

DISTRICT OF CHETWYND

Minutes of the Regular Council Meeting

Date: April 3, 2023
Time: 4:30 p.m.
Location: Council Chambers

Present: Mayor Courtoreille
Coun. Bassendowski
Coun. MacDonald
Coun. Nelson
Coun. Smith
Coun. Wark
S. McLain, Chief Administrative Officer
D. Ennis, Corporate Officer/HR Manager
K. Franson, Director of Financial Administration
D. LeBlanc, Director of Engineering & Public Works
L. Wilfur, Executive Assistant (Recording Secretary)

Absent: Coun. Deck

- 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. Bassendowski

THAT the Regular Council Meeting Agenda for April 3, 2023 be adopted as circulated.

CARRIED
- 3. Minutes**
M-1 Minutes of the Regular Council Meeting
MOVED by Coun. Bassendowski, SECONDED by Coun. Smith

THAT the minutes of the Regular Council Meeting held on March 20, 2023 be adopted as circulated.

CARRIED
- 4. Delegations & Presentations**

Nil

5. Bylaws

B-1
Bylaw No.
1158, 2023

MOVED by Coun. Wark, SECONDED by Coun. Bassendowski

THAT Bylaw No. 1158, 2023 cited as the “District of Chetwynd Animal Responsibility Bylaw No. 1158, 2022” be adopted.

CARRIED

B-2
Bylaw No.
1159, 2023

MOVED by Coun. Bassendowski, SECONDED by Coun. Wark

THAT Bylaw No. 1159, 2023 cited as the “District of Chetwynd Community Growth Reserve Fund Establishment Bylaw No. 1159, 2023” be given first, second and third readings.

CARRIED

B-3
Bylaw No.
1150, 2023

MOVED by Coun. Wark, SECONDED by Coun. Bassendowski

THAT Bylaw No. 1150, 2023 cited as the “District of Chetwynd Zoning Bylaw No. 1150, 2023” be given first and second readings.

CARRIED

6. Council Committee and Liaison Reports

CR-1
Regional
District Report

Mayor Courtoreille advised that Enbridge and TC Energy did presentations at the March 30, 2023 Peace River Regional District Board Meeting and gasification for rural communities was discussed.

CR-2
Councillor
Reports

Nil

CR-3
Mayor’s Report
0550.04

Mayor Courtoreille provided the following Mayor’s report:

- Met with Canfor on March 29, 2023 to discuss taxes; more details will be in the 2023 Budget.
- Attended Job Fair on March 28, 2023 to show support for the local workers and to the Vendors.

CR-4
Administrator’s
Report

MOVED by Coun. Wark, SECONDED by Coun. Nelson

THAT a Special Budget Meeting be held at 4:00 pm on Thursday, April 13, 2023 to discuss the 2023 Operational Budget.

CARRIED

MOVED by Coun. Bassendowski, SECONDED by Coun. Wark

THAT the:

- Regional District Report
- Mayor's Report and
- Administrator's Report

be received for information.

CARRIED

7. Discussion Items

DI-1 MOVED by Coun. Nelson, SECONDED by Coun. Smith

Dawson Creek

Catholic Social

Services Society

re: Letter of

Support

THAT the letter from the Dawson Creek Catholic Social Services Society dated February 9, 2023 re: Letter of Support, be received; and

THAT Council provide a letter of support to the Dawson Creek Catholic Social Services Society for its grant application to the Northern Development Initiative Trust, Northern Healthy Communities Fund Capacity Building Program for the Caring Connections Counselling Services Project.

CARRIED

8. Correspondence

C-1 MOVED by Coun. Wark, SECONDED by Coun. Nelson

NCLGA –

Proposed Total

Membership

Fee Increase

THAT the letter from the North Central Local Government Association dated March 16, 2023 re: Member Notice: Proposed Total Membership Fee Increase, be received for information.

CARRIED

9. Information Items

II-1 MOVED by Coun. Wark, SECONDED by Coun. Bassendowski

Information

Items

I-1 – I-7

THAT Information Items I-1 – I-7 be received for information.

CARRIED

10. Reports for Action

RA-1 Opportunity for Public Input:

Leigh Shook –

Development

Variance

Permit

02-2023

Mayor Courtoreille invited those who wished to express his/her views regarding the Development Variance Permit Application from Leigh Shook to allow a 45” x 22” sign for his home based business located at 5227 43rd Street, to address Council.

There being no submissions and no correspondence received, the opportunity for public input was closed.

MOVED by Coun. Nelson, SECONDED by Coun. MacDonald

THAT the report dated March 29, 2023 re: Leigh Shook – Development Variance Permit 02-2023 prepared by Administration, be received; and

THAT Pursuant to Section 498 of the *Local Government Act* RS2015, Council authorize issuance of Development Variance Permit No. 02-2023 to allow for variance for size of a sign for his home based business at Parcel A (G26253), Lot 15, District Lot 482, Peace River Regional District Plan 10202 (5227 43 Street, Chetwynd, BC.

CARRIED

RA-2

Approval of

Dump Truck

Purchase

MOVED by Coun. Wark, SECONDED by Coun. Nelson

THAT the report dated April 3, 2023 re: Approval of Dump Truck Purchase prepared by the Engineering and Public Works Department, be received; and

THAT Council approve the purchase of a 2012 International Workstar 7400 tandem axle dump truck from JPH Equipment for \$60,000 plus applicable taxes.

CARRIED

11. Reports for Information

Nil

12. New Business

Nil

13. Public Question Period

Nil

14. Adjournment MOVED by Coun. Bassendowski, SECONDED by Coun. Smith

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 4:54 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 April 3, 2023 in the Council
Chambers.

ORIGINAL SIGNED BY
Deanne Ennis – Corporate Officer