

DISTRICT OF CHETWYND

Minutes of the Inaugural Council Meeting

Date: November 7, 2022

Time: 4:30 p.m.

Location: Council Chambers

Present: Mayor Elect Courtoreille
Coun. Bassendowski
Coun. Deck
Coun. Galbraith
Coun. MacDonald
Coun. Nelson
Coun. Smith
Coun. Wark
S. McLain, Chief Administrative Officer
D. Ennis, Corporate Officer
D. LeBlanc, Director of Engineering & Public Works
E. McAvany, Economic Development Officer
L. Wilfur, Executive Assistant (Recording Secretary)

Absent: Coun. Disher
Coun. Weisgerber

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

THAT the Inaugural Council Meeting Agenda for November 7, 2022 be adopted as circulated.

CARRIED
3. **Mayor's Declaration and Oath of Office** D. Ennis, Corporate Officer, administered the Oath of Office to Mayor Elect Courtoreille.

Mayor Courtoreille thanked the outgoing Council members for their commitment and commended them on their contribution to the community.

- 4. Councillors' Declaration and Oath of Office**

D. Ennis, Corporate Officer, administered the Oath of Office to Councillors Bassendowski, Deck, MacDonald, Nelson, Smith and Wark.

Mayor Courtoreille congratulated and welcomed the new members of Council
- 5. Mayor's Inaugural Speech**

30 seconds of silence was held in honour of the people that we have lost in the last couple of years.

Mayor Courtoreille delivered his inaugural speech and thanked everyone for trusting him to be Mayor for another four years.

Mayor Courtoreille thanked retired CAO Carol Newsom for her guidance over the last 4 years and welcomed new CAO Steve McLain.
- 6. Appointment of Deputy Mayors**

MOVED by Coun. Bassendowski, SECONDED by Coun. Wark

THAT the report dated October 31, 2022 re: Deputy Mayor Appointments prepared by Administration, be received; and

THAT the following Council members be appointed Deputy Mayor for the designated periods of 2022 & 2023:

Coun. Janet Wark	November 2022
Coun. Mel Deck	December 2022
Coun. Janet Wark	February/September
Coun. Julia Nelson	January/April
Coun. Clay Bassendowski	March/July
Coun. Mel Deck	August/October
Coun. Andrea Smith	May/November
Coun. Kayla MacDonald	June/December

CARRIED

7. **Council Committee Appointments** MOVED by Coun. Deck, SECONDED by Coun. Bassendowski
- THAT the report dated October 31, 2022 re: 2023 Council Committee Appointments prepared by Administration, be received; and
- THAT Council members be formally appointed to Committees, Boards, and Commissions for 2023 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. Wark
Library	Coun. Wark
Municipal Insurance Authority	Coun. Smith Coun. Wark (Alternate)
Northeast Regional Advisory Committee	Coun. Nelson
	Coun. MacDonald (Alternate)

Liaison Appointments:

BC Hydro Peace Region Non-Profit Community Fund	Coun. Nelson
Chainsaw Carving Championship Society	Coun. MacDonald
Chetwynd Communications Society	Coun. Deck
Chetwynd Community (Harm Reduction Group)	Coun. Bassendowski
Chetwynd General Hospital Working Group	Coun. Smith Coun. Wark
Chetwynd Shelter Committee	Coun. Bassendowski
Fire Department Liaison	Coun. Deck
Heritage/Museum	Coun. Smith

NCLGA 2023 AGM & Convention Organizing Committee	Coun. Nelson Coun. Wark
RCMP	Coun. MacDonald
Senior Citizens Housing Society	Coun. Nelson
Site C Regional Community Liaison Committee	Mayor Courtoreille Coun. Nelson (Alternate)
Violence Against Women in Relationships	Coun. MacDonald

8. **Appointment of Auditor for District of Chetwynd** MOVED by Coun. Wark, SECONDED by Coun. Bassendowski
- THAT the report dated October 31, 2022 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 2023.
- CARRIED
9. **Appointments to Civic properties Commission** MOVED by Coun. Deck, SECONDED by Coun. Wark
- THAT the report dated October 31, 2022 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 2023: Mayor Courtoreille and Councillors Bassendowski and Wark.
- CARRIED
10. **Appointments to Peace River Regional District Board** MOVED by Coun. Bassendowski, SECONDED by Coun. Wark
- THAT the report dated October 31, 2022 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 2023.
- CARRIED

- 11. 2023 Council Meeting Schedule** MOVED by Coun. Wark, SECONDED by Coun. Deck
- THAT the report dated October 31, 2022 re: 2023 Council Meeting Schedule prepared by Administration, be received; and
- THAT the 2023 Regular Council meetings be held in the Council Chambers, at 4:30 pm, on the following dates:

January 9	July 3
February 6	July 17
February 21	August 8
March 6	August 21
March 20	September 5
April 3	October 2
April 17	October 16
May 1	November 6
May 23	November 20
June 5	December 11
June 19	

THAT the 2023 Council Meeting Schedule be made available to the public by posting a copy at the municipal office.

CARRIED

- 12. Adjournment** MOVED by Coun. Bassendowski, SECONDED by Coun. Deck

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:07 p.m.

- 13. Reception** A reception followed in the Council Chambers.

ORIGINAL SIGNED BY
Deanne Ennis – Corporate Officer

ORIGINAL SIGNED BY
Allen Courtoreille - Mayor

Certified a true and correct copy of the Minutes of the Inaugural Council Meeting held on November 7, 2022, in the Council Chambers.

ORIGINAL SIGNED BY
Deanne Ennis – Corporate Officer