



**REGULAR COUNCIL MEETING
May 8, 2017
6:00 P.M.
MUNICIPAL HALL COUNCIL CHAMBERS**

**Present: Council: Mayor Gwen Johansson
Councillor Nicole Gilliss
Councillor Dave Heiberg
Councillor Kelly Miller**

**Absent: Councillor Caroline Beam
Councillor Travous Quibell
Councillor Heather Middleton
Youth Councillor Tess Herrington**

**Staff: Foreman of Public Works, Layton Bressers
Corporate Officer, Tammy McKeown**

Other:

CALL TO ORDER:

1. The meeting called to order at 6:04 p.m. with Mayor Gwen Johansson presiding.

2. **DELEGATIONS:**

3. **NOTICE OF NEW BUSINESS:**

Mayors Additions: Mayor's report

Councillors Additions:

Staff Additions: C11, Paving 2017b

4. **ADOPTION OF AGENDA AS AMENDED BY CONSENSUS:**

5. **DECLARATION OF CONFLICT OF INTEREST:**

Councillor Gilliss declared a conflict of interest in regard to Bylaw 872- Official Community Plan Amendment and Bylaw 873- Zoning Plan Amendment.

6. **ADOPTION OF MINUTES:**

M1 April 24, 2017 Regular Council Meeting

0550-01

- BA1- amend to read " Oil and Gas Commission closure order went through very quickly"
- BA2- change wrote to written
- SR7- remove the "C" preceding Lynx

- CR1- provide Energy Manager for Northern Health's name.
- RESOLUTION NO.112/17
M/S Councillors Heiberg/Miller
That
"The minutes of the April 24, 2017 Regular Council Meeting be adopted as amended."
CARRIED

M2 **April 27, 2017 Special Council Meeting** **0550-01**

- Move Councillor Heiberg from showing as in attendance to showing as absent.
- RESOLUTION NO.113/17
M/S Councillors Miller/Gilliss
That
"The minutes of the April 27, 2017 Special Council Meeting be adopted as amended."
CARRIED

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

BA1 **M1: SR9** **0810-20**

- Arena Floor Replacement- there will be a delay due to new WCB regulations in regard to Asbestos removal. Additional testing is required prior to company being able to begin removal process. Staff to provide update at next Council meeting.

BA2 **M1:SR1** **0970-01**

- Solar Array- discussion in regard whether it will be necessary to do a secondary Request for Proposal in the event the District receives approval to increase capacity.

BA3 **M1:C2** **0340-01**

- Salish Sea Trust- Staff directed to confirm deadline for letter submission.

BA4 **M1:CR2** **1475-01**

- Mile 57 sign- Councillor Miller to provide cost of updating sign to Council by next week, Council to vote electronically in regard to updating the sign. Staff to contact land owners, if updating is approved, to determine if they will agree to a new lease.

8. **Public Hearing:** **0550-01**
3900-02

- No submissions were received
- Discussion in regard to the regulated minimum square footage as set out in Bylaw 872. Councillor Gilliss stated opposition to the allotted size.
- Discussion in regard to fencing requirement.
 - Want a standard set.
 - Conformity
 - Bylaw to include definition of 'privacy fence' for further clarity.

Mayor Johansson called the public hearing closed at 6:35pm

SR1 **STAFF REPORTS:**

CAO Report- Action and other Updates

- **Shop Design** **0110-01**
0810-20
 - Building Inspector will be here tomorrow to review the deficiencies. Expect occupancy to be granted this week.
- **Solar Array/Wastewater Upgrade** **0970-01**
5340-01
 - Discussion in regard to Urban Systems role once contracts are signed
 - Discussion in regard to Prime Contractor on each project.
 - Staff directed to confirm who the Prime Contractor will be with Urban Systems and confirm that the Prime Contractor Agreement is included in the contracts.
- **Paving** **5400-01**
 - Presently gravelling the shop site, need to build the grade up by 3 feet on one end.
 - Lot will be packed and filled within the next two days.
 - Waiting to pave until mid-August to allow gravel to settle.
- **Arena** **0810-20**
 - Discussion in regard to the new WCB Regulations surrounding removal of asbestos.
- **Parks and Recreation** **6130-20**
0810-20
 - Discussion in regard to timelines relating to Cameron Lake playground and to the Pool projects.

SR2 **Account Reserves Closure** **1610-01**

RESOLUTION NO.116/17
M/S Councillors Heiberg/Miller

That

"Council close out the two reserve funds:

Boat ramp - unexpended funds: \$ 1,047

General operating: \$134,018;

and

credit these funds to GGS Miscellaneous Revenue: \$135,065"

CARRIED

SR3 **District of Hudson's Hope Purchasing Policy Amendment** **5340-01**

RESOLUTION NO.117/17

M/S Councillors Gilliss/Miller

That

"

"Council approve the following amendments to the Purchasing Policy by deleting the following **subsections in 1. Policy Objectives** and replacing them with:

1) To delete subsection b. and replace it with:

- a. The District will advertise either public tenders, request for proposals or provide three written price quotes as determined by the Chief Administrative Officer for works

and services that are estimated to exceed \$5,000 in value but are below the procurement thresholds of the New West Partnership Trade Agreement; other than professional and consulting services which may be selected after proposal calls for one or more years.

Amount for Services:	Type
Above the NWPTA thresholds	Tenders or Request for Proposals be determined by Council Resolution
Below the NWPTA threshold but above \$5,000	Tenders, RFPs or three written price quotes as determined by the CAO
Between \$500.00 - \$5,000	Telephone Quotations

2) To delete subsection f. i. and replace it with:

"District Council will consider tenders by resolution where the procurement value exceeds:

- a) \$75,000 or greater for goods;
- b) \$75,000 or greater for services; or
- c) \$200,000 or greater for construction."

