



## **DISTRICT OF HUDSON'S HOPE AGENDA**

Beryl Prairie Firehall

Monday June 11, 2018 at 6:00 PM

**1. Call to Order:**

**2. Delegations:**

**3. Notice of New Business:**

Mayor's List

Councillors Additions

CAO's Additions

**4. Adoption of Agenda by Consensus:**

**5. Declaration of Conflict of Interest:**

**6. Adoption of Minutes:**

M1 May 28, 2018 Regular Council Meeting Minutes

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**7. Business Arising From the Minutes:**

**8. Staff Reports:**

SR1 Protective Services Update

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SR2 Public Works Operational Update

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**9. Committee Meeting Reports:**

**10. Bylaws:**

**11. Correspondence**

C1 New Horizon's Letter of support

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C2 UBCM newsletter

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C3 District of Kent letter to Minister of Finance

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C4 Thank-you form Roy Kelly

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C5 Meeting request- Northern Health

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| C7 | CDI Community Speakers Series             | Page 24 |
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- 12. Reports by Mayor & Council on Meetings and Liaison Responsibilities**
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- 13. Old Business:**
- 
- 14. New Business:**
- 
- 15. Public Inquiries:**
- 
- 16. Adjournment:**



**REGULAR COUNCIL MEETING  
May 28<sup>th</sup> 2018  
6:00 P.M.  
COUNCIL CHAMBERS**

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

**Absent:** Councillor Caroline Beam

**Staff:** CAO, Tom Matus  
Director of Public Works, John Simcock  
Director Of Protective Services, Robert Norton  
Safety/Bylaw Enforcement Officer, Wallace Roach  
Special Events Coordinator, Kaitlyn Atkinson  
Corporate Officer, Tammy McKeown

**Other:** 3 in gallery

1. **CALL TO ORDER:**

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

RESOLUTION NO.088/18

M/S Councillors Miller/Heiberg

THAT:

*"The May 28<sup>th</sup>, 2018 Regular Council Agenda be amended to allow for correspondence item C9 to be brought forward for discussion at the onset of the meeting".*

Carried

11. **CORRESPONDENCE**

C9 **Pool Schedule- Elimination of Earlybird Swim**

Councillor Dave Heiberg declared a conflict of interest with item C9 due to his spouse having signed the document. Councillor Heiberg left the Council Chambers at 6:01pm.

- Community Member, Steve Metzger came forward as representative in regard to letter to Council.
- The community members wanted to have their concerns presented to Council in writing; He stated that staff have responded to the members' communications in regard to the Earlybird swim but the members feel that there is still some hedging in place due to the Staff having stated that the swim will

be reinstated as long as everything goes as planned. The Earlybird swim has been in place since 1981; many community members need to be able to access the pool at an earlier time due to other commitments. Seniors utilize this time to get exercise.

- The Corporate Officer explained the reason for the delay in offering the Earlybird swim this year was due to a staff shortage; as of June 15<sup>th</sup>, the two additional day time employees will be available for scheduling. The pool is beginning to offer lifeguard training to attempt to have better succession planning in place so that we do not have this concern in future years.
- Mr. Metzger stated that the June 15<sup>th</sup> start up for the Earlybird swim will be fine but also voiced his concerns in regard to sharing the pool with Aquafit.
- Youth Councillor Jade Rowe, in her role as a pool employee, responded to Mr. Metzger's concerns; Aquafit will utilize up to half of the pool which will leave at least 1-2 lanes available for the Earlybird swim. Based on past years' attendance, this will be sufficient space for the swim.

6:10pm Councillor Heiberg returned to the meeting.

2. **DELEGATIONS:**

3. **NOTICE OF NEW BUSINESS:**

**Mayors Additions:** *Mayor's Report*

**Councillors Additions:**

**Staff Additions:** SR9, CM1, C12

4. **ADOPTION OF AGENDA AS AMENDED BY CONSENSUS:**

5. **DECLARATION OF CONFLICT OF INTEREST:**

Councillor Dave Heiberg declared a conflict of interest with item C9 due to his spouse having signed the document

6. **ADOPTION OF MINUTES:**

M1 **May 14<sup>th</sup>, 2018 Regular Council Meeting**

- Correction: CM1 Whole Wheat and Honey Café not Honeywheat Café
- Correction: CM1 \$145,000 for prep work, which is approximately 10% of total cost.
- Correction: D1 should read 'about the prospect of a new skate park and the development of projects'
- 

**RESOLUTION NO.089/18**

**M/S Councillors Quibell/Miller**

**That**

**"The minutes of the May 14<sup>th</sup>, 2018 Regular Council Meeting be adopted as amended"**

**CARRIED**

7. **BUSINESS ARISING OUT OF THE MINUTES:**BA1 **C1- Fort St John CO-OP**

- The barriers for installing a new CO-OP were not discussed.
- It is more difficult to get approval to bring a new CO-OP into a community than it was previously.
- There were no other Hudson's Hope members in attendance at the meeting.

BA2 **SR3 - Operational update- Public Works: Yellowhead Road and Bridge (YRB) chargeback costs**

- The Director of Public Works met with YRB after the May 14<sup>th</sup> Regular Council Meeting; costs were in relation to hydro vac and ditch clean out; YRB has now waived the fees in entirety under the agreement that the District does the clean up when the road rebuild is completed.
- Discussion in regard to what is required for the road rebuild.

BA3 **SR5- Redundant Water Intake**

- Councillor Heiberg stated that the test well would not necessary become a primary source of water for the District; it would be an option for Council to consider in the future.

BA4 **C9-UBCM meeting**

- [Staff to send invite to StrongStart.](#)

BA5 **Mayor's Report to Council**

- **Saulteau Meeting:** Mayor Johansson, Councillor Miller and Councillor Heiberg met with four representatives of Saulteau First Nations. They discussed the Peace Moberly Tract, the Treaty Land Entitlement, and the Treaty Land Acknowledgement. Chief, Ken Cameron, provided a historical background. The Council are looking forward to Future meetings between the District of Hudson's Hope and Saulteau First Nations. It is important that the District and Saulteau work together as the Peace Moberly Tract overlaps a large portion of Municipal land.
- **University of Victoria Professor:** The Mayor visited the slide site with the professor and students from the University of Victoria. There are no signs that the slope is receding. The Ministry of Environment was in Hudson's Hope doing sampling; the Mayor will contact them to request their findings.
- **Provincial Rodeo Finals:** large amount of attendees from around the province. Northern contingent swept the Junior Finals

8. **STAFF REPORTS:**SR1 **CAO Action and other Updates**

- **Peace River Agreement meeting with the Ministry of Municipalities and Housing:** The intent of the meeting was to review historical documentation and to provide the background of the agreement. A process to bring information forward from Councils/CAOs is being developed. The meeting was held via

teleconference on May 25, 2018. Another meeting is planned to be held in November.

