



**SPECIAL COUNCIL MEETING**  
**February 20, 2017**  
**5:00 P.M.**  
**MUNICIPAL HALL COUNCIL CHAMBERS**

Present: **Council:** **Mayor Gwen Johansson**  
**Councillor Dave Heiberg**  
**Councillor Nicole Gilliss**  
**Councillor Heather Middleton**

**Absent:** **Councillor Kelly Miller**  
**Councillor Caroline Beam**  
**Councillor Travous Quibell**

**Staff:** **CAO, Tom Matus**  
**Deputy Treasurer, Rhonda Eastman**  
**Director of Protective Services**  
**Foreman of Public Works, Layton Bressers**  
**Corporate Officer, Tammy McKeown**

**Other:** **3 in gallery**

1. **CALL TO ORDER:**  
The meeting called to order at 5:11p.m. with Mayor Gwen Johansson presiding.
2. **DELEGATIONS:**  
**Elisabeth Haagsman, Double "H" Saddle Club** **1850-01**
  - Grant to be used to install proper entrances/exits to bring the building up to fire code as it does not meet the code for a public assembly facility.
  - Building is used by many members of the community, the school utilizes it for their Equestrian Study.
  - Total request for funding is \$8,010.19
3. **ADOPTION OF AGENDA, AS AMENDED, BY CONSENSUS:**
4. **DECLARATION OF CONFLICT OF INTEREST:**
5. **BYLAWS:**  
B1 **Bylaw 879- Amending Financial Plan**  
**RESOLUTION NO.047/17**  
**M/S Councillors Heiberg/Middleton**  
**THAT:**  
**"Council adopt the Amending Annual Financial Plan Bylaw #879, 2017."**  
**CARRIED**

6. **FINANCIAL ASSISTANCE APPLICATIONS**
- G1 **Hudson's Hope Radio Amateur Club** **1850-01**  
**0230-20**
- Discussion in regard to usage, will provide a secondary means of communication in emergency situations
- RESOLUTION NO.048/17  
M/S Councillors Middleton/Heiberg  
THAT:  
"Council approve the Hudson's Hope Radio Amateur Club Grant application in the amount of \$2000".  
CARRIED
- G2 **Hudson's Hope Fall Fair Society** **1850-01**  
**0230-20**
- RESOLUTION NO.049/17  
M/S Councillors Heiberg/Middleton  
THAT:  
"Council approve the Hudson's Hope Fall Fair Society Grant application for the use of the Arena, as well as the set-up and take-down of the marquis tent, municipal picnic tables, and staff support in setting up. Subject to a satisfactory date being set for the fall fair".  
CARRIED
- G3 **Hope for Health Society** **1850-01**  
**0230-20**
- RESOLUTION NO.050/17  
M/S Councillors Heiberg/Gilliss  
THAT:  
"Council approve the Hope for Health Society Grant application for the use of Municipal Safety Cones, Stop/Slow signs, use of photocopier for printing race material, the set-up and take-down of the marquis tent, the use of the smaller District tent, the use of the Hot chocolate back pack, the use of the large sandwich board and transportation of porta-potties to and from the race site.  
CARRIED
- G4 **Hudson's Hope Playschool** **1850-01**  
**0230-20**
- Discussion in regard to income statement items  
RESOLUTION NO.051/17  
M/S Councillors Heiberg/Gilliss  
THAT:  
"Council approve the Hudson's Hope Playschool application in the amount of \$1500.  
CARRIED
- G5 **Double "H" Saddle Club** **1850-01**  
**0230-20**
- RESOLUTION NO.052/17  
M/S Councillors Heiberg/Gilliss  
THAT:  
"Council approve the Double "H" Saddle Club application in the amount of \$8010.19.  
CARRIED

