



# MINUTES OF A COMMITTEE OF THE WHOLE MEETING

Monday, March 11, 2024  
Council Chambers, District of Hope Municipal Office  
325 Wallace Street, Hope, British Columbia

**Council Members Present:** Mayor Victor Smith  
Councillor Scott Medlock  
Councillor Angela Skoglund  
Councillor Pauline Newbigging  
Councillor Heather Stewin  
Councillor Dusty Smith  
Councillor Zachary Wells

**Staff Present:** Kevin Dicken, Director of Operations/Deputy CAO  
Donna Bellingham, Director of Corporate Services  
Robin Beukens, Director of Community Development  
Mike Olson, Director of Finance  
Branden Morgan, Deputy Corporate Officer  
Gurvinder Sodhi, Communications and Network Analysis Advisor

**Others Present:** 2 members of the Public

## 1. CALL TO ORDER

Mayor Smith called the meeting to order at 6:35 p.m.

## 2. APPROVAL OF AGENDA

**Moved / Seconded**

THAT the March 11, 2024 Committee of the Whole Meeting Agenda be adopted, as presented. **CARRIED.**

## 3. ADOPTION OF MINUTES

### (a) Committee of the Whole

**Moved / Seconded**

THAT the Minutes of the Committee of the Whole Meeting held February 26, 2024 be adopted, as presented. **CARRIED.**

## 4. OTHER PERTINENT BUSINESS

### (a) Report dated March 7, 2024 from the Director of Operations

**Re: *District of Hope Cross Connection Control Bylaw No. 1574, 2024, Bylaw Notice Enforcement Amendment Bylaw No. 1575, 2024, and Municipal Ticket Information Amendment Bylaw No. 1576, 2024***

The Director of Operations provided an overview of the bylaws being considered. Council inquired as to whether the District will provide a list of recognized devices

that satisfy the requirements that are set in the bylaw regarding cross connections. The Director of Operations advised that there are standards set by the American Water Works Association that must be met for all devices. He added that these standards are based on risk levels and the size of the water service that is being connected. Council inquired as to whether the bylaw will determine the minimum standard of technology that will be required. The Director of Operations advised that the District will not prescribe the type of device that must be installed, but a list of criteria that must be met will be included in the bylaw. He added that the criteria will include a requirement that the device is certified.

Council inquired as to where the devices are installed in residential and business locations. The Director of Operations advised that the backflow device is typically installed in the utility room, but that new water connections involve the installation of meter setters that come with a pre-installed backflow prevention device. He noted that these devices are not testable, but it helps to protect the system. Council inquired as to the timeline that will be given for the installation of the backflow prevention devices. The Director of Operations advised that a reasonable amount of time will be provided, and noted that it is likely 75% of the industrial, commercial, and institutional sector have these devices installed already.

Council inquired as to the definition of a private water system as it is used in the bylaw. The Director of Operations advised that the definition included in the bylaw is common language, where everything beyond the curbside valve is considered a private water system. Council noted that they would like to see the definition cross-referenced for consistency across the District's other water and sewer bylaws.

Council directed staff to bring back a revised bylaw with the requested private water system definition change to a Committee of the Whole meeting.

**5. QUESTION PERIOD**

There were no questions raised.

**6. CLOSE**

**Moved / Seconded**

THAT the March 11, 2024 Committee of the Whole Meeting adjourn at 6:47 p.m.  
**CARRIED.**

*Certified a true and correct copy of the Minutes of the Committee of the Whole meeting held on March 11, 2024 in Council Chambers of the District of Hope, British Columbia.*

*Original Signed by Victor Smith*  
**Mayor**

*Original Signed by Donna Bellingham*  
**Director of Corporate Services**