- **Premises Pollution Liability Insurance Policy:** The cost of the policy is unknown at this time.
- **Hudson's Hope Health & Care Housing Society:** Councillor Miller to be invited to participate in the discussions with the Society.
- **Lucas Subdivision:** The Director of Public Works is to meet with LNB to ensure that all deficiencies have been completed.

#### SR2 **Street Lighting for Drew Road**

- Specifications in regard to the light have not been received; can request LED which would give more light and would be cheaper to operate.
- Discussion in regard to District installing the light versus BC Hydro; Hydro owns the pole so they will have to install the light.
- CAO to request specifications of light and cost of installation.
- Request that was received was for the end of Drew Road not for the intersection.

**RESOLUTION NO.090/18**

**M/S Councillors Quibell/Middleton**

**That**

**"Council table item SR2 until the next Council meeting to allow staff time to bring back cost of installation and to confirm location of requested light."**

**CARRIED**

#### SR3 **Staff Travel Reports**

- CAO will apply for the Investing in Canada Fund when it becomes available; funding to be allocated to the lift station.
  - Discussion in regard to awarding contracts in the future; consideration of the District's past experience with contractors should be included as a screening mechanism when sending out Requests for Proposals and Tenders. Council will assist the Director of Public Works with the evaluation wording.
- Protecting Water Resources: Possibly consider restrictions in regard to location of fracking sites from water supply; refer to Quebec Case.
- Cannabis Regulation: Look at having proper signage in place prior to legalization. Discussion in regard to Federal jurisdiction over medical marijuana and the issues that this could cause in regard to municipal zoning bylaws.

#### SR4 **Solar Array Project**

- Discussion in regard to the grand opening on June 2.
- Arena inverter- a part had failed, the specifics of the failure are not known; the part has been replaced.

#### SR5 **Lagoon Facility Upgrade report update**

- Discussion in regard to incomplete work:
  - Aerator is not installed correctly
  - One person sent to attempt clean-up

- Compaction not being completed properly or accurately
- Issue with mainline sanitation line
- Contractor has until June 15<sup>th</sup> to have project completed in entirety. This is not feasible as it will take 80 days to fill Cell 1; would be freezing before the cell is filled.
- Until facility is operating properly, Director of Public Works believes that any outstanding payments should be withheld.
- Director of Public Works has requested daily records of inspection and requested the completion date; neither have been received.
- Options are:
  1. District fixes the deficiencies and take the cost from the holdback; issue now is in regard to warranty work. Urban Systems approved completed work; CAO believes that District needs to hold Urban Systems accountable for the deficiencies.
  2. Sue for the deficiencies.
- [Director of Public Works to bring back documented list of deficiencies to compare with the information presented at this meeting.](#)
- Public Works will be conducting in-house audits of existing infrastructure every Tuesday. Before any new infrastructure is accepted, a walk-through will be conducted with the contractor.
- Director of Public Works has requested representation from Council to be in attendance when walk-through of waste-water treatment plant is conducted. [Council requested a walk-through prior to completion; Director of Public Works to schedule.](#)

#### SR6 **Recreation and Event update**

- Special Event Coordinator reviewed the issues she has encountered with the set-up and cleaning of the bouncy castle
- IMAGINE Grant was received; increases budget availability for playground to \$40,000.
- Update provided on camps that are being offered.
- Additional Canada Day grant received from the Credit Union.

#### SR7 **19<sup>th</sup> Annual Ski Hill Fishing Derby**

**RESOLUTION NO.091/18**

**M/S Councillors Miller/Quibell**

**That**

**"Council waive the rental fee of \$420.00 for the tent, based on availability, in addition to the donated campsite use and the donation of DOHH passes or SWAG based on the District Policy."**

**CARRIED**

#### SR8 **Water Well Testing**

- Council requested an explanation as to why the District was being asked to fund the testing.
  - It is an opportune time to be searching for an additional water source.
  - BC Hydro is willing to fund the well testing. If the flow rates and mineral levels are good, could consider this as a

primary source. Two locations for the well are being considered; waiting on a reply from Eastlink.

- Council requested clarification; at the last meeting it had been stated that the District did not want to move to a well system. The District wants BC Hydro to ensure that the water coming in to the intakes remains.
- The well is meant to be an alternate source as the understanding is that only two of the springs are producing.
- Consideration needs to be taken in regard to effect the berm will have on the water supply; well could be an option to ensure water source remains available.
- Concern voiced in regard to the test wells and the effect this may have on the existing agreements in place.
- Director of Public Works voiced concerns in regard to the well system. If water will be raised higher than the elevation than the existing springs, a well should not be required. Concern that there may other reasoning behind the request for the test well.
- Council requested concrete information to be brought forward for consideration.
- Potential well location will be discussed and presented to BC Hydro at a later time.

SR9

#### **Director of Public Works- Operational Update**

- Beryl Prairie Fire Hall Clean up- Discussion in regard to location of playground; need to determine distance requirement in regard to contamination. [Recreation Committee to bring requested location for playground to Director of Public Works.](#)
- Powell Road legal issue: issue with road was brought to District's attention from one of the residents. Director of Public Works obtained written permission from all affected residents to gain access to their properties. Road is out by 340 linear meters; 4 power poles will need to be moved and the road will need to be shifted in entirety. Legal survey has been conducted. [Follow-up report to be provided by Director of Public Works.](#)

9. **COMMITTEE MEETING REPORTS:**  
CM1 **North Peace Airport Society April 13, 2018 Meeting Minutes**  
FOR INFORMATION

10. **BYLAWS:**

11. **CORRESPONDENCE:**

C1 **Sparc bc**  
FOR INFORMATION

C2 **Meeting with National Energy Board**

- Request for meeting to be held at 1pm on June 13<sup>th</sup>.
- Pipeline abandonment has been an issue in the past and this would be an opportunity to discuss with the National Energy Board.

