



**REGULAR COUNCIL MEETING**  
**January 13, 2020**  
**6:00 P.M.**  
**COUNCIL CHAMBERS**

**Present:** Mayor Dave Heiberg  
Councillor Mattias Gibbs  
Councillor Pat Markin  
Councillor Kelly Miller  
Councillor Valerie Paice  
Councillor Leigh Summer  
  
Youth Councillor Brenna Rice

**Absent:** Councillor Travous Quibell

**Staff:** CAO, Chris Cvik  
Corporate Officer, Jeanette McDougall  
Director of Public Works, Mokles Rahman  
Director Protective Services, Bob Norton  
Manager Public Works, Mark Sture  
Recreation and Special Events Coordinator, Kaitlyn Atkinson

**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:**

- Cyber Hacking
- North Peace Airport Society
- Acting Mayor Coverage - January 22 – February 7, 2020

**Councillors Additions:**

- None

**CAO Additions:**

- Hudson's Hope Health Care and Housing Society – Silver Willow Court re Proposed Supportive Living Facility

#### 4. ADOPTION OF AGENDA BY CONSENSUS AS AMENDED

As amended to include the following:

- CR1 Cyber Hacking
- CR2 North Peace Airport Society
- CR3 Acting Mayor Coverage - January 22 – February 7, 2020
- NB1 Hudson's Hope Health Care and Housing Society – Silver Willow Court re Proposed Supportive Living Facility

#### 5. DECLARATION OF CONFLICT OF INTEREST

#### 6. ADOPTION OF MINUTES

##### M1 DECEMBER 9, 2019 REGULAR COUNCIL MINUTES

Correction: Revise spelling of "canabis" to "cannabis", page 3

##### **RESOLUTION NO. 001/20**

**M/S Councillors Paice / Miller**

*"That the minutes of the December 9, 2019 Regular Council Meeting be adopted as amended."*

**CARRIED**

#### 7. BUSINESS ARISING OUT OF THE MINUTES

The CAO provided a brief update on correspondence with D. Lepine regarding cannabis retail sales and the Mayor requested this item to be added to the agenda for February 10, 2020.

#### 8. PUBLIC HEARING

#### 9. STAFF REPORTS

##### SR1 Q4 2019 RESOLUTIONS

- The CAO advised there is nothing new to report regarding the PSA transition from PRIS to the Library.
- Staff to draft a letter of response regarding Lynx Creek pavement.

##### SR2 FINANCIAL ASSISTANCE POLICY (GRANT-IN-AID)

##### **RESOLUTION NO. 002/20**

**M/S Councillors Miller / Summer**

*"That Council approve the Financial Assistance Grant Policy 001/20."*

**CARRIED**

##### SR3 LIGHT INDUSTRIAL SUBDIVISION – REPORT #2

Discussion included the following:

- That the Ministry of Transportation and Infrastructure is not requiring a Traffic Impact Study for the first 6 lots; and

- Councillor Summer requested that another Industrial Committee be held and Staff to arrange.

**RESOLUTION NO. 003/20**

**M/S Councillors Paice / Gibbs**

"That Council approve the recommendation from the Light Industrial Steering Committee to direct award a consulting services contract to Urban Systems and to proceed with hiring a geotechnical company and a survey company to undertake detailed design work, including the Geotech and Survey work under the management of Urban Systems.

**CARRIED**

**SR4 LUCAS SUBDIVISION – MARKETING PLAN #2**

**RESOLUTION NO. 004/20**

**M/S Councillors Miller / Summer**

"That Council approve the Request for Proposal for the District of Hudson's Hope Real Estate Services – Lucas Subdivision."

**CARRIED**

**SR5 PURCHASE OF DISTRICT OWNED PROPERTY BY BC HYDRO – REPORT #4**

**RESOLUTION NO. 005/20**

**M/S Councillors Summer / Miller**

THAT Council rescind the following resolution:

**"RESOLUTION NO. IC 287/19**

**M/S Councillors Miller / Gibbs**

1. "That Council approve the sale of Lot 6, Section 19, Township 81, Range 25, West of the 6<sup>th</sup> Meridian, PRRD Plan 17881 and Lot A, Section 19, Township 81, Range 25, West of the 6<sup>th</sup> Meridian, PRRD Plan 27673 for \$315,000.
2. That Council authorize the CAO to sign the Purchase Agreements for Lot 6 and Lot A and the two additional properties Library SRW for \$17,500 and the Alwin Holland Park licence for \$25,900 on behalf of the District.
3. That Council release the resolution on the sale of District property to the Public Agenda, pending approval from BC Hydro to share the information."

