

**MINUTES OF THE REGULAR
COUNCIL MEETING**

Monday, May 12, 2025
Council Chambers, District of Hope Municipal Office
325 Wallace Street, Hope, British Columbia

Council Members Present: Mayor Victor Smith
Councillor Bonny Graham
Councillor Scott Medlock
Councillor Pauline Newbigging
Councillor Angela Skoglund
Councillor Dusty Smith

Council Members Absent: Councillor Heather Stewin

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
Danielle Laporte, Communications System Analysis Advisor

Others Present: 12 members of the public

1. CALL TO ORDER

Mayor Smith called the meeting to order at 7:00 p.m.

2. OATH OF OFFICE

The Deputy Corporate Officer administered Councillor-Elect Graham's Oath of Office.
Councillor Graham joined the Council table at 7:02 p.m.

3. RECESS TO PUBLIC HEARING AT 7:02 P.M.

4. RETURN TO REGULAR MEETING

The Mayor reconvened the Regular Council Meeting at 7:10 p.m. and acknowledged that the meeting is being held on the traditional, ancestral and unceded territories of the Stó:lō people, particularly the Chawathil, Union Bar and Yale First Nations.

5. APPROVAL OF AGENDA

Moved / Seconded

THAT the April 28, 2025, Regular Council Meeting Agenda be adopted, as presented.
CARRIED.

6. ADOPTION OF MINUTES

(a) Regular Council Meeting

Moved / Seconded

THAT the Minutes of the Regular Council Meeting held April 28, 2025, be adopted, as presented.
CARRIED.

(b) Special Regular Council Meeting

Moved / Seconded

THAT the Minutes of the Special Regular Council Meeting held May 1, 2025, be adopted, as presented. **CARRIED.**

7. DELEGATIONS

(a) KPMG

Sean Reid, representative from KPMG, was in attendance to present the Audit Findings Report for the year ended December 31, 2024. In their presentation, the following items were discussed:

- There were no corrected misstatements in the audit
- Materiality
 - Total expenses of \$20,331,580 for 2024 is the benchmark
 - Materiality is set at \$490,000 or 2.41% of the benchmark
 - Audit misstatement posting threshold of \$24,500
- Management Override of Controls
 - No issues were noted
- Tangible Capital Assets
 - Agreements related to the government transfer of the Dan Sharrers Aquatic Centre and the related Building and Capital Reserve were reviewed and no issues were noted
 - Two uncorrected misstatements from previous years related to Tangible Capital Assets were noted in the management representation letter, but no other issues were noted
- Revenue and Deferred Revenue
 - Grant funding and related agreements were reviewed for compliance with conditions
 - The impacts of PS 3400, which is a framework to categorize revenue and enhance the consistency of revenue recognition and measurement, on timing, measurement, recognition, and presentation of revenue were reviewed
 - No issues were noted
- Expenses, including salaries and benefits
 - Two uncorrected misstatements related to salaries and benefits expense were noted in testing, which is reflected in the management representation letter
 - No other issues were noted
- Control Deficiencies
 - No control deficiencies were identified

8. STAFF REPORTS

- (a) Report dated May 6, 2025 from the Director of Finance
Re: 2024 Audited Consolidated Financial Statements**

Moved / Seconded

THAT the 2024 Consolidated Financial Statements of the District of Hope be approved;
and

FURTHER THAT the Independent Auditor's Report be received; and

FURTHER THAT the Independent Auditor's Report be attached to the Consolidated
Financial Statements of the District of Hope. **CARRIED.**

- (b) Report dated May 7, 2025 from the Director of Operations
Re: Pollution Control Center (PCC) Upgrades**

Council inquired as to whether the District is working with the Province to ensure compliance. The Director of Operations advised that Staff are working with the Province to meet all requirements, including the installation of a generator and a permanent outfall. Council inquired as to the timeline for compliance. The Director of Operations advised that it will be a 4-5 year process to achieve compliance. He added that the District will be applying to the Province for a new permit under the Municipal Wastewater Regulation which will provide a grace period while planning and implementation is completed. Council inquired as to whether the old outfall will need to be removed from the river following completion of the replacement. The Director of Operations advised that he is unsure if that will be part of the process at this time.

