



**COUNCIL MEETING**  
**District Office – Council Chambers**  
**6:00 P.M.**  
**April 11, 2023**

**Present:** Mayor Dave Heiberg  
Councillor Kelly Miller  
Councillor Debbie Beattie  
Councillor James Cryderman  
Councillor Tashana Winnicky  
Councillor Travous Quibell (Joined at 6:38 PM)  
Councillor Tina Jeffrey

**Absent:** None

**Staff:** Chief Administrative Officer, Mokles Rahman  
Deputy Treasurer, Tonia Alexander  
Director of Protective Services, Fred Burrows  
Administration, Becky Mercereau

**Other:** Youth Councillor Quentin Kenny  
9 community members in the gallery

**1. CALL TO ORDER**

The meeting was called to order at 6:00 p.m. with Mayor Heiberg presiding.

**2. DEDICATION PAGE**

**3. DELEGATIONS**

**D1 HUDSON'S HOPE RADIO AMATEUR CLUB – GRANT ASSISTANCE**

The Hudson's Hope Radio Amateur Club presented their grant proposal for the revitalization of Signal Hill. They are proposing to build a new lockable and insulated steel-clad building which would house FM radio repeater and antennas, PRIS equipment and HHRAC radio repeater. The total expected capital cost of the project is \$14,500.00. They have requested funding support from other sources and companies. The club has been denied by NDIT as the project was too niche for them to approve and they haven't heard back yet from other applications submitted.

**4. NOTICE OF NEW BUSINESS**

Mayor's Additions: N/A

Councillor's Additions: OB – Recreation Committee Update - Councillor Winnicky

CAO's Additions: OB – Water Treatment Plant Update

**5. ADOPTION OF AGENDA BY CONSENSUS**

**6. DECLARATION OF CONFLICT OF INTEREST**

Councillor Beattie will excuse herself from the HH Health Care and Housing Society discussion. Councillor Quibell will excuse himself from the Radio Amateur Club discussions.

**7. ADOPTION OF MINUTES**

**M1 REGULAR COUNCIL MINUTES MARCH 27, 2023**

**RESOLUTION NO. 069 / 2023**

**M/S Councillors Jeffrey / Cryderman**

**THAT the minutes of the March 27, 2023, Regular Council Meeting be adopted.**

**CARRIED**

**M2 COMMITTEE OF THE WHOLE MINUTES MARCH 29, 2023**

**RESOLUTION NO. 070 / 2023**

**M/S Councillors Beattie / Winnicky**

**THAT the minutes of the March 29, 2023, Committee of the Whole Meeting be adopted.**

**CARRIED**

**8. BUSINESS ARISING FROM THE MINUTES**

**BR LETTERS OF SUPPORT**

Staff confirmed the letters of support were sent out.

**9. PUBLIC HEARING**

**10. STAFF REPORTS**

**SR1 WATER TREATMENT PLANT – RENTAL CLARIFIER INSTALLATION – SOLE SOURCE PURCHASE**

**RESOLUTION NO. 071 /2023**

**M/S Councillors Miller / Beattie**

**THAT Council ratify the following motion which was passed through electronic votes on March 29, 2023.**

**THAT Council authorize the administration to amend the current contract with Clear Blue Water Systems as a sole source contractor to perform the installation of the rental clarifier unit (Ph-3).**

**THAT Council authorize the administration to amend the current contract with EPSCAN as a sole source contractor to perform the electrical work for the installation of the rental clarifier unit (Ph-3).**

**CARRIED**

## **SR2 RAINBOW CROSS WALK**

### **RESOLUTION NO. 072 /2023**

**M/S Councillors Beattie / Jeffrey**

**THAT** Council direct administration to pay \$1000 to the Hudson's Hope School for the installation of the rainbow cross walk near the school by students. The source of fund is O&M Public Works.

**CARRIED**

Public Works will be involved with safety when the students paint the cross walk. We will also advise the RCMP when this is to occur. The paint purchased by the school would not be the same quality as a contractor would provide, but this allows the students to create this project themselves. They would also be able to refresh the paint each year as a group project. We will provide \$1000 for them to purchase paint. They requested if they have enough paint if they can paint more than one cross walk near the school, and staff agreed with this.

