



REGULAR COUNCIL MEETING
March 25, 2019
6:00 P.M.
COUNCIL CHAMBERS

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

Absent: Youth Councillor, Taylor Rowe

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

Other: 1 in gallery

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

2. **DELEGATIONS:**

3. **NOTICE OF NEW BUSINESS:**

Mayors Additions:
Councillors Additions:
CAO Additions:

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

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

6. **ADOPTION OF MINUTES:**
M1 **March 11th, 2019 Regular Council Meeting**

RESOLUTION NO.083/19

M/S Councillors Gibbs/Summer

That

"The minutes of the March 11th, 2019 Regular Council Meeting be adopted as presented."

CARRIED

0550-01

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

BA1 **CM2 Industry Committee Report**

- Interim CAO informed Council the changes to the scope of work will not change the proposed budget for the project. 0360-01
6850-00

8. **PUBLIC HEARINGS:**

9. **STAFF REPORTS:**

SR1 **2019 Capital Budget Discussion**

1705-00

RESOLUTION NO.084/19

M/S Councillors Paice/Markin

That

"Council receive the attached Capital Budget for information."

CARRIED

- Mayor Heiberg voiced some concern in regard to the reserve balances.
- The Director of Public Works provided information on the Beattie Lift station.
 - The lift station is identified in the District's strategic plan as a priority. The design budget has been pre-approved.
 - The tender package will ready by the first week of April with the hopes of being able to award the tender in time to have the project completed by the end of the season.
 - The existing station does not meet WCB regulations; concerns relating to confined space entry. The update to the station will alleviate this issue.
 - The new lift station will be above ground which will remove any confined space entry issues. Changing the plan to an above ground station will still be within the requested budget amount.
- The Director of Public Works discussed the water valve replacement project.
 - It has been determined that there is a larger number of valves that need to be replaced than previously discussed and the original budget amount, previously brought forward, has been increased to reflect these additional valves.
 - The project will now cost approximately \$295,000; the individual cost of replacing each valve is dependant on the location of the valve and the complexity of the work involved.
 - The valve replacements will be tendered as a single project.
- The Director of Protective Services explained the need for structural turn out gear. The District purchases three sets of turn out gear every year.
- The Director of Protective Services provided a description of the structural trailer usage.
 - Would have the ability to lease it out to the Province during wildfire season; would prefer to keep it as a Regional asset, for us and our mutual aid partners, to ensure its availability and accessibility for the District of Hudson's Hope.

- It is believed it will be the only unit available in the North Peace Region.
- The Interim CAO explained the need for the computer replacement program.
 - If the computers without Windows 10 are not upgraded, our IT provider will not be able to continue to provide service.
 - We will inform the Museum and the Library of the issue and will suggest that they upgrade their equipment as well.
- The Manager of Public Works presented the plan to ensure that the District has a 2-3 year stockpile of gravel available.
 - The larger projects, the new residential development and the sewer lagoons upgrade project, have depleted our gravel reserves.
 - A plan will be implemented to ensure that proper records are kept in regard to the drawdown of supply.
- The Interim CAO provided an explanation of the proposed update to the District website (cemetery map, solar array information and general refresh of the website).
- The Director of Public Works presented the reasoning for the request for a new GPS unit. It will be used to map structural assets of the District such as hydrants and valves.
- The Manager of Public Works reviewed the need for the new loader.
 - The interim CAO explained that the loader had been approved in last year's budget but, due to other unexpected costs, had not been purchased.
 - The Manager stated that a new unit would be purchased and that, dependant on stated value, the old unit would be traded in. Councillors Miller and Summer both suggested keeping the existing piece of equipment as a back-up unit.
- The Director of Public Works provided an over-view of the Beryl Prairie Fire Hall Sewage Holding Tank project.
- The Director of Public Works discussed the issues with the Beryl Prairie Water Well Pump Replacement and outlined the costs faced by the District every time the pump quits working. He explained that the approximate cost would be \$11,500, as shown on the fact sheet, not \$13,000 as originally entered into the Proposed Capital Projects List.
- The Special Operations Trailer was pre-approved at a prior Council meeting. The District had previously received \$20,000 from BC Hydro that were to have been earmarked for Protective Services. These funds had not been identified in prior budgets as being set aside for Protective Services. In the future, all designated funding should be properly identified and segregated from general funds.
- Council Chamber Sound System
RESOLUTION NO.085/19
M/S Councillors Miller/Summer
That
"Council directs staff to remove the Council Chamber Sound System from the proposed Capital Budget."
CARRIED
- The need to change our Commercial Water Stand from a key-bank to key-pad was presented by the Director of Public Works. A request to increase Commercial Water rates was presented.

RESOLUTION NO.086/19

M/S Councillors Quibell/Paice

That

"Council direct staff to prepare a report in regard to the requested increase to Commercial Water Rates."

CARRIED

- The Corporate Officer provided a description of the services that are included with the new phone system.
 - Provide capability to transfer calls between buildings.
 - Provide individual voicemail.
 - Provide individual phone numbers.
 - Provide ability to utilize internet calling.
 - Provide over all savings to the District of \$31,410 over 5 years.
- Councillor Quibell, as the Chair of the Recreation Committee, provided the background for the ATV campground.
 - Council had applied for a Lease of Occupation for a section of land close to Site one, to create an ATV campground.
 - The project has been on the back burner ever since the lease was approved.
 - The campground could offer separate area for ATV users from the Dinosaur Lake campground.
 - The request, at this time, is for half of the site development.
 - The campground will be installed by contractors in order to alleviate any additional stress on the availability of Public Works employees.
 - Concern voiced in regard to possible Treaty Land Entitlement request for this parcel of land.
 - Concern voiced in regard to additional staffing requirements to maintain and service the site.
- Arena Recreation Equipment
 - Director of Public Works stated that this item is not a Capital Item but rather an Operational item.

