



**REGULAR COUNCIL MEETING**  
**January 23, 2017**  
**6:00 P.M.**  
**MUNICIPAL HALL COUNCIL CHAMBERS**

Present: **Council:** **Mayor Gwen Johansson**  
**Councillor Dave Heiberg**  
**Councillor Kelly Miller**  
**Councillor Nicole Gilliss**  
**Councillor Travous Quibell**  
**Councillor Caroline Beam**  
**Councillor Heather Middleton**  
**Youth Councillor Tess Herrington**

**Staff:** **CAO, Tom Matus**  
**Director of Protective Services, Robert Norton**  
**Corporate Officer, Tammy McKeown**

**Other:**

1. **CALL TO ORDER:**  
The meeting called to order at 6:15 p.m. with Mayor Gwen Johansson presiding.
  2. **DELEGATIONS:**
  3. **NOTICE OF NEW BUSINESS:**  
**Mayors Additions:** addition to CR1  
**Councillors Additions:**  
**Staff Additions:** SR5, SR6, SR7, C9, C11, C12
  4. **ADOPTION OF AGENDA, AS AMENDED, BY CONSENSUS:**
  5. **DECLARATION OF CONFLICT OF INTEREST:**
  6. **ADOPTION OF MINUTES:**
- M1 **December 5, 2016 Committee of the Whole** **0550-01**  
RESOLUTION NO.012/17  
M/S Councillors Heiberg/Miller  
"The minutes of the December 5, 2016 Committee of the Whole Meeting be adopted as presented."  
CARRIED
- M2 **December 12, 2016 Special Council Meeting** **0550-01**  
RESOLUTION NO.013/17  
M/S Councillors Gillis/Heiberg  
THAT:

*"The minutes of the December 12, 2016 Special Council Meeting be adopted as presented."*

CARRIED

M3 **December 12, 2016 Regular Council Meeting** **0550-01**

RESOLUTION NO.014/17

M/S Councillors Gillis/Heiberg

THAT:

*"The minutes of the December 12, 2016 Regular Council Meeting be adopted as presented."*

CARRIED

M4 **December 14, 2016 Committee of the Whole Meeting** **0550-01**

RESOLUTION NO.015/17

M/S Councillors Miller/Quibell

THAT:

*"The minutes of the December 14, 2016 Committee of the Whole Meeting be adopted as presented."*

CARRIED

M5 **December 19, 2016 Special Council Meeting** **0550-01**

RESOLUTION NO.016/17

M/S Councillors Gillis/Quibell

THAT:

*"The minutes of the December 19, 2016 Special Council Meeting be adopted as presented."*

CARRIED

M6 **January 11, 2017 Special Council Meeting** **0550-01**

RESOLUTION NO.017/17

M/S Councillors Middleton/Miller

THAT:

*"The minutes of the January 11, 2017 Special Council Meeting be adopted as amended."*

CARRIED

7. **BUSINESS ARISING OUT OF THE MINUTES:**

BA1 **NEBC Resource Municipalities Coalition** **6750-01**

- Mayor Johansson to contact other Municipalities that have pulled out of the Coalition to discuss their concerns and reasoning for leaving.

BA2 **Smart-Hubs** **1349-01**

- Discussion in regard to notifying public of benefits of utilizing Smart- Hubs in outlying areas.

BA3 **Bullhead Mountain Curling Club** **0230-20**

- Discussion in regard to lease agreement, subleasing arrangements. Staff to review lease to determine rules and regulations in regard to Club subleasing facility to third parties.

**0810-20**

- BA4 **Council Procedure Bylaw** **3900-02**
- Discussion in regard to amending the bylaw to stipulate that Council members, who will not be attending a meeting, must notify the other members in a timely manner. Staff to research other Municipalities' Bylaws and Policies in regard to mandatory notification of absenteeism.
8. **STAFF REPORTS:** **0110-01**
- SR1 **CAO Report- Action and other Updates**
- **Shop Design:** See SR6
  - **Wastewater facility upgrade:** Discussion in regard to change of scope, concerns were voiced in regard to capacity.
    - Staff to contact Urban Systems to determine additional engineering costs
    - Staff to re-tender the project based on original tender that was sent out the week of May 9<sup>th</sup>, 2016.
  - **Transfer Site:** See SR4
  - **Solar Panels:** See SR7
- SR2 **CEC Appointments** **0540-01**
- Discussion in regard to transparency of decision making.
  - RFD should have stated "There were three interested candidates; Councillors Heiberg, Gillis and Miller. After careful consideration Councillors Heiberg and Miller were suggested to sit on the committee"
  - Date of Appointments to take effect to be changed from January 16<sup>th</sup>, 2017 to January 23<sup>rd</sup>, 2017
- RESOLUTION NO.020/17  
M/S Councillors Heiberg/Beam  
THAT:  
"That Council accept the appointments of the CAO, Councillors Miller and Heiberg to the Community Engagement Committee, meeting the conditions set out in the Partnering Relationship Agreement. Appointments to be taken effect as of January 23<sup>rd</sup>, 2017 and to be reviewed by council annually  
CARRIED
- SR3 **Acting Mayor Schedule** **0530-01**
- Change Councillor Beam to February/May
  - Change Councillor Heiberg to August/November
- RESOLUTION NO.021/17  
M/S Councillors Quibell/Heiberg  
THAT:  
"Council approve the Acting Mayor schedule for the 2017 Calendar year, as amended."  
CARRIED
- SR4 **RFD- Transfer Site Agreement** **5360-03**
- Discussion in regard to maximum hours if hourly rate implemented  
RESOLUTION NO.019/17  
M/S Councillors Miller/Heiberg  
THAT:

"Council approve the following documents:

- 1 Transfer Site Materials Recovery Policy;
- 2 Transfer Site Maintenance Services Agreement;
- 3 Transfer Site Maintenance Services Addendum Agreement  
(for Prime Contractor re WorkSafeBC requirements, if necessary)."

