

## DISTRICT OF CHETWYND

### *Minutes of the Regular Council Meeting*

**Date:** October 3, 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  
K. Franson, Director of Financial Administration  
D. LeBlanc, Director of Engineering & Public Works  
E. McAvany, Economic Development Officer  
C. Hillton, Finance/HR Coordinator  
L. Wilfur, Executive Assistant (Recording Secretary)

**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.
2. **Adoption of Agenda** MOVED by Coun. Wark, SECONDED by Coun. Nelson  
  
THAT the Regular Council Meeting Agenda for October 3, 2023 be amended to include the addition of item NB-1 Tax Issue, and that the agenda be adopted as amended.  
  
CARRIED
3. **Minutes**
  - M-1 Minutes of the Regular Council Meeting MOVED by Coun. Wark, SECONDED by Coun. MacDonald  
  
THAT the minutes of the Regular Council Meeting held on September 5, 2023 be adopted as circulated.  
  
CARRIED
  - M-2 Minutes of the Tax Sale MOVED by Coun. Wark, SECONDED by Coun. MacDonald  
  
THAT the minutes of the Tax Sale held on September 25, 2023 be adopted as circulated.  
  
CARRIED

#### **4. Delegations & Presentations**

Nil

#### **5. Bylaws**

B-1                      MOVED by Coun. Deck, SECONDED by Coun. Wark

Bylaw No.  
1164, 2023

THAT Bylaw No. 1164, 2023 cited as “District of Chetwynd Tax Exemption Bylaw No. 1164, 2023” be given first, second and third readings.

AMENDMENT:

MOVED by Coun. MacDonald, SECONDED by Coun. Deck

THAT District of Chetwynd Tax Exemption Bylaw No. 1164, 2023 be amended to remove Exhibit 15 regarding the Pine Valley Flying Club, and be given first, second and third readings.

CARRIED

#### **6. Council Committee and Liaison Reports**

CR-1                      Nil  
Regional  
District Report

CR-2                      Councillor Nelson provided the following update:

Councillor  
Reports

BC Hydro Go-Fund:

- The Board approved grants to support four (4) non-profit groups in the area.
- One more year of funding has been secured from BC Hydro. This means that the BC Hydro Go-Fund committee has approximately \$108,000 more to support non-profit groups in our region next year.
- Below is the link to the BC Hydro Go-Fund website.

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

Chetwynd Public Library:

- Construction is moving along smoothly.
- Windows are being installed.
- Minister Kang has granted her approval for the tri-party agreement between the District of Chetwynd, the Peace River Regional District, and the Chetwynd Public Library Association.

Union of BC Municipalities (UBCM) Convention:

- Attended my first UBCM Convention in Vancouver, BC September 18 – 22, 2023 with Mayor Courtoreille and the Chief Administrative Officer, and Councillor's Deck and Smith.
- Attended sessions on the decriminalization of drugs, reconciliation, housing, wildfire, and healthcare.
- As a group of 2000 delegates, we passed resolutions on many important topics. Resolutions that emerged from the convention will be prioritized and brought to the province by the UBCM President.
- Met with Ministers from the Province to speak about issues that Chetwynd is experiencing.
- Met with Northern Health where we strongly urged the new Chief Executive Officer to pay attention to our struggles.
- The convention was hugely educational and an incredible networking opportunity.

Councillor Deck provided the following Chetwynd Communication Society update:

- The backup generator went out during the last power outage in Chetwynd. Will need to replace the generator.
- Bingo revenues are down.
- Staffing level at the radio station is down.

Councillor MacDonald provided the following Chetwynd International Chainsaw Carving Championship Society Update:

- Attended Annual General Meeting and Regular Meeting on September 26, 2023.
- The 2023 event was successful overall – eight (8) Pro-Carvers were acting as assistants this year.
- This summer's fundraising was successful, raising over \$10,000. Three more fundraising events are planned for this year.
- Updating of tools is ongoing. They noticed that more carvers drove to Chetwynd this year, arriving early and bringing their own tools. Even with the carvers bringing their own tools, they were still short tools, and carvers needed to share.
- Event planning for 2024 and ideas for 2026 are being brought forward. The 2026 event will be the 20<sup>th</sup> competition and they are hoping to plan something extra special.
- New log distributor, so there will be larger logs.
- There have been lots of increased costs; increased insurance among other things. Fundraising mitigates these costs.

