 Hwy. #2
Dawson Creek, BC

Cost: \$250 Member (By April 17, 2009)
\$300 Member (After April 17, 2009)
\$300 Non-Member

Early Bird Registration Date: April 17, 2009
(First Prize: GPS Unit and 5 Draws of 2 Tickets for Emerson Drive Suite at Encana Events Centre)

Registration Deadline: May 1, 2009

Refund Policy: 50% refund to April 24 - no refunds after that date. Substitutions allowed

More Information: [View Conference Brochure](#)

ACTION	
INFORMATION	
UNTRAINED BUS.	
CLERK'S REPORT	
IN-CAMPA	
PERUSA	
FILE	
MYTOR	
COUNCILOR	
STAFF	
OTHER:	

Instructions

1. Complete the entire on-line form. Fields marked with * are required. Once the form is complete, click the "Register for Conference" button at the bottom of this page.
2. After clicking "Register for Conference", your registration will be confirmed.
3. After you have registered, refer to the on-screen instructions for your payment options. Payment is accepted by credit card only.

If you have questions about this event, please contact Elaine Peterson at 250-784-3655 or epeterson@dawsoncreek.ca
If you experience any difficulties with this form, please contact CivicInfo BC at 250-383-4898.

PERSONAL INFORMATION

*First Name: (As to appear on name tag)

*Last Name: (As to appear on name tag)

Representing: (As to appear on name tag)

Title:

*Mailing Address:

12

*City:

Province:

*Postal Code:

*Phone: () -

Fax: () -

Cell: () -

*E-mail Address:

List any Dietary Restrictions: None Specify:

Accessibility Accommodations: None Specify:

FEES			
Please check the appropriate boxes.			
		Fee	Amount
MEMBERS Includes full conference, all meals & social events. Does not include golf tournament.	<input checked="" type="radio"/>	\$250.00 \$300.00 (after April 17, 2009)	\$ <input type="text" value="0.00"/>
NON-MEMBERS Includes full conference, all meals & social events. Does not include golf tournament.	<input checked="" type="radio"/>	\$300.00	\$ <input type="text" value="0.00"/>
THURSDAY SESSIONS ONLY Available to Presenters and MLA's only.	<input checked="" type="radio"/>	\$150.00	\$ <input type="text" value="0.00"/>
FRIDAY SESSIONS ONLY Available to Presenters and MLA's only.	<input checked="" type="radio"/>	\$150.00	\$ <input type="text" value="0.00"/>
COMPLIMENTARY Lifetime Members, Platinum, Gold & Silver Level Sponsors, Presenters and Staff.	<input checked="" type="radio"/>	No charge	\$ <input type="text" value="0.00"/>
Package Fees:			\$ <input type="text" value="0.00"/>

EXTRA TICKETS		
Not required if registering for entire conference or full partners program		
Wednesday - Emerson Drive Concert Ticket (Available until April 22nd)	<input type="text" value="0"/> @ \$50.00 each	\$ <input type="text" value="0.00"/>
Wednesday - Welcoming Reception	<input type="text" value="0"/> @ \$40.00 each	\$ <input type="text" value="0.00"/>
Thursday - Lunch Only (For Trade Show Exhibitors Only)	<input type="text" value="0"/> @ \$20.00 each	\$ <input type="text" value="0.00"/>
Thursday - Dinner and Dance	<input type="text" value="0"/> @ \$60.00 each	\$ <input type="text" value="0.00"/>
Friday - Lunch Only (For Trade Show Exhibitors Only)	<input type="text" value="0"/> @ \$20.00 each	\$ <input type="text" value="0.00"/>
Friday - Awards Banquet	<input type="text" value="0"/> @ \$60.00 each	\$ <input type="text" value="0.00"/>
Total Extra Tickets:		\$ <input type="text" value="0.00"/>

13

TOTAL FEES

FEES:

\$ 0.00

EXTRA TICKETS:

\$ 0.00

NOTE: If the total is not correct you may not have Javascript enabled. In order to enable Javascript, please [click here](#)

TOTAL PAYMENT DUE : \$ 0.00

[Register for Conference](#)

Powered by  **CIVICINFOBC**

14



4
CONVENTION AGENDA
54th ANNUAL NCMA CONVENTION
"The Winds of Change"
 May 6th - 8th, 2009 ~ Dawson Creek, BC



Wednesday May 6th, 2009

- | | |
|---|--|
| 10:00am – 4:00pm | Convention Registration ~ <i>Best Western Hotel</i> |
| 11:00am – 3:00pm
(Preferred Tee Times) | Golf Tournament
<i>Sponsored by BC Lottery Corporation</i> |
| 3:00pm – 5:00pm | The New North: Strengthening Northern Communities with Research and Innovation ~ UNBC - <i>George Dawson Inn</i> |
| 5:00pm – 6:00pm | Enbridge Northern Gateway Pipelines Reception
<i>Best Western Hotel</i> |
| 6:00pm – 6:15pm | Convention Orientation & Welcome
<i>Best Western Hotel</i> |
| 6:00pm – 9:00pm | Welcoming Reception - <i>Best Western Hotel</i>
<i>Sponsored by Highway 37 Alliance</i> |
| 9:00pm – 11:00pm | McElhanney Consulting Services Ltd. Reception
<i>Best Western Hotel</i> |

ACTION	<input checked="" type="checkbox"/>
INFORMATION	<input type="checkbox"/>
UNFINISHED BUS.	<input type="checkbox"/>
CLERK'S REPORT	<input type="checkbox"/>
IN CANADA	<input type="checkbox"/>
PERSONAL	<input type="checkbox"/>
PRE	<input type="checkbox"/>
BEYOND	<input type="checkbox"/>
CONSTRUCTION	<input type="checkbox"/>
STAFF	<input type="checkbox"/>
OTHER:	<input type="checkbox"/>

Thursday May 7th, 2009

All workshops will be held at the EnCana Events Centre ~ Hwy 2, Dawson Creek
Venue Rentals sponsored by BC Northern Real Estate Board

- | | |
|-----------------|--|
| 7:00am – 8:00am | Breakfast ~ <i>EnCana Events Centre</i>
<i>Sponsored by Enbridge Northern Gateway Pipelines</i> |
| 7:30am – 4:30pm | Convention Registration ~ <i>EnCana Events Centre</i> |
| 8:15am – 8:50am | Opening Ceremonies ~ <i>Plenary</i> <ul style="list-style-type: none"> • Dignitaries Welcomed to Stage • O Canada • Invocation • Welcome to Traditional Territory & Prayer • NCMA President Murry Krause • Dawson Creek Mayor Mike Bernier |

