



DISTRICT OF HUDSON'S HOPE
AGENDA – REGULAR COUNCIL MEETING

Council Chambers

April 29, 2024, at 6 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. Dedication Page

3. Delegations

D1 Jordan Kealy, MLA Candidate Conservative Party of BC - Verbal update on matters that are affecting the region.

D2 KPMG – 2023 Audited Financial Statements and Audit Findings Report Page 5

4. Notice of New Business

5. Adoption of Agenda by Consensus

6. Declaration of Conflict of Interest

7. Adoption of Minutes:

8. Business Arising from the Minutes:

9. Public Hearing:

10. Staff Reports:

SR1 Draft 2023 Audited Financial Statements Page 59

SR2 Fire Response for Cameron Lake Campground Page 95

SR3 Financial Grant-in-Aid Request 2024 Page 97

11. Committee Meeting Reports:

12. Bylaws

B1	Fees and Charges Amendment Bylaw No. 944, 2024	Page 221
B2	Annual Financial Plan Bylaw No. 945, 2024	Page 225
B3	Annual Tax Rates Bylaw No. 946, 2024	Page 232
B4	Procedure Amendment Bylaw No. 948, 2024	Page 236

13. Correspondence:

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C2	Letter from Vic Gouldie	Page 269
C3	Letter from John Simcock and Kevin Howard	Page 270
C4	Aski Reclamation LP – Seed Collection	Page 272
C5	Response – Mike Farnworth – Bill 34	Page 279
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C9	School District 72 Request for Pins	Page 285
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C11	Double H Saddle Club	Page 287
C12	Coop AGM	Page 290
C13	Support for Black Bear Cub Conflict	Page 291

14. Reports by Mayor & Council

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15. 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

16. New Business:**17. Public Inquiries:****18. In-Camera Session**

ICSR Notice of Closed Session – April 29, 2024

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19. Adjournment

**This Page Is Dedicated
To The Memory Of**



Josh Joslin

District of Hudson's Hope

Councillor - 1999 to 2005

June 6, 1951 - March 31, 2024



District of Hudson's Hope

Financial statement presentation to Council

April 29, 2024

Agenda

01

Auditor's Report

02

Consolidated financial
statements

03

Highlights

04

Questions

Auditor's Report

Independent Auditor's Report

- Clean audit report issued in respect of the consolidated financial statements in accordance with Canadian public sector accounting standards
- Emphasis of Matter paragraph for the restatement of prior period comparative information regarding the adoption of PS 3280 – Asset Retirement Obligations

Audited Consolidated Financial Statements

Statement of Financial Position:

Financial assets and liabilities

	2023	2022 (restated)
Cash and cash equivalents	\$7,803,287	\$8,121,812
Accounts receivable	1,327,408	956,839
Total financial assets	\$9,130,695	\$9,078,651
Accounts payable and accrued liabilities	\$245,959	\$375,688
Deferred revenue	1,053,093	510,393
Asset retirement	702,456	702,456
Total financial liabilities	\$2,001,508	\$1,588,537
Net financial assets	\$7,129,187	\$7,490,114

Statement of Financial Position:

Non-financial assets

	2023	2022 (restated)
Tangible capital assets	\$25,203,747	\$26,416,178
Land held for resale	88,363	112,683
Inventories	84,349	89,866
Prepaid expenses	120,262	19,450
Total non-financial assets	\$25,496,721	\$26,638,177

Statement of Operations and Accumulated Surplus

	Budget	2023	2022 (restated)
Revenue	\$9,204,660	\$8,812,822	\$7,408,172
Expenses	5,932,019	10,315,205	7,073,510
Annual Surplus	\$3,272,641	\$(1,502,383)	\$334,662
Accumulated surplus, begining 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

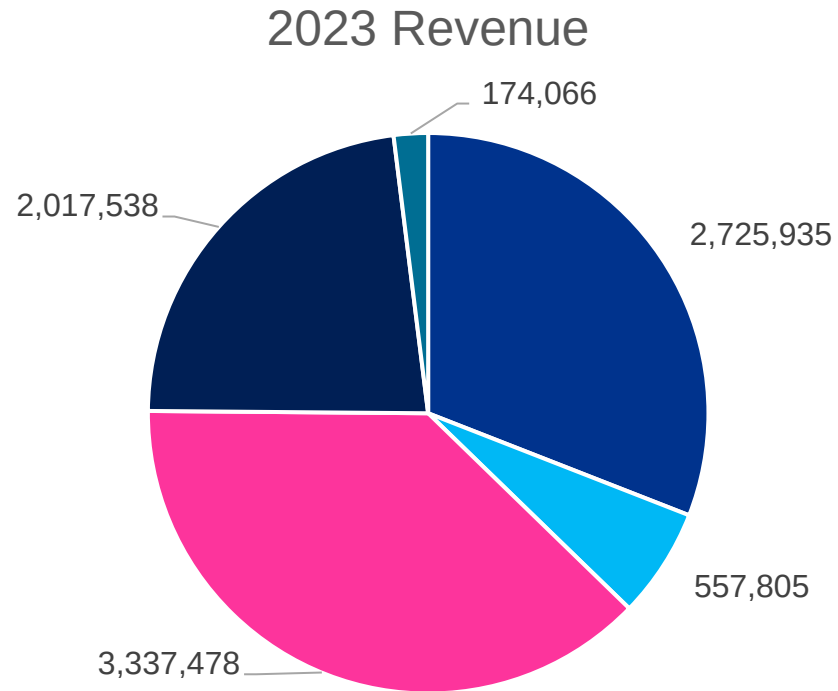
Statement of Changes in Net Financial Assets

	Budget	2023	2022 (restated)
Annual Surplus	\$3,272,641	\$(1,502,383)	\$334,662
Net change in non-financial assets*	(3,397,000)	1,141,456	717,157
Net financial assets, beginning of year	7,490,114	7,490,114	7,140,751
Adjustment on adoption of ARO	-	-	(702,456)
Net financial assets, end of year	\$7,365,755	\$7,129,187	\$7,490,114

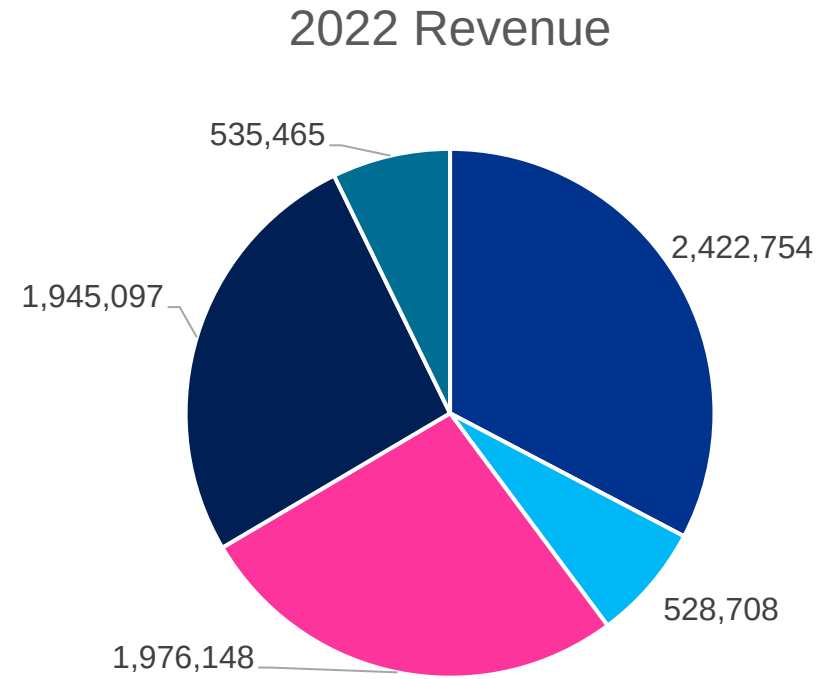
* Negative value represents an investment in non-financial assets

