



REGULAR COUNCIL MEETING
June 26, 2017
6:00 P.M.
MUNICIPAL HALL COUNCIL CHAMBERS

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

Absent: Councillor Travous Quibell

Staff: Director of Protective Services, Robert Norton
Foreman of Public Works, Layton Bressers
Corporate Officer, Tammy McKeown

Other:

1. **CALL TO ORDER:**
The meeting called to order at 6:02 p.m. with Mayor Gwen Johansson presiding.
2. **DELEGATIONS:**
3. **NOTICE OF NEW BUSINESS:**
Mayors Additions: Mayor's report
Councillors Additions: OB3
Staff Additions:
4. **ADOPTION OF AGENDA AS AMENDED BY CONSENSUS:**
5. **DECLARATION OF CONFLICT OF INTEREST:**
6. **ADOPTION OF MINUTES:**

M1 **June 12, 2017 Regular Council Meeting**

0550-01

RESOLUTION NO.141/17

M/S Councillors Miller/Middleton

That

"The minutes of the June 12, 2017 Regular Council Meeting be adopted as written."

CARRIED

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

- BA1 **Library Service Agreement:** **0230-20**
- Councillor Middleton will meet with Library Board to discuss the agreement. Expected to have it ready to bring to Council in September if the Board agrees to initiate one.
- BA2 **Strategic Priority Fund-Beattie Lift Station** **5600-00**
- Discussion in regard to the lift station and the original designer
 - Concerns voiced in regard to the environmental implications if the pipes in the lift station were to fail.
 - Discussion in regard to suggestions for new construction contract.
 - Concerns voiced in regard to accepting bids from the companies that were hired to create the tenders. Possible unfair advantage.
 - Discussion in regard to difference between request for tender and request for proposal. There is a need for caution as a proposal may in essence actually be a tender.
 - Council requested clarification from CAO as to how decisions are made in regard to continually hiring Urban Systems and what implications this may have in regard to New West Partnership Trade Agreement (NWPTA). Consultation to happen with Council prior to approval of next project.
 - Discussion in regard to invoicing being approved by Urban Systems for Solar Project and Urban Systems duties as project manager.
- BA3 **Community Engagement Committee (CEC) Report** **0360-01**
- **Tax in lieu properties:** **6660-20**
 - Requested map of affected areas has not been received. Will be brought to next CEC meeting to initiate the process.
- BA4 **Beryl Prairie Playground** **6200-00**
- Need to get Northern Health engaged in regard to the septic field **5340-01**
 - Need to have a holding tank constructed
 - Not feasible to move the existing playground; need to budget for new playground.
8. **STAFF REPORTS:**
- SR1 **CAO Report- Action and other Updates**
- **Solar Array Project** **0970-01**
 - Installation of panels is expected to begin shortly after July 1, 2017.
 - Staff directed to bring back information in regard to the student employment opportunity advertised

- **All Projects** **0970-01**
0720-20
3320-01
 - More detail is required in the project reports to show that they are being properly managed.
 - Reports provided by Project Managers should be included at each Council Meeting.
 - Project reports should include a running budget and a work completion timeline.

- SR2 **District Office Heating, ventilation and air conditioning (HVAC) Upgrade** **1125-00**
 - Discussion in regard to O&M
 - Contingency amounts should be included in budget
 - Tabled until next meeting

- SR3 **Coal Licence Referral # 94271530-003** **0400-20**
 - Licence referral is for Richfield
 - Discussion in regard to what comments are allowed to be made in response to the referral
 - Need to ensure that the licensee considers the District of Hudson's Hope's Official Community Plan (OCP), sustainability etc.
 - Mayor Johansson to send generic letters to each of the four companies; open line of communication.
 - Mayor Johansson to send letter to Ministry stipulating that the projects must align with our OCP.
 - Mayor Johansson to send letter of response through the referral process.

RESOLUTION NO.142/17
M/S Councillors Heiberg/Middleton
That
"Mayor Johansson write letters to the four companies identified in the referral as a means of opening a line of communication."
That
"Mayor Johansson write a letter to the Ministry stipulating that the mining projects must align with the District of Hudson's Hope's Official Community Plan."
And That
"Mayor Johansson write a letter of response to be forwarded through the referral process."
CARRIED

- SR4 **Annual Report** **0640-01**
 - Report is being sent to Local Government Infrastructure & Finance, Ministry of Community, Sport & Cultural Development through the Local Government Data Entry (LGDE)
 - Report is just a revision of previous years
 - Does not align with goals and vision of Community Strategic Plan
 - The information is not accurate and the identified strategic objectives are not present in the document

- Staff directed to ensure that the next report is current, up to date, follows the District's strategic plan and is aligned with the District's goals and visions.

SR5 Contract Approvals

2320-01

- The contracts were signed on advisement from CAO.
- Have gone through the proper process in regards to awarding the contract.
- Council has directed staff to provide draft of the contract or a synopsis detailing the stipulations included in the contract.
- Discussion in regard to the spec house being built at Atkinson; BC Hydro has 18 months from the date of subdivision completion
- Funds from BC Hydro agreements that have not been received are a cause for concern.

