



REGULAR COUNCIL MEETING
July 10, 2017
6:00 P.M.
MUNICIPAL HALL COUNCIL CHAMBERS

Present: Council: Mayor Gwen Johansson
Councillor Kelly Miller
Councillor Caroline Beam
Councillor Travous Quibell

Absent: Councillor Nicole Gilliss
Councillor Dave Heiberg
Councillor Heather Middleton

Staff: Director of Protective Services, Robert Norton
Bylaw Officer/Safety Officer, Wallace Roach
Corporate Officer, Tammy McKeown
Office Assistant, Andrea Martin

Other: 1 in gallery

1. CALL TO ORDER:

The meeting called to order at 6:00 p.m. with Mayor Gwen Johansson presiding.

2. DELEGATIONS:

3. NOTICE OF NEW BUSINESS:

Mayors Additions:

Councillors Additions:

Staff Additions:

4. ADOPTION OF AGENDA AS AMENDED BY CONSENSUS:

5. DECLARATION OF CONFLICT OF INTEREST:

6. ADOPTION OF MINUTES:

M1 June 26, 2017 Regular Council Meeting

0550-01

RESOLUTION NO.147/17

M/S Councillors Quibell/Miller

That

"The minutes of the June 26, 2017 Regular Council Meeting be adopted as written."

CARRIED

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

8. **STAFF REPORTS:**

- SR1 **CAO Report- Action and other Updates** **0110-01**
6660-20
- **BC Hydro**
 - \$10,000 in funding still outstanding
 - The outstanding funds were to be used to conduct a feasibility study.
 - **Wastewater Facility** **5340-01**
 - Expect contractors to be on site next week
 - Project completion date is expected to be October 27, 2017
 - **Solar Array Project** **0970-01**
 - Additional funding was approved in the amount of \$500,000.
 - Solar panel array will consist of 2000 panels
 - NDIT Grant approved for Municipal Hall, may be used for any necessary structural renovations on the buildings where solar panels are being installed.
 - Awaiting a feasibility study
 - **Atkinsons** **6660-20**
3320-01
 - Road grade will be one metre higher than the lots. This will create a less than 1% grade from the front of each lot to the back, approximately 9 inch drop.
 - The higher grade was necessary for the installation of services.
 - Lower cost associated to the increased grade, will assist in keeping the project on budget.
 - Options to be discussed with engineers and contractors on site.
 - **BC Hydro Grants in lieu of Taxes properties** **6660-20**
 - Hard copy of map outlining affected properties available at the District Office
 - **2016 Annual Report** **0640-01**
 - Discussion in regard to omissions
 - Determine if able to forward an amendment to Local Government Infrastructure & Finance, Ministry of Community, Sport & Cultural Development through the Local Government Data Entry (LGDE)
 - Amend report to include all strategic objectives.
- SR2 **Bylaw Officer Appointment** **2770-01**
RESOLUTION NO.148/17 **0630-01**
M/S Councillors Quibell/Miller
That
"Council appoint Mr. Wallace Roach as a Bylaw Enforcement Officer for the District of Hudson's Hope, and confirm that such appointment is for the term of his employment as a Bylaw Enforcement Officer for the District of Hudson's Hope."
CARRIED

SR3 **2017 Water Main Valve** **5280-14**

- Water Main Valve contract is for an additional \$135,000 which covers the cost of changing 15 valves and installing one hydrant.
- CAO urged Council to accept this recommendation as it is supported by a previous quote and meets/exceeds scope of work.

RESOLUTION NO.149/17

M/S Councillors Quibell/Beam

That

"Council invoke its privilege under the District of Hudson's Hope Purchasing Policy re Section 1. i. iv. "District Council by resolution authorizes a direct purchase in circumstances they consider appropriate." to sole source and offer to LNB Construction Inc., the Valve Replacement work as per the attached L&M Scope of Work with such Scope of Work to be amended to include two more valves and to include 'no asphalt paving on Dudley Drive'. Thus, replacing a total of 15 water main valves;

And further:

To instruct the CAO to enter into a contract with LNB Construction Inc. which contract price is to be within the approved Water Capital Works, M&E Reserve budget for this item, to be done within the approved budgeted amount of \$160,000.00."

CARRIED

SR4 **District Office Heating, ventilation and air conditioning (HVAC) Upgrade** **1125-00**

- Funding to come from General Operating Fund
- Discussion in regard to ensuring next year's budget reflects potential maintenance requirements for all District held buildings.
- Age of system could cause insurance coverage issue in the event of a malfunction.

RESOLUTION NO.150/17

M/S Councillors Quibell/Miller

That

"Council approves the increase to the GGS Building O&M budget to \$26,000.00 to accommodate the HVAC upgrade to the District Administration building."