C3 **Community Energy Workshop**  
FOR INFORMATION



C4 **UBCM BC Hydro meeting**  
FOR INFORMATION

C5 **UBCM newsletter**  
**2018 Community Excellence Awards**

- Councillor Middleton had researched some recognition programs but the deadlines had passed.
- Peace Energy Cooperative had been requested to research; not sure if they followed up.
- Application to Climate and Energy Awards has been submitted by the CAO.

C6 **Township of Spallumcheen letter to Honorable John Horgan**  
FOR INFORMATION

C7 **Site C Community Recreation Site Fund**

- Regional Community Liaison Committee is looking for members to join the Community Recreation Site Fund Committee. Believe the fund is too low for what is being lost due to Site C. BC Hydro will review and will bring back to the Regional Community Liaison Committee.
- Suggestion made that while sites are being prepped additional resources could be brought forward.
- Possible compromise would be to have small sites compared to river boat sites.
- Councillor Middleton requested to have a voice from Hudson's Hope at the discussion table.
- [Councillor Heiberg to bring back additional information.](#)

C8 **SoFun**  
FOR INFORMATION

C9 **Pool Schedule- Elimination of Earlybird Swim**

- Discussed at the onset of the meeting

C10 **Site C Construction Schedule**  
FOR INFORMATION

C11 **Earth ,Ocean and Atmospheric Sciences**

- Mayor Johansson to attend open house on June 13<sup>th</sup>.

C12 **Corporation of the Village of Pouce Coupe- 2018 Canada Day Parade**  
FOR INFORMATION

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

CR1 **Mayor's Report to Council**  
**Community Engagement Committee**

Several people have expressed concerns about the difficulty finding out what is going on with Site C. There is a Community Engagement Committee (CEC) the role of which is to deal with Site C – related issues. Councillor Heiberg and Councillor Miller are Council representatives on the CEC; Council urges the community to contact them with their concerns.

### **North Montney Pipeline**

The 206 kilometer North Montney Mainline pipeline project would gather gas from the Sikanni / Buckinghorse area on the Alaska Highway and carry it south to a hub north of Groundbirch, where it would connect to a network of pipelines into Alberta and other parts of North America. The project is owned by Nova Gas, a subsidiary of Trans Canada. The line would cross the Peace River between Farrell Creek Road and Ardills' ranch, so is close to Hudson's Hope. It should generate considerable business within the community, unless Nova Gas applies the same rule as Progress Energy and requires that all workers stay in camps.

The line was originally approved in 2015 when it was tied to Petronas' proposal for an LNG plant in Prince Rupert. When that project was cancelled, the pipeline's National Energy Board's (NEB) approval was also cancelled. However, other companies indicated an interest in using the line and applied Nova Gas applied for a variance which was granted on May 23. The federal government still must issue approvals, but assuming those come through, construction is anticipated to begin later this year. A big portion of the 42" pipe needed for construction is stored in a field in Beryl Prairie. You might remember when it came in: three pipe lengths per truck, and they had to have traffic control to get around the post-office corner!

### **Disposal Well**

About 30 people attended the OGC meeting in which they went over the history of the well and the reasons for deciding to re-permit it, after withdrawing the permit last year. Ben Jones, president of Canada Energy Partners Inc., has indicated that he intends to comply with the additional conditions imposed by the OGC and re-open the well as soon as practicable.

### **Petronas**

*Business in Vancouver (BIV)* magazine, reports that Petronas, the Malaysian state-owned company which planned and then last year dropped their proposed LNG plant in Prince Rupert, has purchased an interest in LNG Canada. Shell and three other partners currently own LNG Canada and have indicated that they will soon make a final investment decision on whether to go ahead with their LNG plant in Kitimat.

If the LNG Canada plant in Kitimat does proceed, and if Petronas is indeed a partner, then we can expect increased activity in this area. Progress Energy is a subsidiary of Petronas, and Progress has huge sub-surface rights on our northern border. Progress would be supplying the gas to fill whatever percentage of the gas their partnership entitles them and that would come from just north of us. One problem for Hudson's Hope, though, is that Progress requires that their employees and their contractors'

employees, must live in their camp. That cuts out the Hudson's Hope hotels, restaurants, RV parks etc. The Mayor has argued with Progress operations people about that rule because it hurts Hudson's Hope a lot, but so far they are sticking to their position.

The Mayor just hopes Nova Gas doesn't follow the same policy for their pipeline.

### **Kwadacha and Tsay Keh Villages**

The Mayor had an opportunity to visit Kwadacha and Tsay Keh villages at the north end of Williston Reservoir. Kwadacha (Fort Ware) is on the Finlay River and is aggressively pursuing a policy of self-sufficiency.

They have a bio-mass generating system, burning chips from beetle-killed pine trees to create steam. They use the waste heat to heat three large greenhouses which supply vegetables, berries and fruit. They plan to heat one greenhouse year-round in order to supply food for all 12 months.

They have a cement truck and two small lumber mills, which supply building materials for housing and public buildings. Their 6-unit seniors' center is heated by hot water piped underground from a wood-fired boiler system located outside. Some of the buildings are heated by geo-heat exchange. Their school is K-12, the same as Hudson's Hope.

Tsay Keh is on the banks of Williston Reservoir where the annual draw-down exposes miles and miles of sand beaches which sometimes creates massive dust storms. It's a health hazard and they have spent enormous effort to try to understand and control the dust. It's a daunting task and although they have gathered an enormous amount of data, there's no a solution in sight. Despite the dust problem, Tsay Keh has improved living conditions of their people, with a new school, store, housing and seniors' center, sewer system, and programs.

The focus on self-sufficiency makes a lot of sense, given that it's about a six hour drive north of Mackenzie. Both communities have made enormous progress since I was there about 12 years ago. The Mayor wishes them well in their efforts.

13. **OLD BUSINESS:**

14. **NEW BUSINESS:**

15. **PUBLIC INQUIRIES:**

**Steve Metzger:** Requested clarification in regard to Powell Rd. Director of Public Works clarified that the work will be done at the lower end of Powell Rd.

- Requested clarification in regard to the medical cannabis producers/ distributors. Corporate Officer explained that this is federal jurisdiction and as such municipalities have no say in

regard to locations whereas local government can restrict locations of recreational cannabis producers/distributors.

