



**REGULAR COUNCIL MEETING
January 8, 2018
6:00 P.M.
COUNCIL CHAMBERS**

Present Council: Mayor Gwen Johansson
Councillor Dave Heiberg
Councillor Kelly Miller
Councillor Travous Quibell
Councillor Heather Middleton
Youth Councillor Jade Rowe

Absent: Councillor Caroline Beam

Staff: CAO, Tom Matus
Director Of Protective Services, Robert Norton
Safety & Bylaw Enforcement Officer, Wallace Roach
Corporate Officer, Tammy McKeown

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: C9, verbal addition to Mayor's Report

Councillors Additions:

Staff Additions:

4. ADOPTION OF AGENDA AS AMENDED BY CONSENSUS

5. DECLARATION OF CONFLICT OF INTEREST:

Mayor Johansson declared a conflict of interest with Garbage Bylaw Amendment No. 892, 2017

6. ADOPTION OF MINUTES:

M1 December 11th, 2017 Regular Council Meeting

0550-01

- Correction to CR1: reword to read 'The new chair of the Peace Williston Advisory Committee will be Janine North.'

RESOLUTION NO.001/18

M/S Councillors Heiberg/Miller

That

"The minutes of the December 11th, 2017 Regular Council Meeting be adopted as amended."

CARRIED

7. **BUSINESS ARISING OUT OF THE MINUTES:**
- BA1 D1 North Peace Airport Society **8400-01**
- Staff to send thank-you letter to the North Peace Airport Society.
- BA2 CR1 Mayor's Report- Ministry of Energy, Mines and Petroleum Resources and for the Peace Williston Energy Advisory Committee **0360-01**
- Mayor Johansson has not completed the brief, will provide copy to Council for review once completed.
- BA3 SR1 CAO Report- Action and other Updates -Wastewater Facility Upgrade **0720-00**
- Discussion in regard to the \$300,000 over budget amount.
 - This amount is relation to costs incurred in 2016 prior to the contract with Bear Mountain. Costs in relation to the agreed contract with Bear Mountain are on budget.
 - Council requested additional clarification in regard to the 2016 expenditures to be brought back to the next Council Meeting.
- BA4 BA2 CAO Report- Action and other Updates -Atkinson Subdivision **3320-01**
- CAO has confirmed that the power supply for the lights has been energized but the lights have not been turned on.
- BA5 SR1 CAO Report- Action and other Updates -Infrastructure Planning Grants **1855-03-20**
5600-01
- The grant has not been applied for; initial conversations in regard to the grant application have happened with Urban Systems,
 - Costs associated to the application have not been confirmed; CAO does not expect Urban Systems to charge for completing the grant application as they have all the necessary information on hand.
- BA6 C9 Canada Energy Partners Disposal Well **0400-20**
- Staff has reached out to Oil and Gas Commission requesting a public forum in regard to the factors behind the decision to re-open the disposal well. No response has been received.
- BA7 C10 UNBC Cumulative Impacts Research Consortium **0390-01**
- Staff directed to book travel arrangements for the Mayor.
- BA8 Diary- *Grant Writer Program Sponsorship* **1855-01**
- Staff directed to follow-up with Northern Development Initiative Trust in regard to grant application
- BA9 Diary- Requests from Mr. Kelly-Entrance to dump, handrail at Community Hall, Cemetery Plot Map **0220-01**
- The Director of Protective Services and the Safety & Bylaw Officer attended at the dump to review the issues with the entrance.

- Staff provided a report to Council at the November 14, 2017 Council meeting in regard to the cemetery information being included on the website. Staff has contacted Mr. Kelly in regard to the cemetery mapping.
- The Lions Club is having the railing installed at the Community Hall.

8. **STAFF REPORTS:**

- SR1 **CAO Report- Action and other Updates** **0110-01**
0720-20
- **Wastewater Facility Upgrade**
 - "PLC" – Programmable logic controller is an industrial computer control system that continuously monitors the state of input devices and makes decisions based upon a custom program to control the state of output devices
 - "HMI"- Human Machine Interface is the interface between the process and the operators
 - Council requested that acronyms not be used in reports to Council.
 - **2018 Budget**
 - Council has requested staff to set dates for budget meetings and for notification to be well in advance of the dates.
 - **Atkinson Property** **6660-20**
3320-01
 - Atkinson Quality Assurance Team meeting to be set
 - Property appraisals have been completed; pricing of lots to be determined.
 - Council will need to determine marketing strategy
 - Confirmation has not been received from Land Titles Office in regard to registration of the properties.
 - Landscaping requirements will need to be discussed.
 - **Wastewater Treatment** **0720-20**
 - CAO to obtain warranty on blowers.
 - Five Public Works employees have completed their training; CAO and Lead-hand will attend additional training session in the spring.
- SR2 **Service Provider Agreement for Hudson's Hope Ski Association** **0230-20**
0510-20
RESOLUTION NO.002/18
M/S Councillors Miller/ Heiberg
THAT:
"Council approve insurance sponsorship to the Hudson's Hope Ski Association, and further, to allow the aforementioned be sponsored on a perpetual basis."
CARRIED
- SR3 **Health and Safety Manual/Health and Safety Policy** **0340-01**
2460-01
RESOLUTION NO.003/18
M/S Councillors Heiberg/Quibell
"Council adopt the District of Hudson's Hope Health and Safety Manual, and Health and Safety Policy as written, knowing that it is a living document and will require updates and revisions throughout its evolution."
CARRIED