Moved / Seconded

THAT Council authorize an additional \$75,000 from the Growing Communities Fund for the advancement of planning a permanent outfall at the Pollution Control Center;

AND THAT Council authorize \$185,000 from the Growing Communities Fund for the supply and installation of a standby generator at the Pollution Control Center and endorse acceptance of the Anser Power Systems proposal;

AND FURTHER THAT Council endorse submission of an Expression of Interest to the Disaster Resilience and Innovation Funding Program to support design of the Pollution Control Center Permanent Outfall Project **CARRIED.**

9. COMMITTEE REPORTS

There were no Committee Reports.

10. MAYOR AND COUNCIL REPORTS

- (a) Letter of Support for Westcoast Energy Inc.
Re: Sunrise Expansion Program**

Moved / Seconded

THAT Council issue a Letter of Support to the Canada Energy Regulator regarding Westcoast Energy Inc. and their proposed Sunrise Expansion Program. **CARRIED.**

Mayor Smith Reported:

- He announced the winners of the 2024-2025 hockey season in Hope, noting that it was the 50th year of minor hockey in Hope. He added that the winners were also congratulated by locally grown hockey player Shawn Koopman and NHL referee

Jay Sharrers.

- He met with the owners of the Riverside Manor to discuss improvements including vegetable gardens and repairs to the Pete Ryan sign located at the entrance.
- He attended the Lower Mainland Local Government Association Annual Conference in Whistler where he met with Embridge, BC Hydro, TELUS and others to find partners for projects in the District. He noted that there are incentives available for business expansions and furnace and heat pump installations.
- He took part in the Communities in Bloom cleanup on 6th Avenue with a group of volunteers.
- He worked with installers to implement the Hope and District Chamber of Commerce light project for member businesses.

Councillor Smith Reported:

- He welcomed Councillor Graham to the table.
- He noted that the AdvantageHOPE AGM will take place on June 16th at 7:00 p.m. in Council Chambers.
- He announced that he is a co-chair for the Sunshine Valley Car Show that will take place on August 10th.

Councillor Newbigging Reported:

- She noted that the Hope Shred Day resulted in 3,100lbs of shredded documents and that they received \$605.00 in donations to go towards the future spray park project. She added that Hope RCMP Staff Sergeant Mike Sargent was in attendance to provide education on the security of personal information.
- She announced that the Farmer's Market will be returning to Memorial Park starting the end of May on Fridays from 9:30 a.m. until 2:30 p.m. She added that tables are \$20.00, with proceeds going towards insurance coverage for the market.
- She noted that Hope and District Chamber of Commerce members are taking advantage of lighting being provided by Economic Trust of the Southern Interior grant funding. She added that lights have already been installed on the band stand in Memorial Park and on the Hope Mountain Café.

Councillor Medlock Reported:

- He attended the Special Regular Council Meeting on May 1st in order to adopt the *2025 Annual Tax Rate Bylaw No. 1601, 2025*, so that property tax notices can be mailed out prior to any potential Canada Post disruptions.
- He attended the gravel pit meeting at the at the Hope Recreation Centre conference centre on May 1st, noting that he spoke to an individual who would like the opportunity to delegate to Council with new information regarding the gravel pit.
- He noted that the AdvantageHOPE AGM will take place on June 16th at 7:00 p.m. in Council Chambers.

Councillor Skoglund Reported:

- She attended the Hope and District Arts Council AGM on April 15th, noting that the president was re-elected for one more year. She added that they are still looking for volunteers, and that individuals do not need to be an artist or into the arts to join.
- She noted that the Accessibility Committee concluded their survey and received 74 responses. She added that the results will be discussed at an upcoming Committee meeting.

Councillor Graham had nothing to report.

11. PERMITS AND BYLAWS

**(a) Report dated May 7, 2025 from the Planner II
Re: Redesignate and Rezone 19623 Silver Skagit Road**

Council inquired as to when the first property on Silver Skagit Road was rezoned to light industrial. The Director of Community Development advised that the first rezoning took place in 2022 but noted that the area had light industrial and logging several decades ago before transitioning to primarily country residential, limited use, and rural. He added that as some of these lands were historically part of the Fraser-Cheam Regional District it is difficult to determine the exact date that the changes took place.

Council inquired as to how many properties are currently zoned light industrial. The Director of Community Development advised that three properties are currently zoned Light/Service Industrial, and one other property zoned Limited Use with similar allowable uses. He added that there are other properties further down Silver Skagit Road that have Light/Service Industrial uses. Council inquired as to whether it would be the responsibility of the District to approach BC Hydro regarding the installation of 3-phase power on Silver Skagit Road for use by businesses. The Director of Community Development advised that this would be a BC Hydro issue as the District is not involved.