Highlights

Highlights - Revenue

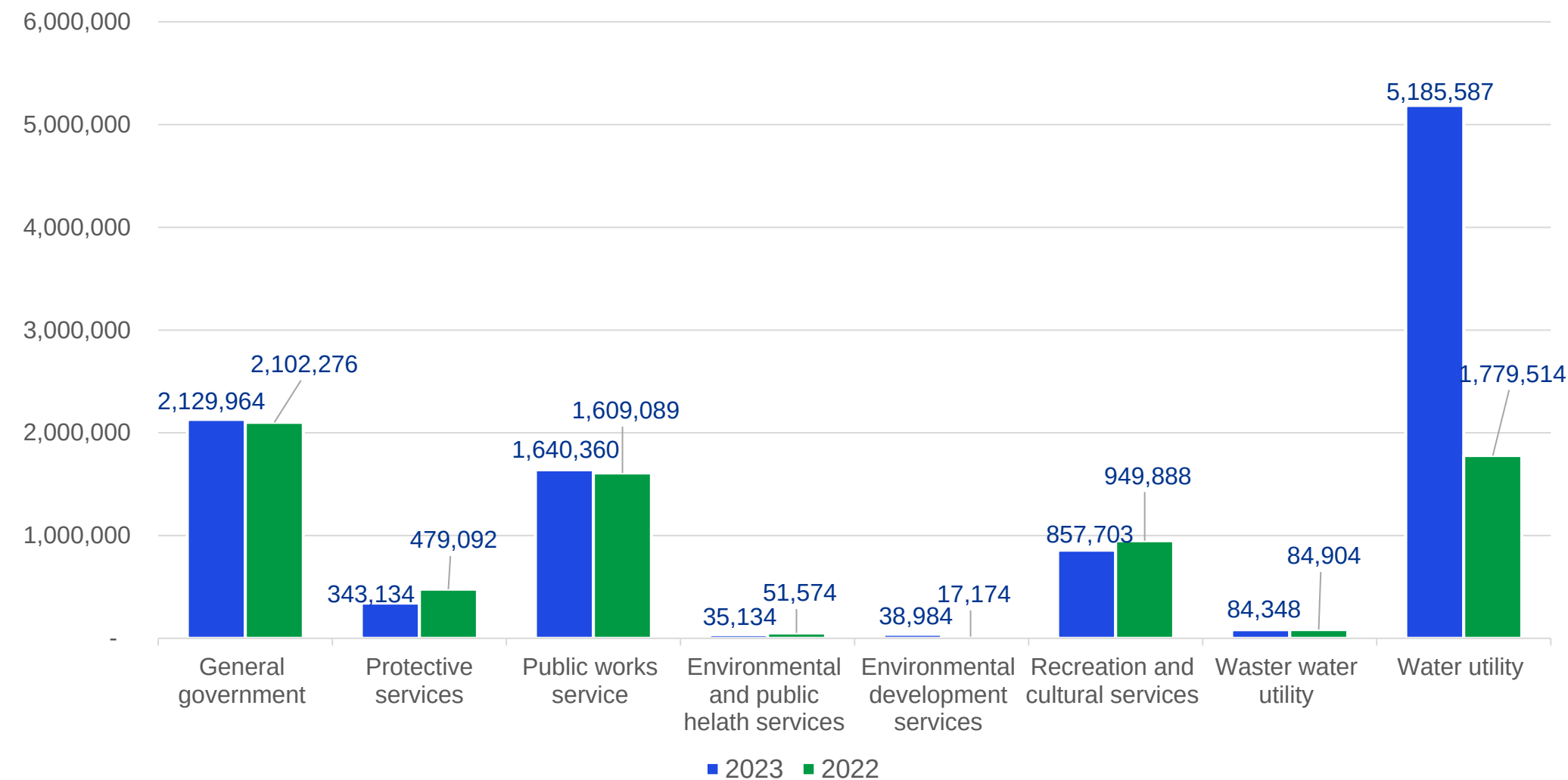


- Net taxation
- Government transfers
- Other
- User fees
- Grants in lieu of taxes



- Net taxation
- Government transfers
- Other
- User fees
- Grants in lieu of taxes

Highlights - Expenses



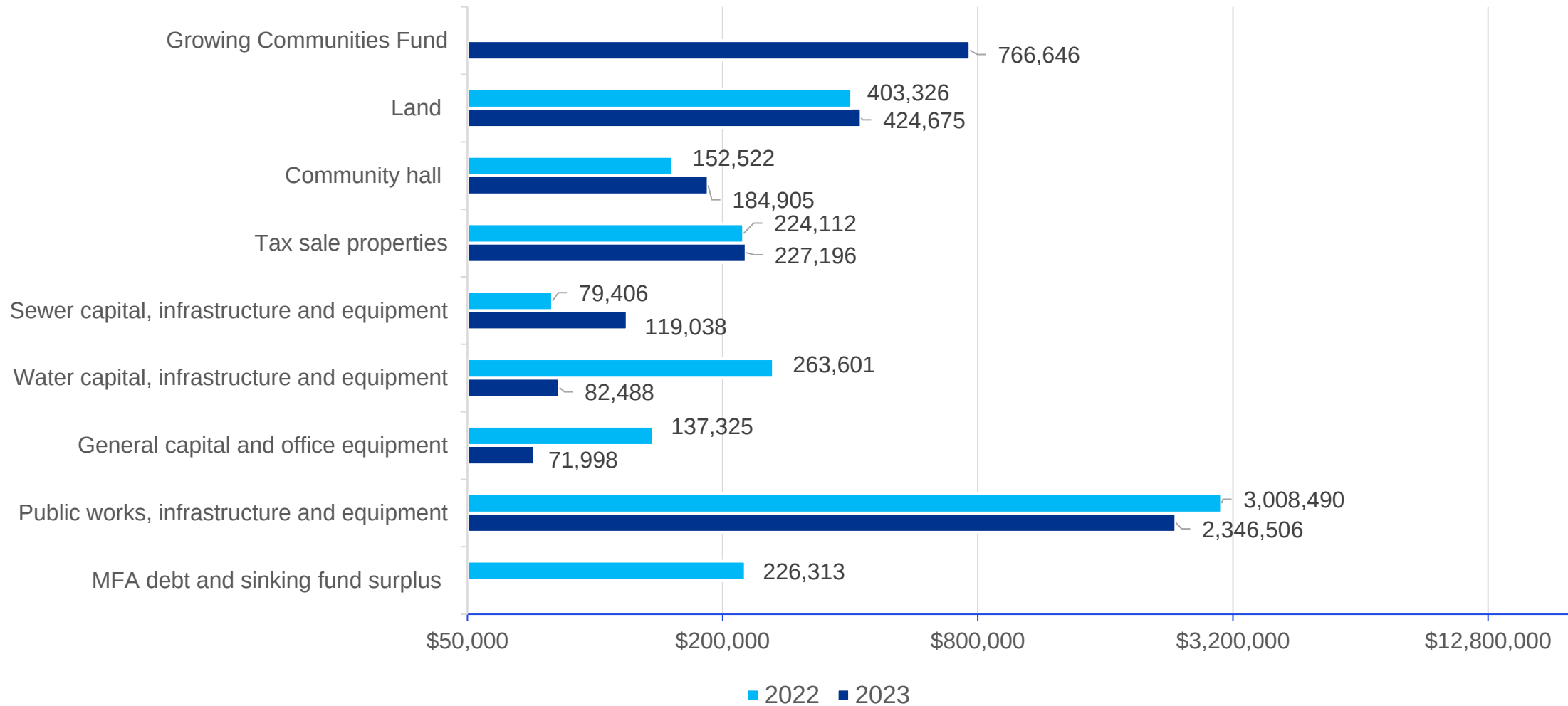
Highlights - Tangible Capital Assets

	2023	2022 (restated)
Construction in progress	\$4,355,556	\$424,516
Land	2,173,987	1,888,077
Building and building improvements	5,578,230	6,199,136
Vehicles, machinery and equipment	4,808,689	3,368,901
Road infrastructure	3,162,559	8,370,086
Water infrastructure	2,979,607	3,625,852
Waste water infrastructure	3,583,510	2,053,307
Total tangible capital assets	\$25,203,747	\$26,416,178

Highlights - Accumulated surplus

	2023	2022 (restated)
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
Reserves	4,223,452	4,495,095
Total accumulated surplus	\$32,625,908	\$34,128,291

Highlights - Reserves



Questions?

Thank you



kpmg.com/ca

The information contained herein is of a general nature and is not intended to address the circumstances of any particular individual or entity. Although we endeavour to provide accurate and timely information, there can be no guarantee that such information is accurate as of the date it is received or that it will continue to be accurate in the future. No one should act on such information without appropriate professional advice after a thorough examination of the particular situation.

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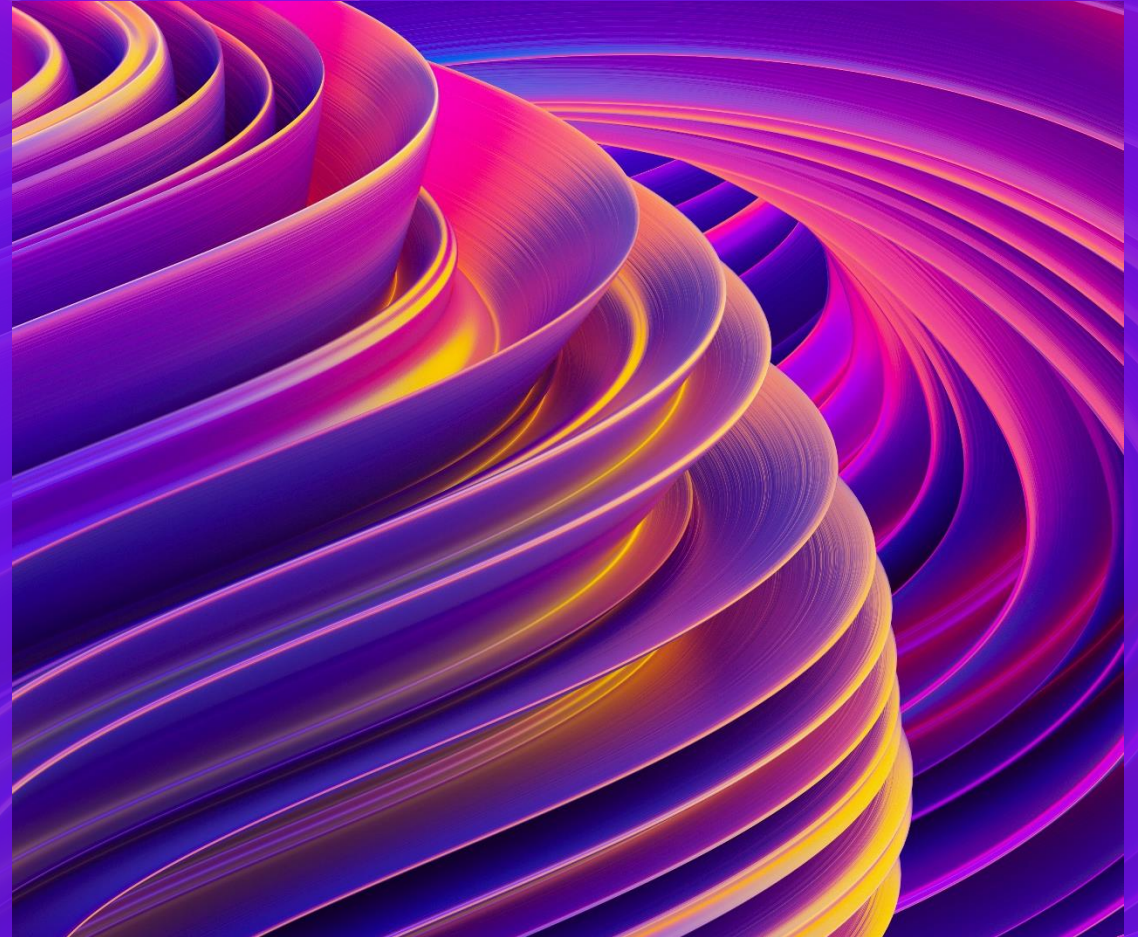
District of Hudson's Hope

