MINUTES OF THE
REGULAR COUNCIL MEETING

March 26, 2018
Council Chambers, District of Hope Municipal Office
325 Wallace Street, Hope, BC

Council Members Present: Mayor Wilfried Vicktor
Councillor Scott Medlock
Councillor Heather Stewin
Councillor Donna Kropp
Councillor Gerry Dyble
Councillor Dusty Smith
Councillor Bob Erickson

Staff Present: John Fortoloczky, Chief Administrative Officer
Donna Bellingham, Director of Corporate Services
Jas Gill, Director of Community Planning
Kevin Dicken, Director of Operations

Others Present: 20 members of the Public, 1 Media

1. CALL TO ORDER
   Mayor Vicktor called the meeting to order at 7:30pm.

2. APPROVAL OF AGENDA
   Moved by Councillor Kropp / Seconded by Councillor Smith
   THAT the March 26, 2018 Regular Meeting Agenda be adopted as amended, by adding:
   - 5 (b) 2018 UBCM Asset Management Planning Program and 5 (c) Community Forest Revenue Sharing Policy. CARRIED.

3. ADOPTION OF MINUTES
   (a) Regular Meeting of Council Minutes
   Moved by Councillor Stewin / Seconded by Councillor Medlock
   THAT the Minutes of the Regular Meeting of Council held March 12, 2018 be adopted as presented. CARRIED.

4. DELEGATION
   (a) 50th Wedding Anniversary Presentation
   Mayor Vicktor presented Johanna and Robin Alexander with a 50th Wedding Anniversary Plaque. Council wished them a happy anniversary and thanked them for their good service and acts of kindness in our community.
(b) **TRUE Engineering Presentation**

Dave Underwood and Daniel Grant were in attendance to present the Asset Management Investment Plan Risk Analysis and the Asset Management Policy Recommendation.

The objective is to provide guidance for the organization’s staff in producing and maintaining efficient asset management practices for the sustainable delivery of community services. This will be accomplished by ensuring adequate provisions are made for engineering, finance, operations, and planning to provide long-term operation, renewal, replacement, and construction of new and existing assets. It will consider the risk (5 category levels), consequence and likelihood of failure.

Also noted, the report indicated that significant infrastructure upgrades are required for Hope, which is also the case for other municipalities throughout North America. The future replacement cost of infrastructure is valued at $245 Million Dollars.

There were fourteen (14) recommendations that derived from the analysis. The three key recommendations are; to contain cost (prevent replacement costs), increase revenue and to improve infrastructure information (continually update and refine data).

Council was thankful for the presentation and indicated that it is wonderful to see how we are evolving and planning for the future as well as budgeting. The analysis is a very useful tool.

There was discussion regarding if the map provided, shows if infrastructure in certain areas could accommodate multi- housing developments. The Engineer indicated that capacity modeling was not included on the analysis; however, it could be added to this mapping to further expand it.

The Director of Operations explained that the Water Master Plan which was proposed in this year’s budget will review the water system. It will assist in determining what the current capacity is, how development growth may affect the system, any additional demands on the system and future maintenance/sustainability. The plan is to also bring forward a Sanitary Sewer System Master Plan in 2019 and a Storm System Master Plan in 2020.

The CAO noted that Asset Management work should lead to the public being more confident in the infrastructure structure policies that are endorsed. The Provincial Government is now requiring and regulating more of this, therefore it may increase our chance at levering any Provincial grants that may be available.

5. **STAFF REPORTS**

(a) **Report Dated March 16, 2018 from the Director of Operations**

**Re: Advanced Funding Commitments – Select 2018 Projects**

There was a brief discussion about the Othello Road upgrades and Council had questions about the estimated amounts for the projects and if they have been put out for tender. The Director of Operations indicated that he is confident that TRUE Engineering will design a more suitable plan for the section of Othello Road and
ensure its' longevity. The roof replacements have been designed by an Engineer and the estimated amounts were also provided by the Engineer. The projects have not yet been put out to tender.

Moved by Councillor Dyble / Seconded by Councillor Smith

THAT Council approve funding for the following 2018 projects, to be funded with $787,000 from the General Fund and $100,000 from the Water Fund:

1. Recreation Center Building Assessment $ 35,000
2. Water Master Plan $100,000
3. Municipal Office Roof $ 85,000
4. 444 Park St. Roof $ 85,000
5. 444 Park St. New Siding and Paint $ 25,000
6. Othello Road Upgrades $557,000 $887,000

CARRIED.

(b) UBCM Asset Management Planning Program

The Director of Operation explained that the intent of this report is to seek Council’s support for this grant program. Should the application be successful, we would receive $15,000 towards the Water Master Plan.