Council inquired as to whether the Trans Mountain Pipeline Expansion Project was the primary reason behind the gradual change to Light/Service Industrial zoning on Silver Skagit Road since 2022 and whether the need for more industrial land still exists after the project has been completed. The Director of Community Development advised that there was an existing non-conforming use which necessitated the first rezoning in 2022 and noted that the need for industrial land still exists both locally and regionally. Council inquired as to whether there is industrial land available in the District at this time. The Director of Community Development advised that there are some parcels of industrial land available in the District but added that the applicant has come forward to rezone this parcel for his uses.

Moved / Seconded

THAT *District of Hope Official Community Plan Amendment Bylaw No. 1598, 2025* be given third reading to change the Official Community Plan land use designation from Country Residential to Light/Service Industry for the portion of the property west of Silver Skagit Road at 19623 Silver Skagit Road.

CARRIED.

OPPOSED: Councillor Graham, Councillor Skoglund

Moved / Seconded

THAT *District of Hope Zoning Amendment Bylaw No. 1599, 2025* be given third reading to change the zoning from Country Residential (CR-1) to Light/Service Industrial (I-2) for the portion of the property west of Silver Skagit Road at 19623 Silver Skagit Road. **CARRIED.**

OPPOSED: Councillor Graham, Councillor Skoglund

(b) Report dated April 30, 2025 from the Planner II

Re: Development Variance Permit Application at 19422 Silver Skagit Road

Council inquired as to whether the requested 2.1 metre interior lot line setback is higher than the minimum setback required for RS-1 zoned properties. The Director of Community Development confirmed that the requested setback is still higher than what is required for RS-1 zoned properties.

Moved / Seconded

THAT Council direct staff to proceed with notification for a Development Variance Permit for the following *Zoning Bylaw* variances for 19422 Silver Skagit Road:

- Part 9.4.5 (setbacks) to reduce the minimum north interior lot line setback for an addition to a one family residence from 5 m to 2.1 m. **CARRIED.**

12. FOR INFORMATION CORRESPONDENCE

(a) For Information Correspondence

Moved / Seconded

THAT the For Information Correspondence List dated May 12, 2025, be received. **CARRIED.**

13. OTHER PERTINENT BUSINESS

There was no other pertinent business.

14. QUESTION PERIOD

There were no questions raised.

15. NOTICE OF NEXT REGULAR MEETING

Monday, May 26, 2025 at 7:00 p.m.

16. RECESS TO COMMITTEE OF THE WHOLE MEETING AT 7:45 P.M.

17. RETURN TO REGULAR MEETING

The Mayor reconvened the Regular Council Meeting at 8:19 p.m.

(a) Rise and Report out of the Committee of the Whole Meeting

Moved / Seconded

THAT Council rise and report the May 12, 2025, Committee of the Whole Resolution:

THAT Council direct staff to request an extension from the Province for the enactment of the Provincial Short-Term Rental Registry to allow for the implementation of short-term rentals. **CARRIED.**

18. RECESS TO IN-CAMERA MEETING AT 8:20 P.M.

Moved / Seconded

THAT the meeting be closed to the public to consider matters pursuant to Section 90(1)(j) [information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*] of the *Community Charter* and adopting closed meeting minutes.

CARRIED.

19. RETURN TO REGULAR MEETING

The Mayor reconvened the Regular Council Meeting at 8:34 p.m.

(a) Declassify In Camera Resolution

Moved / Seconded

THAT Council declassify the May 12, 2025 In Camera resolution:

THAT Council supports a budget increase in the amount of \$51,000 to the Emergency Services Contracts budget to reflect costs for the Emergency Management Plan Update, Hazard Identification and Risk Mapping Project for the District of Hope.

CARRIED.

20. ADJOURN REGULAR COUNCIL MEETING

Moved / Seconded

THAT the Regular Council Meeting adjourn at 8:35 p.m.

CARRIED.

Certified a true and correct copy of the Minutes of the Regular Meeting of Council held May 12, 2025, in Council Chambers, District of Hope, British Columbia.

Original Signed by Victor Smith

Mayor

Original Signed by Donna Bellingham

Director of Corporate Services