



REGULAR COUNCIL MEETING
June 12, 2017
6:00 P.M.
MUNICIPAL HALL COUNCIL CHAMBERS

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

Absent: Councillor Caroline Beam

Staff: CAO, Tom Matus
Corporate Officer, Tammy McKeown

Other:

CALL TO ORDER:

1. The meeting called to order at 6:03 p.m. with Mayor Gwen Johansson presiding.

2. **DELEGATIONS:**

Cindy Edgar and Tammy Cope requested the creation of a new Casual position to operate the Arena Concession. The wages associated to this position would be \$20.00 per hour.

3. **NOTICE OF NEW BUSINESS:**

Mayors Additions: Mayor's report

Councillors Additions:

Staff Additions:

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

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

6. **ADOPTION OF MINUTES:**

M1 **May 23, 2017 Regular Council Meeting**

0550-01

Omissions:

- SR3: Include the words "Arena Flooring"
- CR1: GeoScience- include the words "of heavy metals"
- B1/B2: include "Staff to notify Hocha's of their responsibility to have traffic study done, explaining rezoning of their land"

cannot be completed until Ministry of Transportation receives traffic study”.

RESOLUTION NO.136/17

M/S Councillors Heiberg/Quibell

That

“The minutes of the May 23, 2017 Regular Council Meeting be adopted as amended.”

CARRIED

7. BUSINESS ARISING OUT OF THE MINUTES:

- BA1 Culverts on Beryl Prairie: 5400-01**
- New culverts need to be considered prior to paving. Ensure that consideration is given in regard to the necessity to increase the size of the culverts and the number of culverts being replaced.
- BA2 Public Works Projects**
- Discussion in regard to increased capacity of Public Works staff to ensure availability to complete signage project, slide install etc. Would create additional budgetary costs and would cause increased capacity for supervisors.
- BA3 Bylaw 886- Amended Fees and Charges**
- Discussion in regard to usage of spreadsheet for visitor tracking. Special Events Coordinator will monitor effectiveness of spreadsheet, may need to determine another tracking mechanism
- BA4 BC Assessment**
- **Tax in lieu properties:**
 - RCLC meeting cancelled, unable to bring concerns to them.

8. STAFF REPORTS:

- SR1 CAO Report- Action and other Updates**
- **Shop** **0110-01**
0810-20
 - Open House a great success. Council extends praise for the good job to those involved in all aspects of the event.
 - **Wastewater Facility** **5340-01**
 - Work to commence shortly. Peace Energy Co-op/Moch Electric Ltd require bonding.
 - Staff directed to bring back information in regard to the student employment opportunity advertised
 - **Bylaw/Safety Officer** **2770-01**
 - Position will report to CAO, interact with Foreman of Public Works and Director of Protective Services.

- Council would like Foreman of Public Works and Director of Protective Services to be given discretion in regard to Bylaw/Safety Officer.
 - CAO sees it as horizontal reporting; CAO, Foreman and Director will work together
 - **Campground Playground** **6130-20**
6200-00
 - Discussion in regard to installation
 - Expected completion is Thursday June 15.
 - **Crown Land Tenure Renewals** **3020-01**
0870-00
 - Lynx Creek Tenure had been renewed earlier this year
 - Rod & Gun Club Tenure renewal has been completed and is included as an Agenda item.
 - Elizabeth Creek Tenure renewal should be completed by June 16, 2017.
 - **Beattie Lift station** **5600-00**
 - Applying for funding for the complete upgrade rather than just for the feasibility study. If the additional funding is not received the project will not be done.
- SR2 **Employment of Relatives Policy** **0340-01**
2770-01
- Discussion in regard to including a grandfathering clause vs. waiving the Policy in regard to existing employees.
 - [Staff directed to send back to Legal Counsel to have grandfathering clause included. Bring revised Policy to Council at next meeting.](#)
- SR3 **UBCM Meetings Discussion** **0400-01**
- Suggested UBCM meetings:
 - Northern Health
 - Ministry of Education
 - school bussing
 - Ministry of Transportation
 - Crosswalk by the post office
 - Washouts within the region
 - Falling rocks in Lynx Creek area
 - Highway reconfiguration
 - [Council to bring suggested meetings to staff.](#)
- SR4 **Work Clothing Purchasing Policy Amendment** **0340-01**
1060-00
0810-20
- RESOLUTION NO.137/17
M/S Councillors Quibell/Gilliss
That
["Council approves the Work Clothing Purchasing Policy Amendment."](#)
CARRIED
- SR5 **Strategic Priority Fund-Beattie Lift Station** **5330-01**
- Discussion in regard to costs associated with Urban Systems.
 - Urban Systems was original designer of lift station.
 - This will be a new design.
 - If receive grant then project will be put out to tender.
 - Concern voiced in regard to staff capacity due to other projects already underway.
- RESOLUTION NO.138/17