Audit Findings Report for the
year ended December 31, 2023

KPMG LLP

April 29, 2024

kpmg.ca/audit



KPMG contacts

Key contacts in connection with this engagement

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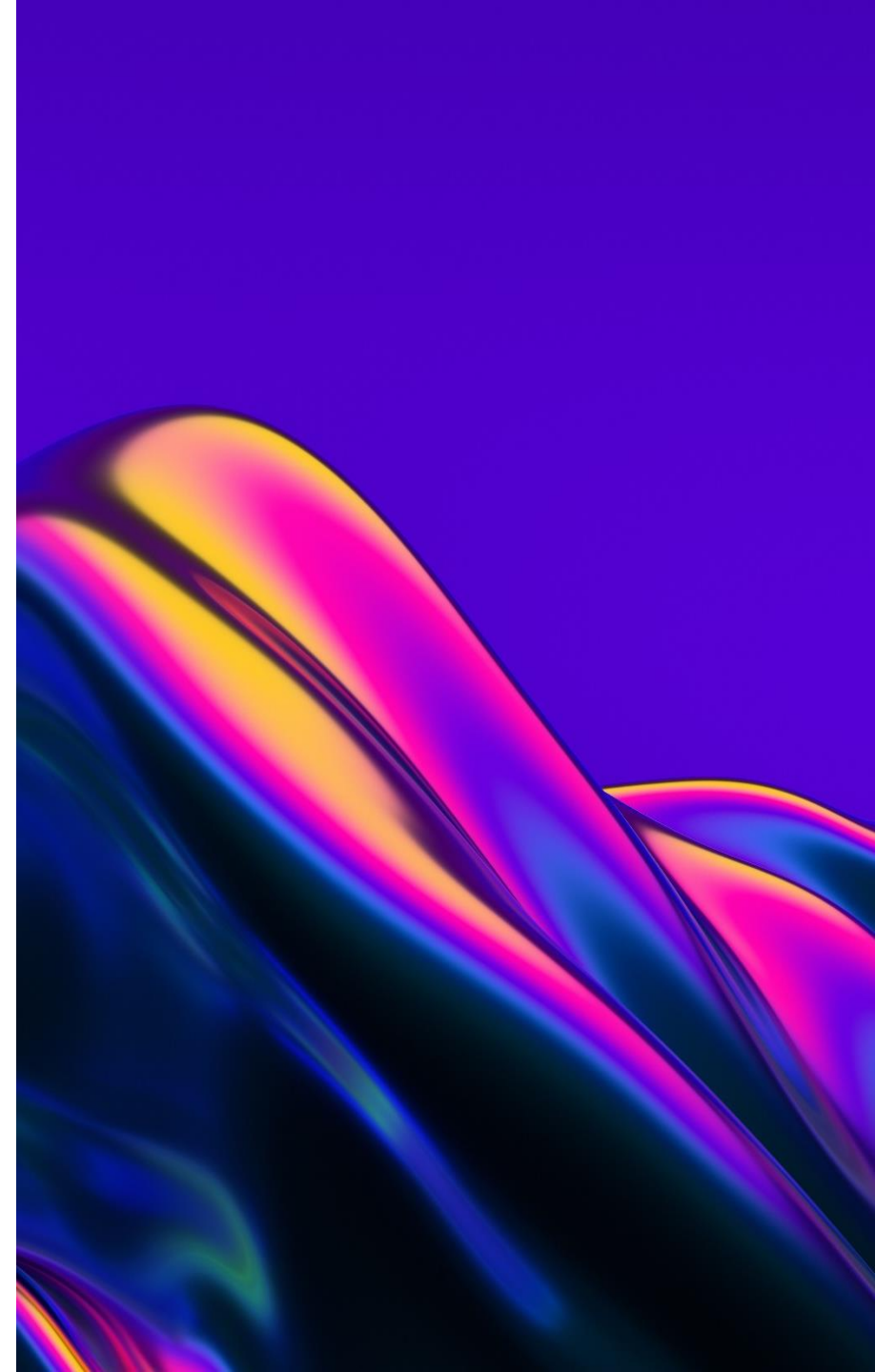


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Digital use information

This Audit Findings Report is also available as a “hyper-linked” PDF document.

If you are reading in electronic form (e.g. In “Adobe Reader” or “Board Books”), clicking on the home symbol on the top right corner will bring you back to this slide.



Click on any item in the table of contents to navigate to that section.

4	Audit Highlights	6	Risk and Results	12	Policies and Practices
13	Control Observations	14	Audit Quality	15	Appendices

The purpose of this report is to assist you, as a member of Mayor and Council (“Council”), in your review of the results of our audit of the financial statements. This report is intended solely for the information and use of Management, and Council and should not be used for any other purpose or any other party. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this report has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.



Audit highlights



No matters to report



Matters to report – see link for details

Purpose of this report

The purpose of this Audit Findings Report is to assist you, as a member of Mayor and Council (“Council”), in your review of the results of our audit of the consolidated financial statements (hereinafter referred to as the “financial statements”) of the District of Hudson’s Hope (the “District”) as at and for the year ended December 31, 2023. Our audit has been performed in accordance with Canadian generally accepted auditing standards (CAS).

Status

As of the date of this report, we have completed the audit of the financial statements, with the exception of certain remaining procedures, which include:

- Completing our discussions with Council.
- Obtaining the signed management representation letter.
- Obtaining evidence of Council’s acceptance of the financial statements.
- Completing subsequent event review procedures up to the date of Council’s acceptance of the financial statements.
- Receiving legal confirmation responses from applicable law firms

We will update you and management on significant matters, if any, arising from the completion of the audit, including the completion of the above procedures. Our auditor’s report, a draft of which is enclosed with this report, will be dated upon the completion of any remaining procedures.

Risks and results



Significant risks



Other risks of material misstatement



Going concern matters



Audit highlights (continued)



No matters to report



Matters to report – see link for details

Uncorrected misstatements



Uncorrected misstatements

No uncorrected audit misstatements were identified.

Corrected misstatements



Corrected misstatements

No corrected audit misstatements were identified. KPMG worked with management on accounting assistance for the current year.

Control deficiencies



Significant deficiencies

We did not identify any control deficiencies that we determined to be significant deficiencies in internal control over financial reporting.



Other control deficiencies

We did not identify any new other control deficiencies in the current year.

Policies and practices



Significant unusual transactions



Accounting policies and practices



Quality control and Independence

We confirm that we are independent with respect to the District within the meaning of the relevant rules and related interpretations prescribed by the relevant professional bodies in Canada and any applicable legislation or regulation from January 1, 2023 up to the date of this report.



Significant risks and results



Presumption of the risk of fraud resulting from management override of controls

RISK OF
 
ERROR FRAUD

Significant risk

Estimate?

Management is in a unique position to perpetrate fraud because of its ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Although the level of risk of management override of controls will vary from entity to entity, the risk nevertheless is present in all entities.

No

Our response

As the risk is not rebuttable, our audit methodology incorporates the required procedures in professional standards to address this risk. These procedures include:

- Testing of journal entries and other adjustments.
- Performing a retrospective review of significant estimates and evaluating the business rationale of significant unusual transactions.
- Utilizing application software to evaluate the completeness of the journal entry population through a roll-forward of all accounts.
- Reviewing the accounting estimates and assessing whether management's estimates are reasonable and not indicative of management bias.

Significant findings

There were no issues noted in our audit testing described above.



Other risks of material misstatement and results

We highlight our significant findings in respect of **other risks of material misstatement**.



Asset Retirement Obligations (“ARO”) – new accounting standard

Background

PS 3280 Asset Retirement Obligations (“PS 3280”) is a new accounting standard effective for the District's 2023 fiscal year. The new standard addresses the recognition, measurement, presentation, and disclosure of legal obligations. As at December 31 2023, due to the adoption of the new accounting standard, the District has recognized a liability for asset retirement obligations (“ARO”) of \$702,456. The initial cost was capitalized as part of the carrying amount of the related tangible capital asset for assets that are recognized and in productive use. For related tangible capital assets that are unrecognized or no longer in productive use, the asset retirement cost has been expensed. The District adopted this new accounting standard on a modified retrospective basis.