16. **ADJOURNMENT:**  
**8:10 pm Motion to move in-camera**

**RESOLUTION NO.092/18**

**M/S Councillors Miller/Gibbs**

**THAT:**

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

**Carried**

*Mayor Johansson declared the meeting adjourned at 8:45pm*

**DIARY**

***Conventions/Conferences/Holidays***

*Beryl Prairie Septic Field*

*School Gymnasium agreement*

***Diarized***

*07/25/16*

*02/26/18*

Certified Correct:

\_\_\_\_\_  
Chair/Mayor Gwen Johansson

\_\_\_\_\_  
Corporate Officer, Tammy McKeown

## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor and Council

**SUBJECT:** Protective Services Update

**DATE:** 11 June 2018

**FROM:** Robert Norton, Director of Protective Services

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### INFORMATION:

This report is a synopsis of the activities of the Protective Services department for the period ending 06 June 2018.

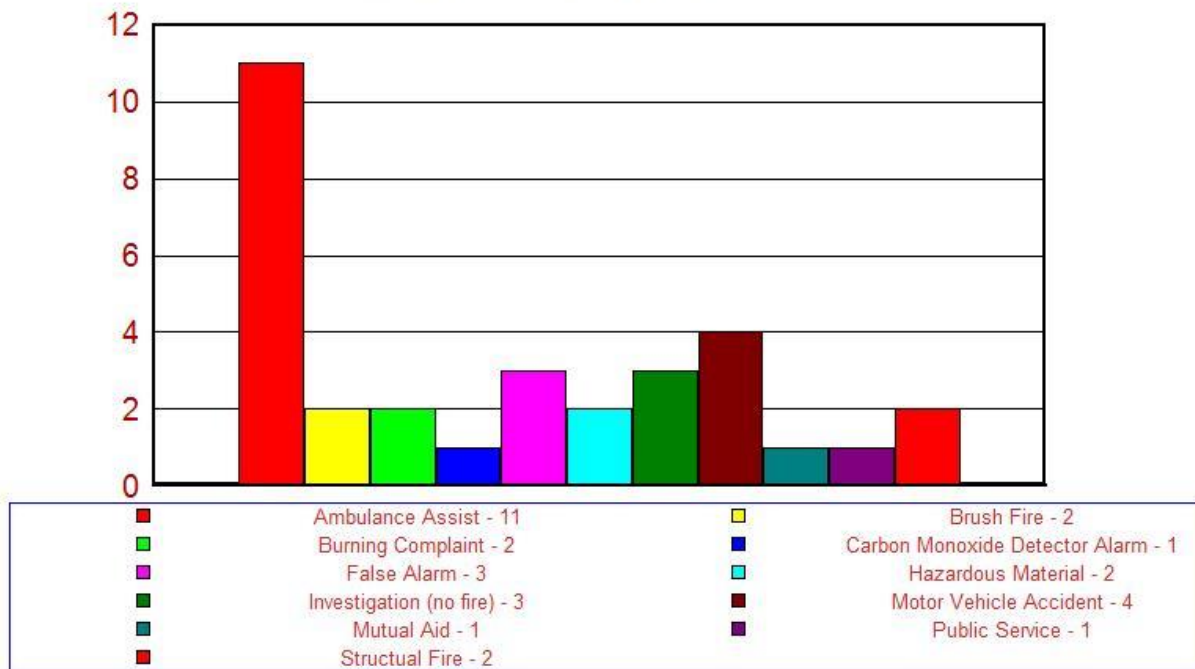
#### Fire Rescue Calls for Service

The department has received 32 calls for service since 01 January 2018, which is near the historical average. Notable variances include Brush fires and motor vehicle incident call volume which are significantly below average.

Brush Fires	2
Alarms Ringing	3
Burning Complaints	2
Hazardous Materials Response	2
Mutual Aid	1
Structure Fires	2
Investigations	3
Ambulance Assist	11
Motor Vehicle Incidents	4
Public Service	1
Residential Carbon Monoxide	1

The mutual aid call was in assistance to Charlie Lake Fire Department for an interface fire threatening a number of structures. This was the first mutual aid response under the recently signed mutual aid agreement between the District and Peace River Regional District (PRRD).

### Totals by Type From Jan 1 18 to June 6 18



### Training

The department has undertaken a number of training opportunities recently to improve operational capability.

Three members achieved the Fire Service Instructor Level 1 qualification. This required approximately 26 hours of pre-course and class room work per student to complete this program, and equips these members to act as instructors to their peers and deliver in-house fire service training.

Four members completed the S-115 Structure Protection workshop provided by the Office of the Fire Commissioner. This provincially-recognized 8-hour program qualifies these members to operate as part of a structural protection team utilizing sprinklers and other equipment to protect homes in the event of an urban interface wildfire event.

Eight students completed the Health Care Provider level CPR course. This program requires 6 hours of pre-course and practical hands-on training. This qualification includes a number of components not typically covered in a standard CPR course including rescue breathing—adult, child, and baby, bag-valve-mask operation for adult, child, and baby and two-rescuer CPR—adult, child, baby.

Eight students have completed the Red Cross First Responder program, including written and practical exams which allow them to apply for licensing through Emergency Health Services BC. This qualification requires the completion of approximately 48 hours of study including pre-course work and classroom instruction. The department also has one member who is currently trained and licensed to the EMR level, which exceeds the First Responder requirements.

### Operations

Hudson's Hope Fire Rescue (HHFR) has become one of the first departments in British Columbia to implement the new XBC1 radio channel which allows emergency responders from police, fire and ambulance to operate on a common channel during large scale multi-agency events. This new unencrypted channel provided by the RCMP will improve responder safety and situational awareness, and allow a level of communication that did not previously exist.

HHFR has been working towards the capability of providing First Responder emergency pre-hospital care in conjunction with BC Emergency Health Services (BCEHS) and the BC Ambulance Service (BCAS). To acquire the ability to provide this service the department will ensure that the following critical tasks have been completed.

- A valid First Responder Agreement exists between BCEHS and the District.
- The department has a sufficient number of responders trained to the first responder level.
- All first responders are licensed by BCEHS to the first responder level.
- The department has the required equipment in inventory.
- Appropriate dispatch protocols have been set up to allow fire department assets to respond when required.

To date we have 9 members who have completed the training, of which 6 are still awaiting licensing from BCEHS. The service agreement required is in place, and all required equipment has been purchased. At this point the only outstanding items would be to secure the additional licenses which should be forthcoming in the next few days, and to set up the Dispatch protocols with North Island Dispatch which should also be done in the next week.

