

## DISTRICT OF CHETWYND

### *Minutes of the Regular Council Meeting*

**Date:** August 21, 2023  
**Time:** 4:30 p.m.  
**Location:** Council Chambers

**Present:** Mayor Courtoreille  
Coun. Deck  
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

**Absent:** Coun. Bassendowski

- 1. Call to Order** Mayor Courtoreille called the meeting to order at 4:30 p.m. and an opening statement was read.

A moment of silence was held in honour of the passing of the firefighters that have passed in the last month and a half.
- 2. Adoption of Agenda** MOVED by Coun. Nelson, SECONDED by Coun. MacDonald

THAT the Regular Council Meeting Agenda for August 21, 2023 be adopted as circulated.

CARRIED
- 3. Minutes**

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

THAT the minutes of the Regular Council Meeting held on August 8, 2023 be adopted as circulated.

CARRIED
- 4. Delegations & Presentations**

Nil

## 5. Bylaws

B-1  
Bylaw No.  
1163, 2023

MOVED by Coun. Wark, SECONDED by Coun. Deck

THAT Bylaw No. 1163, 2023 cited as “District of Chetwynd Solid Waste Collection and Disposal Services Bylaw No. 1163, 2023” be adopted.

CARRIED

B-2  
Bylaw No.  
1165, 2023

MOVED by Coun. MacDonald, SECONDED by Coun. Nelson

THAT Bylaw No. 1165, 2023 cited as “District of Chetwynd Animal Responsibility Amendment Bylaw No. 1165, 2023” be given first, second and third readings.

CARRIED

## 6. Council Committee and Liaison Reports

CR-1  
Regional  
District Report

Nil

CR-2  
Councillor  
Reports

Nil

CR-3  
Mayor’s Report  
0550.04

Mayor Courtoreille provided the following Mayor’s report:

- Attended Oviniv’s Dawson Creek Rodeo Event at the Dawson Creek Exhibition & Stampede on August 9, 2023 in Dawson Creek, BC; Minister Selina Robinson was in attendance; we talked about Northern Lights College and the great programs they are putting out and about Northern Development Initiative Trust and the grants that they are giving out for students going into the medical field
- The Canfor Transition Team met last week and we are moving away from employee based help; 10% of laid off employees have found jobs outside of Chetwynd; with retirement and bridging there are about 40% of the employees laid off that will be staying in the community

CR-4  
Administrator’s  
Report

Nil

**7. Discussion Items**

Nil

**8. Correspondence**

Nil

**9. Information Items**

II-1                      MOVED by Coun. Deck, SECONDED by Coun. Smith  
Information  
Items                    THAT Information Items I-1 – I-13 be received for information.  
I-1 – I-13  
CARRIED

**10. Reports for Action**

RA-1                    Councillor Nelson declared a perceived conflict of interest with regards to her  
Illegal                   employment and left the Council Chambers at 4:42 p.m.  
Structure –  
5209 44 Street       MOVED by Coun. Wark, SECONDED by Coun. MacDonald  
SE

THAT the report dated August 15, 2023 re: Illegal Structure – 5209 44 Street SE prepared by Administration, be received; and

THAT Council authorize Administration to file a notice with the Land Title Office against the property located at 5209 44 Street SE, Chetwynd, BC for an illegal structure contrary to the District's Building Bylaw.

CARRIED

Councillor Nelson returned to Council Chambers at 4:46 p.m.

RA-2                    MOVED by Coun. Wark, SECONDED by Coun. Smith  
BC Hydro  
Electrical Fast       THAT the report dated August 14, 2023 re: BC Hydro Electrical Vehicle Fast  
Charge Station       Charge Station – Location Amendment prepared by the Engineering and Public  
– Location            Works Department, be received; and  
Amendment

THAT Council direct staff to finalize details with BC Hydro for the construction of an EV Fast Charge Station on a portion of the District Office customer parking area and Visitor Information Centre parking lot.

OPPOSED: Councillor Deck

CARRIED

RA-3  
Scent Policy

MOVED by Coun. Deck, SECONDED by Coun. Wark

THAT the report dated August 16, 2023 re: Scent Policy prepared by Administration, be received; and

THAT the 'Scent Policy' be adopted.

CARRIED

RA-4  
Council  
Meeting  
Schedule

MOVED by Coun. Nelson, SECONDED by Coun. Deck

THAT the report dated August 17, 2023 re: Council Meeting Schedule prepared by Administration, be received; and

THAT Council authorize the Regular Council Meeting scheduled for Monday, October 2, 2023 to be moved to Tuesday, October 3, 2023.

CARRIED

## **11. Reports for Information**

RI-1  
July Accounts  
Payable  
Cheque List

MOVED by Coun. MacDonald, SECONDED by Coun. Nelson

THAT the report dated August 16, 2023 re: July Accounts Payable Cheque List prepared by the Finance Department, be received for information.

CARRIED

## **12. New Business**

Nil

## **13. Public Question Period**

Nil

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

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 4:53 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 August 21, 2023 in the Council  
Chambers.

ORIGINAL SIGNED BY \_\_\_\_\_  
Deanne Ennis – Corporate Officer