**CARRIED**

SR5 **RFD- Surplus sale** **1280-20**

- Discussion in regard to possible uses by the District

RESOLUTION NO.022/17

M/S Councillors Gillis/Miller

THAT:

"Staff retender the 2017 Mountain View Office Trailer with a minimum bid of \$45,000."

**CARRIED**

Councillor Quibell opposed

SR6 **RFD- Integrity Change Order #2** **0810-20**

RESOLUTION NO.018/17

M/S Councillors Gillis/Miller

That:

"Council approve the Integrity Post Structures Change Order for kitchen cabinet in the amount of \$8,150.00 plus tax."

**CARRIED**

SR7 **RFD- Solar Panels** **0970-01**

- Council requested that the draft RFP from Urban Systems be brought forward to the next meeting.
- Subcommittees to be created for the Wastewater and the Solar Panel projects. Council members that are interested in sitting on the subcommittees are to inform staff.

9. **BYLAWS:**

B1 **Bylaw 878- Inter-Community Business License** **3900-02**

RESOLUTION NO.023\17

M/S Councillors Heiberg/Middleton

THAT:

1. "That the report regarding District of Hudson's Hope ICBL Bylaw No. 878, 2017 be received.
2. That District of Hudson's Hope ICBL Bylaw No. 878, 2017 be given First, Second and Third readings."

**CARRIED**

7:35 Councillor Beam left the meeting

7:39 Councillor Gillis stepped out of the meeting, returning at 7:41

7:42 Councillor Middleton stepped out of the meeting returning at 7:44

B2 **Bylaw 878- Amending Financial Plan** **3900-02**

- Discussion in regard to necessary changes
- Discussion in regard to forming a Finance Committee
  - Budget Committee already in existence

- Editable copy of spreadsheet to be forwarded to Council and Budget Committee

RESOLUTION NO.024/17

M/S Councillors Quibell/Gillis

That:

"Council approve First, Second and Third Reading of the 2016, Amending Annual Financial Plan Bylaw# 879, 2017".

CARRIED

10. **CORRESPONDENCE:**
  - C1 **PMT Sec.17 timeframe extension**  
See CR1
  - C2 **Heritage BC-Call to Action**  
FOR INFORMATION
  - C3 **Joint meeting School District 60**  
RESOLUTION NO.025/17  
M/S Councillors Quibell/Middleton  
That:  
"Council authorize members of Council to attend the Joint Meeting with School District 60 on January 24, 2017 in Fort St John."  
CARRIED
  - C4 **BCNFR/NDIT invitation**  
FOR INFORMATION
  - C5 **Hudson's Hope Minor Hockey**  
RESOLUTION NO.026/17  
M/S Councillors Quibell/Miller  
THAT:  
"Council approve the donation of a District of Hudson's Hope swim pass to the Hudson's Hope Minor Hockey Association".  
CARRIED
  - C6 **Muscular Dystrophy**  
FOR INFORMATION
  - C7 **Request for letter of support- Hudson's Hope Museum**  
RESOLUTION NO.027/17  
M/S Councillors Middleton/Miller  
THAT:  
"Council provide a letter of support to the Hudson's Hope Historical Society Museum to assist them with their application to the BC Hydro "GO" fund.  
CARRIED
  - C8 **BCEDA- Minister's Dinner**  
FOR INFORMATION
  - C9 **Copy of letters of support District of Hudson's Hope Telepharmacy**  
FOR INFORMATION

C10 **Correspondence – BC Interior Community Foundation**  
FOR INFORMATION

C11 **Canadian Spirit Resources Water License**  
FOR INFORMATION

C12 **NCLGA Resolution submission deadline**  
FOR INFORMATION

**REPORTS BY MAYOR & COUNCIL ON MEETINGS AND  
LIAISON RESPONSIBILITIES**

CR1 **Response to MARR**

- Mayor Johansson to send out draft copy of response to MARR, in regard to s.17 application, to Council to review.
- Electronic motion to be made.

12. **OLD BUSINESS:**  
OB1 **Stops of Interest Nominations**  
FOR INFORMATION

- Staff to submit Nominations to EngageBC

OB2 **RPT- Property Tax Revenue Per Capita**

- Discussion in regard to Municipal priorities
- Bring to Budget meeting

OB3 **Budget Meetings**

- To be rescheduled for Monday January 30<sup>th</sup>, 2017 at 4PM
- Both O&M and Capital Asset budgets to be discussed
- O&M Budget to be discussed at beginning of meeting

13. **NEW BUSINESS:**

NB1 **Geo-Science Presentation**

- To be held on February 9<sup>th</sup> at 7PM at the District of Hudson's Hope Community Hall

NB2 **PRRD- Emergency Services Dispatch**

- Discussion in regard to decision to move Emergency Services Dispatch to North Island

14. **PUBLIC INQUIRIES:**

15. **ADJOURNMENT:**  
Mayor Johansson declared the meeting adjourned at 8:54 pm

**DIARY**

***Diarized***

***Conventions/Conferences/Holidays***

*Beryl Prairie Playground*

*UBCM resolution - Alternate Director*

07/25/16

10/11/16

Certified Correct:

  
\_\_\_\_\_  
CAO/Tom Matus

  
\_\_\_\_\_  
Chair/Mayor Gwen Johansson