- M/S Councillors Gilliss/Heiberg
That
"Council approves the submission, to the Union of British Columbia Municipalities, the Strategic Priority Fund application for the Beattie Lift Station Upgrade in the amount of \$464,438.00."
CARRIED
- SR6 **Crown Land Lease Renewal- Rod and Gun Club** **3020-01**
0870-00
- Lease will be sub-leased to Rod and Gun Club with same conditions
 - Liability will transfer to Rod and Gun Club
- RESOLUTION NO.139/17
M/S Councillors Gilliss/Quibell
That
"Council approve the signing of the Notice of Final Review and the new Crown Land Lease Agreement #815855, lands for use by the Hudson's Hope Rod & Gun Club."
CARRIED
- SR7 **Baseball Field Upgrade Holdback** **0720-01**
- Discussion on reasoning behind not having item included in budget
 - Necessary to have process in place to account for liability, needs placeholder in budget
- RESOLUTION NO.140/17
M/S Councillors Gilliss/Middleton
That
"Council approve the expenditure of the Holdback Payment to Wilson Concrete – Northern Vac Services Ltd in the amount of \$12,424.05 as recommended by our Project Engineer. This to be expensed through the General Capital Works, M&E Reserves Fund."
CARRIED
9. **COMMITTEE MEETING REPORTS:**
CM1 **Community Engagement Committee (CEC) Report** **0360-01**
6660-20
- Nancy Pepper provided briefs to answer some of the questions that committee members brought to CEC.
 - Grant in Lieu properties:
 - the 42 new properties caused skepticism
 - requested map and data relating to these properties for budget purposes
 - Not sure how proceeding, Regional Community Liaison Committee (RCLC) meeting was cancelled which may be a sign.
 - Will wait to see if they are going to proceed with the reclassification of the lots.
 - Alwin Holland Park
 - Request for permission to install a bat condo.
 - Committee Minutes will be brought to Council once received.
 - Discussion in regard to BC Hydro funds
 - Funds should be separate line item in budget
 - Details relating to Site C funds and where it is allocated to will be an Agenda item for September.

CM2	Parks & Recreation Committee <ul style="list-style-type: none">• Requests need to have budgets attached outlining capital costs and O&M costs.	0360-01 7710-01
10.	BYLAWS:	
11.	CORRESPONDENCE:	
C1	North Montney Mainline For Information	6660-20
C2	Supportive Living Initiative For Information	0230-20
C3	BC Assessment Invitation Staff directed to accept invitation on behalf of Council	0400-30 0400-01
C4	NCLGA For Information	0400-01
C5	Legion For Information	0320-00
C6	ICBC Council extends thanks to the ICBC staff and Public Works staff in regard to their promotion of road safety within the organization.	0230-20 0400-30
C7	Salish Sea Trust For Information Mayor is able to make proclamation without coming to Council	0340-01
C8	The Alaska Highway For Information	0230-20 1475-01
12.	REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISON RESPONSIBILITIES	
CR1	Mayor's Report <ul style="list-style-type: none">• Recently gave tour to Governor General's Leadership Group• Meetings in Victoria<ul style="list-style-type: none">○ Attended as individual, not as the Mayor○ Made some contacts that will be beneficial in the future○ Clarification in regard to trip to Victoria; personal trip, was not there representing the District of Hudson's Hope	0530-01
13. OB1	OLD BUSINESS: Regional Adaptation Collaborative Program <ul style="list-style-type: none">• Regional District researched the program and chose not to participate after reviewing their findings• Option still available to participate if Council so chooses.	0400-01

- Determine what other Provincial groups already monitor the risks.
- Need additional information prior to making a decision

OB2

0400-01

UBCM Resolution-Alternate Director

- Have already submitted three resolutions to UBCM
- Remove from diarized items

OB3

5360-03

Transfer site signage

- Staff directed to have 'NO SCAVENGING' sign removed and to install 'ENTER AT YOUR OWN RISK' sign.

14.

NEW BUSINESS:

15.

PUBLIC INQUIRIES:

16.

ADJOURNMENT:

Mayor Johansson declared the meeting adjourned at 7:20 pm and returned to the In-Camera meeting.

DIARY

Diarized

Conventions/Conferences/Holidays

Beryl Prairie Playground

07/25/16

Grant Writer Program Sponsorship

04/10/17

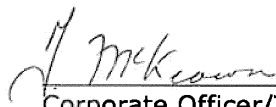
Coal and Energy Forum-Tumbler Ridge in Sept.

04/24/17

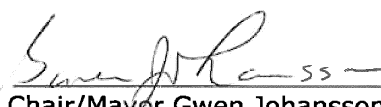
MARR-Dale Morgan follow-up

04/24/17

Certified Correct:



Corporate Officer/Tammy McKeown



Chair/Mayor Gwen Johansson