

DISTRICT OF CHETWYND

Minutes of the Regular Council Meeting

Date: May 16, 2022
Time: 4:30 p.m.
Location: Council Chambers & Zoom

Present: Deputy Mayor Weisgerber
Coun. Bassendowski
Coun. Deck
Coun. Wark
C. Newsom, Chief Administrative Officer
K. Franson, Director of Financial Administration
D. Leblanc, Director of Engineering & Public Works
D. Ennis, Deputy Director of Corporate Administration
E. McAvany, Economic Development Officer
L. Wilfur, Executive Assistant (Recording Secretary)

Absent: Mayor Courtoreille
Coun. Disher
Coun. Galbraith

1. **Call to Order** Deputy Mayor Weisgerber called the meeting to order at 4:30 p.m. and an opening statement was read.
2. **Adoption of Agenda** MOVED by Coun. Wark, SECONDED by Coun. Deck

THAT the Regular Council Meeting Agenda for May 16, 2022 be amended to include the addition of NB-1 Nicholson Road Closure, and that the agenda be adopted as amended.

CARRIED
3. **Minutes**

M-1 Minutes of the Regular Council Meeting MOVED by Coun. Deck, SECONDED by Coun. Bassendowski

THAT the minutes of the Regular Council Meeting held on May 2, 2022 be adopted as circulated.

CARRIED
4. **Delegations & Presentations**

Nil
5. **Bylaws**

Nil

6. Council Committee and Liaison Reports

CR-1 Nil
Regional
District Report

CR-2 Councillor Wark advised that she attended the 2022 North Central Local
Councillor Government Association AGM & Convention in Fort St. John, BC from May 3
Reports – 6, 2022. This year’s theme was “Inspired to Lead.”

She noted that some sessions that stood out included:

- Union of BC Municipalities (UBCM) Resolution Process – A discussion was held on the Pros and Cons on the current resolution process. UBCM would like to streamline this process. A suggestion was to merge resolutions from different areas when the topic is the same. Some resolutions that were merged were:
 - Public Library Funding
 - Electoral Boundaries Commission Review and
 - Pricing Policy for Community Forests
- Forestry
- Healthcare
- Keynote Speaker was Hon. Jody Wilson-Raybould. Topics she spoke on were:
 - Indigenous Rights and Reconciliation
 - Democracy and Governance
 - Leadership and
 - Justice
- Truth and Reconciliation

CR-3 Nil
Mayor’s
Report

CR-4 Council received a copy of a report dated May 11, 2022 prepared by
Administrator’s Administration re: Summary of District Departmental Activities.
Report

MOVED by Coun. Bassendowski, SECONDED by Coun. Deck

THAT the:

- Councillor Reports and
- Administrator’s Report

be received for information.

CARRIED

7. Discussion Items

- DI-1
Chetwynd
Public Library
re: Letter of
Support
- MOVED by Coun. Wark, SECONDED by Coun. Bassendowski
- THAT the email from Chetwynd Public Library dated May 2, 2022 re: Letter of Support, be received; and
- THAT Council provide a letter of support to the Chetwynd Public Library for its grant application to United Way Northern British Columbia, Community Investment & Impact Program for the library's Good Food Community Kitchen and Virtual Kitchen.
- CARRIED
- DI-2
Ridge Rotors
Inc. re: Letter
of Support
- MOVED by Coun. Deck, SECONDED by Coun. Wark
- THAT the email from Ridge Rotors Inc. dated May 9, 2022 re: Letter of Support, be received; and
- THAT Council support Ridge Rotors Inc. proposal to offer helicopter rides from the northeast end of the Chetwynd Secondary School soccer field June 9 – 12, 2022 in conjunction with the 2022 Chetwynd Chainsaw Carving Competition.
- CARRIED
- DI-3
FCM's 2022
Annual
Conference &
Trade Show
- MOVED by Coun. Bassendowski, SECONDED by Coun. Deck
- THAT the email from Federation of Canadian Municipalities (FCM) dated April 20, 2022 re: FCM's 2022 Annual Conference and Trade Show, be received; and
- THAT Council authorize the Mayor or Alternate to attend the Federation of Canadian Municipalities 2022 Annual Conference and Trade Show in Regina, SK June 2-5, 2022.
- CARRIED
- DI-4
Enbridge re:
Letter of
Support
- MOVED by Coun. Deck, SECONDED by Coun. Wark
- THAT the email from Enbridge dated April 29, 2022 re: Letter of Support, be received; and
- THAT Council provide a letter of support to Enbridge for the Westcoast Connector Gas Transmission Project Environmental Assessment Certificate Extension request.
- OPPOSED: Councillor Bassendowski
- CARRIED

8. Correspondence

C-1 MOVED by Coun. Wark, SECONDED by Coun. Deck
Connecting
Communities THAT the letter from Ministry of Citizens' Services dated April 14, 2022 re:
BC Program Connecting Communities BC Program, be received for information.

CARRIED

C-2 MOVED by Coun. Bassendowski, SECONDED by Coun. Deck
2022/2023
NCLGA Board THAT the email from North Central Local Government Association (NCLGA)
of Directors dated May 5, 2022 re: New 2022/2023 NCLGA Board of Directors, be received
for information.

CARRIED

9. Information Items

Nil

10. Reports for Action

RA-1 MOVED by Coun. Wark, SECONDED by Coun. Deck
First Nations
Traditional THAT the report dated April 25, 2022 re: First Nations Traditional Territory
Territory Acknowledgement on Email Signatures prepared by Administration, be
Acknowledgement on Email received; and
Signatures THAT Council authorize the use of the following acknowledgement to be used
as part of District of Chetwynd email signatures:

"We acknowledge the First Nation peoples that are the traditional keepers of
this land, for allowing us to work, play, and reside on their traditional territory."

