



**DISTRICT OF HUDSON'S HOPE
AGENDA – REGULAR COUNCIL MEETING**

Council Chambers

June 17, 2024 6:00 pm

First Nations Acknowledgement

The District of Hudson's Hope would like to respectfully acknowledge that the land on which we gather is in the traditional territory of the Treaty 8 First Nations.

1. Call to Order

2. Delegations

3. Notice of New Business

4. Adoption of Agenda by Consensus

5. Declaration of Conflict of Interest

6. Adoption of Minutes:

M1 May 27, 2024, Draft Minutes

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7. Business Arising from the Minutes:

8. Public Hearing:

9. Staff Reports:

SR1 District of Hudson's Hope 2023 Annual Report

Page 11

SR2 Love Hudson's Hope

Page 80

10. Committee Meeting Reports:

11. Bylaws

B1 District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024

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B2 District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024

Page 102

B3 District of Hudson’s Hope Municipal Ticket Information System Bylaw No. 943, 2024
Page 122

B4 District of Hudson’s Hope Zoning Bylaw No. 949, 2024
Page 141

12. Correspondence:

C1 2024 UBCM Convention – Invitation to meet with BC Hydro
Page 215

C2 Peace Valley Arts Society Letter of Support Request
Page 216

C3 Hudson’s Hope Radio Amateur Club Letter of Support Request
Page 217

C4 River of the Peace Metis Society Letter of Support Request
Page 218

C5 Bylaw Amendment Review – HH Municipal Advisory Committee
Page 219

13. Reports by Mayor & Council

14. Old Business:

DIARY	Diarized
» Commercial Water Rate Increase-annual budget Consideration	2019
» ATV Campground – Naming / Memorial Plaque	2022
» Council Remuneration Policy	2023
» Indigenous Cultural Safety and Cultural Humility Training Grant	2023

15. New Business:

16. Public Inquiries:

17. In-Camera Session

Notice of Closed Session – June 17,2024
Page 239

18. Adjournment



REGULAR COUNCIL MEETING MINUTES

District Office – Council Chambers

May 27, 2024, 6:00 pm

Present: Mayor Travous Quibell
Councillor Debbie Beattie
Councillor Greta Goddard
Councillor James Cryderman
Councillor KK Charlesworth
Councillor Tashana Winnicky
Councillor Tina Jeffrey
Youth Councillor Taylor Sanderson

Staff: Chief Administrative Officer, Crystal Brown
Corporate Officer, Andrea Martin
Director of Protective Services, Fred Burrows

Other: There were six community members in the gallery.

1. CALL TO ORDER

Mayor Quibell called the meeting to order at 6:17 pm.

2. DELEGATIONS

3. NOTICE OF NEW BUSINESS

NB1 Mayor Quibell - Letter of Support for James Reimer for a position on the Board for the Peace Region Fish and Wildlife Compensation Program (FWCP).

NB2 Councillor Winnicky – Policy with respect to the Pool.

4. ADOPTION OF AGENDA BY CONSENSUS

5. DECLARATION OF CONFLICT OF INTEREST

6. ADOPTION OF MINUTES

M1 REGULAR COUNCIL MEETING MINUTES APRIL 22, 2024

RESOLUTION NO. 304/2024

M/S Councillors Jeffrey/Charlesworth

That the minutes of the April 22, 2024, Regular Council Meeting be adopted as presented.

CARRIED

M2 REGULAR COUNCIL MEETING MINUTES APRIL 29, 2024

RESOLUTION NO. 305/2024

M/S Councillors Beattie/Cryderman

That the minutes of the April 29, 2024, Regular Council Meeting be adopted as amended to correct the amount of the Grant in Aid payable to the House of Hope Community Church from Motion Resolution No. 248/2024 from \$2500 to \$1500.

CARRIED

M3 REGULAR COUNCIL MEETING MINUTES MAY 6, 2024

RESOLUTION NO. 306/2024

M/S Councillors Jeffrey/Goddard

That the minutes of the May 6, 2024, Regular Council Meeting be adopted as amended to correct the spelling of Councillor Jeffrey's name.

CARRIED

7. BUSINESS ARISING FROM THE MINUTES

8. PUBLIC HEARING

9. STAFF REPORTS

SR1 2024 UBCM MINISTER MEETING REQUESTS

RESOLUTION NO. 307/2024

M/S Councillors Jeffrey/Cryderman

That Council receive the report titled "2024 UBCM Minister Meeting Requests" dated May 27, 2024, further, that Council authorizes that the following meetings be requested with provincial Ministers during the 2024 Union of BC Municipalities Convention:

- a. **Honourable Josie Osborne, Minister of Energy, Mines and Low Carbon Innovation** regarding funding for the District of Hudson's Hope permanent water treatment plant, and the BC Hydro Grant in lieu allocation for the District of Hudson's Hope;
- b. **Honourable Rob Fleming, Minister of Transportation and Infrastructure** regarding poor roads conditions on Highway 29, including areas of erosion, slides, and lanes closures, and the installation of a passing lane on the switchback (on the uphill lane) to be used for slow moving industrial vehicles and breakdown area;
- c. **Honourable Adrain Dix, Minister of Health** regarding increasing health care capacity within the District of Hudson's Hope to accommodate residents that travel from outside the District to receive medial services by increasing the allocation used to determine staffing levels in the District for doctors, nurse practitioners, BC Ambulance, and other health professionals such as physiotherapists; providing education through workshops or information sessions on topics such as such as arthritis, diabetes, and aging in place for community members; and hospital closures and diversions;

- d. **Honourable Bowinn Ma, Minister of Emergency Management and Climate Readiness** regarding the new Emergency and Disaster Management Act and the downloading of provincial responsibilities to local government without the proper resources to conduct the work.

AMENDMENT

RESOLUTION NO. 308/2024

M/S Councillors Winnicky/Goddard

That Council amends the motion to include a meeting request with the Honourable Ravi Kahlon Minister of Housing to discuss the new housing requirements that are targeted more to larger communities and whether there is a formula that would be a better fit for the size and location of smaller communities in the province.

MOTION AS AMENDED

RESOLUTION NO. 307/2024

M/S Councillors Jeffrey/Cryderman

That Council receive the report titled “2024 UBCM Minister Meeting Requests” dated May 27, 2024, further, that Council authorizes that the following meetings be requested with provincial Ministers during the 2024 Union of BC Municipalities Convention:

- a. **Honourable Josie Osborne, Minister of Energy, Mines and Low Carbon Innovation** regarding funding for the District of Hudson’s Hope permanent water treatment plant, and the BC Hydro Grant in lieu allocation for the District of Hudson’s Hope;
- b. **Honourable Rob Fleming, Minister of Transportation and Infrastructure** regarding poor roads conditions on Highway 29, including areas of erosion, slides, and lanes closures, and the installation of a passing lane on the switchback (on the uphill lane) to be used for slow moving industrial vehicles and breakdown area;
- c. **Honourable Adrain Dix, Minister of Health** regarding increasing health care capacity within the District of Hudson’s Hope to accommodate residents that travel from outside the District to receive medial services by increasing the allocation used to determine staffing levels in the District for doctors, nurse practitioners, BC Ambulance, and other health professionals such as physiotherapists; providing education through workshops or information sessions on topics such as such as arthritis, diabetes, and aging in place for community members; and hospital closures and diversions;
- d. **Honourable Bowinn Ma, Minister of Emergency Management and Climate Readiness** regarding the new Emergency and Disaster Management Act and the downloading of provincial responsibilities to local government without the proper resources to conduct the work.
- e. **Honourable Ravi Kahlon, Minister of Housing** regarding the new housing requirements that are targeted more to larger communities and whether there is a formula that would be a better fit for the size and location of smaller communities in the province.

CARRIED

RESOLUTION NO. 309/2024

M/S Councillors Jeffrey/Cryderman

That Council requests a meeting with Northern Health prior to the Union of BC Municipalities Convention to gain a deeper understanding of the impacts in our region for services and how Council can support them moving forward.

CARRIED

RESOLUTION NO. 310/2024

M/S Councillors Beattie/Winnicky

That Council approves its priority sequence for Minister Meeting requests to be held at the Union of BC Municipalities Convention as follows:

1. Honourable Josie Osborne, Minister of Energy, Mines and Low Carbon Innovation;
2. Honourable Rob Fleming, Minister of Transportation and Infrastructure;
3. Honourable Adrain Dix, Minister of Health;
4. Honourable Bowinn Ma, Minister of Emergency Management and Climate Readiness; and
5. Honourable Ravi Kahlon, Minister of Housing

CARRIED

SR2 STATEMENT OF FINANCIAL INFORMATION - SOFI

RESOLUTION NO. 311/2024

M/S Councillors Winnicky/Beattie

That Council receives the report titled "Statement of Financial Information - SOFI" dated May 27, 2024; further, that Council approves Statement of Financial Information for the year ending December 31, 2023; and further, that the Mayor and Chief Administrative Officer be authorized to sign it on behalf of the District of Hudson's Hope.

CARRIED

SR3 CREDIT CARD CONVENIENCE FEE

RESOLUTION NO. 312/2024

M/S Councillors Winnicky/Charlesworth

That Council receives the report titled "Credit Card Convenience Fee" dated May 27, 2024; further, that Council approves the use of credit cards as an approved form of payment at all District of Hudson's Hope locations.

CARRIED

RESOLUTION NO. 313/2024

M/S Councillors Winnicky/Beattie

That Council approves a charge back convenience fee of 3% per transaction for payments received at the District of Hudson's Hope Office for all payments received by credit card.

AMENDMENT

RESOLUTION NO. 314/2024

M/S Councillors Winnicky/Beattie

That Council amends the motion to change the convenience fee of 3% to an amount reflective of the current credit card charge rate at the time of the transaction.

CARRIED

MOTION AS AMENDED

RESOLUTION NO. 313/2024

M/S Councillors Winnicky/Beattie

That Council approves a charge back convenience fee reflective of the current credit card charge rate at the time of the transaction for all payments received at the District of Hudson's Hope Office and paid with a credit card.

CARRIED

SR3 DOHH GATHERING CENTRE ADVISORY COMMITTEE - TOR

RESOLUTION NO. 315/2024

M/S Councillors Winnicky/Jeffrey

That Council receive the report titled "DOHH Gathering Centre Advisory Committee Terms of Reference" dated May 27, 2024, further, that Council approves the draft District of Hudson's Hope Gathering Centre Advisory Committee Terms of Reference.

CARRIED

10. COMMITTEE MEETING REPORTS

11. BYLAWS

B1 DISTRICT OF HUDSON'S HOPE WATER CONSERVATION BYLAW NO. 947, 2024

RESOLUTION NO. 316/2024

M/S Councillors Winnicky/Jeffrey

That Council receives the report titled "District of Hudson's Hope Water Conservation Bylaw No. 947, 2024" dated May 27, 2024; further, that Council refers the District of Hudson's Hope Water Conservation Bylaw No. 947, 2024, to staff for the following changes:

- Creating five stage of water restrictions;
- Including language around implementing water restrictions during emergency situations and defining what an emergency is;
- More information on how Council determines water restriction stages;
- Including language that clarifies who the bylaw applies to, and that the bylaw does not apply to users not connected to the community water system;
- More information around timed devices or automatic shutoff devices;
- Language on how the District handles the bulk water system;
- Splitting up the restrictions on food bearing trees and shrubs from the non-food bearing trees and shrubs.

CARRIED

B2 PUBLIC NOTICE BYLAW NO. 951, 2024

RESOLUTION NO. 317/2024

M/S Councillors Beattie/Jeffrey

That Council receives the report titled “District of Hudson’s Hope Public Notice Bylaw No. 951, 2024” dated May 27, 2024; further, that Council adopts District of Hudson’s Hope Public Notice Bylaw No. 951, 2024.

CARRIED

12. CORRESPONDENCE

C1 PERMISSION TO INSTALL SIGNAGE IN JAMIESON WOODS

RESOLUTION NO. 318/2024

M/S Councillors Jeffrey/Winnicky

That Council receives the correspondence titled "Permission to install Signage in Jamieson Woods" for discussion.

CARRIED

Mayor Quibell gave a provisional approval for the family of Josh Joslin to put the sign up prior to the May 27, 2024, Council Meeting as the celebration of life for Josh Joslin was the weekend prior to the meeting.

RESOLUTION NO. 319/2024

M/S Councillors Jeffrey/Winnicky

That Council allows for the placement of the sign as provided.

CARRIED

C2 ROAD CLOSURE REQUEST

RESOLUTION NO. 320/2024

M/S Councillors Winnicky/Jeffrey

That Council receives the correspondence “Road Closure” for discussion.

CARRIED

RESOLUTION NO. 321/2024

M/S Councillors Winnicky/Jeffrey

That Council receives the correspondence “Road Closure” for Information.

CARRIED

13. REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISON RESPONSIBILITIES

14. OLD BUSINESS

15. NEW BUSINESS

- NB1** Mayor Quibell - Letter of Support for James Reimer for a position on the Board for the Peace Region Fish and Wildlife Compensation Program (FWCP).

RESOLUTION NO. 322/2024

M/S Councillors Jeffrey/Charlesworth

That Council authorizes a letter of support for James Reimer for a position on the Peace Region Fish and Wildlife Compensation Program (FWCP).

CARRIED

- NB2** Councillor Winnicky – Policy with respect to the Pool.

RESOLUTION NO. 323/2024

M/S Councillors Jeffrey/Jeffrey

That Council authorizes that children who are turning 8 within the calendar year can attend the pool without adult supervision if they are able to pass a deep end swim test.

CARRIED

16. PUBLIC INQUIRIES

17. IN-CAMERA SESSION

ICSR1 NOTICE OF CLOSED SESSION – MAY 27, 2024

RESOLUTION NO. 324/2024

M/S Councillors Winnicky/Beattie

That Council receive the report titled “Notice of Closed Session – May 27, 2024”; further, that Council recess to a Closed Meeting for the purpose of discussing the following items:

- Agenda item ICSR1 – Community Charter Section 90(1)(c), labour relations and employee relations, Community Charter Section 90(1)(k), negotiations and related discussions respecting the proposed provision of a municipal service, and Community Charter Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege; and
- Agenda item ICSR2 - Community Charter Section 90(1)(l), discussions with municipal officers and employees respecting objectives, measures and progress reports for the purposes of preparing an annual report.

CARRIED

Mayor Quibell recessed the meeting for a Closed Session at 7:18 pm.

17. ADJOURNMENT

Mayor Quibell reconvened the open meeting and adjourned it to 8:41 pm.

CERTIFIED A TRUE AND CORRECT COPY OF THE MINUTES OF THE REGULAR MEETING OF COUNCIL HELD MONDAY, MAY 27, 2024.

Travous Quibell, Mayor

Andrea Martin, Corporate Officer

DRAFT

STAFF REPORT

TO: Mayor and Council
FROM: Crystal Brown, Chief Administrative Officer
DATE: June 17, 2024
SUBJECT: District of Hudson's Hope 2023 Annual Report

RECOMMENDATION:

That Council receives the report titled "District of Hudson's Hope 2023 Annual Report" dated June 17, 2024; further, that Council approves the District of Hudson's Hope 2023 Annual Report.

BACKGROUND:

Each year, municipalities are required to produce an annual report which states their goals and objectives for the coming year and demonstrates what progress has been made toward the preceding year's goals and objectives.

The annual report must include:

- The municipality's audited annual financial statements for the previous year
- A list of the permissive tax exemptions and the amount of property tax that would have been imposed during the previous year if the exemption had not been granted
- A report on the municipality's services and operations for the previous year
- A progress report on the performance of the municipality with respect to established objectives and measures
- A statement of objectives and measures that will be used as the basis for determining the municipality's performance during the current year and following year
- Declarations of disqualification made against individual council members
- Any other information that Council deems appropriate for the annual report.

The annual report must be made available for public inspection at the district office 14 days before the annual public meeting. This provides citizens with time to review the annual report, ask questions and prepare submissions. Public Notice was provided on May 31, 2024, to inform residents that annual report was available for public inspection, and that Council would receive comments at its June 17, 2024, Council Meeting.

ALTERNATIVE OPTIONS:

1. That Council provide further direction.

ATTACHMENTS:

1. Draft District of Hudson's Hope 2023 Annual Report

Prepared By: *Crystal Brown, Chief Administrative Officer*



HUDSON'S
HOPE
PLAYGROUND OF THE PEACE

DISTRICT OF HUDSON'S HOPE

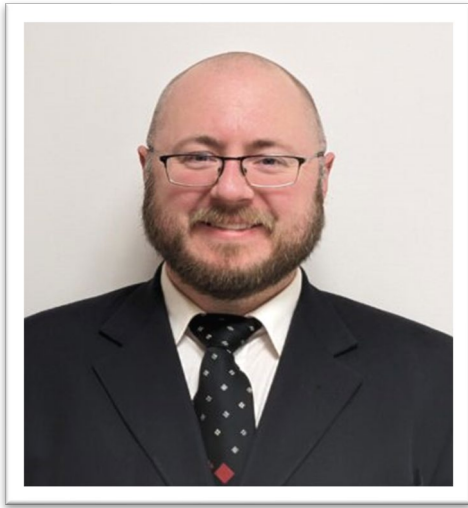
2023 Annual Report

For the year ending December 31, 2023

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Message from the Mayor



On behalf of Council, I am pleased to present the 2023 Annual Report for the District of Hudson's Hope. 2023 has been a year of change for our community. Marking the end of the first full year for new councillors elected during the October 2022 municipal election, we have also observed the retirement of Mayor Dave Heiberg, the elections of both myself and Councillor Charlesworth during the July 2023 by-election, and the stepping down of long time Councillor Kelly Miller.

I applaud everyone who participated in our recent elections and by-elections. Whether you ran for a seat on council, spoke up to make your views heard, or came out and voted, your participation in your community is no small part of what makes Hudson's Hope such a great place to live.

In 2023 Council remained committed to the strategic plan adopted in 2022. Our strategic plan outlines four general goals for the five-year term from 2022 to 2026, including:

1. Manage, invest, plan and implement sustainable municipal infrastructure to address the needs of residents and visitors.
2. Retention of residents and attract visitors with recreational amenities.
3. Facilitate population growth with attainable housing, sustainable infrastructure and tourism.
4. Perform organizational review for recruitment and retention of out-of-scope staff and overall review of organizational efficiencies.

Guided by the general goals of our strategic plan council is proud to note that we have made several strides forward.

In 2023 Council laid the groundwork for a permanent Water Treatment Plant, including significant work on design and costing. Council recognizes that, among the many services that the District of Hudson's Hope provides within the community, clean, safe drinking water is of the highest priority. While challenges remain, we are committed to protecting our residents and providing the foundation for a safe, successful, and prosperous community.

The District of Hudson's Hope saw the official opening of our ATV Campground. A project that has been on our strategic plan for several years, the ATV Campground is a key piece of our local recreational amenities, filling a gap in our existing municipal camping opportunities and providing a niche for casual off-road enthusiasts, hikers, campers, and large RVs alike.

Council has welcomed a new CAO, Crystal Brown, to our community. We are proud to welcome an individual with a long background in the Peace Region to our organization. Our CAO shares a dedication to the region and to Hudson's Hope that has proved to be a perfect compliment to this council. Their knowledge of municipal legislation through significant years in local government will help our community succeed through strong policy governance, and the connections they bring will help to strengthen our community on a regional level.

Council also welcomed a new Director of Public Works, Robert Dauphinee, to our organization. Through our challenges with the Water Treatment Plant our Director of Public Works has been an invaluable asset. Their technical knowledge of the subject matter, tenacity, and ability to work with a broad and disparate group of individuals to achieve the goals and outcomes required to further our community has been beyond what we could have asked.

In 2023 funding was secured to replace the aging Kendrick lift station. This key piece of municipal infrastructure will see a significant uplift in safety in addition to the reliability that will come with its replacement. Projects like this replacement represent a commitment on the part of staff to our strategic and asset management plans as well as our overall commitment to the safety of our staff and our community.

This council has demonstrated a remarkable resolve to work together towards a cohesive vision for Hudson's Hope. Our council is comprised of individuals from across the spectrum of residents, and I believe that these unique individual views give us a strength and resilience as a council that is unparalleled. Indeed, through the challenges presented to this council in 2023 we have maintained a positive outlook and a strong will to move forward and continue to exact positive changes in our community.

As Mayor I once again thank each one of my fellow Councillors, District of Hudson's Hope Staff and you, our community, for making Hudson's Hope a place that I have been proud to call home for nearly 40 years. I consider it a great honor and privilege that you have continued to support me in my various roles as a public servant.

Travous Quibell, Mayor

Message from the Chief Administrative Officer



It is with great pride that I present the 2023 Annual Report as the new Chief Administrative Officer for the District of Hudson's Hope. The District's Annual Report is an opportunity to reflect on the excellent work completed in 2023 to support the Council's Strategic Plan and provide residents with an overview of the District's finances as of December 31, 2023.

First and foremost, I extend my deepest gratitude to the Mayor and Council, staff, and residents for welcoming me into your community and entrusting me with this significant responsibility. Your support and trust in my ability to lead and make positive changes is humbling. I am honored to have the opportunity to serve this incredible community.

I have been profoundly impressed by the strong sense of community and collaboration that exists within our District. Whether it's the friendly interactions with residents, the teamwork among staff, or the support from residents, volunteers, businesses, and local organizations, the District of Hudson's Hope is a place where people care about one another and work together for the common good.

2023 has been a year of significant transitions and resiliency for our community. 2023 began on the heels of the Water Treatment Plant failure, the Battleship Mountain wildfire and evacuation, and the local government general election, where the Council welcomed four new Councillors. As I reflect on the challenges experienced by the District and its residents, I do so with a sense of pride and a vision for a brighter future. The dedication from District staff and the community as we navigated through unprecedented challenges with the Water Treatment Plant has been remarkable. This past year has been a testament to the strength and commitment of our entire team.

The most significant event that impacted the District was the failure of the Water Treatment Plant and the implementation of the temporary Water Treatment Plant. In 2022, shortly after the District implemented the new Water Treatment Plant, the well water quality unexpectedly started deteriorating, causing several system failures, significant maintenance requirements, and production issues, resulting in substantial damage to the Water Treatment Plant. This led to the District issuing a series of Boil Water Notices and a Do Not Consume Order for a period of 12 months.

To address the Water Treatment Plant failure, in 2023, the District constructed a temporary Water Treatment Plant and returned to the Peace River as the water source. The District abandoned the existing treatment technology and replaced it with a new clarification-filtration-disinfection process to meet Northern Health's requirements. Since mid-July 2023, the District has been able to remain off the Boil Water Notice.

While the conversion of the Water Treatment Plant can produce potable water, the District installed the current equipment in an emergent and temporary fashion. The system is fragile, labour intensive, and costly to operate and maintain. It includes two temporary water intake pumps lying horizontally within casings at the river's edge, which have been experiencing clogging issues on the screens over the summer due to the growth of algae in the river, and temporary above ground waterlines that transport the raw water from the river to an on-site trailer equipped with a rented clarifier.

Investing in a permanent Water Treatment Plant is a necessary next step to ensure that the District can continue providing potable water to the community while meeting Northern Health's requirements, leading to long-term cost savings. As the District utilizes the temporary Water Treatment Plant, the District continues to experience ongoing maintenance expenses and emergency repairs, leaving the District vulnerable to future interruptions in service, including potential water advisories. The District has been diligently working on plans to construct a permanent and efficient Water Treatment Plant to address the deficiencies and will continue to do so in 2024. Part of this work includes securing funding to complete a permanent water system.

The issues faced due to the failure of the Water Treatment Plant emphasize the importance of community, resilience, and adaptability. None of this would be possible without the collective effort of the Mayor and Council, District staff, our residents, businesses, and community partners.

Amongst the chaos of the Water Treatment Plant failure, 2023 brought with it a complete change in the District's leadership. The District welcomed a new Corporate Officer, Director of Public Works, Manager of Public Works, Director of Protective Services, Deputy Fire Chief, and Chief Administrative Officer. In addition, the District welcomed many new and returning employees in seasonal and regular positions.

On May 15, 2023, former Mayor Heiberg resigned as Mayor. Subsequently, Councillor Travous Quibell announced his resignation and intention to run for Mayor. In July 2023, the District held a by-election to fill the vacant Council positions. Despite having the 2022 local government election just nine months prior, the District received an incredible voter turnout. Travous Quibell was elected as Mayor, and Kari-Lea (KK) Charlesworth was elected as Councillor. Both additions have been a great complement to the Council team. Then again, in October, the District experienced another change in leadership as Councillor Kelly Miller also resigned.

I would like to recognize the contributions of former Mayor Heiberg, former Councillor Kelly Miller, and former staff. We extend our gratitude for your commitment to the District and wish you well in your following chapters. I also want to thank staff, residents, and candidates who participated in the July by-election. Your active engagement and passion to step forward to serve the community play a crucial role in shaping the future of our District.

The District remains committed to building upon the successes of 2023 and addressing the challenges that lie ahead with determination and innovation. The Mayor, Council, and District staff are excited to review and update their current strategic plan to ensure it truly reflects their vision for the District. In addition, the District is working on a number of high-level documents that will help shape its future.

Improving and maintaining District infrastructure continues to be a priority. In 2024, residents will see several improvements completed to community facilities, roads, wastewater systems, and water systems. These improvements enhance our daily lives and attract new businesses and visitors to our area. In addition, the Council is excited to obtain a consultant for the Community Hall and Library replacement project, which will be a pillar of the community.

We can not do this without community support. One of the District's top priorities is to foster open and transparent communication between the Mayor and Council, administration, and the residents. The District is committed to listening to your concerns, understanding your needs, and working together to find practical solutions. Your feedback and participation will be invaluable as we move forward.

There is no question that the last two years have been challenging for everyone because of the Water Treatment Plant failure. I want to take this opportunity to thank all of the District staff for doing an incredible job as we have worked through this difficult time and to thank the Mayor and Council, community partners, volunteers, businesses, and residents for their unwavering support.

I am honored to be part of the community and am committed to the values that makes our community a wonderful place to live, work, and grow. Thank you for your ongoing support, your engagement, and your dedication to making the District a better place.

Crystal Brown, Chief Administrative Officer

Mayor and Council



Mayor and Council elected on October 15, 2022. **Left to Right:** Councillor Quibell, Councillor Cryderman, Councillor Jeffrey, Mayor Heiberg, Councillor Winnicky, Councillor Miller, and Councillor Beattie.



Mayor and Council after July 29, 2023, By-election. **Left to Right:** Councillor Charlesworth, Councillor Jeffrey, Mayor Quibell, Councillor Beattie, and Councillor Winnicky. Missing Councillor Cryderman.

Mayor and Council were elected on October 15, 2022, for a four-year term. A by-election was held on July 29, 2023, due to Mayor Heiberg stepping down and Councillor Quibell also stepping down to run for Mayor. Mayor Quibell and Councillor Charlesworth were elected to complete the term. The next municipal election will be in October 2026.



Mayor Travous Quibell

-elected Mayor in the 2023 By-Election

mayor@hudsonshope.ca

Cell: 250.783.0812



Councillor Tina Jeffrey

-elected in the 2022 election

tina@hudsonshope.ca

Cell: 250.783.8399



Councillor James Cryderman

-elected in the 2022 election

james@hudsonshope.ca

Cell: 250.783.8363



Councillor Tashana Winnicky

-elected in the 2022 election

tashana@hudsonshope.ca

Cell: 250.783.0758



Councillor Debbie Beattie

-elected in the 2022 election

debbie@hudsonshope.ca

Cell: 250.783.0746



Councillor Kari-Lea Charlesworth

-elected in the 2023 By-election

kk@hudsonshope.ca

Cell: 250.783.0816



Mayor Dave Heiberg

-elected in the 2022 election

-resigned as Mayor on May 15, 2023



Councillor Kelly Miller

-elected in the 2022 election

-resigned on October 19, 2023



Responsibilities of the Mayor and Council

Council is the governing body of the municipal corporation. All decisions for the municipality are made by the elected Council, which consists of the Mayor and Councillors. The most important roles that Council plays are the consideration and passage of municipal bylaws, financial planning, budget approval, the appointment of official officers, and determination of the basic organization of the community by representing all residents.

A single member of Council does not have the power to bind the municipality in any way or direct either its employees or its affairs. Council as a whole – as opposed to individual Council members – has the full authority to commit the municipality to action, give direction to staff and expend civic funds. Councils may only exercise their authority by resolution or bylaw.

The role of Mayor and Council is to:

- consider the well-being and interests of the municipality;
- contribute to the development and evaluation of the policies and programs of the municipality respecting its services and other activities;
- participate in Council meetings, committee meetings, and meetings of other bodies to which the member is appointed;
- carry out other duties assigned by the Council; and
- carry out other duties assigned under the *Community Charter* or any other Act.

ROLE OF COUNCILLORS

Council members are elected to govern. A Councillor's job is to work with other the Council members to set the overall direction of the municipality as a policy-maker. The policies that Council sets are the guidelines for the administration to follow as it handles the municipality's operations. Much of Council's time is spent considering new policies and programs and reviewing the current ones to make sure they are working as they should. Councillors have the following responsibilities:

- consider the well-being and interests of the municipality;
- contribute to the development and evaluation of the policies and programs of the municipality respecting its services and other activities;
- participate in Council meetings, committee meetings, and meetings of other bodies to which the member is appointed;
- carry out other duties assigned by the Council; and
- carry out other duties assigned under the Community Charter this or any other Act.

ROLE OF THE MAYOR

The Mayor is the head and Chief Executive Officer of the municipality. The Mayor has no more legal authority than any other member of Council. They have no authority to make decisions that bind the municipality, nor can they direct the work of staff. In addition to the Mayor's responsibilities as a member of Council, the Mayor has the following legislative responsibilities:

- provide leadership to the Council;
- recommend bylaws, resolutions, and other measures to Council that, in the Mayor's opinion, may assist the peace, order, and good government of the municipality;
- communicate information to the Council;
- preside at Council meetings when in attendance;
- provide, on behalf of the Council, general direction to municipal officers respecting the implementation of municipal policies, programs, and other directions of the Council;
- establish standing committees;
- suspend municipal officers and employees;
- reflect the will of Council, and to carry out other duties on behalf of the Council;
- to carry out other duties assigned under the Community Charter and any other Act; and
- vote on all resolutions and bylaws before Council;

ROLE OF THE ACTING MAYOR

Each year, Council must designate a Councillor(s) as the member responsible for acting in place of the Mayor when the Mayor is absent, or otherwise unable to act, or when the office of Mayor is vacant. Council can choose to re-appoint one Acting Mayor each year through the term or rotate the Acting Mayor position among Council on an annual, quarterly, or monthly basis. When in the position of Acting Mayor, the Councillor has all of the same powers and duties of the Mayor.

Acting Mayor Schedule - January to December 2023	
January	Councillor Jeffrey
February	Councillor Miller
March	Councillor Cryderman
April	Councillor Beattie
May	Councillor Quibell
June	Councillor Winnicky
July	Councillor Jeffrey
August	Councillor Miller
September	Councillor Cryderman
October	Councillor Beattie
November	Councillor Quibell
December	Councillor Winnicky



Council Meetings

In 2023, Council Meetings were generally held twice per month (the second and fourth Monday), except for September and December. Regularly scheduled Council meetings that fall on a statutory holiday are moved to the next day. Meetings were held at the Council Chambers at the District Office starting at 6:00 p.m. unless otherwise noted. Meetings are open to the public.

2023 REGULAR COUNCIL MEETING SCHEDULE

January 9	June 26
January 23	July 10
February 13	July 24
February 27	August 14
March 13	August 28
March 27	September 11
April 11 (Tuesday)	October 10 (Tuesday)
April 24	October 23
May 8	November 14 (Tuesday)
May 23 (Tuesday)	November 27
June 12	December 11



District of Hudson’s Hope Asset Inventory Information

List of recorded Assets within the District of Hudson’s Hope (2023)

Assets	2023
Water Mains (m)	17,505
Water Valves	133
Fire Hydrants	74
Sanitary Sewer Mains (m)	12,140
Sanitary Sewer Manholes	119
Service Connections	104
Storm Water Mains (m)	1955
Storm Sewer Manholes	34
Catch basins	68
Paved Road (m)	16,720
Gravel Roads (m)	19,770
Culverts	105
Signs	136

2023 – 2026 Strategic Plan



STRATEGIC PLAN



VISION

A vibrant, diverse and livable community supported by sustainable, managed growth within a healthy natural environment

MISSION

To provide strong, cost-effective leadership that supports a high quality of life for residents

VALUES

Respect: Demonstrating respect and consideration for all relevant interests. Working together and supporting one another.

Integrity: Making decisions for and acting in the best interests of the District. Taking ownership and accepting responsibility for decisions and actions emanating from those decisions

Commitment to Service: Pledging to carry out the business of the District in a cost-effective and timely manner that is consistent with the best interests of residents.

Excellence: Working above and beyond the standards of expectation.

STRATEGIC PRIORITIES

Manage, invest, plan and implement sustainable municipal infrastructure to address the needs of residents and visitors.

Retention of residents and attract visitors with recreational amenities.

Facilitate population growth with attainable housing, sustainable infrastructure and tourism.

Perform organizational review for recruitment and retention of out-of-scope staff and overall review of organizational efficiencies.

GOAL 1: Manage, invest, plan and implement sustainable municipal infrastructure to address the needs of residents and visitors.

TARGETS:

1. Work with BC Hydro to get a reliable Water Treatment Plant for the District.
2. Use asset management tools to replace infrastructure in a timely manner with the promotion of green development.
3. Upgrade Kendrick and Adam Street sanitary Lift stations.
4. Complete registration of Wastewater Treatment Plant with the Ministry.
5. Re-pave high-priority roads as per the Asset Management tools.
6. Complete Beryl Prairie Flood Mitigation ditch.
7. Repair and rehabilitation of District owned facilities.
8. Replacement of equipment and fleet following the asset management tool.

GOAL 2: Retention of residents and attract visitors with recreational amenities.

TARGETS:

1. Complete phase-3 of ATV Campground.
2. Complete the trail map.
3. Develop a plan for Pool facility improvement – Recreation committee to provide quarterly reports to the council.
4. Playgrounds will be constructed or rehabilitated on a priority basis based on the availability of funds.
5. Maintain and refurbish existing facilities and campgrounds.

GOAL 3: Facilitate population growth with attainable housing, sustainable infrastructure and tourism.

TARGETS:

1. Develop a marketing plan for the District including residential and industrial development.
2. Update Official Community Plan (OCP) which is long overdue.
3. Hire a consultant for the design and construction of the Community Hall. Recreation Committee to provide quarterly reports to the council.
4. Develop a long-term downtown development plan.
5. Improve Alwin Holland campground once BC Hydro commissions the Site C dam.

GOAL 4: Perform organizational review for recruitment and retention of out-of-scope staff and overall review of organizational efficiencies.

TARGETS:

1. Hire a consultant to perform an organizational review.
2. Amend the Council Procedure Bylaw to include provisions for electronic participation, as per the *Community Charter*, and investigate options for live-streaming and recording Council Meetings.
3. Develop a bylaw for public online meetings and allow Council to attend virtually.
4. Update relevant Bylaws and policies to meet present needs and standards.





Municipal Services and Operations

The District provides a wide range of municipal services, including fire protection, emergency management, building inspection, bylaw compliance, engineering and public works, garbage and recycling collection, planning and development, recreation programs, sports fields, outdoor swimming pool, arena, a curling rink, ICBC, Driver's Licensing, and water and sewer utility services. The District is focused on maintaining and providing a good quality of life for citizens while building a strong future for up and coming generations, from well-maintained infrastructure to healthy finances to strong community spirit.

OFFICE OF THE CAO

The Chief Administrative Officer (CAO) is responsible to Council for the efficient management of the municipal workforce and ensuring Council's directions and policies are carried out. The CAO often acts as Council's representative in negotiations with governments, businesses or property owners and is called upon to give management advice to Council.

Responsibilities include:

- Executes policies and decisions of Council and directs and coordinates the activities of District departments;
- Assists Council in determining community priorities;
- Oversees a team of staff delivering the District services that support Council's direction; and
- Ensures the timely, transparent, and accurate delivery of information.

2024 Goals

1. Update Strategic Plan

2. Develop a Human Resources Department

3. Conduct Council Orientation

4. Secure Funds for Permanent Water Treatment Plant

5. Development of Water Conservation Bylaw

6. Implement Public Engagement Software

7. Implement Escribe

8. Examine District Finances



9. Bylaw and Policy Development

CORPORATE ADMINISTRATION

The District of Hudson's Hope Administration Department works together to ensure that services are provided to the residents of the District of Hudson's Hope through the leadership of Mayor and Council. Administrative staff implement Council policies to ensure the municipality meets its long-term goals and short-term objectives.

The Corporate Administration Department is responsible for the organization of Council agenda; keeping minutes of Council meetings; preparation of bylaws; the safekeeping of municipal records; the provision of information to the public; and employment services for the municipality. It ensures that all District's actions such as Council proceedings, elections and land development are conducted in accordance with government legislation. The Corporate Administration department also completes correspondence on Council's behalf and is responsible for the publication of official notices.

2023 Goals

1. Hire a consultant to perform an organizational review.	Not Started
2. Update Council Procedure Bylaw	
3. Update Bylaws and policies to meet the present needs and standards.	In Progress
4. Implement Live Streaming and recording council meetings.	In Progress
5. Public online meetings and Council to attend virtually.	


2024 Goals

1. Review and Update Council Procedure Bylaw.
2. Implement Escribe Meeting Software.
3. Implement Live Streaming and recording council meetings.
4. Conduct 2024 By-election.
5. Council Chamber Upgrade for Live Streaming and Electronic Participation.
6. Policy Manual Review.
7. Records Management.
8. Privacy Management Program.

PLANNING AND DEVELOPMENT

The Planning and Development Department provides services related to land use planning and development permitting. The Department is responsible for processing applications for zoning amendments, temporary use permits, subdivisions, development permits and building permits. Furthermore, the Department manages all municipal land acquisition and disposition.

2023 Goals

- | | |
|--|---|
| 1. Hire a consultant for the development of a marketing plan for the District. | Not Started |
| 2. Hire a consultant for the update of the OCP. |  |
| 3. Develop a long-term downtown development plan. | Not Started |

2024 Goals

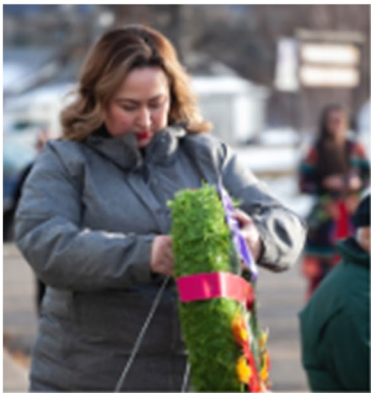
- | |
|---|
| 1. Update Official Community Plan. |
| 2. Update Zoning Bylaw to meet Provincial Standards. |
| 3. Conduct Housing Needs Assessment. |
| 4. Hire an Economic Development Officer |
| 5. Development of Land Use Procedures, Bylaws, Guides, and Applications |

FINANCE

The Finance Department is responsible for handling all the financial affairs of the municipality. These responsibilities include tax collection, accounts receivable and accounts payable, customer service, financial reporting to municipal departments and Council, and payroll. The Finance Department is also responsible for maintenance of accurate records and accounts of the financial affairs of the municipality, compliance with provincial reporting requirements, and ensuring investments of the municipality are made in accordance with provincial regulations.

