



REGULAR COUNCIL MEETING
April 13, 2015
6:00 P.M.
MUNICIPAL HALL COUNCIL CHAMBERS

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

Staff: CAO, Tom Matus
Office Assistant, ~~Laurel Grimm~~ *BELLY MERCELEAU*
Director of Protective Services, Robert Norton
Intern, Devon Flynn
Foreman of Public Works, Layton Bressers

Absent: Councillor Travous Quibell
Councillor Caroline Beam

Other: 11 in gallery

1. **CALL TO ORDER:**
The meeting was called to order at 6:00 p.m. with Mayor Johansson presiding.
2. **NOTICE OF NEW BUSINESS:**

Mayors Additions:
None

Council Additions:
New Business Item

CAO Additions:
Tom Matus included Agenda Additions SR10 to SR18 to the Agenda.
3. **ADOPTION OF AGENDA BY CONSENSUS:**
The April 13, 2015 Regular Council meeting agenda was adopted by consensus.
4. **DECLARATION OF CONFLICT OF INTEREST:**
None
5. **ADOPTION OF MINUTES:** 0550-01
- M1 **March 23, 2015 Regular Council Meeting Minutes**
RESOLUTION NO. 67
M/S Councillors Heiberg/Miller
THAT:
"The minutes of the March 23, 2015 Regular Council Meeting be adopted as written."
CARRIED
6. **BUSINESS ARISING OUT OF THE MINUTES:**

BA1 **Policing Report – Community Priority Issues**
Mayor Johansson advised that they would like community priority issues from the RCMP to continue to be youth involvement, traffic violations, and having a presence known in campgrounds.

BA2 **Fair Share Report**
Mayor Johansson advised that the motion from PRRD was changed and that she would provide the new wording to Council.

BA3 **New Horizons Contract**
Staff advised that they had not heard back from the New Horizons Society.

7. **DELEGATIONS:**

D1 **Justin Matchett: Sewer Extension Thompson Subdivision**
Mr. Matchett provided Council with the following information:

- Looking to connect to sewer on Gaylor Avenue in Thompson Subdivision
- Willing to contribute \$10,000
- The extension would service 5 lots to take it to his lot and he has support of those people
- Would provide bigger tax base with these serviced lots
- To put in a septic system would cost between \$12,000 and \$25,000
- Time line is 2-3 weeks for the decision
- Need easement agreements to cross properties with the line extension

Council will be receiving a staff report on this issue later on the agenda.

D2 **Spectra Energy: Update**
Glenn Auger, the Community Coordinator for Spectra Energy provided the following information:

- Reviewed Western Canada operations
- Discussed the facilities in our area
- Noted the partnerships and contributions in the communities
- Discussed the advancing Westcoast Connector Gas Transmission and Jackfish Lake Expansion Program
- Have a long-term agreement with BG Group, but may get more clients

D3. **BC Hydro: WAC Bennett and Peace Canyon Visitor Centers**
Representation from BC Hydro were present to speak of the Hudson's Hope BC Hydro Visitor Centers:

- Visitor numbers decreased in 2014 for which could have been from several reasons, including provincial teacher's job action, forest fires, temporary visitor center environment and staffing challenges.
- Still looking to recruit 1-2 tour guides
- New Bennett Visitor Centre opening May 16, 2015 with the grand opening event on June 26, 2015
- Peace Canyon Visitor Center will not be staff by tour guides in 2015, but private tours can be arranged by appointment
- Staff will be shifted to the new Bennett Visitor Center to create the best possible experience for visitors
- Council requested to attend grand opening and an official invitation will be sent prior to the event.

8. **STAFF REPORTS:**

SR1 **Temporary Use Permit: TC-PRGT Temporary Work Campsite 104A**
RESOLUTION NO. 68
M/S Councillors Gilliss/Miller

THAT:

"Council in regard to the Temporary Use Permit for the campsite identified by TransCanada-Prince Rupert Gas Transmission Ltd. (PRGT) as Camp 104A located at District Lot 1282 in the District of Hudson's Hope would like to request additional information on the requirement of security in the form of an Irrevocable Letter of Credit, for the Special Meeting on April 15, 2015 at 7:00 pm, from our legal counsel and to review the OGC permit before a resolution is passed."

CARRIED

Staff advised that the irrevocable credit request was rejected. Currently negotiating this permit and waiting for legal advice.

SR2

Valve Excavation Contract

RESOLUTION NO. 69

M/S Councillors Heiberg/Middleton

THAT:

"Council award the Valve Excavation Work contract of \$186,582.38 for the 14 water main valve insertions, invoking its privilege through the Purchasing Policy section 1.i.vi. and its advice from legal counsel."