8:50am – 9:00am	Presentation by Platinum Sponsor, AMEBC
9:00am – 10:00am	Business Session 1 ~ <i>EnCana Events Centre</i> <ul style="list-style-type: none"> • President's Report • Adoption of Minutes • Financial Statements <ul style="list-style-type: none"> ▪ Present Financials ▪ Motion to appoint accountants KPMG for 2009 ▪ Present Budget • Nominations Committee Report • Nominations for NCMA Executive from the Floor • Explanation of Voting Card
10:00am – 10:15am	Coffee Break ~ <i>Lobby ~ EnCana Events Centre</i> <i>Sponsored by Kevin Brown Communications</i>
10:15am – 10:20am	Presentation by Gold Level Sponsor BC Hydro
10:20am – 10:25am	Speeches for the First Slate (if required) ~ <i>Plenary</i> Table Officers & Regional Representatives
10:25am – 10:30am	Presentation by Gold Level Sponsor BC Northern Real Estate Board
10:30am – 11:30am	Workshop Session One ~ <i>Sponsored by Bull, Housser & Tupper</i> <ul style="list-style-type: none"> • Fraser Basin Council ~ <i>Plenary</i> • Nathan Cullen (tentative) ~ <i>Breakout Room A</i> • Urban Systems Presentation ~ <i>Breakout Room B</i>
11:30am – 11:55am	Weather And Emergency Response - Mr. Gabor Friczka <i>Plenary ~ EnCana Events Centre</i>
11:55am – 12:00pm	Presentation by Gold Level Sponsor PNG - <i>Plenary</i>
12:00pm – 1:30pm	Lunch & Keynote Speaker ~ <i>EnCana Events Centre</i> <i>Keynote Speaker Mike Harcourt ~ Sponsored by Terasen</i> <i>Luncheon Sponsored by MIA</i>
1:30pm – 1:40pm	Presentation by Platinum Level Sponsor Terasen
1:30pm – 2:30pm	Voting Booth Open ~ <i>Lobby ~ EnCana Events Centre</i>
1:40pm – 2:20pm	Business Session 2 ~ <i>Plenary</i> Resolutions Debate
2:20pm – 2:30pm	Presentation by Platinum Level Sponsor Mining Association of BC

- 2:30pm – 2:55pm Getting to Carbon Neutral ~ Emanuel Machado
Director of Corporate Planning and Sustainable Community Development,
City of Dawson Creek
- 2:55pm – 3:00pm Presentation by Gold Level Sponsor
Enbridge Northern Gateway Pipelines
- 3:00pm – 3:15pm Coffee Break ~ *Tradeshow Area ~ EnCana Events Centre*
Sponsored by BC Safety Authority
- 3:15pm – 3:30pm Canadian Red Cross – Ms. Sherry Flavel
EnCana Events Centre
- 3:30pm – 4:00pm Business Session 3 ~ *Plenary*
- Results of First Ballot
 - Nominations from the Floor for Director at Large
 - Two minute speeches from candidates for Director at Large
 - Resolutions Debate (if time allows)
- 4:00pm – 4:55pm Aboriginal Engagement – Mr. Ray Gerow ~ *Plenary*
- 4:30pm – 5:30pm Voting Booth Open ~ *Lobby ~ EnCana Events Centre*
- 4:55pm – 5:00pm Presentation by Gold Level Sponsor BC Lottery Corporation ~ *Plenary*
- 5:00pm – 7:00pm Northern Medical Programs Trust AGM
Best Western
- 6:30pm – 12:00am Dinner & Dance
Cocktails ~ 6:30pm
Dinner ~ 7:00pm
Dance ~ 8:30pm
EnCana Events Centre
Sponsored by BC Lottery Corporation

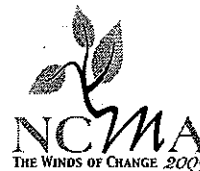
Friday May 8th, 2009

All workshops will be held at the EnCana Events Centre ~ Hwy 2, Dawson Creek
Venue Rentals sponsored by BC Northern Real Estate Board

- 7:00am – 8:00am Breakfast ~ *EnCana Events Centre*
Sponsored by The Council of Forest Industries
- 8:00am – noon Registration ~ *Lobby ~ EnCana Events Centre*

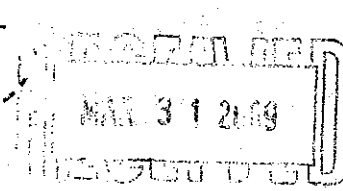
8:00am – 8:30am	BC Wood Products - The Climate Friendly Building Material Forestry Climate Change Working Group
8:30am – 9:25am	Panel: State of the Forest ~ Western Silvicultural Contractors Association <i>Plenary ~ Sponsor TBA</i>
9:25am – 9:30am	Presentation by Gold Level Sponsor CN
9:30am – 10:00am	Workshop Session Two ~ <i>Sponsored by Bull, Housser & Tupper</i> <ul style="list-style-type: none"> • Revenue Opportunities in a Carbon World Timberline Consultants ~ <i>Plenary</i> • Barkerville Historic Town – <i>Breakout Room A</i> • UBCM Healthy Communities ~ Ms. Marylyn Chiang <i>Breakout Room B</i>
10:00am – 10:15am	Coffee Break ~ <i>Lobby ~ EnCana Events Centre</i> <i>Sponsored by Canadian Wood Council – WoodWORKS!</i>
10:15am – 10:30am	UBCM President Robert Hobson ~ <i>Plenary</i>
10:30am – 11:00am	Workshop Session Three ~ <i>Sponsored by Bull, Housser & Tupper</i> <ul style="list-style-type: none"> • ProActive Resolutions ~ <i>Plenary</i> • Regional Action for Climate Change ~ <i>Breakout Room A</i> • Dr. John Church, Thompson Rivers University ~ <i>Breakout Room B</i>
11:00am – 11:50am	Panel: Measuring Up The North ~ Mary Sjostrom, Moderator ~ <i>Plenary ~ Sponsored by</i>
11:50am – 12:00pm	Presentation by Gold Level Sponsor MFA
12:00pm – 1:00pm	Lunch & Networking ~ <i>EnCana Events Centre</i> <i>Sponsored by MFA</i>
1:00pm – 1:30pm	Pesticides & Health ~ Canadian Cancer Society <i>Plenary ~ EnCana Events Centre</i>
1:30pm – 2:00pm	Business Session 4 ~ <i>Plenary ~ EnCana Events Centre</i> <ul style="list-style-type: none"> • Resolutions Debate
2:00pm – 2:30pm	The Northern Medical Program: The First Five Years Dr. David Snadden ~ <i>Plenary</i>
2:30pm – 2:45pm	Ms. Jocelyn Snih ~ United Way ~ <i>Plenary</i>
2:45pm – 3:00pm	Municipal Insurance Association Update ~ <i>Plenary</i>

