



## PEACE RIVER REGIONAL DISTRICT

### CHETWYND PUBLIC LIBRARY ADVISORY COMMITTEE MEETING MINUTES

WEDNESDAY, FEBRUARY 3, 2021

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**LOCATION** ZOOM Webinar

#### **ATTENDANCE**

##### **Directors**

Director Rose, Electoral Area 'E'

##### **Committee Members**

Sara Hoehn, Chetwynd Public Library Board - Chair  
Melissa Millsap, Manager of the Chetwynd Public Library  
Janet Wark, Councillor - District of Chetwynd

##### **Staff**

Bryna Casey, Parks & Rural Recreation Coordinator  
Trish Morgan, GM of Community Services  
Carol Newsom, CAO – District of Chetwynd  
Kyla Traichevich, Recorder

**1. CALL TO ORDER** The Chair called the meeting to order at 10:01 am.

#### **2. DIRECTORS' NOTICE OF NEW BUSINESS**

#### **3. ADOPTION OF AGENDA**

3.1 Adoption of Agenda MOVED Director Rose, SECONDED Committee Member Millsap,  
That the Electoral Area Directors Committee adopt the February 3, 2021 Meeting  
Agenda:

1. **Call to Order**
2. **Directors' Notice of New Business**
3. **Adoption of Agenda**
4. **Adoption of Minutes**
  - 4.1 Chetwynd Public Library Advisory Committee Meeting Minutes of December 15, 2020
5. **Business Arising from the Minutes**
6. **Correspondence**
7. **Reports**
  - 7.1 Chetwynd Library Next Step Options, CS-CLIB-001
8. **New Business**
9. **Diary**
10. **Item(s) for Information**
  - 10.1 Terms of Reference
11. **Adjournment**

**CARRIED**



#### **4. ADOPTION OF MINUTES**

##### **4.1**

Dec 15/20 CLIB Minutes      MOVED Director Rose, SECONDED Committee Member Millsap,  
That the Chetwynd Public Library Advisory Committee adopt the December 15,  
2020 Meeting Minutes.

**CARRIED**

#### **5. BUSINESS ARISING FROM THE MINUTES**

##### **5.1**

Item #7.1 CLIB      Trish Morgan explained that no contact was made with TANSI after numerous  
Dec 15/20      attempts made by staff.

#### **6. CORRESPONDENCE**

#### **7. REPORTS**

##### **7.1**

Chetwynd Library Next      MOVED by Director Rose, SECONDED by Committee Member Millsap  
Step Options      That the Chetwynd Public Library Advisory Committee recommend that the  
CS-CLIB-001      Regional Board issue a Design Build RFP, up to a maximum construction and design  
cost of \$5 million, for a new Chetwynd Public Library.

**CARRIED**

#### **8. NEW BUSINESS**

#### **9. DIARY**

#### **10. ITEMS FOR INFORMATION**

##### **10.1**

Terms of Reference

#### **11. ADJOURNMENT**

##### **11.1**

The Chair adjourned the Meeting at 10:39 am.

**CARRIED**

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Director Rose, Electoral Area 'E' Director

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Kyla Traichevich, Recorder