



**REGULAR COUNCIL MEETING
November 26th, 2018
7:00 P.M.
Council Chambers**

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

Absent: Councillor Travous Quibell

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

Other: 4 in gallery

1. **CALL TO ORDER:**

The meeting called to order at 7:00 p.m. with Mayor Dave Heiberg presiding.

2. **DELEGATIONS:**

D1 **YRB North Peace; Rodney Hafner, Andrew Stewart**

0410-20

Pre- Winter Operation Meeting

- Service Area 22, which includes Highway 29, is out to tender; possibly will have the results by Christmas. Yellowhead Road and Bridge (YRB) has recently been awarded Grand Fork's and Vanderhoof's service areas.
- Have a new Quality Manager- Andrew Stewart.
- Plow truck operations was explained
 - Speed that sand is spread; areas that sand is normally applied.
 - Trucks will have alternating lights on when sanding.
- Explained the allowable accumulation and allowable clearing times for each class of road.
- Explained the sanding and salting rates- distance each size of load will cover based on application amount.
- Went over YRB's responsibility in regard to emergency responses.
- Internet sites to go to for information on road conditions and winter driving:
 - ShiftIntoWinter.ca
 - DriveBC.ca

- A questionnaire will be sent out at the end of the season requesting stakeholder feedback.

D2 **Wally Harwood- District owned Electric Sign** **1280-01**

- Mr. Harwood explained that he had been informed that a larger LED sign owned by the District was possibly being disposed. He informed Council of his interest in obtaining the sign.
- Mayor Heiberg explained that we have a Policy regarding the disposition of assets that must be followed.
- The Corporate Officer explained that the sign will be placed for sale under a closed bid process. The bid process will be set to close after one week. The successful bid will be brought to Council at the December 10, 2018 Regular Council Meeting for approval.

3. **NOTICE OF NEW BUSINESS:**

Mayors Additions: CR2
Councillors Additions: CM1
Staff Additions: D2

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

5. **DECLARATION OF CONFLICT OF INTEREST:** **0550-01**
Councillor Gibbs declared a conflict with item B2 due to his position on the Board of the Hudson's Hope Bible Fellowship.

6. **ADOPTION OF MINUTES:** **0550-01**
Corrections: change the wording on BA2 to read 'determination of crosswalk options'.

M1 **November 5th, 2018 Regular Council Meeting**
RESOLUTION NO.205/18
M/S Councillors Summer/Markin
That
"The minutes of the November 5th, 2018 Regular Council Meeting be adopted as amended."
CARRIED

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

- BA1 **SR5- Development Variance Permit Application** **3090-01**
 - Council requested an update on the notification process; unable to provide an update as the CAO was working on it and is unavailable to comment.

8. **PUBLIC HEARINGS:**

9. **STAFF REPORTS:**

- SR1 **Visitor Center Year End Report** **0810-20**
RESOLUTION NO.206/18
M/S Councillors Miller/Paice
That
"Council approval the registration and travel costs for Kathy Burseth to attend the Destination BC Visitor Services Conference on February 25-26 2019 in North Vancouver."
Carried
- SR2 **Building Inspection Revisited** **3760-01**
RESOLUTION NO.207/18
M/S Councillors Paice/Gibbs
That
"Council rescind the following Resolution 193/18 that was passed at the November 5, 2018, Council Meeting:
"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."
And that
Council direct Administration to write a letter to the Regional District that states the District is willing to participate in the Shared Building Inspection program at the higher rate."
Carried
- SR3 **Acting Mayor Schedule** **0530-01**
Acting CAO explained the importance of being able to contact the Mayor or the person acting in the Mayor's position in the event of an emergency.
RESOLUTION NO.208/18
M/S Councillors Gibbs/Markin
That
"Council approve the Acting Mayor Schedule for the 2019 Calendar year."
Carried
- SR4 **Impairment in the Workplace Policy** **340-01**
RESOLUTION NO.209/18
M/S Councillors Paice/Miller
"Council approves the District of Hudson's Hope Impairment in the Workplace Policy.
Carried
- SR5 **2019 Council Meeting Calendar** **0530-01**
Correction: The November 26th Council Meeting shown on the schedule needs to be moved to November 25th.

RESOLUTION NO.210/18

M/S Councillors Markin/Summer

That

"Council adopts the amended meeting schedule for the 2019 Regular Council Meeting dates."