2024 Goals

- | |
|--|
| 1. Examine User Fees and Utility Rates |
| 2. Implement Budget Software |
| 3. Overhaul Budget Process |



AUTO INSURANCE AND DRIVER LICENSING

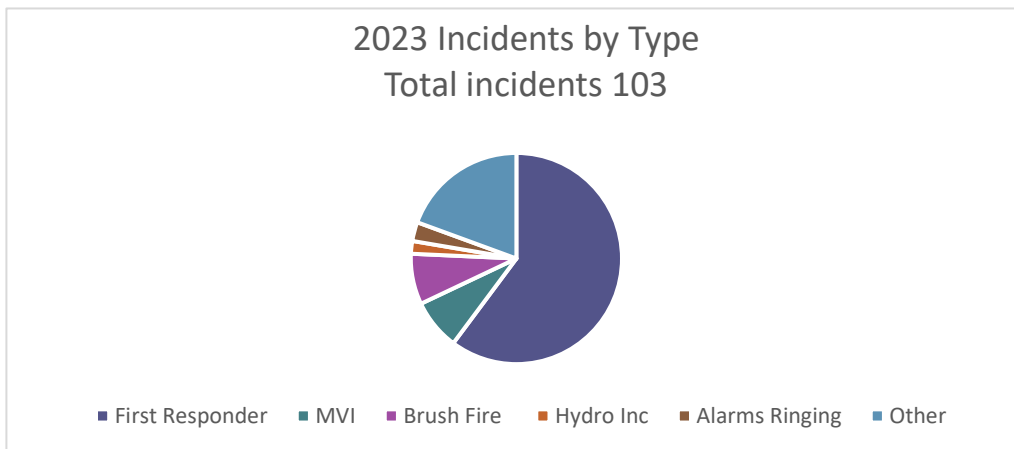
The District of Hudson’s Hope is an Appointed Agent for ICBC, providing the community with the following services:

- vehicle licensing and insurance;
- driver licensing, including renewals, knowledge testing for all classes and road testing for Class 7;
- issue BCeID’s and BC Services Card (formally known as CareCard);
- fine payments; and
- general ICBC/Motor Vehicle inquiries.

PROTECTIVE SERVICES DEPARTMENT

The District of Hudson’s Hope in conjunction with its emergency response providers is committed to ensuring the safety, security, and well-being of residents and visitors alike. Emergency response services within the District are provided by the RCMP, BC Ambulance, and Hudson’s Hope Fire & Rescue Service.

Hudson’s Hope Fire and Rescue protects life, property, and the environment through the provision of fire prevention & life safety education, emergency preparedness, fire suppression, and first responder medical & rescue services to the citizens and visitors to Hudson’s Hope. Community events are an important part of keeping the community engaged and bringing people together around Wildfire Awareness or other areas of Emergency Preparedness along with seasonal campaigns. This also includes the graduation of the high school students enrolled in our Junior Firefighter Program.





The community enjoys the neighborhood party atmosphere surrounding a community barbeque and celebrating the graduation of the Junior Fire Fighters from their 8-month program with Hudson's Hope Fire Rescue.

2024 Goals

1. Replacement of Expired Turnout Gear

2. Purchase of a Generator for the Structural Protection Unit

3. Installation of Portable Radios in Emergency Response Vehicles

4. SCBA Cylinders Replacement Project

5. Purchase of a Fire Rescue Truck

6. Purchase of a Wildland Fire Truck

7. Secure the Replacement of Engine 1



8. Development of ESS Team

9. EOC Training Exercises

PUBLIC WORKS AND ENGINEERING

Public Works and Engineering plans, designs, constructs, operates and maintains the District's infrastructure and provides core municipal services such as transportation, Water Treatment Plant and water distribution, garbage collection, storm water management and sewage treatment/collection, campgrounds, swimming pools, recreational facilities and municipal buildings.

2023 Goals

1. Work with BC Hydro to get a reliable Water Treatment Plant.	In Progress
2. Complete Lynx Creek re-pavement (ph-3).	
3. Complete Beryl Prairie Flood Mitigation Ditch.	Not Started
4. Upgrade Kendrick Lift Station in 2023-2024.	Not Started
5. Complete MWR registration of WWTP.	In Progress
6. Replacement of Garbage Truck and Grader.	Not Started
7. Repair of Arena, Curling Rink, and Library as necessary.	In Progress
8. Complete Asset inventory completed, including risk and condition assessments, and update GIS information	

2024 Goals



1. Collaborate with BC Hydro to get a reliable Water Treatment Plant.
2. Complete Beryl Prairie Flood Mitigation ditch.
3. Upgrade Kendrick Lift Station in 2023-2024.
4. Complete MWR registration of WWTP.
5. Water Value & Hydrant Replacement
6. Installation of Keypads at the Residential Water Stands
7. Reservoir Capital Upgrade
8. Water Meter Program
9. Preliminary and Final Design for Water Treatment Plant
10. Sanitary Sewer Upgrade – Highway 29 Manhole Installation
11. Installation of Lagoon Flowmeter
12. Conduct Testing on Facilities for ARO Reporting
13. Development of an Asset Management Plan, Strategy and Policy that includes a financial plan and optimized schedule for asset replacement.
14. O&M Landfill Clean Up

RECREATION

The Recreation Services provides recreational and educational opportunities for persons of all ages and abilities. The wide range of programs and activities offered include Aquatic programs and classes at the swimming pool, various Day Camp programs when school is on break, programs for Senior Citizens, Winter Festival, and a variety of special events throughout the year.



2023 Goals

1. Complete phase-3 of ATV Campground.	
2. Complete the trail map.	
3. Rehabilitate the Swimming Pool in 2024.	In Progress
4. Construct a new playground at the Dinosaur Lake campground.	Not Started
5. Hire a consultant for the conceptual design of a new recreation hall.	Not Started

2024 Goals

1. Hire a consultant for the conceptual design of a new recreation hall.
2. Develop a Select Committee for the Community Hall Replacement Project
3. Pool Liner Replacement and Leak Detection Project
4. Pool Mechanical Room Upgrade
5. Arena Upgrade - Ice Plant Refrigerant Detection System, Replacement of Phase 3 Disconnect, installation of Fire Alarm System, and Kitchen Upgrade
6. Curling Rink Upgrade - Ice Plant Refrigerant Detection System



Statement of Disqualifications

There were no Councillors disqualified during 2023.

Statement of Tax Exemptions

PERMISSIVE TAX EXEMPTIONS

Reference Bylaw No. 919, 2020 (Effective Until 2029)

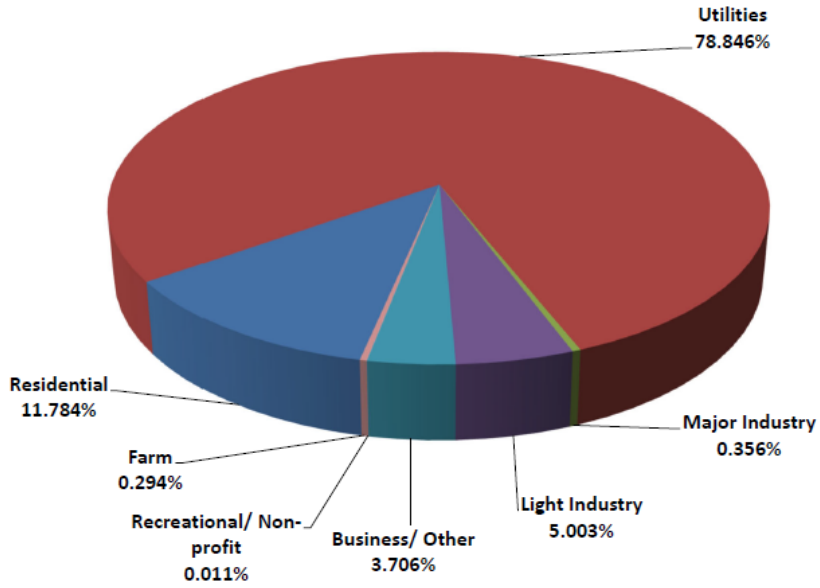
The following buildings and land received exemption from taxation for the **2023** taxation year as per sections 220 & 224 of the Community Charter.

Roll#	Organization	Class	Assessment		Tax Rate	Total Tax Exempted
40420.040	ANGLICAN SYNOD DIOCESE OF CALEDONIA	8	135,200	(bldg)	6.5332	883.29
		8	98,500	(land)	6.5332	643.52
04955.000	DOUBLE "H" SADDLE CLUB	6	103,000	(bldg)	16.9437	1,745.20
		8	80,800	(land)	6.5332	527.88
01035.000	DOUBLE H SADDLE CLUB	6	49,800	(bldg)	16.9437	843.80
		8	92,400	(land)	6.5332	603.67
00635.000	FRIENDS OF HUDSON'S HOPE SOCIETY	6	158,000	(bldg)	16.9437	2,677.10
		6	50,300	(land)	16.9437	852.27
01655.000	RUXTON HELEN R	6	17,400	(land)	16.9437	294.82
00594.000	HUDSON'S HOPE (DISTRICT) BULLHEAD MOUNTAIN CURLING CLUB	6	1,414,000	(bldg)	16.9437	23,958.39
		6	89,400	(land)	16.9437	1,514.77
00569.100	HUDSON'S HOPE BIBLE FELLOWSHIP	8	229,000	(bldg)	6.5332	1,496.10
		8	38,000	(land)	6.5332	248.26
00571.000	HUDSON'S HOPE BIBLE FELLOWSHIP	6	38,100	(land)	16.9437	645.55
		6	39,900	(land)	16.9437	676.05
04303.000	HUDSON'S HOPE BIBLE FELLOWSHIP BAPTIST CHURCH	8	72,000	(bldg)	6.5332	470.39
		8	41,200	(land)	6.5332	269.17
04304.000	HUDSON'S HOPE BIBLE FELLOWSHIP BAPTIST CHURCH	6	24,600	(land)	16.9437	416.82
04425.000	HUDSON'S HOPE HEALTH CARE & HOUSING SOCIETY	1	221,000	(bldg)	7.2459	1,601.34
		1	54,800	(land)	7.2459	397.08
40420.010	HUDSON'S HOPE HISTORICAL SOCIETY	6	26,200	(bldg)	16.9437	443.92
40420.020		8	153,000	(land)	6.5332	999.58
		6	39,300	(bldg)	16.9437	665.89
		8	19,000	(land)	6.5332	124.13
41090.010	HUDSON'S HOPE ROD & GUN CLUB	6	51,800	(bldg)	16.9437	877.68
		8	59,300	(land)	6.5332	387.42
41091.010	HUDSON'S HOPE ROD & GUN CLUB	8	126,000	(land)	6.5332	823.18
41027.100	HUDSON'S HOPE SKI ASSOC	6	14,900	(bldg)	16.9437	252.46
		8	152,000	(land)	6.5332	993.05
17101.510	NORTHERN HEALTH AUTHORITY	6	1,586,000	(bldg)	16.9437	26,872.71
		6	79,200	(land)	16.9437	1,341.94

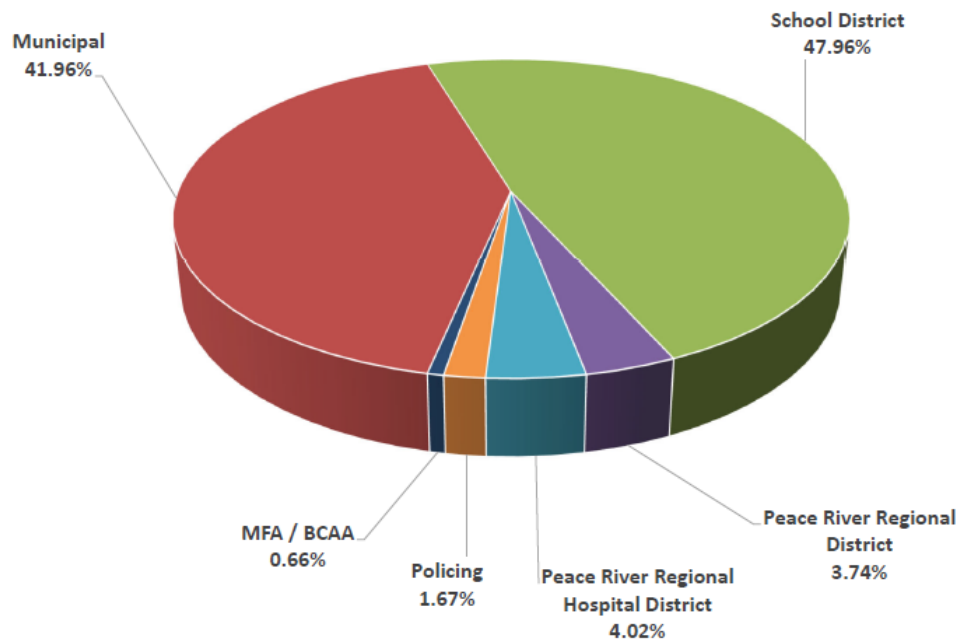
Audited Financial Statements



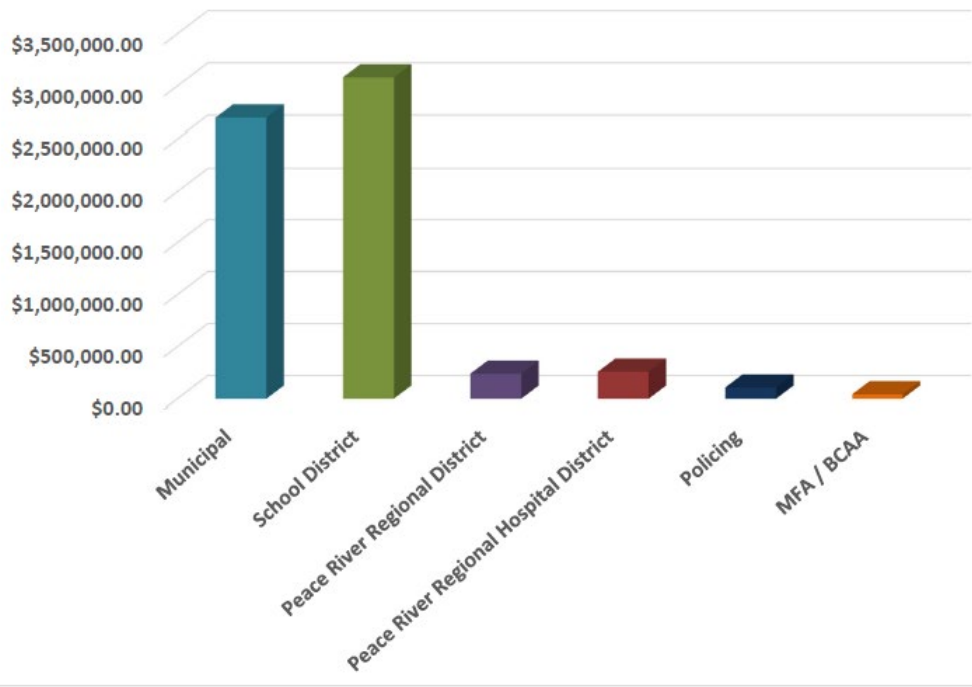
2023 Property Tax Breakdown by Property Class



2023 Residential Tax Breakdown



2023 Property Taxes by Taxing Authority



Consolidated Financial Statements of



DISTRICT OF HUDSON'S HOPE

And Independent Auditor's Report thereon

Year ended December 31, 2023



DISTRICT OF HUDSON'S HOPE

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MANAGEMENT'S RESPONSIBILITY FOR THE CONSOLIDATED FINANCIAL STATEMENTS

The accompanying consolidated financial statements of the District of Hudson's Hope (the "District") are the responsibility of the District's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The District's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by the District. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the District's consolidated financial statements.


Mrs. Crystal Brown
Chief Administrative Officer


Mrs. Tonia Alexander
Deputy Treasurer



KPMG LLP

177 Victoria Street, Suite 400
Prince George, BC V2L 5R8
Canada
Telephone (250) 563 7151
Fax (250) 563 5693

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of District of Hudson's Hope

Opinion

We have audited the consolidated financial statements of District of Hudson's Hope (the District), which comprise:

- the consolidated statement of financial position as at December 31, 2023
- the consolidated statement of operations and accumulated surplus for the year then ended
- the consolidated statement of change in net financial assets for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the District as at December 31, 2023 and its consolidated results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the ***"Auditor's Responsibilities for the Audit of the Financial Statements"*** section of our auditor's report.

We are independent of the District in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



Emphasis of Matter - Restatement of Financial Statements

We draw attention to note 15 to the financial statements, which explains that certain comparative information presented for the year ended December 31, 2022 has been restated.

Note 15 explains the reason for the restatement and also explains the adjustments that were applied to restate certain comparative information.

Our opinion is not modified in respect to this matter.

Other Information

Management is responsible for the other information. The other information comprises:

- Information, other than the financial statements and the auditor's report thereon, included in Schedule 1 - COVID-19 Safe Restart Grant, and Schedule 2 - Growing Community Fund Reserve

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information, identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

We obtained the Information, other than the financial statements and the auditor's report thereon, included in Schedule 1 - COVID-19 Safe Restart Grant and Schedule 2 - Growing Communities Fund Reserve as at the date of this auditor's report.

If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditor's report.

We have nothing to report in this regard.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the District or to cease operations, or has no realistic alternative but to do so.

Those charged with Governance are responsible for overseeing the District's financial reporting process.



Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the District to cease to continue as a going concern.



Page 4

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Chartered Professional Accountants

Prince George, Canada

May 3, 2024



**HUDSON'S
HOPE**
PLAYGROUND OF THE PEACE

DISTRICT OF HUDSON'S HOPE
Consolidated Statement of Financial Position

December 31, 2023, with comparative information for 2022

	2023	2022 (restated - note 15)
Financial assets:		
Cash and cash equivalents (note 2)	\$ 7,803,287	\$ 8,121,812
Accounts receivable (note 3)	1,327,408	956,839
	<u>9,130,695</u>	<u>9,078,651</u>
Financial liabilities:		
Accounts payable and accrued liabilities (note 4)	245,959	375,688
Deferred revenue (note 5)	1,053,093	510,393
Asset retirement obligation (note 6)	702,456	702,456
	<u>2,001,508</u>	<u>1,588,537</u>
Net financial assets	7,129,187	7,490,114
Non-financial assets:		
Tangible capital assets (note 7)	25,203,747	26,416,178
Land held for resale (note 8)	88,363	112,683
Prepaid expenses	120,262	19,450
Inventories	84,349	89,866
	<u>25,496,721</u>	<u>26,638,177</u>
Accumulated surplus (note 9)	\$ 32,625,908	\$ 34,128,291

Commitments and contingencies (note 10)

See accompanying notes to consolidated financial statements.



Mayor



Chief Administrative Officer



DISTRICT OF HUDSON'S HOPE

Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2023, with comparative information for 2022

	2023 Budget (note 16)	2023 Actual	2022 Actual (restated - note 15)
Revenue (note 18):			
Net taxation revenue (note 11)	\$ 2,758,495	\$ 2,725,935	\$ 2,422,754
Grants in lieu of taxes	2,041,321	2,017,538	1,945,097
Sales of services and user charges (note 12)	1,945,118	557,805	528,708
Other	122,411	174,066	535,465
Government transfers: (note 13)			
Provincial	2,237,315	3,230,017	1,873,597
Federal	100,000	107,461	102,552
Total revenue	9,204,660	8,812,822	7,408,173
Expenses (note 18):			
General government services and administration	1,513,169	2,129,964	2,102,276
Protective services	570,275	343,134	479,092
Public works services	2,029,599	1,640,360	1,609,089
Environmental and public health services	63,000	35,134	51,574
Environmental development services	120,000	38,984	17,174
Recreation and cultural services	1,034,915	857,703	949,888
Planning, development and bylaw services	107,899	84,348	84,904
Water utility and sanitary sewer systems	493,162	5,185,578	1,779,514
Total expenses	5,932,019	10,315,205	7,073,511
Annual surplus (deficit)	3,272,641	(1,502,383)	334,662
Accumulated surplus, beginning of year	34,128,291	34,128,291	34,384,571
Adjustment on adoption of the asset retirement obligation standard	-	-	(590,942)
Accumulated surplus, end of year	\$ 37,400,932	\$ 32,625,908	\$ 34,128,291

See accompanying notes to consolidated financial statements.



DISTRICT OF HUDSON'S HOPE

Consolidated Statement of Change in Net Financial Assets

Year ended December 31, 2023, with comparative information for 2022

	2023 Budget (note 16)	2023	2022 (restated - note 15)
Annual surplus (deficit)	\$ 3,272,641	\$ (1,502,383)	\$ 334,662
Acquisition of tangible capital assets	(3,397,000)	(3,185,555)	(1,119,436)
Proceeds on sale of land held for resale	-	26,500	328,377
Amortization of tangible capital assets	-	1,255,336	1,093,832
Write-down of water treatment plant	-	3,098,399	-
(Gain) loss on sale of land held for resale	-	(2,180)	82,940
Loss on sale of tangible capital assets	-	4,242	290,387
Proceeds on sale of tangible capital assets	-	40,000	26,801
	(124,359)	(265,641)	1,037,563
Use of inventories	-	5,526	15,126
Use of prepaid expenses	-	19,450	18,580
Acquisition of prepaid expenses	-	(120,262)	(19,450)
Change in net financial assets	(124,359)	(360,927)	1,051,819
Net financial assets, beginning of year	7,490,114	7,490,114	7,140,751
Adjustment on adoption of the asset retirement obligation standard	-	-	(702,456)
Net financial assets, end of year	\$ 7,365,755	\$ 7,129,187	\$ 7,490,114

See accompanying notes to consolidated financial statements.



DISTRICT OF HUDSON'S HOPE

Consolidated Statement of Cash Flows

Year ended December 31, 2023, with comparative information for 2022

	2023	2022
	Actual	Actual (restated - note 15)
Cash provided by (used in):		
Operating activities:		
Annual (deficit) surplus	\$ (1,502,383)	\$ 334,662
Items not involving cash:		
Amortization of tangible capital assets	1,255,336	1,093,832
Loss on sale of tangible capital assets	4,242	290,387
(Gain) Loss on sale of land held for resale	(2,180)	82,940
Write down of capital assets	3,098,399	-
Changes in non-cash operating working capital:		
Accounts receivable	(370,569)	(721,370)
Deposit - Municipal Finance Authority	-	528
Inventories	5,517	15,126
Accounts payable and accrued liabilities	(129,720)	(150,306)
Reserve - Municipal Finance Authority	-	(528)
Prepaid expenses	(100,812)	(870)
Deferred revenue	542,700	(9,315)
	<u>4,302,913</u>	<u>935,086</u>
Capital activities:		
Proceeds on sale of tangible capital assets	40,000	26,801
Acquisition of tangible capital assets	(3,185,555)	(1,119,436)
Proceeds on sale of land held for resale	26,500	328,377
	<u>(3,119,055)</u>	<u>(764,258)</u>
Financing activities:		
Repayment of debt	-	(3,056)
(Decrease) increase in cash and cash equivalents	(318,525)	167,772
Cash and cash equivalents, beginning of year	8,121,812	7,954,040
Cash and cash equivalents, end of year	<u>\$ 7,803,287</u>	<u>\$ 8,121,812</u>

See accompanying notes to consolidated financial statements.



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2023

Nature of operations:

The District of Hudson's Hope (the "District") was incorporated in 1965 as a District Municipality under the Community Charter, formerly the Municipal Act, a statute of the Province of British Columbia. Its principal activities include the provision of local government services to residents of the incorporated area. These include administrative, protective, transportation, environmental, recreational, water, sanitary sewer and fiscal services.

1. Significant accounting policies:

The consolidated financial statements of the District are prepared in accordance with Canadian generally accepted accounting principles for governments as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. Significant accounting policies adopted by the District are as follows:

(a) Basis of consolidation:

(i) Consolidated entities:

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity. The reporting entity is comprised of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the District and which are owned or controlled by the District.

(ii) Accounting for Region and School Board Transactions:

The taxation, other revenues, expenses, assets and liabilities with respect to the operation of the Region and the School Board are not reflected in these consolidated financial statements.

(iii) Trust funds:

Trust funds and their related operations administered by the District are not included in these consolidated financial statements.



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(b) Basis of accounting:

The District follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

(c) Revenue recognition:

The District recognizes revenue in accordance with the provisions of the Community Charter. The District is required to act as the agent for the collection of certain taxes and fees imposed by other authorities. Collections for other authorities are excluded from the District's taxation revenues.

The Village is entitled to collect interest and penalties on overdue taxes. This revenue is recorded in the period the interest and penalties are levied.

Revenue unearned in the current period is reported on the consolidated statement of financial position as deferred revenue.

(d) Investment income:

Investment income is reported as revenue in the period earned. When required by the funding agency or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

(e) Cash and cash equivalents:

Cash equivalents include short-term highly liquid investments with a term to maturity of 90 days or less at acquisition.



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(f) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful life - years
Building and site improvements	10 - 50
Machinery and equipment	5 - 25
Road infrastructure	15 - 40
Water and sanitary sewer infrastructure	15 - 40

Annual amortization is charged in the year that an asset becomes available for productive use and in the year of disposal.

Assets under construction are not amortized until the asset is available for productive use.



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(f) Non-financial assets (continued):

(ii) Contributions to tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Interest capitalization:

The District does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

(iv) Land held for resale:

Land held for sale is recorded at the lower of cost and net realizable value. Cost includes amounts for improvements to prepare the land for sale or servicing.

(v) Inventories:

Inventories consist of crushed gravel and sand. Inventories are valued at the lower of cost and replacement cost with cost determined using a moving average basis.



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(g) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Equity instruments that are quoted in an active market are subsequently measured at fair value as at the reporting date. All other financial instruments are subsequently measured at cost or amortized cost, unless the District has elected to carry the instruments at fair value. The District has not elected to carry any such financial instruments at fair value.

Unrealized changes in fair value would be recognized on the consolidated statement of remeasurement gains and losses. They are recorded in the consolidated statement of operations when they are realized. There are no unrealized changes in fair value as at December 31, 2023 and December 31, 2022. As a result, the District does not have a consolidated statement of remeasurement gains and losses.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. Transaction costs incurred on the acquisition of financial instruments recorded at cost or amortized cost are included in the cost.

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the consolidated statement of operations.

(h) Use of estimates:

The preparation of the consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Items subject to such estimates and assumptions include the carrying amount of tangible capital assets and accounts payable and accrued liabilities. Actual results could differ from these estimates.



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(i) Contaminated sites:

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard.

A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met:

- i) an environmental standard exists;
- ii) contamination exceeds the environmental standard;
- iii) the organization is directly responsible or accepts responsibility for the liability;
- iv) future economic benefits will be given up, and
- v) a reasonable estimate of the liability can be made.

(j) Asset retirement obligations::

An asset retirement obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

- There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- The past transaction or event giving rise to the liability has occurred;
- It is expected that future economic benefits will be given up; and
- A reasonable estimate of the amount can be made.

The recognition of a liability resulted in an accompanying increase to the respective tangible capital assets. The increase to the tangible capital assets is being amortized in accordance with the amortization policies outlined in (f)(i).

(k) Government transfers:

Government transfers, which include legislative grants, are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfer revenue is recognized in the statements of operations as stipulations for liabilities are settled.



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

2. Cash and cash equivalents:

The District has established a \$200,000 operating line of credit, which bears interest at prime and is secured by term deposits and accounts receivable. As at December 31, 2023 borrowing against the operating line of credit was nil (2022 - nil).

	2023	2022
Cash	\$ 686,692	\$ 3,345,848
Short-term investments	7,116,595	4,775,964
	\$ 7,803,287	\$ 8,121,812

3. Accounts receivable:

	2023	2022
Grants	\$ 1,163,736	\$ 824,085
Sales tax	76,341	32,719
Other	21,770	23,825
Taxes	65,561	76,210
	\$ 1,327,408	\$ 956,839

4. Accounts payable and accrued liabilities:

	2023	2022
Accounts payable - trade	\$ 105,971	\$ 250,828
Wages and related costs payable	136,080	119,195
Government remittances	1,183	2,940
Cemetery	2,725	2,725
	\$ 245,959	\$ 375,688



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

5. Deferred revenue:

	2023	2022
Partnering relationship agreement	\$ 501,078	\$ 510,393
Province of BC	552,015	-
	\$ 1,053,093	\$ 510,393

6. Asset retirement obligation:

The District owns and operates several buildings, as well as water and sewer infrastructure that are known to have hazardous material, which represents a health hazard upon demolition or removal of the assets and there is a legal obligation to remove it. Following the adoption of PS 3280 - Asset Retirement Obligations, the District recognized an obligation relating to the removal and post-removal care of the hazardous materials in these assets as estimated at January 1, 2022 in the amount of \$702,456.

The transition and recognition of the asset retirement obligations involved an accompanying increase to tangible capital assets and the restatement of prior year numbers (note 15).



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

7. Tangible capital assets:

	2023							
	Land	Buildings and site improvements	Machinery and equipment	Road infrastructure	Water infrastructure	Sanitary sewer infrastructure		Total
Cost:								
Balance, beginning of year	\$ 1,888,077	\$ 10,979,536	\$ 7,116,080	\$ 6,892,156	\$ 11,239,536	\$ 4,393,646		\$ 42,509,031
Additions	285,910	54,670	1,575,945	198,433	988,561	82,036		3,185,555
Disposals	-	-	(136,156)	-	-	-		(136,156)
Write down of water plant	-	-	-	-	(3,351,719)	-		(3,351,719)
Balance, end of year	2,173,987	11,034,206	8,555,869	7,090,589	8,876,378	4,475,682		42,206,711
Accumulated amortization:								
Balance, beginning of year	-	4,780,400	3,747,179	3,928,030	2,869,450	767,794		16,092,853
Amortization expense	-	767,481	-	-	363,477	124,378		1,255,336
Disposal	-	(91,905)	-	-	-	-		(91,905)
Write down of water plant	-	-	-	-	(253,320)	-		(253,320)
Balance, end of year	-	5,455,976	3,747,179	3,928,030	2,979,607	892,172		17,002,964
Net book value, end of year	\$ 2,173,987	\$ 5,578,230	\$ 4,808,690	\$ 3,162,559	\$ 5,896,771	\$ 3,583,510		\$ 25,203,747



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

7. Tangible capital assets (continued):

	2022 (restated - note 16)							
	Land	Building and site improvements	Machinery and equipment	Road infrastructure	Water infrastructure	Sanitary sewer infrastructure		Total
Cost:								
Balance, beginning of year	\$ 1,703,921	\$ 10,215,616	\$ 7,368,624	\$ 6,705,895	\$ 10,771,676	\$ 4,856,409		\$ 41,622,141
Additions	184,156	70,319	118,675	255,429	461,707	29,150		1,119,436
Disposals	-	-	(371,219)	(69,168)	(887)	(493,728)		(935,002)
Adjustment relating to asset retirement obligation	-	693,601	-	-	7,040	1,815		702,456
Balance, end of year	1,888,077	10,979,536	7,116,080	6,892,156	11,239,536	4,393,646		42,509,031
Accumulated amortization:								
Balance, beginning of year	-	3,954,688	3,703,562	3,873,034	2,625,975	868,634		15,025,893
Amortization expense	-	243,097	365,040	124,164	237,153	124,378		1,093,832
Disposal	-	-	(321,423)	(69,168)	(190)	(227,033)		(617,814)
Adjustment relating to asset retirement obligation	-	582,615	-	-	6,512	1,815		590,942
Balance, end of year	-	4,780,400	3,747,179	3,928,030	2,869,450	767,794		16,092,853
Net book value, end of year	\$ 1,888,077	\$ 6,199,136	\$ 3,368,901	\$ 2,964,126	\$ 8,370,086	\$ 3,625,852		\$ 26,416,178



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

8. Land held for resale:

Land held for resale consists of four lots in relation to the Lucas subdivision. During the year, one of the subdivision lots were sold with three remaining as at December 31, 2023.

	2023	2022
Balance, beginning of year	\$ 112,683	\$ 524,000
Sales of lots, at cost	(24,320)	(411,317)
Net book value, end of year	\$ 88,363	\$ 112,683



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

9. Accumulated surplus:

	2023	2022 (restated - note 15)
Surplus (deficit):		
Invested in tangible capital assets	\$ 24,501,291	\$ 25,713,722
General fund	5,408,693	4,735,715
Water utility fund	(1,608,266)	(852,841)
Sanitary sewer utility fund	100,738	36,600
	<u>28,402,456</u>	<u>29,633,196</u>
Reserves set aside by Council:		
Water utility fund:		
Unexpended funds:		
MFA debt reserve	-	149,210
MFA sinking fund surplus	-	77,103
	<u>-</u>	<u>226,313</u>
Reserve funds set aside for specific purposes by Council:		
Public works, infrastructure and equipment	2,346,506	3,008,490
General capital and office equipment	71,998	137,325
Water capital, infrastructure and equipment	82,488	263,601
Sewer capital, infrastructure and equipment	119,038	79,406
Tax sale properties	227,196	224,112
Community hall	184,905	152,522
Land	424,675	403,326
Growing Communities Fund	766,646	-
	<u>4,223,452</u>	<u>4,268,782</u>
	<u>\$ 32,625,908</u>	<u>\$ 34,128,291</u>



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

10. Commitments and contingencies:

- (a) The District is responsible, as a member of the Peace River Regional District, for its portion of any operating deficits or capital debt related to functions in which it participates. Management does not consider payment under this contingency to be likely and therefore no amounts have been accrued.
- (b) The District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2023, the plan has about 240,000 active members and approximately 124,000 retired members. Active members include approximately 43,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the Plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the Plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the Plan. This rate may be then adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

10. Commitments and contingencies (continued):

- (c) The District paid \$134,906 (2022 - \$133,569) for employer contributions to the Plan in fiscal 2023.

The next valuation will be as at December 31, 2024, with results available in 2025.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

- (d) The District is obligated to collect and transmit property taxes levied on Hudson's Hope taxpayers in respect of the following bodies:

Ministry of Education, Province of British Columbia
Peace River Regional District
British Columbia Assessment Authority
Municipal Finance Authority
Peace River Regional Hospital District
Royal Canadian Mounted Police

- (e) The District is a participant in the Municipal Insurance Association of British Columbia. Should the Association pay out claim in excess of premiums received, it is possible that the District, along with other participants, would be required to contribute toward the deficit. Management does not consider external payment under this contingency to be likely and therefore no amounts have been accrued.
- (f) The District has entered into a contract with Hudson's Hope Public Library Association (the "Library") to provide financial assistance to the Library for library services. The term of the contract is for four years commencing on January 1, 2022 with annual payments consisting of \$125,638 plus 1.7% per year to be paid to the Library.
- (g) The District has entered into a contract with Hudson's Hope Historical Society and Museum (the "Museum") to provide financial assistance towards the operations of the Museum. The term of the contract is three years commencing on May 31, 2022 with annual payments consisting of \$87,576 plus 1.5% per year to be paid to the Museum.



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

11. Net taxation revenue:

The District is required to collect taxes on behalf of and transfer these amounts to the government agencies noted below:

	2023	2022
Taxes collected:		
General purposes	\$ 2,720,274	\$ 2,433,060
Collections for other governments	3,746,272	3,452,967
	6,466,546	5,886,027
Less transfers to other governments:		
Province of British Columbia - school taxes	3,077,091	2,884,241
Peace River Regional District	253,824	206,043
Peace River Regional Hospital District	260,001	241,006
Royal Canadian Mounted Police	107,311	91,919
B.C. Assessment Authority	42,292	39,980
Municipal Finance Authority	92	84
	3,740,611	3,463,273
	\$ 2,725,935	\$ 2,422,754

12. Sales of services and user charges:

The District recognizes sales of services and user charges as revenues in the period in which the services are provided. The sales of services and user charges reported on the consolidated statement of operations and accumulated surplus are as follows:

	2023	2022
Water utility	\$ 128,201	\$ 147,430
Sewer system	82,635	82,222
General government services	139,066	82,684
Planning, development and bylaw services	10,234	14,245
Environmental and public health services	86,046	91,413
Recreation and cultural services	111,623	110,714
	\$ 557,805	\$ 528,708



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

13. Government transfers:

	2023	2022
Revenue:		
Provincial grants:		
BC South Peace Mackenzie Economic Diversification and Stabilization Trust	\$ 112,500	\$ -
Growing Communities Fund	905,000	-
Climate Action revenue incentive program grant	48,083	48,082
BC Hydro	1,076,349	646,508
Federation of Canadian Municipalities	10,000	60,000
Peace River agreement - Fair Share	702,814	707,007
Small Community grant	314,000	397,000
Tourism BC grant	15,000	15,000
Local Government Infrastructure and Engineering	20,485	-
Canada Summer Student Grant	25,786	-
	3,230,017	1,873,597
Federal grants:		
Gas tax	107,461	102,552
	\$ 3,337,478	\$ 1,976,149



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

14. Trust fund:

The District maintains a cemetery perpetual care fund in accordance with the Cemeteries and Funeral Services Act. As at December 31, 2023, the trust fund balance for both the liability and its corresponding term deposit is \$19,074 (2022 - \$18,736).

15. Change in accounting policy:

On January 1, 2022, the District adopted Public Sector Accounting Standard PS 3280 - Asset Retirement Obligations. The new accounting standard addresses the reporting of legal obligations associate with the retirement of certain tangible capital assets, such as asbestos removal in retired buildings by public sector entities. The standard was adopted on the modified retrospective basis at the date of adoption. Under the modified retrospective method the assumptions used on initial recognition are those as of the date of adoption of the standard.

The District recognized an asset retirement obligation related to several buildings, sewer and water infrastructure owned by the District that contained hazardous material. The liability was measured as of the date of when the Hazardous Materials Act was enacted in Canada in 1989 and asbestos was banned. In accordance with the provisions of this new standard, the District reflected the following adjustments at January 1, 2022:

	As previously reported	Increase (decrease)	As restated
Asset retirement obligation	\$ -	\$ 702,456	\$ 702,456
Tangible capital assets	26,311,052	105,126	26,416,178
Net financial assets	8,192,570	(702,456)	7,490,114
Opening accumulated surplus	34,384,571	(590,942)	33,793,629
General government and administration	2,095,899	6,377	2,102,276
Water utility and sanitary sewer systems	1,779,503	11	1,779,514



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

16. Budget data:

The budget data presented in these consolidated financial statements is based upon the 2023 operating and capital budgets approved by Council on April 24, 2023. Amortization was not contemplated on development of the budget and, as such, has not been included. The table below reconciles the approved budget to the budget figures reported in these consolidated financial statements.

	Budget amount
Revenues:	
Operating budget	\$ 9,204,660
Capital operations budget	3,127,000
Less:	
Transfers from other funds	(3,127,000)
	9,204,660
Expenses:	
Operating budget	5,932,019
Capital operations budget	3,397,000
Less:	
Capital expenditures	(3,397,000)
	5,932,019
	\$ 3,272,641



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

17. Significant taxpayers:

The District derives a significant portion of its taxation revenue from the utility sector. Any changes in this sector could have an impact on the ongoing operations of the District.

18. Segmented information:

Segmented information has been identified based upon lines of services provided by the District. District services are provided by the departments and their activities are reported by functional area in the body of the consolidated financial statements. Certain lines of services that have been separately disclosed in the segmented information, are as follows:

(i) General Government Services and Administration:

The general government services and administration provides the functions of corporate administration and legislative services and any other functions categorized as non-departmental in the District.

(ii) Protective Services:

Protective services is comprised of the fire department and other community protection costs incurred by the District.

(iii) Public Works Services:

The public works department is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, the maintenance of parks and open space, and street lighting in the District.

(iv) Environmental and Public Health Services:

Environmental and public health services is responsible for environmental programs such as waste management, which encompasses garbage collection and recycling. This segment is also responsible for rental of the doctor's office in the District.



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

18. Segmented information: (continued):

(v) Environment Development Services:

Environmental development services is responsible for community and economic development, in regard to community development projects.

(vi) Planning, Development and Bylaw Services:

Planning, development and bylaw services is responsible for community planning (OCP), zoning, bylaw enforcement, animal control and building inspection in the District.

(vii) Recreation and Culture Services:

Recreational and cultural services provides various recreational and cultural opportunities to the residents and visitors of the District, including the library, pool, arena, community hall, tourism information centre and museum.