Estimate?

Yes – Expenditures required to retire a tangible capital asset

Our response

- We obtained an understanding of management’s process for implementing PS 3280, including how in-scope Tangible Capital Assets “TCA” were identified, sources of information used, and significant measurement data, assumptions and decisions.
- We ensured the asset retirement obligations accounting policy set by management is in accordance with PS 3280.
- We obtained a list of TCA that reconciles to the general ledger and reviewed the listing to ensure management’s identification of TCA with potential in-scope retirement obligations is accurate and complete.
- We inquired with Management and confirmed that there were no additional legal agreements entered into by the District that contractually obligates the District to an asset retirement obligation.
- We obtained Management’s calculation of the ARO liability, and the incremental amortization expense. We verified the mathematical accuracy of the calculations and agreed a sample of inputs to supporting documentation and agreed the reasonableness of significant assumptions and judgments made to measure the liability.
- We reviewed the application of the modified retrospective provisions applied by management for the initial implementation of the accounting standard.
- We reviewed the financial statement presentation and note disclosures to ensure it is consistent with the guidance in PS 3280.



Other risks of material misstatement and results (continued)

We highlight our significant findings in respect of **other risks of material misstatement**.



Asset Retirement Obligations (“ARO”) – new accounting standard (Continued)

Our response

- We discussed with management that the ARO liability will need to be monitored on an annual basis to keep track of any retirement of AROs or changes in rates used in the determination of the liability and make adjustments as necessary.
- As the District has applied the modified retroactive provisions on initial implementation of the accounting standard. This required the restatement of prior year comparative balances in the financial statements due to the adoption of the accounting standard. As a result, our auditor’s report includes an “emphasis of matter” section noting the change in the comparative balances and our audit of the restatement.

Our findings

There were no issues noted in our testing.



Other risks of material misstatement and results (continued)

We highlight our significant findings in respect of **other risks of material misstatement**.



Tangible Capital Assets (“TCA”)

Background

TCA represent a significant portion of assets of the District. The assets owned by the District include land, buildings and building improvements, vehicles, machinery and equipment, road infrastructure, water and waste system infrastructure, and their useful lives require estimation.

Estimate?

Yes - the established useful lives of TCA

Our response

- We updated our understanding of the process activities and controls over TCA, including the year-end process around identifying assets for impairment.
- We obtained the TCA continuity schedule, verified its mathematical accuracy, and performed substantive procedures over additions, disposals, reclassifications, and other adjustments.
- We tested asset additions including inspection of supporting documentation to determine if additions are capital in nature and amounts recorded are accurate.
- We tested asset dispositions including inspection of supporting documentation and assessed appropriateness of the gain or loss recorded.
- We performed an analytical review of the amortization of TCA.
- We reviewed the financial statement note disclosure to ensure it is complete and accurate.

Our findings

KPMG reviewed management’s calculation of the write-down on the water treatment plant and performed the procedures above and there were no issues noted in our testing.



Other risks of material misstatement and results (continued)

We highlight our significant findings in respect of **other risks of material misstatement**.



Revenue, deferred revenues, and accounts receivable

Background

Revenue is recorded on an accrual basis and is recognized when it is earned and measurable. Revenue relating to future periods, including government grants are reported as deferred revenue and recognized when earned.

Estimate?

No

Our response

- We updated our understanding of the process activities and controls over revenue, deferred revenue and accounts receivable.
- We inspected a sample of contracts and new grants to determine whether there were stipulations or restrictions impacting revenue recognition. We assessed whether revenue was appropriately recognized, or the amount was appropriately deferred. We also agreed the amounts recorded to cash receipts and the funding letter.
- We assessed whether the appropriate stipulations have been met by inspecting and recalculating expenses incurred for certain projects.
- Obtained approved bylaws, rates and requisitions to recalculate the taxation revenue for the fiscal year.

Our findings

There were no issues noted in our testing.



Other risks of material misstatement and results (continued)

We highlight our significant findings in respect of **other risks of material misstatement**.



Expenses, including salaries and benefits expense

Background

Estimate?

Expenses are closely monitored against approved budgets. Salaries and expenses represent a significant portion of the District's expenses. There is a need to ensure that the expenses recognized are appropriate.

No

Our response

- We updated our understanding of the process activities and controls over expenses, including salaries and benefits expense.
- We performed testing over the payroll process over hires and terminations, and noted that the controls are designed, implemented, and operating effectively.
- We developed an expectation for the current year salaries and benefits expense based on the prior year expense adjusted for changes in head count, pay rates and other non-recurring items. We compared our expectation to the actual salaries and benefits expense recorded and corroborated any significant variances noted.
- We performed substantive procedures over expenses, including reviewing and vouching a sample of expenses to underlying supporting documentation, ensuring the expenses are appropriately recognized.
- We selected a sample of payments made, trade payables recorded, and invoices received subsequent to year-end and ensured they were recorded in the appropriate fiscal year.

Our findings

There were no issues noted in our testing



Accounting policies and practices



Significant accounting policies

- There have been no initial selections of, or changes to, significant accounting policies and practices, except for the adoption of Canadian public standard *PS 3280 Asset Retirement Obligations* (refer pages 7 to 8) and new financial instruments standards *PS 3450 Financial instruments*, *PS 2601 Foreign currency translation*, *PS 1201 Financial statement presentation* and *PS 3041 Portfolio investments*.
- There were no significant accounting policies in controversial or emerging areas.
- There were no issues noted with the timing of the District's transactions in relation to the period in which they were recorded.
- There were no issues noted with the extent to which the financial statements are affected by a significant unusual transaction and extent of disclosure of such transactions.
- There were no issues noted with the extent to which the financial statements are affected by non-recurring amounts recognized during the period and extent of disclosure of such transactions.



Significant accounting estimates

- There were no issues noted with management's identification of accounting estimates.
- There were no issues noted with management's process for making accounting estimates.
- There were no indicators of possible management bias.
- There were no significant factors affecting the District's asset and liability carrying values



Significant disclosures and financial statement presentation

- There were no issues noted with the judgments made, in formulating particularly sensitive financial statement disclosures.
- There were no issues noted with the overall neutrality, consistency, and clarity of the disclosures in the financial statements.
- There were no significant potential effects on the financial statements of significant risks, exposures, and uncertainties.



Control observations

Consideration of internal control over financial reporting (“ICFR”)



In planning and performing our audit, we considered ICFR relevant to the District’s preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on ICFR.

Our understanding of internal control over financial reporting was for the limited purpose described above and was not designed to identify all control deficiencies that might be significant deficiencies. The matters being reported are limited to those deficiencies that we have identified during the audit that we have concluded are of sufficient importance to merit being reported to those charged with governance.

Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing, and extent of audit procedures performed, as well as other factors. Had we performed more extensive procedures on internal control over financial reporting, we might have identified more significant deficiencies to be reported or concluded that some of the reported significant deficiencies need not, in fact, have been reported.

A deficiency in internal control over financial reporting



A deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A deficiency in design exists when (a) a control necessary to meet the control objective is missing or (b) an existing control is not properly designed so that, even if the control operates as designed, the control objective would not be met. A deficiency in operation exists when a properly designed control does not operate as designed, or when the person performing the control does not possess the necessary authority or competence to perform the control effectively.

Significant deficiencies in internal control over financial reporting



A significant deficiency in internal control over financial reporting is a deficiency, or combination of deficiencies, in internal control that, in the auditor’s professional judgment, is of sufficient importance to merit the attention of those charged with governance.

We did not identify any control deficiencies that we determined to be significant deficiencies in ICFR.



Appendix: Audit quality - How do we deliver audit quality?

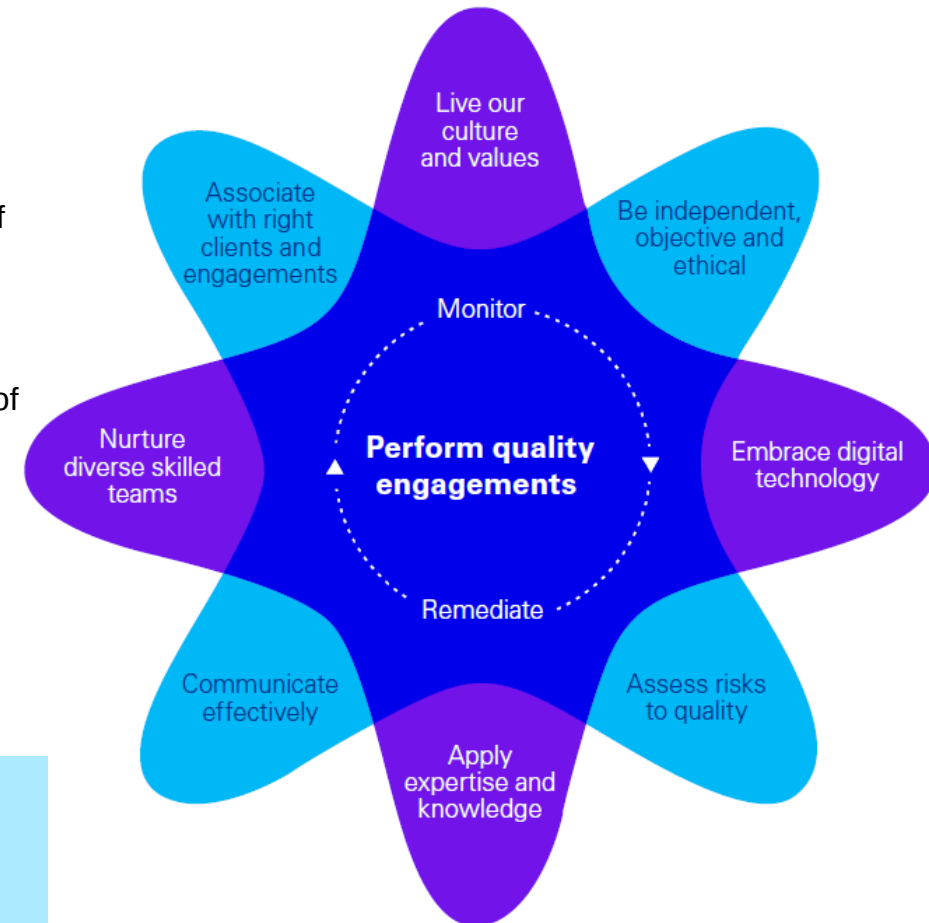
Quality essentially means doing the right thing and remains our highest priority. Our Global Quality Framework outlines how we deliver quality and how every partner and staff member contributes to its delivery.