Carried

SR6

Committee Appointments

0360-01

RESOLUTION NO.211/18

M/S Councillors Gibbs/Miller

That

"Council appoints the members to the committees as outlined below:

Mayor is ex-officio on all committees

Land Use Planning Committee	Councillor Miller, Mayor Heiberg, CAO
Industrial Committee	Councillors Gibbs/Summer, Mayor Heiberg
Housing Committee	Councillors Miller/Gibbs
Promotional/Donations	Councillor Miller
Medical Services Group	Mayor Heiberg, Councillor Paice
Tourism (includes RV & Trackway)	Councillor Miller/Paice
Volunteer/Youth	Councillor Markin/Quibell
Volunteer/Scholarships	
Parks And Recreation Advisory Committee	Councillors Quibell/Miller/Paice Staff: Kaitlyn Atkinson- SEC Public: Coleman Mercereau, Debbie Beattie, Lynnea Stacey
Youth Councillor	Councillor Paice

Appointments to External Organizations

Rural Roads Committee	Mayor Heiberg
Regional Community Liaison Committee (RCLC)	Mayor Heiberg, CAO
Hudson's Hope Museum	Councillor Miller
Peace River Regional District	Mayor Heiberg / Alternate-Councillor Miller
Community Hall Society	Councillors Quibell/Gibbs/Miller
Hudson's Hope Library	Councillor Markin
North Peace Airport Society	Mayor Heiberg Protective Services, Bob Norton
Northern Development Initiative Trust	Councillor Paice/ Alternate- Councillor Quibell
Alaska Highway Community Society	Councillors Miller/Markin
Community Engagement Committee (CEC)	Mayor Heiberg, Councillor Miller CAO
Atkinson's Quality Assurance Team (AQAT)	Mayor Heiberg, CAO Darin Thompson-BC Hydro
Generate Opportunities (GO) Fund	Councillor Markin Public: Karen Porter

Municipal Insurance Association of British Columbia (MIABC)	Councillor Miller
Liaison with Staff	
Lease Agreements	Councillor Miller
Monitoring	
Finance Monitoring	Councillors Gibbs
Bylaw Monitoring	Councillor Gibbs
<i>Carried</i>	

SR7 **Recreation and Events Update** **0540-20**
FOR INFORMATION **8100-01**

9. **COMMITTEE REPORTS**
CM1 **Historical Society Committee Report** **0230-20**

- The Historical Society arranged to work on the Pioneer Cemetery with Public Works, it was productive day.
- The Peck family would like to make some changes at the cemetery. They would like to update some of the crosses.
- The District does own the cemetery and should be maintaining it better.
- The Historical Society would like to work on the cemetery with Public Works again this spring.

RESOLUTION NO.218/18

M/S Councillors Paice/Summer

That

"Council directed staff to review the Cemetery Bylaw and to possibly update it to include regulations in regard to the upkeep of the Pioneer Cemetery."

Carried

- Discussion in regard to a possible partnership between the District, the Metis Society and First Nations.
- Maintenance of the cemetery to be added to the Public Works list of duties.

10. **BYLAWS:** **3900-20**
B1 **Council Procedure Bylaw Amendment** **0530-01**

RESOLUTION NO.212/18

M/S Councillors Paice/Miller

That

"Council adopt the District of Hudson's Hope's 'Council Procedure Amendment Bylaw No. 900, 2018'."

Carried

B2 **Property Tax Exemption Bylaw** **3900-01**
7:36pm Councillor Gibbs left the Council Chambers **1950-01**
Public Notice to be posted.

RESOLUTION NO.213/18

M/S Councillors Markin/Paice

That

"Council approve the First, Second and Third Reading of the District of Hudson's Hope's 'Property Tax Exemption Bylaw No. 901, 2018'."

Carried

7:39 Councillor Gibbs returned

- | | | |
|-----|---|--|
| 11. | CORRESPONDENCE: | 0400-30 |
| C1 | BC Assessment
FOR INFORMATION. | |
| C2 | Minerals North
FOR INFORMATION.
<i>RESOLUTION NO.214/18</i>
<i>M/S Councillors Miller/Summer</i>
<i>"Council authorizes travel and registration for up to two Council members to attend the Minerals North 2019 Conference being held May 22 – 24, 2019 in Chetwynd'."</i>
<i>Carried</i> | 0390-01 |
| C3 | BC Non-Profit Housing Association
FOR INFORMATION. | 0320-00
0400-20 |
| C4 | Minister Selina Robinson, Ministry of Municipalities and Housing
FOR INFORMATION. <ul style="list-style-type: none">• A meeting request is expected soon.• The meeting with the Minister at UBCM made an impact in regard to the District of Hudson's Hope's housing needs. | |
| C5 | Letter from Hannah Scott <ul style="list-style-type: none">• The Mayor and the Director of Protective Services have had conversations in regard to what needs to be done.• Portfolio containing any issues the community has faced is to be started and forwarded to BC Ambulance Services.• Any information that the community members could provide to assist with lobbying for an additional position is welcome. | 0220-01
7100-01
6660-20 |
| C6 | Site C Construction Bulletin
FOR INFORMATION. | |
| C7 | Letter from Evelyn Edinger <ul style="list-style-type: none">• Not the first time this has come before Council; past recommendations were:<ul style="list-style-type: none">◦ Close off the road at the intersection with Canyon Drive.◦ No Posts (guard rails)◦ Closing road to local traffic only• The Ministry of Transportation has informed us that it is our road so the decision is ours; however they have stated that there is not enough room for guard rails.• Council agreed that a bylaw is not the way to proceed.• The Mayor stated that educating industry would be the best starting point; direct them to use other routes. The Mayor is willing to meet with TransCanada and Macro to discuss this concern. <i>RESOLUTION NO.215/18</i>
<i>M/S Councillors Miller/Gibbs</i> | 0220-01
5400-01 |