HHFR will be limiting its response to only Delta and Echo category medical calls, which represent the most serious events, and at which first responders have the greatest ability to positively impact patient outcomes.

If all critical tasks are completed on schedule the anticipated start date for the provision of this service could be as early as 15 June 2018.

It is the intention of the department to conduct some public messaging to the community to inform residents that the fire department will be providing this service, and inform them of our role in supporting BCAS in the provision of pre-hospital care. This messaging would occur prior to the start of providing the service.

### Emergency Management

Staff have attended a number of emergency management training opportunities in a wide variety of topics including emergency exercise design, emergency evacuations, emergency operations center essentials, and emergency operations center operational branch training.

Staff continue to work with the PRRD to facilitate implementation of the emergency mass notification system provided by Everbridge. District staff have attended a number of orientation calls and sessions, and are currently completing the required training to begin customizing the notification system to meet our individual needs. The next step will be to attend a basic configuration session with Everbridge on June 15<sup>th</sup> 2018, with implementation to be completed in Q3 of 2018.

District Staff have secured an Emergency Operations Center (EOC) & Training grant from UBCM for the amount of \$9,965.00 dollars to support ongoing training and procurement of equipment needed to improve our EOC capability. This grant will fund ongoing training, the addition of a satellite phone for communication redundancy as well as the purchase of a projector and display boards to improve situational awareness within the EOC.

### Community Events

Hudson's Hope Fire Rescue is currently completing its 12<sup>th</sup> year of participation in the Junior Fire Fighter work experience program with local high school students. This year saw 5 students enrolled in the program.

The department will be hosting an emergency services open house on 19 June 2018 at 6 pm. This event will include displays and presentations by HHFR, RCMP and BCAS. The event will also include an auto extrication demonstration conducted by this year's junior fire fighter participants.



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Robert Norton  
Director of Protective Services



## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor Gwen Johannson and Council

**SUBJECT:** Update Operational

**DATE:** Monday, June 27<sup>th</sup>, 2018

**FROM:** John Simcock, Director of Public Works

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- 1) Calcium pricing this week from Tiger/ YRB.
- 2) Demo of old shop by W6 complete and direction of payment made. Very quick and clean. Public Works pleased with out come. Gas meter installed and piping connections are to be done in the next two weeks.
- 3) Beryl Prairie Fire Hall Clean up complete. Awaiting soil sampling.
- 4) Replacement /Maintenance program for all Generators see new monthly checklist.
- 5) Bear Mountain on site finishing diff list of compaction complete site, valve chambers and valves filled with sand leaving inoperable, grounding grid shallow out of ground, incorrect electrical connections in pump house for heaters, venting and controllers, two solar panels to be relocated or removed to access manhole, clean out sump pump lid to be recessed, cell one to be filled and aeration system to be installed once filled. Filling of cell one started Friday June 01 2018.
- 6) PW communication with Urban Systems ongoing for deficiency list completion tracking.
- 7) Site review of 12 Mile Rd subdivision drainage failing and sediment blocking main Rd culverts. GOING OUT FOR PRICING.
- 8) Sweeping roads is ongoing.
- 9) Asphalt deficiency by DGS Astro Paving from last season complete and they will return to complete miscellaneous items in a few weeks.
- 10) Wood for campgrounds being split ongoing.
- 11) Powell Rd legal issue data being collected and survey is completed with contact of all residents. Hydro pole relocation request has been sent in and DHHPW is out for pricing to relocate fences and shift road with drainage.
- 12) Going out for Crushing Pricing from our DHH Pit.
- 13) Oil Containment set up at Transfer Station DHH cleaned up and is underway with containment systems.
- 14) Investigation of street light at the intersection of Drew and Beryl Prairie for council shows there is already a light at this intersection and the intended location requested by a resident was to be at their residence on Drew . Please note if pipeline construction is to start the option to ask for additional lighting payed for by the contractor might be an option if traffic due to construction increases.  
Also increased truck traffic will decrease lifecycle of the roads on the route they are going to use which we may want an agreement to return and maintained to original condition.
- 15) Tennis Courts relined and nets fixed ready for season.
- 16) Ice Rink Lacrosse lines painted and ready for Lacrosse.
- 17) Director of Public Works is creating long term replacement and maintenance plan for all equipment.

- 18) Prep work has started at new shop clearing tress and grading to prep of new Quonset hut storage for lawn equipment and Fire Dept Storage Area.

Sample of Monthly check for Generators DHHPW.



Generator Monthly Check												
MONTH	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Liquids												
Oil												
Fuel												
Coolant												
Battery												
Air Filter												
Belts												
Load Test												
Hours												
Employee												
Time												
Date												
Comments:												



New Horizons  
Box 616  
Hudson's Hope, B.C.  
May 24, 2018

Dear Mayor and Council,

We are writing a letter of support for Wally Harwood and his idea of having a Bocci Court on the grounds of the New Horizons building. It sounds like a great idea and may bring other people to use the area on this property not only seniors. Wally came to a Board meeting where he presented the idea and the Board was very interested.

We hope you will approve of this idea and help to find a way to move it forward.

Yours truly,


A handwritten signature in cursive script, appearing to read "E. Ferguson".

Elaine Ferguson

**Tammy McKeown**

**From:** Union of BC Municipalities <ubcm@ubcm.ca>  
**Sent:** Wednesday, June 06, 2018 10:41 AM  
**To:** Tammy McKeown  
**Subject:** Water & Wastewater Funding; Reconciliation; Forest Inventory; Funding Update

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## Intake for Core Infrastructure Funding

A new infrastructure program will commit up to \$243 million in federal and provincial funding for drinking water, wastewater and solid waste programs in British Columbia. Local governments and Indigenous communities are eligible to apply. The intake to the *Environmental Quality Program* is open now until August 29, 2018. [Read more](#)

## Executive Meeting Highlights

The UBCM Executive met on May 17-18, 2018 in Richmond to hold their quarterly Committee and board meetings. Executive members met with the Honourable Selina Robinson, Minister of Municipal Affairs and Housing as part of their board meeting. [Read more](#)

## Indigenous Initiatives and Agreements Resource

UBCM is seeking examples of recent local government initiatives focused on Indigenous issues, and agreements with First Nations. These examples will be used to update a list of local pathways to reconciliation that has been developed as a resource for local governments. [Read more](#)