The drivers outlined in the framework are the ten components of the KPMG System of Quality Management (SoQM). Aligned with ISQM 1/CSQM 1, our SoQM components also meet the requirements of the International Code of Ethics for Professional Accountants (including International Independence Standards) issued by the International Ethics Standards Board for Accountants (IESBA) and the relevant rules of professional conduct / code of ethics applicable to the practice of public accounting in Canada, which apply to professional services firms that perform audits of financial statements. Our Transparency Report includes our firm's Statement on the Effectiveness of our SoQM.

 [KPMG 2023 Audit Quality and Transparency Report](#)

We define 'audit quality' as being the outcome when:

- audits are **executed consistently**, in line with the requirements and intent of **applicable professional standards** within a strong **system of quality management**; and
- all of our related activities are undertaken in an environment of the utmost level of **objectivity, independence, ethics and integrity**.



Doing the right thing. Always.



Appendices

1

Required
communications

2

Management
representation
letter

3

Current
developments

4

Thought leadership
and insights





Appendix 1: Required communications

Draft auditor's report

The conclusion of our audit is set out in our draft auditor's report attached to the draft financial statements.

Audit findings report

Represented by this report.

Management representation letter



In accordance with professional standards, a copy of the management representation letter for the District is included in Appendix 2.

Internal control deficiencies



We did not identify any control deficiencies that we determined to be significant deficiencies in internal control over financial reporting.

We did not identify any new other observations in during the audit.

Independence



In accordance with professional standards, we have confirmed our independence on page 5.



Appendix 2: Management representation letter

DISTRICT OF HUDSON'S HOPE
P.O. BOX 330
HUDSON'S HOPE, BC V0C 1V0

KPMG LLP
177 Victoria Street, Suite 400
Prince George, BC V2L 5R8
Canada

April 29, 2024

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the consolidated financial statements (hereinafter referred to as "financial statements") of **District of Hudson's Hope** ("the Entity") as at and for the period ended December 31, 2023.

GENERAL:

We confirm that the representations we make in this letter are in accordance with the definitions as set out in **Attachment I** to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

RESPONSIBILITIES:

- 1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated December 1, 2023, including for:
 - a) the preparation and fair presentation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework.
 - b) providing you with all information of which we are aware that is relevant to the preparation of the financial statements ("relevant information"), such as financial records, documentation and other matters, including:
 - the names of all related parties and information regarding all relationships and transactions with related parties;
 - the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of shareholders, board of directors and committees of the board of directors that may affect the financial statements. All significant actions are included in such summaries.
 - c) providing you with unrestricted access to such relevant information.
 - d) providing you with complete responses to all enquiries made by you during the engagement.

- e) providing you with additional information that you may request from us for the purpose of the engagement.
- f) providing you with unrestricted access to persons within the Entity from whom you determined it necessary to obtain audit evidence.
- g) such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We also acknowledge and understand that we are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.
- h) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements.
- i) ensuring that internal auditors providing direct assistance to you, if any, were instructed to follow your instructions and that we, and others within the entity, did not intervene in the work the internal auditors performed for you.

INTERNAL CONTROL OVER FINANCIAL REPORTING:

- 2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which we are aware.

FRAUD & NON-COMPLIANCE WITH LAWS AND REGULATIONS:

- 3) We have disclosed to you:
 - a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
 - b) all information in relation to fraud or suspected fraud that we are aware of that involves:
 - management;
 - employees who have significant roles in internal control over financial reporting; or
 - otherswhere such fraud or suspected fraud could have a material effect on the financial statements.
 - c) all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements, communicated by employees, former employees, analysts, regulators, or others.
 - d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements or illegal acts, whose effects should be considered when preparing financial statements.
 - e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

SUBSEQUENT EVENTS:

- 4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

RELATED PARTIES:

- 5) We have disclosed to you the identity of the Entity's related parties.
- 6) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.
- 7) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

ESTIMATES:

- 8) The methods, the data and the significant assumptions used in making accounting estimates, and their related disclosures are appropriate to achieve recognition, measurement or disclosure that is reasonable in the context of the applicable financial reporting framework.

GOING CONCERN:

- 9) We have provided you with all information relevant to the use of the going concern assumption in the financial statements.

COMPARATIVE INFORMATION:

- 10) In respect of the restatement related to the adoption of PS 3280 Asset Retirement Obligation standard made to correct a material misstatement in the comparative information as a result of using the modified retrospective transition method for PS 3280, we reaffirm that the written representations we previously provided to you, in respect of the prior period financial statements presented as comparative information, remain appropriate.

OTHER INFORMATION:

- 11) We confirm that the final version of annual report will be provided to you when available, and prior to issuance by the Entity, to enable you to complete your audit procedures in accordance with professional standards.

MISSTATEMENTS:

- 12) We approve the corrected misstatements identified by you during the audit described in Attachment II.

NON-SEC REGISTRANTS OR NON-REPORTING ISSUERS:

- 13) We confirm that the Entity is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002).

- 14) We also confirm that the financial statements of the Entity will not be included in the group financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

ACCOUNTING POLICIES:

- 15) The accounting policies selected and applied are appropriate in the circumstances.
- 16) The District has satisfactory title to all owned assets.
- 17) We have no knowledge of any liens or encumbrances on assets and/or assets that have been pledged or assigned as security for liabilities, performances of contracts etc., not disclosed in the financial statements.
- 18) We have no knowledge of any plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- 19) We have no knowledge of material unrecorded assets or liabilities or contingent assets or values depend on fulfillment of conditions regarded as uncertain or receivables sold or discounted, endorsements, or guarantees, additional taxes for prior years, repurchase agreements, sales subject to renegotiation or price re-determination, etc.).
- 20) We have no knowledge of shortages that have been discovered and not disclosed to you (such as shortages in inventory, cash, negotiable instruments, etc.).
- 21) The District has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of non-compliance including violations or default of the covenants in the District's debt agreements.
- 22) There are no arrangements (contractual or otherwise) by which programs have been established to provide employee future benefits, except as disclosed to you.
- 23) The District has appropriately grouped long-lived assets together for purpose of assessing impairment. We confirm that we are not aware of any other impairments to the land held for resale.
- 24) We confirm that we have provided to you all the information we are aware of regarding the impact of PS 3280 Asset Retirement Obligation and believe the disclosure in the financial statement is appropriate.
- 25) We confirm that the assumptions and data inputs used in the calculation of the asset retirement obligation are appropriate and reflect the geography that the Entity is located.
- 26) Revenue unearned in the current period is reported on the statement of financial position as deferred revenue.
- 27) The District has evaluated all owned properties under the PS 3260 - Liability for Contaminated Sites Standard.
- 28) We have no knowledge of material liabilities resulting from the evaluation of owned properties under PS 3260 - Liability for Contaminated Sites.

- 29) The District has evaluated all transactions and relationships involving variable interest entities (and/or special purpose entities) to determine that the accounting for such transactions is in accordance with the relevant financial reporting framework. The evaluation did not result in the identification of variable interest entities.
- 30) The Council has approved the December 31, 2023 consolidated financial statements.
- 31) The District has reconciled, recorded and reflected all approved transfers to and from the reserves as at December 31, 2023.
- 32) For financial statement purposes, taxation and user fee revenues are recognized 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. Collection for other authorities are excluded from the District's taxation revenues.

Yours very truly,

By: Ms. Crystal Brown, Chief Administrative Officer

By: Ms. Tonia Alexander, Deputy Treasurer

Attachment I – Definitions

MATERIALITY

Certain representations in this letter are described as being limited to matters that are material.

Information is material if omitting, misstating or obscuring it could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

Judgments about materiality are made in light of surrounding circumstances, and are affected by perception of the needs of, or the characteristics of, the users of the financial statements and, the size or nature of a misstatement, or a combination of both while also considering the entity's own circumstances.