OPPOSED: Deputy Mayor Weisgerber

CARRIED

RA-2 MOVED by Coun. Bassendowski, SECONDED by Coun. Deck
Statement of
Financial THAT the report dated April 26, 2022 re: Statement of Financial Information
Information prepared by the Finance Department, be received; and

THAT the financial information statement be adopted as presented.

CARRIED

- RA-3
Grant in Aid
Request- Little
Prairie
Elementary
School
- MOVED by Coun. Bassendowski, SECONDED by Coun. Wark
- THAT the report dated April 26, 2022 re: Grant in Aid Request – Little Prairie Elementary School prepared by the Finance Department, be received for information.
- CARRIED
- RA-4
Contract –
Walkway and
Lighting
Located on
Boulevard
beside Rec
Centre
- MOVED by Coun. Deck, SECONDED by Coun. Wark
- THAT the report dated May 10, 2022 re: Contract – Walkway and Lighting Located on Boulevard beside Rec Centre prepared by Administration, be received; and
- THAT Council approve the award of contract to D&S Electric as advertised for the boulevard lighting project in front of the Chetwynd & District Rec Centre, for \$69,833.99.
- CARRIED
- RA-5
Proposed
Boundary
Extension
- MOVED by Coun. Deck, SECONDED by Coun. Bassendowski
- THAT the report dated May 11, 2022 re: Proposed Boundary Extension prepared by Administration, be received; and
- THAT Council wishes to consider a boundary extension proposal to incorporate the lands legally described as PID: 006-077-803, LOT 2 DISTRICT LOT 1810 PEACE RIVER DISTRICT PLAN 28267; PID: 006-077-811, LOT 1, DISTRICT LOT 1810 PEACE RIVER DISTRICT PLAN 28267; AND PID: 017-492-092, LOT A DISTRICT LOT 1822 PEACE RIVER DISTRICT PLAN PGP35671 within the boundaries of the District (the “Proposal”); and
- THAT Council directs the Chief Administrative Officer and her designate to develop the details of the Proposal, including the following:
- a) a rationale for the Proposal, including land use implications; and
 - b) a map to scale showing the precise location of the proposed boundary, based on the technical criteria prescribed by the Province, noting the Proposal shall include:
 - i) blocks of property continuously adjacent (contiguous) to the current District boundary; and
 - ii) complete parcels as described on the land title certificate (i.e. the proposed boundary must not divide legal parcels); and
 - iii) roads and road rights-of-way adjacent to the proposed extension area that provide access from the municipality to the proposed extension area; and
 - iv) a list of parcels and owners located in the area of the Proposal; and

- c) the identity of the affected regional district and the affected electoral area; and
- d) draft Council referrals to the regional district, any improvement districts, the ALC and the ILMB, including correspondence and a record of issues identified and resolved or unresolved; and
- e) draft Council referrals to impacted First Nations; and
- f) identification of specific conditions related to implementation and other relevant background information; and

THAT Council directs the Chief Administrative Officer to refer the draft Proposal back to Council for review, comment and approval; and

THAT after Council approves the Proposal, Council will refer the Proposal to the following parties for comment, to respond in writing to the District within one month of the date the referrals are sent:

- a) property owners within the proposed boundary extension area to obtain their opinion; and
- b) the regional district; and
- c) improvement districts that overlap with the proposed municipal boundary extension area; and
- d) the Agricultural Land Commission if the proposed extension area includes land in the ALR; and
- e) the Integrated Land Management Bureau (ILMB) if the proposed area includes Crown land; and
- f) First Nations whose traditional territory includes the proposed municipal boundary extension area; and

THAT through this referral process, the District will identify and resolve concerns with the proposed municipal boundary extension before the District submits the Proposal to the Province and include a report on the disposition of the concerns in a final draft of the Proposal; and

THAT on completion of the referral process, Council will deliver to the Province:

- a) a certified copy of this Resolution; and
- b) the Proposal; and
- c) copies of communications with, and the opinions of, owners and other interested parties within the area of the proposed municipal boundary extension; and
- d) results of referrals to the regional district, improvement districts, ALC and ILMB, including correspondence and a record of issues identified and resolved or unresolved; and

THAT in order to facilitate approval of the boundary extension, Council will appoint a delegation to meet with the Minister responsible for taking the proposed boundary extension forward to the Lieutenant Governor in Council.

CARRIED

11. Reports for Information

RI-1 MOVED by Coun. Bassendowski, SECONDED by Coun. Wark
Building
Permit Values THAT the report dated May 4, 2022 re: Building Permit Values prepared by the
Engineering & Public Works Department, be received for information.

CARRIED

12. New Business

NB-1 Deputy Mayor Weisgerber inquired as to why Nicholson Road from AIM's
Nicholson warehouse to the highway is closed.

Road Closure

Director of Engineering and Public Works Desiree Leblanc advised that the
road was closed to prevent heavy truck traffic from damaging the road as it has
some soft spots.

Staff will look into why the road was decommissioned in the past and what a
potential fix would be.

13. Public Question Period

Nil

14. Adjournment MOVED by Coun. Wark, SECONDED by Coun. Deck

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:01 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 16, 2022 via Electronic Zoom
Conference and in Council Chambers.

ORIGINAL SIGNED BY
Carol Newsom – Corporate Officer