



REGULAR COUNCIL MEETING
March 11, 2019
6:00 P.M.
COUNCIL CHAMBERS

Present Council: Mayor Dave Heiberg
Councillor Kelly Miller
Councillor Valerie Paice
Councillor Patricia Markin
Councillor Leigh Summer
Youth Councillor, Taylor Rowe

Absent: Councillor Mattias Gibbs
Councillor Travous Quibell

Staff: Interim CAO, Chris Cvik
Director of Protective Services, Robert Norton
Manager of Public Works, Mark Sture
Recreation and Special Events, Kaitlyn Atkinson
Deputy Treasurer, Rhonda Eastman
Corporate Officer, Tammy McKeown

Other:

1. **CALL TO ORDER:**
The meeting called to order at 6:00 p.m. with Mayor Dave Heiberg presiding.

2. **DELEGATIONS:**

D1 Corporal Brendan Harkness- RCMP update

- Corporal Harkness provided an explanation of the 2018 Policing Report.
 - Highlights different crime types; property crime offences include everything from vehicle break-ins to persons refusing to leave another person's property; other crimes against persons include any assaults that are not considered to be a domestic assault.
 - Property crimes are the largest issue in Hudson's Hope; industry attracts the criminal element from other areas.
 - Bylaw reports are not high in numbers and are typically livestock on roads, dogs on the loose or dog bites; RCMP has no jurisdiction here to deal with Bylaw issues; important that Council knows that these could create a liability issue, best to be deal with them in a proactive manner as it would assist in reducing the number of infractions.
 - Traffic enforcement is a main focus of the RCMP, our officers are always out on the highway. There were over 600 violations last year. The school zone is a main concern.

7400-01

- The RCMP also tries to maintain a good Youth outreach program.
- Corporal Harkness discussed the RCMP-BC Elected Officials Guide he had provided to the Mayor and Council.
- Corporal Harkness provided an update on the Annual Performance Plan, a plan that sets out the detachment's priorities based on the RCMP and community priorities. The focus this year is on mental health, work/life balance and policing needs of the community.

Requesting Council's suggestions on five areas:

- Property Crime- RCMP will be doing rural patrols and performing intelligence processes. It is believed that these crimes are being committed by persons from outside the community. Focus will be on crime prevention such as providing advice regarding environmental design (e.g. snow not being cleared when people are away for long periods of time.)
- Traffic- the speed watch program will be resurrected; speed enforcement will continue in the areas identified as problematic.
- Youth- RCMP will be involved in different activities, such as the bike rodeo and pancake breakfast, at the school to provide awareness to the youth.
- Accountability and Good guidance- Corporal Harkness will hold himself accountable to his staff and the community, he will provide reports quarterly at Council meetings and will hold quarterly meetings with his staff.
- Mental health- as this is a small three officer detachment, when one officer is away the other two are on 24-hour call with no ability to reset which can be mentally exhausting. Corporal Harkness is putting together an incentive to host yoga classes for Emergency Services to assist in reducing stress.
- Council requested RCMP input for the traffic management plan being created. Discussion was had regarding a warning device, such as flashing lights or signage, to better notify people coming into town of the school zone. Ministry of Transportation would be the one to approach; possibly set up a joint project with the RCMP and the District to be implemented into the traffic management plan.

3. **NOTICE OF NEW BUSINESS:**

Mayors Additions:

Councillors Additions:

- CM1- Councillor Miller-Peace River Regional District Meeting

CAO Additions:

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

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

6. **ADOPTION OF MINUTES:**

M1 **February 25th, 2019 Regular Council Meeting**

0550-01

RESOLUTION NO.057/19

M/S Councillors Miller/Summer

That

"The minutes of the February 25th, 2019 Regular Council Meeting be adopted as presented."

CARRIED

7. BUSINESS ARISING OUT OF THE MINUTES:

- BA1 CM2 Industry Committee Report** 0360-01
6850-00
- Interim CAO informed Council that in discussions with the engineers it was determined that the cost for the preliminary design work would be between \$15,000 and \$17,000. A report outlining this information will be brought forward to the next meeting. Natural Gas installation as well as the installation of high-speed internet had not been included in the previous scope of work.

RESOLUTION NO.058/19

M/S Councillors Summer/Marking

That

"Staff is to amend the scope of work for the Light Industrial Park to include the installation of the natural gas line and the installation of high-speed internet."

CARRIED

- BA2 BA1 D1- Beckman Road Access** 6660-20
- Update to be provided at the in-camera meeting.

8. PUBLIC HEARINGS:

9. STAFF REPORTS:

- SR1 2019 Operations Budget Discussion** 1715-00
- Amounts for the transfer from reserves may change, once the Deputy Treasurer receives the final information from the auditors but overall the Operations and Maintenance Budget will remain the same.

RESOLUTION NO.059/19

M/S Councillors Paice/Miller

That

"Council receive the attached Operations Budget for information."