## Call for Nominations: UBCM Executive

A Call for Nominations has been issued to local elected officials wishing to serve on the 2018-2019 UBCM Executive. The deadline for advance nominations is Tuesday July 31, 2018. [Read more](#)

## Forest Inventory Program Review

Forests Minister Doug Donaldson has announced the establishment of a five-member panel to review the Province's Forest Inventory Program. Panel members are now inviting written submissions and have reached out to UBCM, seeking input on how the Forest Inventory Program can better serve community needs. [Read more](#)


## Convention Clinic & Workshop Proposals


The deadline for clinic and workshop applications to the 2018 Convention in Whistler is June 8. Interested parties are asked to review the criteria and deadlines, and provide an online submission. [Read more](#)

## Funding & Resources Update



Each month we provide an update on UBCM funding programs and information on other programs or resources that may be of interest to local governments and First Nations. [Read more](#)

**June 6, 2018**






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P.O. Box 70  
Agassiz, British Columbia  
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Tel: (604) 796-2235  
Fax: (604) 796-9854  
Web: [www.district.kent.bc.ca](http://www.district.kent.bc.ca)

June 5, 2018

File: 0400-20

The Honourable Carole James  
Minister of Finance  
PO Box 9048 Stn Prov Govt  
Victoria, BC V8W 9E2

Dear Minister James:

**Re: Employer Health Tax**

Although we appreciate that the recently announced Employer Health Tax is administratively more efficient, it also results in a significant cost increase for many local governments.

The direct impact of this change by 2020 for the District of Kent is that we will be paying twice what we are currently paying in 2018 for Medical Service Plan (MSP) premiums. While many large and midsize businesses will experience significant increases, local governments, unlike businesses, have not benefited from recent business tax reductions.

Local governments have few options to cover cost increases. If unchanged, the new payroll tax will result in increases to property taxes and/or reductions to municipal services resulting from funds being reallocated to cover the Employer Health Tax.

During the 2019 transition year, municipalities will also be burdened with both the MSP premiums and the Employer Health Tax, resulting in increased taxes for many municipalities.

Please consider other options to ease the burden and make an easier transition to the Employer Health Tax cost for local governments.

Sincerely,

A handwritten signature in black ink that reads "J. Van Laerhoven".

John Van Laerhoven  
Mayor

pc: UBCM Members (via email)  
District of Kent Council  
Wallace Mah, Chief Administrative Officer  
Judy Lewis, Director of Financial Services

**From:** ROY KELLY  
**To:** [HHPSA](#)  
**Subject:** Thank you, District of HH  
**Date:** Thursday, June 07, 2018 8:55:46 AM

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The Kelly family would like to thank all of the district employees that helped us out with the hall, meal, tent, tables and chairs for the celebration of life for May Kelly last weekend. Very much appreciated. Thanks again, Roy Kelly

**From:** [Gwen Johansson](#) on behalf of [Reception DC](#)  
**To:** [Tammy McKeown](#); [Alternate Director Lavoie](#); [Director Byron Stewart](#); [Director Dale Bumstead](#); [Director Don McPherson](#); [Director Gwen Johansson](#); [Director Karen Goodings](#); [Director Leonard Hiebert](#); [Director Lori Ackerman](#); [Director Lorraine Michetti](#); [Director Merlin Nichols](#); [Director Merlin Nichols](#); [Director Rob Fraser](#); [Crystal Brown](#); [Chair Brad Sperling](#); [Director Dan Rose](#); [Andre Lavoie](#)  
**Cc:** [Dale Bumstead](#); [Karen Goodings](#); [Lori Ackerman](#)  
**Subject:** Fwd: Meeting with Northern Health Board  
**Start:** Tuesday, June 12, 2018 12:45:00 PM  
**End:** Tuesday, June 12, 2018 1:45:00 PM  
**Location:** Banquet Room B - Pomeroy Inn & Suites Chetwynd, BC

---

For agenda

Mayor Gwen Johansson  
 Sent from my iPhone

Begin forwarded message:

From: "Reception DC" <[reception.dc@prrd.bc.ca](mailto:reception.dc@prrd.bc.ca)>  
 To: "Alternate Director Lavoie" <[Andre.Lavoie@prrd.bc.ca](mailto:Andre.Lavoie@prrd.bc.ca)>, "Director Byron Stewart" <[byron.stewart@prrd.bc.ca](mailto:byron.stewart@prrd.bc.ca)>, "Director Dale Bumstead" <[dale.bumstead@prrd.bc.ca](mailto:dale.bumstead@prrd.bc.ca)>, "Director Don McPherson" <[Don.McPherson@prrd.bc.ca](mailto:Don.McPherson@prrd.bc.ca)>, "Director Gwen Johansson" <[gwen.johansson@prrd.bc.ca](mailto:gwen.johansson@prrd.bc.ca)>, "Director Karen Goodings" <[karen.goodings@prrd.bc.ca](mailto:karen.goodings@prrd.bc.ca)>, "Director Leonard Hiebert" <[leonard.hiebert@prrd.bc.ca](mailto:leonard.hiebert@prrd.bc.ca)>, "Director Lori Ackerman" <[lori.ackerman@prrd.bc.ca](mailto:lori.ackerman@prrd.bc.ca)>, "Director Lorraine Michetti" <[Lorraine.Michetti@prrd.bc.ca](mailto:Lorraine.Michetti@prrd.bc.ca)>, "Director Merlin Nichols" <[mnichols@gochetwynd.com](mailto:mnichols@gochetwynd.com)>, "Director Rob Fraser" <[Rob.Fraser@prrd.bc.ca](mailto:Rob.Fraser@prrd.bc.ca)>, "Crystal Brown" <[Crystal.Brown@prrd.bc.ca](mailto:Crystal.Brown@prrd.bc.ca)>, "Chair Brad Sperling" <[brad.sperling@prrd.bc.ca](mailto:brad.sperling@prrd.bc.ca)>, "Director Dan Rose" <[Dan.Rose@prrd.bc.ca](mailto:Dan.Rose@prrd.bc.ca)>, "Andre Lavoie" <[AndreLavoie@poucecoupe.ca](mailto:AndreLavoie@poucecoupe.ca)>  
 Cc: "Dale Bumstead" <[mayorbumstead@dawsoncreek.ca](mailto:mayorbumstead@dawsoncreek.ca)>, "Karen Goodings" <[Kgooding@pris.bc.ca](mailto:Kgooding@pris.bc.ca)>, "Lori Ackerman" <[LAckerman@fortstjohn.ca](mailto:LAckerman@fortstjohn.ca)>  
 Subject: Meeting with Northern Health Board

RSVP DATE JUNE 6th at 12:00 pm

Please forward any topics of discussion to [Kelsey.bates@prrd.bc.ca](mailto:Kelsey.bates@prrd.bc.ca) <<mailto:Kelsey.bates@prrd.bc.ca>> by Wednesday, June 6th at 12:00 pm

I would also like to extend an invitation to the Executive members of the Peace River Regional District to meet with the Northern Health Board, in the same location as above, over lunch to discuss topics of mutual interest on Tuesday, June 12th from 12:45pm–1:45pm.