RESOLUTION NO.143/17

M/S Councillors Heiberg/Gilliss

That

"Council approve the following contracts:

1 Wastewater Facility Upgrade: contractor Bear Mountain Construction Ltd. in the amount of \$2,548,082.25, (includes GST of \$121,337.25).

2 Atkinson Subdivision Development: contractor Omicron Construction Management Ltd. in the amount of \$2,036,300.00, excluding taxes.

3 Community Solar Initiative: contractor Moch Electric Ltd. in the amount of \$795,475.80, excluding taxes."

CARRIED

SR6 Special Events- Grant Application update

1855-01

- Mayor Johansson clarified that the NDIT-Community Halls and Recreation Facilities grant application has passed through the Regional decision board and has been forwarded to the main board for final decision. Acceptance looks favourable.
- Council requested clarification as to where the request for the New Horizons for Senior Program application was submitted

SR7 Water Main Looping Project

5280-14

- Acting CAO requested that this item be tabled until CAO returns
- Council asked for clarification of situation and the reason for tabling this item
- Foreman of Public Works explained the situation in regard to the need for the loop
 - Increase to fire flow
 - Possible increase to water pressure
 - Only 4 inch pipes in place at this time.

- CAO had directed that it be tabled until his return due to need for scope of work to be created to determine if project would need to be put to tender.
- Discussion in regard to the valve project as it is necessary to have completed prior to paving.
- Discussion in regard to awarding project based on tenders or by obtaining quotes.
- Acting CAO recommended again that the item be tabled
- Mayor Johansson requested Council's direction in regard to the Water Main Looping Project
- Council's direction was to move the recommendation as written.
- Discussion in regard to the Purchasing Policy and the New West Partnership Trade Agreement (NWPTA)
- Recommendation meets the guidelines stipulated in the Purchasing Policy

RESOLUTION NO.144/17

M/S Councillors Gilliss/Heiberg

That

"Council approve the expenditure of \$20,000 to construct a water main connection between Arena Road the Atkinson project."

CARRIED

Discussion in regard to the Valve project

- The valves on Dudley are a Council priority
- Had received two quotes
- Have been informed that the valves could be included as a change order from L&B
- Council requested timeline in the event they decide to proceed with a change order; informed if paving company will come a second time and still honour agreement in place then there is no rush, if not then the timeline is 2 weeks.
- L&M Engineering has been requested to draft a scope of work for tender process
- Staff directed to email CAO and request him to forward the scope of work from L&M; request level of commitment that has been made to L&M in regard to the agreement and clarification in regard to the project; stipulate concerns in regard to the amount of time that it will take to tender the project at this late date as the delay would affect the paving project. Request clarification in regard to when a project can be awarded based on 3 quotes and when it has to be awarded by tender.

9. **COMMITTEE MEETING REPORTS:**

10. **BYLAWS:**

11. **CORRESPONDENCE:**

C1 **E-mail from Cathy Peters**
For Information

0220-01

- C2 **UBCM newsletter** **0400-01**
For Information
12. **REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISON RESPONSIBILITIES**
- CR1 **Mayor's Report**
- **Review of fact sheet for solar project** **0970-01**
 - Row of solar panels on wall of Arena will need to be placed elsewhere due to issues with ice build up
 - Council to provide additional changes to Mayor Johansson; recommendations are to be forwarded to Peace Energy Cooperative on Wednesday June 28.
 - Panel coverage is based on maximum threshold of 100kw per building and based on weight restrictions of buildings.
 - **Public Service Week** **0220-01**
 - Barbeque held to show appreciation to all the employees of the District of Hudson's Hope
 - Highlighted by presentation to the District's two most senior employees, Rhonda Eastman-26 years of service and Ed Reschke-36 years of service
 - **UNBC Presentation** **0390-01**
 - Provided information around cumulative, environmental, health and community impacts in the Peace River Region
 - Opened lines of communication.
- CR2 **Youth Councillor report** **0640-01**
- Recommendation for next year's student
 - Council should set specific goals
 - Report will be presented at next Recreation Committee meeting
13. **OLD BUSINESS:**
- OB1 **Coal and Energy Forum-Tumbler Ridge in Sept** **0390-01**
- Discussion in regard to Council attendance
 - Revisit closer to Forum date
- OB2 **Arena Concession** **0850-01**
- Staff directed to provide clarification in regard to wage and scheduled number of hours for the position.
- OB3 **Water and Sewer Tax Rates** **1950-01**
- Staff directed to present the amounts for 10% increase over ten years as requested at the April 24, 2017 Regular Council Meeting.
14. **NEW BUSINESS:**
15. **PUBLIC INQUIRIES:**
- ADJOURNMENT:**

16. Mayor Johansson declared the meeting adjourned at 8:20 pm

DIARY

Diarized

Conventions/Conferences/Holidays

<i>Beryl Prairie Septic Field</i>	<i>07/25/16</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>
<i>Water and Tax Rates comparison</i>	<i>06/26/17</i>

Certified Correct:



Corporate Officer/Tammy McKeown



Chair/Mayor Gwen Johansson