3:00pm – 3:15pm	Coffee Break ~ Lobby ~ EnCana Events Centre <i>Sponsored by the Village of Pouce Coupe</i>
3:15pm – 3:30pm	Highway 37 Alliance ~ <i>Plenary</i>
3:30pm – 4:00pm	Architectural Institute of BC ~ <i>Plenary</i>
4:00pm – 4:10pm	Presentation by Platinum Level Sponsor Alta Gas
4:10pm – 4:30pm	Business Session 5 ~ <i>Plenary</i> <ul style="list-style-type: none"> • Final Resolutions Debate • Announce New Executive & President • Presentation to Outgoing President • Address by New President • Motion to Destroy Ballots
4:30pm – 4:35pm	Presentation by 2010 AGM Hosts ~ <i>Plenary</i>
4:35pm – 5:00pm	Initiatives Prince George ~ Mr. Tim McEwan ~ <i>Plenary</i>
6:00pm – 8:00pm	Welcome, NCMA 54th Annual Banquet & Awards Cocktails ~ 6:00pm Dinner ~ 6:30pm <i>EnCana Events Centre</i> <i>Banquet & Entertainment Sponsored by Spectra Energy</i> <i>Table Wine Sponsored by McElhanney Consulting</i>
7:20pm – 7:30pm	Presentation by Platinum Sponsor Spectra Energy
7:30pm – 8:00pm	Recognition of Past Presidents Remembrance Power Point Recognition of Convention Organizing Committee Milestone Presentations Presentation of Gold Star Resolution Award ~ <i>Sponsored by Van Horlicks</i> <i>Trophies & Gifts</i> Early Bird Registration Prize Draw ~ <i>Sponsored by BC Trucksafe</i> Grand Prize Draw and Remaining Door Prize Draws
8:00pm – 9:00pm	Keynote Speaker ~ Comedian James Cunningham <i>Banquet Room ~ EnCana Events Centre</i> <i>Keynote Speaker Sponsored by AMEBC</i>
9:00pm - 10:00pm	Social & Networking
10:00pm	Closing Prayer



March 26, 2009

Mayor and Council
Village of Telkwa
PO Box 220
Telkwa BC V0J 2X0



ACTION	<input checked="" type="checkbox"/>
INFORMATION	<input type="checkbox"/>
UNFINISHED BUS.	<input type="checkbox"/>
CLERK'S REPORT	<input type="checkbox"/>
BY CARRIER	<input type="checkbox"/>
PERSONAL	<input type="checkbox"/>
FILE	<input type="checkbox"/>
MAILBOX	<input type="checkbox"/>
COUNSELLOR	<input type="checkbox"/>
STAFF	<input type="checkbox"/>
OTHER	<input type="checkbox"/>

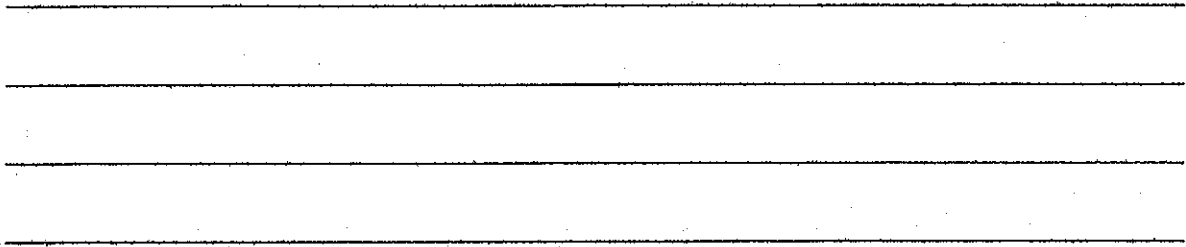
Dear Mayor and Council:

We, the undersigned residents of Walnut Street, would like to request a "no through road" sign be installed at the intersection of Walnut and Poplar Streets. Such a sign will help inform drivers of the Walnut Street cul-de-sac, reduce unnecessary vehicle traffic in our residential neighborhood, and increase the safety of our children at play.

Thank you in advance for considering our request.

Sincerely,

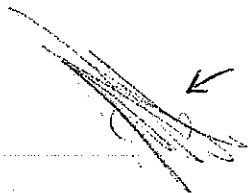
Name	PO Box	Street Address
Louis Moolman	598	940 Oak Crescent.
Ilana & Norm Weiss-Day	73	930 Oak Crescent
Jim D'Andrea	649	900 Oak Crescent
Tom & Dawn Gromeyer	536	1360 Walnut Street.
Amber Byron Smale	182	1370 Walnut St.
Mike & Lauren Bridgwood	687	910 Oak Cres.
Michelle Larstone	667	950 Oak Cres.



ELLA

MOLLY CALEB

KAILAN

 ← Isaac

RECEIVED
MAR 31 2009

ACTION	<input checked="" type="checkbox"/>
INFORMATION	<input type="checkbox"/>
UNASSIGNED BUS.	<input type="checkbox"/>
CLERK'S DESK	<input type="checkbox"/>
IN-CAMERA	<input type="checkbox"/>
REFUSAL	<input type="checkbox"/>
P.E.	<input type="checkbox"/>
MANAGER	<input type="checkbox"/>
COUNSELLOR	<input type="checkbox"/>
STAFF	<input type="checkbox"/>
OTHER	<input type="checkbox"/>

VILLAGE OF TELKWA

MAR 31 09

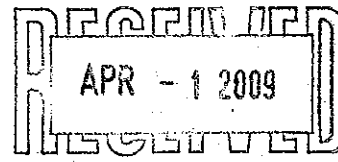
AFTER WATCHING A RECENT FIRE ACROSS THE RIVER FROM MY HOUSE I REALIZED THAT THERE WAS NO STREET SIGN AT THE END OF MY DRIVEWAY SAYING THAT IT IS A CONTINUATION OF RIVERSIDE STREET. I WOULD APPRECIATE THIS BEING ADDRESSED ALSO A "NO THRU ROAD SIGN" THE NO PARKING SIGNS ONLY SOMETIMES WORK.

I WOULD HOPE THIS SPRING THE VILLAGE COULD GRADE AND REGRAVEL THE ROAD AS WELL. I TRY TO HAND RAKE IN THE GRAVEL BUT THE ROAD NEEDS WORK. LASTLY I WOULD LIKE TO THANK YOU FOR YOUR MAINTAINENCE OF THIS VILLAGE ROAD THIS WINTER

SINCERELY

DAVID BRADBURNE
RESIDENT

22



**PUBLIC NOTICE
ROAD
CLOSURE
Lawson Road
will be closed to
all traffic at
9 kms
from Telkwa
from 7am April 6th
through
to 6pm April 20th**

ACTION	✓
INFORMATION	
UNAPPROVED DEL.	
CLEARING REPORT	
AN. CANCELL	
PERMITS	
P.L.E	
MANUAL	
CONSTRUCTION	
OTHER	
TOTAL	

Please direct inquiries to
Billabong Road and Bridge Maintenance
at 847-8737 or Toll Free 1-877-878-8664.