## **11. COMMITTEE MEETING REPORTS**

## **12. BYLAWS**

### **B1 GROWING COMMUNITIES' CAPITAL RESERVE FUND BYLAW NO. 938**

#### **RESOLUTION NO. 073 /2023**

**M/S Councillors Miller / Winnicky**

**THAT** Council approve First, Second, and Third Reading to Bylaw No. 938, 2023 – A Bylaw Growing Communities Capital Reserve Fund (bylaw no. 938, 2023).

**CARRIED**

A new line item will be created in the budget as per the grant stipulation.

### **B2 ANNUAL FINANCIAL PLAN BYLAW NO. 936**

#### **RESOLUTION NO. 074 /2023**

**M/S Councillors Jeffrey / Cryderman**

**THAT** Council approve First, Second and Third Reading to Bylaw No. 936, 2023 – A Bylaw to adopt a Financial Plan for 2023 – 2027 with the amendment of adding \$150,000.00 into the 2023 Operating Budget for Protective Services for the hiring of a new position.

**CARRIED**

#### **RESOLUTION NO. 075 / 2023**

**M/S Councillors Jeffrey / Miller**

**THAT** a new position be created for a combined Deputy Fire Chief and Bylaw Enforcement Officer.

**CARRIED**

Councillor Quibell arrived at 6:38 pm.

Council discussed the creation of the Deputy Fire Chief:

- The volunteers do not want the On-Call paid position on a regular basis, due to most volunteers having full-time jobs and families, when on-call it limits what and where you can go.
- Need for a bylaw enforcement position. This position needs direction on how aggressively we want to pursue infractions or if we want it to be more educational.
- Work/life balance needs to be considered for Fire Chief retention and volunteers.
- Valuable tool to relieve the stress of employees and volunteers.
- The allocation of \$150,000 would be wage, training and other incidentals that would be accrued in creating this new position.
- Position may include other roles to be enough work for a full-time position, some ideas include bylaw enforcement, grant coordination, asset management and any other gaps staff may see. Job description can also state "other roles as directed".
- The Director of Protective Services sees that the fire and bylaw portion of this job would most likely provide enough work for a full-time position. Fire smarting, equipment inventory, bylaw enforcement and other programs within fire and bylaw that will provide the bulk of the job duties.

**B3 TAX RATE BYLAW NO. 937**

**RESOLUTION NO. 076 / 2023**

**M/S Councillors Cryderman / Jeffrey**

**THAT Council approve First, Second and Third readings of the "District of Hudson's Hope Tax Rate Bylaw No. 937, 2023.**

**CARRIED**

**RESOLUTION NO. 077 / 2023**

**M/S Councillors Winnicky / Quibell**

**THAT Staff prepare a report with plans on how to raise the utilities rates to be in line with surrounding communities.**

**CARRIED**

Plan should outline different options in a 5, 8 and 10-year forecasting.

**13. CORRESPONDENCE**

**C1 MINISTRY OF MUNICIPAL AFFAIRS – UNDERGROUND INFRASTRUCTURE  
CONDITION ASSESSMENT GRANT**

Received for Information.

**C2 BULTERYS HOUSE IN DAWSON CREEK – ACCOMMODATION FOR PEOPLE  
SEEKING MEDICAL TREATMENT**

Information to be distributed to the community via PSA, Bulletin and website.

**C3 UBCM - HOUSING**

Councillor Cryderman to contact the Ministry of Housing for information on this program.

**C4 BC HYDRO – PEACE TO KELLY LAKE STATIONS SUSTAINMENT PROJECT**

Received for Information.