**CARRIED"**

**CARRIED**

**RESOLUTION NO. 006/20**

**M/S Councillors Paice / Gibbs**

"THAT Council approve the Lease Agreement for Lot 6, Section 19, Township 81, Range 25, west of the Meridian, PRRD Plan 17881;

*THAT Council approve the License Agreement for Block A of the North East ¼ Section 19 Township 81 Range 25 West of the 6<sup>th</sup> Meridian Peace River District Except Plan H626; PID: 011-763-418, \$10,000;*

*THAT Council authorize the CAO to sign the Lease and License Agreements on behalf of the District;*

*THAT Council release the resolution on the sale of District property to the Public Agenda."*

**CARRIED**

**SR6 FIRE INSPECTION SYSTEM POLICY**

**RESOLUTION NO. 007/20**

**M/S Councillors Markin / Gibbs**

*"That Council approve the Fire Inspection System Policy 002, 2020 for the District of Hudson's Hope; and*

*THAT Council rescind the Fire Safety Inspection Policy dated March 12, 2002.*

**CARRIED**

**SR7 FIRE DEPARTMENT SERVICE LEVEL POLICY**

**RESOLUTION NO. 008/20**

**M/S Councillors Summer / Millers**

*"That Council approve the District of Hudson's Hope Fire Department Service Level Policy 003, 2020 for the District of Hudson's Hope."*

**CARRIED**

**SR8 NORTHERN DEVELOPMENT INITIATIVE TRUST GRANT APPLICATION  
- WINTER CARNIVAL**

**RESOLUTION NO. 009/20**

**M/S Councillors Summer / Millers**

*"THAT the District of Hudson's Hope supports the application to Northern Development Initiative Trust for a grant of up to \$2,500 for the Winter Carnival from the "Fabulous Festivals and Events Fund".*

**CARRIED**

**SR9 LOCAL GOVERNMENT INFRASTRUCTURE PLANNING GRANT PROGRAM**

**RESOLUTION NO. 010/20**

**M/S Councillors Paice / Gibbs**

*"THAT Council approve the application for the BC Local Government Infrastructure Planning Grant Program in support of the continuing development of the District's Asset Management Program."*

**CARRIED**



**SR10 NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION –  
ANNUAL GENERAL MEETING – MAY 13-15, 2020**

Mayor Heiberg and Councillor Gibbs confirmed their attendance; remaining Councillors interested in attending to advise the Corporate Officer by Friday, January 31, 2020.

**RESOLUTION NO. 011/20**

**M/S Councillors Gibbs / Markin**

*"THAT Council approve registration and travel costs for Council members interested in attending the North Central Local Government Association Annual General Meeting being held in Prince George on May 13 - 15, 2020."*

**CARRIED**

**SR11 BC NATURAL RESOURCES FORUM**

Members of Council interested in attending to advise the Corporate Officer by Friday, January 17, 2020.

**RESOLUTION NO. 012/20**

**M/S Councillors Paice / Markin**

*"THAT Council approve registration and travel costs for Council members interested in attending the BC Natural Resources Forum being held in Prince George on January 28 – 30, 2020."*

**CARRIED**

**SR12 SCHOOL DISTRICT #60 – BOARD OF TRUSTEES  
ANNUAL JOINT MEETING**

**RESOLUTION NO. 013/20**

**M/S Councillors Paice / Markin**

*"THAT Council approve a) hosting the School District #60 Board of Trustees Annual Joint Meeting in Hudson's Hope in the spring of 2020; and b) the District will provide dinner for the function."*

**CARRIED**

**10. COMMITTEE MEETING REPORTS**

**11. BYLAWS**

**B1 BYLAW 913, 2020 – DISTRICT OF HUDSON'S HOPE ROAD CLOSURE –  
PUBLIC ROAD THROUGH DL 148, PLAN 10780**

**RESOLUTION NO. 014/20**

**M/S Councillors Gibbs / Summer**

1. That District of Hudson's Hope Road Closure Bylaw No. 913, 2020, to close the Public Road through DL 148, Plan 10780, and remove the road dedication be read a first time as recommended in the report dated December 9, 2019, from the CAO regarding Road Closure Bylaw No. 913, 2020;

2. That Bylaw No. 913, 2020 be read a second time;
3. That Bylaw No. 913, 2020 be read a third time; and
4. That Public Notice of Council's intention to close the public road through runs through DL 148, Plan 10780 and remove the road dedication be provided in accordance with Sections 26(3) and 40 of the Community Charter.

**CARRIED**

**B2 BYLAW 914, 2020 – DISTRICT OF HUDSON'S HOPE REVITALIZATION TAX EXEMPTION – LUCAS SUBDIVISION**

**M/S Councillors Summer / Markin**

1. That District of Hudson's Hope Revitalization Tax Exemption Bylaw - Lucas Subdivision Bylaw No. 914, 2020 be read a first time as recommended in the report dated December 18, 2019, from the CAO regarding a Revitalization Tax Exemption Program for the Lucas Subdivision.
2. That Bylaw No. 914, 2020 be read a second time.
3. That Bylaw No. 914, 2020 be read a third time.
4. And that Public Notice of Council's intention to implement a tax exemption bylaw for the Lucas Subdivision be undertaken in accordance with Sections 227 and 94 of the Community Charter.