CARRIED

- SR2 Discontinuation of Credit Cards for Municipal Payments** 1790-00
- Discussion regarding the options presented. Pool and Arena do not accept credit cards currently. Campground reservations are set up to accept credit cards on-line or by PayPal through a third-party provider.

RESOLUTION NO.060/19

M/S Councillors Miller/Paice

That

"Council no longer accept credit cards for municipal payments."
CARRIED

- SR3 **Library Associate Member Program** 2240-01
RESOLUTION NO.061/19 0230-20
M/S Councillors Paice/Markin
That
"Council approve the amended Service Provider Agreement between the District of Hudson's Hope and the Hudson's Hope Public Library dated January 28, 2019."
CARRIED
- SR4 **Winter Carnival Event Report** 8100-01
FOR INFORMATION
- SR5 **Special Events Easter Update 2019** 8100-01
Discussion regarding, if more than one group requested the event, who would be involved in determining who would be awarded the event.
FOR INFORMATION
- SR6 **Annual Inspection of Water System** 5300-00
RESOLUTION NO.062/19 5280-14
M/S Councillors Miller/Markin
That
"Council receive this report for information."
CARRIED
- SR7 **Spring and Fall Clean-up costs** 5360-01
• The District only provides a spring clean-up
• Discussion about possibly targeting properties and setting up an agreement prior to the District Spring clean-up program.
• Public Service Announcement to be sent out stipulating what is included in the large item pick-up per the District Policy.
RESOLUTION NO.063/19
M/S Councillors Paice/Summer
That
"Council receive this report for information."
CARRIED
- SR8 **Financial Assistance Grant Applications** 1850-01
Discussion regarding grant in aid amount; amend the policy to reduce the amount allotted as the library and the museum are no longer included in these applications. Amount used to include a contingency amount for applications that were received later in the year; Corporate Officer explained that any grant in aid amounts that are received late are not being accepted. Discussion regarding including an unallocated amount for other requests for funding that may be received during the year.
RESOLUTION NO.064/19
M/S Councillors Markin/Miller
That
"Council approves the following Financial Assistance Grants for 2019:

Association

Grant approval

Double H Saddle Club	\$3,505.20 -to pay for renovations at the arena and to hire grad class to dismantle the bleachers. In Kind- tables, chairs, transport of porta-potties, snow plowing to access arena and parking lot, mowing of the ditches, weed spraying, and purchase and installation of caution Horse and rider crossing signs.	
Fall Fair Society	In Kind- tables, chairs, flat deck trailer, printing.	
Friends of Hudson's Hope	Municipal taxes- approx. \$3835.05	
Northern Rockies Karate-Do Society	\$1,000 to purchase equipment for Hudson's Hope Dojo.	
Hudson's Hope Soccer	In Kind- tables, garbage cans, approx. \$225 to cover Special Event insurance	
Bullhead Mountain Curling Club		
Hope 4 Health	In Kind- safety cones, use of office equipment, transport of porta-potties, sandwich board, assistance of Special Events Coordinator, use of hot-chocolate back pack, media/publicity support	
Hudson's Hope Parent Advisory Committee	\$2,500 to be used for the Honor Roll program	
Hudson's Hope Health Care	\$17,000 to assist with window replacement"	

CARRIED

RESOLUTION NO.065/19

M/S Councillors Markin/Miller

That

"Staff to research new funding model for grant in aid and bring back to Council prior to the 2020 application period."

CARRIED

- Discussion regarding whether to dispose of tent or to set it up in one location for the entire season. Staff to inform interested groups of decision once it has been finalized.

7710-01

RESOLUTION NO.066/19

M/S Councillors Paice/Summer

That

"Staff to bring report back to Council outlining the financial implications, including liability insurance, of setting the tent up in one location for the entire season."

CARRIED

SR9

Recreation Committee Recommendations

RESOLUTION NO.067/19

M/S Councillors Paice/Summer

0360-01

0540-20

That

"The first recommendation is tabled until all Council Recreation Committee members are in attendance."

CARRIED

- Concern voiced in regard to the accuracy of information presented in the report.

RESOLUTION NO.068/19

M/S Councillors Paice/Summer

That

"The second recommendation be taken back to the Recreation Committee for further consultation"

CARRIED

RESOLUTION NO.069/19

M/S Councillors Paice/Markin

That

"The third recommendation be tabled and moved to the upcoming in-camera meeting."

CARRIED

10. **COMMITTEE MEETING REPORTS:**

CM1 **Recreation Committee Meeting Minutes**

0360-01

- Minutes should be presented to Chair of Committee to ensure accuracy prior to being brought forward to Council. Minutes that have not been adopted should be watermarked to identify them as draft minutes.
- FOR INFORMATION

0540-20

11. **BYLAWS:**

B1 **Officer Bylaw No, 903, 2019**

3900-20

RESOLUTION NO.070/19

M/S Councillors Paice/Miller

That

"Council adopt the 'District of Hudson's Hope Officer Bylaw 903, 2019'."

