

## DISTRICT OF CHETWYND

### *Minutes of the Regular Council Meeting*

**Date:** November 2, 2020  
**Time:** 4:30 p.m.  
**Location:** Electronic Zoom Meeting

**Present:** Mayor Courtoreille  
Coun. Bassendowski  
Coun. Deck  
Coun. Disher  
Coun. Galbraith  
Coun. Wark  
Coun. Weisgerber  
C. Newsom, Chief Administrative Officer  
K. Franson, Director of Financial Administration  
A. Adams, Director of Engineering & Public Works  
E. McAvany, Economic Development Officer (4:36 pm)  
D. Way, Deputy Director of Corporate Administration/HR  
Manager  
D. LeBlanc, Manager of Engineering & Public Works (Project  
Manager)  
L. Wilfur, Executive Assistant (Recording Secretary)

**Absent:** Nil

1. **Call to Order** Mayor Courtoreille called the meeting to order at 4:33 p.m. and an opening statement was read.
2. **Adoption of Agenda** MOVED by Coun. Galbraith, SECONDED by Coun. Deck  
  
THAT the Regular Council Meeting Agenda for November 2, 2020 be conducted electronically via Zoom due to the prevalence of Covid-19 and the Provincial State of Emergency, but noting that the Zoom meeting details have been shared with the public so that any who wish may join the meeting electronically; and that the agenda be adopted as circulated.

CARRIED

Please note: A public message has been circulated on social media and the District of Chetwynd's web page requesting any public inquiries pertaining to today's agenda. The Zoom meeting log in/call in details were also provided on the District of Chetwynd Facebook page prior to the meeting to permit public attendance. A recording of this meeting will be publicly available on the District's webpage to promote openness, transparency and accountability.

**3. Minutes**

M-1  
Minutes of the  
Regular  
Council  
Meeting

MOVED by Coun. Deck, SECONDED by Coun. Weisgerber

THAT the minutes of the Regular Council Meeting held on October 19, 2020 be adopted as circulated.

CARRIED

M-2  
Minutes of the  
Public Hearing

MOVED by Coun. Galbraith, SECONDED by Coun. Bassendowski

THAT the minutes of the Public Hearing held on October 19, 2020 be adopted as circulated.

CARRIED

**4. Delegations & Presentations**

D-1  
Sgt. Wahnese  
Antonioni-  
Stevens,  
RCMP re:  
New  
Detachment  
Commander

Mayor Courtoreille introduced Sgt. Wahnese Antonioni-Stevens, Chetwynd RCMP's new Detachment Commander and welcomed her to Chetwynd.

Sgt. Antonioni-Stevens advised that she is extremely glad to be in Chetwynd. Her last posting was in Kitmat, BC but her family is excited to be back in the Peace Region as her posting prior to Kitmat was in Fort St. John. Being in Fort St. John gave her family the opportunity to explore the area and they spent quite a bit of time in the Chetwynd/Moberly Lake area. Sgt. Antonioni-Stevens advised that she looks forward to serving Chetwynd and surrounding area.

Sgt. Antonioni-Stevens responded to several questions from Council regarding reports to Council (how often that would happen) and introduction of new members.

Council thanked Sgt. Antonioni-Stevens for coming before Council to introduce herself and that they looked forward to working with her in the future.

**5. Bylaws**

Nil

## 6. Council Committee and Liaison Reports

CR-1  
Regional  
District Report

Mayor Courtoreille provided the following Peace River Regional District (PRRD) Update:

- Fibre Optics:
  - Directors were asked to form a committee with staff members to find out more about fibre optics and how to get fibre optics out to communities like Lone Prairie and Prespatou so they can stay connected.
  - Kevin Franson, Director of Financial Administration to be a part of the committee.
  - A meeting will be taking place with the consultants prior to meeting with PRRD.

CR-2  
Councillor  
Reports

Councillor Deck provided the following:

- No Solid Waste Committee meeting was held last month.
- Thanked Sally Paquette and Staff for their hard work with the recycling program.
- Up until the end of September 350 thousand kilograms of material has been recycled.
- Thanked everyone in the community for doing their part in recycling.
- Advised that anyone who does not need a large garbage bin can downsize.

