



**INAUGURAL COUNCIL MEETING**  
**November 5th, 2018**  
**6:00 P.M.**  
**Council Chambers**

Present    **Council:**    **Mayor Dave Heiberg**  
                                 **Councillor Mattias Gibbs**  
                                 **Councillor Patricia Markin**  
                                 **Councillor Kelly Miller**  
                                 **Councillor Valerie Paice**  
                                 **Councillor Travous Quibell**  
                                 **Councillor Leigh Summer**

**Absent:**

**Staff:**     **CAO, Chris Cvik**  
                 **Director of Protective Services, Robert Norton**  
                 **Corporate Officer, Tammy McKeown**  
                 **Recreation/Special Events Coordinator, Kaitlyn Atkinson**

**Other: 1 in gallery**

1.     **CALL TO ORDER:**  
The meeting called to order at 6:03 p.m. with Mayor Dave Heiberg presiding.
2.     **DELEGATIONS:**
3.     **NOTICE OF NEW BUSINESS:**  
  
         **Mayors Additions: NB1, NB2**  
         **Councillors Additions: CR1**  
         **Staff Additions: amendment to SR6, SR10, C10**
4.     **ADOPTION OF AGENDA AS AMENDED BY CONSENSUS:**
5.     **DECLARATION OF CONFLICT OF INTEREST:**
6.     **ADOPTION OF MINUTES:**

M1     **October 9th, 2018 Regular Council Meeting**

**0550-01**

**RESOLUTION NO.185/18**

**M/S Councillors Paice/Summer**

**That**

**"The minutes of the October 9<sup>th</sup>, 2018 Regular Council Meeting be adopted as presented."**

**CARRIED**

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

- BA1 **BA4- Library Service Agreement** **0230-20**  
• Councillor Miller stated he would like to discuss this initiative for the museum. To be brought forward at in-camera meeting. **1660-00**
- BA2 **BA2- UBCM Report-Councillor Heiberg** **0400-01**  
• Meeting with Ministry of Transportation has been postponed until December. **0400-20**  
• Ministry has been conducting data collection at the post office to assist in determination of crosswalk options.
- BA3 **BA3- Mayor's Report to Council** **0400-20**  
• Landuse Planning Roundtable: **6660-20**
  - The next meeting is set for November 21, 2018 in Fort St John.
  - Ellen Frisch, TJC Consulting, is a very important key resource; assisted in the creation of the Terms of Reference for the new Legacy Fund.
  - The Council will continue to push in regard to funding for the impacts facing Hudson's Hope.

8. **PUBLIC HEARINGS:**

9. **STAFF REPORTS:**

- SR1 **Tax write off** **1970-07**  
An electronic vote was conducted on October 18, 2018. The following resolution was approved: **1950-01**  
*RESOLUTION NO.183/18*  
*M/S Councillors Heiberg/Miller*  
*That*  
*"Council direct the Deputy Treasurer to write off the outstanding taxes, in the amount of \$918.76, on account for the property located at 9805 Fredette Avenue."*  
*Carried*
- SR2 **Strategic Planning Session** **6430-01**
  - Interim CAO provided background to Council
  - Staff will be in attendance
  - The Strategic Plan flows into the budgeting process*RESOLUTION NO.186/18*  
*M/S Councillors Gibbs/Miller*  
*That*  
*"The 2017 - 2019 Corporate Strategic Plan be received for information; and*  
*That Councillors provide Administration with a list of their top (3) three priorities they would like to achieve during their four (4) year term (2018 – 2022) by November 17, 2018;*  
*and*

*That Council be authorized to attend a one-day Strategic Planning Session on Saturday, December 8, 2018, to develop a new Strategic Plan."*  
*Carried*