(viii) Water Utility and Sanitary Sewer Systems:

The water utility installs and maintains water mains, pump stations and the water treatment plant. The treatment and distribution of water in the District is included in this segment. The sanitary sewer utility installs and maintains sewer mains, lift stations and the sewage treatment facility. The collection and treatment of sewage in the District is included in this segment.

Certain allocation methodologies are employed in the preparation of segmented financial information. Taxation and payments-in-lieu of taxes are allocated to the segments based on the segment that generated the revenue. Development charges earned and developer contributions received were allocated to the segment for which the charge was collected.

The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in note 1.



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

18. Segmented information: (continued):

	2023								
	General Government Services and Administration	Protective Services	Public Works Services	Environmental and Public Health Services	Environmental Development Services	Planning, Development and Bylaw Services	Recreation and Culture Services	Water Utility and Sanitary Sewer System	Total
Revenue:									
Taxation	\$ 2,725,935	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,725,935
Government transfers	2,909,945	-	-	-	-	-	-	427,533	3,337,478
Grants in lieu	2,017,538	-	-	-	-	-	-	-	2,017,538
Sales of services and user charges	130,017	-	-	86,045	-	11,584	109,323	220,836	557,805
Other	174,066	-	-	-	-	-	-	-	174,066
Total revenues	7,957,501	-	-	86,045	-	11,584	109,323	648,369	8,812,822
Expenses:									
Salaries, wages and employee benefits	787,385	171,534	1,230,357	-	-	-	271,498	221,576	2,682,350
Operating	233,988	150,655	364,508	29,100	38,984	39,307	586,024	4,476,148	5,918,714
Legislature	137,998	-	-	-	-	4,390	-	-	142,388
Amortization	767,481	-	-	-	-	-	-	487,854	1,255,336
Interest	2,939	-	-	-	-	-	-	-	2,939
Insurance	148,416	3,210	45,495	-	-	2,143	181	-	199,445
Professional services	51,757	17,735	-	-	-	38,508	-	-	107,999
Garbage disposal	-	-	-	6,034	-	-	-	-	6,034
Total expenses	2,129,964	343,134	1,640,360	35,134	38,984	84,348	857,703	5,185,578	10,315,205
Annual surplus (deficit)	\$ 5,827,537	\$ (343,134)	\$ (1,640,360)	\$ 50,911	\$ (38,984)	\$ (72,764)	\$ (748,380)	\$ (4,537,209)	\$ (1,502,383)



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

18. Segmented information: (continued):

2022 - (restated - note 16)										
	General Government Services and Administration	Protective Services	Public Works Services	Environmental and Public Health Services	Environmental Development Services	Planning, Development and Bylaw Services	Recreation and Culture Services	Water Utility and Sanitary Sewer System		Total
Revenue:										
Taxation	\$ 2,422,754	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,422,754
Government transfers	1,346,151	-	-	-	-	-	-	629,998	-	1,976,149
Grants in lieu	1,945,097	-	-	-	-	-	-	-	-	1,945,097
Sale of services and user charges	82,683	-	-	91,413	-	14,245	110,714	229,653	-	528,708
Other	535,465	-	-	-	-	-	-	-	-	535,465
Total revenue	6,332,150	-	-	91,413	-	14,245	110,714	859,651		7,408,173
Expenses:										
Salaries, wages and employee benefits	692,735	210,024	1,193,255	-	-	-	241,127	257,285	-	2,594,426
Operating	359,476	249,627	379,144	39,457	17,174	38,223	707,659	1,160,698	-	2,951,458
Legislature	113,976	-	-	-	-	6,108	-	-	-	120,084
Amortization	732,301	-	-	-	-	-	-	361,531	-	1,093,832
Interest	5,158	-	-	-	-	-	-	-	-	5,158
Insurance	146,805	3,017	36,690	-	-	2,143	1,102	-	-	189,757
Professional services	51,825	16,424	-	-	-	38,430	-	-	-	106,679
Garbage disposal	-	-	-	12,117	-	-	-	-	-	12,117
Total expenses	2,102,276	479,092	1,609,089	51,574	17,174	84,904	949,888	1,779,514		7,073,511
Annual surplus (deficit)	\$ 4,229,874	\$ (479,092)	\$ (1,609,089)	\$ 39,839	\$ (17,174)	\$ (70,659)	\$ (839,174)	\$ (919,863)		\$ 334,662



DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

19. Comparative information

Certain 2022 comparative information has been reclassified. The changes had no impact on prior year annual surplus.



DISTRICT OF HUDSON'S HOPE

Schedule 1 - COVID-19 Safe Restart Grant

Year ended December 31, 2023

(Unaudited)

In November 2020, the District of Hudson's Hope was the recipient of a \$499,000 grant under the COVID-19 Safe Restart for Local Governments program from the Province of BC. Due to the conditions of use this grant funding allows local governments to use the funding where the greatest need arises, the initial \$499,000 amount received was considered revenue in 2020 and included in grant revenue on the consolidated statement of operations and accumulated surplus. The District allocated \$67,277 within 2023 to cover operational costs and technology upgrades within the District.

	2023
Balance of COVID-19 Safe Restart grant funds at December 31, 2022	\$ 245,295
Less amount utilized in 2023:	
Dell latitude laptop (CAO & Deputy Fire Chief)	8,966
Dell OptiPlex - 8 office computers	4,129
Protective Services/Emergency Management/Bylaw Enforcement (wages, training & travel)	40,449
Surface laptops for Council	13,733
	<u>67,277</u>
12 office computers or laptops and monitors	24,000
Council Chambers renovation (chairs, electrical, TV's)	40,000
Council Chambers live stream system (2 year project)	20,000
E-Scribe software (Council meeting report writer)	6,720
Protective Services/Emergency Management/Bylaw Enforcement (wages, training, travel)	40,000
Software and website upgrades	47,298
Total 2023 allocation of COVID-19 Safe Restart grant	<u>178,018</u>
Remaining COVID-19 Safe Restart grant	<u>\$ -</u>



DISTRICT OF HUDSON'S HOPE

Schedule 2 - Growing Communities Fund

Year ended December 31, 2023
(Unaudited)

The Province of British Columbia distributed conditional Growing Communities Fund (GCF) grants to communities at the end of March 2023 to help local governments build community infrastructure and amenities to meet the demands of population growth. The GCF provided a one-time total of \$1 billion in grants to all 161 municipalities and 27 regional districts in British Columbia.

The District received \$905,000 of GCF funding in March 2023.

	2023
Growing Communities Fund	\$ 905,000
Interest	8,646
	<u>913,646</u>
Less amount utilized in 2023:	
ATV Dinosaur Lake campground	147,000
	<u>766,646</u>
Future project expenditures:	
Beryl Prairie	102,803
Arena upgrades	130,500
Curling Rink - freon detection	27,500
Residential water stands keypad (2)	25,000
Water treatment plant design	296,445
Future projects unallocated	184,398
	<u>766,646</u>
	<u>\$ -</u>

STAFF REPORT

TO: Mayor and Council

FROM: Becky Mercereau and Gerri Bird, Administrative Assistants

DATE: June 17, 2024

SUBJECT: Love Hudson's Hope

RECOMMENDATION #1:

That Council receives the report titled "Love Hudson's Hope" dated June 17, 2024; further; that Council authorizes an amendment to the District of Hudson's Hope Fees and Charges Bylaw No. 915, 2020, to establish a fee structure for the Love Hudson's Hope program as follows:

- a. **Basic Service** - A one-time buy-in fee of \$100, with the option to update their information once a year for an additional fee of \$25
- b. **Standard Service** - An initial buy-in fee of \$100 with a yearly subscription fee of \$60
- c. **Premium Service** - A buy-in fee of \$100, with a yearly subscription fee of \$160
- d. Additional updates outside of Service Level - \$10.00 per update

RECOMMENDATION #2:

That Council authorizes the development of a policy to establish the services included in the Basic, Standard, and Premium Service levels for the Love Hudson's Hope program, and eligibility; requirements; further, that Council directs staff to include all business types in the Love Hudson's Hope Policy, whether franchise or independent.

BACKGROUND:

In 2023, Northern Development Initiative Trust (NDIT) notified communities that they would no longer be running the Love Northern BC program. At that time, Council directed staff to apply to NDIT for a one-time grant of \$10,000 for a new shop local initiative and directed staff to brainstorm ideas for the grant funding and report back.

On May 29, 2023, staff presented the grant application outlining the proposal for the \$10,000 to Council, which included a Love Hudson's Hope webpage. In the fall of 2023, the District of Hudson's Hope (District) was awarded the grant for \$10,000.

As per the grant application, the project implementation date was scheduled for January 2024 and includes a new Love Hudson's Hope webpage. The funding provided is allocated for the site creation, photo library, purchasing of the domain, and advertising and promoting this new initiative. The proposed completion date for the project is December 31, 2024, which is also the date the current Love Hudson's Hope website will be disabled.

DISCUSSION:

As of November 27, 2023, there were 21 businesses on the NDIT Love Hudson's Hope website. Several businesses are no longer in operation, and many new businesses may be interested in participating. In the past, owners of franchises were not eligible to join Love Hudson's Hope, but the parameters for eligibility can change once NDIT is no longer involved. The District will need to contact these businesses to advise them of the changes that will be occurring.

Logistics

To create the new website, the District must have all imagery and information collected and prepared for upload. All previous website content (photos and text) will remain the intellectual property of NDIT and will not be available for use on the new website. Old and prospective new business owners will need to follow whatever terms will be set for the new Love Hudson's Hope initiative. Creating original content will involve creative writing of business bios and photography for each participant and their product or service. This phase of the project is hoping to be completed by September 15, 2024.

Once the website build is complete, the promotion and advertising phase of the project will begin, including an event launch, promotional campaign, advertising, purchasing swag, and sponsoring community events like Winterfest. Staff have developed three service levels for Council's consideration regarding proposed fees for businesses to be included in the program:

Basic Service:

A one-time buy-in fee of \$100. This is in line with the previous Love Hudson's Hope program. Participants would pay a one-time buy-in amount to be a part of the program. Businesses would be provided the opportunity to update their information once a year for an additional fee of \$25.

Standard Service:

An initial buy-in fee of \$100 with a yearly subscription fee of \$60. This option includes the initial upload of basic information and allows businesses to make updates, add events, specials, and other information to their listing once a month. Additional updates would be available for an additional charge of \$10.00 per update to cover staff time.

Premium Service:

A buy-in fee of \$100, with a yearly subscription fee of \$160. This option includes the initial upload of basic information and allows businesses to make updates, add events, specials, and other information to their listing twice a month. This option will also feature businesses on the site and will include ¼ page bulletin ads four times a year. Additional updates would be available for an additional charge of \$10.00 per update to cover staff time.

Businesses that are already active participants in the program should also be taken into consideration. NDIT has indicated that the businesses' initial investment of \$100 has been met through their participation, as they have received ample exposure on the program's website. It is important to note that all photography featured is the intellectual property of the NDIT and not the businesses themselves.

Eligibility:

Staff recommend that all businesses operating within the District of Hudson's Hope be eligible to participate in our Love Hudson's Hope program. Previously, the program only accepted locally owned, independent businesses, but now may include businesses of all types, whether franchise or independent.

FINANCIAL CONSIDERATIONS:

For 2024, the financial costs for launching the Love Hudson's Hope program will be covered by the \$10,000 grant received from NDIT.

It is recommended that Council allocate \$1,200 in 2025 for promotional activities and events, matching the annual funding previously received from NDIT. Additionally, budgeting \$300 for website hosting fees is advised.

Funds may also be generated from participating businesses, with options for either a one-time fee or a minimal ongoing fee, depending on the chosen program model. This revenue from businesses will help offset costs and ensure the sustainability of the Love Hudson's Hope program.

ALTERNATIVE OPTIONS:

1. That Council provide further direction.

ATTACHMENTS:

None.

Prepared By: *Becky Mercereau, Administrative Assistant*

Approved By: *Cystal Brown, Chief Administrative Officer*

STAFF REPORT

TO: Mayor and Council

FROM: Crystal Brown, Chief Administrative Officer

DATE: June 17, 2024

SUBJECT: District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024

The following report was deferred from the March 4, 2024, and May 6, 2024, Council Meetings and is back in front of Council for consideration.

RECOMMENDATION:

That Council receive the report titled "District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024" dated June 17, 2024; further, that Council gives "District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024", which regulates the storage and placement of garbage bins to prevent the attraction of dangerous wildlife into the District of Hudson's Hope, third reading.

BACKGROUND:

On February 12, 2024, Council passed the following resolution:

MOVED, SECONDED, and CARRIED

That Council receive the report titled "District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024" dated February 12, 2024; further, that Council gives "District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024" first and second reading.

On January 8, 2024, Council passed the following motion:

MOVED, SECONDED, and CARRIED

That Council authorizes that the draft bylaws addressing concerns related to attracting wildlife to Hudson's Hope be discussed at a future Committee of the Whole Meeting prior to being presented to Council for adoption.

During the August 28, 2023, Council Meeting, Corporal Erich Schmidt, Detachment Commander with the Hudson's Hope RCMP, and Sergeant Brad Lacey of the BC Conservation Services shared concerns with Mayor and Council that residents of Hudson's Hope are not complying with requests to remove attractants such as fruit trees and berry bushes, and that failure to do so, is causing an increase in bear activity and creating concerns for public safety.

Sgt. Lacey stated that he has worked with other communities with similar problems, and it has always come down to local council enacting bylaws that compel residents to clear their attractants and ensure that vacant or abandoned properties are properly maintained. In addition, to bylaw enforcement tools, Sgt. Lacey and Corporal Schmidt would like to see more public awareness created to educate residents.

DISCUSSION:

Key changes to the proposed District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024, include:

- a. **Storage of Garbage:** Focus on the on the timing of when residents can place Garbage out for collection and when Garbage Containers are to be taken in. It is hoped that eliminating the situation of having Garbage placed out for pick-up overnight, that carnivores such as bears will be less inclined to be in town looking for food sources. Changes include:
 - i. Restricting hours for when Garbage Bins may be put outs for collection to between 5:00 am and 8:00 am on collection day,
 - ii. Stipulating that Garbage Containers must be removed from the collection area by 7:00 pm on collection day,
 - iii. Requiring that Garbage and Garbage Containers must be stored in a manner inaccessible to wildlife, other than during the prescribed times on collection day,
- b. **Enforcement:** The amendment will provide Bylaw Enforcement with the means to issue a monetary penalty for non-compliance. Changes include:
 - i. Addition of Bylaw Enforcement Officer to the Definitions,
 - ii. Clarification regarding who can enter onto a property to determine compliance with the Bylaw,
 - iii. Establishing a mechanism for ticketing through the *Offense Act* and Municipal Ticket Information System, and
 - iv. Determining that each day that an offense continues constitutes a separate offence.
- c. **Housekeeping:** Changes include:
 - i. The addition of Schedule A and B to the Bylaw as this had been previously missed, and
 - ii. Fixing some of the Section Numbers.
 - iii. Combined Sections 4.8 and 4.8(a) into one legal sentence.

A Consolidated version of the Bylaw showing the changes is attached for the Council's reference.

FINANCIAL CONSIDERATIONS:

The proposed changes to District of Hudson’s Hope Garbage Collection Amendment Bylaw No. 942, 2024, would provide for the following penalties for non-compliance of to be included in the Municipal Ticket Information System Bylaw:

Column 1	Column 2 Bylaw Section	Column 3 Fine
Garbage placed outside of prescribed collection date or time	4(5)	\$100.00
Garbage removed after prescribed time on collection day	4(10)	\$100.00
Garbage not stored in an inaccessible manner	4(11)	\$100.00
Obstruct Bylaw Enforcement Officer	2(a) or 2(b)	\$240.00

***The first three fines listed above are lower than suggested in the Toolkit.**

During the February 12, 2024, Council Meeting, Council requested that staff look at neighbouring municipalities to determine how the proposed fines align with comparable infractions in the region. For comparison, staff looked at the District of Tumbler Ridge, the District of Chetwynd, and the City of Dawson Creek. The District of Tumbler Ridge was the only municipality that imposed requirements and fines regarding the storage and collection of garbage to prevent attracting wildlife into the municipal boundaries. However, the City of Dawson Creek did have a requirement regarding the timing for placing and removing the garbage cart for collection. Below is a summary of the information found:

Garbage placed outside of prescribed collection date or time	\$100
Place a Bear-Resistant Collection Cart out for collection the night before scheduled day of collection	\$50
Place cart after 7am or fail to remove before 7pm	\$300

Garbage removed after prescribed time on collection day	\$100
Fail to remove Bear-Resistant Collection Cart by 9pm on collection day	\$50
Place cart after 7am or fail to remove before 7pm	\$300

Garbage not stored in an inaccessible manner	\$100
--	-------

Obstruct Bylaw Enforcement Officer	\$240
Obstruct Bylaw Enforcement Officer	\$250
Obstruct an Official	\$750

District of Hudson’s Hope
District of Tumbler Ridge
City of Dawson Creek

COMMUNICATIONS AND OTHER CONSIDERATIONS:

A few typos in the bylaw were noted after first and second reading. They have been corrected and highlighted in yellow.

OPTIONS FOR FURTHER CHANGES TO THE PROPOSED BYLAW INCLUDES

1. Regulating the hours and storage of garbage bins to the months where dangerous wildlife is more likely to come into the District looking for food.
2. Amend the proposed fines.

ALTERNATIVE OPTIONS:

1. That Council receives the report titled “District of Hudson’s Hope Garbage Collection Amendment Bylaw No. 942, 2024” dated June 17, 2024; further, that Council refers the District of Hudson’s Hope Garbage Collection Amendment Bylaw No. 942, 2024, to staff for changes.

ATTACHMENTS AND EXTERNAL LINKS:

1. Draft District of Hudson’s Hope Garbage Collection Amendment Bylaw No. 942, 2024
2. Consolidated District of Hudson’s Hope Garbage Collection Bylaw No. 838, 2014
3. [Wildlife Attractant Bylaw Toolkit](#)

Prepared By: *Crystal Brown, Chief Administrative Officer*

**DISTRICT OF HUDSON'S HOPE
BYLAW NO. 942, 2024**

A Bylaw to amend Hudson's Hope Garbage Collection Bylaw No. 838, 2014

WHEREAS Council has the authority to create and amend Bylaws for the provision of garbage collection;

AND WHEREAS Council adopted "Hudson's Hope Garbage Collection Bylaw No. 838, 2014";

AND WHEREAS Council wishes to amend Hudson's Hope Garbage Collection Bylaw No. 838, 2014, to regulate the hours and manner that garbage can be put out for collection to discourage and prevent wildlife from entering the District of Hudson's Hope;

AND WHEREAS Council has the authority to impose fees and charges payable for the collection and disposal of garbage;

NOW THEREFORE the Council of the District of Hudson's Hope, in open meeting assembled, enacts as follows:

GENERAL PROVISIONS

1. This Bylaw shall be cited as "District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024".
2. If any portion of this Bylaw is declared invalid by a court, the invalid portion shall be severed, and the remainder of the Bylaw is deemed valid.
3. The headings used in this Bylaw are for convenience only and do not form part of this Bylaw and are not to be used in the interpretation of this Bylaw.

AMENDMENTS

4. District of Hudson's Hope Garbage Collection Amendment Bylaw No. 838, 2014 is amended as follows:

- a. Under the heading DEFINITIONS, Section 2 is amended by adding a new definition as follows:

2.a “Bylaw Enforcement Officer” means a person appointed by Council as an Officer, a Bylaw Enforcement Officer, or a member of the Royal Canadian Mounted Police;”

with all subsequent items in the list re-listed in alphabetical order.

- b. Under the heading ADMINISTRATION, Section 3.1 is amended by striking it out in its entirety and replacing it with the following:

3.1 “A Bylaw Enforcement Officer, or a person authorized by the Director, may enter, at any reasonable time, onto any Property within the District to determine compliance with this Bylaw.”

- c. Under the heading ADMINISTRATION, Section 3 is amended by adding a new Section 3.2 as follows:

4.2 “A person shall not obstruct or interfere with:
a) A Bylaw Enforcement Officer in the performance of their duties under this Bylaw; or
b) A person directed by the Director to carry out the duties of the Bylaw.”

- d. Under the heading ADMINISTRATION, Section 3 is amended by adding a new Section 3.3 as follows:

4.3 Schedule A and Schedule B are attached to and form part of this Bylaw.

- e. Under the heading COLLECTION SERVICES, Section 4.5 is amended by striking it out in its entirety and replacing it with the following:

“Every occupier of Premises shall contain all Garbage in securely tied plastic bags weighing less than 22 kilograms and place the Garbage bags in a Garbage Container for collection adjacent to the boulevard, curb, or shoulder of the roadway between 5:00 am and 8:00 am on the prescribed collection day.”

- f. Under the heading COLLECTION SERVICES, Section 4.6 is amended by striking the word “Cans” and replacing it with “Containers.

- g. Under the heading COLLECTION SERVICES, Section 4.8 and 4.8(a) is amended by striking them out in their entirety and replacing them with the following singular legal sentence:

“A Garbage Container provided by the District remains the property of the District.”

- h. Under the heading COLLECTION SERVICES, Section 4 is amended by adding a new Section 4.10 as follows:

4.10 “Every occupier of Premises shall remove a Garbage Container set out for collection by 7:00 pm on the prescribed collection day.”

- i. Under the heading COLLECTION SERVICES, Section 4 is amended by adding a new Section 4.11 as follows:

4.11 “Every occupier of Premises, and every owner or occupier of real property within the District, shall store Garbage and Garbage Containers in a manner inaccessible to wildlife outside of 5:00 am and 7:00 pm on the prescribed collection day.”

- j. Under the heading FEES AND CHARGES, Section 5 is amended by renumbering the legal sentences to change the second Section 5.2 to 5.3.

- k. Under the heading FEES AND CHARGES, Section 5 is amended by adding another the heading “Offences and Penalties” after the newly renumbered Section 5.3.

- l. Under the heading FEES AND CHARGES, Section 5 is amended by adding a new Section 5.4 as follows:

5.4 “Any person who violates a provision of this Bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of this Bylaw, or who neglects to do or refrains from doing anything required under the provisions of this Bylaw, is guilty of an offence, and may be liable upon summary conviction to a penalty provided of not more than \$50,000, plus other penalties that may be imposed by the Court, including payment of the costs of prosecution and compensation for loss or damage suffered by the District.”

- m. Under the heading FEES AND CHARGES, Section 5 is amended by adding a new Section 5.5 as follows:

5.5 This Bylaw may be enforced by means of ticket issued under the Municipal Ticket Information System Bylaw No. 943, 2024.

n. Under the heading FEES AND CHARGES, Section 5 is amended by adding a new Section 5.6 as follows:

5.6 Each day that an offence against this Bylaw continues constitutes a separate offence.

o. Under the heading REPEAL, Section 8 is amended by deleting in its entirety the second Section 8 that states “This Bylaw shall come into effective on the date that this Bylaw is adopted.”

READ A FIRST TIME this 12th day of February 2024

READ A SECOND TIME this 12th day of February, 2024.

READ A THIRD TIME this ____ day of _____, 2024.

ADOPTED this ____ day of _____, 2024.

Travous Quibell, Mayor

Andrea Martin, Corporate Officer

Certified a true copy of Bylaw No.

This ____ day of _____, 20 ____.

Corporate Officer



**DISTRICT OF HUDSON'S HOPE
BYLAW NO. 838, 2014**

A Bylaw to establish and provide for the operation of a service comprising the collection, removal storage and disposal of waste material, and to regulate, prohibit and impose requirements in relation to the service.

1. Title

This Bylaw shall be cited as the "Hudson's Hope Garbage Collection Bylaw No. 838, 2014".

2. Definitions

In this Bylaw:

- a. "Bylaw Enforcement Officer" means a person appointed by Council as an Officer, a Bylaw Enforcement Officer, or a member of the Royal Canadian Mounted Police;
- b. "Director" means the Director of Public Works or any person authorized by the Director to administer this Bylaw.
- c. "District" means the District of Hudson's Hope.
- d. "Garbage" means waste material other than automobile parts, construction, land clearing and demolition waste, animal carcasses and parts, furniture, or any other type of material or substance determined by the Director to be hazardous or unacceptable for handling in the District's waste material collection and disposal system.
- e. "Garbage Container" means a 240 litre receptacle used to hold waste material which is provided by the District of Hudson's Hope.
- f. "Premise" means a premise which is serviced by the District of Hudson's Hope for the purpose of "Collection Services".
- g. "Transfer Station" means the Transfer station operated by the Peace River Regional District.

3. Administration

~~(1) Where this Bylaw directs a person to do anything or to comply with regulations, the Director and any person authorized by the Director to do so, may enter on any land or~~

~~premises that are subject to the regulations to inspect and determine whether the regulations are being observed.~~

A Bylaw Enforcement Officer, or a person authorized by the Director, may enter, at any reasonable time, onto any Property within the District to determine compliance with this Bylaw.

(2) A person shall not obstruct or interfere with:

- a) A Bylaw Enforcement Officer in the performance of their duties under this Bylaw; or
- b) A person directed by the Director to carry out the duties of the Bylaw.

(3) Schedule A and Schedule B are attached to and form part of this Bylaw.

4. Collection Services

- (1) The District by this Bylaw, establishes the service of collecting, removing, and disposing of garbage.
- (2) The service includes the provision of equipment and personnel for collection, removal, and disposal of garbage at the times and intervals prescribed by the Director, and the maintenance and disposal of items other than garbage, from the transfer station.
- (3) Every occupier of premises within any of the collection areas shown on Schedules A, A-1, A-2, A-3, A-4, A-5, and A-6 to this Bylaw must make use of the collection service established by this Bylaw and pay the applicable fees imposed under Schedule B to this Bylaw.
- (4) Every occupier of premises outside the collection areas shown on Schedules A, A-1, A-2, A-3, A-4, A-5, and A-6 to this Bylaw must pay the applicable fees for access to and use of the transfer station imposed under Schedule B to this Bylaw.
- (5) ~~All garbage shall be contained in securely tied plastic bags and have a weight of less than 22 kilograms and shall be placed in a garbage container for collection adjacent to the boulevard, curb or shoulder of the roadway and prior to 8:00 am on the day of collection.~~

Every occupier of Premises shall contain all Garbage in securely tied plastic bags weighing less than 22 kilograms and place the Garbage bags in a Garbage Container for collection adjacent to the boulevard, curb, or shoulder of the roadway between 5:00 am and 8:00 am on the prescribed collection day.

- (6) A limit of two Garbage ~~Cans~~ Containers per customer may be placed for collection service as per pick-up schedule.

- (7) The District shall be under no obligation to collect or remove garbage or any other waste material from any roadway if the occupier has not placed such material for collection in accordance with the requirements of this Bylaw.
- (8) A Garbage Container provided by the District of Hudson's Hope is required in order to receive "Collection Services" as defined in this Bylaw.
 - a) ~~All Garbage Cans~~ remains the property of the District of Hudson's Hope.
- (9) The use of a District of Hudson's Hope issued "Garbage Container" is required in order to receive collection services.
- (10) Every occupier of Premises shall remove a Garbage Container set out for collection by 7:00 pm on the prescribed collection day.
- (11) Every occupier of Premises, and every owner or occupier of real property within the District, shall store Garbage and Garbage Containers in a manner inaccessible to wildlife outside of 5:00 am and 7:00 pm on the prescribed collection day.

5. Fees and Charges

- (1) Every occupier of premises shall pay the fee prescribed by Schedule B to this Bylaw.
- (2) The fees shall be due and payable in full on the date specified in the District's invoice.
- ~~(2)~~ (3) Fees imposed for services provided under this Bylaw may be collected in the same manner and with the same remedies as property taxes on the premises in respect of which they are imposed, and, if unpaid on December 31 of the year in which they are imposed and due and payable on that date, shall be deemed to be taxes in arrear.

Offences and Penalties

- (4) Any person who violates a provision of this Bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of this Bylaw, or who neglects to do or refrains from doing anything required under the provisions of this Bylaw, is guilty of an offence, and may be liable upon summary conviction to a penalty provided of not more than \$50,000, plus other penalties that may be imposed by the Court, including payment of the costs of prosecution and compensation for loss or damage suffered by the District.
- (5) This Bylaw may be enforced by means of ticket issued under the Municipal Ticket Information System Bylaw No. 943, 2024.
- (6) Each day that an offence against this Bylaw continues constitutes a separate offence.

6. Transfer Station

(1) An owner or occupier of residential premises in the District may deposit garbage or other permitted materials at the transfer station upon payment of the fee specified in Schedule B to this Bylaw.

7. Severability

(1) The provisions of this Bylaw are severable and the invalidity of any part of this Bylaw shall not affect the validity of the remainder of this Bylaw.

8. Repeal

(1) The District of Hudson’s Hope Bylaw No. 758, 2008, and Bylaw 778, 2009, are hereby repealed.

~~8. This Bylaw shall come into effective on the date this Bylaw is adopted.~~

Read a First Time this 9th day of June, 2014.

Read a Second Time this this 9th day of June, 2014.

Read a Third Time this this 9th day of June, 2014.

Adopted this this 23rd day of June, 2014

ORIGINAL SIGNED BY

MAYOR GWEN JOHANSEN

ORIGINAL SIGNED BY

CLERK

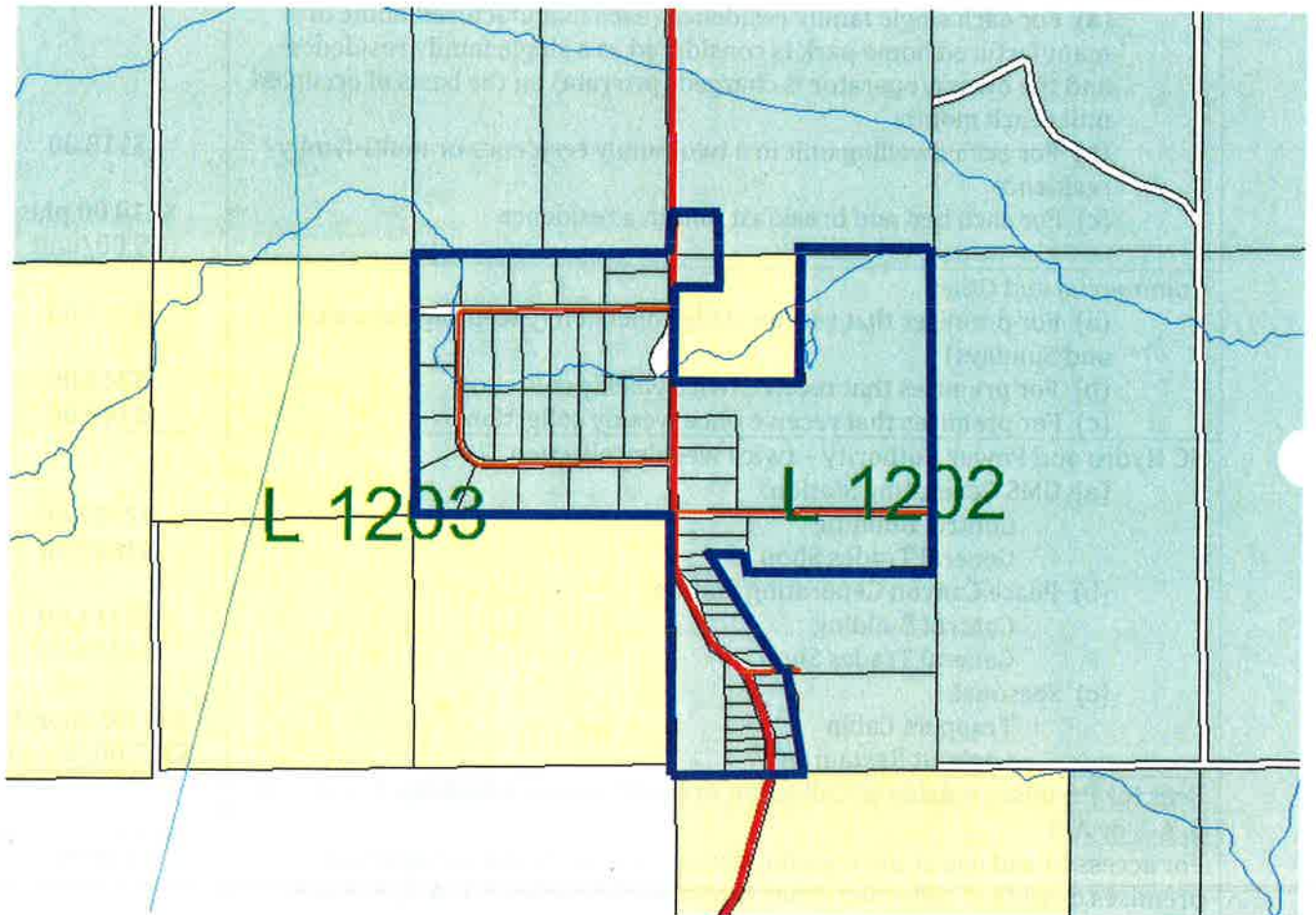
Certified a true copy of Bylaw No. 838, 2014
this ___ day of _____, _____.

Clerk

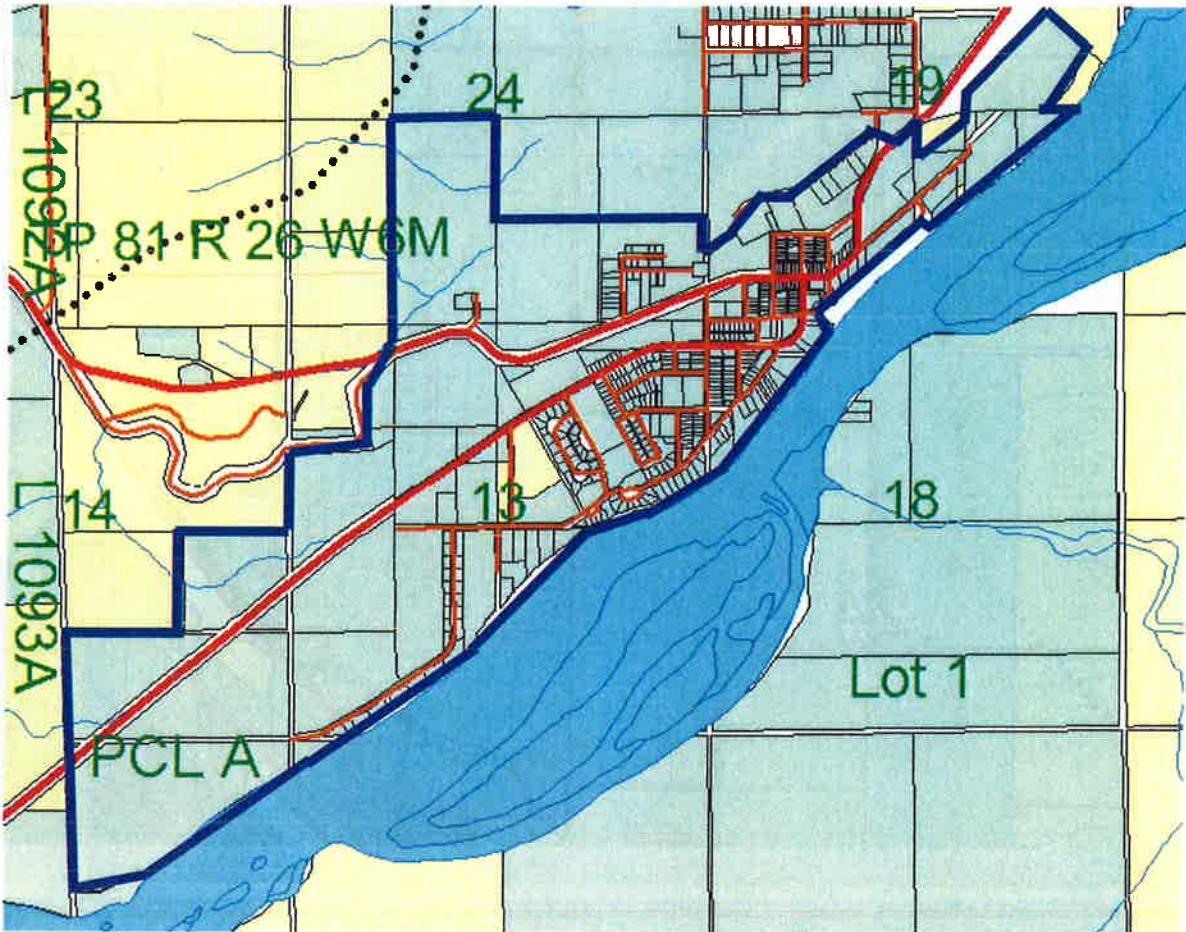
**Schedule B
Fees for Garbage Collection and
Use of Transfer Station**

Description	Annual Fee (except where stated)
Fees for Premises within Collection Areas Shown on Schedules A-1, A-2, A-3, A-4, A-5, or A-6	
Residential Dwellings – once weekly collection	
(a) For each single family residence (each manufactured home in a manufactured home park is considered as a single family residence and the owner/operator is charged (pro rata) on the basis of occupied units each month.	\$118.00
(b) For each dwelling unit in a two-family residence or multi-family residence	\$118.00
(c) For each bed and breakfast unit in a residence	\$118.00 plus \$9.00/unit
Commercial and Other	
(a) For premises that receive daily collection (excepting Saturdays and Sundays)	\$716.00
(b) For premises that receive twice weekly collection	\$243.00
(c) For premises that receive once weekly collection	\$148.00
BC Hydro and Power Authority – twice weekly collection	
(a) W.A.C. Bennett Dam – twice weekly collection: All household garbage removal sites.	\$15,600.00
(b) W.A.C. Bennett Dam – once weekly: Cardboard removal.	\$ 6,500.00
(c) Peace Canyon Generating Station Control Building garbage site General Trades Shop garbage site	\$2214.00 \$2214.00
Fees for Premises outside of Collection Areas Shown on Schedules A-1, A-2, A-3, A-4, A-5, or A-6	
For access to and use of the transfer station by owners and occupiers of premises outside of collection areas shown on Schedules A-1, A-2, A-3, A-4, A-5, and A-6.	\$30.00
The District of Hudson’s Hope will provide one “Garbage Container” free of charge to every premise which pays for “Collection Services”. The loss, replacement or an additional Garbage Container will be charged at the cost for each of:	\$65.00