- The committee is considering increasing the prize amounts. There is a new competition in Alberta offering large prize amounts. Something to consider to continue intriguing the quality carvers.
- The committee now has the task of researching the nine (9) best carvers to invite for the next competition.
- The Chetwynd International Chainsaw Carving Champion Society is hoping to present to Council in November.

CR-3  
Mayor's Report  
0550.04

Mayor Courtoreille provided the following Mayor's report:

- Attended Union of BC Municipalities (UBCM) Convention in Vancouver, BC September 18 – 22, 2023.
- Meetings were held with:
  - Minister of Municipal Affairs Anne Kang to discuss the District of Chetwynd's Satellite Boundaries Taxation.
  - Minister of Forests Bruce Ralston to discuss the forest industry in BC. Discussion was also held regarding permitting in Northeast BC.
  - Shadow Minister for Indigenous Relations Michael Lee to discuss affordable housing.
  - Deputy Minister of Indigenous Relations and Reconciliation Tom McCarthy.
  - Northern Health to discuss on going staff shortages at the Chetwynd Hospital.
- Four members from the North were elected as members at large to be part of the UBCM Executive for 2023-2024 year:
  - Councillor Michael Moses, Williams Lake
  - Councillor Cori Ramsay, Prince George
  - Mayor Sarrah Storey, Fraser Lake
  - Councillor Gord Klassen, Fort St. John
- Had supper with Lytton's Mayor and Council at the Annual UBCM Banquet.

CR-4  
Administrator's  
Report

Chief Administrative Officer Steve McLain reviewed his written Administrator's Report re: Union of BC Municipalities Convention Ministerial Meetings dated October 3, 2023.

MOVED by Coun. Nelson, SECONDED by Coun. MacDonald

THAT the:

- Councillor Report
- Mayor's Report and
- Administrator's Report

be received for information.

CARRIED

## 7. Discussion Items

DI-1 MOVED by Coun. Deck, SECONDED by Coun. MacDonald

Shell Canada  
Open House

THAT the invite from Shell Canada re: Shell's Canada Integrated Gas – Groundbirch Open House, be received; and

THAT Council authorize the Mayor or Alternate to attend Shell's Canada Integrated Gas – Groundbirch Open House at the McLeod Community Hall October 19, 2023.

CARRIED

DI-2 MOVED by Coun. Wark, SECONDED by Coun. Smith

2024 BC  
Natural  
Resources  
Forum

THAT the email from BC Natural Resources Forum dated September 6, 2023 re: 2024 BC Natural Resources Forum Registration is Now Open, be received; and

THAT all members of Council be authorized to attend the 2024 BC Natural Resources Forum in Prince George, BC January 16-18, 2024.

CARRIED

## 8. Correspondence

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

District of  
Tumbler Ridge  
re: Tumbler  
Ridge Fire

THAT the letter from the District of Tumbler Ridge dated June 29, 2023 re: Gratitude for Opening Up Chetwynd Community during Tumbler Ridge Fire, be received for information.

CARRIED

Council thanked Staff and the Emergency Support Services (ESS) team for all their hard work during the Tumbler Ridge Evacuation.

C-2                      MOVED by Coun. Wark, SECONDED by Coun. MacDonald  
HD Mining  
International        THAT the email from HD Mining International Ltd. dated August 28, 2023 re:  
Ltd., re: Draft       Draft Murray River Project Economic and Social Effects Management Plan, be  
Murray River       received for information.  
Project  
  
CARRIED

## 9. Information Items

II-1                    MOVED by Coun. Deck, SECONDED by Coun. Wark  
Information  
Items                THAT Information Items I-1 – I-20 be received for information.  
I-1 – I-20  
  
CARRIED

## 10. Reports for Action

RA-1                   Councillor Smith declared a perceived conflict of interest with regard to her  
Dana Wilfur –       family relationship with the property owners and left the Council Chambers at  
Development       5:02 p.m.  
Variance  
Permit No. 03-      Opportunity for Public Input:  
2023  
  
Mayor Courtoreille invited those who wished to express his/her views  
regarding the Development Variance Permit Application from Dana Wilfur to  
allow a 30 x 40 garage to be built next to his house, as well as the height and  
width of the garage on the property located at 5309 Hillside Avenue, 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. Deck

THAT the report dated September 26, 2023 re: Dana Wilfur – Development  
Variance Permit No. 03-2023 prepared by Administration, be received; and

THAT Pursuant to Section 498 of the *Local Government Act* RS2015, authorize  
issuance of Development Variance Permit No. 03-2023 to Dana Wilfur to allow  
a 30 x 40 garage to be built next to his house, the maximum square footage of  
the garage, as well as the height and width of the garage on Lot 2 District Lot  
398 Peace River District Plan 25063 (5309 Hillside Avenue) Chetwynd, BC.