4/1/2009

23

READING FILE
March 18 - April 8 , 2009

DATE	ORIGINATED FROM	REGARDING
March 18	Regional District of Bulkley-Nechako	MFA Issue #55 and #56
March 18	BC Transmission Corporation	Proposed Northwest Transmission Line
March 18	Union of BC Municipalities	Proposed Indigenous Recognition Act
March 18	BC Citizens for Green Energy	Video Delayed by Threatened Legal Action
March 18	Cities Go Green	Reader Survey Results
March 18	The Nature Trust	Newsletter
March 18	TerrCut Supply	Annual Spring Flyer
March 18	Omineca Beetle Action Coalition	Mount Milligan Mine Project Approved
March 19	The Woodlot Communicator	Newsletter
March 19	Enbridge Northern Gateway	Newsletter
March 20	Communities in Bloom	Newsletter
March 20	Central Interior Logging Association	Weekly Log-Harvesting Industry Update
March 20	Omineca Beetle Action Coalition	Meeting Agenda
March 20	The Real Estate Foundation	Newsletter
March 20	Measuring Up the North	Age-Friendly Community Grant Program
March 20	Ministry of Community Development	Telkwa to Benefit from \$1 Million Investment
March 20	Mountain News	A Community Publication
March 23	Green Energy BC	BC Should No Longer Rely on Dirty Power
March 23	Measuring Up the North	ACT Grant Announcement
March 23	Measuring Up the North	2010 Legacies Now Accessible Tourism
March 23	BC Stats	Infoline
March 23	Safe Drinking Water Foundation	Interview Regarding First Nations Drinking Water & Letter Sent to MP's
March 23	Statistics Canada	BC Wage and Salary Survey
March 23	Cooper Business Forms	2009 Property Tax Program Proposal
March 23	The Rotarian	Rotary Club Magazine
March 23	2010 Legacies Now	Measuring Up Fund Evaluations Questionnaire
March 23	Union of BC Municipalities	2009 Resolutions Process
March 24	Ministry of Community Development	Interest Rate on Refunds of Tax Overpayments
March 24	BC Assessment Authority	2009 Tax Levy
March 24	Northern Medical Program Trust	Annual General Meeting held in Conjunction with Annual NCMA Conference
March 25	Omineca Beetle Action Coalition	Contact Info for Emergency Preparedness & Response Project and Agriculture Strategy
March 25	Northern Health	Environmental Health and Personal Service Establishments
March 25	Northern Development Initiative Trust	Over \$1.5 Million Invest in New Community Projects
March 25	Northern Development Initiative Trust	Expansion of Container Distribution/Hauling Business
March 25	Civic Info BC	Consumer Protection from Power Outages
March 25	Town of Smithers	Crown Land Application for a New Recycling Facility Location
March 25	Union of BC Municipalities	2009 Community Excellence Awards
March 25	Dennis MacKay, MLA	Retirement Reception
March 25	BC Bottle Depot Association	Uneven Playing Field that Exists in the BC Recycling Regulations Product Stewardship Plans
March 26	Union of BC Municipalities	Highlights of the UBCM Executive Meeting
March 26	Community Energy Roadmap	Harnessing the Power of Community-Based Efficiency & Energy Solutions
March 26	Western Canada Wildlife Association	Endangered Species Law
March 27	Northwest Regional Alliance	Next Scheduled Meeting
March 27	Emergency Management BC	Flood Hazards in BC
March 27	Measuring Up the North	Update
March 27	Trees for Tomorrow	Grant Application
March 27	Union of BC Municipalities	Community Tourism Grand Phase 2
March 27	RDBN	Economic Development Action Plan Final Report
March 27	Omineca Beetle Action Coalition	Regional Emergency Preparedness and Response Project
March 27	Initiative Prince George	Newsletter
March 30	Local Govt. Under the Com. Charter	Third Edition
March 30	Fresh Outlook Foundation	Building Sustainable Communities Conference
March 30	Central Interior Logging Association	Facts Fax
March 30	Springtime in the Okanagan	Developing Sustainable RV Parks and Campgrounds
March 30	BC Stats	Infoline
March 30	Municipal Insurance Association	2008 MIABC Dividends

Date: March 30, 2009

Memo to: Council

From: Tom Dall

Subject: Proclamations

Purpose/Issue:

The purpose of this report is to provide Council with a report on when and if Council should consider a proclamation.

Background:

Proclamations: Should Council be considering any or all proclamations provided by other organizations and governments.

Some Definitions:

Proclamation A proclamation is a document given by the Mayor and Council to formally recognize an individual, an organization, a special event, an achievement, or cause. Proclamations are generally read at the public meetings and presented to the person or group being recognized. Examples of proclamations include recognizing Township residents who have given service to the Township or preformed acts of heroism.

Resolution A resolution is a formal expression of opinion, will or intent of a governing body. Resolutions are passed at the same meeting they are introduced. Most administrative matters are handled by resolution. Examples or resolutions include awarding contracts for the purchase of equipment and materials, and hiring professionals, (Engineers, Attorneys, etc)

Proclamation -A formal declaration causing a matter to be made generally known.

Proclamation - is an official written decree or designation issued only by the Mayor designating a day, week, month or year for in recognition of a particular person, cause, organization or event.

Proclamations are generally sent to the communities by organizations who wish to make their specific issue known and want to have the municipality take a position. The wording in the document has been established and the Council is expected to pass or support the proclamation as presented (with no changes) by the organization.

There have been several cases where a Council has not passed a specific proclamation and the organization has taken the local government to task over their position or even the changing of the proclamation. This can cause a lot of embarrassment to the Council and to the Community.

Some Councils have taken a position where they will not do proclamations unless the issue relates to a local community event. Others will do some proclamations and not others. This is the choice of the Council of the day.

I have contacted our Lawyer to get an impression on what and when proclamations should be done and there have been several cases where the Community has been embarrassed by the organization for not promoting their proclamation and when they having done several others but not theirs. The major concern would be to endorse the wording in the document and the general public is not in favor of how the wording is presented. (is the wording the true reflection of the Council and community) Too often Council just accepts the wording presented with no thought behind the process. The Lawyer indicated he would check around to see if any papers have been done on this subject and let me know.

There is not much on the internet related to proclamations and what I could find, history has shown the value of the proclamation has had varied results.

Options/Recommendation:

1. Council make a decision to review all proclamations
2. Council to allow staff to determine which proclamations come to Council
3. Council to only do proclamations which relate to specific issues in the community
4. Council will not review any proclamations.
5. Other

There is no recommendation from staff on this matter other than if a resolution is passed on one of the above then the information be placed into a policy document.

Tom Dall
CAO

Tom Dall

From: Guy McDannold [gmcdannold@sms.bc.ca]
Sent: Tuesday, March 31, 2009 8:10 AM
To: Tom Dall
Subject: Proclamation Policy

Attachments: proclamations.pdf



proclamations.pdf
(22 KB)

Tom; I could not find any materials on proclamations other than an old June 2000 Logo article on our website; attached is a precedent policy if that is of any help to you. Guy

Guy McDannold

Staples McDannold Stewart
Barristers and Solicitors
2nd Floor, 837 Burdett Avenue
Victoria B.C. V8W 1B3
Phone 250 380 7744
Fax 250 380 3008
Email gmcdannold@sms.bc.ca

www.sms.bc.ca

The contents of this electronic mail transmission are PRIVILEGED, intended to be CONFIDENTIAL and for the sole use of the designated recipient. If this message has been misdirected, or if a resend is desired, please contact the sending office as soon as possible.

