

## DISTRICT OF CHETWYND

### *Minutes of the Regular Council Meeting*

**Date:** May 3, 2021  
**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  
D. Way, Deputy Director of Corporate Administration  
E. McAvany, Economic Development Officer  
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 4:30 p.m. and an opening statement was read.

2. **Adoption of Agenda** MOVED by Coun. Galbraith, SECONDED by Coun. Weisgerber

THAT the Regular Council Meeting for May 3, 2021 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: The Zoom meeting log in/call in details were 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. Galbraith, SECONDED by Coun. Deck

THAT the minutes of the Regular Council Meeting held on April 19, 2021 be adopted as circulated.

CARRIED

#### **4. Delegations & Presentations**

Nil

#### **5. Bylaws**

B-1  
Bylaw No.  
1133, 2020

MOVED by Coun Galbraith, SECONDED by Coun. Weisgerber

THAT Bylaw No. 1133, 2021 cited as the “District of Chetwynd Financial Plan 2021 – 2025 Bylaw No. 1133, 2021” be given first, second and third readings.

CARRIED

B-2  
Bylaw No.  
1134, 2021

MOVED by Coun. Galbraith, SECONDED by Coun. Disher

THAT Bylaw No. 1134, 2021 cited as the “District of Chetwynd 2021 Tax Rates Bylaw No. 1134, 2021” be given first, second and third readings.

CARRIED

B-3  
Bylaw No.  
1135, 2021

Opportunity for Public Input:

Mayor Courtoreille invited those who wished to express his/her views regarding District of Chetwynd False Alarm Bylaw No. 1135, 2021, to address Council.

There being no submissions, and no correspondence received, the opportunity for public input was closed.

MOVED by Coun. Deck, SECONDED by Coun. Galbraith

THAT Bylaw No. 1135, 2021 cited as the “District of Chetwynd False Alarm Bylaw No. 1135, 2021” be adopted.

CARRIED

B-4  
Bylaw No.  
1136, 2021

MOVED by Coun. Weisgerber, SECONDED by Coun. Wark

THAT Bylaw No. 1136, 2021 cited as the “District of Chetwynd Official Community Plan Amendment Bylaw No. 1136, 2021 (Nicholson Road)” be given third reading and adoption (subject to approval from the Ministry of Transportation and Infrastructure).

CARRIED

B-5  
Bylaw No.  
1137, 2021

MOVED by Coun. Disher, SECONDED by Coun. Weisgerber

THAT Bylaw No. 1137, 2021 cited as the “District of Chetwynd Zoning Amendment Bylaw No. 1137, 2021 (Nicholson Road) be given third reading and adoption (subject to approval from the Ministry of Transportation and Infrastructure).

CARRIED

## 6. Council Committee and Liaison Reports

CR-1  
Regional  
District Report

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

- Fort St. John has been having issues with mixed garbage being put into recycling bins.
- Chetwynd residents and the recycling depot are doing a good job at recycling.
- The blue bag program is working well in Chetwynd. Other communities have started to implement the same program.
- Lisa Beare, Minister of Citizen’s Service announced that \$5.47 million will be provided to Rogers Communications to expand cellular service from Chetwynd to the Highway 29 junction.

CR-2  
Councillor  
Reports

Councillor Galbraith provided the following BC Hydro Peace Region Non-Profit Community Fund (GO Fund) Update:

- Looking for Peace Region non-profit organizations to apply.
- As of December 31, 2020 BC Hydro has distributed over \$493,000 to 56 projects.
- Organizations that received funding in 2020 are:
  - Northern Sun Helpers Society
  - Whiskey Jack Nordic Ski Club
  - Fort St. John & Area Senior’s Care Foundation
  - Friends of Hudson’s Hope Society
  - Fort St. John and District Palliative Care
  - Peace Community Church Society
  - Chetwynd Planning Society
- For more information you can go to the [www.sitecproject.com/GoFund](http://www.sitecproject.com/GoFund) or [www.northerndevelopment.bc.ca](http://www.northerndevelopment.bc.ca) websites.

CR-4 Council received a copy of a report dated April 28, 2021 prepared by  
Administrator's Administration re: Summary of District Departmental Activities.  
Report

## 7. Discussion Items

DI-1 MOVED by Coun. Wark, SECONDED by Coun. Disher  
Chetwynd  
Senior Citizens THAT the letter from Chetwynd Senior Citizens Housing Society re: Letter of  
Housing Support, be received; and  
Society re:  
Letter of THAT Council authorize a letter be sent to the Chetwynd Senior Citizens  
Support Housing Society – Sururus Place in support of its application to the BC Hydro  
Go Fund for a grant to purchase a Senior Gaming System.

CARRIED

DI-2 MOVED by Coun. Deck, SECONDED by Coun. Bassendowski  
CSS 2021  
Graduation THAT the letter from Chetwynd Secondary School 2021 Graduating Class  
Class re: Hang dated April 30, 2021 re: Permission to Hang Banners with Grad Student's  
Banners with Photos from Light Posts, be received; and  
Grad Student's  
Photos from THAT Council authorize installation of grad photos on light poles.  
Lights Posts

CARRIED

## 8. Correspondence

C-1 MOVED by Coun. Weisgerber, SECONDED by Coun. Disher  
PRRD – Lack  
of Funding – THAT the email from Peace River Regional District dated April 23, 2021 re:  
Invasive Plant Lack of Funding – Invasive Plant Management (includes District of Chetwynd  
Management Letter of Support), be received for information.