CARRIED

Councillor Smith returned to Council Chambers at 5:05 p.m.

RA-2  
X-Ceed  
Construction  
Corp. –  
Development  
Variance  
Permit No. 04-  
2023

MOVED by Coun. Nelson, SECONDED by Coun. MacDonald

THAT the report dated September 28, 2023 re: X-Ceed Construction Corp. – Development Variance Permit No. 4-2023 prepared by Administration, be received; and

THAT Pursuant to Section 498 of the *Local Government Act* RS2015, Council of the District of Chetwynd give notice that it will be receiving an application from X-Ceed Construction Corp. requesting approval of a Development Variance Permit application to allow construction of a 5 ft fence in the front yard of the existing building on the property located at Lot 6 District Lot 1814 PRD Plan 10186 (4717 – 47<sup>th</sup> Street) Chetwynd, BC; and

THAT Administration be directed to advertise a public input opportunity with respect to the above application to be scheduled on October 16, 2023.

CARRIED

RA-3  
Source Energy  
Services  
Holdings Ltd.  
– Development  
Permit No. 08-  
2023

MOVED by Coun. MacDonald, SECONDED by Coun. Wark

THAT the report dated September 25, 2023 re: Source Energy Services Holdings Ltd. – Development Permit No. 08-2023 prepared by Administration, be received; and

THAT Council approve the issuance of Development Permit No. 08-2023 to Source Energy Services Holdings Ltd. to construct a pad/berm (43' x 59') and install 6 x 400 barrel tanks for the purpose of storing and transloading deicer (calcium chloride) at 4590 Nicholson Road (Block C, DL 2142, PRD Except Plan 32045) subject to Ministry of Transportation and Infrastructure approval.

CARRIED

RA-4  
Dom Claros –  
SLI Towers  
Inc. –  
Development  
Permit No. 09-  
2023

MOVED by Coun. Wark, SECONDED by Coun. Smith

THAT the report dated September 25, 2023 re: Dom Claros – SLI Tower Inc. – Development Permit No. 09-2023 prepared by Administration, be received; and

THAT Council approve the issuance of Development Permit No. 09-2023 to Dom Claros – SLI Towers Inc. for a new slim line self-support tower structure at 4325 46<sup>th</sup> Drive NE (Lot 3, DL 494, PRD Plan 24681) subject to Ministry of Transportation and Infrastructure approval.

CARRIED

RA-5  
BC Active  
Transportation – Grant  
Funding Application

MOVED by Coun. Nelson, SECONDED by Coun. Deck

THAT the report dated September 27, 2023 re: BC Active Transportation – Grant Funding Application prepared by the Engineering & Public Works Department, be received; and

THAT Council authorize staff to submit a “shovel-ready” application for BC Active Transportation Grant funding to construct a sidewalk extension along 47 Avenue NW and 52 Street NW; and

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

CARRIED

## **11. Reports for Information**

RI-1  
August  
Accounts Payable  
Cheque List

MOVED by Coun. Deck, SECONDED by Coun. Wark

THAT the report dated September 18, 2023 re: August Accounts Payable Cheque List prepared by the Finance Department, be received for information.

CARRIED

RI-2  
Building  
Permit Values

MOVED by Coun. MacDonald, SECONDED by Coun. Deck

THAT the report dated September 26, 2023 re: Building Permit Values prepared by the Engineering & Public Works Department, be received for information.

CARRIED

## **12. New Business**

NB-1  
Tax Issue

Councillor Deck commented on a news article on CBC regarding the City of Merritt and their plan to withhold tax funds from the province amid temporary ER closures.

Council requested Administration review options regarding withholding healthcare taxes.

## **13. Public Question Period**

Nil

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

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:20 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 3, 2023 in the Council  
Chambers.

ORIGINAL SIGNED BY  
Deanne Ennis – Corporate Officer