

DISTRICT OF CHETWYND

Minutes of the Regular Council Meeting

Date: October 17, 2022
Time: 4:30 p.m.
Location: Council Chambers & Zoom

Present: Mayor Courtoreille
Coun. Bassendowski
Coun. Deck
Coun. Galbraith
Coun. Wark
Coun. Weisgerber
S. McLain, Chief Administrative Officer
D. Ennis, Corporate Officer
D. LeBlanc, Director of Engineering & Public Works
D. Golob, Fire Chief
L. Wilfur, Executive Assistant (Recording Secretary)

Absent: Coun. Disher

- 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 October 17, 2022 be amended to include the addition of Item NB-1 Fireworks, and that the agenda be adopted as amended.

CARRIED
- 3. Minutes**

M-1 Minutes of the Regular Council Meeting MOVED by Coun. Galbraith, SECONDED by Coun. Wark

THAT the minutes of the Regular Council Meeting held on October 3, 2022 be adopted as circulated.

CARRIED
- 4. Delegations & Presentations**

Nil

5. Bylaws

B-1 Council engaged in a discussion regarding Bylaw No. 1151, 2022 cited as the
Bylaw No. “District of Chetwynd Fire Protection and Life Safety Regulation Bylaw No.
1151, 2022”.

B-2 MOVED by Coun. Wark, SECONDED by Coun. Weisgerber
Bylaw No.
1152, 2022 THAT Bylaw No. 1152, 2022 cited as the “District of Chetwynd Tax
Exemption Bylaw No. 1152, 2022” be adopted.

CARRIED

6. Council Committee and Liaison Reports

CR-1 Nil
Regional
District Report

CR-2 Nil
Councillor
Reports

CR-3 Mayor Courtoreille advised that the BC Electoral Boundaries Preliminary
Mayor’s Report has been released and no changes have been proposed for Peace River
Report South.

CR-4 Nil
Administrator’s
Report

MOVED by Coun. Galbraith, SECONDED by Coun. Weisgerber

THAT the:

- Mayor’s Report

be received for information.

CARRIED

7. Discussion Items

DI-1 MOVED by Coun. Wark, SECONDED by Coun. Weisgerber
PRRD re: New
Chetwynd THAT the letter from Peace River Regional District dated October 12, 2022 re:
Public Library Construction of the New Chetwynd Public Library, be received; and

THAT the Peace River Regional District's request for additional funds for construction of the new Chetwynd Public Library be included in 2023 budget discussions.

MOVED by Coun. Weisgerber, SECONDED by Coun. Deck

THAT the above motion be tabled to the November 21, 2022 Council meeting.

CARRIED

DI-2 MOVED by Coun. Galbraith, SECONDED by Coun. Deck
Chetwynd
Public Library THAT the email from Chetwynd Public Library dated October 13, 2022 re:
re: Letter of Letter of Support, be received; and
Support

THAT Council provide a letter of support to the Chetwynd Public Library for its grant application to BC Gaming Grant for the library's Nourish to Flourish program.

CARRIED

8. Correspondence

C-1 MOVED by Coun. Galbraith, SECONDED by Coun. Deck
Thank You –
2022 UBCM THAT the letter from Union of BC Municipalities (UBCM) to Councillor Janet
Convention Wark dated September 29, 2022 re: Thank You – UBCM 2022 Convention, be
received for information.

CARRIED

C-2 MOVED by Coun. Galbraith, SECONDED by Coun. Deck
Dawson Creek
and District THAT the Dawson Creek and District Hospital Replacement Project Update
Hospital dated October 2022, be received for information; and
Replacement
Project Update

C-3 THAT the letter from Northern Health dated October 8, 2022 re: UBCM
Northern Meeting September 12, 2022, be received for information.
Health –
UBCM CARRIED
Meeting

9. Information Items

II-1 MOVED by Coun. Wark, SECONDED by Coun. Galbraith
Information
Items THAT Information Items I-1 – I-7 be received for information.
I-1 - I-7
CARRIED

10. Reports for Action

RA-1 MOVED by Coun. Wark, SECONDED by Coun. Galbraith
Illegal
Structure – THAT the report dated September 8, 2022 re: Illegal Structure – 5289 44 Street
5289 44 Street SE SE prepared by Administration, be received; and
SE
THAT Council authorize the owners of property at 5289 44 Street SE, Chetwynd, BC be advised that Council intends to file a notice with the Land Title Office against the property located at 5289 44 Street SE, Chetwynd, BC for an illegal structure contrary to the District's Building Bylaw, and that the property owners be invited to address Council appealing this action at the Council Meeting to be held November 21, 2022.

CARRIED

RA-2 MOVED by Coun. Galbraith, SECONDED by Coun. Wark
Signing
Authorities THAT the report dated October 4, 2022 re: Signing Authorities prepared by the Finance Department, be received; and

THAT Council of the District of Chetwynd authorizes the following individuals to have signing authority for the District's bank accounts;

Stephen McLain,	Chief Administrative Officer
Kevin Franson,	Director of Financial Administration
Deanne Ennis,	Corporate Officer
Desiree LeBlanc,	Director of Engineering & Public Works

CARRIED

RA-3
Community
Emergency
Preparedness
Fund for
Volunteer &
Composite
Fire
Departments
Equipment &
Training

MOVED by Coun. Deck, SECONDED by Coun. Weisgerber

THAT the report dated October 12, 2022 re: Community Emergency Preparedness Fund for Volunteer & Composite Fire Departments Equipment & Training prepared by Administration, be received; and

THAT Council authorize an application be submitted to the Community Emergency Preparedness Fund for Volunteer & Composite Fire Departments Equipment & Training for new and/or replacement of fire suppression equipment and specialized training course(s).

CARRIED

RA-4
BC Active
Transportation
– Grant
Funding
Application

MOVED by Coun. Wark, SECONDED by Coun. Weisgerber

THAT the report dated October 12, 2022 re: BC Active Transportation – Grant Funding Application prepared by Administration, be received; and

THAT Council authorize Administration to submit a “shovel-ready” application for BC Active Transportation Grant funding to construct a sidewalk extension along Nicholson Road from 52 Ave SW to Veteran’s Way; and

THAT Council support the project and commit to its share of the project.

CARRIED

11. Reports for Information

RI-1
September
Accounts
Payable
Cheque List

MOVED by Coun. Galbraith, SECONDED by Coun. Wark

THAT the report dated October 6, 2022 re: September Accounts Payable Cheque List prepared by the Finance Department, be received for information.

CARRIED

12. New Business

NB-1
Fireworks

Mayor Courtoreille requested an update on the use of Fireworks within the District of Chetwynd.

Fire Chief Dan Golob advised that he will be checking with Wildfire BC regarding current regulations and bans.

13. Public Question Period

Nil

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

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:21 p.m.

ORIGINAL SIGNED BY
Deanne Ennis – Corporate Officer

ORIGINAL SIGNED BY
Allen Courtoreille - Mayor

Certified a true and correct copy of the Minutes of the Regular Council Meeting held on October 17, 2022 via Electronic Zoom Conference and in Council Chambers.

ORIGINAL SIGNED BY
Deanne Ennis – Corporate Officer