- SR4 **Professional Development** **2810-01**
RESOLUTION NO.004/18
M/S Councillors Quibell/Middleton
THAT:
"Council approve the CAO's or the CO's attendance at the LGMA's Capilano University course 'The Successful CAO' for the estimated amount of \$3,500.00, includes course fees, travel meals and accommodations."
CARRIED
9. **COMMITTEE MEETING REPORTS:**
10. **BYLAWS:**
- BA1 **Garbage Bylaw Amendment No. 892, 2017** **3900-02**
6:30pm Mayor Johansson left the meeting **5360-01**
- Concern was voiced in regard to safety of District employees
 - Additional training of staff would be required in regard to safe work procedures.
 - Garbage truck operators and safety officer directed to conduct site inspection and bring report back to Council prior to adoption of bylaw.
- RESOLUTION NO.005/18
M/S Councillors Middleton/Heiberg
THAT:
"Council approve First, Second and Third Readings of "Hudson's Hope Amending Garbage Collection Bylaw No. 892, 2017".
CARRIED
11. **CORRESPONDENCE:**
- C1 **Negotiating a Consultation Agreement Workshop** **0390-01**
Staff member to attend, dependant on availability
- C2 **Correspondence from Cathy Peters** **0220-01**
Information provided in correspondence to be shared with local RCMP and Health Clinic
- C3 **Building Inspection Services Solution** **3760-01**
FOR INFORMATION.
- C4 **Letter from Minister of Public Safety and Solicitor General** **0400-20**
FOR INFORMATION.
- C5 **Pouce Coupe letter to Minister Trevena** **0400-20**
FOR INFORMATION.
- C6 **Letter from Telus** **1349-01**
- Discussion in regard to Telus Services
 - Staff to request meeting with Telus
- C7 **Letter from Minister of Municipal Affairs and Housing** **0400-20**
- District has not been contacted by Tara Faganello, Assistant Deputy Minister, Local Government Division, Ministry of

Municipal Affairs and Housing in regard to connection with Ministry of Indigenous Relations and Reconciliation.

- Mayor Johansson to comment on this issue in brief being prepared for Ministry of Energy, Mines and Petroleum Resources and for the Peace Williston Energy Advisory Committee.

C8 Letter from District of West Kelowna 0400-20

- Letter of support to be sent to Federation of Canadian Municipalities, and Provincial and Federal Ministries lobbying for 50% of the provincial share of the cannabis tax sharing formula to be provided to local governments.
- Include brief from Safety & Bylaw Enforcement Officer that he has prepared in regard to the upcoming legalization of cannabis.

C9 Letter from District of Chetwynd 0400-20

- Letter of support of Nursing Program in the Northeast to be sent to Peace Regional District.

12. REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISON RESPONSIBILITIES

CR1 Mayor's Report to Council

- Rural Roads **5400-01**
 - Road rejuvenation proposal was worked on over the holidays; should be ready in time for the Provincial Budget Meeting.
 - The Provincial Budget Day is set for February 20, 2018.
 - The proposal should be put forward as a North Peace Economic Development proposal.
 - The proposal will apply to the Farrell Creek and Beryl Prairie Roads.
- Disposal of Produced Water Reinstated at well opposite HH Airport **6660-01**
 - Ben Jones, CEO of Canada Energy Partners, does intend to resume operations but is unsure as to whether it will be prior to break-up.
- New Special Events Coordinator (SEC) has started work, Mayor Johansson met briefly with her. Wishing a warm welcome to Kaitlyn Atkinson, SEC.
- Solar Array **5500-01**
 - The official Commissioning celebration is being planned for the beginning of June. Peace Energy Cooperative has requested that we send out invitations to whoever we would like to have in attendance from provincial government, Regions District, neighbouring municipalities etc.
 - Councillors to supply names of potential invitees to Mayor Johansson.
 - Very pleased with outcomes of project to date. Arena alone has seen a 30% decrease in utility cost.
- A request for support has been received in regard to the Province removing the use of daylight savings time changes. **0400-01**

- Council is in support of bringing request to Peace River Regional District for action.
- Solar wave to be located at the pool **5500-01**
 - Design has not been presented to Council, as had previously been requested. Noticed it has been included in the recent Solar Facts Newsletter that has been shared with the public.

CR2 **Youth Councillor Report** **0550-01**

- Student Council has been implemented with 4 student Councillors
- Have held a number of events including dress-up day and pajama day. More events are in the planning stage.
- Discussions in regard to possibly doing a school clean up and working on the skateboard park have been held.
- A copy of completed items will be provided to Council

13. **OLD BUSINESS:**

14. **NEW BUSINESS:**

15. **PUBLIC INQUIRIES:**

16. **ADJOURNMENT:**

6:53pm motion to move into in-camera meeting.

RESOLUTION NO.006

M/S Councillors Miller/Heiberg

THAT:

"Council close the meeting Pursuant to the Community Charter under Section 90 1(a), and (c)".

0560-00

Mayor Johansson declared the meeting adjourned at 7:40 pm

DIARY

Diarized

Conventions/Conferences/Holidays

Beryl Prairie Septic Field

07/25/16

Grant Writer Program Sponsorship-September

04/10/17

NDIT Community Halls and Recreation Facilities Program-

-to be brought forward at Strategic Planning Meeting

08/14/17

Certified Correct:



Chair/Mayor Gwen Johansson



Corporate Officer Tammy McKeown