CARRIED

SR3

Strategic Priorities Fund: Asset Management Grant

RESOLUTION NO. 70

M/S Councillors Gilliss/Heiberg

THAT:

"Council approve the Strategic Planning Fund - Long Term Asset/Infrastructure Capacity Management Building & Planning Project application requesting a grant amount of \$70,000.00."

CARRIED

SR4

Strategic Priorities Fund: Capital Infrastructure - Valve Replacement

RESOLUTION NO. 71

M/S Councillors Gilliss/Miller

THAT:

"Council approve the Strategic Planning Fund "District of Hudson's Hope Water Valve Replacement Program - Excavation Project" application requesting a grant amount of \$447,642.00."

CARRIED

SR5

Protective Services Update

Staff provided information on dry hydrants and one hydrant in town that is not working due to the valve insertion project.

SR6

Service Agreement with IT Partners

RESOLUTION NO. 72

M/S Councillors Miller/Heiberg

THAT:

"That Council advise Staff to proceed with signing a fully managed service agreement with IT Partners."

CARRIED

SR7

Parcel Tax Roll Review Panel

RESOLUTION NO. 73

M/S Councillors Gilliss/Heiberg

THAT:

"Council appoint Councillor Miller, Councillor Gilliss and Mayor Johansson to the 2015 Parcel Tax Roll Review Panel."

AND FURTHER MORE:

"Council allow staff to advertise the first sitting of the Parcel Tax Roll Review Panel for Monday, May 4, 2015 at 6:00 pm."
CARRIED

SR8 **Monkey Business Gymnastics**

RESOLUTION NO. 74

M/S Councillors Heiberg/Middleton

THAT:

"Council engage Monkey Business Gymnastics to run a summer camp program in Hudson's Hope from July 27 to July 31, 2015 with any revenue being donated to the Community Hall Society."

CARRIED

SR9 **Campground Year-End Report and Reservation Information**

Staff presented the new reservation system for the municipal campgrounds. Staff will be bringing back a booking policy based on feedback from Council.

SR10 **PRGT TUP Stockpile Site 102B**

SR11 **PRGT TUP Laydown Yard 105A**

SR12 **PRGT TUP Stockpile Site 106A**

RESOLUTION NO. 75

M/S Councillors Heiberg/Middleton

THAT:

"Council in regards to: the Temporary Use Permit for the stockpile area identified by TransCanada-Prince Rupert Gas Transmission Ltd (PRGT) as Stockpile Site 102B located at District Lot 1091 Block B in the District of Hudson's Hope; laydown yard identified by PRGT Laydown Yard 105A located at District Lot 1282 in the District of Hudson's Hope; and the stockpile site identified by PRGT as Stockpile Site 106A located at District Lot 1282 in the District of Hudson's Hope requests additional information on the requirement of security in the form of an Irrevocable Letter of Credit, for the Special Meeting on April 15, 2015 at 7:00 pm, from our legal counsel and to review the OGC permit before a resolution is passed."

CARRIED

SR13 **TransCanada Community Fund**

RESOLUTION NO. 76

M/S Councillors Gilliss/Middleton

THAT:

"Council approve the TransCanada Community Fund of a \$10,000.00 contribution towards the purchase and installation of an irrigation system for the District of Hudson's Hope softball field subject to the stipulations put forth by Catie Underhill outlined in this Request for Decision document entitled "TransCanada Community Fund: Irrigation System for Softball Field."

CARRIED

RESOLUTION NO. 77

M/S Councillors Gilliss/Middleton

THAT:

"Council authorize staff to research and enter into a rental agreement for the 2015 ball season for portable toilets to be located at the Softball Fields."

CARRIED

TransCanada will be in Hudson's Hope on May 11th to present the cheques.

SR14 **Thompson Sewer Main**

Staff will discuss with Mr. Matchett a Local Area Service project which is would be required to provide a petition with at least 50% of people in favor of this project. Staff will help Mr. Matchett with the

wording of petition and procedures to follow. Staff will need to get more information on the Easement required to run the sewer main.

SR15 SPF: Solar Electric Panels

RESOLUTION NO. 78

M/S Councillors Miller/Heiberg

THAT:

"Council approve the Strategic Planning Fund Capital Infrastructure "District of Hudson's Hope Photo Voltaic Solar Panel Array" application requesting a grant amount of \$1,350,000.00 which also includes an unsecured \$100,000.00 loan through the Municipal Finance Authority of BC.