Moved by Councillor Kropp / Seconded by Councillor Stewin

THAT Council support the District of Hope application to the 2018 UBCM Asset Management Planning Program for grant funding in the amount of $15,000 to advance the District’s asset management planning through the creation of a Water Master Plan;

AND FURTHER THAT Council commit the District of Hope to provide overall grant management.

CARRIED.

(c) Rise and Report from Committee of the Whole - Community Forest Revenue Sharing Policy

Council commented that it is great to see a policy on the table. It was suggested that a timeline be included in the policy and that more updates should be provided in annual financial reporting.

The CAO indicated that the policy may be amended in the future. There is no predictability on the revenue that we receive from the Community Forest which makes it difficult to impose a time line in the year for any reporting. If some predictability arises, the policy can be amended to reflect this.

The CAO indicated he will bring this matter forward during the next board meeting of the Cascade Lower Canyon Community Forest.
Moved by Councillor Medlock / Seconded by Councillor Stewin

THAT Council approves the District of Hope Community Forest Revenue Sharing Policy, which allows for Council to distribute any funds deemed surplus and distributed by the Cascade Lower Canyon Community Forest.

AND THAT Council direct staff to produce any reference material and applications forms necessary to execute this policy. CARRIED.

6. COMMITTEE REPORTS
There were no Committee Reports.

7. MAYOR AND COUNCIL REPORTS

Mayor Vicktor reported:
• On behalf of Council he would like to publicly acknowledge and thank Paul Stock for his wonderful work with the Hope 10k run. There were also many sponsors and volunteers that also deserve recognition. He would also like to offer special recognition to Sharlene Hinds for her great contributions and mentioned that Paul Stock also personally funded the monetary prizes for the winners of the race.
• There was a celebration of life this weekend for Vern Corbett, that unfortunately, he was not able to attend. He offers his sincere condolences to the family.
• AdvantageHOPE Annual General meeting is tomorrow; he and other Councillors will be attending. He will have to leave the meeting early to attend a FVRD Board meeting.
• Council recently had some good discussion about the Silver Creek cycling and pedestrian/cycling pathway. While the project is still in its’ infancy, he would like to compliment staff for their commitment to this project and for following through on Council’s ideas. Hopefully, we can obtain a grant for this project.

Councillor Kropp reported:
• Wishes everyone a Happy Easter.

Councillor Erickson reported:
• Attended a Chamber of Commerce meeting last Thursday. He would like to recognize and thank Paul Stock for the tremendous amount of work he did organizing the 10K run. He asked that a recognition letter be sent to Paul Stock. Staff will prepare the letter.
• Is wondering if Council is interested in reviewing Council’s remuneration for next year. Mayor Vicktor stated that this can be included for discussion at the next Committee of the Whole Meeting.

Councillor Medlock reported:
• AdvantageHOPE AGM is tomorrow evening, the reception is at 6:30pm and the meeting is at 7:00pm. It will be held at the Legion this year.
• This month has been really busy with budget meetings and he would like to offer kudos to staff for working with Council to include goals and balance the budget.

• There was a celebration of life this past weekend for Graham Dickie, his wife was a long time District Employee and he worked for BC Hydro. He is sorry to hear of his passing.

_Councillor Stewin reported:_

• Attended the Hope Rate Payers Lego Event on March 17th; it was a bigger and better event than last year; there was even a Rambo constructed of Lego. There was over $1,850 raised toward replacing the playground in Silver Creek. There were over 400 people in attendance and the Lions club put on a wonderful concession.

• Attended the Hope 10K run, Paul Stock did a wonderful job and the financial breakdown of the costs involved ($36,000), was incredible. The tentative date for the next run is March 24, 2019. Paul stock will be organizing the next run again, alongside the Chamber of Commerce. He is working on a nice gift to thank the District of Hope.

• Attended a Golden-Agers meeting. They had a presentation from Fraser Health that discussed end of life stages, going to the hospital and making good decisions. There was a discussion with them about the pot holes on 5th Ave and Yale Street.

• The Chamber of Commerce will be organizing the salmon barbeque this year. If anyone is interested in helping with this event, please contact the Chamber of Commerce. WorkBC was in attendance and they will be having a job fair on April 5th at the Recreation Centre.

• Received a question about the overnight parking of Recreation Vehicles on the side streets and if there is a Bylaw or Policy regulating this. The Director of Corporate Services will reference the Bylaw and look into the matter.

_Councillor Dyble reported:_

• Attended the budget meetings and would like to thank staff for all of their good work.

