



**REGULAR COUNCIL MEETING**  
**District Office – Council Chambers**  
**December 11, 2023, 6:00 pm**

- Present:** Mayor Travous Quibell  
Councillor Tashana Winnicky  
Councillor KK Charlesworth  
Councillor James Cryderman  
Youth Councillor Taylor Sanderson
- Absent:** Councillor Debbie Beattie (with notice)  
Councillor Tina Jeffrey (with notice)
- Staff:** Chief Administrative Officer, Crystal Brown  
Corporate Officer, Andrea Martin  
Director of Public Works, Robert Dauphinee
- Delegations:** BC Emergency Health Services  
Jonathan Brnjas, Manager of Clinical Operations Northeast District  
Stephanie Koehn, Acting Unit Chief, Hudson's Hope Ambulance
- Peace River Regional District  
Gerritt Lacey, Solid Waste Manager (Via Zoom)
- Other:** There was one community member in the gallery.

**1. CALL TO ORDER**

Mayor Quibell called the meeting to order at 6:00 pm.

**2. DEDICATION PAGE**

**3. DELEGATIONS**

D1 Jonathan Brnjas updated Council with the new mixed model of staffing for the Hudson's Hope Ambulance Station. BC Emergency Health Service will be offering eight positions, two of which are filled. They are offering a Community Paramedic Position opening as well. Since the province-wide recruitment campaign and positive changes to remote locations' staffing, the surrounding communities have full schedules, and Hudson's Hope Ambulance is not expected to have to leave the community for any cross-coverage as it had in the past.

- D2 Garritt Lacey provided an overview on the Hudson's Hope Transfer Station Tier 1 Upgrade Project and the Recycling Station Relocation Project that is scheduled for 2024.

**Hudson's Hope Transfer Station:** The goal of the project is to keep the level of service that is currently offered the same, however, there are a few items that will need to be discussed further as the Peace River Regional District (PRRD) does not offer those services, including the collection of yard and garden, vehicle hulks, and kitchen grease. The District of Hudson's Hope (District) will need to determine if the District will continue to pay tipping fees as the waste arrives at the landfill or if the preferred method moving forward will be to have the customers charged tipping fees as they use the transfer station. The District will be required to enter into a new Master Servicing Agreement/Transition Plan Draft with the PRRD.

**Recycling:** The PRRD has been requested to relocate the unattended recycling depot by Spring of 2024 from its current location. Relocation Options include:

- Relocate the Recycling Collection to Attended Transfer Station as part of the Tier 1 upgrade project; or
- Partner on a new location within the community, such as the arena or water sales station as an example.

**Cardboard Collection:** The District has reached out to PRRD to begin the process of exploring options for the collection of cardboard: Options for Cardboard include, PRRD to include cardboard collection at unattended recycling depot, or District could partner with PRRD contractor for processing and receive compensation.

#### **4. NOTICE OF NEW BUSINESS**

NB1 Hudson's Hope Transfer Station and Recycling System

#### **5. ADOPTION OF AGENDA BY CONSENSUS**

#### **6. DECLARATION OF CONFLICT OF INTEREST**

#### **7. ADOPTION OF MINUTES**

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

**RESOLUTION NO. 254/2023**

**M/S Councillors Winnicky/Cryderman**

That the minutes of the November 27, 2023, Regular Council Meeting be adopted as presented.

**CARRIED**

**M1 SPECIAL COUNCIL MINUTES NOVEMBER 30, 2023  
RESOLUTION NO. 255/2023**

**M/S Councillors Winnicky/Charlesworth**

That the minutes of the November 30, 2023, Special Council Meeting be adopted as presented.

