

DISTRICT OF CHETWYND

Minutes of the Regular Council Meeting

Date: November 16, 2020
Time: 4:30 p.m.
Location: Electronic Zoom Meeting

Present: Mayor Courtoreille
Coun. Bassendowski
Coun. Deck (4:47 pm)
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
L. Wilfur, Executive Assistant (Recording Secretary)

Absent: Nil

1. **Call to Order** Mayor Courtoreille called the meeting to order at 4:35 p.m. and an opening statement was read.
2. **Adoption of Agenda** MOVED by Coun. Weisgerber, SECONDED by Coun. Wark
THAT the Regular Council Meeting for November 16, 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. Weisgerber, SECONDED by Coun. Disher

THAT the minutes of the Regular Council Meeting held on November 2, 2020 be adopted as circulated.

CARRIED

4. Delegations & Presentations

D-1
Introduction of
Fire Chief Dan
Golob

Mayor Courtoreille introduced Dan Golob as the new Fire Chief for Chetwynd.

Fire Chief Golob thanked Council for giving him the opportunity to be Fire Chief here in Chetwynd and expressed that he is excited to be here and looks forward to working with everyone.

Fire Chief Golob responded to several questions from Council, provided a summary of his background and how he ended up in Chetwynd. He advised that he grew up in Qualicum Beach on Vancouver Island and started his career as a Red Seal Journeyman Carpenter. He joined the Qualicum Beach volunteer fire department and moved up the ranks from volunteer fire fighter to Fire Chief. Then he became Fire Chief and Emergency Coordinator in Tumbler Ridge for 5 years. From Tumbler Ridge he then took a position in Fort St. John as Training Officer for 10 years and then became Deputy Chief of Operations for the last 2 years. This opportunity in Chetwynd presented itself and he finds working with the volunteer fire service sector the most rewarding.

Council welcomed Fire Chief Golob to Chetwynd and thanked him for coming before Council to introduce himself.

D-2
Matt Thomson,
Urban Matters
re: Chetwynd
Housing Needs
Report
DRAFT

Matt Thomson, Community Housing Lead for Urban Matters provided an overview to Council regarding the District of Chetwynd Draft Housing Needs Report.

Topics reviewed were:

- Legislative Requirements
- Purpose of Housing Needs Report
- Study Process
- Participating Communities
- Population
- Age
- Tenure
- Median Household Income by Tenure
- Housing by Dwelling Type
- Housing Stock by Age
- Housing Indicators

- Core Housing Need
- Community and Stakeholder Engagement
- Key Challenges in Chetwynd
- Affordable Housing
- Supportive and Special Needs Housing
- Rental Housing
- Housing for Seniors
- Housing for Families
- Homelessness
- Next Steps and
- Policy Recommendations

Council thanked Mr. Thomson for the presentation.

5. Bylaws

B-1
Bylaw No.
1125, 2020

MOVED by Coun. Galbraith, SECONDED by Coun. Wark

THAT Bylaw No. 1125, 2020 cited as the “District of Chetwynd Solid Waste Collection and Disposal Services Amendment Bylaw No. 1125, 2020” be given first, second and third readings.

CARRIED

B-2
Bylaw No.
1126, 2020

MOVED by Coun. Wark, SECONDED by Coun. Bassendowski

THAT Bylaw No. 1126, 2020 cited as the “District of Chetwynd Water Fees, Charges and Regulation Amendment Bylaw No. 1126, 2020” be given first, second and third readings.

CARRIED

B-3
Bylaw No.
1127, 2020

MOVED by Coun. Galbraith, SECONDED by Coun. Weisgerber

THAT Bylaw No. 1127, 2020 cited as the “District of Chetwynd Sewer Fees and Charges Amendment Bylaw No. 1127, 2020” be given first, second and third readings.

CARRIED

6. Council Committee and Liaison Reports

- CR-2 Councillor Disher provided the following Heritage/Museum Society Update:
Councillor Reports
- AGM was held last week. Only 3 people in attendance including herself.
 - Alma Walters and Myra Grozniak will do a membership drive. They will try to carry the society for this year, but the society will not continue after this year if they cannot recruit any new members.

7. Discussion Items

- DI-1 2021 Virtual BC Natural Resources Forum
- MOVED by Coun. Weisgerber, SECONDED by Coun. Galbraith
- THAT the 2021 Virtual BC Natural Resources Forum Registration Information, be received; and
- THAT Council authorize all members of Council to attend the Virtual BC Natural Resources Forum January 26 – 28, 2021.
- CARRIED

8. Correspondence

- C-1 Ministry of Finance re: Thank You
- The letter from Ministry of Finance re: Thank You for Virtual Meeting During Union of British Columbia Municipalities Annual Convention, was presented for information; and
- C-2 Canada Post re: Chetwynd Business Hours
- The letter from Canada Post dated October 21, 2020 re: Increase in Weekday Business Hours at the Chetwynd Post Office, was presented for information.