FRAUD & ERROR

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

Attachment II

District of Hudson's Hope

Year End: December 31, 2023

Adjusting Journal Entries

Date: 1/1/2023 To 12/31/2023

G3

Prepared by KZ 4/27/2024	Prepared by	Reviewed by
Reviewed by TB	Reviewed by	

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence
AJE 1	12/31/2023	PREPAID EXPENSES	01-10-6050-1300	PPE. 3.3.P.1	100,000.00		
AJE 1	12/31/2023	CAPITAL - MACHINERY & EQUIPMENT	01-80-6050-1420	PPE. 3.3.P.1		100,000.00	
To adjust the deposit of Wild Land Rescue Truck paid during the year end but haven't been delivered to Prepaid Expenses.							
AJE 2	12/31/2023	GAIN/LOSS ON DISPOSAL	01-10-1005-5990	PPE. 3.2.P.1	5,215.58		
AJE 2	12/31/2023	LEGAL FEES	01-18-1800-5107	PPE. 3.2.P.1		5,215.58	
To adjust gain/loss from sale of Lucas Subdivision lot to actual.							
AJE 3	12/31/2023	WAGES BENEFITS (GGS)	01-10-1005-5006	PUR. 3.2.P.1	10,419.44		
AJE 3	12/31/2023	PAYROLL ACCRUED WAGES	01-10-6050-2200	PUR. 3.2.P.1		10,419.44	
To accrue CPP, EI, and Income Tax Payable for pay period 1 that was not accrued for by the client							
AJE 4	12/31/2023	AMORTIZATION EXPENSE	04-40-4000-5980	PPE. 3.2.P.1		54.99	
AJE 4	12/31/2023	AMORTIZATION EXPENSE	04-40-4000-5980	PPE. 3.2.P.1	105,921.17		
AJE 4	12/31/2023	ACCUM AMORT - INFRASTRUCTURE WATER	04-40-6050-1449	PPE. 3.2.P.1	54.99		
AJE 4	12/31/2023	ACCUM AMORT - INFRASTRUCTURE WATER	04-40-6050-1449	PPE. 3.2.P.1		105,921.17	
To adjust ongoing project to working in progress account.							
AJE 5	12/31/2023	AMORTIZATION EXPENSE	01-10-1005-5980		6,376.83		
AJE 5	12/31/2023	ASSET RETIREMENT OBLIGATION - GENERAL	01-10-6050-8500			693,601.29	
AJE 5	12/31/2023	CAPITAL - BUILDINGS & SITE IMPROVEMENT	01-80-6050-1410		693,601.29		
AJE 5	12/31/2023	ACCUM AMORT - BUILDINGS & SITE IMPROVEMENT	01-80-6050-1419			608,436.39	
AJE 5	12/31/2023	SURPLUS- GENERAL FUND	01-80-7050-3100		588,992.00		
AJE 5	12/31/2023	AMORTIZATION EXPENSE	04-40-4000-5980		10.56		
AJE 5	12/31/2023	ASSET RETIREMENT OBLIGATION - WATER	04-40-4000-8500			7,040.00	
AJE 5	12/31/2023	CAPITAL - INFRASTRUCTURE WATER	04-40-6050-1440		7,040.00		
AJE 5	12/31/2023	ACCUM AMORT - INFRASTRUCTURE WATER	04-40-6050-1449		6,534.00		
AJE 5	12/31/2023	SURPLUS -WATER UTILITY FUND	04-80-7050-3101		6,523.00		
AJE 5	12/31/2023	ASSET RETIREMENT OBLIGATION - SEWER	05-50-5000-8500			1,814.40	
AJE 5	12/31/2023	CAPITAL - SEWER INFRASTRUCTURE	05-50-6050-1451		1,814.40		
AJE 5	12/31/2023	ACCUM AMORT - SEWER INFRASTRUCTURE	05-50-6050-1459			1,814.40	
AJE 5	12/31/2023	SURPLUS- SANITARY SEWER FUND	05-80-7050-3102		1,814.40		
To record asset retirement obligation under the modified retroactive transitional method.							
AJE 6	12/31/2023	Other revenue from own sources - Budget rec	99-4			15,409.43	
AJE 6	12/31/2023	GST PAID	01-10-6000-1111		15,409.43		
To adjust GST rebate for period covered from Oct-1-23 to Dec-31-23 that wasn't received until after year-end to actual.							
AJE 7	12/31/2023	DEFERRED REVENUE	01-10-6050-2400			529,515.00	
AJE 7	12/31/2023	MISCELLANEOUS REVENUE	05-50-5000-4405		529,515.00		
To record deferred revenue related to project #L33171 - Kendrick Lift Station							
AJE 8	12/31/2023	O & M WATER TREATMENT AND DISTRIBUTION	04-40-4000-5800		26,396.79		
AJE 8	12/31/2023	CAPITAL - INFRASTRUCTURE WATER	04-40-6050-1440			26,396.79	
To remove reconfiguring of water line from capital.							

Prepared by KZ 4/27/2024	Prepared by	Reviewed by
Reviewed by TB	Reviewed by	

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence
AJE 9	12/31/2023	WTP WRITE DOWN	01-10-7000-2703	PPE. 3.3.P.1	3,098,399.05		
AJE 9	12/31/2023	CAPITAL - INFRASTRUCTURE WATER	04-40-6050-1440	PPE. 3.3.P.1		3,351,718.00	
AJE 9	12/31/2023	ACCUM AMORT - INFRASTRUCTURE WATEI	04-40-6050-1449	PPE. 3.3.P.1	253,318.95		
To write-down the water treatment plant.							
					5,457,356.88	5,457,356.88	

Net Income (Loss) (1,502,384.32)

DRAFT

District of Hudson's Hope

Year End: December 31, 2023

Reclassification entries

Date: 1/1/2023 To 12/31/2023

G4

Prepared by KZ 4/27/2024	Prepared by	Reviewed by
Reviewed by TB	Reviewed by	

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence	Misstatement
R1	12/31/2023	GST PAID	01-10-6000-1111			1,824.18		
R1	12/31/2023	GST COLLECTED	01-10-6050-2300		1,824.18			
To merge GST accounts for financial statement purpose.								
R2	12/31/2023	ACCOUNTS PAYABLE	01-10-6050-2100	HR. 3.1.P.2	15,223.42			
R2	12/31/2023	PAYROLL ACCRUED WAGES	01-10-6050-2200	HR. 3.1.P.2		15,223.42		
To reallocate payroll deduction for pay period 26 from accounts payable to wages accrual								
R3	12/31/2023	3% FRANCHISE FEE	01-10-1000-4111		21,183.95			
R3	12/31/2023	3% FRANCHISE FEE	01-10-1005-4111			21,183.95		
To reclass the 3% financing fee for financial statement presentation.								
R4	12/31/2023	LAND HELD FOR SALE	01-10-6050-1405			88,363.49		
R4	12/31/2023	LAND HELD FOR SALE	01-10-6051-1405		88,363.49			
To reclassify land held for sale to match prior year financial statements.								
R5	12/31/2023	GENERAL BANK ACCOUNT	01-10-6000-1002	TRS. 3.1.P.1		39,958.12		
R5	12/31/2023	ACCOUNTS RECEIVABLE	01-10-6000-1101	TRS. 3.1.P.1	39,958.12			
R5	12/31/2023	CASH CLEARING	01-10-6050-2104	TRS. 3.1.P.1		39,958.12		
R5	12/31/2023	CASH CLEARING	01-10-6050-2104	TRS. 3.1.P.1	39,958.12			
To reverse outstanding deposit from EMBC (invoice #RC001-22-4536) to accounts receivable (DO NOT POST)								
					206,511.28	206,511.28		
Net Income (Loss)			(1,502,384.32)					

District of Hudson's Hope

Year End: December 31, 2023

Adjusting Journal Entries

Date: 1/1/2022 To 12/31/2022

G7

Prepared by KZ 4/27/2024	Prepared by	Reviewed by
Reviewed by TB	Reviewed by	

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence	Misstatement
PY1	12/31/2022	AMORTIZATION EXPENSE	01-10-1005-5980		6,376.83			
PY1	12/31/2022	ASSET RETIREMENT OBLIGATION - GENERA	01-10-6050-8500			693,601.29		
PY1	12/31/2022	CAPITAL - BUILDINGS & SITE IMPROVEMENT	01-80-6050-1410		693,601.29			
PY1	12/31/2022	ACCUM AMORT - BUILDINGS & STIE IMPROV	01-80-6050-1419			582,614.23		
PY1	12/31/2022	ACCUM AMORT - BUILDINGS & STIE IMPROV	01-80-6050-1419			6,376.83		
PY1	12/31/2022	SURPLUS- GENERAL FUND	01-80-7050-3100		582,614.23			
PY1	12/31/2022	AMORTIZATION EXPENSE	04-40-4000-5980		10.56			
PY1	12/31/2022	ASSET RETIREMENT OBLIGATION - WATER	04-40-4000-8500			7,040.00		
PY1	12/31/2022	CAPITAL - INFRASTRUCTURE WATER	04-40-6050-1440		7,040.00			
PY1	12/31/2022	ACCUM AMORT - INFRASTRUCTURE WATER	04-40-6050-1449			6,512.00		
PY1	12/31/2022	ACCUM AMORT - INFRASTRUCTURE WATER	04-40-6050-1449			10.56		
PY1	12/31/2022	SURPLUS -WATER UTILITY FUND	04-80-7050-3101		6,512.00			
PY1	12/31/2022	ASSET RETIREMENT OBLIGATION - SEWER	05-50-5000-8500			1,814.40		
PY1	12/31/2022	CAPITAL - SEWER INFRASTRUCTURE	05-50-6050-1451		1,814.40			
PY1	12/31/2022	ACCUM AMORT - SEWER INFRASTRUCTURE	05-50-6050-1459			1,814.40		
PY1	12/31/2022	SURPLUS- SANITARY SEWER FUND	05-80-7050-3102		1,814.40			
To record asset retirement obligation under the modified retroactive transitional method.								
PY2	12/31/2022	PROV GRANTS- OTHER (NDIT/COMM REC/C)	01-10-1003-4210		144,000.00			
PY2	12/31/2022	MISC & OTHER GRANT REVENUE	01-12-1200-4405			144,000.00		
Reclassify other grant for financial statement purposes.								
					1,443,783.71	1,443,783.71		
Net Income (Loss)			(1,502,384.32)					



Appendix 3: Current developments

Changes in auditing standards

Effective for periods beginning on or after December 15, 2022

ISA/CAS 220

.....
(Revised) Quality management for an audit of financial statements

ISQM1/CSQM1

.....
Quality management for firms that perform audits or reviews of financial statements or other assurance or related services engagements

ISQM2/CSQM2

.....
Engagement quality reviews

Effective for periods beginning on or after December 15, 2023

ISA 600/CAS 600

.....
Revised special considerations – Audits of group financial statements

Refer to the next page for more information about CAS 600.