- SR3      **Christmas/New Year's Office Closure**      **0110-01**  
    • Amend to read December 31, 2018.  
    *RESOLUTION NO.187/18*  
    *M/S Councillors Quibell/Paice*  
    *That*  
    *"Council authorize the municipal operations to close at noon hour on Monday, December 24<sup>th</sup> and Monday, December 31, 2018."*  
    *Carried as amended*
- SR4      **PRRD Board Director and Alternate**      **0360-01**  
    *RESOLUTION NO.188/18*      **0440-50**  
    *M/S Councillors Miller/Gibbs*  
    *That*  
    *"Council appoints Mayor Dave Heiberg as the Director and Councillor Kelly Miller as the Alternate Director for the Peace River Regional District Board."*  
    *Carried*
- SR5      **Development Variance Permit Application**      **3090-01**  
    *RESOLUTION NO.189/18*  
    *M/S Councillors Paice/Quibell*  
    *That*  
    *"Council approves the DVP Application – Clark continue to move forward on the basis it is unlikely to negatively affect adjacent property owners; and*  
    *That Council direct Administration to notify adjacent Neighbouring Properties and Submit the Referral to Government Agencies for review and comments; and*  
    *That Council direct Administration bring a final report back to Council for consideration."*  
    *Carried*
- SR6      **Council Appointments**      **0360-01**  
    • Some committees will meet on a more regular schedule; others will meet as adhoc committees.  
    • Mayor Heiberg will meet with each Council member separately to discuss the committees  
    • Names of committee members to be brought back to next Council meeting.  
    *RESOLUTION NO.190/18*  
    *M/S Councillors Miller/Paice*  
    *That*  
    *"Council approve the following changes to the Committee structure and Appointment to External Organizations."*

- That the Industrial and Housing Committee be split into two separate Committees; Industrial Committee and Housing Committee.
- That a Land Use Planning Committee be established to address to enter land use discussions with First Nations.
- That Appointments to External Organizations include the Peace River Regional District, Rural Roads, Regional Community Liaison Committee and Municipal Insurance Association of British Columbia.
- That under Liasion with Staff, Council eliminate the Personnel Committee and Public Works Committees (these were adhoc committees and can be re-activated if Council desires).

and

That Council direct Administration to prepare or obtain Terms of Reference (TOR) for the Committees and Appointments to External Organizations and bring back to Council for review and or approval."  
Carried

SR7      **Hospital Tax Rate**      **1950-01**

RESOLUTION NO.191/18

M/S Councillors Quibell/Gibbs

That

"Council direct Administration to recover the difference of \$3,606 as an adjustment on the 2019 property taxes."

Carried

SR8      **Bank Cheque Signing Authority**      **1690-00**

RESOLUTION NO.192/18

M/S Councillors Miller/Paice

That

"Council for the District of Hudson's Hope appoint the following three elected officials and two staff members with Bank Cheque Signing Authority effective November 5, 2018.

- Dave Heiberg - elected
- Kelly Miller - elected
- Travous Quibell - elected
- Rhonda Eastman - staff
- Johanna Dupuis - staff

And That

Council for the District of Hudson's Hope remove the following three elected officials as having Bank Cheque Signing Authority effective November 5, 2018.

- Gwen Johansson - elected
- Caroline Beam - elected
- Heather Middleton - elected

Carried

SR9      **Building Inspection**      **3760-01**

- Interim CAO has been in contact with Mr. Pringle; Mr. Pringle has stated he is interested in contracting to the District.
- There is always a risk that he may not wish to continue with the contract, this is the same risk faced if staying with the inter-regional building inspector.



- Tumbler Ridge, Chetwynd and Pouce Coupe are recommending continuing with the amended agreement; interim CAO believes Taylor will also be in favor of the agreement.
- The District of Hudson's Hope's decision is based on cost perspective; it does not make financial sense to stay with the amended agreement.

**RESOLUTION NO.193/18**

**M/S Councillors Paice/Gibbs**

**That**

**"Council direct Administration to write a letter to the Regional District that states the District does not want to continue on with the amended agreement due to the unexpected cost increase as a result of the City of Dawson Creek's decision to leave the program.**

**And**

**That Council contract out Building Inspection services for 2019."**

**Carried as amended."**

- SR10      **Tax Exemption Bylaw**      **1950-01**
- The Tax Exemption Bylaw requires renewing every 10 years.
  - Staff missed the deadline to submit the amended bylaw which will make the non-profit organizations, named in the bylaw, taxable for property taxes in 2019.
  - The District will ensure that these non-profit organizations are not billed for these taxes and a recommendation will be brought forward to Council requesting that the tax amounts are written off, once the tax amounts are known.
  - The amendment to the Tax Exemption Bylaw will be brought forward at the next Council Meeting.