**CARRIED**

**8. BUSINESS ARISING FROM THE MINUTES**

**SR6 TEMPORARY COMMERCIAL USE PERMIT – NO. 2023.001  
RESOLUTION NO. 256/2023**

**M/S Councillors Charlesworth/Winnicky**

That Council authorize the reconsideration of Resolution NO. 238/2023, from the November 27, 2023, Council Meeting, regarding the approval for Temporary Commercial Use Permit No. 2023.001 to construct a laydown yard and storage building for oil and gas exploration operations on the property identified as PID: 014-825-597, for a three-year term, subject to the Applicant entering into a Road Use Agreement with the District of Hudson's Hope.

**CARRIED**

**RECONSIDERATION OF RESOLUTION NO. 238/2023  
RESOLUTION NO. 238/2023**

**M/S Councillors Winnicky/Cryderman**

That Council receives the report titled "Temporary Commercial Use Permit – No. 2023.001" dated November 27, 2024; further, that Council authorizes the issuance of Temporary Commercial Use Permit No. 2023.001 to construct a laydown yard and storage building for oil and gas exploration operations on the property identified as PID: 014-825-597, for a three-year term, subject to the Applicant entering into a Road Use Agreement with the District of Hudson's Hope.

**DEALT WITH BY THE FOLLOWING**

**RESOLUTION NO. 257/2023**

**M/S Councillors Winnicky/Cryderman**

That Council defer consideration of Resolution No. 238/2023 from the November 27, 2023, Council Meeting, which states:

"That Council receives the report titled "Temporary Commercial Use Permit – No. 2023.001" dated November 27, 2024; further, that Council authorizes the issuance of Temporary Commercial Use Permit No. 2023.001 to construct a laydown yard and storage building for oil and gas exploration operations on the property identified as PID: 014-825-597, for a three-year term, subject to the Applicant entering into a Road Use Agreement with the District of Hudson's Hope"

until such time as Council is provided with a report regarding options to mitigate road use concerns.

**CARRIED**

## 9. PUBLIC HEARING

## 10. STAFF REPORTS

### SR1 PROPOSED 2024 COUNCIL MEETING SCHEDULE

#### RESOLUTION NO. 258/2023

##### M/S Councillors Winnicky/Cryderman

That Council receives the report titled "Proposed 2024 Council Meeting Schedule" dated December 11, 2023; further, that Council adopts the following 2024 Council Meeting Schedule which sets the 2024 Regular Council Meeting dates and reduces the number of Regular Council Meetings from 22 to 19 per year:

January 8, 29	February 12	March 4, 11, 25	April 15
May 6, 27	June 17	July 8, 29	August 19
September 9	October 7, 21	November 4, 18	December 9

**CARRIED**

### SR2 LOCAL GOVERNMENT CLIMATE ACTION PROGRAM

#### RESOLUTION NO. 259/2023

##### M/S Councillors Cryderman/Charlesworth

That Council receives the report titled "Local Government Climate Action Program" dated December 11, 2023; further, that Council refers the report to staff to develop a list of recommendations for allocating the Local Government Climate Action Program funds for consideration during the 2024 Budget discussions.

**CARRIED**

### SR3 PRE-DESIGN FOR PERMANENT TREATMENT PLANT MODIFICATIONS

#### RESOLUTION NO. 260/2023

##### M/S Councillors Winnicky/Charlesworth

That Council receives the report titled "Pre-Design for Permanent Treatment Plant Modifications" dated December 11, 2023; further, that Council authorize capital budget pre-approval in the amount of \$102,607.60 (excluding taxes) for the completion of the Pre-Design for Permanent Treatment Plant Modifications.

**CARRIED**

#### RESOLUTION NO. 261/2023

##### M/S Councillors Cryderman/Charlesworth

That Council waives the District of Hudson's Hope Purchasing Policy and authorizes a direct award to McElhanney for the completion of the Pre-Design for Permanent Treatment Plant Modifications at a total cost not to exceed \$102,607.60 (excluding taxes); and further, that the Mayor and Chief Administrative Officer be authorized to sign the Agreement on behalf of the District of Hudson's Hope.