Appendix 3: Current developments (continued)

Changes in auditing standards (continued)

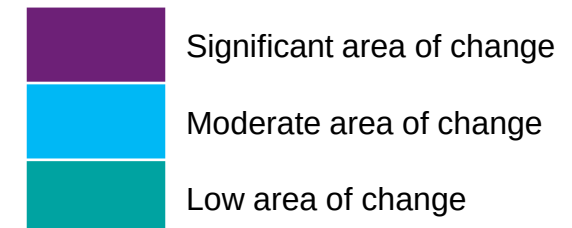
CAS 600 *Special Considerations – Audits of Group Financial Statements (including the work of component auditors)* (“CAS 600”) is an auditing standard that is currently applied by KPMG for the audit of the District’s financial statements. Effective for the District’s 2026 fiscal year, CAS 600 has been revised to include new and enhanced requirements that KPMG will be required to implement in the audit. A summary of the key changes in CAS 600 is as follows:

[Click here](#) for information about the revised CAS 600 from CPA Canada



Key changes include:

- Risk-based approach to group audit scoping.
- Increased direction and supervision of component auditors.
- Increased two-way communication through the audit.



KPMG is in the process of evaluating the impact of the revised CAS 600 for the District’s audit and will communicate with management and the Committee as more information is available.



Appendix 3: Current developments (continued)

Changes in accounting standards

Standard	Summary and implications
Concepts Underlying Financial Performance	• The revised Conceptual Framework is effective for fiscal years beginning on or after April 1, 2026 with early adoption permitted. • The framework provides the core concepts and objectives underlying Canadian public sector accounting standards. • The ten chapter conceptual framework defines and elaborates on the characteristics of public sector entities and their financial reporting objectives. Additional information is provided about financial statement objectives, qualitative characteristics and elements. General recognition and measurement criteria, and presentation concepts are introduced.
Financial Statement Presentation	• The proposed section PS 1202 <i>Financial statement presentation</i> will replace the current section PS 1201 <i>Financial statement presentation</i>. PS 1202 <i>Financial statement presentation</i> will apply to fiscal years beginning on or after April 1, 2026 to coincide with the adoption of the revised conceptual framework. Early adoption is permitted. • The proposed section includes the following: • Relocation of the net debt indicator to its own statement called the statement of net financial assets/liabilities, with the calculation of net debt refined to ensure its original meaning is retained. • Separating liabilities into financial liabilities and non-financial liabilities. • Restructuring the statement of financial position to present total assets followed by total liabilities. • Changes to common terminology used in the financial statements, including re-naming accumulated surplus (deficit) to net assets (liabilities). • Removal of the statement of remeasurement gains (losses) with the information instead included on a new statement called the statement of changes in net assets (liabilities). This new statement would present the changes in each component of net assets (liabilities), including a new component called “accumulated other”. • A new provision whereby an entity can use an amended budget in certain circumstances. • Inclusion of disclosures related to risks and uncertainties that could affect the entity’s financial position.



Appendix 3: Current developments (continued)

Changes in accounting standards (continued)

Standard	Summary and implications
Employee Future Benefit Obligations	• The Public Sector Accounting Board has initiated a review of sections PS 3250 <i>Retirement benefits</i> and PS 3255 <i>Post-employment benefits, compensated absences and termination benefits</i>. • The intention is to use principles from International Public Sector Accounting Standard 39 <i>Employee benefits</i> as a starting point to develop the Canadian standard. • Given the complexity of issues involved and potential implications of any changes that may arise from the review of the existing guidance, the new standards will be implemented in a multi-release strategy. The first standard will provide foundational guidance. Subsequent standards will provide additional guidance on current and emerging issues. • The proposed section PS 3251 <i>Employee benefits</i> will replace the current sections PS 3250 <i>Retirement benefits</i> and PS 3255 <i>Post-employment benefits, compensated absences and termination benefits</i>. It will apply to fiscal years beginning on or after April 1, 2026. Early adoption will be permitted and guidance applied retroactively. • This proposed section would result in public sector entities recognizing the impact of revaluations of the net defined benefit liability (asset) immediately on the statement of financial position. Organizations would also assess the funding status of their post-employment benefit plans to determine the appropriate rate for discounting post-employment benefit obligations. • The Public Sector Accounting Board is in the process of evaluating comments received from stakeholders on the exposure draft.





Appendix 4: Thought leadership and insights

Environmental, social and governance (“ESG”)

What is ESG?

ESG is a framework to integrate environmental, social and governance risks and opportunities into an organization’s strategy to build long term financial sustainability and create value. ESG includes a wide range of non-financial scoring categories, used by investors and other stakeholders to assess the impact of a Association’s products and business practices on sustainability and social causes.

Environmental

Our IMPACT on our planet

- Climate change
- Greenhouse gas (GHG) emissions
- Natural resource depletion
- Waste and pollution
- Deforestation
- Hazardous materials
- Biodiversity

Social

Our IMPACT in our communities

- Working conditions, including slavery and child labour
- Impact on local communities
- Conflict regions
- Health and safety
- Employee diversity, equity, and inclusion
- Product mis-selling
- Data protection

Governance

Our conduct

- Executive pay
- Bribery and corruption
- Political lobbying and donations
- Board diversity and structure
- Tax strategy
- Data breaches

ESG strategies can help entities deliver long-term value through effective engagement with all stakeholders – generating trust and a competitive advantage.



Appendix 4: Thought leadership and insights (continued)

Environmental, social and governance (“ESG”) (continued)

First IFRS Sustainability Disclosure Standards

The arrival of the first two IFRS Sustainability Disclosure Standards marks a key milestone in sustainability reporting and is a significant step towards creation of a global baseline for stakeholder-focused sustainability reporting that local jurisdictions can build on. **Although the standards are not required to be adopted by the District, the new IFRS sustainability standards provide key insights into what the future of sustainability reporting may look like for the District.**

Summary of the recently released standards

The standards build on the four-pillar structure of the **Task Force on Climate-related Financial Disclosures**.

The **general requirements standard (IFRS S1)** defines the scope and objectives of reporting and provides core content, presentation and practical requirements.

It requires disclosure of material information on all sustainability-related risks and opportunities – not just on climate.

The **climate standard (IFRS S2)** replicates the core content requirements and supplements them with climate-specific reporting requirements.



Visit KPMG’s Sustainability Reporting website for more information, including a comprehensive summary of the new requirements and KPMG’s insights and illustrative examples for the new standards.

[Click here](#) to access KPMG’s portal



Appendix 4: Thought leadership and insights (continued)

Thought leadership – Environmental, social and governance (“ESG”)

Note: Click on images to visit document link.



CoP26 made progress towards tackling climate change, but there is much more to do. At KPMG, we're committed to accelerating the changes required to fight climate change.



The Green City outlines the need of the cities and the buildings in them to reflect climate consciousness. The link provides guidance on what that looks like and the first steps to meeting those objectives.



This highlights a five-part framework to help organizations shape the total impact of strategy and operations on performance both externally, and internally.



This article outlines how ESG is impacting valuation and performance of the underlying companies institutional investors have a stake in.

KPMG's Climate Change Financial Reporting Resource Centre provides FAQs to help you identify the potential financial statement impacts for your business.

[Click here](#) to access KPMG's portal.



Appendix 4: Thought leadership and insights (continued)

General

Global Economic Outlook

We may be only part-way through 2023, but the phrase that has overwhelmingly dominated conversations – from board rooms to political chambers and Main Streets – has been the cost-of-living crisis. In recent years, the world has faced waves of challenges, from the pandemic to the invasion of Ukraine, to the unfolding bank liquidity challenges amidst skittish depositors. The impact of such a lengthy period of uncertainty is being felt by everyone and that's reflected in KPMG's latest Global Economic Outlook.

[Click here](#) to access KPMG's portal.

2023 CEO Outlook

While CEOs maintain confidence in the future of the global economy, their views on what constitutes a risk to their business have shifted significantly. The persistent flux in global politics, trade dynamics and international relations has required a new level of resilience from CEOs. They are reassessing their strategic priorities, focusing on the rise of generative AI, talent management and high stakeholder expectations in addressing environmental, social and government (ESG) issues.