Carried

- Council is to e-mail any suggestions to the Corporate Officer.

1855-01

- The Mayor explained the importance in participating in the Grant Writer contract for both the District and other organizations.
- The District's cost for the last contract was \$1,780.

M/S Councillors Gibbs/Markin

"Hudson's Hope will participate in the Grant Writer process for 2019."

Carried

0390-01

M/S Councillors Miller/Summer

"Council authorizes travel for up to four Council members to attend the Elected Officials Workshop being held December 5, 2019 in Dawson Creek."

Carried

0400-01

CR1 Mayor's Report to Council

- **Peace River Regional District**

- The Board had discussed the Grant Writer program; Hudson's Hope had used the Northern Development Initiative Trust (NDIT) grant in previous years to fund the grant writer; Staff directed to ensure the NDIT grant application has been submitted.
- Rural Roads Task Force has extended the deadline; the two top roads of concern are Beryl Prairie and Farrell Creek.
- Tumbler Ridge GeoPark- Tumbler Ridge had to reapply for their designation; awaiting what rating they will receive.
- Caribou- PRRD's stance is that there has not been a great deal of conversation with other stakeholders besides First Nations and the Ministry of Indigenous Relations and Reconciliation; looking for meaningful dialogue.

- **Northeast Round Table**

- First Nations and Ministry of Indigenous Relations and Reconciliation are in discussions in regard to land transfers.
- Urban Systems has put together sessions to provide a platform for all stakeholders to hold discussions.
- Three main topics of discussion:
 - Treaty Land Entitlement (TLE)

- Tripartite Land Agreement (TLA)
 - Treaty Land Agreement (TLE) addition
 - o The Mayor explained the process that the District of Hudson's Hope will be involved with in regard to lands within the municipalities boundaries that the First Nations may request. **0400-30**
 - **Meeting with Bob Gammer-BC Hydro**
 - o BC Hydro is planning a Public Information Meeting for December 18th to give an update on the Williston Lake Reservoir; would like to meet with members of Council prior to the information meeting. **8100-01**
 - o Meeting to be set for 4:30 on December 18th.
 - **Acting Mayor-Christmas Parade**
 - o Mayor Heiberg turned the floor over to Kaitlyn Atkinson, Recreation and Special Events Coordinator.
 - o Ms. Atkinson explained what duties the acting mayor would be doing at the parade; speech and tree light-up; driving the Prius in the parade.
 - o Councillor Markin agreed to drive the Prius in the parade and Councillor Gibbs will present the speech and do the annual tree light-up.
13. **OLD BUSINESS:** **0360-01**
OB1 **Northeast Regional Advisory Committee**
 - Corporate Officer to forward Committee appointments to Northern Development Initiative Trust.
14. **NEW BUSINESS:** **0530-01**
15. **PUBLIC INQUIRIES:**
Taylor Rowe, Kim Stacey: Discussion in regard to Youth Councillor position. Council assured Taylor Rowe that he does not have to be a grade 12 student to be eligible for the position.
16. **ADJOURNMENT:**
Mayor Dave Heiberg declared the meeting adjourned at 8:12pm.

DIARY

Conventions/Conferences/Holidays

Beryl Prairie Septic Field

School Gymnasium agreement

Budget items

Spruce Beetle Summit- revisit 2019

Diarized

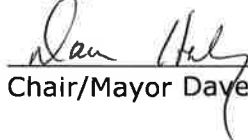
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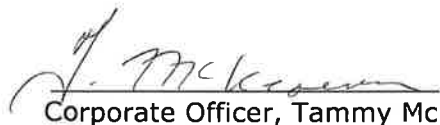
02/26/18

07/09/18

11/05/18

Certified Correct:


Chair/Mayor Dave Heiberg


Corporate Officer, Tammy McKeown