**C5 HOUSE OF HOPE CHURCH – LETTER OF SUPPORT FOR BC HYDRO GO FUND**

**RESOLUTION NO. 078 / 2023**

**M/S Councillors Winnicky / Cryderman**

**THAT the District of Hudson's Hope supports the application to Northern Development Initiative Trust from the House of Hope Community Church for a grant of up to \$8,947.74 from the BC Hydro GO Fund.**

**CARRIED**

**C6 HH HEALTH CARE & HOUSING SOCIETY SILVER WILLOW COURT – LAND TRANSFER**

*Councillor Beattie declared a conflict of interest and left meeting at 6:49 pm accompanied by Dennis Beattie.*

**RESOLUTION NO. 079 / 2023**

**M/S Councillors Miller / Quibell**

**THAT Council refer the land transfer documents from the Hudson's Hope Health Care and Housing Society to the lawyers for a legal opinion prior to taking further action.**

**CARRIED**

The council directed staff to solicit legal opinion on their request for transfer.

*Councillor Beattie and Dennis Beattie returned to the meeting at 6:52 pm.*

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

**15. OLD BUSINESS**

**OB1 RECREATION FACILITIES COMMITTEE MEETING**

Councillor Winnicky reported that the committee had two new members join, Amber Norton and Greta Goddard. They have reviewed the project scope for the Community Hall and will now be determining the next course of action whether that be an RFP or an RFQ.

**OB2 WATER TREATMENT PLANT (WTP) UPDATE**

The Chief Administrative Officer updated the council that the rental Clarifier for the WTP is scheduled to mobilize to the site on April 18, 2023. Clear Blue Water, the contractor, will be doing preparatory work from tomorrow, April 12, 2023. The tentative date of completion of the installation of the Clarifier is April 28<sup>th</sup>. Furthermore, he updated that the UV will be delivered to the site between April 21 and 25<sup>th</sup>. The installation of the UV may be completed by April 30<sup>th</sup>. We will work with Northern Health when UV is running to complete mandatory testing to get the boil water advisory removed.



## 16. NEW BUSINESS

### NB1 YOUTH COUNCILLOR QUENTIN KENNY - UPDATE

Youth Councillor Kenny advised that School Council is planning next event for Earth Day.

### NB2 HUDSON'S HOPE RADIO AMATEUR CLUB – GRANT ASSISTANCE

*Councillor Quibell declared a conflict of interest and left meeting at 6:53 pm.*

#### **RESOLUTION NO. 080 / 2023**

**M/S Councillors Cryderman / Jeffrey**

**THAT Council approve a grant for the Hudson's Hope Radio Amateur Club in the amount of 50% of the asking request being \$7,250 on the condition that the club secure the remaining 50% from other sources.**

**CARRIED**

Council discussed the grant request from the HH Radio Amateur Club:

- The request is significantly higher than the other requests and the club membership is quite low.
- Do we need an emergency radio channel with the other emergency communication measures already in place?
- Could this be useful if we lose our fibre from Chetwynd during an emergency?
- Want to keep PRIS for rural residents who cannot gain access from other internet providers.

*Councillor Quibell returned to the meeting at 7:02 pm.*

### NB3 FINANCIAL CLARIFICATION

The Deputy Treasurer clarified that the Deputy Fire Chief position would be split into more than one line item when they review the update.

## 17. PUBLIC INQUIRIES

## 18. IN-CAMERA SESSION

#### **RESOLUTION NO. 081 /2023**

**M/S Councillors Miller / Beattie**

**THAT Council move to a Closed Meeting for the purpose of discussing the following items:**

- **Community Charter Section 97 (1) (b):**
  - (b) all minutes of Council meetings, other than a meeting or part of a meeting that is closed to the public
    - Closed Meeting Minutes – March 27, 2023
- **Community Charter Section 90 (1) (g):**
  - (g) litigation or potential litigation affecting the municipality
    - Summer Road – Blocked Access – verbal update

**CARRIED**

## 19. RISE AND REPORT

## 20. ADJOURNMENT

*Mayor Heiberg declared the meeting adjourned at 7:17 pm.*

### DIARY

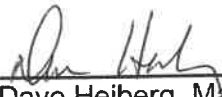
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#### ***Conventions/Conferences/Holidays***

*Commercial Water Rate Increase-annual budget  
Consideration  
ATV Campground – Naming / Memorial Plaque  
Council Remuneration Policy*

*08/04/19  
2022  
2023*

Certified Correct:

  
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Dave Heiberg, Mayor

  
\_\_\_\_\_  
Becky Mercereau, Administration