Lunch will be brought in to this closed meeting.

In order to be best prepared for our discussions, we would appreciate it if you would identify, and provide an overview, on two or three specific topics you would like to discuss with us.



**From:** [Gwen Johansson](#) on behalf of [Reception DC](#)  
**To:** [Tammy McKeown](#); [Directors PRRD](#); [Andre Lavoie](#)  
**Subject:** Fwd: CDI Pre-Event Function  
**Start:** Monday, June 18, 2018 5:30:00 PM  
**End:** Monday, June 18, 2018 7:00:00 PM  
**Location:** NLC Room M202 Fort St. John  
**Attachments:** [CDI-OTM-Neis\\_poster.pdf](#)  
[ATT00001.htm](#)

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For agenda

Mayor Gwen Johansson  
Sent from my iPhone

Begin forwarded message:

From: "Reception DC" <[reception.dc@prrd.bc.ca](mailto:reception.dc@prrd.bc.ca)> <<mailto:reception.dc@prrd.bc.ca>> >  
To: "Directors PRRD" <[Directord.PRRD@prrd.bc.ca](mailto:Directord.PRRD@prrd.bc.ca)> <<mailto:Directord.PRRD@prrd.bc.ca>> >, "Andre Lavoie" <[AndreLavoie@poucecoupe.ca](mailto:AndreLavoie@poucecoupe.ca)> <<mailto:AndreLavoie@poucecoupe.ca>> >  
Subject: CDI Pre-Event Function

Pending Board Approval

Please RSVP by June 13, 2018

The Forge and CDI staff have been working on organizing the events around the On The Move research team visiting from across Canada who have been studying the impacts of a labour mobility for the last 7 years. As part of this visit, Barbara Neis (PhD) is presenting some of the findings in the next installation of the Community Speaker Series on June 18th at 7pm at Northern Lights College (poster attached).

We would like to extend an invitation to you to a pre-event function with the On The Move researchers and the CDI team. This is an opportunity to engage directly with the researchers and discuss their findings in a more informal setting.

June 18, 2018  
Northern Lights College  
5:30pm Pre-Event Mixer: Tapas and beverages (Invitation Only)  
7pm Community Speaker Series (Public) <https://www.eventbrite.com/e/community-speaker-series-on-the-move-tickets-46738015663>

Please RSVP to [jennifer.moore@unbc.ca](mailto:jennifer.moore@unbc.ca) <<mailto:jennifer.moore@unbc.ca>> <<mailto:jennifer.moore@unbc.ca>> by Thursday, June 14th. If you have additional questions, please contact Jennifer at 250.261.9917

The pre-event mixer is invitation only however, the Community Speaker Series is open to the community.

We hope to see you there.

Jennifer Moore  
Senior Facilitator  
Community Development Institute  
University of Northern British Columbia  
9904-94th Street, Fort St. John, B.C. V1J 0M7  
Tel: 250.261.9917  
Email: [jennifer.moore@unbc.ca](mailto:jennifer.moore@unbc.ca) <<mailto:jennifer.moore@unbc.ca>> <<mailto:jennifer.moore@unbc.ca>>

**From:** [Gwen Johansson](#) on behalf of [Reception DC](#)  
**To:** [Tammy McKeown](#); [Directors PRRD](#); [Andre Lavoie](#)  
**Subject:** Fwd: CDI Community Speakers Series  
**Start:** Monday, June 18, 2018 7:00:00 PM  
**End:** Monday, June 18, 2018 8:30:00 PM  
**Location:** NLC Room M202 Fort St. John  
**Attachments:** [CDI-OTM-Neis\\_poster.pdf](#)  
[ATT00001.htm](#)

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Agenda

Mayor Gwen Johansson  
Sent from my iPhone

Begin forwarded message:

From: "Reception DC" <[reception.dc@prrd.bc.ca](mailto:reception.dc@prrd.bc.ca) <<mailto:reception.dc@prrd.bc.ca>> >  
To: "Directors PRRD" <[Directord.PRRD@prrd.bc.ca](mailto:Directord.PRRD@prrd.bc.ca) <<mailto:Directord.PRRD@prrd.bc.ca>> >, "Andre Lavoie" <[AndreLavoie@poucecoupe.ca](mailto:AndreLavoie@poucecoupe.ca) <<mailto:AndreLavoie@poucecoupe.ca>> >  
Subject: CDI Community Speakers Series

Pending Board authorization

CDI Community Speakers Series:  
On the Move  
The Opportunities and Challenges of Labour Mobility for Rural and Remote Canada

Monday, June 18, 2018, 7:00-8:30 pm

For more information contact Jennifer Moore  
[Jennifer.Moore@unbc.ca](mailto:Jennifer.Moore@unbc.ca) <<mailto:Jennifer.Moore@unbc.ca>> <<mailto:Jennifer.Moore@unbc.ca>>,  
Tel: (250) 261-9917

In partnership with:  
This event is organized by:  
Northern Lights College, Room M202  
9820 120 Ave, Fort St. John. Free Admission.

Description: For the past seven years, On the Move researchers and partners have been examining mobile labour in Canada and its consequences for workers and their families, employers, and communities. We have explored the experience of mobile labour across the spectrum from extended daily commutes to prolonged absences from home for weeks, months, and even years. In this presentation, I will share some of the key learnings and lessons.

Guest speaker: Barbara Neis (PhD) is a University Research Professor, Department of Sociology, Memorial University, and the Director of the On the Move Partnership.