9.      **COMMITTEE REPORTS**

10.      **BYLAWS:**
- B1      **Council Procedure Bylaw Amendment**      **3900-02**
- RESOLUTION NO.194/18**
- M/S Councillors Markin/Summer**
- That**
- "Council approve the First, Second and Third Reading of the District of Hudson's Hope's 'Council Procedure Amendment Bylaw No. 900, 2018'."**
- Carried**

11.      **CORRESPONDENCE:**

- C1      **Northern Health-UBCM meeting**      **0400-01**  
FOR INFORMATION.
- C2      **Village of Pouce Coupe invitation**      **0400-50**  
FOR INFORMATION.
- C3      **Ministry of Attorney General- non-medical cannabis retail licenses**      **0400-20**  
FOR INFORMATION.

- C4     **Ministry of Forests, Lands, Natural Resource Operations and Rural Development- Information Bulletin**     **0400-20**  
FOR INFORMATION.
- C5     **Royal Canadian Legion- Military Service Recognition Book**     **1475-01**  
*RESOLUTION NO.195/18*  
*M/S Councillors Quibell/Miller*  
*That*  
*"Council authorize the purchase of a 1/10 page business card-full colour ad as support for the Royal Canadian Legion."*  
*Carried*
- C6     **LGLA Elected Officials Seminar series**     **0390-01**  
• Council members, wishing to attend, must inform the Corporate Officer by November 13, 2018.  
*RESOLUTION NO.196/18*  
*M/S Councillors Quibell/Summer*  
*That*  
*"Council be authorized to attend the LGLA Elected Officials Seminar series being held in Prince George on January 30 – February 1, 2019."*  
*Carried*
- C7     **BC Hydro responses to comments**     **6660-20**  
FOR INFORMATION
- C8     **Northeast Regional Advisory Committee appointments**     **0360-01**  
• Bring back to next Council meeting.
- C9     **3<sup>rd</sup> Annual Spruce Beetle Summit**     **0390-01**  
FOR INFORMATION  
Diarize for next year.
- C10    **BC Natural Resources Forum**     **0390-01**  
• Council members, wishing to attend, must inform the Corporate Officer by November 13, 2018.  
*RESOLUTION NO.197/18*  
*M/S Councillors Miller/Quibell*  
*That*  
*"Council authorize up to two members of Council to attend the BC Natural Resources Forum being held in Prince George on January 22 – January 24, 2019."*  
*Carried*
12.    **REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISON RESPONSIBILITIES**
- CR1    **Councillor Miller- Hudson's Hope Museum Fundraiser**     **0230-20**  
• Councillor Miller informed Council that he had received invitations for each of Council from the Museum for the Harvest Social being held on November 17<sup>th</sup> at 5:30pm at the Hudson's Hope Community Hall.

13. **OLD BUSINESS:**

14. **NEW BUSINESS:**

NB1 **Council Cell Phones**

- Mayor Heiberg requested that Council check their District cell phones at least once a day to ensure all necessary responses are made in a timely manner.

**0530-01**

NB2 **Meeting with Progress Energy**

**6660-20**

- Julie Bourdon has requested a project update meeting.
- Staff to make arrangements for meeting to be held at 5pm on November 26, 2018.

**RESOLUTION NO.198/18**

**M/S Councillors Quibell/Summer**

**That**

**"Council direct staff to arrange project update meeting with Progress Energy to be held on November 26, 2018 at 5pm in the District Boardroom**

**And that**

**Council authorize the change to the November 26, 2018 Regular Meeting scheduled time from 6:00pm to 7:00pm."**

**Carried**

15. **PUBLIC INQUIRIES:**

16. **ADJOURNMENT:**

6:52pm motion to move in camera.

**0560-00**

**RESOLUTION NO.199/18**

**M/S Councillors Miller/Markin**

**THAT:**

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

**Carried**

Mayor Dave Heiberg declared the meeting adjourned at 7:12pm.

**DIARY**

**Diarized**

**Conventions/Conferences/Holidays**

*Beryl Prairie Septic Field*

*07/25/16*

*School Gymnasium agreement*

*02/26/18*

*Budget items*

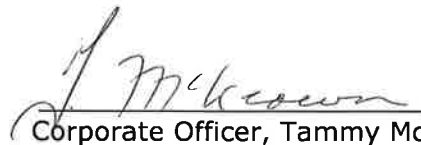
*07/09/18*

*Spruce Beetle Summit- revisit 2019*

*11/05/18*

Certified Correct:

  
Chair/Mayor Dave Heiberg

  
Corporate Officer, Tammy McKeown