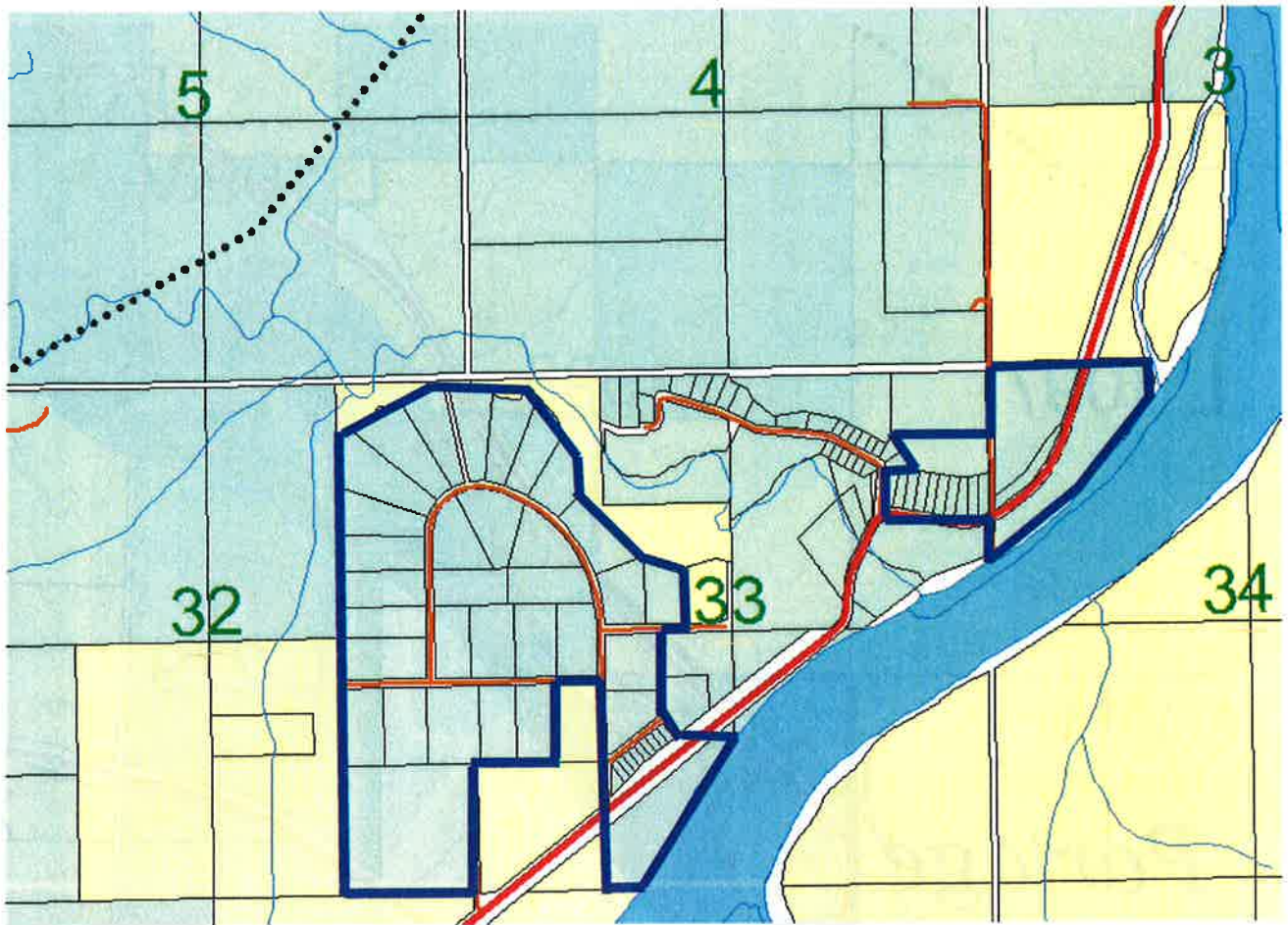
Beryl Prairie Subdivision - Garbage Route Map (Schedule A-1)



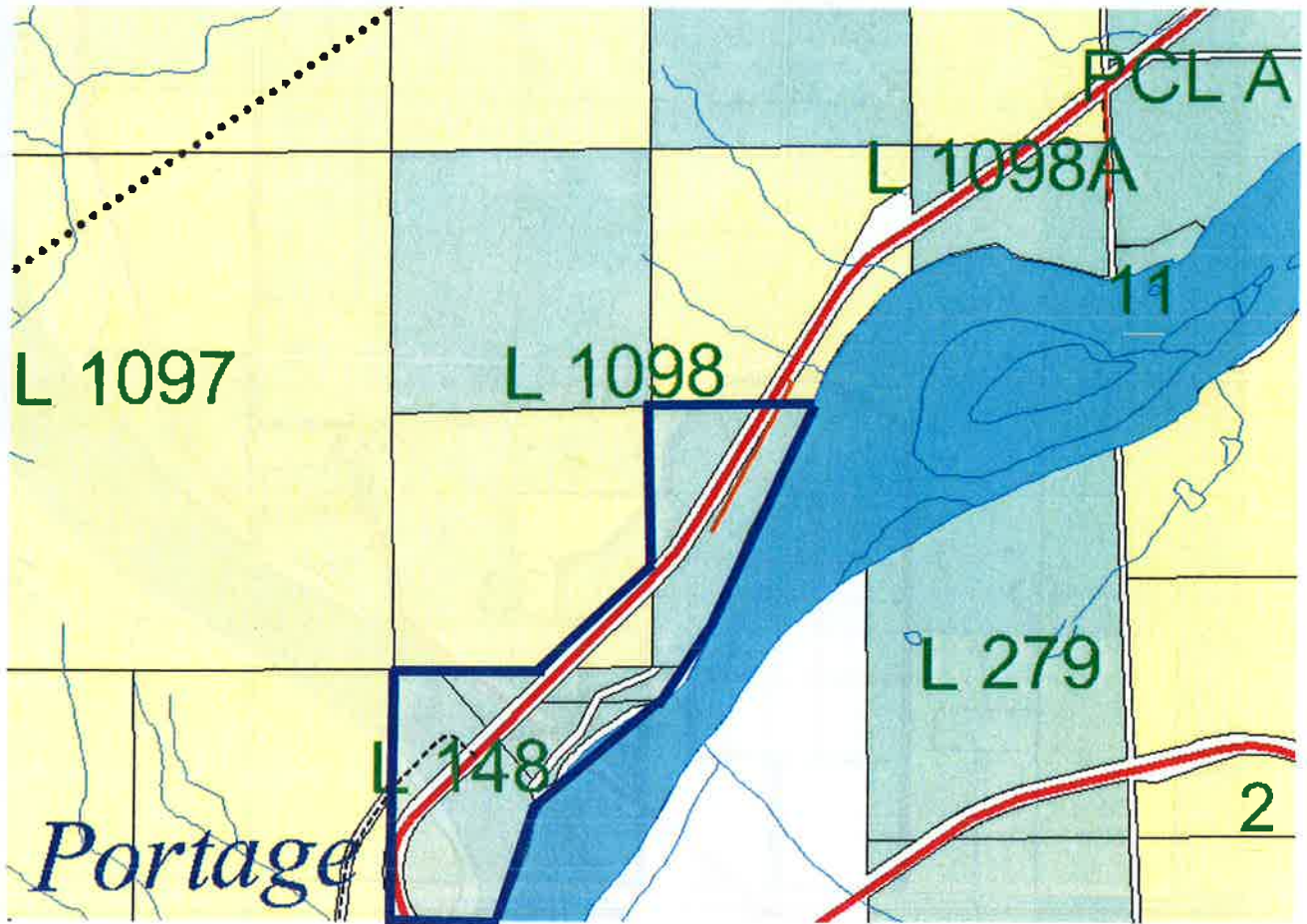
Hudson's Hope Townsite - Garbage Route Map (Schedule A-3)



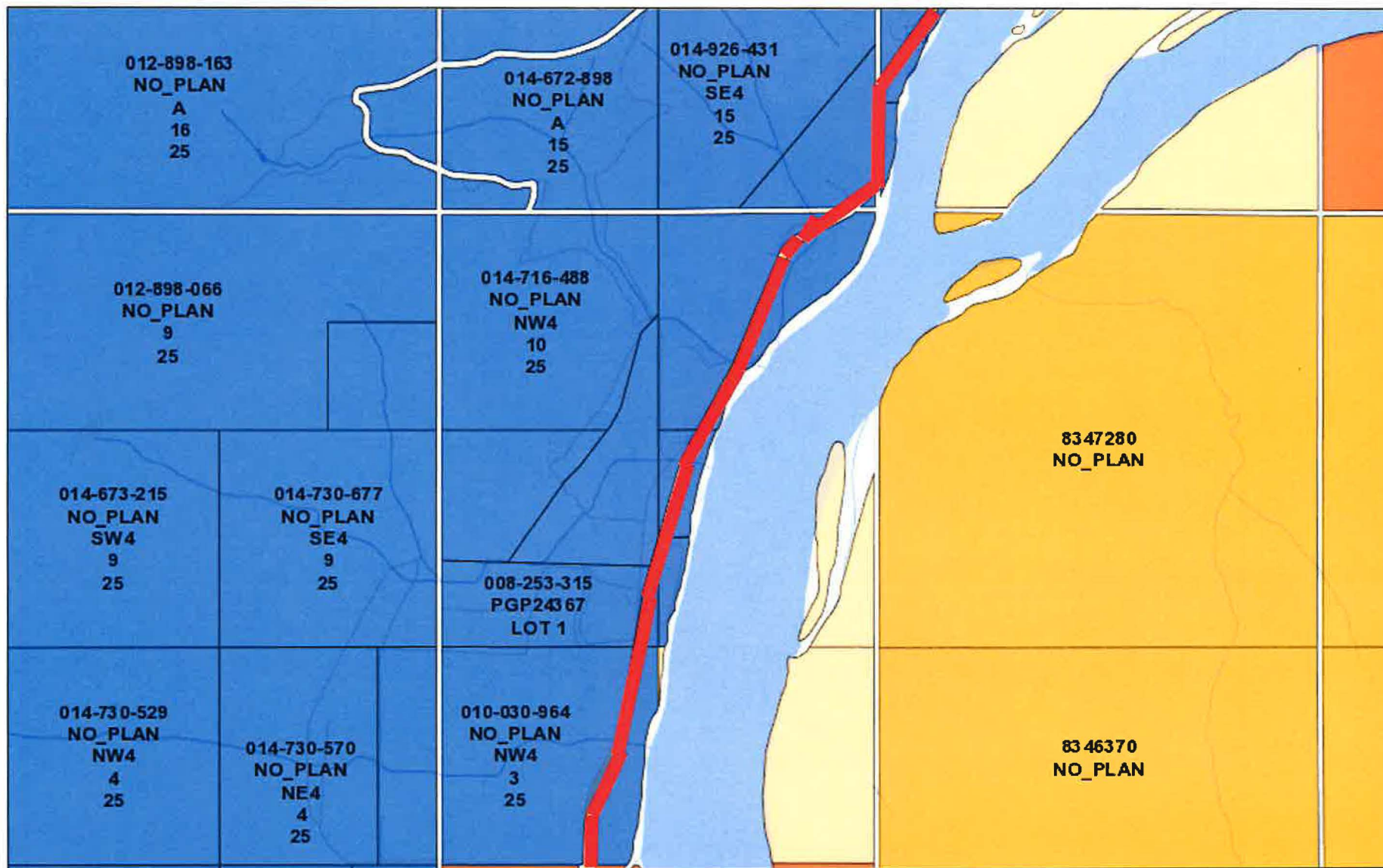
Lynx Creek Subdivision - Garbage Route Map (Schedule A-4)



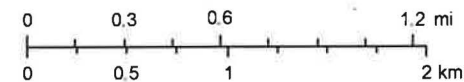
Highway 29 South - Garbage Route Map (Schedule A-5)



Highway 29 N- Garbage Route Map (Schedule A-6)



1:36,12



Government of British Columbia, DataBC, GeoBC





STAFF REPORT

TO: Mayor and Council
FROM: Crystal Brown, Chief Administrative Officer
DATE: June 17, 2024
SUBJECT: District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024

The following report was deferred from the March 4, 2024, and June 17, 2024, Council Meetings and is back in front of Council for consideration.

RECOMMENDATION:

That Council receive the report titled "District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024" dated June 17, 2024; further, that Council gives "District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024", which focuses on the care and maintenance of trees, shrubs, or bushes that attract dangerous wildlife, third reading.

BACKGROUND:

On February 12, 2024, Council passed the following resolution:

MOVED, SECONDED, and CARRIED

That Council receive the report titled "District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024" dated February 12, 2024; further, that Council gives "District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024" first and second reading.

On January 8, 2024, Council passed the following motion:

MOVED, SECONDED, and CARRIED

That Council authorizes that the draft bylaws addressing concerns related to attracting wildlife to Hudson's Hope be discussed at a future Committee of the Whole Meeting prior to being presented to Council for adoption.

During the August 28, 2023, Council Meeting, Corporal Erich Schmidt, Detachment Commander with the Hudson's Hope RCMP, and Sergeant Brad Lacey of the BC Conservation Services shared concerns with Mayor and Council that residents of Hudson's Hope are not complying with requests to remove attractants such as fruit trees and berry bushes, and that failure to do so, is causing an increase in bear activity and creating concerns for public safety.

Sgt. Lacey stated that he has worked with other communities with similar problems, and it has always come down to local council enacting bylaws that compel residents to clear their attractants and ensure that vacant or abandoned properties are properly maintained. In addition, to bylaw enforcement tools, Sgt. Lacey and Corporal Schmidt would like to see more public awareness created to educate residents.

DISCUSSION:

Key changes to the proposed District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024 (Bylaw), include:

- a. **Fruit Trees:** Changes to this bylaw focus on the care and maintenance of trees, shrubs, or bushes that attract wildlife. Having property owners maintain their fruit trees should result in less wildlife encounters as the potential food source is eliminated. Changes include:
 - i. Prohibiting fruit or nuts from a tree, bush, or shrub to fall on the ground and accumulate in such a manner that it attracts or is likely to attract Dangerous Wildlife.
- b. **Definition Section:** Changes include:
 - i. Moved definitions from within the body of the Bylaw to the Definition section,
 - ii. Added a definition for "Dangerous Wildlife",
 - iii. Added a definition for "Unsightly Conditions",
 - iv. Added the following words highlighted in yellow to the definition of "Rubbish":
 - a) garbage, **filth**, scrap, **junk**, trash, debris, waste materials; or
 - b) discarded, dilapidated, **disused**, or broken items or materials;
 - c) **plastic** bottles, broken glass, **tin cans**, crockery, plastic, old paper, cardboard, wire ropes, **metal containers**, or wood products;
 - d) **inoperative or unused household** appliances, furniture ~~designed to be used indoors~~, tires, **electronic devices**, **trailers, boats, machinery**, or unused mechanical or metal parts; or
 - e) **unused wood or wood products, excluding seasoned untreated wood or manufactured products cut in lengths for use as fuel in solid fuel burning appliances.**
- c. **General Provisions:** Changes include:
 - i. The addition of Sections 3.1 and 3.2 (in the new Bylaw).
- d. **Housekeeping:** Changes include:
 - i. The proper use of "and" and "or" within the Bylaw,
 - ii. Streamlined some of the language,
 - iii. Removal of Sections that are already include in legislation,
 - iv. Removal of the "Removal Order" form from the Bylaw, and
 - v. Removal of Section 6 – Removal Obligations as it is redundant.

- e. **Removal Orders:** Changes include:
- i. Renamed heading (and definition) from “Removal Order” to “Orders”,
 - ii. Updated Section 4.2 (previously Section 7) to match legislative requirements under the *Community Charter*,
 - iii. Removal of timelines and other requirements regarding Remedial Orders that are prescribed by the *Community Charter*,
 - iv. Removal of Section 11 as from the previous Bylaw as it was redundant, and
 - v. Addition of 4.3 in the new Bylaw, which requires the owner or occupier of Property who receives an Order for allowing fruit or nuts to accumulate in a manner that attracts, or is likely to attract, Dangerous Wildlife, 24 hours to remove it.
 - vi. Updated removal and clearance costs for personnel and added an administrative cost.
- f. **Enforcement Options:** Bylaw No. 791, 2010, was not linked up with the Municipal Ticket System Bylaw 590, 1999. By including language in the new Bylaw to allow for the insurance of a ticket will provide Bylaw Enforcement Officers with the means to issue a monetary penalty for non-compliance. Changes include:
- i. Clarification regarding who can enter onto a property to determine compliance with the Bylaw,
 - ii. Establishing a mechanism for ticketing through the *Offense Act* and Municipal Ticket Information System, and
 - iii. Determining that each day that an offense continues constitutes a separate offence.

A Consolidated version of the Bylaw showing the changes between the previous and new Bylaw has been provided for Council’s convicence.

FINANCIAL CONSIDERATIONS:

The proposed changes to Bylaw would provide for the following penalties for non-compliance of to be included in the Municipal Ticket Information System Bylaw:

Column 1	Column 2 Bylaw Section	Column 3 Fine
Littering	3.1	\$100.00
Place graffiti on property	3.2, 3.3(i)	\$100.00
Permit accumulation of rubbish, noxious, offensive or unwholesome matter on property	3.3 (a)	\$100.00
Create health or safety hazard	3.3 (b)	\$100.00
Permit unsanitary or Unsightly conditions	3.3 (c)	\$100.00
Permit trees and other growth that creates a safety hazard	3.3 (d)	\$100.00
Derelict vehicles on land	3.3 (f), (g), (h)	\$100.00
Permit fruit or nuts to accumulate	3.3 (j)	\$100.00
Obstruct Bylaw Enforcement Officer	5.2	\$240.00

***The proposed fines are intended to be a deterrent, and it is hoped that voluntary compliance by the property owner will occur.**

During the February 12, 2024, Council Meeting, Council requested that staff look at neighbouring municipalities to determine how the proposed fines align with comparable infractions in the region. For comparison, staff looked at the District of Tumbler Ridge, the District of Chetwynd, and the City of Dawson Creek. Below is a summary of the information found:

Littering	\$100
Littering Within the Community	\$50
Litter	\$750

Place graffiti on property	\$100
Graffiti on Property	\$100
Permitting or Placing Graffiti Visible to the Public	\$50

Permit accumulation of rubbish, noxious, offensive on property	\$100
Rubbish on Property	\$100

Create health or safety hazard	\$100
Permit unsanitary or unsightly conditions	\$100
Unsightly Grass or Weeds	\$100
Failure to Remove Noxious Weeds or Unsightly Growth	\$100
Permit Real Property to Accumulate Matter or Thing that Creates Unsightly Conditions	\$50
Permit property to become/remains unsightly	\$500

Permit trees and other growth that creates a safety hazard	\$100
Trees, hedges, bushes, or shrubs presenting a public hazard	\$100

Derelict vehicles on land	\$100
Vehicle on Property	\$100

Permit fruit or nuts to accumulate	\$100.00
Fruit accumulation likely to attract wildlife	\$100.00

Obstruct Bylaw Enforcement Officer	\$100
Obstruct Officer	\$100

District of Hudson's Hope
District of Tumbler Ridge
City of Dawson Creek
District of Chetwynd

*It should be noted that only fines from Municipal Ticket Information System Bylaws were included for comparison.

	Bylaw 941, 2024	BC Wildfire Services equipment rates for 2022
Grader	\$ 115.00/hr	\$ 175.00
Loader	\$ 90.00/hr	\$ 155.00
Backhoe	\$ 50.00/hr	\$ 100.00
Trackless	\$ 50.00/hr	\$ 60.00
Lawn Tractor	\$ 40.00/hr	\$ 50.00
Gravel Truck	\$ 45.00/hr	\$ 110.00
Pickup Truck	\$ 25.00/hr	\$ 50.00

COMMUNICATIONS AND OTHER CONSIDERATIONS:

*Note – staff found three typos in the District of Hudson’s Hope Property Maintenance Bylaw No. 941, 2024 that received first and second reading. Those typos have been fixed in the version presented to Council. For Council’s convenience, the changes have been highlighted yellow on the proposed bylaw.

OPTIONS FOR FURTHER CHANGES TO THE PROPOSED BYLAW INCLUDES

1. Amend the proposed fines.

ALTERNATIVE OPTIONS:

1. That Council receives the report titled “District of Hudson’s Hope Property Maintenance Bylaw No. 941, 2024” dated Juen 17, 2024; further, that Council refers the “District of Hudson’s Hope Property Maintenance Bylaw No. 941, 2024”, to staff for changes.

ATTACHMENTS AND EXTERNAL LINKS:

1. Draft District of Hudson’s Hope Property Maintenance Bylaw No. 941, 2024
2. Consolidated Bylaw No. 791, 2010
3. District of Hudson’s Hope Property Maintenance Bylaw No. 791, 2010
4. [Wildlife Attractant Bylaw Toolkit](#)

Prepared By: *Crystal Brown, Chief Administrative Officer*



**DISTRICT OF HUDSON'S HOPE
BYLAW NO. 941, 2024**

A bylaw to regulate, prohibit, and impose requirements in relation to real property in the District of Hudson's

WHEREAS Council has the authority to regulate, prohibit, and impose requirements in relation to nuisances, disturbances and other objectionable situations;

AND WHEREAS Council wishes to prohibit conditions to discourage and prevent Dangerous Wildlife from entering the District of Hudson's Hope;

NOW THEREFORE the Council of the District of Hudson's Hope, in open meeting assembled, enacts as follows:

GENERAL PROVISIONS

- 1.1 This Bylaw shall be cited as "District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024".
- 1.2 District of Hudson's Hope Property Maintenance Bylaw No. 791, 2010, and all its amendments shall be repealed.
- 1.3 If any portion of this bylaw is declared invalid by a court, the invalid portion shall be severed, and the remainder of the bylaw is deemed valid.
- 1.4 The headings used in this bylaw are for convenience only and do not form part of this bylaw and are not to be used in the interpretation of this bylaw.
- 1.5 Any enactment referred to herein is a reference to an enactment of the Province of British Columbia and regulations thereto, as amended, revised, consolidated, or replaced from time to time.
- 1.6 Unless otherwise defined in this bylaw, terms used shall have the meanings as set out in the *Charter*, as applicable.
- 1.7 Schedule A is attached to and forms part of this Bylaw.

DEFINITIONS

2.1 In this Bylaw,

"Bylaw Enforcement Officer" means a person appointed by Council as an Officer, a Bylaw Enforcement Officer, a Building Inspector, or a member of the Royal Canadian Mounted Police;

"Charter" means the *Community Charter, [SBC 2003], c.26*;

"Corporate Officer" means the Corporate Officer of the District of Hudson's Hope;

"Council" means the Council of the District;

"Dangerous Wildlife" means the same meaning as in the *Wildlife Act*;

"Derelict Vehicle" means:

- (i) a motor vehicle as defined by the *Motor Vehicle Act*, that is not licensed and is wrecked or incapable of motion under its own power; or
- (ii) part of a motor vehicle;

"District" means the District of Hudson's Hope;

"Property" means real property;

"Offending Material" means any material or substance that this Bylaw requires owners and occupiers to remove or clear from their real property;

"Noxious Weeds" means a weed designated by the *Weed Control Regulation* to be a noxious weed, and includes the seeds of the noxious weed;

"Order" means an Order issued according to **Section 4** of this Bylaw and signed by a Bylaw Enforcement Officer;

"Rubbish" includes,

- a) garbage, filth, scrap, junk, trash, debris, waste materials; or
- b) discarded, dilapidated, disused, or broken items or materials;
- c) plastic bottles, broken glass, tin cans, crockery, plastic, old paper, cardboard, wire ropes, metal containers, or wood products;
- d) inoperative or unused appliances, furniture, tires, electronic devices, trailers, boats, machinery, or unused mechanical or metal parts; or
- e) unused wood or wood products, excluding seasoned untreated wood or manufactured products cut in lengths for use as fuel in solid fuel burning appliances.

Unsightly Conditions includes:

- a) the accumulation of Rubbish, graffiti, or Derelict Vehicles;
- b) fencing materials that are broken, rotting, contain holes or cracks, or are rusted or covered with peeling paint;
- c) landscaping plants, bushes and trees that are dead or are demonstrating uncontrolled growth;
- d) building or structure or parts thereof that contains holes, breaks, rot, or that is crumbling or cracking, or is covered with rust or peeling paint or any other evidence of physical decay or neglect or excessive use or lack of maintenance; or
- e) any other similar conditions or disrepair and deterioration regardless of the condition of other properties in the neighbourhood.

GENERAL PROHIBITIONS

- 3.1 No person shall deposit or throw Rubbish on any highway or public place within the District.
- 3.2 No person shall place graffiti on any building, structure, or any surface on or adjacent to any highway or public place within the District.
- 3.3 No owner or occupier of property within the District shall cause or permit:
 - a) Rubbish or other noxious, offensive, or unwholesome material, including hydrocarbon fluid, to accumulate outside a building on the Property;
 - b) Rubbish or other noxious, offensive, or unwholesome material to accumulate inside a building or structure on the Property in a manner that it creates a health or safety hazard;
 - c) Unsanitary or Unsightly conditions to exist on the Property, including in any buildings or structures located on the Property;
 - d) Trees or other growths that create a safety hazard to remain on the Property;
 - e) Noxious Weeds to grow or accumulate on the Property;
 - f) More than one Derelict Vehicle to remain outside a building on any parcel under one hectare in size, unless that parcel is zoned to allow for automotive wrecking;
 - g) More than four Derelict Vehicles to remain outside a building on any parcel between one hectare and ten hectares in size, unless that parcel is zoned to allow for automotive wrecking;

- h) More than six Derelict Vehicles to remain outside a building on any parcel over ten hectares in size, unless that parcel is zoned to allow for automotive wrecking;
- i) Graffiti to be placed or remain on buildings or structures located on the Property;
- j) Any fruit or nuts from a tree, bush, or shrub to fall on the ground and accumulate in such a manner that it attracts or is likely to attract Dangerous Wildlife.

ORDERS

4.1 If an owner or occupier of the Property fails to comply with this Bylaw, a Bylaw Enforcement Officer may, by Order, require the owner or occupier of the Property to comply with this Bylaw.

4.2 The Order shall:

- a) Describe the Property by municipal address, location, or legal description;
- b) Require the owner or occupier to remove the Offending Material, or other measures as described in the Order, from the Property within 30 days of receiving the Order;
- c) Advise the owner or occupier that if the action required by the Order is not completed by the date specified in the Order, the District may, by its Officers, employees, contractors, or agents, take action to fulfill the requirements of the Order and to recover costs as provided in Schedule A of this Bylaw, at the owner or occupier's expense; and
- d) Notify the owner or occupier that they may apply to the Corporate Officer for an opportunity to be heard by Council for a reconsideration of the matter.

4.3 Despite Section 4.2 (b), if an owner or occupier of Property receives an Order subject to Section 3.3 (j), the owner or occupier shall remove any fruit or nuts from the property within 24 hours after receiving the Order.

ENTRY AND INSPECTION

5.1 A Bylaw Enforcement Officer may enter, at any reasonable time, onto any Property within the District to determine compliance with this Bylaw.

5.2 A person shall not obstruct or interfere with:

- a) A Bylaw Enforcement Officer in the performance of their duties under this Bylaw; or
- b) A person directed by the District to carry out the duties of this Bylaw.

OFFENCES AND PENALTIES

6.1 Any person who violates a provision of this Bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of this Bylaw, or who neglects to do or refrains from doing anything required under the provisions of this Bylaw, is guilty of an offence, and may be liable upon summary conviction to a penalty provided of not more than \$50,000, plus other penalties that may be imposed by the Court, including payment of the costs of prosecution and compensation for loss or damage suffered by the District.

6.2 This Bylaw may be enforced by means of ticket issued under the Municipal Ticket Information System Bylaw No. 943, 2024.

6.3 Each day that an offence against this Bylaw continues constitutes a separate offence.

READ A FIRST TIME this 12th day of February 2024

READ A SECOND TIME this 12th day of February, 2024.

READ A THIRD TIME this ____ day of ____, 2024.

ADOPTED this ____ day of _____, 2024.

Travous Quibell, Mayor

Andrea Martin, Corporate Officer

Certified a true copy of Bylaw No.

This ____ day of _____, 20____.

Corporate Officer

SCHEDULE "A"**DISTRICT FEES FOR TAKING ACTION AT THE DEFAULTER'S COST**

<u>Administrative Costs</u>	\$200 each offense
<u>Contractor Costs</u>	<i>Actual Cost</i>
<u>Use of District Equipment Costs (without operator)</u>	
Grader	\$ 115.00/hr
Loader	\$ 90.00/hr
Backhoe	\$ 50.00/hr
Trackless	\$ 50.00/hr
Lawn Tractor	\$ 40.00/hr
Gravel Truck	\$ 45.00/hr
Pickup Truck	\$ 25.00/hr
<u>Personnel</u>	
Public Works	\$ 50.00/hr
Officer Positions	\$ 75.00/hr

DISTRICT OF HUDSON'S HOPE
BYLAW NO. 791-941, 2024

A bylaw to regulate, prohibit, and impose requirements prevent unsightliness and promote the maintenance of in relation to real property in the District of Hudson's Hope

WHEREAS pursuant to the *Community Charter*, Council may has the authority to regulate, prohibit and impose requirements in relation to nuisances, disturbances and other objectionable situations;

AND WHEREAS Council wishes to prohibit conditions to discourage and prevent Dangerous Wildlife from entering the District of Hudson's Hope;

NOW THEREFORE the Council of the District of Hudson's Hope, in open meeting assembled, enacts as follows:

TITLE GENERAL PROVISIONS

- 1.1 This Bylaw may be cited as "District of Hudson's Hope Property Maintenance Bylaw No. 791, 2010-941, 2024".
- 1.2 District of Hudson's Hope Property Maintenance Bylaw No. 791, 2010, and all its amendments shall be repealed.
- 1.3 If any portion of this bylaw is declared invalid by a court, the invalid portion shall be severed, and the remainder of the bylaw is deemed valid.
- 1.4 The headings used in this bylaw are for convenience only and do not form part of this bylaw and are not to be used in the interpretation of this bylaw.
- 1.5 Any enactment referred to herein is a reference to an enactment of the Province of British Columbia and regulations thereto, as amended, revised, consolidated, or replaced from time to time.
- 1.6 Unless otherwise defined in this bylaw, terms used shall have the meanings as set out in the *Charter*, as applicable.
- 1.7 Schedule A is attached to and forms part of this Bylaw.

DEFINITIONS

2.1 In this Bylaw:

- (a) "Bylaw Enforcement Officer" means a person appointed by Council as an Officer, a Bylaw Enforcement Officer, or a Building Inspector, or a member of the Royal Canadian Mounted Police;

“Charter” means the *Community Charter, [SBC 2003], c.26*;

“Corporate Officer” means the Corporate Officer of the District of Hudson’s Hope;

~~(b)~~ “Council” means the ~~duly elected~~ Council of the District;

“Dangerous Wildlife” means the same meaning as in the *Wildlife Act*;

~~(c)~~ “Derelict Vehicle” means:

- (i) a motor vehicle as defined by the *Motor Vehicle Act*, that is not licensed and is wrecked or incapable of motion under its own power; or
- (ii) part of a motor vehicle;

~~(d)~~ “District” means the District of Hudson’s Hope;

“Property” means real property;

~~(e)~~ “Offending Material” means any material or substance that this Bylaw requires owners and occupiers to remove or clear from their ~~real~~ property, ~~and includes graffiti and unsightly conditions~~;

“Noxious Weeds” means a weed designated by the *Weed Control Regulation* to be a noxious weed, and includes the seeds of the noxious weed;

~~(f)~~ “~~Removal~~ Order” means an order **issued according to Section of this Bylaw and** , ~~substantially in the form attached to this Bylaw as Schedule “A”~~, signed by a Bylaw Enforcement Officer;

~~(g)~~ “Rubbish” includes:

- a)garbage, **filth**, scrap, **junk**, trash, debris, waste materials; or
- b) discarded, dilapidated, **disused**, or broken items or materials;
- c)**plastic** bottles, broken glass, **tin cans**, crockery, plastic, old paper, cardboard, wire ropes, **metal containers**, or wood products;
- d) **inoperative or unused household** appliances, furniture ~~designed to be used indoors~~, tires, **electronic devises**, **trailers, boats, machinery**, or unused mechanical or metal parts; or
- e)**unused wood or wood products, excluding seasoned untreated wood or manufactured products cut in lengths for use as fuel in solid fuel burning appliances.**

Unsightly Conditions includes:

- a) the accumulation of Rubbish, graffiti, or Derelict Vehicles;
- b) fencing materials that are broken, rotting, contain holes or cracks, or are rusted or covered with peeling paint;
- c) landscaping plants, bushes and trees that are dead or are demonstrating uncontrolled growth;
- d) building or structure or parts thereof that contains holes, breaks, rot, or that is crumbling or cracking, or is covered with rust or peeling paint or any other evidence of physical decay or neglect or excessive use or lack of maintenance; or
- e) any other similar conditions or disrepair and deterioration regardless of the condition of other properties in the neighbourhood.

GENERAL PROHIBITIONS – PUBLIC PROPERTY

- 3.1. No person shall deposit or throw any Rubbish on any highway or public place within the District.
- 4.3.2 No person shall place graffiti on any building, or structure, or any surface elsewhere on, or adjacent to, any highway or public place within the District.

GENERAL PROHIBITIONS – PRIVATE PROPERTY

- 5.3.3 No owner or occupier of real property with the District shall cause or permit:
 - (a) any Rubbish or other noxious, offensive, or unwholesome material, including hydrocarbon fluid, to accumulate outside a building on such real the property;
 - (b) any Rubbish or other noxious, offensive, or unwholesome material to accumulate inside a building or structure located on such real the property in a manner such that it creates a health or safety hazard;
 - (c) unsanitary or Unsightly conditions to exist on such real the property, including or in any buildings or structures located on such real the property;
 - (d) any trees or other growths that create a safety hazard to remain on such real the property;
 - (e) noxious weeds designated under the Weed Control Regulation of the Weed Control Act, as amended from time to time, to grow or accumulate on such real the property;
 - (f) more than one Derelict Vehicle to remain outside a building on any parcel under 1 hectare in size, unless that parcel is zoned to allow for automotive wrecking;
 - (g) more than four Derelict Vehicles to remain outside a building on any parcel between ~~±~~ one hectare and ten ~~±~~ ten hectares in size, unless that parcel is zoned to allow for automotive wrecking;
 - (h) more than six Derelict Vehicles to remain outside a building on any parcel over ten ~~±~~ ten hectares in size, unless that parcel is zoned to allow for automotive wrecking;

- (i) graffiti to be placed or remain on any buildings or structures located on such real the property; and unsightly conditions to exist on such real property or in any buildings or structures located on such real the property. (moved up above)
- (j) Any fruit or nuts from a tree, bush, or shrub to fall on the ground and accumulate in such a manner that it attracts or is likely to attract Dangerous Wildlife.

REMOVAL OBLIGATIONS

6. ~~Every owner and occupier of real property shall remove, or cause to be removed, from such real property and from any buildings or structures located on such real property, all:~~
- ~~(a) accumulations of Rubbish or other noxious, offensive, or unwholesome material;~~
 - ~~(b) unsanitary conditions;~~
 - ~~(c) trees and other growths that create a safety hazard;~~
 - ~~(d) Derelict Vehicles, except where permitted;~~
 - ~~(e) graffiti; and~~
 - ~~(f) unsightly conditions.~~

REMOVAL ORDERS

7.4.1 4.1 Where If an owner or occupier of the Property fails to comply with section 6 of this Bylaw, a Bylaw Enforcement Officer may, by Order, deliver a Removal Order to the owner or occupier of the real property, in accordance with section 8 of this Bylaw, which Removal Order shall require the owner or occupier of the Property to comply with this Bylaw.

4.2 The Order shall:

- a) Describe the Property by municipal address, location, or legal description;
- b) Require the owner or occupier to remove or clear the Offending Material, or other measures as described in the Order, from the Property within 30 days of service receiving of such the Order;
- c) notify Advise the owner or occupier that, if the action required by the Order is not completed by the date specified in the Order after the expiration of 30 days, the District may, by its officers, employees, contractors, or take action to fulfill the requirements of the Order and to recover costs as provided in Schedule A of this Bylaw and agents, enter on the real property and remove or clear the Offending Material, at the owner or occupier's expense; and
- d) Notify the owner or occupier that they may apply to the Corporate Officer for an opportunity to be heard by Council for a reconsideration of the matter. appear

~~before Council on a specified hearing date, which date shall be no less than 5 days and no more than 30 days after delivery of the Removal Order.~~

- 4.3 ~~Despite Section 4.2 (b), if an owner or occupier of Property receives an Order subject to Section 3.3 (j), the owner or occupier shall remove any fruit or nuts from the property within 24 hours after receiving the Order.~~
8. ~~The Bylaw Enforcement Officer must serve the Removal Order on the owner or occupier of the real property on which the Offending Material is located by either:~~
- ~~_____ (a) _____ personal service; or~~
 - ~~_____ (b) _____ registered mail with acknowledgement of receipt, to the address of the owner shown on the last real property assessment roll.~~
9. ~~A person who receives a Removal Order must remove or clear the Offending Material from the real property within 30 days of service of the Removal Order.~~
10. ~~Upon giving the District Clerk at least 5 days notice of his or her intention to appear, a person who receives a Removal Order may make representations in person, or through an agent, to Council on the hearing date specified in the Removal Order.~~
11. ~~After hearing representations made pursuant to section 10, Council may:~~
- ~~(a) _____ affirm the Removal Order;~~
 - ~~(b) _____ vary the Removal Order; or~~
 - ~~(c) _____ rescind the Removal Order.~~

~~DISTRICT ACTION UPON FAILURE TO COMPLY WITH ORDER~~

12. ~~If a person who receives a Removal Order fails to remove or clear the Offending Material from the real property as directed in the Removal Order, the District may, by its officers, employees, contractors and agents, enter on the real property identified in the Removal Order between the hours of 8:00 a.m. and 8:00 p.m., and remove or clear the Offending Material.~~
13. ~~Where Offending Material has been removed or cleared by the District in accordance with section 12, the costs for such removal or clearance shall be paid by the owner of the real property identified in the Removal Order, which costs shall be calculated in accordance with the rates set out in Schedule "B".~~
14. ~~If the costs owing to the District under section 13 remain unpaid on December 31 of the year in which the costs were incurred, the District may add those costs to the taxes payable on such real property, as taxes in arrears.~~

~~RIGHT OF ENTRY FOR INSPECTION~~ **ENTRY AND INSPECTION**

~~15.~~ **5.1** A Bylaw Enforcement Officer may enter, at all reasonable times, ~~upon any real~~ **onto any property within the District** to determine ~~whether the provisions of~~ **compliance with this Bylaw.** ~~or the directions of a Removal Order are being complied with.~~

NO INTERFERENCE

~~16.~~ **5.2** ~~A~~ No person shall **not** obstruct or interfere with:
(a) a Bylaw Enforcement Officer in the performance of ~~his or her~~ their duties under this Bylaw; or
(b) ~~any~~ **A** person directed by the District to carry out ~~the work under section 12 of~~ **the duties of** this Bylaw.

OFFENCES AND PENALTIES

~~17.~~ **6.1** ~~Any~~ **Every** person who violates a provision of this Bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of this Bylaw, or who neglects to do or refrains from doing anything required under the provisions of this Bylaw, is guilty of an offence and shall be liable on summary conviction to a penalty of not more than ~~\$10,000~~ **\$50,000, plus** ~~together with such~~ other penalties that may be imposed by the Court, including payment of the costs of prosecution and compensation for loss or damage suffered by the District.

6.1 This Bylaw may be enforced by means of ticket issued under the Municipal Ticket Information System Bylaw No. 943, 2024.

~~6.2~~ **6.2** Each day that an offence against this Bylaw continues constitutes a separate offence. ~~18. Where an offence under this Bylaw is a continuing offence, each day the offence continues constitutes a separate offence.~~

SEVERABILITY

~~19. If any provision of this Bylaw is for any reason declared invalid by a Court of competent jurisdiction, the decision shall not affect the validity of the remaining provisions of this Bylaw. (moved up above)~~

READ A FIRST TIME this 12th day of October, 2010.

READ A SECOND TIME this 28th day of February, 2024.

READ A THIRD TIME this 28th day of February, 2024.

ADOPTED this 14th day of March, 2024.

**SCHEDULE "A"
REMOVAL ORDER**

Property Owner	
Physical Address	Hudson's Hope, BC
Mailing Address	

The above listed property has been deemed to be in contravention of Property Maintenance Bylaw No. 791, 2010.