7. **FINAL REPORTS:**
- FR1 **Double "H" Saddle Club** **1850-01**  
2016 reporting requirement **0230-20**
- FR2 **Hope for Health Society** **1850-01**  
2016 reporting requirement **0230-20**
- FR3 **Hudson's Hope Playschool** **1850-01**  
2016 reporting requirement **0230-20**
8. **DISCUSSIONS**
- D1 **O&M Budget Discussion** **1715-00**
- Protective Services
    - 1200-5002 Wages & Overhead
      - Not feasible to take over animal control due to additional costs that would have to be incurred in relation to facility, call-outs, staffing
  - Public Works
    - 1401-5113 Highway 97 Sign Rental  
**RESOLUTION NO.053/17**  
**M/S Councillors Gilliss/Middleton**  
**THAT:**  
**"Staff give notification of termination of the License to Occupy Land for Signage contract held between the District of Hudson's Hope and Alexander Stalker".**  
**CARRIED**
    - 1402-5002 Tarring runway
      - Discussion in regard to possible revenue streams
      - Contract for storage of plane, supplies and fuel held with Wicked River Outfitters
  - Recreation
    - 1701-5901 O&M Pool
      - Public Works to allocate budgeted funds based on priority of pool O&M
    - 1702-5903 O&M Visitor Information Center
      - Visitor Centre requires a new door to be installed
    - 1707-5905 O&M Campgrounds
      - Playground at Cameron is a safety concern and will need to be removed
      - 4 outhouses are required, have already been included in the budget amount. Location of outhouses to be determined by Public Works
    - 1708-5311 Families in Motion
      - Fit for Life: last contract was in 2014, has been done by request for funding since that time.
      - Reinstate contract, should be put out for tender.
- D2 **Capital Asset Budget Discussion** **1705-00**
- General Capital

- 1100-5714 REC: L&B
  - Grass Removal-replace grass with bricks to enable access to plumbing for future projects
  - Approximate cost of removal is \$30,000
- 1100-5715 REC:M&E
  - Discussion in regard to Arena flooring.
  - Staff is receiving life expectancy information for each option provided. Staff to provide a report once information received.
  - Possible grant funding available
- Reserve Funds shown are opening balances. **1700-01**  
**RESOLUTION NO.054/17**  
**M/S Councillors Middleton/Heiberg**  
**THAT:**  
**"Staff review water and sewer fees and bring back recommendations for rate increases over the next five years".**  
**CARRIED**
  - Discussion in regard to possibility of zero increase in spending for sewer/water budget items
  - Infrastructure has not been upgraded in many years and is starting to fail
  - Discussion in regard to Policy for Reserve Funds
  - Discussion in regard to designation of capital vs. O&M costs
    - Staff to get clarification from Auditors in regard to reserve transfers
  - New fund to be created for Community Hall
    - \$30,000 in budget to be allocated to the new fund
    - Change title to Community Hall Reserve
  - Peace River Agreement Funds
    - Reporting/applications have been submitted
    - Determine contingencies in regard to use of funds
    - Revenues from grant must be targeted
    - Use to support/supplement projects outlined in Strategic Plan and for existing budget items
    - CAO to provide information to Council via SharePoint
- **Safety Officer updated**- position to be posted in March **4000-01**
- Focus on increasing revenues to meet budgetary requirements **2640-01**
- **Fire Hall Furnaces upgrade** **1125-00**  
**RESOLUTION NO.055/17**  
**M/S Councillors Heiberg/Gilliss**  
**THAT:**  
**"Council approve the immediate capital expenditure of \$10,700.00 plus PST for the installation of a heating furnace in each the Downtown Firehall and the Beryl Prairie Firehall".**  
**CARRIED**

- **Approval of Provisional Budget as per the February 20, 1700-01 2017 updated spreadsheet.**  
RESOLUTION NO.056/17  
M/S Councillors Middleton/Heiberg  
THAT:  
"Council give First, Second and Third Reading of the Annual Financial Plan Bylaw# 881, 2017".  
CARRIED  
Mayor Johansson opposed

6. **CORRESPONDENCE:**

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

8. **ADJOURNMENT:**

Mayor Johansson declared the meeting adjourned at 8:07pm.

**DIARY**

***Diarized***

***Conventions/Conferences/Holidays***

*Beryl Prairie Playground*

07/25/16

*UBCM resolution - Alternate Director*

10/11/16

Certified Correct:

  
Corporate Officer/Tammy McKeown

  
Chair/Mayor Gwen Johansson