CARRIED

SR5 **Water & Sewer Tax Rates** **1950-01**

- Presented two scenarios; one showing the effect of a 10% increase and the other showing the effect of a 20% increase.
- Calculation shows that the fund would remain in a deficit if utilizing the 10% increase.
- Discussion in regard to the accurateness of the calculations.
- Item tabled until the next Regular Council Meeting in order to correct calculations.

9. **COMMITTEE MEETING REPORTS:**
- CM1 **Parks and Recreation Committee** **0360-01**
- Council would like to pass on compliments to the Special Events Coordinator for all the hard work put into Canada Day celebration and for a job well done.
 - Staff to printout a large copy of the Canada 150 picture for display in the District Office lobby.
10. **BYLAWS:**
- B1 **Bylaw 873-Zoning Plan Amendment** **3900-20**
- B2 **Bylaw 872- Official Community Plan Amendment** **6480-01**
- CAO to contact Hochas to inform them of the Ministry of Transportation requirements that need to be met in regard to their Zoning amendment request. **3360-01**
- RESOLUTION NO.151/17
M/S Councillors Quibell/Beam
That
"Council adopt the "District of Hudson's Hope Official Community Plan Amendment Bylaw No. 872, 2017";
And That:
"Council adopt the "District of Hudson's Hope Zoning Amendment Bylaw No. 873, 2017".
CARRIED
11. **CORRESPONDENCE:**
- C1 **Invitation from Dawson Creek** **0330-01**
For Information
- C2 **Helicopter Emergency Rescue Operations Society** **0400-80**
RESOLUTION NO.152/17 **7130-01**
M/S Councillors Miller/Quibell **4920-01**
That
"Mayor Johansson forward a letter of support to the Helicopter Emergency Rescue Operations Society"
CARRIED
- C3 **Alaska Highway Commemorative Book Project** **6900-01**
RESOLUTION NO.153/17
M/S Councillors Miller/Quibell
That
"The District purchase a copy of the Alaska Highway Commemorative Book"
CARRIED
- C4 **Letter from City of New Westminster** **0400-01**
For Information
- C5 **Site C Construction schedule** **6660-20**
For Information

- C6 **Grad 2017 Financial Assistance Grant report** **1850-01**
Discussion in regard to the Grad ceremony
For Information
12. **REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISON RESPONSIBILITIES**
- CR1 **Mayor's Report**
- **Have had a number of visitors to our area in the last two weeks.** **1470-01**
 - Dr. Anna Willow, Department of Anthropology, Ohio State University of Marion.
 - Dr. Bell and associate; Physicians interested in health issues related to the environment.
 - **Horticulture Meeting** **6750-01**
 - Approximately 22 people have registered to attend the meeting being held on Wednesday July 12, 2017 at the District office.
 - **Paddle for the Peace** **6660-20**
 - There was a large turnout for this year's Paddle for the Peace with approximately 217 water crafts from all around British Columbia.
13. **OLD BUSINESS:**
- OB1 **Arena Concession** **0850-01**
2510-01
- Discussion in regard to potential profitability of concession
 - Difference in regard to profit margin for a contractor vs. profit margin to cover wage expense.
 - Staff directed to put out to tender for contractor operator
 - Send out same document that was used last year
 - Closing date to be set for August 11, 2017.
 - If no bids are received, bring back recommendation to Council at August 14th meeting.
 - Amend recommendation to include schedule of hours for both the Temporary Full Time Employee and the Casual Part Time Employee.
 - Include start date and end date in recommendation.
 - Include declaration stating that positions will be terminated in the event of a qualified contractor requesting to operate the concession
- RESOLUTION NO.154/17**
M/S Councillors Miller/Quibell
That
"The Arena Concession contract be put to tender, per regular process, with a closing date of August 11, 2017."
CARRIED
14. **NEW BUSINESS:**
15. **PUBLIC INQUIRIES:**
- Mary Brereton: Solar array start date** **0970-01**
- Had been previously stated that they would begin the first week of July

- Delay possibly was caused due to waiting on response to addition funding request.
- The panels should already be ordered.

16. **ADJOURNMENT:**

Mayor Johansson declared the meeting adjourned at 7:05 pm

DIARY

Diarized

Conventions/Conferences/Holidays

Beryl Prairie Septic Field

07/25/16

Grant Writer Program Sponsorship

04/10/17

Coal and Energy Forum-Tumbler Ridge in Sept.

04/24/17

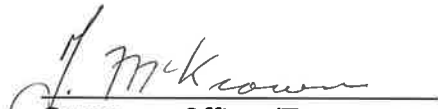
MARR-Dale Morgan follow-up

04/24/17

Water and Tax Rates comparison

06/26/17

Certified Correct:


Corporate Officer/Tammy McKeown


Chair/Mayor Gwen Johansson