You are required to remove:

- ~~all Rubbish or other noxious, offensive, or unwholesome material, including hydrocarbon fluid, that has accumulated on the above-listed property~~
- ~~all Rubbish or other noxious, offensive, or unwholesome material that has accumulated in any buildings or structures located on the above-listed property that creates a health or safety hazard~~
- ~~all unsanitary conditions existing on the above-listed property or in any buildings or structures located on the above-listed property~~
- ~~all trees and other growths creating a safety hazard on the above-listed property~~
- ~~all noxious weeds designated under the Weed Control Regulation of the *Weed Control Act*, as amended from time to time, growing or accumulating on the above-listed property~~
- ~~all but one Derelict Vehicles located outside a building on the above-listed property that is under 1 hectare in size~~
- ~~all but four Derelict Vehicles located outside a building on the above-listed property that is between 1 and 10 hectares in size~~
- ~~all but six Derelict Vehicles located outside a building on the above-listed property that is over 10 hectare in size~~
- ~~all graffiti placed or remaining on any buildings or structures located on the above-listed property~~
- ~~all unsightly conditions existing on the above-listed property or in any buildings or structures located on the above-listed property~~

Bylaw Enforcement Officer

Date (yyyy-mm-dd)

(back of removal order)

From Property Maintenance Bylaw No. 791, 2010:

REMOVAL ORDERS

7. ~~Where an owner or occupier fails to comply with section 6 of this Bylaw, a Bylaw Enforcement Officer may deliver a Removal Order to the owner or occupier of the real property, in accordance with section 8 of this Bylaw, which Removal Order shall:
 - (a) ~~require the owner or occupier to remove or clear the Offending Material from the real property within 30 days of service of such Removal Order;~~
 - (b) ~~notify the owner or occupier that, after the expiration of 30 days, the District may, by its officers, employees, contractors and agents, enter on the real property and remove or clear the Offending Material, at the owner or occupier's expense; and~~
 - (c) ~~notify the owner or occupier that they may appear before Council on a specified hearing date, which date shall be no less than 5 days and no more than 30 days after delivery of the Removal Order.~~~~
8. ~~The Bylaw Enforcement Officer must serve the Removal Order on the owner or occupier of the real property on which the Offending Material is located by either:
 - (a) ~~personal service; or~~
 - (b) ~~registered mail with acknowledgement of receipt, to the address of the owner shown on the last real property assessment roll.~~~~
9. ~~A person who receives a Removal Order must remove or clear the Offending Material from the real property within 30 days of service of the Removal Order.~~
10. ~~Upon giving the District Clerk at least 5 days notice of his or her intention to appear, a person who receives a Removal Order may make representations in person, or through an agent, to Council on the hearing date specified in the Removal Order.~~
11. ~~After hearing representations made pursuant to section 10, Council may:
 - (a) ~~affirm the Removal Order;~~
 - (b) ~~vary the Removal Order; or~~
 - (c) ~~rescind the Removal Order.~~~~

DISTRICT ACTION UPON FAILURE TO COMPLY WITH ORDER

12. ~~If a person who receives a Removal Order fails to remove or clear the Offending Material from the real property as directed in the Removal Order, the District may, by its officers, employees, contractors and agents, enter on the real property identified in the Removal Order between the hours of 8:00 a.m. and 8:00 p.m., and remove or clear the Offending Material.~~
13. ~~Where Offending Material has been removed or cleared by the District in accordance with section 12, the costs for such removal or clearance shall be paid by the owner of the real property identified in the Removal Order, which costs shall be calculated in accordance with the rates set out in Schedule "B".~~
14. ~~If the costs owing to the District under section 13 remain unpaid on December 31 of the year in which the costs were incurred, the District may add those costs to the taxes payable on such real property, as taxes in arrears.~~

SCHEDULE "B"

REMOVAL AND CLEARANCE COSTS

Contractor Costs: **Actual costs**

District Employee and Equipment Costs:

<u>Administrative Costs</u>	\$200 each offense
<u>Equipment (without operator)</u>	<u>Cost</u>
Grader	\$ 115.00/hr
Loader	\$ 90.00/hr
Backhoe	\$ 50.00/hr
Trackless	\$ 50.00/hr
Lawn Tractor	\$ 40.00/hr
Gravel Truck	\$ 45.00/hr
Pickup Truck	\$ 25.00/hr
<u>Personnel</u>	
Lead Hand	\$ 40.00/hr
General Trades	\$ 35.00/hr
Bylaw Officer	\$ 35.00/hr
Manager of Protective & Inspection Services or Director of Public Works	\$ 50.00/hr
Public Works	\$ 50.00/hr
Officer Positions	\$ 75.00/hr



STAFF REPORT

TO: Mayor and Council
FROM: Crystal Brown, Chief Administrative Officer
DATE: June 17, 2024
SUBJECT: District of Hudson's Hope Municipal Ticket Information System Bylaw No. 943, 2024

The following report was deferred from the March 4, 2024, and May 6, 2024, Council Meetings and is now back in front of Council for their consideration.

RECOMMENDATION:

That Council receive the report titled "Municipal Ticket Information System Bylaw No. 943, 2024" dated June 17, 2024; further, that Council gives "Municipal Ticket Information System Bylaw No. 943, 2024", third reading.

BACKGROUND:

On February 12, 2024, Council passed the following resolution:

MOVED, SECONDED, and CARRIED

That Council receive the report titled "Municipal Ticket Information System Bylaw No. 943, 2024" dated February 12, 2024; further, that Council gives "Municipal Ticket Information System Bylaw No. 943, 2024" first and second reading.

On January 8, 2024, Council passed the following motion:

MOVED, SECONDED, and CARRIED

That Council authorizes that the draft bylaws addressing concerns related to attracting wildlife to Hudson's Hope be discussed at a future Committee of the Whole Meeting prior to being presented to Council for adoption.

DISCUSSION:

The District of Hudson's Hope Municipal Ticket Information System Bylaw No. 943, 2024 (Bylaw) allows the District to impose monetary fines for non-compliance with District bylaws. The proposed changes include:

- a. **Schedules:** Changes include:
 - i. The addition of Schedule D – Property Maintenance Bylaw No. 941, 2024, and
 - ii. The addition of Schedule E - Garbage Collection Bylaw No. 838, 2014,

b. Definitions: Changes include:

- i. The addition of “Bylaw Enforcement Officer” to the Definitions,

c. Housekeeping: Changes include:

- i. Addition of a legal sentence within the body of Bylaw, to include Schedules as part of the Bylaw.

FINANCIAL CONSIDERATIONS:

The proposed changes to Bylaw include the following proposed fines:

Schedule D - Property Maintenance Bylaw No. 941, 2024		
Column 1	Column 2 Bylaw Section	Column 3 Fine
Littering	3.1	\$100.00
Place graffiti on property	3.2, 3.3(i)	\$100.00
Permit accumulation of rubbish, noxious, offensive or unwholesome matter on property	3.3 (a)	\$100.00
Create health or safety hazard	3.3 (b)	\$100.00
Permit unsanitary or Unsightly conditions	3.3 (c)	\$100.00
Permit trees and other growth that creates a safety hazard	3.3 (d)	\$100.00
Derelect vehicles on land	3.3 (f), (g), (h)	\$100.00
Permit fruit or nuts to accumulate	3.3 (j)	\$100.00
Obstruct Bylaw Enforcement Officer	5.2	\$100.00

Schedule E - Garbage Collection Bylaw No. 838, 2014		
Column 1	Column 2 Bylaw Section	Column 3 Fine
Garbage placed outside of prescribed collection date or time	4(5)	\$100.00
Garbage removed after prescribed time on collection day	4(10)	\$100.00
Garbage not stored in an inaccessible manner	4(11)	\$100.00
Obstruct Bylaw Enforcement Officer	2(a), 2(b)	\$240.00

***The first three fines listed above are lower than suggested in the Toolkit.**

During the February 12, 2024, Council Meeting, Council requested that staff look at neighbouring municipalities to determine how the existing fines for the Animal Control and Licensing Bylaw No. 589, 1999, and Noise Regulation Bylaw No. 620, 2001 align with comparable infractions in the region. For comparison, staff looked at the District of Tumbler Ridge, the District of Chetwynd, and the City of Dawson Creek. Below is a summary of the information found:

Animal Control and Licensing Bylaw No. 589, 1999

Dog at large	\$60.00
Cat at large	\$30.00
Farm animal at large	\$60.00
Unlicensed Animal at large	\$150.00
Licensed Animal at large – First occurrence	\$100.00
Licensed Animal at large – Second occurrence and subsequent occurrence	\$150.00
Nuisance Dog at large – First occurrence	\$200.00
Nuisance Dog at large – Second and subsequent occurrence	\$400.00
High Risk Dog at large – First occurrence	\$250.00
High Risk Dog at large – Second and subsequent occurrence	\$500.00
Dangerous Dog at large – First occurrence	\$500.00
Dangerous Dog at large – Second and subsequent occurrence	\$1,000.00
Dog at Large	\$50.00
Animals at large	\$500.00
Aggressive dog at large	\$1,000.00

Dog in a public place (without leash)	\$60.00
Failure to leash High Risk Dog in a public place	\$250.00
Fail to leash Dangerous Dog in a public place or private lands	\$300.00
Animal not on a leash	\$750.00

Failure to remove dog feces from private property	\$60.00
Failure to remove dog feces from public place	\$60.00
Failure to remove feces	\$100.00
Accumulation of dog feces, foul smelling compost heap or offensive odor	\$100.00
Fail to remove animal waste	\$750.00

Failure to confine a vicious dog	\$120.00
Aggressive dog not securely confined	\$300.00
High-risk dog not restrained in a public place or on private property	\$500.00
Failure to leash or muzzle a vicious dog	\$120.00
Fail to muzzle or leash Dangerous Dog in a public place or private lands	\$300.00
Aggressive dog not leashed, muzzled, or under control	\$750.00

Failure to confine a dog in heat	\$60.00
Female in Heat at Large	\$50.00
Failure to confine a dog in heat	\$100.00

Dog improperly tethered (to a traffic control device)	\$60.00
Dog tethered beyond property boundary (that it is able to leave the boundary)	\$60.00

Tether animal to fixed object in a way that the animal is able to leave property	\$100.00
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Barking dog	\$60.00
Barking dog	\$50.00

Unlicensed dog	\$60.00
Dog/Cat without license – First occurrence	\$100.00
Dog/Cat without license – Second and subsequent occurrence	\$150.00
High-risk dog not licensed	\$500.00
Aggressive dog not licensed	\$1,000.00
Nuisance animal not licensed	\$500.00

Failure to display license tag	\$30.00
Failure to affix license tag on dog or cat	\$50.00
Dogs not wearing tags	\$50.00
Remove licence or tag from animal	\$750.00
Fail to affix license	\$500.00

Unlicensed kennel	\$300.00
Commercial kennel without license	\$200.00
Fail to obtain kennel and business licences	\$300.00

Damage to property by a dog	\$60.00
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Damage to property by a farm animal	\$60.00
Feeding of Wildlife Animals	\$60.00
Feed or attempt to feed wildlife other than birds/hummingbirds	\$100.00

Obstructing the Animal Control Warden	\$240.00
Interference with animal control officer	\$250.00
Obstruct an Official	\$750.00

Noise Regulation Bylaw No. 620, 2001

Amplified sound which disturbs	\$60.00
Noise which disturbs	\$60.00
Noise which disturbs	\$100.00
Create or permit noise disturbance within the hours of 10pm to 7am	\$100.00
Create or permit noise disturbance in excess of 10 minutes	\$100.00
Permit noise that disturbs the neighborhood	\$500.00

Animal / bird noise which disturbs	\$60.00
Keeping of animals or birds which disturb the peace of the surrounding area	\$100.00

Vehicle noise which disturbs	\$60.00
Running Motor Noise	\$100.00
Excessive idling of commercial vehicle	\$200.00
Unmuffled engine	\$60.00
Unmuffled Engine Noise	\$100.00
Continuous running of a vehicle in a residential zone - first offense	\$60.00
Continuous running of a vehicle in a residential zone second offense	\$120.00

Obstruct Bylaw Enforcement Officer	\$240.00
Obstructing Officer	\$100.00
Obstructing Officer	\$750.00

Equipment noise which disturbs	\$600.00
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Property Maintenance Bylaw No. 941, 2024

Littering	\$100
Littering Within the Community	\$50
Litter	\$750

Place graffiti on property	\$100
Graffiti on Property	\$100
Permitting or Placing Graffiti Visible to the Public	\$50

Permit accumulation of rubbish, noxious, offensive on property	\$100
Rubbish on Property	\$100

Create health or safety hazard	\$100
Permit unsanitary or unsightly conditions	\$100
Unsightly Grass or Weeds	\$100
Failure to Remove Noxious Weeds or Unsightly Growth	\$100
Permit Real Property to Accumulate Matter or Thing that Creates Unsightly Conditions	\$50
Permit property to become/remains unsightly	\$500

Permit trees and other growth that creates a safety hazard	\$100
Trees, hedges, bushes, or shrubs presenting a public hazard	\$100

Derelict vehicles on land	\$100
Vehicle on Property	\$100

Permit fruit or nuts to accumulate	\$100.00
Fruit accumulation likely to attract wildlife	\$100.00

Obstruct Bylaw Enforcement Officer	\$100
Obstruct Officer	\$100

Garbage Collection Bylaw No. 838, 2014

Garbage placed outside of prescribed collection date or time	\$100
Place a Bear-Resistant Collection Cart out for collection the night before scheduled day of collection	\$50
Place cart after 7am or fail to remove before 7pm	\$300

Garbage removed after prescribed time on collection day	\$100
Fail to remove Bear-Resistant Collection Cart by 9pm on collection day	\$50
Place cart after 7am or fail to remove before 7pm	\$300

Garbage not stored in an inaccessible manner	\$100
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Obstruct Bylaw Enforcement Officer	\$240
Obstruct Bylaw Enforcement Officer	\$250
Obstruct an Official	\$750

District of Hudson's Hope
District of Tumbler Ridge
City of Dawson Creek
District of Chetwynd (some fines are increased after first offense)

*It should be noted that only fines from Municipal Ticket Information System Bylaws were included for comparison.

COMMUNICATIONS AND OTHER CONSIDERATIONS:

None at this time.

OPTIONS FOR FURTHER CHANGES TO THE PROPOSED BYLAW INCLUDES

1. Amend the proposed fines.

ALTERNATIVE OPTIONS:

1. That Council receive the report titled “Municipal Ticket Information System Bylaw No. 943, 2024” dated June 17, 2024; further, that Council refers “Municipal Ticket Information System Bylaw No. 943, 2024”, to staff for changes.

ATTACHMENTS AND EXTERNAL LINKS:

1. Draft District of Hudson’s Hope District of Hudson’s Hope Municipal Ticket Information System Bylaw No. 943, 2024
2. Municipal Ticket Information System Bylaw No. 590, 1999
3. [Wildlife Attractant Bylaw Toolkit](#)

Prepared By: *Crystal Brown, Chief Administrative Officer*



**DISTRICT OF HUDSON'S HOPE
BYLAW NO. 943, 2024**

A bylaw to regulate the municipal ticket information system.

WHEREAS Council has the authority to designate those bylaws for which municipal ticket information may be used as a means of bylaw enforcement;

AND WHEREAS Council deems it expedient to authorize the use of municipal ticket information for the enforcement of certain bylaws;

NOW THEREFORE the Council of the District of Hudson's Hope, in open meeting assembled, enacts as follows:

GENERAL PROVISIONS

1. This Bylaw shall be cited as "Municipal Ticket Information System Bylaw No. 943, 2024".
2. District of Hudson's Hope Municipal Ticket Information System Bylaw No. 500, 1999, and all its amendments shall be repealed.
3. If any portion of this bylaw is declared invalid by a court, the invalid portion shall be severed, and the remainder of the Bylaw is deemed valid.
4. The headings used in this bylaw are for convenience only and do not form part of this Bylaw and are not to be used in the interpretation of this bylaw.
5. Schedules "A", "B", "C", "D", and "E" are attached to and forms part of this Bylaw.

DEFINITIONS

6. In this Bylaw,

"Bylaw Enforcement Officer" means a person appointed by Council as an Officer, a Bylaw Enforcement Officer, a Building Inspector, or a member of the Royal Canadian Mounted Police.

ADMINISTRATIVE

7. The Bylaws listed in Column 1 of Schedule “A” of this Bylaw may be enforced by means of a ticket in the form prescribed in the *Community Charter*.
8. The person who acts in the job positions or titles listed in Column 2 of Schedule “A” to this Bylaw are designated Bylaw Enforcement Officers for the purpose of enforcing the Bylaws listed in Column 1 of Schedule “A” opposite the respective job position.
9. The words or expressions set forth in Column 1 of Schedule “B” to Schedule “E” this Bylaw designate the offence committed under the bylaw section number appearing in Column 2 of Schedule “B-1” opposite the respective words or expressions.
10. The dollar amounts in Column 3 of Schedule “B” to Schedule “E” of this Bylaw are the fines for the corresponding offences designated in Column 1”.

READ A FIRST TIME this 12th day of February 2024

READ A SECOND TIME this 12th day of February, 2024.

READ A THIRD TIME this ____ day of ____, 2024.

ADOPTED this ____ day of _____, 2024.

Travous Quibell, Mayor

Andrea martin, Corporate Officer

Certified a true copy of Bylaw No.

This ____ day of _____, 20__.

Corporate Officer

SCHEDULE "A"

Column 1	Column 2
Animal Control and Licensing Bylaw No. 589, 1999	Animal Control Warden Bylaw Enforcement Officer
Noise Regulation Bylaw No. 620, 2001	Bylaw Enforcement Officer
Property Maintenance Amendment Bylaw No. 941, 2024	Bylaw Enforcement Officer
Hudson's Hope Garbage Collection Bylaw No. 838, 2014	Bylaw Enforcement Officer

SCHEDULE "B"

Animal Control and Licensing Bylaw No. 589, 1999		
Column 1	Column 2 Bylaw Section	Column 3 Fine
Dog at large	4(1)	\$60.00
Damage to property by a dog	4(2)	\$60.00
Dog in a public place	4(3)	\$60.00
Failure to remove dog feces from public place	4(4)(a)	\$60.00
Failure to remove dog feces from private property	4(4)(b)	\$60.00
Failure to confine a vicious dog	5(1)	\$120.00
Failure to leash or muzzle a vicious dog	5(2)	\$120.00
Failure to confine a dog in heat	6	\$60.00
Dog improperly tethered	7(1)	\$60.00
Dog tethered beyond property boundary	7(2)	\$60.00
Barking dog	8	\$60.00
Unlicensed dog	9(1)	\$60.00
Failure to display license tag	14(2)	\$30.00
Unlicensed kennel	16	\$300.00
Cat at large	19	\$30.00
Farm animal at large	20(1)	\$60.00
Damage to property by a farm animal	20(2)	\$60.00
Feeding of Wildlife Animals	21	\$60.00
Obstructing the Animal Control Warden	24	\$240.00

SCHEDULE "C"

Noise Regulation Bylaw No. 620, 2001		
Column 1	Column 2 Bylaw Section	Column 3 Fine
Noise which disturbs	3	\$60.00
Noise which disturbs	4	\$60.00
Amplified sound which disturbs	5 (a)	\$60.00
Animal / bird noise which disturbs	5 (b)	\$60.00
Vehicle noise which disturbs	5 (c)	\$60.00
Unmuffled engine	5 (d)	\$60.00
Continuous running of a vehicle in a residential zone – first offence	5 (e)	\$60.00
Continuous running of a vehicle in a residential zone – second offence	5 (e)	\$120.00
Obstruct Bylaw Enforcement Officer	9	\$240.00
Equipment noise which disturbs	5.1	\$600.00

SCHEDULE "D"

Property Maintenance Bylaw No. 941, 2024		
Column 1	Column 2 Bylaw Section	Column 3 Fine
Littering	3.1	\$100.00
Place graffiti on property	3.2, 3.3(i)	\$100.00
Permit accumulation of rubbish, noxious, offensive or unwholesome matter on property	3.3 (a)	\$100.00
Create health or safety hazard	3.3 (b)	\$100.00
Permit unsanitary or Unsightly conditions	3.3 (c)	\$100.00
Permit trees and other growth that creates a safety hazard	3.3 (d)	\$100.00
Derelict vehicles on land	3.3 (f), (g), (h)	\$100.00
Permit fruit or nuts to accumulate	3.3 (j)	\$100.00
Obstruct Bylaw Enforcement Officer	5.2	\$100.00

SCHEDULE "E"

Garbage Collection Bylaw No. 838, 2014		
Column 1	Column 2 Bylaw Section	Column 3 Fine
Garbage placed outside of prescribed collection date or time	4(5)	\$100.00
Garbage removed after prescribed time on collection day	4(10)	\$100.00
Garbage not stored in an inaccessible manner	4(11)	\$100.00
Obstruct Bylaw Enforcement Officer	2(a), 2(b)	\$240.00

COMMUNICATIONS AND OTHER CONSIDERATIONS:

None at this time.

OPTIONS FOR FURTHER CHANGES TO THE PROPOSED BYLAW INCLUDES

1. Amend the proposed fines.

ALTERNATIVE OPTIONS:

1. That Council receive the report titled “Municipal Ticket Information System Bylaw No. 943, 2024” dated February 12, 2024; further, that Council refers “Municipal Ticket Information System Bylaw No. 943, 2024”, to staff for changes.

ATTACHMENTS AND EXTERNAL LINKS:

1. Draft District of Hudson’s Hope District of Hudson’s Hope Municipal Ticket Information System Bylaw No. 943, 2024
2. Municipal Ticket Information System Bylaw No. 590, 1999
3. [Wildlife Attractant Bylaw Toolkit](#)

Prepared By: *Crystal Brown, Chief Administrative Officer*



Hudson's Hope Municipal Information System Bylaw

Bylaw No. 590,1999

CONSOLIDATED VERSION FOR CONVENIENCE ONLY

This is a consolidation of the bylaws listed below. Amendments have been incorporated with the parent bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the subject bylaw.

Amendment Bylaw 621, 2001

Amendment Bylaw 782, 2007

Amendment Bylaw 868, 2016

Amendment Bylaw 871, 2016

DISTRICT OF HUDSON'S HOPE

BYLAW NO. 590

A bylaw to establish the municipal ticket information system.

WHEREAS under section 272 (1)(a) of the *Municipal Act*, the Council may, by bylaw, designate those bylaws for which municipal ticket information may be used as a means of bylaw enforcement; and

WHEREAS section 272 (1)(c) of the Act empowers the Council, by bylaw, to authorize the use of any word or expression on a municipal ticket information to designate an offence against a bylaw; and

WHEREAS section 272 (5) of the Act empowers the Council, after consultation with the Chief Judge of the Provincial Court, to set fines by bylaw; and

WHEREAS the Council deems it expedient to authorize the use of municipal ticket information for the enforcement of certain bylaws, to designate persons as Bylaw Enforcement Officers, to authorize the use of certain words or expressions to designate certain bylaw offences and to set certain fine amounts;

NOW THEREFORE, the Council of the District of Hudson's Hope, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as "Municipal Ticket Information System Bylaw No. 590, 1999".
2. The bylaws listed in Column 1 of Schedule A to this Bylaw may be enforced by means of a ticket in the form prescribed for the purpose of section 272 (1) of the *Municipal Act*.
3. The persons appointed to the job positions or titles listed in Column 2 of Schedule A to this Bylaw are designated as Bylaw Enforcement Officers under section 272 (1)(b) of the *Municipal Act* for the purpose of enforcing bylaws listed in Column 1 opposite the respective job positions.
4. The words or expressions set forth in Column 1 of Schedule B-1 to this Bylaw designate the offence committed under the bylaw section number appearing in Column 2 opposite the respective words or expressions.
5. The amounts appearing in Column 3 of Schedule B-1 to this Bylaw are the fines set under section 272 (5) of the *Municipal Act* for the corresponding offences designated in Column 1.

**District of Hudson's Hope
Municipal Ticket Information System Bylaw No. 590, 1999**

Read a First Time this 28th day of June, 1999.

Read a Second Time this 28th day of June, 1999.

Read a Third Time as amended this 25th day of August, 1999.

Approved by the Chief Judge of the Province of B.C. this 10th day of September, 1999.

Adopted this 13th day of October, 1999.

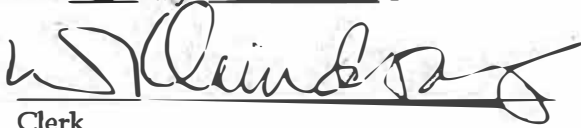


MAYOR



CLERK

Certified a true copy Bylaw No. 590
this 15 day of October, 1999.



Clerk

**District of Hudson's Hope
Municipal Ticket Information System Bylaw No. 590, 1999
Office Consolidation**

Schedule A

Column 1	Column 2
Animal Control and Licensing Bylaw No. 589, 1999	Animal Control Warden Bylaw Enforcement Officer, Royal Canadian Mounted Police Conservation Officer
Noise Regulation Bylaw No. 620, 2001	Bylaw Enforcement Officer, Royal Canadian Mounted Police

SCHEDULE "A"

Schedule B -1

Animal Control and Licensing Bylaw No. 589, 1999
Animal Control and Licensing Amendment Bylaw No. 724, 2007
Municipal Ticket Information System Amendment Bylaw No 868, 2016

Column 1	Column 2 Bylaw Section	Column 3 Fine
Dog at large	4(1)	\$60.00
Damage to property by a dog	4(2)	\$60.00
Dog in a public place	4(3)	\$60.00
Failure to remove dog feces from public place	4(4)(a)	\$60.00
Failure to remove dog feces from private property	4(4)(b)	\$60.00
Failure to confine a vicious dog	5(1)	\$120.00
Failure to leash or muzzle a vicious dog	5(2)	\$120.00
Failure to confine a dog in heat	6	\$60.00
Dog improperly tethered	7(1)	\$60.00
Dog tethered beyond property boundary	7(2)	\$60.00
Barking dog	8	\$60.00
Unlicensed dog	9(1)	\$60.00
Unlicensed kennel	16	\$300.00
Failure to Display License Tag	14(2)	\$30.00
Cat at large	19	\$30.00
Farm animal at large	20(1)	\$60.00
Damage to property by a farm animal	20(2)	\$60.00
Obstructing the Animal Control Warden	24	\$240.00
Feeding of Wildlife Animals	21	\$60.00

SCHEDULE "B"

Schedule B-2

Noise Regulation Bylaw No. 620, 2001

Noise Regulation Amendment Bylaw No. 629, 2002

Noise Regulation Amendment Bylaw No. 646, 2003

Column 1	Column 2 Bylaw Section	Column 3 Fine
Noise which disturbs	3	\$60.00
Noise which disturbs	4	\$60.00
Amplified sound which disturbs	5 (a)	\$60.00
Animal / bird noise which disturbs	5 (b)	\$60.00
Vehicle noise which disturbs	5 (c)	\$60.00
Unmuffled engine	5 (d)	\$60.00
Continuous running of a vehicle in a residential zone	5 (e)	
First offence		\$60.00
Second offence		\$120.00
Obstruct Bylaw Enforcement Officer	9	\$240.00
Equipment noise which disturbs	5.1	\$600.00

STAFF REPORT

TO: Mayor and Council
FROM: Crystal Brown, Chief Administrative Officer
DATE: June 17, 2024
SUBJECT: District of Hudson's Hope Zoning Bylaw No. 949, 2024

RECOMMENDATION #1:

That Council receives the report titled "District of Hudson's Hope Zoning Bylaw No. 949, 2024" dated June 17, 2024; further that Council gives District of Hudson's Hope Zoning Bylaw No. 949, 2024, first and second reading.

RECOMMENDATION #2:

That Council schedules a Council Meeting on Monday, June 24, 2024, for the purpose of giving District of Hudson's Hope Zoning Bylaw No. 949, 2024, third reading and adoption.

BACKGROUND:

On December 7, 2023, *Bill 44 Housing Statutes (Residential Development) Amendment Act, 2023*, came into force. This Bill limits local government zoning authority and requires small-scale multi-unit housing (SSMUH) in residential zones that have single-detached dwellings.

Bill 44: Small-Scale Multi-Unit Housing

In the fall of 2023, the Province of British Columbia introduced changes to the *Local Government Act* to allow for small-scale multi-unit housing in residential land use zones that were previously restricted to single-detached dwellings. In the new legislation, these areas are called restricted zones.

The aim of the SSMUH legislation is to increase housing supply, create more diverse housing choices, and over time, contribute to more affordable housing across BC. Small-scale, multi-unit housing refers to a range of buildings and housing units that can provide attainable housing for middle-income families. Examples of small-scale, multi-unit housing include:

- Secondary suites in single-family dwellings
- Detached accessory dwelling units (ADUs), like garden suites or laneway homes
- Triplexes
- Townhomes
- House-plexes

The Bill also introduced differing density requirements for local governments with a population over 5,000 and for those local governments with a population under 5,000. The Bill requires that zoning changes be considered and made where applicable and appropriate to the local context to facilitate increased housing starts and densities across British Columbia.

Bill 44 also requires local governments to update their Housing Needs Report by January 1, 2025, to include a 20-year housing needs projection, which the district is currently updating with the Peace River Regional District. Official Community Plans, and Zoning Bylaws then need to be updated by December 31, 2025, to reflect the 20-year housing projections. The Bill also restricts holding a public hearing on a proposed zoning bylaw if the bylaw or amendment is consistent with the direction set forth in the Official Community Plan.

DISCUSSION

Staff have reviewed the current District of Hudson’s Hope Zoning Bylaw No. 823, 2013, and have made the necessary updates and changes to reflect Bill 44 requirements and meet the province’s deadline of updating the Zoning Bylaw by June 30, 2024. In the review it was determined that the District of Hudson’s Hope generally already met the changes required in the new legislation. To simply the process, staff have proposed to repeal Zoning Bylaw No. 823, 2013, and its amendments and replace it with a new bylaw. Recent zoning bylaw amendments have also been integrated into this new bylaw since the last consolidation of Zoning Bylaw No. 823 in 2020. The changes that were made are summarized as follows:

Sections in Zoning Bylaw	Revision
3.0 Definitions	
Accessory Dwelling Unit	Revised to include similar wording to the Province's definition and provided clarity on what an Accessory Dwelling Unit (ADU) is.
Accessory Use	Definition given for accessory use as permitted uses was split up in land use zones.
Dwelling	Definition was removed to reflect updated terminology.
Dwelling, Single-Detached	Section removed referencing additional dwelling unit.
Household	Definition was removed to reflect updated terminology.
Secondary Suite	Section was removed in definition reflected the accessory building, as ADU is now a separate definition.
4.0 General Regulations	
4.9 Accessory Buildings and Structures	Section revised to remove the mention of secondary suite in accessory building.
4.12 Secondary Suites	Section revised to provide maximum number of units. Removed the maximum floor area size for secondary suites.
4.13 Accessory Dwelling Units	New section added. The rest of Section 4 was renumbered.
Changes to Zoning	
Permitted uses	Separated principal and accessory permitted uses in zones to provide more clarity.

<p>RU1 Rural Residential</p>	<p>Separated accessory dwelling unit from secondary suite and added it as an accessory use to single-detached dwellings. Added maximum number of dwelling units per parcel. Added a maximum height of accessory dwelling units of 8m.</p>
<p>RU2 Rural Agriculture</p>	<p>Separated accessory dwelling unit from secondary suite and added it as an accessory use to single-detached dwellings. Added a maximum height of accessory dwelling units of 8m.</p>
<p>RU3 Rural Resource</p>	<p>Separated accessory dwelling unit from secondary suite and added it as an accessory use to single-detached dwellings. Added a maximum height of accessory dwelling units of 8m.</p>
<p>R1 Low Density Residential</p>	<p>Separated accessory dwelling unit from secondary suite and added it as an accessory use to single-detached dwellings. Added maximum number of dwelling units per parcel. Added a maximum height of accessory dwelling units of 8m. Additional regulations around the number of secondary suites or accessory dwelling units in parcels containing single-detached dwellings.</p>
<p>R1a Low Density Residential (Ellis Crescent)</p>	<p>Separated accessory dwelling unit from secondary suite and added it as an accessory use to single-detached dwellings. Added maximum number of dwelling units per parcel. Added a maximum height of accessory dwelling units of 8m. Additional regulations around the number of secondary suites or accessory dwelling units in parcels containing single-detached dwellings.</p>
<p>R1b Low Density Residential (Lucas)</p>	<p>Separated accessory dwelling unit from secondary suite and added it as an accessory use to single-detached dwellings. Added maximum number of dwelling units per parcel. Added a maximum height of accessory dwelling units of 8m.</p>
<p>R2 Multi-Unit Residential</p>	<p>Separated accessory dwelling unit from secondary suite and added it as an accessory use to single-detached dwellings. Added maximum height of principal buildings. Added a maximum height of accessory dwelling units of 8m. Additional regulations around the number of secondary suites or accessory dwelling units in parcels containing single-detached dwellings.</p>

FINANCIAL CONSIDERATIONS:

The District of Hudson's Hope received funding from the Province to undergo the review and update of the Zoning Bylaw and associated bylaws, such as the Official Community Plan and Development Procedures. While the Official Community Plan review and update was started prior to the Bill 44 changes being noted, it will be reviewed and alignment with the provincial legislation will occur. The District does have Development Procedures, and will be reviewing these to also ensure alignment with Bill 44.

COMMUNICATIONS:

A public notice was issued as Section 464(4) of *Local Government Act* prohibits a local government from holding a public hearing on the proposed Zoning Bylaw No. 949, 2024, for the sole purpose of complying with Section 481.3 (Zoning Bylaws and small-scale multi-family housing) of the *Local Government Act*. The public notice was issued on the District of Hudson's Hope website and social media.

The District must approve Zoning Bylaw No. 949, 2024, and notify the Minister of Housing by June 30, 2024. Staff have proposed a special Council Meeting for June 24, 2024, to give Zoning Bylaw No. 949, 2024, third reading and adoption. Normally, a Council must not adopt a bylaw unless there is one clear day between third reading and adoption. However, despite the *Community Charter*, Section 480 of the *Local Government Act* allows local governments to do first and second reading in one meeting, and then third reading and adoption in the second meeting.

OTHER CONSIDERATIONS:

During the review of the District of Hudson's Hope Zoning Bylaw No. 823, 2013, staff identified a procedural error that was made during a previous bylaw amendment. The process for dealing with the identified error is different than the process required for the SSMUH changes. As such, once Zoning Bylaw No. 949, 2024, has been adopted, staff will bring forward an amendment bylaw to correct the procedural oversight that has been identified.

ATTACHMENTS:

1. District of Hudson's Hope Zoning Bylaw No. 949, 2024
2. [Provincial Policy Manual and Site Standards](#)

Prepared By: Crystal Brown, Chief Administrative Officer



Zoning Bylaw

No. 949, 2024



WHEREAS Council wishes to repeal Bylaw No. 823, 2013, “Zoning Bylaw” and amendments thereto, and wishes to adopt a new Zoning Bylaw, pursuant to Section 479 of the *Local Government Act*,

AND WHEREAS Council has sent a Public Notice pursuant to Section 464(4) and Section 481.3 of the *Local Government Act*,

NOW THEREFORE Council of the District of Hudson’s Hope, in open meeting assembled hereby enacts as follows:

1. This Bylaw will be cited as the “District of Hudson’s Hope Zoning Bylaw No. 949, 2024”.
2. The following schedules attached hereto are hereby made part of this Bylaw and adopted as the Zoning Bylaw for the District of Hudson’s Hope:
 - a. Schedule A (Zoning Bylaw Text)
 - b. Schedule B (Off-Street Parking and Loading Requirements)
 - c. Schedule C (Offences and Penalties)
 - d. Schedule D (Zoning Bylaw Map – District)
 - e. Schedule E (Zoning Bylaw Map – Townsite)
3. Bylaw No. 823, 2013 cited as the “Hudson’s Hope Zoning Bylaw” and amendments thereto as it applies to the District of Hudson’s Hope is hereby repealed.

Read a first time this _____ day of _____, 2024

Read a second time this _____ day of _____, 2024

Public notice published on this _____ day of _____, 2024

Public Hearing was prohibited by *Local Government Act* S. 464(4).

Ministry Of Transportation Approval waived by Ministerial Order No. M114

Read a third time this _____ day of _____, 2024

Adopted this _____ day of _____, 2024

Travous Quibell – Mayor

Andrea Martin – Corporate Officer

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SCHEDULE F: ZONING BYLAW MAP

SCHEDULE A

ZONING BYLAW TEXT

1.0 BASIC PROVISIONS

1.1 Application

- .1 This Bylaw applies to all land, buildings and structures including the surface of water within the boundaries of the District of Hudson's Hope.

1.2 Conformity

- .1 Land, including air space and the surface of water, shall not be used and buildings and structures shall not be constructed, altered, located or used except as specifically permitted in the Bylaw.

1.3 Severability

- .1 If any section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion must be severed and the decision that it is invalid shall not affect the validity of the remaining portion of this Bylaw.

1.4 Metric Units

- .1 Metric units are used for all measurements in this Bylaw.

1.5 Applicable Regulations

- .1 Where this Bylaw sets out two or more regulations that could apply to a situation, the most stringent regulation shall apply.
- .2 Where this Bylaw sets out both general and specific regulations that could apply to a situation, the specific regulation shall apply.

1.6 Compliance with Other Legislation

- .1 In addition to this Bylaw, a person is responsible for ascertaining and complying with the requirements of all other applicable municipal bylaws, or Provincial or Federal statutes and regulations.
- .2 The requirements of the Development Permit Areas included in the Hudson's Hope Official Community Plan apply in addition to the regulations in this Bylaw.

2.0 ADMINISTRATION

2.1 Inspection

- .1 Subject to the provisions of the Community Charter, the CAO, Director of Protective Services, Building Inspector, Bylaw Enforcement Officer or other officers of the District who may be appointed by Council is hereby authorized to enter, at all reasonable times, any day of the week, on any property that is subject to regulation under this Bylaw to ascertain whether this Bylaw is being covered.

2.2 Violations

- .1 Every person who:
 - (a) violates any of the provisions of this Bylaw;
 - (b) causes or permits any act or thing to be done in contravention or violation of any provisions of this Bylaw;
 - (c) neglects or omits to do anything required under this Bylaw;
 - (d) carries out, causes or permits to be carried out any development in a manner prohibited by or contrary to any provisions of this Bylaw;
 - (e) fails to comply with an order, direction or notice given under this Bylaw; or
 - (f) prevents or obstructs or attempts to prevent or obstruct the authorized entry of an officer onto property under Section 2.1;shall be deemed to be guilty, upon summary conviction, of an offense under this Bylaw.

2.3 Offences and Penalties

- .1 Each day's continuance of an offence under Section 2.3.2 constitutes a new and distinct offence.
- .2 Every person who violates any provisions of this Bylaw or who suffers or permits any act or thing to be done in contravention of this Bylaw, or who refuses, omits, or neglects to fulfil, observe, carry out, or perform and duty or obligation imposed by this Bylaw is liable, to penalty and cost of prosecution.
- .3 The penalty for an offence under Section 2.3.2 is listed in Schedule C of this Bylaw.

3.0 DEFINITIONS

In this Bylaw, all words or phrases shall have their normal or common meaning except where this is changed, modified or expanded by the definitions set forth below:

ACCESSORY means a use, building or structure that is clearly incidental and subordinate to, the principal use, building or structure located on the same parcel.

ACCESSORY DWELLING UNIT means a dwelling unit that:

- (a) is a self-contained residential accommodation unit, and
- (b) has cooking, sleeping and bathroom facilities, and
- (c) is an accessory use to a principal building located on the same property.

ACCESSORY USE means a use which is ancillary to the use of the principal building on the same parcel or to the principal use of the same parcel.

AGRICULTURAL means a use provided for the growing, rearing, cultivating, producing, and harvesting of agricultural products and livestock, including the storage and sale on an individual farm of the products harvested, reared or produced on that farm, and the storage of farm machinery, implements and supplies, and repair to farm machinery and implements used on that farm. It also includes accessory dwellings for the accommodation of persons employed in the agricultural enterprise located on or operated from the parcel containing the dwellings.

ANIMAL HOSPITAL means any building, structure or premise used as an animal hospital or veterinary clinic in which animals are cared for, treated or hospitalized.

ANIMAL SHELTER means a facility used for the care of lost, abandoned or neglected animals and operated by a public or semi-public authority or by a non-profit private organization.

APARTMENT means a single building containing three or more dwelling units with shared entrance facilities, where none of the dwelling units are available for rent or occupation for less than 30 days.

ARTIST STUDIO means premises used for the creation, manufacture or assemblage of visual art, including two or three-dimensional works of fine art or craft, or other fine art objects created, manufactured or assembled for the purpose of sale, display, commission, consignment; or classes held for art instruction.

ABATTOIR means produce or meat processing, including canning, freezing, packing facilities for cold storage, and ice plants.