**From:** [Gwen Johansson](#)  
**To:** [Tammy McKeown](#)  
**Subject:** Fwd: BC Hydro - WAC Bennett Dam Rip-Rap Upgrade Project Completion event  
**Date:** Wednesday, June 06, 2018 10:26:18 PM

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For agenda

Mayor Gwen Johansson  
Sent from my iPhone

Begin forwarded message:

**From:** "Gammer, Bob" <[Bob.Gammer@bchydro.com](mailto:Bob.Gammer@bchydro.com)>  
**Date:** June 6, 2018 at 5:38:51 PM MST  
**To:** "[mayor@hudsonshope.ca](mailto:mayor@hudsonshope.ca)" <[mayor@hudsonshope.ca](mailto:mayor@hudsonshope.ca)>, "[cao@hudsonshope.ca](mailto:cao@hudsonshope.ca)" <[cao@hudsonshope.ca](mailto:cao@hudsonshope.ca)>, Karen Goodings <[kgooding@pris.bc.ca](mailto:kgooding@pris.bc.ca)>  
**Subject:** BC Hydro - WAC Bennett Dam Rip-Rap Upgrade Project Completion event

Hi Gwen, Karen and Tom,

We have set Wednesday, August 1 as the date to recognize the work of staff and contractors in completing the WAC Bennett Dam Rip-rap Upgrade Project early and under budget. The event will include a BBQ lunch for staff, contractors and guests and some remarks from President & COO Chris O'Riley.

If possible, please let me know by Monday, June 11 if you, or another member of HH Council, will attend.

Thanks,  
Bob

---

**Bob Gammer** | Manager, Northern Community Relations

**BC Hydro**  
3333 – 22<sup>nd</sup> Avenue  
Prince George, BC V2N 1B4

**P** 250 561-4858  
**M** 250 961-0676  
**E** [bob.gammer@bchydro.com](mailto:bob.gammer@bchydro.com)

[bchydro.com](http://bchydro.com)

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**From:** Samantha MacDonald  
**To:** [Tammy McKeown](#)  
**Subject:** Fall Fair Grant Amendment  
**Date:** Thursday, June 07, 2018 11:03:29 AM

---

Dear Mayor and Council;

The Fall Fair Society requests to amend the grant that we received from the District of Hudson's Hope to include the printing of the Fall Fair Booklet and entry forms.

Our hope is that with the District being able to print our booklet we may be able to use that money to secure more entertainment to make this year's Fair the most successful ever.

In the past, the District has helped the Fair by printing large posters and including the entry forms in The Bulletin. We will be including a link to an online version of the booklet that will be printable so the amount of booklets needed to print, by the District, should not be a large amount.

Thank you for your consideration.

Sincerely The Fall Fair Society

# Council Remuneration Options Note

## Issue:

A committee has been formed to evaluate the options for remuneration for Council members. A decision needs to be made to update the policy as required. The committee is expected to perform the following.

1. RSC review and compare current Mayor and Councillor remuneration rates with surrounding northern BC communities with similar populations;
2. RSC review and compare current Mayor and Councillor expense allowances with surrounding NEBC communities with similar populations;
3. RSC review the annual Consumer Price Index (CPI) for Vancouver from the date of the last remuneration and/or expense allowance increase and the cost of living adjustment as indicated by Vancouver CPI should be the base increment for Mayor and Councillors' remuneration;
4. RSC formulates recommendation as to the remuneration or expense allowance increase and presents to Council for Council decision;
5. Base remuneration should be increased annually on the basis of the Consumer Price Index for Vancouver;
6. Mayor remuneration is to be established at the amount paid to Mayors in comparable municipalities;
7. The annual remuneration paid to Councillors is set at 50% of the amount of annual remuneration established for the Mayor's position;
8. Council members' remuneration review is to be conducted on a quadrennial basis.

## Background:

### Comparison of remuneration rates

	<b>Hudson's Hope</b>	<b>Warfield</b>	<b>Cumberland (2018)</b>	<b>Fruitvale</b>	<b>Elkford (2018)</b>
<b>Mayor</b>	16,000	7,600	17,553	12,000	19,703
<b>Council</b>	8,000	3,800	9,436	6,000	9,176

It is of note that both Elkford and Cumberland chose to have an annual percentage increase for Council as noted I chose the 2018 figures.

### Comparison of expense allowances

Usually covered by the travel policy to be consistent with staff.

### CPI for Vancouver Calculations

Increases were applied with CPI from 2014 onwards. The results are listed in the table below. As noted in the policy, this is the increase that should be considered at a minimum.

	2014	2015	2016	2017	2018
CPI for Vancouver (% change)	1.10%	1.20%	2.20%	2.20%	
Mayor Salary (\$)	\$16,000.00	\$16,176.00	\$16,370.11	\$16,730.25	\$17,098.32
Council Salary (\$)	\$ 8,000.00	\$ 8,088.00	\$ 8,185.06	\$ 8,365.13	\$ 8,549.16
Per Diem < 6 Hours	\$ 115.00	\$ 116.27	\$ 117.66	\$ 120.25	\$ 122.89
Per Diem > 6 Hours	\$ 173.00	\$ 174.90	\$ 177.00	\$ 180.90	\$ 184.88

It is of note that the Committee included the per diem rates in this discussion. It was felt that the Mayor and various Council members spend additional time travelling to meetings to represent the Community, and these meetings often take a large portion of the day with travel time included. It was felt that those members of Council who attend these meetings should be compensated appropriately for their attendance, and the current rates do not appropriately reflect what that time commitment entails in terms of time spent away from their regular responsibilities within the Community. As a result, a recommendation is made below related to increasing this compensation as well.

## Recommendations:

The committee makes several recommendations.

1. The Salaries for Mayor and Council should be increased to reflect CPI increases as per the above table at a minimum.
2. The daily rates for time spent in meetings outside of the community should be increased to, at a minimum, the levels set above adjusted for CPI. This is to reflect the additional time spent by Council members and the Mayor representing the District at events. Furthermore, the Committee would be supportive of an increase to \$150 for a meeting less than 6 hours, and \$200 for a meeting greater than 6 hours.
3. Should Council wish to continue using the policy to assist with setting Council remuneration, Council may wish to consider applying #5 (as per above) on an annual basis, or remove that from the policy, it is clear this has not occurred since the policy was written.
4. Expense compensation should be updated based on CRA guidelines. Staff can provide further guidance on this.