CARRIED

SR16 CAO Action and Updates

FOR INFORMATION

SR17 Baseball Field Upgrade

RESOLUTION NO. 79

M/S Councillors Heiberg/Gilliss

THAT:

"Council approve the expenditure of \$40,000.00 to Storm Irrigation systems to install the irrigation system and complete the hydro seeding in August 2015 and to invoke their privilege under section 1.a.vi of the District of Hudson's Hope Purchasing Policy" which reads: For the purchase of ensuring efficiency and effectiveness, the following exceptions to the normal procedure are authorized and the quotation and tender provisions of the Purchasing Policy do not apply when: District Council by resolution authorizes a direct purchase in circumstances they consider appropriate.

CARRIED

Staff advised their proposed work plan to get the field up to the desired standard. They also advised of the holdback they have from the contractor who did the field upgrades.

SR18 Light Industrial Application/License of Occupation Amendment

RESOLUTION NO. 80

M/S Councillors Gillis/Heiberg

THAT:

"Council approve the amendment application to the current license of occupation for the Northeast ¼, Section 19 and Southeast 1/4, Section 30, TP 81, Range 25 to a license of occupation under BC's Community and Institutional policies"

RESOLUTION NO. 81

M/S Councillors Miller/Middleton

THAT:

"Council approve the General Industrial Crown Land Tenure Application for a for a 150 meter wide x 1.5 kilometer long strip of land running parallel along the north side of Highway 29 through the Northeast ¼, Section 19, Southeast ¼, Section 30, and Southwest ¼ of Section 29, TP 81, Range 25, including the budgeted application fee for \$500.00 plus applicable fees."

9. BYLAWS:

B1 Subdivision and Development Servicing Bylaw No. 848, 2015

RESOLUTION NO. 82

M/S Councillors Middleton/Miller

THAT:

"Council give first reading to Subdivision and Development Servicing Bylaw No. 848, 2015."


CARRIED

- Council requested public notification be completed to advise of the new bylaw.**
10. **CORRESPONDENCE:**
- Fort St. James Site C decision moratorium request**
C1 Mayor Johansson advised that we had 24 responses to our letter with 13 acknowledgments. ??
- TransCanada Invitation**
C2 FOR INFORMATION
- Military Services Recognition Book**
C3 **RESOLUTION NO. 83**
M/S Councillors Miller/Heiberg
THAT:
"Council advertise in the "Military Service Recognition Book" with a 1/10 page advertisement in the amount of \$310.00."
CARRIED
- Darlene Todd: Cemetery Bylaw**
C4 Staff directed to find out if there are any reasons why the marker would need to be this size and if a variance could be made if it did not encroach on the lot lines,
- Preliminary Layout Review Letter for Baker Subdivision**
C5 Item for information. Approval will be completed once other agencies have responded.
- REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISONS RESPONSIBILITIES:**
11. **Councillor Gilliss: Appointment of Acting CAO**
CR1 Mayor Johansson referred this report to the Personnel Committee.
- OLD BUSINESS:**
12. None
- NEW BUSINESS:**
13. **Rich McCrea - Presentation to FSJ Council**
NB1 Councillor Middleton advised that she had heard on the radio that Rich McCrea had requested support from the City of Fort St. John for a covered track way near Hudson's Hope that was being proposed. Questions on why he had not come to the Hudson's Hope Council. Mayor Johansson will write a letter requesting him to present to Council.
- PUBLIC INQUIRIES:**
14. None
- ADJOURNMENT:**
15. Mayor Johansson declared the meeting adjourned (8:41 p.m.)

	<i>Diarized</i>	<i>Last Review/Action</i>
DIARY		
<i>Conventions/Conferences/Holidays</i>		
PRRD: Solid Waste Disposal		05/12/14
DY1 Airport Resurface and Redevelopment		05/12/14
DY2 Grubjesic Driveway		05/12/14

DY3	<i>Co-Op Correspondence Re: Card Lock</i>	<i>11/12/13</i>
DY4	<i>Communications Expenditure</i>	<i>08/11/14</i>
DY5	<i>Premiers BC Natural Gas Forum</i>	<i>08/11/14</i>
DY6	<i>Capital Projects Meeting (every 6 months)</i>	<i>10/14/14</i>
DY7	<i>Financial Assistance Grant Policy</i>	<i>03/09/15</i>
DY8	<i>2015 Community Coal and Energy Forum</i>	<i>03/23/15</i>
DY9		

Certified Correct:


Clerk / Minute Taker


Chair