CARRIED

B2 **Fees and Charges Bylaw No. 904, 2019**

3900-02

Request to table this item to allow the Recreation and Special Events Coordinator time to implement additional changes.

RESOLUTION NO.071/19

M/S Councillors Summer/Markin

That

"Council table the 'District of Hudson's Hope Fees and Charges Bylaw 904, 2019' until the March 25th, 2019 Regular Council Meeting."

CARRIED

12. **CORRESPONDENCE:**

C1 **Double H Saddle Club -request for letter of support**

0230-20

RESOLUTION NO.072/19

M/S Councillors Miller/Markin

That

"Council provide a letter of support for the Double H Saddle Club's application to the Co-op Community Spaces Grant for assistance to build a roof over the outdoor bleachers at the rodeo grounds."

CARRIED

- | | | |
|-----|--|--------------------|
| C2 | Notification letter from TransCanada
FOR INFORMATION | 6660-20 |
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| C3 | Letter from Dan Harrison <ul style="list-style-type: none">• The Director of Protective Services provided an update on this item.• The District has no legal jurisdiction regarding enforcement of prevention of cruelty to animals. The SPCA and the RCMP are the only agencies with authority to enforce the laws under the Prevention of Cruelty to Animals Act (PCA Act). The complainant has contacted both of these Agencies. The Director of Protective Services confirmed that the complaints had been received by these agencies. | 0220-01 |
| | | |
| C4 | Advisory Letter from Conservation
FOR INFORMATION | 0220-01
6130-20 |
| C5 | Site C Construction Bulletin
FOR INFORMATION | 6660-20 |
| | | |
| C6 | Fort St. John Land and Resource Management Update Project
<i>RESOLUTION NO.073/19</i>
<i>M/S Councillors Miller/Paice</i>
<i>That</i>
<i>"Council provide a submission to BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development supporting The City of Fort St John's response."</i>
<i>CARRIED</i> | 0400-20 |
| | | |
| C7 | Chetwynd Communications Society- request for Letter of Support
<i>RESOLUTION NO.074/19</i>
<i>M/S Councillors Miller/Summer</i>
<i>That</i>
<i>"Council submit a letter of support to the CRTC, to add a rebroadcasting transmitter in the District of Hudson's Hope, on behalf of the Chetwynd Communications Society."</i>
<i>CARRIED</i> | 4710-01 |
| | | |
| C8 | Centennial Tree Planting Campaign
FOR INFORMATION | 0320-00 |
| | | |
| 13. | REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISON RESPONSIBILITIES | |
| | | |
| CR1 | Councillor Miller- Peace River Regional District Meeting | 0400-50 |

- Boat Launch: In response to the closures of the Charlie Lake boat launch, PRRD is requesting that all the member communities review the condition of the boat launches that belong to them to ensure that they are up to provincial maintenance standards. A possible late resolution may go forward requesting an investment to repair and maintain boat launches in the North.
- NCLGA resolution: request to have the UBCM conventions held exclusively in Vancouver due to the costs associated to holding it in Whistler and Victoria are prohibitive to smaller local governments.
- Grant in Aid: several Recreational Trails Grants-in-Aid were given at this meeting. This may be something the District should be looking at applying for.
- There are opportunities available to partner with other members of PRRD regarding funding opportunities.

14. **OLD BUSINESS:**

15. **NEW BUSINESS:**

16. **PUBLIC INQUIRIES:**

17. **IN-CAMERA SESSION:**

RESOLUTION NO.075/19

M/S Councillors Summer/Markin

That

"Council recess to a Closed Meeting for the purpose of discussing the following item(s): Agenda Item – Property Disposition (CC Section 90 (1) (e))
Human Rights Complaint (CC Section 90(1) (g))
Request from BC Hydro (CC Section 90(1) (j)).

0560-00

(e) the acquisition, disposition, or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

(g) litigation or potential litigation affecting the municipality;

(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;

Section 21 (1) The head of a public body must refuse to disclose to an applicant information

(b) that is supplied, implicitly or explicitly, in confidence, and
(c) the disclosure of which could reasonably be expected to harm significantly the competitive position or interfere significantly with the negotiating position of the third party."

CARRIED

7:49pm moved to in-camera meeting

18. **ADJOURNMENT:**

Mayor Heiberg declared the meeting adjourned at 8:50pm

DIARY

Conventions/Conferences/Holidays

Beryl Prairie Septic Field
School Gymnasium agreement
Budget items
Spruce Beetle Summit- revisit 2019
Agricultural Land Commission

Diarized

07/25/16
02/26/18
07/09/18
11/05/18
28/01/19

Certified Correct:


Chair/Mayor Dave Heiberg


Corporate Officer, Tammy McKeown