1. A proclamation is a formal pronouncement, issued at the discretion of the [REDACTED] Council, of a message of importance, interest and/or benefit to a significant number of people within the [REDACTED]
2. Proclamations are issued to local charitable and non-profit organizations to increase public awareness of their cause and/or to promote fund-raising activities, to support major sporting, cultural and entertainment programs of significance to the [REDACTED] and civic initiatives.
2. Proclamations are intended to help meet the objectives or causes and activities which benefit the community as a whole.
3. Subjects of a commercial or partisan nature do not qualify for proclamations; however, not for-profit events sponsored by commercial organizations will be considered.
4. Requests that originate from an international, national, regional or provincial body located outside the [REDACTED] will be considered, but only if there is a local affiliated organization or group, or if it has broad community significance.
5. The [REDACTED] does not incur any expenses relating to the advertising or promotion of proclamations unless the proclamation is initiated by the [REDACTED] Groups are responsible for organizing related activities and all associated costs with respect to the proclamation and events.

Councillor Report: Council Proclamations

Overview

- Municipal proclamations are a common method of providing positive public exposure for initiatives and causes supported by Mayor and Council.
- Either the mayor or council as a whole may make proclamations. The latter appears to be the more common practice in British Columbia.
- Section 147 of the BC Community Charter provides for proclamations of “days of recognition:”

Municipal days of recognition

157 A council may declare, or the mayor may proclaim, a day of recognition that is to be observed in the municipality.

- Proclamations are symbolic, carrying with them no obligations or responsibilities.
- The Village of Telkwa has a history of passing proclamations by council resolution, which it has done on a wide range of issues.
- Under the Human Rights Code, proclamations are considered to be a “service” that cannot be denied because of the colour, race, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex or sexual orientation of that person or class of persons.
- Aside from the type of discriminatory refusal described above, council can choose to make some proclamations and not others.
- To avoid potential controversy, or to avoid the time required to consider an onerous number of requests, some BC municipal councils have a policy against making proclamations.

Policies from other communities

Vanderhoof

Vanderhoof council has a policy of only making proclamations submitted by local organizations. These can include province-wide proclamations. Vanderhoof proclaimed Prevention of Violence Against Women Week.

Fraser Lake

Fraser Lake has no set policy on proclamations, and hasn't made a proclamation in six years. Feels no point if there is no work going on in the community that is related to the proclamation.

Fort St. James

Do make proclamations. Some proclamations appear in the newspaper. Policy distinguishes between local and non-local proclamations (see attached).

Burns Lake

Policy to not make any proclamations: "Neither the mayor nor council will grant any proclamation request."

Smithers

Puts requests on the agenda for information only. There is no policy against proclamations, however council has not been considering them.

Quesnel

Already this year, Quesnel Council has proclaimed the month of April as Canadian Cancer Society Daffodil Month; May 1 to 8 Hospice Palliative Care Awareness Week; May 11 to 17 National Nursing Week; and May 17 to 23 National Public Works Week.

Terrace

It appears Terrace has a policy of not making proclamations, due to the number.
http://www.youtube.com/watch?v=R33YNICHjWQ&feature=channel_page

Prince George

At one time PG Council considered all proclamation requests. However, due to the number, proclamations are now handled by the mayor, who grants most requests.

Hazelton

Only those proclamations and declarations pertaining to local government matters are placed before council. Proclamations are made by either mayor or council. Council committees may also submit proclamation requests.

Williams Lake

Any advertising of proclamations is at expense of applicant. Requests are received in writing. Council makes regular proclamations, and has a standing section on its agenda.

Options

- Telkwa Council could continue its practice of selectively making proclamations by way of majority vote of council.
- Should the council feel that the number of proclamation requests is becoming onerous, Council could create a policy stating it will only consider proclamation requests submitted by local organizations.
- Telkwa Council could choose to create a new policy stating it does not make proclamations.

Date: March 27, 2009
Memo to: Council
From: Tom Dall
Subject: Telkwa Reading Centre Meeting

Purpose/Issue:

The purpose of this report is to provide Council with an update on the meeting with Christine Tessier, Councillor Taylor Bachrach and I about the Telkwa Reading Centre.

Background:

Since the election of the new Council there have been no formal meetings with the members of the Telkwa Library Reading Centre. Christine Tessier has been the spokesperson for the Reading Centre for some time. The purpose of the meeting was to bring both Councillor Bachrach and Christine up to date on the possible future of the Reading Centre.

There were several topics discussed:

1. Governance

The governance of the Library has been in question for some time and as per the Library Act the Village is required to have a bylaw to operate the Telkwa Reading Centre. There is a need to complete this process so the volunteers at the Library can be covered for liability while conducting the services for the reading centre. The past practice has been to meet informally and fill out the proper forms for funding each year through an annual report.

There are presently three types of Library associations and the one that best fits the current conditions at the Reading Centre would be the Municipal Library. The Regional and Public Library Associations would be better for an amalgamation of Libraries for a specific area.

There was a discussion on the possibility of becoming a branch of the Smithers Library with the assurance that the Telkwa Reading Centre would remain in Telkwa. Christine was open to us starting some investigation on this matter.

The Action item for this area is to have a Library Bylaw Completed as soon as possible to be presented to Council for review.

2. Infrastructure

There was a discussion on the current facility being too small and there is a need to expand the existing building if it was to remain on this site. The other option which has been discussed to some extent was the combination of a new municipal building along with a new library. Some concerns were discussed on how this would work and the municipal staff could become too involved in the library system. There is a need in the short term to do some work on the facility and see

where this will go over time. There is room to expand on the current site if needed.

3. Other

1. Funding for the reading centre was discussed and it is anticipated that the funding allotment for this year would be \$8000 which would assist in completing the renovation they wish to have done. The Telkwa Reading Centre currently gets approximately \$2900 per year from the Library Association for the purchase of books and some administration. There are 7 volunteers and one part time student who participate at the Library for the hours of operation. Christine felt the current hours were sufficient for the operations.
2. The computers which were donated are up and running and a router is needed to have high speed hooked up to all the computers. The new computers also need to have some more memory. Christine was requested to contact the Village computer contractor to assist in having this done.
3. The Village has applied for two students for the summer and the thought was that one would work with the library part time and the other time would be spent working for the Village. The answer to the application is not anticipated until the beginning of May, 2009. If the application is approved there will be more discussion with Christine on how this could work.
4. Signage has been an issue and Councillor Bachrach would like to see new, high quality signage. The Village does have some sandwich boards and one or two could be provided and the Library group could come up with a design to have on the boards. This will be explored further.
5. There are currently some electrical problems with a base heater under the computers and this should be looked at. The base heater could be shut off as Christine does not feel it is needed.