CR-3  
Mayor's  
Report

Mayor Courtoreille advised that Council and District of Chetwynd Staff have several meetings coming up with Northern Health and will keep the public informed.

CR-4  
Administrator's  
Report

The Manager of Engineering & Public Works (Project Manager) provided Council with a brief PowerPoint presentation with updates on:

- 2020 Capital Projects
  - Sewer Upgrades
  - Lagoon Fencing & Building Maintenance
  - Debris Barriers
- Utility Systems Debt
- Water Treatment Plant and
- Sewage Treatment Plant.

Council thanked Ms. LeBlanc for her presentation.

## 7. Discussion Items

Nil

**8. Correspondence**

C-1                    The Economic Development Officer / Parks Manager will convey Mr. George Kalischuk's letter dated October 23, 2020 re: Park to the Little Prairie Community Forest Board.  
Kalischuk re:        Community Forest Board.  
Park

Sale of District     Mayor Courtoreille advised that the sale of District owned property located at Land                    5000 North Access Road and 5040 North Access Road has been completed.

**9. Information Items**

II-1                    MOVED by Coun. Galbraith, SECONDED by Coun. Weisgerber  
Information                    THAT Information Items I-1 – I-11 be received for information.  
Items                    I-1 – I-11  
CARRIED

**10. Reports for Action**

RA-1                    MOVED by Coun. Galbraith, SECONDED by Coun. Deck  
2020  
Contribution        THAT the report dated October 26, 2020 re: 2020 Contribution Summary – Summary – Donation Box at the Sani Dump Station prepared by Administration, be Donation Box        received; and  
at the Sani  
Dump Station        THAT Council authorize Administration to distribute \$1,656.35, which is the total of contributions collected from the Donation Box at the Sani Dump Station in 2020, as follows:

- \$552.12 – Shriners' Club; and
- \$1,104.23 – Little Prairie Heritage Museum

CARRIED

RA-2                    MOVED by Coun. Deck, SECONDED by Coun. Galbraith  
2021 Business  
Façade                THAT the report dated October 27, 2020 re: 2021 Business Façade Improvement Program Grant prepared by the Economic Development Program Grant     Department, be received; and  
THAT Council approve the application to Northern Development Initiative Trust for the Façade Improvement program for 2021.

CARRIED

RA-3  
Ratification of  
Email Poll  
Resolution –  
October 28,  
2020

MOVED by Coun. Bassendowski, SECONDED by Coun. Deck

THAT the report dated October 27, 2020 re: Ratification of Email Poll Resolution – October 28, 2020 prepared by Administration, be received; and

THAT Council ratify the resolution adopted by email poll on October 28, 2020 to authorize the disposition of the 1974 ice resurfacer that is surplus to the District's needs.

CARRIED

RA-4  
Proposed Dog  
Park – Funding  
Application

MOVED by Coun. Galbraith, SECONDED by Coun. Weisgerber

THAT the report dated October 28, 2020 re: Proposed Dog Park – Funding Application prepared by the Economic Development Department, be received; and

THAT Council approve the application to NDIT for the Community Places grant for the Chetwynd Dog Park.

CARRIED

RA-5  
Community  
Economic  
Recovery  
Infrastructure  
Program  
Application

MOVED by Coun. Wark, SECONDED by Coun. Bassendowski

THAT the report dated October 29, 2020 re: Community Economic Recovery Infrastructure Program Application prepared by Administration, be received; and

THAT Council authorize Administration to submit an application for a new Fire Department Facility from the Community Economic Recovery Infrastructure Program under the Community Economic Resilience funding stream.

CARRIED

**11. Reports for Information**

Nil

**12. New Business**

Nil

**13. Public Question Period**

Nil

**14. Adjournment** MOVED by Coun. Galbraith, SECONDED by Coun. Deck

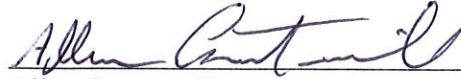
THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:34 p.m.



\_\_\_\_\_  
Carol Newsom  
Corporate Officer



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Allen Courtoreille  
Mayor

Certified a true and correct copy of the  
Minutes of the Regular Council Meeting  
held on November 2, 2020 via Electronic  
Zoom Conference.



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Carol Newsom  
Corporate Officer