3) To delete subsection g. and replace it with:

"In other cases where the procurement value is under:

- a) 75,000 or greater for goods;
- b) \$75,000 or greater for services; or
- c) \$200,000 or greater for construction

and the recommendation is to award to the low tender, the Chief Administrative Officer is authorized to award the contract and to report such decisions to Council."

4) to delete subsection h. and replace it with:

"The District will obtain, if possible, three written quotations for procurement values under:

- a) \$75,000 for goods;
- b) \$75,000 for services; or
- c) \$200,000 for construction.

It is the responsibility of the Chief Administrative Officer to assign approving authority for written and telephone quotations with those assignments provided formally to all Department heads."

CARRIED

SR4

Pool Boiler Replacement
RESOLUTION NO.114/17
M/S Councillors Heiberg/Miller
That

0810-20

"Council approve the immediate capital expenditure of \$26,000 plus GST (\$27,300) for the installation of a replacement boiler for the pool from Energetic Plumbing and Heating
CARRIED

9. **BYLAWS:**
- B1 **Bylaw 872- Official Community Plan Amendment** **3900-02**
- B2 **Bylaw 873- Zoning Plan Amendment** **3360-01**
RESOLUTION NO.115/17 **6480-01**
M/S Councillors Miller/Heiberg
That:
"Council table Bylaw 872 and Bylaw 873 until the next meeting due to lack of quorum for these items."
CARRIED
- B3 **Bylaw 883- Amended subdivision and development servicing** **3900-02**
3320-01
RESOLUTION NO.114/17
M/S Councillors Heiberg/Quibell
That:
"Council approve Third Reading of the "District of Hudson's Hope Subdivision and Development Servicing Amendment Bylaw No. 883, 2017"
CARRIED
- B4 **Bylaw 884 – Tax Rate Bylaw** **3900-02**
Discussion in regard to possible property tax increase. Will need to be considered at budget meeting.
RESOLUTION NO.118
M/S Councillors Heiberg and Miller
That
"Council adopt Tax Rate Bylaw No. 884, 2017."
CARRIED
Councillor Gilliss opposed.
- B5 **Bylaw 885 – Amending Annual Financial Plan** **3900-02**
RESOLUTION NO.119
M/S Councillors Miller and Gilliss
That
"Council adopt the 2017 Amended Annual Financial Plan Bylaw No. 885, 2017."
CARRIED
- B6 **Bylaw 886- Amended Fees and Charges** **3900-02**
Amend by removing reference to seniors under definition of family
Discussion in regard to number of dependants per family
RESOLUTION NO.120
M/S Councillors Gilliss and Heiberg
That

"Council approve First, Second and Third reading of the 2017 Amended Fees and Charges Bylaw No. 886, 2017."

CARRIED

Councillor Miller opposed

10. **CORRESPONDENCE:**

C1 **Hudson's Hope School**

C4 **Hudson's Hope Minor Soccer Association**

Staff directed to provide cost associated to set up and take down of tent, tables etc.

Staff directed to address reoccurring requests in Policy

RESOLUTION NO.121

M/S Councillors Heiberg and Gilliss

That

"Council approve the late Grant applications for both the Hudson's Hope School and the Hudson's Hope Minor Soccer Association for 2017."

CARRIED

C2 **BC Hydro – Site C Construction Schedule**

6660-20

For Information

C3 **Child Find BC**

0630-01

RESOLUTION NO.122/17

M/S Councillors Heiberg and Miller

That

"Mayor Johansson will proclaim that may is the Child Find's Green Ribbon of Hope month and May 25th as National Missing Children's day."

CARRIED

C5 **FCM 2017 proposal**

0400-01

RESOLUTION NO.123/17

M/S Councillors Heiberg/Miller

That

"Mayor Johansson will contact Fraser Basin Council to express the District of Hudson's Hope's interest in participating in and collaborating in developing a proposal with FCM".

CARRIED

C6 **PRIMEcorp**

0340-01

FOR INFORMATION

C7 **MFABC Survey - Socially Responsible Investing (SRI)**

0340-01

FOR INFORMATION

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

CR1 **Mayor's Report**

- No report this meeting.

12. **OLD BUSINESS:**

13. **NEW BUSINESS:**

0400-01

Councillor Miller: NCLGA report- Tourism

- What assets the district has
- Master planning
- Visitor economy- we seem to be on mark

Councillor Heiberg: NCLGA report- Solar

- Attempt to entice other municipalities to come and check out the project; possibly set up a presentation weekend.
- Would help build relationships

Councillor Heiberg: NCLGA report- BC Assessment

- Discussed Grant in Lieu with them, they have stated they will assist in any way possible.

Councillor Gilliss to provide report at next meeting.

14. **PUBLIC INQUIRIES:**

15. **ADJOURNMENT:**

Mayor Johansson declared the meeting adjourned at 8:09 pm

DIARY

Diarized

Conventions/Conferences/Holidays

<i>Beryl Prairie Playground</i>	<i>07/25/16</i>
<i>UBCM resolution - Alternate Director</i>	<i>10/11/16</i>
<i>Grant Writer Program Sponsorship</i>	<i>04/10/17</i>
<i>Coal and Energy Forum-Tumbler Ridge in Sept.</i>	<i>04/24/17</i>
<i>MARR-Dale Morgan follow-up</i>	<i>04/24/17</i>

Certified Correct:


Corporate Officer/Tammy McKeown


Chair/Mayor Gwen Johansson