

## DISTRICT OF CHETWYND

### *Minutes of the Regular Council Meeting*

**Date:** February 6, 2023  
**Time:** 4:30 p.m.  
**Location:** Council Chambers

**Present:** Mayor Courtoreille  
Coun. Bassendowski  
Coun. Deck  
Coun. MacDonald  
Coun. Nelson  
Coun. Smith  
Coun. Wark  
S. McLain, Chief Administrative Officer  
D. Ennis, Corporate Officer/HR Manager  
D. LeBlanc, Director of Engineering & Public Works  
E. McAvany, Economic Development Officer/Parks Manager  
D. Golob, Fire Chief  
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. MacDonald, SECONDED by Coun. Wark  
  
THAT the Regular Council Meeting Agenda for February 6, 2023 be amended to include the addition of Items RA-2 2023 Northern Housing Initiative Program and NB-1 BC Emergency Health Services re: Letter of Support, 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. MacDonald  
  
THAT the minutes of the Regular Council Meeting held on January 9, 2023 be adopted as circulated.  
  
CARRIED

#### 4. Delegations & Presentations

P-1 Mayor Courtoreille presented Chetwynd Volunteer Firefighter Gordon Chetwynd Galbraith with his British Columbia 25-year Long Service Award (certificate and 25-year medal) from the Office of the Fire Commissioner.

Chetwynd Volunteer Fire Department re: Presentation of Long Service Awards Mayor Courtoreille presented Chetwynd Volunteer Firefighter Dan Chmelyk with his British Columbia 35-year Long Service Award (certificate, 35-year bar and pin) from the Office of the Fire Commissioner.

#### 5. Bylaws

B-1 MOVED by Coun. Wark, SECONDED by Coun. Deck  
Bylaw No. 1151, 2022 THAT Bylaw No. 1151, 2022 cited as the “District of Chetwynd Fire Protection and Life Safety Regulation Bylaw No. 1151, 2022” be adopted.

CARRIED

B-2 MOVED by Coun. Nelson, SECONDED by Coun. Bassendowski  
Bylaw No. 1155, 2022 THAT Bylaw No. 1155, 2022 cited as the “District of Chetwynd Revenue Anticipation Bylaw No. 1155, 2022” be adopted.

CARRIED

Bylaw No. 1156, 2023 “District of Chetwynd Official Community Plan Amendment Bylaw No. 1156, 2023” was considered as Item RA-1 under the “Reports for Action” portion of the is meeting.

Bylaw No. 1157, 2023 “District of Chetwynd Zoning Amendment Bylaw No. 1157, 2023” was considered as Item RA-1 under the “Reports for Action” portion of this meeting.

#### 6. Council Committee and Liaison Reports

CR-1 Nil  
Regional  
District Report

CR-2  
Councillor  
Reports

Councillor Nelson provided the following update:

**BCNRF** – The BC Natural Resources Forum was held in Prince George on January 17, 18 & 19<sup>th</sup>. The 3 day conference hosted speakers from parliament, local officials, and leaders in the Resource Sector. There were protestors outside of the Conference Centre when we arrived who had recently lost their jobs in Forestry who were there to make a statement to the Premier and to the attendees. There were families with young children holding signs and protesting the downturn in the forestry sector. Keynote speaker, Premier Eby did speak to the mill shutdown and stated that there would be government funds made available to these workers. Panels on the following topics were discussed: What's next for BC's forestry Sector, Innovative Archaeological Partnership between Indigenous Community and Industry, Progressive Indigenous Business Initiatives – of which Sauteau First Nation Chief – Justin Napoleon was a panelist. We further heard discussion on the future of the workforce, LNG Export, Mining & Indigenous Communities, Innovation in BC Natural Gas Production, & Hydrogen, now and in the future.

**The Chetwynd Public Library** – The Library Board held their AGM on January 24<sup>th</sup>. A new chair has been elected. Highlights include a letter from the Regional District dated January 23, 2023 stating that the New Library is a bit behind schedule due to the late arrival of the beams, but on budget financially. Director Dan Rose has confirmed that the PRRD has covered the financial shortfall while he waits to see if the District of Chetwynd is willing to contribute further. These are his words: "I have money to cover the shortfall and have committed to cover it. Past history tells us that large capital funding on shared projects has been shared equally usually. The District of Chetwynd is well short of that on this project. Any further assistance by the District of Chetwynd would be appreciated. I would like 450K. That still leaves the District well short of Area E contribution. If Chetwynd steps up, I can reduce my commitment. I had to commit while I wait for your decision."