The Library Act is enclosed with this report for Council information.

Options/Recommendation:

For your information only.

Tom Dall
CAO

LIBRARY ACT
[RSBC 1996] CHAPTER 264*Contents**Section***Part 1 — Introductory Provisions**

1. Definitions
2. Purposes of this Act

Part 2 — Municipal Libraries

3. How a municipal library is established
4. Role and status of the library board
5. How the library board is appointed
6. Term of office
7. Election of chair and vice chair
8. Regular and special meetings of library board
9. General powers and duties of library board
10. Budget and financing
11. Expenditures and financial statements
12. Powers and duties of chief librarian
13. Abolition of municipal library and dissolution of library board

Part 3 — Regional Library Districts

14. How a regional library district is established
15. Role and status of the library board
16. How the library board is appointed
17. When members are appointed
18. Term of office
19. Election of chair and vice chair
20. Regular and special meetings of library board
21. General powers and duties of library board
22. How population is determined
23. Voting on expenditures
24. Sharing the cost of library service
25. Budget and financing
26. Expenditures and financial statements
27. Powers and duties of chief librarian
28. Extension of regional library district
29. Withdrawal from regional library district
30. Disestablishment of regional library district by agreement

Part 4 — Public Library Associations

- 31 Existing public library associations continued
- 32 Who can become a member
- 33 Who cannot vote or hold office
- 34 Continuation and role of the library board
- 35 Composition of the library board
- 36 Elections and term of office of members
- 37 Election of chair and vice chair
- 38 Regular and special meetings of library board
- 39 General powers and duties of library board
- 40 Budget, expenditures and financial statements
- 41 Powers and duties of chief librarian
- 42 Request to municipality to take over library
- 43 Dissolution if municipal library established or regional library district established or extended
- 44 Dissolution of public library association by minister
- 45 Transfer of assets on dissolution

Part 5 — General

- 46 Free basic public library service
- 47 Enforcement of library rules
- 48 Agreements
- 49 Library federations
- 50 Unserved areas
- 51 Director of public library service
- 52 Advisory bodies
- 53 Conflict of interest
- 54 Protection against lawsuits
- 55 Reimbursement of expenses
- 56 Power to make regulations

Part 6 — Transitional Provisions

- 57 Existing municipal libraries
- 58 Existing regional library districts
- 59 Existing federated public library system
- 60 Existing integrated public library system
- 61 No power to establish integrated public library system
- 62 Existing regional district service to provide libraries

Part 1 — Introductory Provisions**Definitions**

1 In this Act:

"**aboriginal government**" means an aboriginal organization exercising governmental functions;

"elector" has the meaning it has in the *Local Government Act*;

"electoral participating area" means an area that

(a) is within a service area for the service of participation in a regional library district under Part 3 of this Act, and

(b) is all or part of an electoral area as defined in the *Local Government Act*;

"integrated public library system" means an integrated public library system the operation of which is continued under section 60;

"library board" means,

(a) in Part 2, the library board of a municipal library,

(b) in Part 3, the library board of a regional library district,

(c) in Part 4, the library board of a public library association, and

(d) in Part 5, a library board referred to in paragraph (a), (b) or (c),

and includes

(e) a federated library board in sections 46 to 48, 50, 51 and 53 to 55, and

(f) an integrated public library system in sections 46 to 51;

"library federation" means a federation established by agreement under section 49;

"municipal library" means a library established under section 3;

"net taxable value of land and improvements" means net taxable value of land and improvements for hospital district purposes under section 26 (3) of the *Hospital District Act*;

"newspaper" has the meaning it has in the *Community Charter*;

"population" means the population determined under section 22;

"public library" includes a municipal library, a regional library district, a public library association and an integrated public library system;

"public library association" means a public library association continued under section 31;

"regional library district" means a regional library district established under section 14.

Purposes of this Act

2 The purposes of this Act are

(a) to encourage the extension and use of public library service throughout British Columbia,

(b) to enable the delivery of public library service in British Columbia by

- (i) providing for the establishment and operation of municipal libraries, regional library districts and library federations, and
 - (ii) allowing existing public library associations and integrated public library systems to continue to operate, and
- (c) to support improvements in public library service.

Part 2 — Municipal Libraries

How a municipal library is established

- 3 (1) A municipality may, by bylaw, establish a municipal library.
- (2) A municipal library may be established under subsection (1) in a municipality served by a public library association, but only if the association has requested the municipality to assume responsibility for providing library service in the municipality.
- (3) [Repealed 2003-52-157.]

Role and status of the library board

- 4 (1) A municipal library is to be managed by a library board called the "[insert name of municipality] Public Library Board".
- (2) The members of the library board and their successors in office are a corporation with the powers and duties given in this Part.

How the library board is appointed

- 5 (1) The municipal council must appoint the members of the library board at the first meeting of the municipal council after the coming into force of the bylaw establishing the municipal library.
- (2) The library board is to consist of an uneven number of members, not fewer than 5 or more than 13, selected as follows:
- (a) one from the municipal council;
 - (b) the remainder from people who are residents or electors of the municipality and who are not members of the municipal council or employees of the municipality or library board.
- (3) All subsequent regular appointments are to be made each December at the first regular meeting of the municipal council.
- (4) Before selecting anyone under subsection (2) (b), the municipal council must invite applications for membership by publishing a notice in a newspaper.
- (5) A vacancy arising during the term of an appointment is to be filled, for the remainder of the term, by an appointment made at the first meeting of the municipal council after the vacancy arises.
- (6) If an appointment is not made at the time specified in this section, the appointment must be made as soon

as convenient.

Term of office

- 6 (1) The member appointed to the library board from the municipal council holds office for one year, or for the remainder of the year for which the appointment is made.
- (2) One half of the members first appointed to the library board under section 5 (2) (b) hold office for a term of one year, and the others hold office for a term of 2 years.
- (3) All subsequent regular appointments under section 5 (2) (b) are for terms of 2 years.
- (4) A member is eligible for reappointment, but no member may serve for more than 8 consecutive years.
- (5) The term of office of a member continues until a successor is appointed unless the member is removed for cause.
- (6) On receiving a report from the library board, the municipal council may remove a member of the library board for cause, including if the member
 - (a) fails to attend 3 consecutive regular meetings of the library board without its written approval,
 - (b) becomes an employee of the municipality or of the library board, or
 - (c) ceases to be a resident or elector of the municipality.

Election of chair and vice chair

- 7 (1) The library board must elect a chair and a vice chair at its first meeting in each year after appointments are made to the library board.
- (2) If the chair is not present at a meeting of the library board, the vice chair has all the powers of the chair and is subject to all rules applicable to the chair.
- (3) If neither the chair nor the vice chair is present at a meeting of the library board, the members present may elect an acting chair who has, during the meeting, all the powers of the chair and is subject to all rules applicable to the chair.