9. Information Items

- II-1 Information Items I-1 – I-9
- MOVED by Coun. Galbraith, SECONDED by Coun. Wark
- THAT Information Items I-1 – I-9 be received for information.
- CARRIED

10. Reports for Action

RA-1
2021 Council
Meeting
Schedule

MOVED by Coun. Wark, SECONDED by Coun. Deck

THAT the report dated November 2, 2020 re: 2021 Council Meeting Schedule prepared by Administration, be received; and

THAT the 2021 Regular Council meetings be held in Council Chambers, at 4:30 pm, on the following dates:

January 11	July 5
February 1	July 19
February 16	August 3
March 1	August 16
March 15	September 7
April 6	September 20
April 19	October 4
May 3	October 18
May 17	November 1
June 7	November 15
June 21	December 13

THAT the 2021 Council Meeting Schedule be made available to the public by posting a copy at the municipal office.

CARRIED

RA-2
Deputy Mayor
Appointments

MOVED by Coun. Weisgerber, SECONDED by Coun. Bassendowski

THAT the report dated November 2, 2020 re: Deputy Mayor Appointments prepared by Administration, be received; and

THAT the following Council members be appointed Deputy Mayor for the designated periods of 2021:

Coun. Janet Wark	February/September
Coun. Rochelle Galbraith	January/April
Coun. Clay Bassendowski	March/July
Coun. Mel Deck	August/October
Coun. Jocelyn Disher	May/November
Coun. Laura Weisgerber	June/December

CARRIED

RA-3
Peace River
Regional
District Board
Appointments

MOVED by Coun. Bassendowski, SECONDED by Coun. Galbraith

THAT the report dated November 2, 2020 re: Peace River Regional District Board Appointments prepared by Administration, be received; and

THAT Mayor Courtoreille be appointed as Director and Councillor Deck be appointed as alternate Director to the Peace River Regional Board for 2021.

CARRIED

RA-4
Council
Appointments
– Civic
Properties
Commission

MOVED by Coun. Deck, SECONDED by Coun. Disher

THAT the report dated November 2, 2020 re: Council Appointments – Civic Properties Commission prepared by Administration, be received; and

THAT Council authorize the following Council representatives be appointed to the Civic Properties Commission for 2021: Mayor Courtoreille and Councillors Bassendowski and Wark.

CARRIED

RA-5
2021 Council
Committee
Appointments

MOVED by Coun. Bassendowski, SECONDED by Coun. Disher

THAT the report dated November 2, 2020 re: 2021 Council Committee Appointments prepared by Administration, be received; and

THAT Council members be formally appointed to the following Committees, Boards, and Commissions for 2021, as follows:

Council Committees:

Committee of the Whole	Mayor Courtoreille and all of Council
Treaty Land Entitlement	Mayor Courtoreille and all of Council

Boards, Commissions & Other:

Chamber of Commerce	Coun. Weisgerber
Library	Coun. Wark
Municipal Insurance Association	Coun. Weisgerber Coun. Disher (Alternate)
Northeast Regional Advisory Committee	Coun. Galbraith Coun. Disher (Alternate)

Liaison Appointments:

BC Hydro Peace Region Non-Profit Community Fund	Coun. Galbraith
Chainsaw Carving Championship Society	Coun. Disher
Chetwynd Communications Society	Coun. Bassendowski
Chetwynd General Hospital Working Group	Coun. Galbraith Coun. Wark
Fire Department Liaison	Coun. Deck
Heritage/Museum	Coun. Disher
PRRD Solid Waste Sub-committee	Coun. Deck
RCMP	Coun. Weisgerber
Senior Citizens Housing Society	Coun. Weisgerber
Site C Regional Community Liaison Committee	Mayor Courtoreille Coun. Galbraith (Alternate)
Violence Against Women in Relationships	Coun. Disher

CARRIED

RA-6
Appointment
of Auditor for
District of
Chetwynd

MOVED by Coun. Galbraith, SECONDED by Coun. Wark

THAT the report dated November 2, 2020 re: Appointment of Auditor for District of Chetwynd prepared by Administration, be received; and

THAT the Chartered Accounting firm of Sander Rose Bone Grindle LLP be appointed as auditor for the District of Chetwynd for 2021.

CARRIED

RA-7
Chetwynd &
Area Child
Care Space
Creation
Analysis &
Action Plan

MOVED by Coun. Bassendowski, SECONDED by Coun. Wark

THAT the report dated October 27, 2020 re: Chetwynd & Area Child Care Space Creation Analysis & Action Plan prepared by Administration, be received; and

THAT Council endorse the Chetwynd & Area Child Care Space Creation Analysis & Action Plan.

CARRIED

11. Reports for Information

RI-1
Building
Permit Values

MOVED by Coun. Galbraith, SECONDED by Coun. Weisgerber

THAT the report dated November 10, 2020 re: Building Permit Values prepared by the Engineering & Public Works Department, be received for information.

CARRIED

12. New Business

Nil

13. Public Question Period


Nil

14. Adjournment MOVED by Coun. Bassendowski, SECONDED by Coun. Galbraith

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:44 p.m.



Carol Newsom
Corporate Officer



Allen Courtoreille
Mayor

Certified a true and correct copy of the Minutes of the Regular Council Meeting held on November 16, 2020 via Electronic Zoom Conference.



Carol Newsom
Corporate Officer