**NCLGA Conference Organizing Committee** – The North Central Local Government Association Conference will be held on May 9, 10 & 11, 2023 in Dawson Creek and is being co-hosted by Chetwynd & Dawson Creek. Resolution deadline is March 10, 2023 @ 5:00pm. There is an excellent resource on the Website to understand Resolution Guidelines, Writing Guidelines, as well as examples of well-written Resolutions. <https://nclga.ca>

**NDIT North Eastern RAC** – I attended my first in-person meeting in Fort St. John on January 20, 2023. We discussed various projects seeking funding approval. We will meet again on March 17, 2023. I am willing and available to discuss funding opportunities with any of my colleagues or Community members who may have projects or know of community groups who require funding for projects that support Economic Development in the Northeast. [www.northerndevelopment.bc.ca](http://www.northerndevelopment.bc.ca)

**BC Hydro GO Fund** - Our group had our first meeting via zoom January 24, 2023. We approved 2 regional grants for community projects. There is a great funding opportunity here for non-profits to access funds of up to \$10,000. I would like to urge all community members to go online and view the criteria and applications at BC Hydro GO Fund. They are giving away \$100,000 a year and there are 3 more intakes in 2023.

<https://www.northerndevelopment.bc.ca/.../bc-hydro-go-fund>

**Seniors Housing** – There are 2 vacancies at Little Prairie Haven & 2 vacancies at Sururus Place as of the board meeting on January 25, 2023. Sururus Place is now hiring a Facilities Manager, if you know a qualified candidate please have them send their resume to: [lstarspt@pris.ca](mailto:lstarspt@pris.ca)

Councillor Smith provided the following Heritage/Museum Society Update:

- Will be opening this year.
- Will be holding a work blitz.
- Would like to have a chainsaw carving located at the museum.
- Would like to connect to the trails system.

Councillor Smith advised that she attended the Strategy meeting for Northern Lights College (NLC) and small campus revitalization on February 3, 2023 at NLC.

- Starting the business management program with 20 international students in September 2023.
- A 2-year program with homestay.
- They will have space for local students and hoping to expand programs in the future.
- Was very well attended by different stakeholders in the community.

CR-3  
Mayor's Report  
0550.04

Mayor Courtoreille provided the following Mayor's report:

- The Northern Medical Program Trust (NMPT) is a partnership of northern communities and the University of Northern BC (UNBC). It was established in 2002 to increase the number of health care professionals practicing in the North by supporting educational programs and experiences that provide students with exposure to northern communities and rural practice.
- Corporate members of the Trust are Canfor, CN, Rio Tinto Alcan and West Fraser
- Chetwynd's original pledge amount was \$82,040. However as of March 31, 2022 this is now valued at \$136,494.30

CR-4 Nil  
Administrator's  
Report

## 7. Discussion Items

DI-1 MOVED by Coun. Wark, SECONDED by Coun. Nelson  
LGLA 2023  
Elected Officials THAT the Local Government Leadership Academy 2023 Elected Officials  
Seminar – Seminar - North Central Local Government Association Session Information,  
NCLGA Session be received; and

THAT Council authorize all members of Council to attend the Local Government Leadership Academy 2023 Elected Officials Seminar – North Central Local Government Association Session March 15-17, 2023 in Prince George, BC.

CARRIED

DI-2 MOVED by Coun. Deck, SECONDED by Coun. Wark  
FNMPC  
Engagement THAT the First Nations Major Projects Coalition Engagement Event re: The  
Event re: The Values Driven Economy Conference Information, be received; and  
Values Driven  
Economy THAT Council authorize two members of Council to attend the First Nations  
Conference Major Projects Coalition – The Values Driven Economy Conference April 24-  
25, 2023 in Vancouver, BC.