CARRIED

C-2 MOVED by Coun. Weisgerber, SECONDED by Coun. Galbraith  
UBCM – 2020  
Resolutions THAT the letter from Union of BC Municipalities (UBCM) dated April 15,  
2021 re: Provincial Response to 2020 Resolutions, be received for information.

CARRIED

- C-3  
MMA – April  
2021 Regional  
Calls Follow-  
up
- MOVED by Coun. Weisgerber, SECONDED by Coun. Disher
- THAT the email from Ministry of Municipal Affairs dated April 16, 2021 re: Minister Joise Osborne and Dr. Martin Lavoie April 2021 Regional Calls – Follow-up, be received for information; and
- C-4  
BCOGC –  
March 2021  
Meeting  
Follow-up
- THAT the email from BC Oil & Gas Commission dated April 21, 2021 re: March 2021 Meeting Follow-up, be received for information.
- CARRIED

## 9. Information Items

- II-1  
Information  
Items  
I-1 – I-21
- MOVED by Coun. Wark, SECONDED by Coun. Galbraith
- THAT Information Items I-1 – I-21 be received for information.
- CARRIED

## 10. Reports for Action

- RA-1  
Age-Friendly  
Action Plan
- MOVED by Coun. Bassendowski, SECONDED by Coun. Deck
- THAT the report dated April 15, 2021 re: Age-Friendly Action Plan prepared by Administration, be received; and
- THAT Council receive the Age-Friendly Action Plan as included with the report dated April 15, 2021 as Attachment “A” and approve implementation of the recommendations in the future where feasible.
- CARRIED
- RA-2  
Utility  
Discount
- MOVED by Coun. Galbraith, SECONDED by Coun. Wark
- THAT the report dated April 27, 2021 re: Utility Discount prepared by the Finance Department, be received; and
- THAT the 5% discount on utilities be extended to December 31, 2021
- CARRIED
- RA-3  
988 National  
Suicide and  
Crises Hotline
- MOVED by Coun. Bassendowski, SECONDED by Coun. Galbraith
- THAT the report dated April 15, 2021 re: 988 National Suicide and Crises Hotline prepared by Administration, be received; and
- THAT Council endorse the following motion:

WHEREAS, the Federal Government has adopted a motion to adopt 988, a National three-digit suicide and crisis hotline;

AND WHEREAS, the ongoing Covid-19 pandemic and opioid crises have increased the demand for suicide prevention services by an estimated 200 per cent;

AND WHEREAS, existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;

AND WHEREAS, the District of Chetwynd recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in crisis and seeking help,

NOW THEREFORE BE IT RESOLVED THAT the District of Chetwynd Council endorse the 988 crisis line initiative.

CARRIED

RA-4  
Local  
Government  
Development  
Approvals  
Program Grant

MOVED by Coun. Galbraith, SECONDED by Coun. Weisgerber

THAT the report dated April 30, 2021 re: Local Government Development Approvals Program Grant prepared by Administration, be received; and

WHEREAS the District of Chetwynd has a desire to update and strengthen the operational steps and decision making in relation to the planning and land development application process, be it noted that the District of Chetwynd has applied for the UBCM Local Government Development Approvals Grant Program.

The UBCM Local Government Development Approvals Grant, if received, will enable the District to update and refresh their internal development procedural framework, such as the development procedures manual, and to provide guidance to District staff, residents, and developers with respect to the development application process. Due to recent changes in legislation around the Agricultural Land Reserve and the Ministry of Environment and Climate Change Strategy's Contaminated Sites Regulation, an update to internal development procedural documents will ensure that development applications are being reviewed with the most current legislation in mind. The purpose of these activities is to communicate to potential applicants what the overall land development process is, as well as approximate timelines and information required by the District in order to process applications.

The UBCM Local Government Development Approvals Grant, if received, will ensure the efficient use of District resources, and will provide an educational toolkit for both District staff, the public and potential land developers in Chetwynd. The grant, if received, will cover 100% of the costs associated with the proposed activities.

THEREFORE BE IT RESOLVED that the Council of the District of Chetwynd support the implementation of established best practices to improve the land development approvals processes while meeting local government planning and policy objectives, and a willingness to provide management of the grant.

CARRIED

**11. Reports for Information**

RI-1                      MOVED by Coun. Weisgerber, SECONDED by Coun. Deck  
Bylaw

Enforcement            THAT the report dated April 21, 2021 re: Bylaw Enforcement Activity Report  
Activity                   March 2021 prepared by the Bylaw Department, be received for information.

Report March  
2021                      CARRIED

RI-2                      MOVED by Coun. Deck, SECONDED by Coun. Bassendowski

Statement of            THAT the report dated April 27, 2021 re: Statement of Financial Information  
Financial                   prepared by the Finance Department, be received for information.  
Information

CARRIED

**12. New Business**

Nil

**13. Public Question Period**

Nil

**14. Adjournment**      MOVED by Coun. Weisgerber, SECONDED by Coun. Bassendowski

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:10 p.m.

ORIGINAL SIGNED BY  
Carol Newsom – Corporate Officer

ORIGINAL SIGNED BY  
Allen Courtoreille - Mayor

Certified a true and correct copy of the  
Minutes of the Regular Council Meeting  
held on May 3, 2021 via Electronic Zoom  
Conference.

ORIGINAL SIGNED BY  
Carol Newsom – Corporate Officer