RESOLUTION NO.087/19

M/S Councillors Gibbs/Markin

That

"Council direct staff to remove the Arena Recreation Equipment from the Capital Budget and to refer it to the O&M Budget."

CARRIED

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| SR2 | <p>District of Hudson's Hope Municipal Water Supply</p> <p>RESOLUTION NO.088/19</p> <p>M/S Councillors Miller/Paice</p> <p>That</p> <p>"Council receive the report, releasing the information relating to the Municipal Water Supply to the open agenda for transparency, for information purposes."</p> <p>CARRIED</p> | 5600-00 |
| SR3 | <p>Protective Services Monthly Update</p> <p>FOR INFORMATION</p> <ul style="list-style-type: none">• Emergency Public Alerts:<ul style="list-style-type: none">○ In-house testing has been completed.○ Roll-out to public is planned for April | 7380-01 |

- Peace River Regional District will be spearheading the advertising; have a large number of promotional items created.

SR4 **Visitor Services Conference Report** 2810-01
FOR INFORMATION

SR5 **Interim CAO Update** 0110-01
FOR INFORMATION

SR6 **Office Administration Monthly Update** 0110-01
FOR INFORMATION

SR7 **Summer Event Tent Setup** 7710-01

- The tent will be erected May 31, 2019 and taken down around the September long weekend.
- The tent will only be put up and taken down once; if it needs to be taken down prior to the end of the season, it will remain down.
- The Soccer association was informed by the Recreation and Special Events Coordinator that the tent would be set up in the park and that they would have access to it for their tournament.
- The Corporate Officer had informed the non-profits that she would update them on the availability of the tent once the decision was finalized. The Corporate Officer will advise those that requested the tent that it will be erected at the park for the season.

RESOLUTION NO.089/19

M/S Councillors Quibell/Gibbs

That

"Council direct staff to setup the event tent in the Pool Park for before June 1, 2019 and have it taken down around the September 2019 long weekend, and to ensure it is inspected weekly for the duration of its setup."

CARRIED

SR8 **Volunteer of the Year and Youth Volunteer of the Year Policy Amendment** 0340-50

RESOLUTION NO.090/19

M/S Councillors Miller/Paice

That

"Council approve the amended draft Youth Volunteer and Volunteer of the Year policies as presented."

CARRIED

SR9 **Public Works Update** 5210-01
FOR INFORMATION

- Mayor Heiberg reminded staff that a pamphlet outlining the options for the Osborne Street and Canyon Drive intersection, as presented to Council, be created and sent out to the community in a mail drop to ensure they understand the issues that will be discussed at the Open House.

SR10 **Recreation and Special Events Update** 8100-01
FOR INFORMATION

- Concern voiced by members of the Recreation Committee that the information in the update had not been brought forward to them previously.
- Discussion to be brought forward at the in-camera meeting.

10. **COMMITTEE MEETING REPORTS:**

11. **BYLAWS:**

12. **CORRESPONDENCE:**

C1 **Northern Resource Expo & Conference** 0390-01
FOR INFORMATION

C2 **Coalition of Canadian Municipalities** 0400-01
FOR INFORMATION

C3 **Site C Construction Bulletin** 6660-20
FOR INFORMATION

C4 **BC Mayors Caucus** 0390-01
RESOLUTION NO.091/19
M/S Councillors Paice/Gibbs
That
"Council approve travel expenses for Mayor Heiberg to attend the BC Mayors Caucus in Prince George, BC from March 31 to April 2, 2019."
CARRIED

C5 **Tall Wood Mass Timber Construction- Expression of Interest** 0320-00
FOR INFORMATION

C6 **Double H Saddle Club -request for letter of support** 0230-20
RESOLUTION NO.092/19
M/S Councillors Miller/Summer
That
"Council provide a letter of support for the Double H Saddle Club's application to the FCC Agrispirit Fund for assistance to replace the old concession at the outdoor riding arena (rodeo grounds)."
CARRIED

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

14. **IN-CAMERA SESSION:** 0560-00
RESOLUTION NO.093/19
M/S Councillors Paice/Markin
That
"Council recess to a Closed Meeting for the purpose of discussing the following item(s): Agenda Item – BC Hydro Land Issues (CC Section 90 (1) (e) and (k))"

(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;

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

CARRIED

7:16 pm moved to in-camera meeting

RESOLUTION NO.101/19

M/S Councillors Summer/Paice

0550-01

That

"Council return to the Regular Council Meeting."

CARRIED

8:36pm moved back into Regular Council Meeting

15. **OLD BUSINESS:**

16. **NEW BUSINESS:**

Mayor Heiberg: Solar Array and BC Hydro

- Discussion in regard to realized savings from the installation of the solar array.
- Discussion regarding funds received from BC Hydro and the ability to utilize for other needs.

1840-00

17. **PUBLIC INQUIRIES:**

18. **ADJOURNMENT:**

Mayor Heiberg declared the meeting adjourned at 8:37pm

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

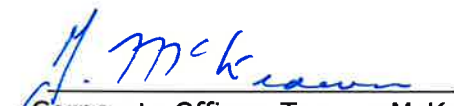
11/05/18

Agricultural Land Commission

28/01/19

Certified Correct:


Chair/Mayor Dave Heiberg


Corporate Officer, Tammy McKeown