CARRIED

## 8. Correspondence

C-1 MOVED by Coun. Deck, SECONDED by Coun. Bassendowski  
Canfor –  
Restructuring THAT the news release from Canfor dated January 25, 2023 re: Canfor  
BC Operations Restructuring B.C. Operations to Create a More Sustainable Footprint, be  
received for information; and

C-2 THAT the letter from Union of BC Municipalities dated December 9, 2022 re:  
UBCM – Canada Community-Building Fund: Second Community Works Fund Payment  
Canada for 2022/2023, be received for information.  
Community-  
Building Fund CARRIED

C-3 MOVED by Coun. Deck, SECONDED by Coun. Bassendowski  
UBCM –  
Response to THAT the letter from Union of BC Municipalities dated December 14, 2022 re:  
2022 Response to 2022 Resolution, be received for information; and  
Resolutions

C-4  
2023 NCLGA  
Resolution  
Deadline

THAT the email from North Central Local Government Association (NCLGA) dated January 18, 2023 re: Reminder: 2023 NCLGA Resolution Deadline and Writing Guidelines, and 2022 Resolutions Update, be received for information; and

C-5  
CAI – Free  
Dialogue  
Event for  
Elected  
Officials

THAT the invite from the Community Action Initiative re: Free Dialogue Event for Elected Officials in Northeastern BC – February 14<sup>th</sup>, be received for information.

CARRIED

## 9. Information Items

II-1  
Information  
Items  
I-1 – I-25

MOVED by Coun. Wark, SECONDED by Coun. Bassendowski

THAT Information Items I-1 – I-25 be received for information.

CARRIED

## 10. Reports for Action

RA-1  
Zoning  
Amendment –  
4725  
Nicholson  
Road and 4728  
48A St NW

MOVED by Coun. Deck, SECONDED by Coun. Wark

THAT the report dated January 24, 2023 re: Zoning Amendment – 4725 Nicholson Road and 4728 48A St NW prepared by Administration, be received; and

THAT Official Community Plan Amendment Bylaw No. 1156, 2023 and Zoning Amendment Bylaw No. 1157, 2023 (4725 Nicholson Road and 4728 48A St NW) be introduced and given first and second readings; and

THAT a Public Hearing be scheduled to obtain public input on Official Community Plan Amendment Bylaw No. 1156, 2023 and Zoning Amendment Bylaw No. 1157, 2023 on February 21, 2023 at 4:00 p.m.

CARRIED

RA-2  
2023 Northern  
Housing  
Initiative  
Program

MOVED by Coun. Nelson, SECONDED by Coun. Deck

THAT the report dated February 6, 2023 re: 2023 Northern Housing Initiative Program prepared by the Economic Development Department, be received; and

THAT Council approve the application to Northern Development Initiative Trust for the Northern Housing Initiative Program for 2023.

CARRIED

## 11. Reports for Information

RI-1                      MOVED by Mayor Courtoreille, SECONDED by Coun. MacDonald  
December  
Accounts                THAT the report dated January 17, 2023 re: December Accounts Payable  
Payable                Cheque List prepared by the Finance Department, be received for information.  
Cheque List  
  
CARRIED

## 12. New Business

NB-1                      Councillor Deck requested that a letter of support be sent to BC Emergency  
BC Emergency        Health Services to offer introduction to emergency health services programs in  
Health                    high schools for credits.  
Services re:  
Letter of                MOVED by Coun. Deck, SECONDED by Coun. Wark  
Support  
  
THAT a letter of support be provided to the BC Emergency Health Services in  
support of offering introduction to emergency health services programs in high  
schools for credits.  
  
CARRIED

## 13. Public Question Period

Nil

## 14. Recess to Closed Meeting

Motion to                MOVED by Coun. Bassendowksi, SECONDED by Coun. Deck  
Exclude the  
Public under            THAT Council move into the Meeting of Council Closed to the Public at 5:19  
the *Community*        pm pursuant to *Community Charter* Section 90 (2)  
*Charter*  
  
(b) the consideration of information received and held in confidence relating to  
negotiations between the municipality and a provincial government or the  
federal government or both, or between a provincial government or the  
federal government or both and a third party.  
  
CARRIED

## 15. Reconvene Open Portion of the Meeting to Adjourn

Motion to                MOVED by Coun. MacDonald, SECONDED by Coun. Bassendowski  
Reconvene  
Open Portion            THAT the February 6, 2023 Regular Meeting of Council be reconvened at 5:30  
of the Meeting        pm.  
to Adjourn  
  
CARRIED

**16. Adjournment** MOVED by Coun. Bassendowski, SECONDED by Coun. MacDonald

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:31 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 February 6, 2023 in the Council  
Chambers.

ORIGINAL SIGNED BY  
Deanne Ennis – Corporate Officer