

## DISTRICT OF CHETWYND

### *Minutes of the Regular Council Meeting*

**Date:** September 7, 2021

**Time:** 4:30 p.m.

**Location:** Council Chambers

**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  
D. LeBlanc, 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 4:30 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 September 7, 2021 be amended to include the addition of NB-1 Path at Carvers Row, and that the agenda be adopted as amended.  
  
CARRIED
3. **Minutes**  
  
M-1 Minutes of the Regular Council Meeting  
MOVED by Coun. Weisgerber, SECONDED by Coun. Wark  
  
THAT the minutes of the Regular Council Meeting held on July 19, 2021 be adopted as circulated.  
  
CARRIED

#### 4. Delegations & Presentations

D-1  
Jeff Beale,  
DWB  
Consulting  
Services Ltd. re:  
Community  
Wildfire  
Protection Plan  
for Chetwynd

Jeff Beale, DWB Consulting Services Ltd provided Council with an overview of the Community Wildfire Protection Plan (CWPP) for the District of Chetwynd as outlined below:

- Acknowledgements
- CWPP Area of Interest
- Purpose & Goals of the CWPP
- Risk Mitigation
  - Fuel Management
  - Firesmart Planning & Activities
  - Community Communication & Education
- CWPP Planning Process
  - Phase I – Planning & Consultation
  - Phase II – Fieldwork
  - Phase III – Incorporating Structural Protection & Firesmart Practices
  - Phase IV - Training
- Community Critical Infrastructure
- Fire History
- Local Wildfire Risk Calculation
- Fuel Treatment Unit Descriptions
  - Addition Concerns (example: Little Prairie Community Forest)
- Firesmart Goals & Objectives
- Summary of Top 3 Recommended FireSmart Activities
  - Hospital
  - Neighborhood on 45<sup>th</sup> Avenue NW
  - Wabi Estates
- Other Prevention Measures

Council thanked Mr. Beale for the presentation.

MOVED by Coun. Wark, SECONDED by Coun. Galbraith

THAT Council endorse the Community Wildfire Protection Plan for the District of Chetwynd as present by Jeff Beale, DWB Consulting Services Ltd. at the September 7, 2021 Regular Council Meeting.

CARRIED

## 5. Bylaws

B-1  
Bylaw No.  
1141, 2021

MOVED by Coun. Galbraith, SECONDED by Coun. Wark

THAT Bylaw No. 1141, 2021 cited as the “District of Chetwynd Cementery Amendment Bylaw No. 1141, 2021” be given first, second and third readings.

CARRIED

## 6. Council Committee and Liaison Reports

CR-2  
Councillor  
Reports

Coun. Galbraith provided the following Chetwynd Community Meeting Update:

At its August 17, 2021 meeting the following was discussed:

- Transition Housing – would like to get it up and running as soon as possible.
- RCMP presence in Spirit Park.
- National Overdose Awareness Day August 31- Proclamation
- Tansi eligible to apply for Chet TV Bingo Funds
- Outreach Programs

Coun. Weisgerber advised that the Fairs, Festivals and Events Recovery Fund provides a one-time grant for up to 20% of an event’s budget up to \$250,000 for a safe restart of events. Deadline to apply is October 1, 2021.

Coun. Deck provided the following Solid Waste Committee Meeting Update:

- Looking for alternatives for Chetwynd Landfill
- Option is to burn materials, then reclaim the site
- Looking for emissions free methods.

CR-3  
Mayor’s  
Report

Mayor Courtoreille provided the following Mayor’s Report:

- The Tansi Friendship Centre has moved to a new location (4729 51<sup>st</sup> Street).
- Attended Minister Meetings:
  - Education re: Indigenous education in school curriculums
  - Municipal Affairs re: Taxation cap for satellite industrial properties
- Dawson Creek held its Fall Fair.
- Attended Special Peace River Regional District Solid Waste Committee Meeting re: Chetwynd Landfill
- Chetwynd Hospital celebrated its 50<sup>th</sup> Anniversay.

CR-4 Council received a copy of a report dated August 31, 2021 prepared by  
Administrator's Administration re: Summary of District Departmental Activities.  
Report

MOVED by Coun. Galbraith, SECONDED by Coun. Deck

THAT the:

- Councillor Reports,
- Mayor's Report and
- Administrator's Report

be received for information.

CARRIED

## **7. Discussion Items**

DI-1 MOVED by Coun. Weisgerber, SECONDED by Coun. Deck

NLC re:

Discover NLC THAT the email from Northern Lights College (NLC) dated August 24, 2021  
Welcome BBQ re: Discover NLC Welcome BBQ, be received; and

THAT Council authorize the Mayor or Alternate to attend the Northern Lights College (NLC) - Discover NLC Welcome BBQ in Daswon Creek, BC on September 14, 2021.

CARRIED

DI-2 MOVED by Coun. Wark, SECONDED by Coun. Weisgerber

Chetwynd

Community  
Arts Council

THAT the Chetwynd Community Arts Council Grant Program Application, be received; and

THAT Council authorize a community grant of \$4000.00 to the Chetwynd Community Arts Council for 2021.