**DEFEATED**

A discussion ensued regarding advantages / disadvantages of the proposed tax incentives pertaining to the Revitalization Tax Exemption Bylaw – Lucas Subdivision, including the perception of fairness associated with a tax exemption for a subdivision vis a vis other residential properties within the District; timeline for which the tax incentive would be in effect and whether a tax incentive would be effective in attracting purchasers.

The Mayor directed Staff to include this item on the agenda for February 10, 2020 for reconsideration.

**12. CORRESPONDENCE**

**C1 DA THOMAS GUARDRAIL**  
Received for Information.

**C2 PROPOSED MUSIC FESTIVAL**

**RESOLUTION NO. 015/20**

**M/S Councillors Summer / Markin**

"THAT Staff contact Ben Waechter, Life Cycle Events, to request that he survey the residents in the area who would be affected by the noise level if the music festival is approved and that he report the results to the District.

**CARRIED**

**C3 OIL & GAS PROCESSING REGULATION**

Received for Information.

**C4 NCLGA RESOLUTION DEADLINE & HANDBOOK**

Mayor Heiberg advised that Board of the Peace River Regional District is focussing on 4 – 5 high priority NCLGA resolutions.

**C5 RISK CONTROL SURVEY – MUNICIPAL INSURANCE ASSOCIATION OF BRITISH COLUMBIA**

The Manager Public Works advised that the outside concrete entrance to Council Chambers poses a tripping hazard and will be fixed once the weather warms up; and 2) barb wire fencing along the entire front of the yard will need to be replaced at the Public Works Facility.

**C6 COUNCIL OF FOREST INDUSTRIES - 2020**

**RESOLUTION NO. 016/20**

**M/S Councillors Miller / Markin**

*"THAT Council approve the registration and travel costs for two members of Council to attend the Council of Forest Industries 2020 Convention being held in Prince George on April 1 – 3, 2020."*

**CARRIED**

**C7 FORT ST. JOHN TRADE SHOW**

Received for Information.

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

**CR1 Cyber Hacking**

Mayor Heiberg advised that the City of Dawson Creek was recently subject to a cyber attack and that the District of Hudson's Hope is in the process of obtaining cyber insurance and that Staff are currently checking to see whether the District is properly insured for a similar risk.

**CR2 North Peace Airport Society**

Mayor Heiberg advised that he is attending meetings with Advantage in Vancouver this week regarding capital projects and streamlining processes.

**CR3 Acting Mayor / Coverage – January 22 – February 7, 2020**

- Councillor Gibbs is the Acting Mayor for January 2020
- Councillor Miller will attend the PRRD meeting as the Alternate on January 23, 2020 and is the Acting Mayor for February 2020

**14. OLD BUSINESS**

**15. NEW BUSINESS**

**NB1 Hudson's Hope Health Care and Housing Society – Land Transfer**

**RESOLUTION NO. 017/20**

**M/S Councillors Miller / Markin**

**"THAT Council approve the transfer of PID: 011-373-601; Lot 1 Section 13 Township 81 Range 26 West of 6th Meridian Peace River District Plan PGP17871 from the District of Hudson's Hope to the Hudson's Hope Health Care and Housing Society in support of the Society's proposed supportive living facility."**

**CARRIED**

**16. PUBLIC INQUIRIES**

Youth Councillor Brenna Rice advised that a Games Night was held and that non-perishable food items were collected and donated to the Friends of Hudson's Hope Society.

**17. NOTICE OF CLOSED MEETING**

**ICS1 PERSONNEL**

**RESOLUTION NO. 018/20**

**M/S Councillors Miller / Gibbs**

**"THAT the following Agenda Items be held in Closed Meeting:**

- **Personnel - Community Charter section 90 (1) (c) labour relations or other employee relations:**
  - **Recreation and Special Events Coordinator Position; and**
  - **Animal Control Contract**

**CARRIED**

**18. ADJOURNMENT**

*Mayor Dave Heiberg declared the meeting adjourned at 7:55 pm.*

**DIARY**

**Conventions/Conferences/Holidays**


*Commercial Water Rate Increase-annual budget*

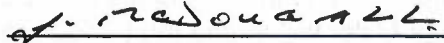
*Consideration*

**Diarized**

**08/04/19**

Certified Correct:

  
Dave Heiberg, Chair/Mayor

  
Jeanette McDougall, Corporate Officer