AUCTION HOUSE means a premise in which goods are sold by auction and the use is entirely enclosed within the walls, floor and ceiling of the building.

AUTOMOBILE SERVICE means a business engaged in car and truck sales or rental, repair, paint, parts, body or glass services provided that these services are enclosed in the principal building. Such a business may have as accessory uses, gasoline pumps.

BASEMENT means the portion of a building which is partially underground and has a ceiling that is less than 1.8 m above grade.

BED AND BREAKFAST means a single detached dwelling in which bedrooms are rented as temporary accommodation to individuals on a daily or weekly basis with one meal served daily.

BOULEVARD means the area between the curb lines, the lateral lines or the shoulder of a roadway and the adjacent parcel line.

BUILDING means a roofed structure used or intended for supporting or sheltering any use or occupancy.

BUILDING WIDTH means the lesser of the two horizontal dimensions of a building or structure. In the case of a manufactured home, this means the width of the manufactured home exclusive of any structural additions attached thereto which were not a section or intended to be a section of the manufactured home at the time of its manufacture.

BUILDING SUPPLY means the supply of materials that are incorporated into the structure of a building including hardware, lumber, wall panelling, and carpet; but excluding furniture and appliances that are normally removed by the owner upon the sale of a building; and also excluding concrete mix plants and other manufacturing and processing plants.

BULK FUELLING STATION means any building or land used or intended to be used for the sale of fuels or lubricants to commercial vehicles and industrial equipment, either through the use of keys, cards or service attendants, but will not include a service station.

C-ZONE means all zones with the letter C as a prefix in the zone name and includes C1 and C2.

CAMPGROUND means an area of land, managed as a unit, providing short term accommodation for tents, tent trailers, travel trailers, recreational vehicles and campers. Campgrounds may include one caretaker residence.

CANNABIS RELATED BUSINESS means the use of land, buildings, or structures for the sale, storage, or other provision, of dried cannabis, cannabis oils, cannabis seeds, and cannabis edibles, including cannabis related accessories such as pipes, bongs, vaporizers, and other such similar accessories.

CANNABIS RETAIL means the retail sale of cannabis or cannabis accessories as lawfully permitted and authorized under the *Cannabis Control and Licensing Act*.

CAR WASH means an enterprise offering facilities for the washing or cleaning of cars or trucks on an automated or semi-automated basis.

CARETAKER RESIDENCE means a self-contained accessory dwelling unit located within a principal building or in an accessory building on the same parcel as the principal building or use. It is used to provide accommodation for persons employed on the property or for a caretaker or operator of a commercial establishment on the property. A caretaker residence does not include a secondary suite or accessory dwelling unit.

CLUBHOUSE OR LODGE means a building or establishment used by an association or organization for non-profit fraternal, social or recreational purposes which may include limited private sleeping unit accommodation with cooking facilities and which will be operated for the use of the club members and their guests only.

COMMERCIAL ENTERTAINMENT FACILITY means any building or land used for the provision of entertainment on a user-pay basis. Facilities may include, but are not limited to, amusement arcade, billiard and pool hall, bowling alleys, mini-golf, music festivals and theatre.

COMMERCIAL RECREATION means the use of any land, water and resources for business or financial gain and may include, but is not limited to, guided sport fishing, guided and outfitted sport hunting, guided recreation, and air and water taxi services that provide transportation to recreation users.

COMMERCIAL VEHICLE means a vehicle engaged in carrying or which is designed to carry goods, wares or merchandise and which is licensed as a commercial vehicle under the applicable municipal or provincial enactments.

COMMUNITY CARE FACILITY means the use of premises operated as a community care facility by a licensee under the *Community Care and Assisted Living Act* to provide residential care to persons not related by blood or marriage to the licensee or, if the licensee is a corporation, to any director, officer or member of the corporation.

CONVENIENCE STORE means a store retailing groceries, meats, fruit and vegetable products, confectioneries and small hardware items.

DAY CARE CENTRE means a day care centre and other related facilities licensed and in compliance with provincial legislation.

DENSITY means the maximum number of dwelling units permitted per unit area of land.

DUPLEX means a building that is divided horizontally or vertically into two separate dwelling units, as shown in Figure 3.1. Each dwelling unit has an independent entrance either directly from the outside or through a common vestibule, and independent utility connections. A duplex does not include a secondary suite.

FIGURE 3.1 – ILLUSTRATION OF DUPLEX

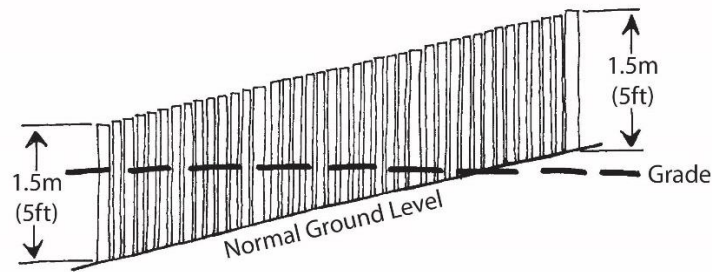


DWELLING, SINGLE-DETACHED means a building that contains only one dwelling unit and is completely separated by open space on all sides from any other structure, except its own garage or shed. Where permitted a single-detached dwelling may contain a secondary suite.

DWELLING UNIT means a room or suite of rooms that form a single unit with a separate entrance, limited to one kitchen and designed to be occupied for sleeping, cooking, eating, and living.

FENCE means an artificially constructed barrier erected to enclose or screen property. As shown in Figure 3.2, fence height is the vertical distance between the natural ground level and the top of the fence at any given point.

FIGURE 3.2 – ILLUSTRATION OF FENCE HEIGHT



FINANCIAL INSTITUTION means the provision of financial and investment services by a bank, trust company, investment dealer, credit union, mortgage broker, insurance company, financial planners and advisors or related businesses.

FLOOR AREA means the sum of the horizontal floor areas for each storey of the building or structure, measured to the exterior walls and contained within the exterior and basement walls.

FRONTAGE means the length of the front parcel line.

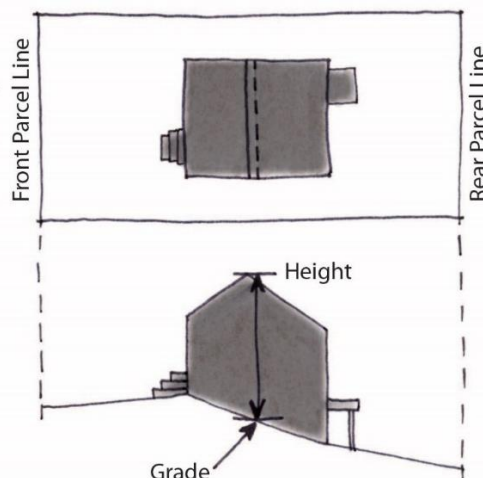
GRADE means the average elevation of all finished or unfinished ground measured at the exterior perimeter of the building or structure, as illustrated in Figure 3.3.

GUEST RANCH means a resort patterned after a ranch, featuring horseback riding, and other agri-tourism activities.

HEALTH SERVICES FACILITY means any development used for the provision of a physical or mental health service on an out-patient basis. Services may be of a preventative, diagnostic, treatment, therapeutic, rehabilitative or counselling nature. Typical uses include, but are not limited to medical and dental offices, chiropractors, massage therapists, acupuncture clinics, reflexology, health clinics and counselling services.

HEIGHT means the maximum vertical distance between grade and the highest point of the building or structure, as illustrated in Figure 3.3. Fence height is an exception and is not measured from grade.

FIGURE 3.3 – ILLUSTRATION OF HEIGHT AND GRADE



HIGHWAY includes a highway, road, lane, bridge, viaduct and any other thoroughfare open to public use, but does not include a private right-of-way on private property.

HOME OCCUPATION means any single occupation or profession where such operation or profession is accessory to the use of the principal building for residential purposes.

HOTEL means an establishment with self-contained sleeping units that provides paid temporary lodging. Each unit may have a bathroom with a toilet, sink and bath or shower, but no private cooking facilities are permitted and units do not directly open out onto a parking lot. Hotels may include accessory uses such as a restaurant, liquor sales, retail sales, indoor recreation, meeting rooms and premises licensed for on-site consumption of alcoholic beverages.

KENNEL means a licensed holding for dogs as identified in District bylaws.

LANDSCAPING means a vegetated area and/or garden, or a combination thereof, which has a mix of ground cover, plants, shrubs and trees. Hard surface, such as stone, may also make up to a maximum of 30 % of a landscaped area.

LANDSCAPE SCREEN means an opaque visual barrier formed by a row of shrubs or trees, or by a combination of shrubs or trees and a fence.

LANE means a public thoroughfare that provides only a secondary means of access to a parcel at the side or rear.

M-ZONE means all zones with the letter M as a prefix in the zone name and includes M1, M2 and M3.

MANUFACTURED HOME means a dwelling unit built under CSA standards Z240 or A277 whether ordinarily equipped with wheels or not that is designed, constructed or manufactured to be moved from one place to another by being towed or carried, and includes single-wide manufactured homes and double-wide manufactured homes, but does not include travel trailers, recreational vehicles, park model recreational vehicles or campers.

MANUFACTURED HOME PARK means a parcel or parcels on which are installed or intended to be installed two or more manufactured homes which are occupied or intended to be occupied for residential purposes and may include common recreation facilities and common laundry facilities, but does not include retail stores.

METAL STORAGE CONTAINER means a shipping or cargo container being a prefabricated storage container or box specifically constructed for the transportation of good by rail, ship or truck.

MIXED USE means a building that has commercial uses located on the ground floor with office and/or residential uses located on the upper floors of the building.

MOTEL means an establishment with self-contained sleeping units that provide paid temporary lodging. Each unit may have a bathroom with a toilet, sink and bath or shower, private cooking facilities, and a door providing direct access to the parking lot. Motels may include an office for motel administration.

NEIGHBOURHOOD PUB means a neighbourhood pub defined in Provincial legislation, and includes the associated serving of food.

OFFICE means a building or part thereof, designed, intended or used for the practice of a profession, the carrying on of a business, the conduct of public administration, or, where not conducted on the site thereof, the administration of an industry, but will not include a retail commercial use, any industrial use, clinic, financial institution, place of amusement, or place of assembly.

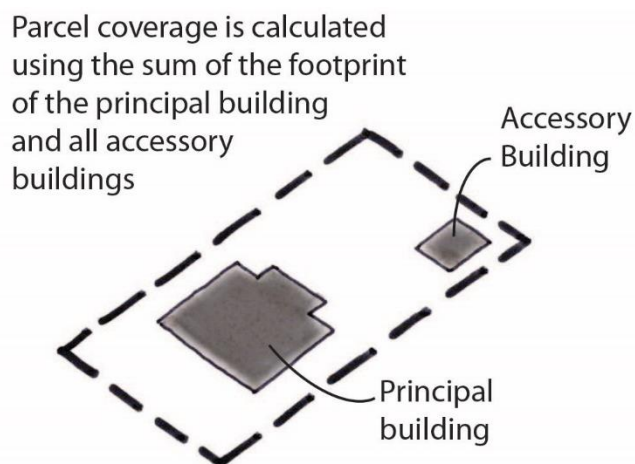
P-ZONE means all zones with the letter P as a prefix in the zone name and includes P1 and P2.

PARCEL means any lot, block or other area in which land is held, or into which it is subdivided, including a strata lot within a bare land strata plan as defined by the *Strata Property Act*, but does not include a public thoroughfare or access route.

PARCEL, CORNER means the parcel at the intersection or junction of two or more highways other than a lane.

PARCEL COVERAGE means the percent of the parcel size covered by all buildings or structures. See Figure 3.4.

FIGURE 3.4 – ILLUSTRATION OF PARCEL COVERAGE



PARCEL LINE means the legally defined boundary of any parcel. See Figure 3.5.

PARCEL LINE, EXTERIOR SIDE means a side parcel line that abuts a highway other than a lane or walkway. See Figure 3.5

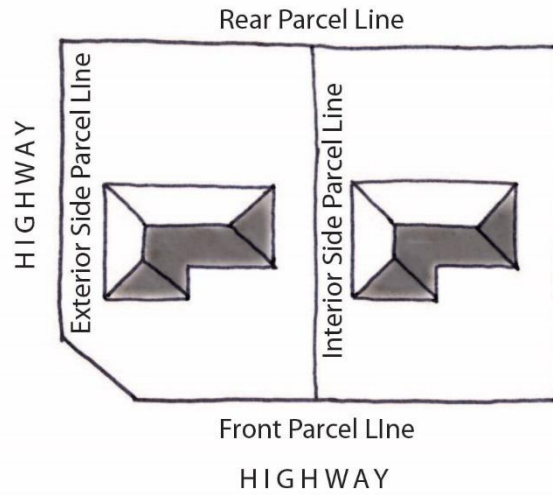
PARCEL LINE, FRONT means any parcel line common to a parcel and a highway other than a lane or walkway. Where the parcel line is contiguous to the intersection of two highways, the front parcel line is the shortest parcel line contiguous to a highway other than a lane or walkway. See Figure 3.5.

PARCEL LINE, INTERIOR SIDE means a side parcel line that does not abut a highway other than a lane or walkway. See Figure 3.5.

PARCEL LINE, REAR means the boundary of a parcel which lies the most opposite to, and does not intersect, the front parcel line. See Figure 3.5.

PARCEL LINE, SIDE means a parcel line other than a rear or front parcel line. See Figure 3.5

.FIGURE 3.5 – ILLUSTRATION OF PARCEL LINES



PARCEL SIZE means the total horizontal area within the parcel lines of a parcel.

PARKING SPACE means an off-street space of the size and dimensions to park one vehicle in conformance with this Bylaw exclusive of , aisles, ramps, or obstructions.

PAWN SHOP means an establishment that engages in the business of loaning money on the security of pledges of personal property, or deposits or conditional sales of personal property, or the purchase or sale of personal property.

PERSONAL SERVICE ESTABLISHMENT means a use that provides personal services to an individual which are related to the care and appearance of the body or the cleaning and repairing of personal effects. Typical services include, but are not limited to, barber shops, hairdressers, manicurists, tailors, dress makers and shoe repair shops, but does not include health services.

PRINCIPAL USE means the main or primary use of land, buildings or structures which is provided for in the list of permitted uses in the zones of this Bylaw.

PRINCIPAL BUILDING means a building that contains floor space, the majority of which is used for the permitted principal use on a parcel.

PRIVACY FENCE means a sight-obscuring fence used to block the area enclosed by the fence from view from neighboring properties or public rights-of-ways. Fences consisting of chain link mesh, welded or woven wire or sheet metal are excluded under this definition.

PUBLIC USE means land, buildings or facilities provided by a government, government agency or non-profit organization for public parks and recreation, education, health, welfare, administration, safety, communications or public works.

R-ZONE means all zones with the letter R as a prefix in the zone name and includes R1, R1A, R1B, R2 and R3.

REAR BUILDING LINE means the extended line of the wall or the building (or of any projecting portion of the building except canopies or eaves) which faces the rear parcel line.

RURAL ZONE means all zones beginning with the prefix “RU” in the zone name and includes RU1, RU2 and RU3.

RESORT means a commercial establishment featuring a broad range of amenities, sports facilities, and other leisure attractions.

PLACE OF WORSHIP means the use of a building, or portion thereof, for religious worship. Typical uses include but are not limited to churches, chapels, synagogues, monasteries, temples, and convents. It may also include a caretaker residence for the minister or someone of a similar position.

RESIDENTIAL USE means the occupancy or use of a building or part thereof as a dwelling unit.

RESOURCE DEVELOPMENT means any activity required to develop natural resources from the land. This includes exploration and extraction activities and can also include related processing plants.

RESTAURANT means an establishment where food and beverage are sold to the public and may include take-out and/or fast-food pick-up.

RETAIL PRINTING SERVICES means the use of mechanical equipment for binding, duplicating, photographic processing, printing, publishing or book binding.

RETAIL STORE means a building where goods, wares, merchandise, substances, articles or things are offered or kept for sale at retail, including storage of limited quantities of such goods, wares, merchandise, substances, articles or things, sufficient only to service such a store.

SECONDARY SUITE means a self-contained, accessory dwelling unit located within and forms part of a principal single-detached dwelling. A secondary suite has its own separate cooking, sleeping and bathing facilities and has direct access to the outside without passing through any part of the principal single detached dwelling. It shares common utility connections with a principal single detached dwelling. A secondary suite does not include a duplex.

SERVICE STATION means a premise used principally for the retail sale of motor fuels, lubricating oils and motor vehicle accessories and the servicing of motor vehicles. A service station may include the accessory retail sale of other automobile related products, but shall not include motor vehicle sales, automobile structural or body repairs, or painting.

SCREENING means a continuous fence, wall, compact evergreen hedge or continuation thereof, supplemented with landscape planting that will effectively screen the parcel it encloses from adjacent parcels and public thoroughfares and is only broken by access driveways, lanes and walkways.

SETBACK means the minimum permitted distance between a class of building, structure or use specified in this Bylaw and a parcel line or other feature specified in this Bylaw.

WAREHOUSING means the receipt, storage, distribution, and delivery of goods and merchandise and may include sales at wholesale.

STORAGE, COMMERCIAL means a self contained building or group of buildings containing lockers that are available for rent for the storage of personal goods, or a facility used exclusively to store bulk goods of a non-hazardous nature.

STORAGE, OUTDOOR includes but is not limited to:

- (a) the storage or accumulation of all or part of any automobile wreck or all or part of any motor vehicle which is not:
 - .i validly registered and licensed in accordance with the *Motor Vehicle Act*; or
 - .ii capable of movement under its own power;
- (b) the storage or accumulation of any furniture, household goods, machinery, machinery parts, artifacts, or chattels of any nature or kind whatsoever;
- (c) pipe yards or heavy equipment storage compounds;
- (d) the storage or accumulation of discarded materials or rubbish of any kind, including but not limited to ashes, paper, cardboard, tin cans, leaves, wood, bedding, crockery, glass, bags and appliances;
- (e) the storage or accumulation of building material on any property when the owner or occupier of the property is not in possession of a valid District building permit in respect of the property; and
- (f) the storage or accumulation of any goods or merchandise other than motor vehicles as defined in the *Motor Vehicle Act*, which is offered or may be offered for sale.

STOREY means, as defined by the *BC Building Code*, that portion of a building which is situated between the top of any floor and the top of the floor next above it, and if there is no floor above it, that portion between the top of such floor and the ceiling above it.

STRUCTURE means any construction fixed to, supported by, or sunk into land or water, but does not include concrete or asphalt paving or similar surfacing.

TOWNHOME means a building divided into three or more dwelling units under one roof with private exits or entrances to each dwelling unit, with each dwelling unit sharing at least one common wall or party wall.

TRADE CONTRACTORS means offices in conjunction with storage buildings for trades including, but not limited to electrical, fabricating, flooring, heating, painting, plumbing, refrigeration, roofing, septic services and ventilation and air conditioning.

TRAILER means any structure or vehicle used or designed to be used for working, living or sleeping purposes and which is designed or intended to be mobile on land, whether or not self-propelled.

UTILITY means a system, work, building, plant equipment or resource owned by a public or private utility company or government agency for the provision of water, sewer, drainage, gas, electricity, transportation or communication.

YARD, FRONT means part of a parcel lying between the front parcel line and the front of the principal building and extended across the full width of the parcel, as shown in Figures 3.6 and 3.7.

YARD, REAR means part of a parcel lying between the rear parcel line and the rear of the principal building and extended across the full width of the parcel, as shown in Figures 3.6 and 3.7.

YARD, SIDE means part of a parcel extending from the front yard to the rear yard and lying between the side parcel line and the closest side of the principal building, as shown in Figures 3.6 and 3.7.

FIGURE 3.6 – ILLUSTRATIONS OF FRONT, REAR AND SIDE YARDS

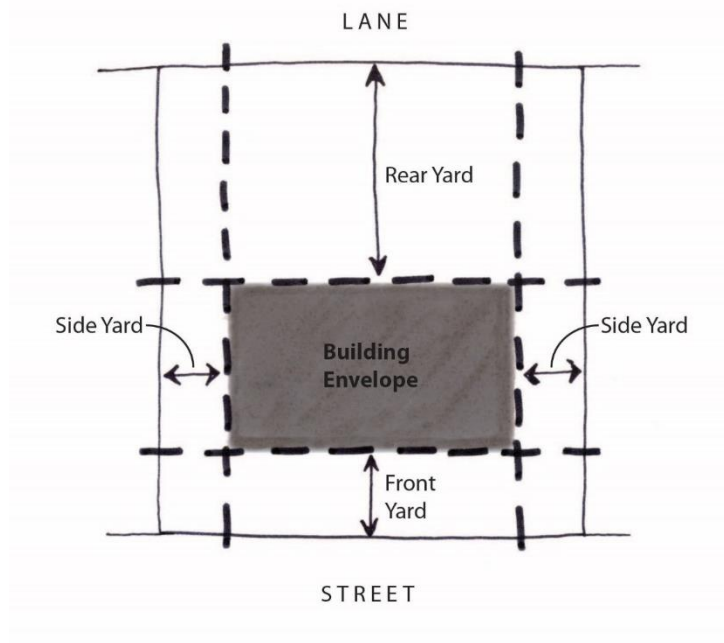
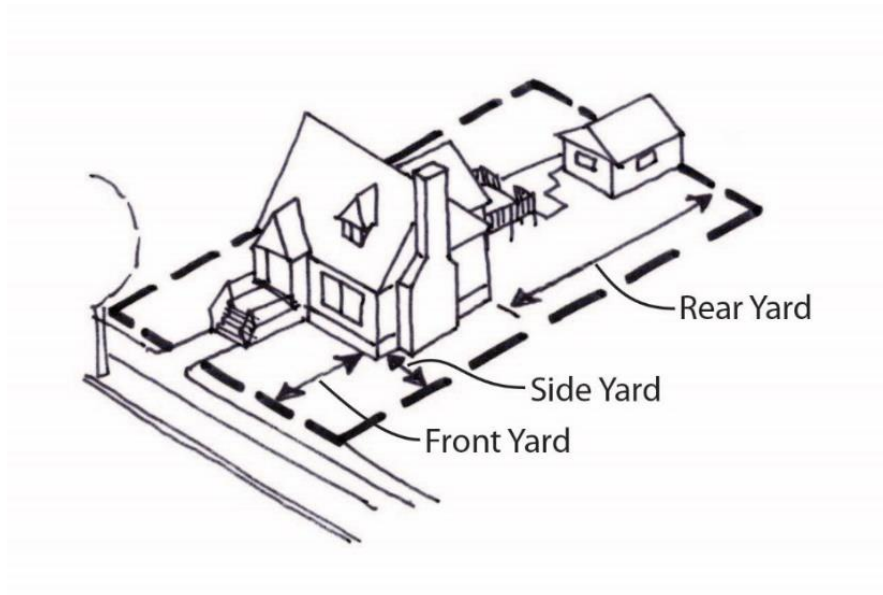


FIGURE 3.7 – ILLUSTRATIONS OF FRONT, REAR AND SIDE YARDS



4.0 GENERAL REGULATIONS

- .1 This section applies to all zones established under this Bylaw except as otherwise specified in this Bylaw.

4.1 Nonconforming Parcels

- .1 A parcel on the official records on file in the Land Registry Office before the adoption date of this Bylaw that does not adhere to the parcel size and frontage requirements will be considered a legal nonconforming parcel and will be granted the permitted uses as identified in this Bylaw.
- .2 Lawful non-conforming uses and buildings are subject to the provisions of the Local Government Act.

4.2 Utility Structures

- .1 Public utility facilities for transmission of water, sewage, electrical power, telephone, natural gas, cable television and other similar services (but not including sewage treatment plants or electrical substations) are permitted in all zones and individual parcels for the facilities are exempt from minimum parcel size requirements.

4.3 Agricultural Land Reserve

- .1 All land designated as "Agricultural Land Reserve" pursuant to the Agricultural Land Commission Act is subject to the provisions of the Agricultural Land Commission Act, and all conditions, orders and regulations thereto.

4.4 Location and Siting

- .1 No building or structure will be located in any required front, side or rear yard, except as otherwise provided in this Bylaw.

4.5 Height Exceptions

- .1 The maximum height regulations of this Bylaw do not apply to the following:
 - (a) Chimney stacks
 - (b) Church spires
 - (c) Cooling units
 - (d) Cranes
 - (e) Elevator housings
 - (f) Flagpoles
 - (g) Floodlights

- (h) Grain elevators
- (i) Masts and aerials
- (j) Parapet walls
- (k) Radio and television antennas
- (l) Roof stairway entrances
- (m) Silos
- (n) Skylights
- (o) Telecommunication towers
- (p) Ventilating equipment
- (q) Warning devices
- (r) Water towers
- (s) Windmills

4.6 Fencing, Screening and Landscaping

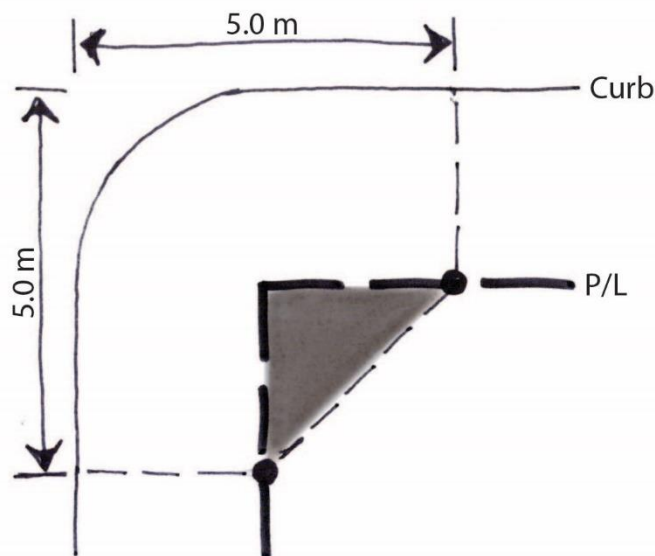
- .1 In the C1 zone, the RU1 zone and any R-zone, fences must:
 - (a) not exceed a height of 1.2 m in any front yard; and
 - (b) not exceed a height of 1.8 m in any side or rear yard.
- .2 In the C2 zone and any M-Zone:
 - (a) a landscape screen or fence that is at least 1.8 m in height must be provided and maintained along any parcel line that abuts the RU1 zone, an R-zone, P-zones or the OR zone; and
 - (b) fences must not exceed a height of 4 m tall.
- .3 Fences erected on a cemetery, playground, park, playfield, elementary or high school areas must not exceed a height of 4 m.
- .4 All dumpsters and outdoor storage areas must be screened from the view of highways and adjacent properties with a landscape screen.
- .5 All junkyards and automobile wrecking yards must be completely enclosed by a 2.4 m high solid wooden fence or a 2.4 m high chain link fence with continuous hedging or other screening.

- .6 Landscaping Plans and Procedures:
- (a) Applications for a Building Permit to construct or alter the siting, size or dimension of a building or structure in the R1 zone, R2 zone, C-zones and M-zones will be accompanied by a detailed landscape plan for the site, boulevard and/or roof if applicable.
 - (b) The developer and/or property owner must provide security in the form of an irrevocable standby letter of credit or cash in the amount of \$500 on issuance of the Building Permit. The security or cash will be used to ensure that the landscaping will be completed with twelve (12) months of the date of issuance of the Occupancy Permit. If the landscaping is not completed within twelve (12) months, the District may draw upon the security and/or utilize the security to complete the required landscaping according to the approved landscape plan.
 - (c) All required landscaping and fencing must be maintained in good condition and fencing must be maintained in a uniform, intact, and upright condition with no gaps caused due to deterioration or disrepair. In the event of failure to comply, the District may enter upon the site and maintain the landscaping at the expense of the property owner, the cost of which will be added to the owner's current year's taxes.

4.7 Vision at Intersections

- .1 As illustrated in Figure 4.1, on a corner parcel within the shaded area formed by the curb lines 5 m from the point of intersection of the curb lines, joining perpendicular to the parcel lines and joining the parcel lines, no landscaping, screening, building or structure will be planted or erected to a height greater than 1 m above the established grade of the street.

FIGURE 4.1 – VISION AT INTERSECTION



4.8 Setback Exceptions

The front, side and rear yard setback regulations of this Bylaw do not apply to the following:

- .1 Accessory buildings and structures provided they comply with all other regulations and requirements contained in this Bylaw.
- .2 Fences.
- .3 Chimneys, cornices, leaders, gutters, pilasters, belt courses, sills, bay windows, or other similar features provided that such projections do not exceed 0.6 m.
- .4 Steps, eaves, canopies, decorative overhangs, balconies, or porches provided that such projections:
 - (a) do not project more than 1.2 m into a required front, rear or side yard; and
 - (b) are not closer than 1.5 m to the parcel line.
- .5 Uncovered patios, sundecks, or terraces provided that such projections do not project more than 2.4 m into a required front, rear or side yard.
- .6 Uncovered swimming pools, provided they are:
 - (a) not constructed, sited or placed within a front yard;
 - (b) at least 3 m from any side or rear parcel line; and
 - (c) surrounded by a fence or situated within a fenced yard.
- .7 Covered swimming pools, provided they are:
 - (a) not constructed, sited or placed within a front yard;
 - (b) at least 3 m from any side or rear parcel line;
 - (c) surrounded by a fence or situated within a fenced yard; and
 - (d) constructed so that the roof or ridge of the pool cover is not in excess of 4 m above grade.

4.9 Accessory Buildings and Structures

Accessory buildings and structures are permitted in all zones provided that they comply with the following regulations:

- .1 An accessory building must not be used as a dwelling unit or sleeping unit.
- .2 Accessory buildings and structures are not permitted on any parcel unless the principal building to which the building or structure is accessory has already been erected or will be erected simultaneously.

- .3 Accessory buildings and structures must be setback:
 - (a) at least 3 m from any principal building; and
 - (b) at least 1.5 m from any other accessory building.
- .4 In the RU1 zone and an R-zone, accessory buildings and structures:
 - (a) must be located no closer to the front parcel line than the rear building line, unless:
 - .i the parcel backs onto the Peace River, in which case accessory buildings and structures may be located in a front yard but must be setback at least 7.5 m from any front parcel line.
 - (b) must, on a corner parcel, meet the same exterior side parcel line setbacks as the principal building;
 - (c) opening onto a lane, must be setback at least 2 m from the lane when the accessory building or structure is a detached carport or garage; and
 - (d) must not exceed a floor area of 75 m² or 20% of the parcel size, whichever is less. Accessory buildings and structures are factored into overall parcel coverage calculations.

4.10 Metal Storage Containers

Metal storage containers are only permitted as accessory storage units to a principal building, and only under the following conditions:

- .1 Metal storage containers such as sea-cans are only permitted as accessory buildings if used as storage units related to a principal use and in accordance with this Bylaw.
- .2 Metal storage containers must not be used as workspaces, assembly shops, dwelling units or any other form of accommodation, including offices, under any circumstances.
- .3 Metal storage containers must not occupy any required off-street parking spaces.
- .4 Metal storage containers must not occupy any areas that are required for open space or landscaping.
- .5 Metal Storage containers must not be located on any street, sidewalk or trail, or in any location that blocks or interferes with vehicular and/or pedestrian circulation.
- .6 Metal storage containers must be screened from adjacent properties and rights-of-way with solid fencing, landscaping or by being placed behind, between or within buildings.
- .7 Metal storage containers must not display any logos or otherwise be used as a sign.
- .8 Metal storage containers such as sea-cans must not exceed a height of 2.6 m and must not be stacked.
- .9 Multiple metal storage containers may be located on a single parcel but they must not exceed a cumulative floor area of 30 m².

- .10 In all R-zones, individual metal storage containers must not exceed a floor area of 15 m² .

4.11 Caretaker Residences

Where permitted, all caretaker residences must comply with the following regulations:

- .1 A maximum of one caretaker residence is permitted per parcel.
- .2 Caretaker residences are only permitted as an accessory use.
- .3 Caretaker residences are only permitted in conjunction with a permitted principal commercial, industrial or public use.
- .4 Caretaker residences must be fully separated from the associated principal use by walls, partitions and/or floors.
- .5 If located within a principal building, a caretaker residence must:
 - (a) have an entrance from the exterior of a building which is separate from the main entrance of the principal use; and
 - (b) share common utility connections with the principal building.
- .6 Caretaker residences must not exceed 25% of the principal buildings floor area.
- .7 Caretaker residences may only be occupied by owners, employees or operators of the associated principal use.

4.12 Secondary Suites

Where permitted, secondary suites must comply with the following regulations:

- .1 A maximum of one secondary suite or one accessory dwelling unit, but not both, is permitted per parcel.
- .2 A secondary suite is only permitted within the principal single-detached dwelling .
- .3 A secondary suite is not permitted within a duplex, on a parcel containing a duplex, or within an accessory building on the same parcel as a duplex.
- .4 A secondary suite is not permitted in conjunction with the keeping of boarders or the operation of a bed and breakfast.
- .5 The secondary suite must meet *BC Building Code* requirements for secondary suites.
- .6 One parking space must be provided on the parcel for the secondary suite.
- .7 A secondary suite must be located in a building and on a parcel which forms a single real estate entity. No strata titling is permitted.
- .8 The principal single-detached dwelling on the parcel containing the secondary suite must be occupied by the owner of the principal single-detached dwelling.

4.13 Accessory Dwelling Units

Where permitted, accessory dwelling units must comply with the following regulations:

- .1 A maximum of one accessory dwelling unit or one secondary suite, but not both, is permitted on a parcel containing single detached dwelling.
- .2 An accessory dwelling unit must meet *BC Building Code* requirements.
- .3 Basements are not permitted in accessory dwelling units.
- .4 Accessory dwelling units shall not be subdivided or strata titled.
- .5 The principal single detached dwelling on the parcel containing the accessory dwelling unit must be occupied by the owner of the principal single detached dwelling.
- .6 One parking space must be provided on the parcel for the accessory dwelling unit.

4.14 Bed and Breakfast

Where permitted, bed and breakfasts must comply with the following regulations:

- .1 A bed and breakfast must not alter the residential character of the building.
- .2 A bed and breakfast will be carried out only in a single-detached dwelling in which the owner of the single detached dwelling resides.
- .3 A sign may be used to identify the bed and breakfast, but it may not be larger than 1 m².
- .4 The bed and breakfast must be carried out wholly within the dwelling unit.
- .5 The maximum number of guestrooms permitted in a bed and breakfast will be three, accommodating up to a maximum of six adult guests combined.
- .6 Breakfast will be the only meal permitted to be served to guests.
- .7 A parking space is required for every guestroom in the bed and breakfast and must be in addition to those required for the single-detached dwelling, to a maximum of 15% of the total parcel size.
- .8 The maximum length of stay for any guest will not exceed 28 consecutive days.
- .9 Bed and breakfast must clearly be incidental or secondary to the use of the building for residential purposes.
- .10 The bedrooms within a bed and breakfast are to be used for sleeping purposes only and must not contain any cooking facilities.

4.15 Service Stations

Where permitted, service stations must comply with the following regulations:

- .1 Buildings or structures must not exceed a height of 10 m.
- .2 Sites must be at least 30 m wide, with a minimum site area of 1,200 m².
- .3 Setbacks must be as follows:
 - (a) Building setbacks must be at least 7 m from any highway and at least 3 m from any other property line;
 - (b) Pump islands must be set back at least 4.5 m from any parcel line or onsite parking area;
 - (c) All repair equipment must be kept, and all repair work must be done, entirely within the principal building;
 - (d) A permanent screen that is at least 1.8 m in height must be provided, consisting of masonry or uniformly coloured tight board fence of preservative treated materials, along parcel lines that abut the RU1 zone or an R-zone;
 - (e) Canopies must be at least 3 m from any parcel line; and
 - (f) Exterior lighting must not cast a glare on adjacent properties.

4.16 Home Occupations

Any use permitted in any zone in this Bylaw may be carried out as an accessory home occupation subject to the following conditions:

- .1 Home occupations may only be carried on in a single-detached dwelling or duplex dwelling unit.
- .2 Home occupations must be clearly incidental and secondary to the use of the building for residential purposes.
- .3 Home occupations must not occupy more than 40 m² of the dwelling unit or, 10% of the dwelling unit floor area, whichever is less.
- .4 Home occupations must not result in any exterior alterations that are not consistent with the residential character of the buildings and property.
- .5 There shall be no outside storage of materials, commodities, or finished products and the home occupation must be carried on only within a building or structure.
- .6 Home occupations must be carried on only by a member or members of the family residing in the dwelling unit in which the home-based business is carried out, and will employ no more than one non-resident employee.

- .7 Home occupations must not produce any offensive noise, vibration, traffic, smoke, dust, odour, glare, heat or electrical interference.
- .8 Home occupations that require delivery of materials or commodities in bulk quantity to and from the residence by commercial vehicles and/or trailer are not permitted.
- .9 Home occupation involving community care for children, as regulated by the *Community Care Facilities Act*, shall not accommodate more than eight children.
- .10 No home occupation will be conducted between the hours of 10:00 pm and 7:00 am.
- .11 Home occupations must not generate the need for more than one additional on-site parking space.
- .12 One sign is permitted to identify the enterprise on the parcel, provided that the sign:
 - (a) does not exceed 3 m² in any rural zone; and
 - (b) does not exceed 1 m² in any R-zone.
- .13 All home occupations must be in accordance with the District of Hudson's Hope Business Licence Bylaw

4.17 Manufactured Homes

Manufactured homes must conform to the following regulations:

- .1 Every manufactured home within the District must be placed on a permanent foundation.
- .2 Manufactured homes must meet Canadian Standards Association (CSA) A277 or Z240 ratings.
- .3 A manufactured home must be no older than 10 years from the date it is placed on a lot and have a BC Registration Number.
- .4 Skirtings must be installed within 60 days from the date which the manufactured home is located on the foundation.
- .5 The towing hitch must be removed within 30 days from the date that the manufactured home is placed on the foundation.

4.18 Signs and Notices

Signs and notices are permitted as follows:

- .1 The maximum number of signs is:
 - (a) one per parcel in all zones, except any C-zone; and
 - (b) two per parcel in any C-zone.

- .2 The maximum size of signs is as follows:
 - (a) In C-zones, signs combined must not exceed 4.7 m² or 1% of principal buildings floor area, whichever is greater.
 - (b) In all M-zones, signs must not exceed 4.7 m².
 - (c) In the OR zone, signs must not exceed 2 m².
- .3 In Rural and R-zones, one “for rent” or “for sale” sign is permitted provided that the sign:
 - (a) does not exceed 1 m² in an R-zone; and
 - (b) does not exceed 3 m² in any rural zone.
- .4 Where a day care centre is a permitted use, one sign not exceeding 3 m² in area is permitted to identify the enterprise on the parcel.
- .5 In any zone where there is a commercial kennel, one sign not exceeding 1 m² in area is permitted to identify the enterprise on the parcel.
- .6 In addition to the permitted signs described herein, directional signage is permitted in Rural zones and the Outdoor Recreation zone.

4.19 Prohibited Uses

- .1 Any use not expressly permitted in this bylaw is prohibited in every zone and where a particular use is expressly permitted in one zone, such use is prohibited in every zone where it is not also expressly permitted;
 - (a) The following uses are prohibited in every zone:
 - .i Cannabis-Related Business

5.0 ESTABLISHMENT OF ZONES

The area within the boundaries of the District of Hudson’s Hope shall be divided into the zones identified in Column 1 and described in Column 2 of Table 5.1.

TABLE 5.1 – ESTABLISHMENT OF ZONES

COLUMN 1 ZONES	COLUMN 2 TITLE ELABORATION
RU1	Rural Residential
RU2	Rural Agriculture
RU3	Rural Resource
R1	Low Density Residential
R1a	Low Density Residential (Ellis Crescent)
R1b	Low Density Residential (Lucas)
R2	Multi-Unit Residential
R3	Manufactured Home Park
C1	Town Centre Commercial
C2	Service Commercial
M1	Light Industrial (Serviced)
M2	Light Industrial (Un-serviced)
M3	Heavy Industrial
P1	Institutional
P2	Parks and Open Space
OR	Outdoor Recreation

The correct name of each zone provided for in this Bylaw is set out in Column 1 of Table 5.1 and the inclusion of the title elaboration contained in Column 2 of Table 1 is for convenience only.