CARRIED

## 8. Correspondence

- C-1 Requirement for Education of Indigenous History in Canada
- MOVED by Coun. Wark, SECONDED by Coun. Weisgerber
- THAT the letter sent to the Office of the Prime Minister from Mayor Allen Courtoreille dated July 13, 2021 re: Requirement for Education of Indigenous History in Canada
- Responses from:
- Office of the Prime Minister dated July 19, 2021
  - MP Bob Zimmer dated July 23, 2021
  - Office of the Prime Minister dated August 3, 2021,
- be received for information; and
- C-2 Amendments to the *Electoral Boundaries Commission Act*
- THAT the email from Minister David Eby, Attorney General and Minister Responsible for Housing dated August 9, 2021 re: Amendments to the *Electoral Boundaries Commission Act*, be received for information; and
- C-3 Funding Support for Connectivity in Chetwynd
- THAT the letter from Minister Lisa Beare, Minister of Citizens' Service dated August 23, 2021 re: Funding Support for Connectivity in Chetwynd, be received for information; and
- C-4 UBCM – 2019 CEPF
- THAT the letter from Union of BC Municipalities dated August 20, 2021 re: 2019 CEPF: Volunteer and Composite Fire Departments Equipment and Training – Skid Pump and Rescue Dummy, be received for information; and
- C-5 Regional Meetings with Minister Joise Osborne & Minister David Eby
- THAT the letter from Ministry of Municipal Affairs dated July 20, 2021 re: June 2021 Regional Meetings with Minister Josie Osborne and Minister David Eby, be received for information; and
- C-6 NCLGA Summary Report
- THAT the North Central Local Government Association (NCLGA) Advocacy Summary Report dated July 2021, be received for information; and

C-7                      THAT the news release from Municipal Insurance Association of British  
Upcoming              Columbia (MIABC) re: Upcoming Leadership Changes at the MIABC, be  
Leadership              received for information.  
Changes at the  
MIABC                  CARRIED

## **9. Information Items**

II-1                      MOVED by Coun. Weisgerber, SECONDED by Coun. Bassendowski  
Information  
Items                      THAT Information Items I-1 & I-3 – I-14 be received for information.  
I-1 & I-3 – I-  
14                          CARRIED

II-1                      MOVED by Coun. Weisgerber, SECONDED by Coun. Bassendowski  
Information  
Item                        THAT Information Item I-2 be received for information.  
I-2  
CARRIED

## **10. Reports for Action**

RA-1                      MOVED by Coun. Weisgerber, SECONDED by Coun. Disher  
Ratification of  
Email Poll                THAT the report dated August 4, 2021 re: Ratification of Email Poll Resolution  
Resolution –              – Façade Improvement Grant Program Application prepared by Administration,  
Façade                      be received; and  
Improvement  
Grant Program            THAT Council ratify the resolution adopted by email poll on August 4, 2021 to  
Application                authorize the Business Façade Improvement Grant Program Application for  
5224 53<sup>rd</sup> Street included with the report dated August 4, 2021 as Attachment  
“A”; and  
  
THAT the Mayor and Corporate Officer be authorized to execute a partnering  
agreement with Brookwood Properties Inc. dba Pine Cone Inn for the Business  
Façade Improvement Grant Program as referenced above.  
  
CARRIED

RA-2                      MOVED by Coun. Galbraith, SECONDED by Coun. Wark  
Communicable  
Disease Plan              THAT the report dated August 23, 2021 re: Communicable Disease Plans  
prepared by Administration, be received; and  
  
THAT Council endorse the Communicable Disease Safety Plans for the District  
of Chetwynd and the Chetwynd & District Recreation Centre included with the  
report dated August 23, 2021.  
  
CARRIED

RA-3  
Cancellation of  
September 20,  
2021 Regular  
Council  
Meeting

MOVED by Coun. Wark, SECONDED by Coun. Galbraith

THAT the report dated September 2, 2021 re: Cancellation of September 20, 2021 Regular Council Meeting prepared by Administration, be received; and

THAT Council authorize Administration to cancel the September 20, 2021 Regular Council Meeting.

CARRIED

## **11. Reports for Information**

RI-1  
Fire Hall Study

MOVED by Coun. Deck, SECONDED by Coun. Galbraith

THAT the report dated August 6, 2021 re: Fire Hall Study prepared by the Finance / Protective Services Department, be received for information.

CARRIED

RI-2  
July Accounts  
Payable  
Cheque List

MOVED by Coun. Bassendowski, SECONDED by Coun. Weisgerber

THAT the report dated August 9, 2021 re: July Accounts Payable Cheque List prepared by the Finance Department, be received for information.

CARRIED

RI-3  
Building  
Permit Values

MOVED by Coun. Weisgerber, SECONDED by Coun. Galbraith

THAT the report dated September 1, 2021 re: Building Permit Values prepared by the Engineering & Public Works Department, be received for information.

CARRIED

## **12. New Business**

NB-1  
Path at Carvers

Councillor Wark inquired whether the District of Chetwynd has any plans on paving the path at Carvers Row to make it Wheel Chair accessible.

Chief Administrative Officer Carol Newsom advised that they are considering having the path paved to provide greater accessibility.

## **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 5:23 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 September 7, 2021 in the Council  
Chambers.

ORIGINAL SIGNED BY

Carol Newsom – Corporate Officer