_Councillor Smith reported:_

• On April 7, 2018, there will be a celebration of life for Jason Hahn who was killed in a logging truck accident. There will be a parade of about 40 trucks gathering in town for the event. He will look into the possibility of utilizing parking at the Sports Bowl.
8. PERMITS AND BYLAWS

(a) District of Hope Zoning Amendment Bylaw 1407, 2018 – Housekeeping Amendments

Moved by Councillor Stewin / Seconded by Councillor Erickson

THAT District of Hope Zoning Amendment Bylaw, No. 1407, 2018 be adopted in order to correct inaccuracies and for general housekeeping purposes and;

FURTHER THAT notification is given to the Ministry of Transportation & Infrastructure.  CARRIED.

(b) District of Hope Official Community Plan Amendment Bylaw, No. 1410, 2018, 20200 Cypress Street

Councillor Dyble declared a conflict of interest by virtue of her business relationship with the applicant and Councillor Stewin declared a conflict by virtue of the subject property being a neighbor. They left the Council Chambers at 8:43pm.

Moved by Councillor Kropp/ Seconded by Councillor Smith

THAT the District of Hope Official Community Plan Amendment Bylaw, No. 1410, 2018 be adopted in order to amend the Table of Concordance to add Compact Single Family Residential with a Secondary Suite (RS-2T) as a compatible zoning category under the Urban/Suburban Residential Land Use Designation; and

FURTHER THAT the Council of the District of Hope has considered the duty to consult regarding District of Hope Official Community Plan Amendment Bylaw No. 1410, 2018 and concurs with the Director of Community Development that consultation be undertaken with the Ministry of Transportation & Infrastructure, School District #78, District of Hope Director of Finance, and the District of Hope Director of Operations.  CARRIED.

(c) District of Hope Zoning Amendment Bylaw No. 1411, 2018, 20200 Cypress Street

Moved by Councillor Erickson / Seconded by Councillor Medlock

That District of Hope Zoning Amendment Bylaw No. 1411, 2018 be adopted in order to rezone the property legally described as Fractional LS16 of Section 5 Township 5 Range 26 W6M YDYD Except Plan 39120; PID 014-665-301; 20200 Cypress Street from Single Family Residential (RS-1) to Compact Single Family Residential with a Secondary Suite (RS-2T) and;  CARRIED.

Councillor Dyble and Councillor Stewin returned to Council Chambers at 8:45pm.
(d) Report dated March 26, 2017 from the Director of Community Development Application to Rezone the Property at 20021 Silver Skagit Road – W. Smith

_Councillor Smith declared a conflict of interest by virtue of the applicant being a family member and he took leave of the Council Chambers at 8:45pm._

Moved by Councillor Dyble / Seconded by Councillor Erickson

THAT District of Hope Zoning Amendment Bylaw, No. 1415, 2018 be given first and second reading in order to rezone the western 5.86 hectare (14.5 acre) portion of the property legally described as Lot 3 Section 5 Township 5 Range 26 West of the 6th Meridian Yale Division Yale District Plan 2508 Except Plans A908 and 6529, PID 011-012-196, 5.86 hectares (14.5 acres) of the west portion of 20021 Silver Skagit Road from Rural (RU-1) to Light/Service Industrial (I-2); and

FURTHER THAT the public be notified in accordance with the District of Hope Application Procedures and Public Hearing/Information Meeting Procedural Bylaw No. 13/93, the _Local Government Act_ and the _Community Charter_.

_CARRIED._

_Councillor Smith returned to Council Chambers at 8:47pm._

9. **CORRESPONDENCE**

(a) **For Information Correspondence**

Moved by Councillor Kropp / Seconded by Councillor Smith

THAT the For Information Correspondence List dated March 26, 2018 be received.

_CARRIED._

10. **OTHER PERTINENT BUSINES**

There was no other pertinent business.

11. **QUESTION PERIOD**

No questions were received.

12. **NOTICE OF NEXT REGULAR MEETING**

Monday April 9, 2018 at 7:00pm in the District of Hope Council Chambers.

13. **RESOLUTION TO PROCEED TO CLOSED MEETING**

Moved by Councillor Kropp / Seconded by Councillor Dyble

THAT the meeting be closed to the public to consider matters pursuant to Section 90(1)(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] of the _Community Charter_ and for the purpose of receiving and adopting closed meeting minutes.

_CARRIED._
14. RETURN TO OPEN MEETING

The Regular Council Meeting reconvened at 9:19pm.

15. ADJOURN REGULAR COUNCIL MEETING

Mayor Vicktor adjourned the Regular Council Meeting at 9:20pm.

Certified a true and correct copy of the Minutes of the Regular meeting of Council held March 26, 2018 in the Council Chambers of the District of Hope, British Columbia.

Original Signed by Mayor Wilfried Vicktor
Mayor

Original signed by Donna Bellingham
Director of Corporate Services