5.1 Location of Zones

- .1 The location of each zone is established in Schedules D-F, the zoning maps of this Bylaw.

5.2 Zone Boundaries

- .1 Where a zone boundary is shown on Schedules D-F, the zoning maps, as following a highway or road right-of-way or watercourse, the centreline of the right-of-way or watercourse shall be the zone boundary.
- .2 Where the zone boundary does not follow a legally defined line, and where the distances are not specifically indicated, the location of the zoning boundary shall be determined by scaling from the zoning maps.

6.0 RU1 ZONE: RURAL RESIDENTIAL

The intent of the RU1 zone is to permit single-detached dwellings and duplexes on large un-serviced rural parcels.

6.1 Permitted Uses

In the RU1 zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Duplex
- (b) Single-detached dwelling

.2 Accessory Uses

- (a) Accessory buildings and structures
- (b) Accessory dwelling unit
- (c) Bed and breakfast
- (d) Home occupation
- (e) Keeping of bees, domestic animals, fowl, poultry, pigs, sheep or fur-bearing animals for domestic purposes
- (f) Secondary suite

6.2 Zone Specific Regulations

On a parcel located in an area zoned as RU1, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Maximum number of: (a) principal buildings (e.g. single detached dwelling or duplex) (b) accessory buildings (c) dwelling units	1 per parcel 3 per parcel 2 per parcel
.2 Maximum height of: (a) principal buildings (b) accessory buildings and structures (c) accessory dwelling units	10 m 5 m 8 m
.3 Minimum parcel size	1,000 m ²
.4 Minimum frontage for parcels with a: (a) single-detached dwelling (b) duplex	20 m 20 m (10 m if the duplex is divided vertically into two parcels)
.5 Minimum setback of principal buildings from: (a) front parcel line (b) interior side parcel line (c) exterior side parcel line (d) rear parcel line	7.5 m 1.5 m 3 m 7.5 m
.6 Maximum parcel coverage	40%

7.0 RU2 ZONE: RURAL AGRICULTURE

The intent of the RU2 zone is to permit rural and agricultural uses near the main townsite, Beryl Prairie, and along the Peace River. The intent is also to limit resource development.

7.1 Permitted Uses

In the RU2 zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Agriculture (excluding feed lots and fur farming)
- (b) Single-detached dwelling

.2 Accessory Uses

- (a) Accessory buildings and structures
- (b) Accessory dwelling unit
- (c) Animal Hospital
- (d) Bed and breakfast
- (e) Commercial recreation
- (f) Guest ranch
- (g) Home occupation
- (h) Kennel
- (i) Secondary suite

7.2 Zone Specific Regulations

On a parcel located in an area zoned as RU2, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Maximum number of principal buildings	1 per parcel
.2 Maximum building and structure height	11 m
(a) accessory dwelling units	8 m
.3 Minimum parcel size	10,000 m ²
.4 Minimum frontage	20 m
.5 Minimum setback of principal buildings from:	
(a) front parcel line	8 m
(b) interior side parcel line	8 m
(c) exterior side parcel line	8 m
(d) rear parcel line	8 m
.6 Maximum parcel coverage	20%

7.3 Other Regulations

- .1 All permitted uses for parcels that are located in the Agriculture Land Reserve must be in compliance with the provisions of the *Agricultural Land Commission Act*, and all conditions, orders and regulations thereto.
- .2 An abattoir is a permitted use on the following parcel:
 - (a) Parcel Identifier #014-913-712; Parcel A, District Lot 1232, Peace River Land District, Except Plan PGP18398 (R28068).

8.0 RU3 ZONE: RURAL RESOURCE

The intent of the RU3 zone is to permit a variety of, rural, agricultural and resource development uses in areas away from the main residential areas.

8.1 Permitted Uses

In the RU3 zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Agriculture
- (b) Resource development
- (c) Single-detached dwelling

.2 Accessory Uses

- (a) Accessory buildings and structures
- (b) Accessory dwelling unit
- (c) Animal hospital
- (d) Bed and breakfast
- (e) Campground
- (f) Commercial recreation
- (g) Guest ranch
- (h) Home occupation
- (i) Kennel
- (j) Secondary suite

8.2 Zone Specific Regulations

On a parcel located in an area zoned as RU3, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Maximum number of principal buildings	1 per parcel
.2 Maximum building and structure height	15 m
(a) accessory dwelling units	8 m
.3 Minimum parcel size	10,000 m ²
.4 Minimum setback of principal buildings from:	
(a) front parcel line	10 m
(b) interior side parcel line	10 m
(c) exterior side parcel line	10 m
(d) rear parcel line	10 m
.5 Maximum parcel coverage	20%

8.3 Other Regulations

- .1 All above ground structures associated with natural resource extraction, such as well sites and compressor stations, must be set back at least 500 m from any dwelling unit.
- .2 All permitted uses for parcels that are located in the Agriculture Land Reserve must be in compliance with the provisions of the Agricultural Land Commission Act, and all conditions, orders and regulations thereto.

9.0 R1 ZONE: LOW DENSITY RESIDENTIAL

The intent of the R1 zone is to permit single-detached dwellings and duplexes on compact parcels that are efficient to service with municipal water and sewer.

9.1 Permitted Uses

In the R1 zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (b) Duplex
- (c) Single-detached dwelling

.2 Accessory Uses

- (a) Accessory buildings and structures
- (b) Accessory dwelling unit
- (c) Bed and breakfast
- (d) Day care centre
- (e) Home occupation
- (f) Secondary suite

9.2 Zone Specific Regulations

On a parcel located in an area zoned as R1, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Maximum number of: (a) principal buildings (e.g. single detached dwelling or duplex) (b) accessory buildings (c) dwelling units	1 per parcel 3 per parcel 2 per parcel
.2 Maximum height of: (a) principal buildings (b) accessory buildings and structures (c) accessory dwelling units	10 m 5 m 8 m
.3 Minimum width of principal building	6.5 m
.4 Minimum floor area of principal buildings	60 m ²
.5 Minimum parcel size for parcels with a: (a) single-detached dwelling (b) duplex	500 m ² 750 m ² (375 m ² if the duplex is divided vertically into two parcels)
.6 Minimum frontage for parcels with a: (a) single-detached dwelling (b) duplex	15 m 20 m (10 m if the duplex is divided vertically into two parcels)
.7 Minimum setback of principal buildings from: (a) front parcel line (b) interior side parcel line (c) exterior side parcel line (d) rear parcel line	7.5 m 1.5 m 3 m 7.5 m
.8 Maximum parcel coverage	33%

9.3 Other Regulations

- .1 For parcels containing a single-detached dwelling, only one secondary suite or one accessory dwelling unit is permitted.

10.0 R1A ZONE: LOW DENSITY RESIDENTIAL (ELLIS CRESCENT)

The intent of the R1A zone is to permit existing single-detached dwellings and duplexes in Ellis Crescent.

10.1 Permitted Uses

In the R1A zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Duplex
- (b) Single-detached dwelling

.2 Accessory Uses

- (a) Accessory buildings and structures
- (b) Accessory dwelling unit
- (c) Bed and breakfast
- (d) Day care centre
- (e) Home occupation
- (f) Secondary suite

10.2 Zone Specific Regulations

On a parcel located in an area zoned as R1A, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Maximum number of: (a) principal buildings (e.g. single detached dwelling or duplex) (b) accessory buildings (c) dwelling units	1 per parcel 3 per parcel 2 per parcel
.2 Maximum height of: (a) principal buildings (b) accessory buildings and structures (c) accessory dwelling units	10 m 5 m 8 m
.3 Minimum width of principal buildings	6.5 m
.4 Minimum floor area of principal buildings	60 m ²
.5 Minimum parcel size for parcels with: (a) single-detached dwellings (b) duplexes	500 m ² 750 m ² (375 m ² if the duplex is divided vertically into two parcels)
.6 Minimum frontage for parcels with: (a) single-detached dwellings (b) duplexes	15 m 20 m (10 m if the duplex is divided vertically into two parcels)
.7 Minimum setback of principal buildings from: (a) front parcel line (b) interior side parcel line (c) exterior side parcel line (d) rear parcel line	4 m 1.5 m 3 m 6 m
.8 Maximum parcel coverage	33%

10.3 Other Regulations

- .1 For parcels containing a single-detached dwelling, only one secondary suite or one accessory dwelling unit is permitted.

11.0 R1B ZONE: LOW DENSITY RESIDENTIAL (LUCAS)

The intent of the R1B zone is to permit single-detached dwellings in the Lucas Subdivision.

11.1 Permitted Uses

In the R1B zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Single-detached dwelling

.2 Accessory Uses

- (a) Accessory buildings and structures
- (b) Accessory dwelling unit
- (c) Bed and breakfast
- (d) Day care centre
- (e) Home occupation
- (f) Secondary suite

11.2 Zone Specific Regulations

On a parcel located in an area zoned as R1b, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Maximum number of: (a) principal buildings (b) accessory buildings (c) dwelling units	1 per parcel 2 per parcel 2 per parcel
.2 Maximum height of: (a) principal buildings (b) accessory buildings (c) accessory dwelling units	10 m 5 m 8 m
.3 Minimum width of principal buildings	4.9 m (16 feet)
.4 Minimum floor area of principal buildings	111 m ²
.5 Minimum parcel size	997 m ²
.6 Minimum frontage	15 m
.7 Minimum setback of principal buildings from: (a) front parcel line (b) interior side parcel line (c) exterior side parcel line (d) rear parcel line	4 m 1.5 m 3 m 6 m
.8 Mandatory rear yard privacy fence	1.83m in height
.9 Modular home skirting	Siding to ground
.10 Maximum parcel coverage	33%
.11 Exterior cladding	Acceptable materials include stained wood, acrylic stucco, metal siding (except aluminum), cementitious wood fibre siding, fiberglass, factory finished composite wood siding, brick, stone and concrete block. Vinyl, aluminum, or roofing material is prohibited

12.0 R2 ZONE: MULTI-UNIT RESIDENTIAL

The intent of the R2 zone is to diversify the communities by permitting higher density residential uses close to the Town Centre.

12.1 Permitted Uses

In the R2 zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Apartment
- (b) Duplex
- (c) Single-detached dwelling
- (d) Townhome

.2 Accessory Uses

- (a) Accessory buildings and structures
- (b) Accessory dwelling unit
- (c) Bed and breakfast
- (d) Day care centre
- (e) Home occupation
- (f) Secondary suite

12.2 Zone Specific Regulations

On a parcel located in an area zoned as R2, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Maximum density	80 dwelling units per hectare
.2 Maximum number of accessory buildings	3 per parcel
.3 Maximum height of: (a) principal buildings (b) accessory buildings and structures (c) accessory dwelling units	10 m 5 m 8 m
.4 Minimum parcel size	900 m ²
.5 Minimum frontage	23 m
.6 Minimum setback of principal buildings from: (a) front parcel line (b) interior side parcel line (c) exterior side parcel line (d) rear parcel line	7.5 m 1.5 m 3 m 7.5 m
.7 Maximum parcel coverage	50%

12.3 Other Regulations

- .1 Any parcel in the R2 zone with a single-detached dwelling or duplex situated on it is subject to the regulations established in Section 9.2 (for the R1 zone), instead of the ones established in Section 12.2.
- .2 For parcels containing a single-detached dwelling, only one secondary suite or one accessory dwelling unit is permitted.

13.0 R3 ZONE: MANUFACTURED HOME PARK

The intent of the R3 zone is to permit existing manufactured home parks.

13.1 Permitted Uses

In the R3 zone, the following uses and no other uses are permitted:

- .1 Principal Uses**
 - (a) Manufactured home park
- .2 Accessory Uses**
 - (a) Accessory buildings and structures
 - (b) Home occupation

13.2 Zone Specific Regulations

On a parcel located in an area zoned as R3, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Maximum density	22 dwelling units per hectare
.2 Maximum height of: <ul style="list-style-type: none"> (a) principal buildings (b) accessory buildings and structures 	10 m 5 m
.3 Minimum width of principal buildings	4.5 m
.4 Minimum parcel size	2 hectares
.5 Minimum frontage of: <ul style="list-style-type: none"> (a) Manufactured home park (b) Individual manufactured home spaces 	50 m 12 m
.6 Minimum setback of principal buildings from: <ul style="list-style-type: none"> (a) front parcel line (b) interior side parcel line (c) exterior side parcel line (d) rear parcel line 	4 m 1.5 m 3 m 6.5 m
.7 Maximum parcel coverage	50%

13.3 Other Regulations

- .1 The minimum parcel size requirement for manufactured homes parks does not apply to manufactured home parks that existed before the date of adoption of this Bylaw.

14.0 C1 ZONE: TOWN CENTRE COMMERCIAL

The intent of the C1 zone is to permit and promote the development of a vibrant Town Centre that is characterized by a variety of mixed, commercial, residential and institutional uses.

14.1 Permitted Uses

In the C1 zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Artist studio
- (b) Bakery
- (c) Bingo hall
- (d) Building and garden supply
- (e) Café or coffee shop
- (f) Cannabis retail store
- (g) Cold beer and wine store
- (h) Commercial entertainment facility
- (i) Farmer's market
- (j) Financial institution
- (k) Fitness centre
- (l) Gift shop
- (m) Government office
- (n) Health service office and facility
- (o) Hotel
- (p) Laundromat and dry cleaner
- (q) Mixed use
- (r) Neighbourhood pub
- (s) Newspaper office and plant
- (t) Office equipment sales and service
- (u) Office
- (v) Off-street parking lots and facility.

- (w) Pawn shop
- (x) Personal service establishment
- (y) Post office
- (z) Public use
- (aa) Radio and television broadcasting and production studio
- (bb) Restaurant
- (cc) Retail printing service
- (dd) Retail store.

.2 Accessory Uses

- (a) Accessory buildings and structures
- (b) Caretaker residence

14.2 Zone Specific Regulations

On a parcel located in an area zoned as C1, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Minimum parcel size	300 m ²
.2 Maximum building and structure height	12 m
.3 Minimum parcel width	15 m
.4 Minimum setback of buildings and structures from:	
(a) front parcel line	0 m
(b) interior side parcel line	0 m
(c) exterior side parcel line	0 m
(d) rear parcel line	0 m
.5 Maximum parcel coverage	100%

14.3 Other Regulations

Where a parcel is used for combined commercial and residential use, the residential use must:

- .1 be contained in the same building as the commercial use; and
- .2 have an outside entrance separate from the entrance to the commercial use.

15.0 C2 ZONE: SERVICE COMMERCIAL

The intent of the C2 zone is to permit a broad range of automobile oriented commercial uses. It is intended that commercial uses in this zone primarily provide goods and services to local residents and or the traveling public.

15.1 Permitted Uses

In the C2 zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Artist studio
- (b) Automobile sales, service, rental and repair
- (c) Boat, trailer, motorcycle, ATV and recreational vehicle sales, service, rental and repair
- (d) Bus depot
- (e) Cannabis retail store
- (f) Car wash
- (g) Cold beer and wine store
- (h) Commercial entertainment facility
- (i) Convenience stores in conjunction with a service station
- (j) Fitness centre
- (k) Government office
- (l) Hotels and motel
- (m) Laundromat and dry cleaner
- (n) Licensed lounge, bar, nightclub or pub
- (o) Nursery and greenhouse supply, including related retail outlet
- (p) Office
- (q) Off-street parking lot and facility
- (r) Personal service establishment
- (s) Public use
- (t) Restaurants
- (u) Retail printing service

- (v) Retail sale of building supplies, hardware, household goods and sporting goods
- (w) Retail sale, rental and repair of small-scale machinery, farm implements, tools and small equipment such as chain saws, lawn and garden equipment, small appliances and similar equipment
- (x) Retail store
- (y) Service station
- (z) Tire shop, including sales, service and repair
- (aa) Trade contractor

.2 Accessory Uses

- (a) Accessory buildings and structures
- (b) Caretaker residence

15.2 Zone Specific Regulations

On a parcel located in an area zoned as C2, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Minimum parcel size	300 m ²
.2 Maximum building and structure height	12 m
.3 Minimum parcel width	15 m
.4 Minimum setback of buildings and structures from:	
(a) front parcel line	0 m
(b) interior side parcel line	1.5 m
(c) exterior side parcel line	3 m
(d) rear parcel line	1.5 m (6 m when abutting an R-zone or the RU1 zone)
.5 Maximum parcel coverage	75%

15.3 Other Regulations

- .1 Outdoor storage of materials is not permitted in any front yard in the C2 zone.

16.0 M1 ZONE: LIGHT INDUSTRIAL (SERVICED)

The intent of the M1 zone is to permit a broad range of light industrial uses that require fully serviced land. It is intended that industrial uses in this zone primarily provide support products and services to local businesses, agriculture and resource development.

16.1 Permitted Uses

In the M1 zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Animal hospital
- (b) Animal shelter
- (c) Artist studio
- (d) Auction house
- (e) Automobile sales, services, rental and repair
- (f) Bottling and distribution plant
- (g) Brewery and distillery operation
- (h) Car wash
- (i) Cartage (delivery and express facilities), hauling, moving and storage (including truck terminals and packing/crating facilities)
- (j) Commercial storage
- (k) Fuel sales and storage including card-lock fuel sales and wholesale distribution
- (l) Funeral parlour
- (m) Industrial trades training facility
- (n) Laboratories and research establishment
- (o) Laundromat and dry cleaner
- (p) Machine shop
- (q) Machinery and heavy equipment sales, rental, servicing and repair
- (r) Nursery and greenhouse including related retail outlet
- (s) Offices, storage buildings and workshops for general contractor and trade contractor
- (t) Oilfield supplies and service

- (u) Produce and meat processing, including canning, freezing, packing facilities for cold storage, and ice plant
- (v) Recycling depot
- (w) Secondary wood processing
- (x) Service station
- (y) Sheet metal shop
- (z) Sign shop
- (aa) Small engine sales and repair shop
- (bb) Small-scale manufacturing, assembly, processing, finishing and packaging
- (cc) Storage facility including cold storage and ice plant
- (dd) Taxidermy establishment
- (ee) Taxi office
- (ff) Tire shop, including sales, service and repair
- (gg) Truck and truck-trailer sales, rental and repair
- (hh) Upholstery shop
- (ii) Warehousing and wholesale establishment
- (jj) Welding shop

.2 Accessory Uses

- (a) Accessory buildings and structures
- (b) Caretaker residence

16.2 Zone Specific Regulations

On a parcel located in an area zoned as M1, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Minimum parcel size	1,000 m ²
.2 Maximum building and structure height	12 m
.3 Minimum parcel width	30 m
.4 Minimum setback of buildings and structures from: (a) front parcel line (b) interior side parcel line (c) exterior side parcel line (d) rear parcel line	10 m 0 m (6 m when abutting an R-zone or the RU1 zone) 10 m 0 m (6 m when abutting an R-zone or the RU1 zone)
.5 Maximum parcel coverage	60%

17.0 M2 ZONE: LIGHT INDUSTRIAL (UN-SERVICED)

The intent of the M2 zone is to permit a variety of light industrial uses that require large tracts of land but do not require municipal services such as water and sewer.

17.1 Permitted Uses

In the M2 zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Automotive wrecking, storage of old machinery parts and junk yard
- (b) Lumber yard
- (c) Machinery and heavy equipment storage
- (d) Manufactured home sales
- (e) Natural resource extraction
- (f) Processing and storage of sand and gravel and other non-metallic mineral products
- (g) Temporary worker camp
- (h) Vehicle storage and parking facilities including truck and recreational vehicles
- (i) Warehouse and outdoor storage, including storage of explosives and fuel

.2 Accessory Uses

- (a) Accessory buildings and structures

17.2 Zone Specific Regulations

On a parcel located in an area zoned as M2, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Minimum parcel size for:	1,000 m ²
.2 Maximum building and structure height	15 m
.3 Minimum parcel width	30 m
.4 Minimum setback of buildings and structures from:	
(a) front parcel line	10 m
(b) interior side parcel line	10 m
(c) exterior side parcel line	10 m
(d) rear parcel line	10 m

17.3 Zone Specific Regulations

- .1 A temporary use permit is required from the District of Hudson's Hope for all temporary worker camps.
- .2 All temporary worker camps must be constructed in accordance with the District of Hudson's Hope Building Bylaw.

18.0 M3 ZONE: HEAVY INDUSTRIAL

The intent of the M3 zone is to permit a variety of heavy industrial uses.

18.1 Permitted Uses

In the M3 zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Forage crop dehydration plant
- (b) Fertilizer plant
- (c) Manufacturing of asphalt and other petroleum, coal or tar products
- (d) Manufacturing of concrete and concrete aggregate products
- (e) Sawmill and wood processing plant
- (f) Stock auction including feed parcels and stockyards
- (g) Processing of agricultural products including seed cleaning plant
- (h) Processing and storage of sand and gravel and other non-metallic mineral products

.2 Accessory Uses

- (a) Accessory buildings and structures

18.2 Zone Specific Regulations

On a parcel located in an area zoned as M3, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Minimum parcel size for:	1,000 m ²
.2 Maximum building and structure height	15 m
.3 Minimum parcel width	30 m
.4 Minimum setback of buildings and structures from:	
(a) front parcel line	10 m
(b) interior side parcel line	10 m
(c) exterior side parcel line	10 m
(d) rear parcel line	10 m

19.0 P1 ZONE: INSTITUTIONAL

The intent of the P1 zone is to provide land for a range of civic and institutional uses throughout the District.

19.1 Permitted Uses

In the P1 zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Airport
- (b) Cemetery
- (c) Colleges and other post-secondary education facility
- (d) Community care facility
- (e) Community hall and league building
- (f) Cultural and recreational facility
- (g) Government office
- (h) Health services facility
- (i) Landfill site and transfer station
- (j) Library
- (k) Museum
- (l) Place of worship
- (m) Public use
- (n) Public works yard
- (o) School
- (p) Utility

.2 Accessory Uses

- (a) Accessory buildings and structures
- (b) Caretaker residence

19.2 Zone Specific Regulations

On a parcel located in an area zoned as P1, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Minimum parcel size	500 m ²
.2 Maximum building and structure height	15 m
.3 Minimum parcel width	15 m
.4 Minimum setback of buildings and structures from:	0 m
(a) front parcel line	0 m (3 m when abutting an R-zone)
(b) interior side parcel line	0 m
(c) exterior side parcel line	6 m
(d) rear parcel line	
.5 Maximum parcel coverage	50%

20.0 P2 ZONE: PARKS AND OPEN SPACE

The intent of the P2 zone is to provide outdoor amenity space for residents and protect undeveloped natural space throughout the District.

20.1 Permitted Uses

In the P2 zone, the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Boat launch and marina
- (b) Campground
- (c) Greenbelt
- (d) Parks and recreation site
- (e) Playfield and playground
- (f) Tourist vehicle parking and facilities

.2 Accessory Uses

- (a) Accessory buildings and structures

20.2 Zone Specific Regulations

On a parcel located in an area zoned as P2, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Maximum building and structure height	15 m
.2 Minimum setback of buildings and structures from:	
(a) front parcel line	6 m
(b) interior side parcel line	3 m
(c) exterior side parcel line	6 m
(d) rear parcel line	3 m

21.0 OR ZONE: OUTDOOR RECREATION

The intent of the OR zone is to permit larger scale outdoor tourism uses in a rural setting where municipal services are not required.

21.1 Permitted Uses

In the OR district the following uses and no other uses are permitted:

.1 Principal Uses

- (a) Campground
- (b) Commercial recreation
- (c) Golf course
- (d) Guest ranch
- (e) Lodges and cabins for tourist accommodation
- (f) Marina and boat launch
- (g) Park and recreation site
- (h) Playfield and playground
- (i) Resort
- (j) Restaurant and convenience store in conjunction with guest ranch, resort or lodge
- (k) Shooting range and associated clubhouse
- (l) Tourist vehicle parking and facilities

.2 Accessory Uses

- (a) Accessory buildings and structures
- (b) Caretaker residence

21.2 Zone Specific Regulations

On a parcel located in an area zoned as OR, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
.1 Maximum building and structure height	15 m
.2 Minimum parcel size	10,000 m ²
.3 Minimum parcel width	30 m
.4 Minimum setback of buildings and structures from:	
(a) front parcel line	8 m
(b) interior side parcel line	8 m
(c) exterior side parcel line	8 m
(d) rear parcel line	6 m
.5 Maximum parcel coverage	20 %

21.3 Other Regulations

- .1 A maximum of one restaurant is permitted per parcel in the OR zone.
- .2 A maximum of one convenience store is permitted per parcel in the OR zone.
- .3 All shooting ranges are subject to the provisions of the Firearms Act, and all conditions, orders and regulations thereto.

SCHEDULE B

OFF-STREET PARKING AND LOADING REQUIREMENTS

1.0 Application

- .1 Space for the off-street parking and loading of motor vehicles in respect of a use permitted under this Bylaw must be provided and maintained in accordance with the regulations of this schedule.

2.0 Exemptions

- .1 The regulations contained in this section do not apply to buildings, structures and uses existing as of the date of adoption of this Bylaw provided that off-street parking and loading spaces existing at the time of adoption of this Bylaw shall be maintained in accordance with this section for any addition to an existing building and structure or change or addition to the existing use after adoption of this Bylaw.

3.0 Location of Parking Spaces

- .1 With the exception of the C1 zone, required parking and loading spaces shall be located on the same parcel as the building they serve.
- .2 In the C1 zone, required parking spaces shall be located either:
 - (a) on the same parcel as the building they serve; or
 - (b) on another parcel within 150.0m from the building site, provided that such parking is a permitted use of the parking parcel, a restrictive covenant is registered against the title of the parking parcel to ensure that the parking area is used only for parking spaces for the building requiring the parking, and an easement is registered against the title of the parking parcel in favour of the owner of the parcel on which the building requiring the parking is located.

4.0 Pay in Lieu of Parking

- .1 Where a property is developed within 200 m of a public off-street automobile parking area owned and operated by the District, a partial or total reduction of on-site parking requirements is permitted if the owner pays \$8,000 per parking space, which the District will place in its Parking Facilities Reserve Fund to be used for parking and public transportation facilities.

5.0 Shared Parking

- .1 The use of shared parking spaces may occur where two or more uses on the same or separate parcels are able to share parking spaces because their parking demands occur at different times of day. Shared use of required non-residential parking spaces shall be permitted if the following documentation is submitted in writing to the District as part of a business license or building permit, or development permit application, and an easement is registered against the title of the land on which the parking spaces are located, in favour of the owners of the parcel on which the buildings requiring the parking is located:
 - (a) The names and addresses of the uses and of the owners or tenants that are sharing the parking.

- (b) The location, number and type of parking spaces that are being shared.
- (c) An analysis prepared by a qualified professional engineer showing that the peak parking times of the uses occur at different times of day and that the parking area or spaces will be sufficient for the anticipated demands of both uses.

6.0 Parking or Storage of Commercial Vehicles, Trucks, Trailers, Boats or Equipment in Residential Areas

- .1 No person shall park or store a commercial vehicle, a truck, a dismantled or wrecked automobile, truck or vehicle, a boat, a trailer or construction equipment outside of a building in any R-zone or the RU1 zone, except:
 - (a) one operating and licensed truck or commercial vehicle not exceeding 4,000 kg gross vehicle weight;
 - (b) trucks, commercial vehicles or equipment temporarily required for the ongoing construction, repair and servicing or maintenance of the premises;
 - (c) any dismantled or wrecked vehicle for a period of not more than 15 successive days;
 - (d) one boat or vessel not exceeding a centreline length of 11 m; and
 - (e) one recreational vehicle not exceeding a body length of 14 m.

7.0 Standards

- .1 All parking spaces must have a:
 - (a) clear length of not less than 6 m;
 - (b) clear width of not less than 2.5 m; and
 - (c) clear height of not less than 2.2 m.
- .2 Notwithstanding section 1.5.1, 20% of the total required parking may be used to accommodate small car parking. Where small car areas have been provided, a sign must be posted indicating small car parking only. Each small car parking stall must have a:
 - (a) clear length of 5 m;
 - (b) clear width of 2.3 m; and
 - (c) clear height of not less than 2.2 m.
- .3 Ingress and egress to and from all parking spaces must be by means of unobstructed manoeuvring aisles. The manoeuvring aisles must be not less than 6 m for right angle parking and may be reduced to 4.5 m for angle parking up to forty-five degrees to the manoeuvring aisle.

- .4 Where more than 10 parking spaces are provided, they must be so designed that vehicles are not required to back out or drive directly onto a highway.
- .5 Every off-street parking area must:
- (a) be graded to provide an even surface;
 - (b) be drained so that no surface water:
 - .i accumulates thereon;
 - .ii runs off onto any sidewalk; or
 - .iii runs off onto any highway if the area is not paved.
 - (c) be surfaced with gravel or crushed rock, treated to suppress dust, and kept free of weeds;
 - (d) have access to and from highways other than limited access to highways in accordance with District regulations and have constructed sidewalk crossovers.
- .6 All required off-street parking and loading areas in an R-zone, C-zone, P-zone or RU1-zone (to a maximum length of 12 meters beginning from the road surface within the municipal road right of way), must:
- (a) Be surfaced with a permanent surface of asphalt, concrete or similar pavement, or other hard surface such as interlocking paving stones, so as to provide a surface that is durable and dust-free and must be graded and drained so as to properly dispose of all surface water; and
 - (b) Have fences or curbs to prevent the crossing of sidewalks and boulevards except at authorized entrances and exits.
- .7 Where a parking lot abuts a highway or a sidewalk adjacent to a highway, curbs must be placed at the end of each parking stall at a distance of not less than 0.75 m from the sidewalk or highway so as to prevent vehicles from encroaching into pedestrian areas.
- .8 Lighting in parking facilities (covered or open) having twenty (20) or more spaces will conform to the standards in Table B-1.

TABLE B-1: LIGHTING DESIGN REQUIREMENTS

Lux (minimum on pavement)	Foot candles (minimum on pavement)	Uniformity Ration (average minimum)
6	0.6	4.1

- .9 Lighting design of parking facilities of twenty (20) or more spaces must be certified by an engineer to meet the standards set out in Table B-1. Lighting standards of access road should match the adjacent highway lighting.

- .10 All required off-street parking shall be used for the purpose of accommodating vehicles of clients, customers, employees, members, residents or tenants who use the principal facility and such parking must not be used for off-street loading, driveways, access or egress, commercial repair work, display sales or storage yards.
- .11 Where more than 20 parking stalls are required, every off-street parking lot or parkade must provide 1% of the required stalls, with a minimum of 1 stall, for the use of physically challenged persons. Each stall must be:
 - (a) at least 4 m in width and at least 7.5 m in length;
 - (b) located as close as possible to a main accessible building entrance; and
 - (c) clearly identified for the exclusive use of physically challenged persons.
- .12 Where a dwelling unit or units are located in a non-residential zone in conjunction with non-residential use, one on-site parking space must be provided for each unit, located in such a way as not to impair the use of secondary access to the premises.

8.0 Number of Parking Spaces

The minimum number of off-street parking spaces permitted for a class of building is calculated according to Table B-2.

TABLE B-2: MINIMUM OFF-STREET PARKING REQUIREMENTS

Use	Minimum Off-Street Parking Spaces Required
Automobile sales and services	1 per 70 m ² sales floor plus 1 per service bay plus 1 per 2 employees
Animal hospitals	1 per 2 employees plus 3 per veterinarian
Auction houses	1 per 10 m ² of auction floor
Bed and breakfast	1 space per bedroom available for rent, in addition to the parking required for the single detached dwelling
Bowling alley	2 per bowling lane
Boat and recreation vehicles sales and service	1 per 2 employees plus 1 per 100 m ² display area (covered and outside)
Building supply	1 per 2 employees plus 1 per 100 m ² display area (covered and outside)
Campground/overnight	1 per space
Place of worship	1 per 10 seats
Clubhouses, lodges	1 per 6 seats
College	1 per employee plus 1 per 5 students
Convenience store	1 per 20 m ² of floor area of retail portion of building, or a total of 4, whichever is greater

Use	Minimum Off-Street Parking Spaces Required
Contractor's workshop and yards	1 per 2 employees
Cultural facility (art gallery, museums, etc.)	1 per 50 m ² of floor area
Financial institution	1 per 30 m ² of floor area
Funeral parlour	1 per 6 seats in chapel
Service station	1 per 2 employees plus 2 per service bay
Golf course	50 stalls per 9 holes
Golf driving range	1 per tee plus 1 per 2 employees
Health services facility	4 stalls per doctor or dentist
Hospital	1 per 4 beds
Hotel	1 per unit, plus 1 per 6 seats in bar, cafe, etc.
Ice cream stand	3 per employee
Laboratory	1 per 2 employees
Dry cleaner	1 per 2 employees
Laundromats	1 per 3 washing machines
Machinery sales	1 per 2 employees plus 1 per 100 m ² of sales floor
Manufacturer, industrial	1 per 2 employees
Marina	1 per 2 boat spaces plus 1 per 2 employees
Motel	1 per unit plus 1 per 6 seats in a cafe, etc.
Nurseries, greenhouses	1 per 15 m ² of floor area retail sales building
Offices, other	1 per 6 m ² of floor area
Police office	1 per 2 employees
Pool, swimming	1 per 12 m ² of water surface
Post office	1 per 2 employees plus 1 per 300 boxes
Bus depot	1 per 20 m ² of waiting room plus 1 per 2 employees
Recreation centre	1 per 10 m ² of ice area plus 1 per 12 m ² of pool surface plus 1 per 40 m ² for other sports
Residential, single-detached and duplex	2 per dwelling
Community care facility	1 per 6 dwelling units
Residential, other than single-detached dwelling and duplex	1.5 per dwelling unit
Restaurant	1 per 5 seats

Use	Minimum Off-Street Parking Spaces Required
School	1 per employee
Retail store, supermarket, liquor, other retail, personal services except convenience store	1 per 40 m ² of retail floor area
Theatre (not drive-in)	1 per 10 seats
Tourist attraction	1 per 6 person capacity
Taxi stand	1 per taxi plus 1 per office employee
Tire shops, sales and service	1 per 2 employees plus 1 per bay
T.V. / radio station	1 per 2 employees
Vegetable/produce stand	3 per employee
Warehouse	1 per 2 employees

9.0 Off-Street Loading

- .1 In the case of mixed uses, the total requirements for off-street loading facilities will be the sum of the requirements for the various uses computed separately.
- .2 Where a building or structure contains more than one use whose business hours of operation do not overlap, the total requirements for off-street loading facilities shall be the greatest number required for any of the individual uses.
- .3 On every parcel used as a retail store, business, industry, warehouse or other similar use, the minimum number of spaces will be as outlined in Table B-3.
- .4 On every parcel used as an office building, place of public assembly, hospital, hotel, clubhouse or lodge, auditorium, public utility, school or other similar use, the minimum number of spaces will be as outlined below in Table B-4.

TABLE B-3: MINIMUM REQUIRED OFF-STREET PARKING SPACES

Total Floor Area of Building(s)	Minimum Off-Street Parking Spaces Required
Less than 500 m ²	1
500 m ² - 2,000 m ²	2
2,000 m ² - 5,000 m ²	3
Each additional 5,000 m ² or each fraction thereof in excess of 2,000 m ²	1 additional

TABLE B-4: MINIMUM REQUIRED OFF-STREET LOADING SPACES

Total Floor Area of Building(s)	Minimum Off-Street Loading Spaces Required
Less than 3,000 m ²	1
3,000 m ² - 6,000 m ²	2
2,000 m ² - 5,000 m ²	3
Each additional 6,000 m ² or each fraction thereof in excess of 3,000 m ²	1 additional

- .5 Off-street loading spaces and facilities must be located on the same parcel as the use served, but not within the front yard nor closer than 15 m to the nearest point of intersection of the centre lines of any two road allowances.
- .6 The location and size of all points of ingress and egress to a loading area is subject to the access regulations of the District.
- .7 All off-street loading and unloading spaces must be of adequate size, and with adequate access thereto, to accommodate the types of vehicles which will be loading and unloading, but as a minimum will be sufficient to accommodate a vehicle:
 - (a) 7.5 m in length;
 - (b) 3 m in width; and
 - (c) 4 m in height.
- .8 All loading areas must be provided with adequate curbs in order to retain all vehicles within such permitted loading areas, and to ensure that required fences, walls, hedges or landscaped areas, as well as any buildings, will be protected from parked vehicles.
- .9 Each loading space must be surfaced with asphalt, concrete, or similar pavement so as to provide a durable dust-free surface, and must be so graded and drained so as to properly dispose of all surface water.
- .10 Any lighting used to illuminate any loading area must be so arranged that all direct rays of light are reflected upon the loading area and not on any adjoining premises or highway.