**CARRIED**

**SR4 2024 ACTING MAYOR SCHEDULE**

**RESOLUTION NO. 262/2023**

**M/S Councillors Charlesworth/Winnicky**

That Council receives the report titled "2024 Acting Mayor Schedule" dated December 11, 2023; further, that Council approve the 2024 Acting Mayor Schedule as follows:

- Councillor Beattie – January and July 2024
- Councillor Jeffrey – February and August 2024
- Councillor Cryderman – March and September 2024
- Councillor Winnicky – April and October 2024
- Councillor Charlesworth - May and November 2024
- Councillor Winnicky - June and December 2024

**CARRIED**

**SR5 2024 KEEPING IT RURAL CONFERENCE**

**RESOLUTION NO. 263/2023**

**M/S Councillors Charlesworth/Winnicky**

That Council receives the report titled "2024 Keeping It Rural Conference", dated December 11, 2023; further, that Council authorizes that conference registration, travel arrangements, and hotel rooms be booked for Council Members interested in attending the 2024 Keeping It Rural Conference being held in Kelowna from May 21 – 23, 2024.

**CARRIED**

**SR6 2024 LOCAL GOVERNMENT LEADERSHIP ACADEMY CONFERENCE AUTHORIZATION**

**RESOLUTION NO. 264/2023**

**M/S Councillors Winnicky/Charlesworth**

That Council receives the report titled "2024 Local Government Leadership Academy Conference Authorization", dated December 11, 2023; further, that Council authorizes that conference registration, travel arrangements and hotel rooms be booked for Council Members interested in attending the 2024 Local Government Leadership Academy Forum being held in Richmond from January 31 – February 2, 2024.

**CARRIED**

**SR7 APPOINTMENT OF CHIEF AND DEPUTY ELECTION OFFICERS**

**RESOLUTION NO. 265/2023**

**M/S Councillors Cryderman/Winnicky**

That Council receives the report titled "Appointment of Chief and Deputy Election Officers" dated December 11, 2023; and authorize pre budget approval in the amount of \$10,000 for the 2024 Hudson's Hope Local Government By-Election.

**CARRIED**

**RESOLUTION NO. 266/2023**

**M/S Councillors Charlesworth/Winnicky**

That Council appoints Becky Mercereau as the Chief Election Officer and Andrea Martin as the Deputy Chief Election Officer for the 2024 Hudson's Hope Local Government By-Election.

**CARRIED**

**SR8 VIDEO RECORDING CONTRACT AWARD**

**RESOLUTION NO. 267/2023**

**M/S Councillors Winnicky/Charlesworth**

That Council receives the report titled "Video Recording Contract Award" dated December 11, 2023, further, that Council authorizes a direct award to Recording Services, to Russell Eggleston Creative Services, starting January 1, 2024, for a one year term ending December 31, 2024, to a maximum contract value of \$20,000 (excluding taxes) over the term of the contract; and further, that the Mayor and Chief Administrative Officer be authorized to sign the agreement on behalf of the District of Hudson's Hope.

**CARRIED**

**SR9 ESCRIBE CONTRACT AWARD – MEETING MANAGEMENT SOFTWARE**

**RESOLUTION NO. 268/2023**

**M/S Councillors Cryderman/Winnicky**

That Council receives the report titled "Escribe Contract Award – Meeting Management Software" dated December 11, 2023, further, that Council authorizes capital budget preapproval for the acquisition and implementation of a corporate meeting management software in the amount of \$7,500 (excluding taxes).

**CARRIED**

**RESOLUTION NO. 269/2023**

**M/S Councillors Cryderman/Winnicky**

That Council authorizes a contract with Escribe for a three-year term, beginning January 1, 2024, and ending December 31, 2027, at a cost of \$7,500 (excluding taxes) for the 2024 implementation including licensing fees and contingency, with a total contract value of \$35,174 (excluding taxes) over the three-year term, including licensing fees and contingency; further, that the Mayor and Chief Administrative Officer be authorized to sign the agreement on behalf of the District of Hudson's Hope.