Regular and special meetings of library board

- 8 (1) The library board must meet at regular intervals at least 6 times a year.
- (2) A majority of all the members of the library board is a quorum.
- (3) The chair or any 2 members may call a special meeting of the library board by notifying, in writing, the other members at least 2 days before the meeting and stating in the notice the purpose of the meeting.

General powers and duties of library board

9 The library board

- (a) may make rules for managing its business and for regulating the use of its facilities and services by the public,

- (b) may appoint any committees of its members that it considers necessary to carry out its business,
- (c) must appoint a chief librarian,
- (d) may hire and dismiss employees, enter into collective agreements with employees and set the terms of their employment, including fixing their remuneration and duties,
- (e) may lease land or buildings for library purposes, but only with the prior approval of the municipal council,
- (f) may acquire personal property for library purposes and dispose of personal property,
- (g) may contract, for a term of not more than 5 years, for professional or other services for library purposes,
- (h) may sue and be sued,
- (i) may have a common seal and may alter or change it, and
- (j) must prepare an annual report in the form approved by the minister and must send copies of the report to the minister.

Budget and financing

- 10 (1) On or before March 1 in each year, the library board must prepare and submit to the municipal council its annual budget for providing library service in the municipality.
- (2) The municipal council must approve, with or without amendment, the budget submitted to it under subsection (1).
- (3) At the request of the library board, the municipal council may approve an amendment to the approved budget.
- (4) The municipal council must include in the municipality's annual budget a sum sufficient to finance the library board's approved budget.
- (5) The municipality must pay to the library board the sum included in the annual budget and the payments must be made on the dates scheduled by the library board and the municipality.

Expenditures and financial statements

- 11 (1) The library board has, subject to the approved budget, exclusive control over the expenditure of
- (a) all money provided by the municipal council for library purposes,
 - (b) all money given to the library board,
 - (c) the revenue derived from any source, including
 - (i) fees,
 - (ii) fines, and
 - (iii) money recovered by the library board for detention, damage or loss of library materials, and

- (d) all money received by the library board under an agreement to provide library service.
- (2) The library board must provide to the municipality annual financial statements that have been audited in the same manner and at the same time as the financial statements of the municipality.

Powers and duties of chief librarian

12 The chief librarian

- (a) has general supervision and direction of the municipal library and its staff,
- (b) is the secretary to the library board, and
- (c) has the powers and duties the library board assigns to the chief librarian from time to time.

Abolition of municipal library and dissolution of library board

- 13 (1) A municipal council may only abolish a municipal library by bylaw adopted with the assent of the electors.
- (2) On adoption of a bylaw under subsection (1), the library board is dissolved.
- (3) When the library board is dissolved, the assets of the library board are vested in the municipality and any liabilities or obligations of the library board are assumed by the municipality.

Part 3 — Regional Library Districts

How a regional library district is established

- 14 (1) Two or more municipalities and one or more regional districts each representing one or more electoral participating areas may, by bylaw, enter into an agreement to request the Lieutenant Governor in Council to establish a regional library district.
- (2) When the agreement is executed, the parties must send a copy to the minister for presentation to the Lieutenant Governor in Council.
- (3) After receiving the agreement, the Lieutenant Governor in Council may establish a regional library district comprising
 - (a) the area within each municipality that is a party to the agreement, and
 - (b) the electoral participating areas of each regional district that is a party to the agreement.

Role and status of the library board

- 15 (1) A regional library district is to be managed by a library board called the "[insert name] Regional Library District Board".
- (2) The members of the library board and their successors in office are a corporation with the powers and duties given in this Part.

How the library board is appointed

- 16** (1) The library board is to consist of a representative of each municipality and regional district that is a party to the agreement to establish the regional library district.
- (2) A municipal council must, by resolution,
- (a) appoint one of its members to be a member of the library board, and
 - (b) appoint another of its members as an alternate member to serve on the library board if the member appointed under paragraph (a) is absent or unable to act.
- (3) If there is more than one electoral participating area in the regional library district, the regional district board must, by resolution,
- (a) appoint from among the directors of the electoral participating areas a member of the library board, and
 - (b) appoint another of the directors of the electoral participating areas as an alternate member to serve on the library board if the member appointed under paragraph (a) is absent or unable to act.
- (4) If there is only one electoral participating area in a regional library district,
- (a) the director of the electoral participating area is a member of the library board, and
 - (b) the alternate director of the electoral participating area is the alternate member on the library board if the director of the electoral participating area is absent or unable to act.

When members are appointed

- 17** (1) Each municipal council and each regional district board must appoint its representative and alternate representative at the first meeting of the municipal council or regional district board after the regional library district is established under section 14 (3).
- (2) All subsequent regular appointments must be made each December at the first meeting of the municipal council or regional district board.
- (3) A vacancy arising during the term of an appointment is to be filled, for the remainder of the term, by an appointment made at the first meeting of the municipal council or regional district board after the vacancy arises.
- (4) If an appointment is not made at the time specified in this section, the appointment must be made as soon as convenient.

Term of office

- 18** (1) A member of the library board holds office for a term of one year, or for the remainder of the year for which the appointment is made.
- (2) A member is eligible for reappointment, but no member may serve for more than 8 consecutive years.
- (3) The term of office of a member continues until a successor is appointed unless the member is removed

for cause.

(4) A municipal council or regional district board may remove its representative on the library board for cause, including if the representative fails to attend 3 consecutive regular meetings of the library board without the written approval of the library board.

Election of chair and vice chair

19 (1) The library board must elect a chair and a vice chair at the first meeting in each year.

(2) If the chair is not present at a meeting of the library board, the vice chair has all the powers of the chair and is subject to all rules applicable to the chair.

(3) If neither the chair nor the vice chair is present at a meeting of the library board, the members present may elect an acting chair who has, during the meeting, all the powers of the chair and is subject to all the rules applicable to the chair.

Regular and special meetings of library board

20 (1) The library board must meet at regular intervals at least 4 times a year.

(2) A majority of all the members of the library board is a quorum.

(3) The chair or any 2 members may call a special meeting of the library board by notifying, in writing, the other members at least 5 days before the meeting and stating in the notice the purpose of the meeting.

General powers and duties of library board

21 The library board

(a) may make rules for managing its business and for regulating the use of its facilities and services by the public,

(b) may appoint any committees of its members that it considers necessary to carry out its business,

(c) must appoint a chief librarian,

(d) may hire and dismiss employees, enter into collective agreements with employees and set the terms of their employment, including fixing their remuneration and duties,

(e) may acquire land and lease or construct buildings for library purposes,

(f) may dispose of land or buildings,

(g) may acquire personal property for library purposes and dispose of personal property,

(h) may contract, for a term of not more than 5 years, for professional or other services for library purposes,

(i) may sue and be sued,

(j) may have a common seal and may alter or change it, and

(k) must prepare an annual report in the form approved by the minister and must send copies of the

report to the minister.