SCHEDULE C

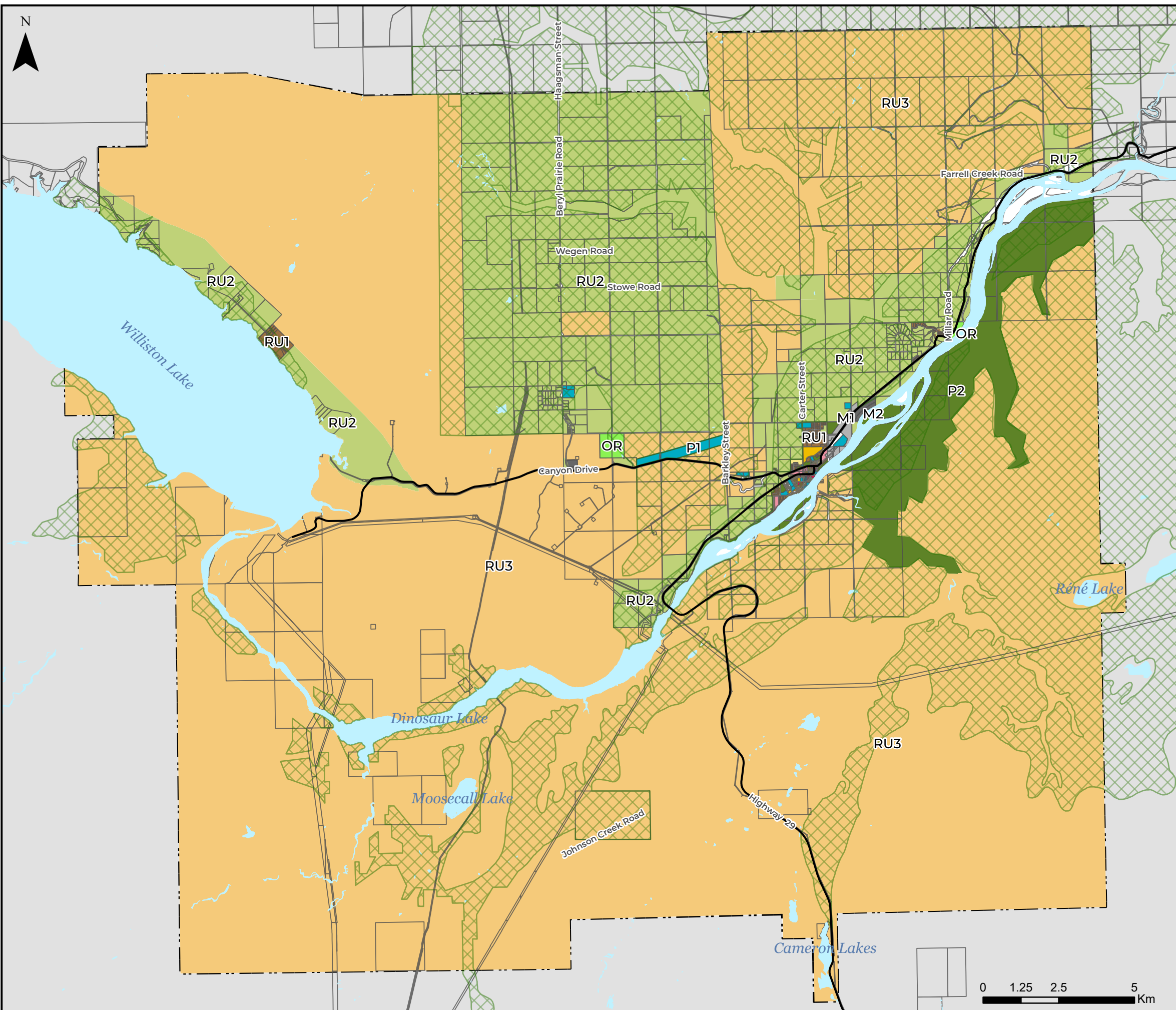
OFFENCES AND PENALTIES

1.0 Building/Site Non-Compliance Offences

Offense	Penalty (per offense per day)
Siting Infringement	\$ 100.00
Height Infringement	\$ 100.00
Obstructing corner vision	\$ 100.00
Over height fence	\$ 100.00
Accessory building infringement	\$ 100.00
Insufficient parking	\$ 100.00
Parking not surfaced as required	\$ 100.00
Failure to provide landscaping	\$ 100.00
Yard or setback infringement	\$ 100.00
Unlawful external storage of products/materials/containers	\$ 100.00

2.0 Land Use Non-Compliance Offences

Offense	Penalty (per offense per day)
Failure to licence home occupation	\$ 100.00
Exceed minimum home occupation area	\$ 100.00
Retail of prohibited goods	\$ 100.00
Prohibited commercial vehicle	\$ 100.00
Home occupation with person other than inhabitant	\$ 100.00
Home occupation creating traffic congestion/parking problem	\$ 100.00
Home occupation creating nuisance	\$ 100.00
Home occupation involving prohibited materials	\$ 100.00
Exterior indication of home occupation infringement	\$ 100.00
Unlawful land use	\$ 100.00



Zoning Bylaw Map - District Bylaw No. 949, 2024

Legend

- Agricultural Land Reserve
 - Legal Boundaries
 - Municipal Boundary
 - Major Road / Highway
- ### Zoning
- C1 - Town Centre Commercial
 - C2 - Service Commercial
 - M1 - Light Industrial (Served)
 - M2 - Light Industrial (Unserved)
 - P1 - Institutional
 - OR - Outdoor Recreation
 - P2 - Parks and Open Space
 - R1 - Low Density Residential
 - R1a - Low Density Residential (Ellis Crescent)
 - R1b - Low Density Residential (Atkinson)
 - R2 - Multi-unit Residential
 - R3 - Manufactured Home Park
 - RU1 - Rural Residential
 - RU2 - Rural Agriculture
 - RU3 - Rural Resource

SOURCE: Municipal boundary, Agricultural Land Reserve, water features and Digital Road Atlas from Data BC. Legal Boundaries from Parcel Map BC - Integrated Cadastral Information Society. Date of data access: May 2024

NOTE: For clarity purposes, the zoning designation in the areas of the approximate edge of water boundaries has been shown only up to the high water mark and may not include the full extent of the parcel under the water.

Zoning designations extend to the centrelines of adjacent streets.

BYLAW NO.	AMENDMENTS	DATE

SCHEDULE D

From: Kellett, Mike <Mike.Kellett@bchydro.com>
Sent: Monday, June 3, 2024 4:04 PM
Cc: Mosure, David <Dave.Mosure@bchydro.com>
Subject: 2024 UBCM Convention - Invitation to meet with BC Hydro

Good afternoon,

BC Hydro is once again extending an invitation for local government officials to meet with senior BC Hydro executives during the week of September 16th at the 2024 UBCM Convention. These meetings are designed to address specific concerns affecting your community.

If you would like to arrange a meeting, please fill out our [Meeting Request Form](#) – (Link can also be found below) by **Friday, June 28th, 2024**. Please note, our meeting times are limited to 20 minutes to ensure we can connect with as many local governments as possible during the convention. As such, we encourage you to limit your topic selection to a single issue to allow for a more meaningful conversation.

The Meeting Request Form can also be scanned and submitted by email directly to Matt.Lahti@bchydro.com

<https://form.jotform.com/241074572876060>

As always, we are pleased to meet with you outside of UBCM to discuss any issues.

We will provide full meeting details in early September once we confirm the date and time.

Thank you,

Mike Kellett, APR | Manager, Northern Community Relations

BC Hydro

3333 – 22nd Avenue
Prince George, BC V2N 1B4

P 250 561 4929

M 250 613 9087

E mike.kellett@bchydro.com

bchydro.com

Smart about power in all we do

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[WARNING: This message is from an external source]

From: [PeaceValley ArtsSociety](#)
To: [Andrea Martin](#)
Cc: [Crystal Brown](#); [Travous Quibell](#)
Subject: Resolution of Support
Date: June 11, 2024 3:57:26 AM

Hello,

I'm writing on behalf of the Peace Valley Arts Society to garner a letter of support from council for our application to NDIT for the BC Hydro Go Fund. We have recently run a number of Pottery workshops and are hoping to acquire a new Electric Kiln and the associated furniture.

We have been able to run the Pottery workshops due to local talent that partake in pottery. This has lead to a surplus of unfired pottery, while we currently have functioning Kiln the age of the equipment and effectiveness of the kiln to deteriorate with the increase in pottery requiring firing. The age of the equipment also brings with it safety concerns that we wish to mitigate with a new updated Kiln to provide a safer experience for any new local potters that want to get more involved in the art.

Thank you for your time and consideration in writing a letter of support for our Peace Valley Arts Society.

Sincerely,

Joel Stark
Executive Director, Peace Valley Arts Society

[WARNING: This message is from an external source]

From: [Joel Stark](#)
To: [Andrea Martin](#)
Cc: [Crystal Brown](#); [Travous Quibell](#)
Subject: Resolution of Support for HHRAC
Date: June 11, 2024 4:08:56 AM

Hello,

I'm writing on behalf of the Hudson's Hope Radio Amateur Club to garner a letter of support from council for our application to NDI for the BC Hydro Go Fund. We are looking to apply to this grant to acquire additional funding for our Signal Hill project.

We humbly seek your support in the form of a letter of endorsement for our grant application. We deeply appreciate the Council's commitment to our project thus far and are resolute in our pursuit of fulfilling the requirements set forth by Council last year. With your endorsement we can confidently approach potential funding sources that will propel the Signal Hill Project towards successful realization.

Thank you for your time and consideration in writing a letter of support for our Hudson's Hope Radio Amateur Club.

Sincerely,

Joel Stark
President, HHRAC
VE7JXS

[WARNING: This message is from an external source]

River of the Peace Metis Society

10801 Dudley Drive, PO Box 701

Hudson's Hope, BC, V0C 1V0

250-783-2034

riverofthepeacemetis@gmail.com



To District of Hudson's Hope Council

Letter of Support Request

The River of the Peace Metis Society is looking for a letter of support to be able to apply for the BC Hydro GO Fund, we will be requesting the maximum amount for the grant, which is \$10,000.

We will be using this grant, if given, to provide \$100-\$150 food vouchers to vulnerable members of the community who are in need.

We will also be helping with transportation and medication of community members in Hudson's Hope who need it. We have received this grant in the past with your support and used the funds for the same purpose; another letter of support is needed to request for the grant again.

We thank you in advance for your support if given.

Warm regards,

Valerie Paice
President



BYLAW AMENDMENT REVIEW

Recommended Adjustments to Proposed Bylaw Amendments

Submitted to:

District of Hudson's Hope Mayor and Council

June 10, 2024

Prepared by:

Hudson's Hope Municipal Advisory Committee
hhmunicipaladvisorycommittee@protonmail.com

Report Summary

In March 2024, the District of Hudson's Hope's administration submitted several proposed amendments to existing Bylaws. Many community members were concerned that the content of the amendments was not appropriately tailored to reflect the values of the community and, in response, the Hudson's Hope Municipal Advisory Committee (the Committee) was formed in order to gather community feedback for consideration by the Mayor and Council prior to adoption of the proposed amendments.

As requested, the Committee has compiled recommended alterations to the amendments along with the rationale for recommendations; these are presented as markups on the original Bylaw documents.

We would like to express our gratitude to the Mayor and Council for their patience in delaying their decisions until the Committees feedback could be submitted, and for reviewing the following pages with an open mind. This legislation is critical to the success of our community, and we are looking forward to supporting the District and Council in developing a set of Bylaws and other initiatives that will serve our community, respect our residents, and support the unique culture of our corner of the Peace Region to continue to flourish.

Sincerely,

The Hudson's Hope Municipal Advisory Committee

Property Maintenance Bylaw No. 941, 2024

Committee recommendations in response to amendments proposed by District administration to the original Bylaw No. 791 (2010).

Summary

Discussion around Bylaw No. 941 centered largely around ensuring owners of real property within the District of Hudson's Hope continue to be afforded as much freedom as possible in terms of what they own.

The suggested changes try to:

- remove vague language that can lead to issues with interpretation and consequent issues with administration of the Bylaw,
- limit the municipal reach on community members assets such as vehicles, equipment, and wood,
- remove unrealistic rules which would make the Bylaw unenforceable, such as policing cracks, rust and peeling paint,
- remove RCMP as an option for Bylaw enforcement,
- adjust the ticketing system to ensure that there is a culture of education and encouraging compliance rather than a heavy-handed 'ticketing into compliance' culture.

During the Committees review there was considerable discussion regarding maintaining the integrity of the Bylaw and its purpose in keeping our community clean, safe, and presentable. The Committee agrees with this sentiment and has tried to balance it with our support towards the residents in keeping creative households, valuable assets, and supporting the relaxed culture our community has come to value and represent.

Amendments proposed by District Administration in yellow highlight
Committee's suggested additions and deletions in red
Committee's rationale in blue.

DISTRICT OF HUDSON'S HOPE
BYLAW NO. 791-941, 2024

A bylaw to regulate, prohibit, and impose requirements prevent unsightliness and promote the maintenance of in relation to real property in the District of Hudson's Hope

WHEREAS pursuant to the ~~Community Charter~~, Council may has the authority to regulate, prohibit and impose requirements in relation to nuisances, disturbances and other objectionable situations;

AND WHEREAS Council wishes to prohibit conditions to discourage and prevent Dangerous Wildlife from entering the District of Hudson's Hope;

NOW THEREFORE the Council of the District of Hudson's Hope, in open meeting assembled, enacts as follows:

TITLE GENERAL PROVISIONS

- 1.1 This Bylaw may be cited as "District of Hudson's Hope Property Maintenance Bylaw No. 791, 2010-941, 2024".
- 1.2 District of Hudson's Hope Property Maintenance Bylaw No. 791, 2010, and all its amendments shall be repealed.
- 1.3 If any portion of this bylaw is declared invalid by a court, the invalid portion shall be severed, and the remainder of the bylaw is deemed valid.
- 1.4 The headings used in this bylaw are for convenience only and do not form part of this bylaw and are not to be used in the interpretation of this bylaw.
- 1.5 Any enactment referred to herein is a reference to an enactment of the Province of British Columbia and regulations thereto, as amended, revised, consolidated, or replaced from time to time.
- 1.6 Unless otherwise defined in this bylaw, terms used shall have the meanings as set out in the *Charter*, as applicable.
- 1.7 Schedule A is attached to and forms part of this Bylaw.

DEFINITIONS

2.1 In this Bylaw:

- (a) "Bylaw Enforcement Officer" means a person appointed by Council as an Officer, a Bylaw Enforcement Officer, ~~or a Building Inspector, or a member of the Royal Canadian Mounted Police;~~

The role of Bylaw enforcement should remain the sole responsibility of the District and it's staff.

"Charter" means the *Community Charter, [SBC 2003], c.26;*

"Corporate Officer" means the Corporate Officer of the District of Hudson's Hope;

(b) "Council" means the ~~duly elected~~ Council of the District;

"Dangerous Wildlife" means the same meaning as in the *Wildlife Act;*

(c) ~~"Derelict Vehicle" means:~~

- ~~(i) a motor vehicle as defined by the *Motor Vehicle Act*, that is not licensed and is wrecked or incapable of motion under its own power; or~~
- ~~(ii) part of a motor vehicle;~~

Definition removed as these edits suggest the term will not be used.

(d) "District" means the District of Hudson's Hope;

"Property" means real property;

(e) "Offending Material" means any material or substance that this Bylaw requires owners and occupiers to remove or clear from their ~~real~~ property, ~~and includes graffiti and unsightly conditions;~~

"Noxious Weeds" means a weed designated by the *Weed Control Regulation* to be a noxious weed, and includes the seeds of the noxious weed;

(f) ~~"Removal Order" means an order~~ issued according to Section of this Bylaw and , ~~substantially in the form attached to this Bylaw as Schedule "A", signed by a Bylaw Enforcement Officer;~~

Vague terminology; concern that this definition could lead to the forced disposal of items which the property owner values

(g) "Rubbish" includes:

- a) garbage, ~~filth, scrap, junk,~~ trash, debris, waste materials; or used oil
- b) discarded, dilapidated, ~~disused,~~ or broken items or materials;
- c) ~~plastic~~ bottles, broken glass, ~~tin cans,~~ crockery, plastic, old paper, cardboard, ~~wire ropes, metal containers, or wood products;~~
- d) ~~inoperative or unused~~ household appliances, furniture ~~designed to be used indoors,~~ tires, ~~electronic devises,~~ devices* ~~trailers, boats, machinery, or unused mechanical or metal parts; or~~
- e) ~~unused wood or wood products, excluding seasoned untreated wood or manufactured products cut in lengths for use as fuel in solid fuel burning appliances;~~

These items are valuable assets.

Suggest addition of the term Graffiti with the definition of "art that is written, painted or drawn on a wall or other public surface, without permission and within public view. "

This wording suggests that an owner cannot store wood on their property; Wood is an appreciating asset of considerable value, there is no reason to limit ownership or storage of wood products on private property.

Concern that these terms (holes, rot, etc.) do not necessarily make a structure unsafe or unsightly and may obligate property owners to seek unaffordable repairs.

Unightly Conditions includes:

- a) the accumulation of Rubbish, graffiti, or ~~Derelict Vehicles~~;
- b) ~~fencing materials that are broken, rotting, contain holes or cracks, or are rusted or covered with peeling paint;~~
- c) ~~landscaping plants, bushes and trees that are dead or are demonstrating uncontrolled growth;~~ **pose immediate safety concerns to the public**
- d) building or structure or parts thereof that ~~contains holes, breaks, rot, or that is crumbling or cracking, or is covered with rust or peeling paint or any other evidence of physical decay or neglect or excessive use or lack of maintenance, or~~
- e) ~~any other similar conditions or disrepair and deterioration regardless of the condition of other properties in the neighbourhood.~~

GENERAL PROHIBITIONS – PUBLIC PROPERTY

3.1. No person shall deposit or throw any Rubbish on any highway or public place within the District.

4.3.2 No person shall place graffiti on any building, or structure, or any surface elsewhere on- or adjacent to- any highway or public place within the District.

GENERAL PROHIBITIONS – PRIVATE PROPERTY

or Unightly Conditions

5.3.3 No owner or occupier of real property with the District shall cause or permit:

- (a) any Rubbish or other noxious, ~~offensive, or unwholesome~~ material, including hydrocarbon fluid, to accumulate outside a building on ~~such real the~~ property;
- (b) any Rubbish or other noxious, ~~offensive, or unwholesome~~ material to accumulate inside a ~~building or structure~~ located on ~~such real the~~ property in a manner such that it creates a health or safety hazard;
- (c) **public building or public structure** ~~unsanitary or Unightly~~ conditions to exist on ~~such real the~~ property, including or in any ~~buildings or structures~~ located on ~~such real the~~ property;
- (d) any trees or other growths that create a safety hazard to remain on ~~such real the~~ property;
- (e) noxious weeds designated under the Weed Control Regulation of the ~~Weed Control Act, as amended from time to time,~~ to grow or accumulate on ~~such real the~~ property;
- (f) ~~more than one Derelict Vehicle to remain outside a building on any parcel under 1 hectare in size, unless that parcel is zoned to allow for automotive wrecking;~~
- (g) ~~more than four Derelict Vehicles to remain outside a building on any parcel between 4 one hectare and ten 10 hectares in size, unless that parcel is zoned to allow for automotive wrecking;~~
- (h) ~~more than six Derelict Vehicles to remain outside a building on any parcel over ten 10 hectares in size, unless that parcel is zoned to allow for automotive wrecking;~~

The purpose of the community Bylaws is not to control conditions inside the homes of community members.

Vehicles and equipment are assets regardless of their condition

- (i) graffiti to be placed or remain on any buildings or structures located on such real the property; and unsightly conditions to exist on such real property or in any buildings or structures located on such real the property. (moved up above)
- (j) Any fruit or nuts from a tree, bush, or shrub to fall on the ground and accumulate in such a manner that it attracts or is likely to attract Dangerous Wildlife.

over-reliance on discretion of officer

REMOVAL OBLIGATIONS

6. ~~Every owner and occupier of real property shall remove, or cause to be removed, from such real property and from any buildings or structures located on such real property, all:~~
- ~~(a) accumulations of Rubbish or other noxious, offensive, or unwholesome material;~~
 - ~~(b) unsanitary conditions;~~
 - ~~(c) trees and other growths that create a safety hazard;~~
 - ~~(d) Derelict Vehicles, except where permitted;~~
 - ~~(e) graffiti; and~~
 - ~~(f) unsightly conditions.~~

REMOVAL ORDERS

7.4.1 4.1 Where If an owner or occupier of the Property fails to comply with section 6 of this Bylaw, a Bylaw Enforcement Officer may, by Order, deliver a Removal Order to the owner or occupier of the real property, in accordance with section 8 of this Bylaw, which Removal Order shall require the owner or occupier of the Property to comply with this Bylaw.

4.2 The Order shall:

- a) Describe the Property by municipal address, location, or legal description;
- b) Require the owner or occupier to remove or clear the Offending Material, or other measures as described in the Order, from the Property within 30 days of service receiving of such the Order;
- c) notify Advise the owner or occupier that, if the action required by the Order is not completed by the date specified in the Order after the expiration of 30 days, the District may, by its officers, employees, contractors, or take action to fulfill the requirements of the Order and to recover costs as provided in Schedule A of this Bylaw and agents, enter on the real property and remove or clear the Offending Material, at the owner or occupier's expense; and
- d) Notify the owner or occupier that they may apply to the Corporate Officer for an opportunity to be heard by Council for a reconsideration of the matter. appear

~~before Council on a specified hearing date, which date shall be no less than 5 days and no more than 30 days after delivery of the Removal Order.~~

- 4.3 ~~Despite Section 4.2 (b), if an owner or occupier of Property receives an Order subject to Section 3.3 (j), the owner or occupier shall remove any fruit or nuts from the property within 24 hours after receiving the Order.~~
8. ~~The Bylaw Enforcement Officer must serve the Removal Order on the owner or occupier of the real property on which the Offending Material is located by either:~~
- ~~_____ (a) _____ personal service; or~~
 - ~~_____ (b) _____ registered mail with acknowledgement of receipt, to the address of the owner shown on the last real property assessment roll.~~
9. ~~A person who receives a Removal Order must remove or clear the Offending Material from the real property within 30 days of service of the Removal Order.~~
10. ~~Upon giving the District Clerk at least 5 days notice of his or her intention to appear, a person who receives a Removal Order may make representations in person, or through an agent, to Council on the hearing date specified in the Removal Order.~~
11. ~~After hearing representations made pursuant to section 10, Council may:~~
- ~~_____ (a) _____ affirm the Removal Order;~~
 - ~~_____ (b) _____ vary the Removal Order; or~~
 - ~~_____ (c) _____ rescind the Removal Order.~~

DISTRICT ACTION UPON FAILURE TO COMPLY WITH ORDER

12. ~~If a person who receives a Removal Order fails to remove or clear the Offending Material from the real property as directed in the Removal Order, the District may, by its officers, employees, contractors and agents, enter on the real property identified in the Removal Order between the hours of 8:00 a.m. and 8:00 p.m., and remove or clear the Offending Material.~~
13. ~~Where Offending Material has been removed or cleared by the District in accordance with section 12, the costs for such removal or clearance shall be paid by the owner of the real property identified in the Removal Order, which costs shall be calculated in accordance with the rates set out in Schedule "B".~~
14. ~~If the costs owing to the District under section 13 remain unpaid on December 31 of the year in which the costs were incurred, the District may add those costs to the taxes payable on such real property, as taxes in arrears.~~

~~RIGHT OF ENTRY FOR INSPECTION~~ **ENTRY AND INSPECTION**

~~15.~~ **5.1** A Bylaw Enforcement Officer may enter, ~~at all reasonable times, upon any real~~ **onto any property within the District** to determine ~~whether the provisions of~~ **compliance with this Bylaw.** ~~or the direction~~

Prior to entry, the Bylaw Enforcement Officer must make reasonable effort to contact the property Owner to make arrangements to enter the property. A minimum notice of 7 days to the property Owner is required

NO INTERFERENCE

~~16.~~ **5.2** A ~~No~~ person shall ~~not~~ obstruct or interfere with:
(a) a Bylaw Enforcement Officer in the performance of ~~his or her~~ their duties under this Bylaw; or
(b) ~~any~~ A person directed by the District to carry out ~~the work under section 12 of~~ **the duties of** this Bylaw.

OFFENCES AND PENALTIES

~~17.~~ ~~6.1~~ Any ~~Every~~ person who violates a provision of this Bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of this Bylaw, or who neglects to do or refrains from doing anything required under the provisions of this Bylaw, is guilty of an offence and shall be liable on summary conviction to a penalty of not more than ~~\$10,000~~ **\$50,000, plus** together with such other penalties that may be imposed by the Court, including payment of the costs of prosecution and compensation for loss or damage suffered by the District.

6.1 This Bylaw may be enforced by means of ticket issued under the Municipal Ticket Information System Bylaw No. 943, 2024.

~~6.2~~ ~~6.2~~ Each day that an offence against this Bylaw continues constitutes a separate offence. ~~18.~~ Where an offence under this Bylaw is a continuing offence, each day the offence continues constitutes a separate offence.

SEVERABILITY

~~19.~~ If any provision of this Bylaw is for any reason declared invalid by a Court of competent jurisdiction, the decision shall not affect the validity of the remaining provisions of this Bylaw. (moved up above)

Add: Tickets may be issued if a provision of this Bylaw has not been complied with, has resulted in a negative impact (i.e., garbage spillage), and there has been prolonged non-compliance - per the Municipal Ticket Bylaw.

READ A FIRST TIME this 12th day of October, 2010.

READ A SECOND TIME this 28th day of February, 2024.

READ A THIRD TIME this 28th day of February, 2024.

ADOPTED this 14th day of March, 2024.

Bylaw enforcement officers should follow a procedure prior to ticketing to ensure that tickets are only issued if there is an ongoing non-compliance.

This procedure should be clearly defined in the Municipal Ticket Bylaw.

Garbage Collection Amendment Bylaw No. 942, 2024

Committee recommendations in response to amendments proposed by District administration to the original Bylaw No. 838 (2014).

Garbage Collection Amendment Bylaw No. 942, 2024

Our understanding of these changes was that they are in response to concern surrounding nuisance wildlife in town, while the Committee agrees that safety is priority, the members of this Committee did not agree that the proposed amendments would solve the issue of wildlife safety. Rather, it was felt that the effort required on behalf of community members to adhere to the more rigorous approach to garbage maintenance would result in more fines, while doing little to reduce the safety risk posed by nuisance wildlife.

The Committees suggested Bylaw changes try to:

- give homeowners fair warning before Bylaw officers enter private property,
- provide Bylaw Enforcement Officers a process to follow prior to issuing a ticket; this is intended to support the Officer in knowing clearly when they are expected to issue a ticket, and to ensure that tickets are fairly issued as a last resort and as a result of genuine nuisance on the part of the property owner,
- remove RCMP as an option for Bylaw enforcement in Hudson's Hope, and
- remove restrictions on garbage bin location and storage.

The Committee suggests that the District investigates methods to make the existing bins more wildlife resistant, i.e.: tie-downs or latches, and provide educational materials and campaigns to existing and new residents to support them in keeping their property and families safe.

Bears are a reality of living in a small, remote, community in northern BC and while it is critical to take responsibility in ensuring our community members are safe, the Committee feels that education and awareness will have a more meaningful, effective, positive, and long-lasting benefit than heavy-handed legislation.



**DISTRICT OF HUDSON'S HOPE
BYLAW NO. 838, 2014**

A Bylaw to establish and provide for the operation of a service comprising the collection, removal storage and disposal of waste material, and to regulate, prohibit and impose requirements in relation to the service.

1. Title

This Bylaw shall be cited as the "Hudson's Hope Garbage Collection Bylaw No. 838, 2014".

2. Definitions

In this Bylaw:

The role of Bylaw enforcement remain the sole responsibility of the District and it's staff.

- a. "Bylaw Enforcement Officer" means a person appointed by Council as an Officer, a Bylaw Enforcement Officer, ~~or a member of the Royal Canadian Mounted Police;~~
- b. "Director" means the Director of Public Works or any person authorized by the Director to administer this Bylaw.
- c. "District" means the District of Hudson's Hope.
- d. "Garbage" means waste material other than automobile parts, construction, land clearing and demolition waste, animal carcasses and parts, furniture, or any other type of material or substance determined by the Director to be hazardous or unacceptable for handling in the District's waste material collection and disposal system.
- e. "Garbage Container" means a 240 litre receptacle used to hold waste material which is provided by the District of Hudson's Hope.
- f. "Premise" means a premise which is serviced by the District of Hudson's Hope for the purpose of "Collection Services".
- g. "Transfer Station" means the Transfer station operated by the Peace River Regional District.

3. Administration

~~(1) Where this Bylaw directs a person to do anything or to comply with regulations, the Director and any person authorized by the Director to do so, may enter on any land or~~

~~premises that are subject to the regulations are being entered~~

Prior to entry, the Bylaw Enforcement Officer must make reasonable effort to contact the property Owner to make arrangements to enter the property. A minimum notice of 7 days to the property Owner is required

A Bylaw Enforcement Officer, or a person authorized by the Director, may enter, ~~at any reasonable time,~~ onto any Property within the District to determine compliance with this Bylaw.

- (2) A person shall not obstruct or interfere with:
 - a) A Bylaw Enforcement Officer in the performance of their duties under this Bylaw; or
 - b) A person directed by the Director to carry out the duties of the Bylaw.
- (3) Schedule A and Schedule B are attached to and form part of this Bylaw.

4. Collection Services

- (1) The District by this Bylaw, establishes the service of collecting, removing, and disposing of garbage.
- (2) The service includes the provision of equipment and personnel for collection, removal, and disposal of garbage at the times and intervals prescribed by the Director, and the maintenance and disposal of items other than garbage, from the transfer station.
- (3) Every occupier of premises within any of the collection areas shown on Schedules A, A-1, A-2, A-3, A-4, A-5, and A-6 to this Bylaw must make use of the collection service established by this Bylaw and pay the applicable fees imposed under Schedule B to this Bylaw.
- (4) Every occupier of premises outside the collection areas shown on Schedules A, A-1, A-2, A-3, A-4, A-5, and A-6 to this Bylaw must pay the applicable fees for access to and use of the transfer station imposed under Schedule B to this Bylaw.
- (5) ~~All garbage shall be contained in securely tied plastic bags and have a weight of less than 22 kilograms and shall be placed in a garbage container for collection adjacent to the boulevard, curb or shoulder of the roadway and prior to 8:00 am on the day of collection.~~

Every occupier of Premises shall contain all Garbage in securely tied plastic bags weighing less than 22 kilograms and place the Garbage bags in a Garbage Container for collection adjacent to the boulevard, curb, or shoulder of the roadway ~~between~~ prior to 8:00 am on the prescribed collection day.

- (6) A limit of two Garbage ~~Cans~~ Containers per customer may be placed for collection service as per pick-up schedule.

- (7) The District shall be under no obligation to collect or remove garbage or any other waste material from any roadway if the occupier has not placed such material for collection in accordance with the requirements of this Bylaw.
- (8) A Garbage Container provided by the District of Hudson's Hope is required in order to receive "Collection Services" as defined in this Bylaw.
 - a) All Garbage Cans remains the property of the District of Hudson's Hope.
- (9) The use of a District of Hudson's Hope issued "Garbage Container" is required in order to receive collection services.

~~(10) Every occupier of Premises shall remove a Garbage Container set out for collection by 7:00 pm on the prescribed collection day.~~

(11) Every occupier of Premises, and every owner or occupier of real property within the District, shall store Garbage and Garbage Containers in a manner inaccessible to wildlife outside

make reasonable effort to store garbage in a wildlife-resistant location during times that wildlife is actively known to be disturbing residential garbage containers.

5. Fees and Charges

- (1) Every occupier of premises shall pay the fee prescribed by Schedule B to this Bylaw.
- (2) The fees shall be due and payable in full on the date specified in the District's invoice.
- ~~(2)~~ (3) Fees imposed for services provided under this Bylaw may be collected in the same manner and with the same remedies as property taxes on the premises in respect of which they are imposed, and, if unpaid on December 31 of the year in which they are imposed and due and payable on that date, shall be deemed to be taxes in arrear.

Offences and Penalties

~~(4) Any person who violates a provision of this Bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of this Bylaw, or who neglects to do or refrains from doing anything required under the provisions of this Bylaw, is guilty of an offence, and may be liable upon summary conviction to a penalty provided of not more than \$50,000, plus other penalties that may be imposed by the Court, including payment of the costs of prosecution and compensation for loss or damage suffered by the District.~~

(5) This Bylaw may be enforced by means of ticket issued under the Municipal Ticket Information System Bylaw No. 943, 2024.

~~(6) Each day that an offence against this Bylaw continues constitutes a separate offence.~~

The rationale for this addition is that it should not be easy to issue a ticket, tickets should only be issued if there is an ongoing problem that cannot be rectified without ticketing.

Add: Tickets may be issued if a Provision of this Bylaw has not been complied with, has resulted in a negative impact (i.e., garbage spillage), and there has been prolonged non-compliance.

6. Transfer Station

(1) An owner or occupier of residential premises in the District may deposit garbage or other permitted materials at the transfer station upon payment of the fee specified in Schedule B to this Bylaw.

7. Severability

(1) The provisions of this Bylaw are severable and the invalidity of any part of this Bylaw shall not affect the validity of the remainder of this Bylaw.

8. Repeal

(1) The District of Hudson’s Hope Bylaw No. 758, 2008, and Bylaw 778, 2009, are hereby repealed.

~~8. This Bylaw shall come into effective on the date this Bylaw is adopted.~~

Read a First Time this 9th day of June, 2014.

Read a Second Time this this 9th day of June, 2014.

Read a Third Time this this 9th day of June, 2014.

Adopted this this 23rd day of June, 2014

ORIGINAL SIGNED BY

MAYOR GWEN JOHANSEN

ORIGINAL SIGNED BY

CLERK

Certified a true copy of Bylaw No. 838, 2014
this ___ day of _____, _____.

Clerk

Municipal Ticket Information System Bylaw No. 943, 2024

Amendments to the original Bylaw 590 (1999) proposed by District administration at the March 4, 2024 Committee of the Whole meeting.

Municipal Ticket Information System Bylaw No. 943, 2024

The Committee is concerned that the amended Bylaws have been written with the underlying belief that fining community members into compliance is the solution. We believe that this strategy will divide the community and have a negative effect on our residents.

The Committee would suggest the addition of defined steps for administration to take in advance of ticketing. A well-defined procedure for ticketing with structured, open communication the best way to get the results that the community is looking for without eroding the relationship between administration and the citizens.

Example of Ticketing Procedure:

1. Notify resident of non-compliance with a letter detailing the bylaw that has been broken and how this non-compliance is negatively impacting the community. Give 21 days to comply. The property owner can appeal the non-compliance during this time.
2. Notify member of continued non-compliance, with 7 additional days to rectify the issue.
3. Issue ticket for noncompliance.
4. Issue a written work plan to rectify the issue. Plan must include timeline, work plan, cost associated with the work, and any contractors that will complete work.

Changes to Bylaw No. 943 also align the ticketing system with Committee recommendations made for Bylaw No. 941 and 942.

**DISTRICT OF HUDSON'S HOPE
BYLAW NO. 943, 2024**

A bylaw to regulate the municipal ticket information system.

WHEREAS Council has the authority to designate those bylaws for which municipal ticket information may be used as a means of bylaw enforcement;

AND WHEREAS Council deems it expedient to authorize the use of municipal ticket information for the enforcement of certain bylaws;

NOW THEREFORE the Council of the District of Hudson's Hope, in open meeting assembled, enacts as follows:

GENERAL PROVISIONS

1. This Bylaw shall be cited as "Municipal Ticket Information System Bylaw No. 943, 2024".
2. District of Hudson's Hope Municipal Ticket Information System Bylaw No. 500, 1999, and all its amendments shall be repealed.
3. If any portion of this bylaw is declared invalid by a court, the invalid portion shall be severed, and the remainder of the Bylaw is deemed valid.
4. The headings used in this bylaw are for convenience only and do not form part of this Bylaw and are not to be used in the interpretation of this bylaw.
5. Schedules "A", "B", "C", "D", and "E" are attached to and forms part of this Bylaw.

DEFINITIONS

6. In this Bylaw,

"Bylaw Enforcement Officer" means a person appointed by Council as an Officer, a Bylaw Enforcement Officer, a Building Inspector, ~~or a member of the Royal Canadian Mounted Police.~~

The role of Bylaw enforcement should remain the sole responsibility of District and it's staff.

ADMINISTRATIVE

- 7. The Bylaws listed in Column 1 of Schedule "A" of this Bylaw may be enforced by means of a ticket ~~in the form prescribed in the *Community Charter*.~~
- 8. The person who acts in the job positions or titles listed in Column 2 of Schedule "A" to this Bylaw are designated Bylaw Enforcement Officers for the purpose of enforcing the Bylaws listed in Column 1 of Schedule "A" opposite the respective job position.
- 9. The words or expressions set forth in Column 1 of Schedule "B" to Schedule "E" this Bylaw designate the offence committed under the bylaw section number appearing in Column 2 of Schedule "B-1" opposite the respective words or expressions.
- 10. The dollar amounts in Column 3 of Schedule "B" to Schedule "E" of this Bylaw are the fines for the corresponding offences designated in Column 1".

District to add detailed ticketing procedure and notification procedure.

READ A FIRST TIME this 12th day of February 2024

READ A SECOND TIME this 12th day of February, 2024.

READ A THIRD TIME this ___ day of ___, 2024.

ADOPTED this ___ day of ___, 2024.

Travous Quibell, Mayor

Andrea martin, Corporate Officer

Certified a true copy of Bylaw No.

This ___ day of _____, 20__.

Corporate Officer

SCHEDULE "A"

Column 1	Column 2
Animal Control and Licensing Bylaw No. 589, 1999	Animal Control Warden Bylaw Enforcement Officer
Noise Regulation Bylaw No. 620, 2001	Bylaw Enforcement Officer
Property Maintenance Amendment Bylaw No. 941, 2024	Bylaw Enforcement Officer
Hudson's Hope Garbage Collection Bylaw No. 838, 2014	Bylaw Enforcement Officer

SCHEDULE "B"

Committee did not review Schedule "B" as it is a portion of the Animal Control and Licensing Bylaw No. 589 which was not reviewed in full.

Animal Control and Licensing Bylaw No. 589, 1999		
Column 1	Column 2 Bylaw Section	Column 3 Fine
Dog at large	4(1)	\$60.00
Damage to property by a dog	4(2)	\$60.00
Dog in a public place	4(3)	\$60.00
Failure to remove dog feces from public place	4(4)(a)	\$60.00
Failure to remove dog feces from private property	4(4)(b)	\$60.00
Failure to confine a vicious dog	5(1)	\$120.00
Failure to leash or muzzle a vicious dog	5(2)	\$120.00
Failure to confine a dog in heat	6	\$60.00
Dog improperly tethered	7(1)	\$60.00
Dog tethered beyond property boundary	7(2)	\$60.00
Barking dog	8	\$60.00
Unlicensed dog	9(1)	\$60.00
Failure to display license tag	14(2)	\$30.00
Unlicensed kennel	16	\$300.00
Cat at large	19	\$30.00
Farm animal at large	20(1)	\$60.00
Damage to property by a farm animal	20(2)	\$60.00
Feeding of Wildlife Animals	21	\$60.00
Obstructing the Animal Control Warden	24	\$240.00

SCHEDULE "C"

Committee did not review Schedule "C" as it is a portion of the Noise Regulation Bylaw No. 620 which was not reviewed in full.

Noise Regulation Bylaw No. 620, 2001		
Column 1	Column 2 Bylaw Section	Column 3 Fine
Noise which disturbs	3	\$60.00
Noise which disturbs	4	\$60.00
Amplified sound which disturbs	5 (a)	\$60.00
Animal / bird noise which disturbs	5 (b)	\$60.00
Vehicle noise which disturbs	5 (c)	\$60.00
Unmuffled engine	5 (d)	\$60.00
Continuous running of a vehicle in a residential zone – first offence	5 (e)	\$60.00
Continuous running of a vehicle in a residential zone – second offence	5 (e)	\$120.00
Obstruct Bylaw Enforcement Officer	9	\$240.00
Equipment noise which disturbs	5.1	\$600.00

SCHEDULE "D"

Property Maintenance Bylaw No. 941, 2024		
Column 1	Column 2 Bylaw Section	Column 3 Fine
Littering	3.1	\$100.00
Place graffiti on property	3.2, 3.3(i)	\$100.00
Permit accumulation of Rubbish noxious, offensive or unwholesome matter on property	3.3 (a)	\$100.00
Create health or safety hazard		
Permit unsanitary or Unsightly conditions	3.3 (c)	\$100.00
Permit trees and other growth that creates a safety hazard	3.3 (d)	\$100.00
Derelict vehicles on land	3.3 (f), (g), (h)	\$100.00
Permit fruit or nuts to accumulate	3.3 (j)	\$100.00
Obstruct Bylaw Enforcement Officer	5.2	\$100.00

as defined in Property Maintenance Bylaw 941 HHMAC Revisions

SCHEDULE "E"

Garbage Collection Bylaw No. 838, 2014		
Column 1	Column 2 Bylaw Section	Column 3 Fine
Garbage placed outside of prescribed collection date or time	4(5)	\$100.00
Garbage removed after prescribed time on collection day	4(10)	\$100.00
Garbage not stored in an inaccessible manner	4(11)	\$100.00
Obstruct Bylaw Enforcement Officer	2(a), 2(b)	\$240.00

a wildlife-resistant location as described in Bylaw 941

\$100.00
(consistency - see Schedule D)



STAFF REPORT

TO: Mayor and Council
FROM: Crystal Brown, Chief Administrative Officer
DATE: June 17, 2024
SUBJECT: Notice of Closed Session – June 17, 2024

RECOMMENDATION:

That Council receive the report titled “Notice of Closed Session – June 17, 2024”; further, that Council recess to a Closed Meeting for the purpose of discussing the following items:

- **Agenda item ICSR1** - *Community Charter* Section 90(1)(b), personal information about an identifiable individual who is being considered for a municipal award or honour; and
- **Agenda item ICSR2** – *Community Charter* Section 90(1)(c), labour relations and employee relations, *Community Charter* Section 90(1)(k), negotiations and related discussions respecting the proposed provision of a municipal service, *Community Charter* Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, and *Community Charter* Section 90(1)(g) litigation or potential litigation affecting the municipality.

ALTERNATIVE OPTIONS:

1. That Council recess to a Closed Session to discuss whether the proposed agenda items properly belong in a Closed Meeting (*Community Charter* Section 90(1) (n)).

Prepared By: *Crystal Brown, Chief Administrative Officer*