**CARRIED**

## **SR10 ASSET RETIREMENT OBLIGATIONS**

### **RESOLUTION NO. 270/2023**

#### **M/S Councillors Charlesworth/Cryderman**

That Council receives the report titled "Asset Retirement Obligations" dated December 11, 2023, further, that Council appoints Councillor Jeffery to work with administration to develop the project plan and scoping for the PS 3280 Asset Retirement Obligations reporting.

**CARRIED**

### **RESOLUTION NO. 271/2023**

#### **M/S Councillors Winnicky/Cryderman**

That Council adopt the Modified Retroactive Approach as the approach to account for and report a liability for Asset Retirement Obligations in compliance with Public Sector Accounting Board Handbook, Section PS 3280 Asset Retirement Obligations.

**CARRIED**

## **11. COMMITTEE MEETING REPORTS**

## **12. BYLAWS**

## **13. CORRESPONDENCE**

### **C1 MLA DAN DAVIES HOLIDAY OPEN HOUSE INVITE**

#### **RESOLUTION NO. 272/2023**

#### **M/S Councillors Winnicky/Charlesworth**

That Council receive the correspondence titled "MLA Dan Davies Holiday Open House Invite" for information.

**CARRIED**

### **C2 LETTER OF SUPPORT - SOUTH PEACE HEALTH SERVICES SOCIETY**

#### **RESOLUTION NO. 273/2023**

#### **M/S Councillors Cryderman/Charlesworth**

That Council receive the correspondence titled "Letter of Support – South Peace Health Services Society"; further, that Council authorizes a letter of support requesting that the Ministry of Health continue to fund the operations of the Bulterys House in Dawson Creek.

**CARRIED**

### **C3 NEW LEGISLATION TO SUPPORT LOCAL GOVERNMENT HOUSING INITIATIVES**

#### **RESOLUTION NO. 274/2023**

#### **M/S Councillors Cryderman/Beattie**

That Council receive the correspondence titled "New Legislation to support local government housing initiatives" dated November 9, 2023, for information.

**CARRIED**

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

#### **15. OLD BUSINESS**

#### **16. NEW BUSINESS**

##### **NB1 HUDSON'S HOPE TRANSFER STATION AND RECYCLING SYSTEM**

###### **RESOLUTION NO. 275/2023**

###### **M/S Councillors Winnicky/Charlesworth**

That Council authorize the development of a report to be brought to a future Council Meeting regarding proposed changes to service levels at the Hudson's Hope transfer station in relation to yard and garden collection, collection of vehicle hulks, collection of used cooking oil, collection and management of cardboard, and the fee structure for collection, hauling and disposal of solid waste.

**CARRIED**

#### **16. PUBLIC INQUIRIES**

Youth Councillor Taylor Sanderson updated council that the school council has had 1 meeting to date and had discussed partnering with the PAC for more school events.

#### **17. IN-CAMERA SESSION**

##### **ICSR1 NOTICE OF CLOSED SESSION – DECEMBER 11, 2023**

###### **RESOLUTION NO. 276/2023**

###### **M/S Councillors Winnicky/Charlesworth**

That Council recess to a Closed Meeting for the purpose of discussing the following items:

- Agenda Items ICM1 and ICM2 - Community Charter Section 90(1)(b), closed meeting minutes, and
- Agenda Item ICSR1 and ICSR2 - Community Charter Section 90(1)(c), labour relations or other employee relations.

**CARRIED**

Mayor Quibell recessed the meeting for a Closed Session at 8:21 pm.

## **17. ADJOURNMENT**

Mayor Quibell reconvened the open meeting and adjourned at 8:38 pm.

CERTIFIED A TRUE AND CORRECT COPY OF THE MINUTES OF THE REGULAR MEETING OF COUNCIL HELD MONDAY, DECEMBER 11, 2023.

*Original signed by*

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Travous Quibell, Mayor

*Original Signed by*

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Andrea Martin, Corporate Officer