How population is determined

22 (1) For the purposes of sections 23 and 24, the minister is to determine the population of an area by compiling the population figures for the most recent year for which figures are available for that area.

(2) In determining population the minister may take into account any changes in the boundaries of an area and may use

- (a) information or estimates provided by the Minister of Finance,
- (b) information in the most recently available Census of Canada, and
- (c) other information the minister considers relevant.

Voting on expenditures

23 (1) On questions involving the expenditure of money,

(a) each member of the library board has one vote, plus one additional vote for each complete 1 000, after the first 1 000, of the population of the municipality represented by the member or of the electoral participating areas of the regional district represented by the member, and

(b) a majority of the weighted votes cast decides those questions,

unless a proposal is adopted under subsection (2).

(2) If at least 2/3 of the municipalities and regional districts represented on the library board adopt a proposal on the number of votes each representative on the library board has on questions involving the expenditure of money, the proposal binds all the municipalities and regional districts represented on the library board.

(3) A proposal adopted under subsection (2) may be changed or cancelled by a resolution adopted by at least 2/3 of the municipalities and regional districts represented on the library board.

Sharing the cost of library service

24 (1) In this section, "converted value of land and improvements" means the converted value of land and improvements within the meaning of the *Community Charter*.

(2) The cost of providing library service must be apportioned

(a) 1/2 on the basis of the converted value of land and improvements of each municipality and of the electoral participating areas of each regional district, represented on the library board, and

(b) 1/2 on the basis of the population of each municipality and of the electoral participating areas of each regional district, represented on the library board,

unless a proposal is adopted under subsection (3).

(3) If at least 2/3 of the municipalities and regional districts represented on the library board adopt a proposal on apportioning the cost of providing library service, the proposal binds all the municipalities and regional districts represented on the library board.

- (4) A proposal adopted under subsection (3) may be changed or cancelled by a resolution adopted by at least 2/3 of the municipalities and regional districts represented on the library board.

Budget and financing

25 (1) In each year the library board must prepare and approve a budget for providing library service in the next financial year.

(2) Before March 1 of the year for which the budget is approved, the library board must provide a copy of the budget to each of the municipalities and regional districts represented on the library board.

(3) The approved budget must show the share of the cost of providing library service that was apportioned under section 24 to each of the municipalities and regional districts represented on the library board.

(4) The secretary to the library board must provide to each of the municipalities and regional districts represented on the library board a certificate of the amount shown under subsection (3) in the budget for that municipality or regional district.

(5) Each municipality and regional district represented on the library board must pay the amounts certified under subsection (4) to the library board in equal installments on March 1, June 1, September 1 and December 1 of each year.

(6) The library board may borrow money needed to meet its current expenditures if the amount borrowed

(a) is not more than 50% of the revenue the library board is to receive from all sources in the current year to cover those expenditures, and

(b) is repaid when the anticipated revenue is received.

Expenditures and financial statements

26 (1) The library board has, subject to the approved budget, exclusive control over the expenditure of

(a) all money provided to it for library purposes by the municipalities and regional districts represented on the library board,

(b) all money given to the library board,

(c) the revenue derived from any source, including

(i) fees,

(ii) fines, and

(iii) money recovered by the library board for detention, damage or loss of library materials, and

(d) all money received by the library board under an agreement to provide library service.

(2) The library board must

(a) prepare annual financial statements to be audited by the auditors appointed by the library board, and

(b) provide a copy of the audited financial statements to the municipalities and regional districts represented on the library board.

Powers and duties of chief librarian**27** The chief librarian

- (a) has general supervision and direction of the regional library district and its staff,
- (b) is the secretary to the library board, and
- (c) has the powers and duties the library board assigns to the chief librarian from time to time.

Extension of regional library district

28 (1) A municipality or regional district may, by bylaw, enter into an agreement with the library board to extend the regional library district to include the municipality or the electoral participating areas within the regional district.

(2) When the agreement is executed, the parties must send a copy to the minister for presentation to the Lieutenant Governor in Council.

(3) When the agreement is approved by the Lieutenant Governor in Council, the area within the municipality or the electoral participating areas within the regional district, as the case may be, become part of the regional library district.

(4) At its first meeting after the agreement is approved or as soon afterward as convenient, the municipal council or the regional district board that entered into the agreement must appoint its representative as a member of the library board under section 16 (2) or (3).

Withdrawal from regional library district

29 (1) A municipality or regional district may withdraw from a regional library district only by bylaw adopted with the assent of the electors.

(2) No vote to obtain assent may be taken after October 1 in any year.

(3) If a bylaw under subsection (1) is adopted, the municipality or regional district must send a copy of the bylaw to the minister for presentation to the Lieutenant Governor in Council.

(4) If the Lieutenant Governor in Council approves of the municipality or regional district withdrawing from the regional library district, the area within the municipality or the electoral participating areas within the regional district ceases to form part of the regional library district on January 1 after the date of approval.

(5) If the Lieutenant Governor in Council approves of the municipality or regional district withdrawing from the regional library district, the library board may enter into an agreement with the municipality or regional district to transfer to it a reasonable share of library assets, including library materials.

(6) If the share of library assets is not agreed on by January 1 after the date of approval, the library board must submit the matter for determination by one arbitrator appointed under the *Commercial Arbitration Act* and that Act applies to the dispute.

Disestablishment of regional library district by agreement

30 (1) The municipalities and regional districts represented on the library board may, by bylaw, enter into

an agreement for disestablishing the regional library district and winding up the library board.

(2) When an agreement under subsection (1) is executed, the parties must send a copy to the minister for presentation to the Lieutenant Governor in Council.

(3) An agreement under subsection (1) has no effect until it is approved by the Lieutenant Governor in Council.

(4) The Lieutenant Governor in Council may approve the disestablishment of the regional library district and, in the order or any subsequent order, may provide for winding up the library board on any terms and conditions the Lieutenant Governor in Council considers advisable.

Part 4 — Public Library Associations

Existing public library associations continued

31 (1) A public library association that was incorporated before, and provided library service until, August 26, 1994 is continued, and the association may continue to provide library service in the locality for which it was formed.

(2) A public library association has the powers and duties given to a library board under this Part.

Who can become a member

32 On application and subject to the rules of the public library association, the following are eligible to become members of a public library association:

(a) residents in the locality for which the association was formed;

(b) residents in an area in which library service is provided by the association by agreement.

Who cannot vote or hold office

33 No member under 18 years of age and no employee of a public library association is eligible to be elected to hold office in, or to vote at meetings of, the association.

Continuation and role of the library board

34 (1) The board of management of a public library association is continued as the library board of the association.

(2) The library board is responsible for managing the library of the public library association and for exercising and performing on behalf of the association the powers and duties given in this Part.

Composition of the library board

35 (1) The library board is to consist of

(a) not fewer than 5 or more than 9 members, elected by the members of the public library association from among themselves, and