[Click here](#) to access KPMG's portal.

Board Leadership Centre

KPMG in Canada Board Leadership Centre engages with directors, board members and business leaders to discuss timely and relevant boardroom challenges and deliver practical thought leadership on risk and strategy, talent and technology, globalization and regulatory issues, financial reporting and more.

[Click here](#) to access KPMG's portal.

Accelerate

Our annual article series, developed by KPMG subject matter experts, which tackles the most pressing risks and opportunities that face audit committees, boards and management teams across the country. The focus areas for 2024 include economic uncertainty, cyber risk, digital transformation, talent retention and mandatory ESG reporting.

[Click here](#) to access KPMG's portal.



Appendix 4: Thought leadership and insights (continued)

Information technology and digital transformation

Digital Transformation and Technology

Pre-COVID-19, private and public organizations were moving towards a digital business model, travelling at varying speeds. But the pandemic forced a dramatic acceleration, both in the speed of change and the required investment to digitally transform. According to Canadian insights from KPMG's recent global survey, organizations are investing heavily in technology to address immediate concerns, ranging from falling revenue and interrupted supply chains to building longer-term competitiveness and operational resilience.

[Click here](#) to access KPMG's portal.

Five Questions Boards Should Ask About Digital Transformation Projects

Boards and management committees alike have increasingly expressed interest in technology investments that improve operations, enable customer relationships, and support virtual workforces. Based on our experience working with organizations across many industries, five questions have been identified to help a Board understand and 'sponsor' a project successfully.

[Click here](#) to access KPMG's portal.

KPMG Global Tech Report 2023

Be determined, not deterred. Despite the headwinds of global economic uncertainty, digital transformation leaders that are committed to their innovation priorities continue to realize value at pace. In our latest survey – the KPMG global tech report 2023 – digital leaders are bullish in their belief that embracing technology across all facets of their business is bringing productivity gains.

[Click here](#) to access KPMG's portal.

Maintaining Cyber Vigilance and Staying Resilient

Cyber resilience is vital to maintain business operational capabilities, safeguard customer trust, and reduce the impact of future attacks. Regulators worldwide are also increasingly focused on cyber resilience, obligating organizations to be more transparent about their ability to respond to breaches before, during and after an incident. KPMG's eBook shares hard-won lessons which are intended to help organizations confidently and proactively address cyber threats, recover from cyber incidents and emerge stronger.

[Click here](#) to access KPMG's portal.

Asset management

Asset Management in the Age of Uncertainty

Most asset managers seem to recognize that their business is in the midst of a significant disruption. The fundamentals of the asset management industry are changing and there is need for new ideas and new models.

[Click here](#) to access KPMG's portal.



Converging Trends 2033: The Long View

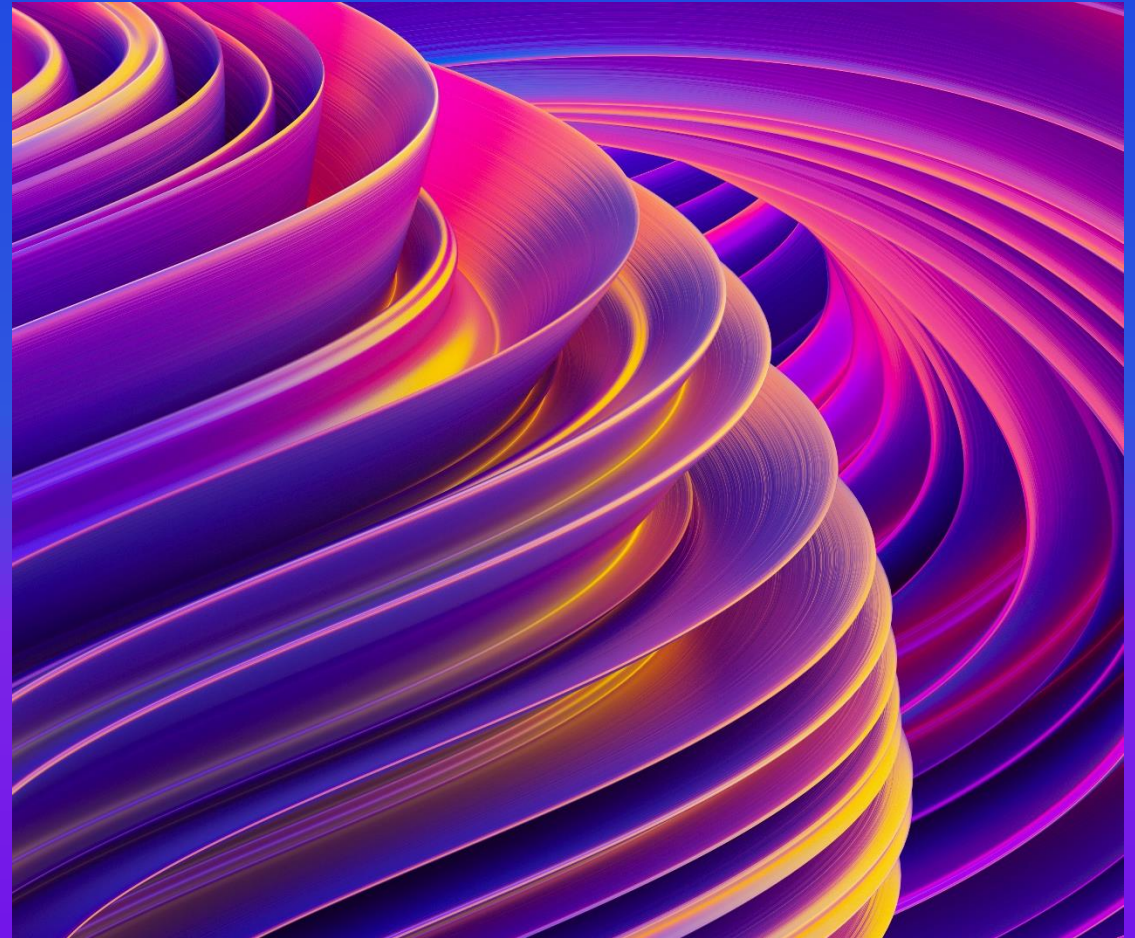
We asked KPMG's global infrastructure leaders to use their experience and insight to put themselves in the year 2033. We had them tell us what they saw, pick some winners and losers, and provide insights and ideas to help readers in the mid-2020s prepare for the world of 2033. To make this report practical, we focused on three key yet interdependent themes – cities, sustainable development and innovation.

[Click here](#) to access KPMG's portal.



<https://kpmg.com/ca/en/home.html>

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STAFF REPORT

TO: Mayor and Council
FROM: Tonia Alexander, Deputy Treasurer
DATE: April 29, 2024
SUBJECT: Draft 2023 Audited Financial Statements

RECOMMENDATION:

That Council receives the report titled "Draft 2023 Financial Statements" dated April 29, 2024; further, that Council approves the Draft 2023 Financial Statements, as presented by KPMG, as the final Financial Statements for the year ending December 31, 2023, effective April 29, 2024; and further that the Mayor and Chief Administrative Officer be authorized to sign the 2023 District of Hudson's Financial Statements.

BACKGROUND:

In accordance with the *Community Charter*, the Audited Financial statements for the preceding year must be presented to Council for approval prior to May 15, 2024.

KPMG, the Auditor for the District of Hudson's Hope, have completed the work necessary to form an opinion on the District of Hudson's Hope 2023 Financial statements, and will be presenting the draft 2023 Financial Statements to Council via video conference Monday, April 29th, 2024, during the Regular Council Meeting.

New for the 2023 Financial statements is adoption of the public accounting standard PS 3450 - Financial Instruments.

Financial Statements are comprised of the following:

1. Statement of Financial Position
2. Statement of Operations and Accumulated Surplus
3. Statement of Changes in Net Assets
4. Statement of Cash Flows
5. Note to the Financial Statements

FINANCIAL CONSIDERATIONS: N/A

ATTACHMENTS:

Draft 2023 District of Hudson's Hope Financial Statements.

Prepared By: *Tonia Alexander, Deputy Treasurer*

Approved By: *Crystal Brown, Chief Administrative Officer*

DRAFT Consolidated Financial Statements of

DISTRICT OF HUDSON'S HOPE

And Independent Auditor's Report thereon

Year ended December 31, 2023

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

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



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.
- 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.

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Chartered Professional Accountants

Prince George, Canada

April 29, 2024



DISTRICT OF HUDSON'S HOPE

DISTRICT OF HUDSON'S HOPE

Consolidated Statement of Financial Position

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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
	9,130,695	9,078,651
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
	2,001,508	1,588,537
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
	25,496,721	26,638,177
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

DRAFT

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

DISTRICT OF HUDSON'S HOPE

Consolidated Statement of Change in Net Financial Assets

DRAFT

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

DISTRICT OF HUDSON'S HOPE

Consolidated Statement of Cash Flows

DRAFT

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

	2023 Actual	2022 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)
	4,302,913	935,086
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
	(3,119,055)	(764,258)
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	\$ 7,803,287	\$ 8,121,812

See accompanying notes to consolidated financial statements.

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

DRAFT

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

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

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)

DRAFT

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

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

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

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

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)

DRAFT

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)

DRAFT

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)

DRAFT

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 Village 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 Village 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)

DRAFT

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)

DRAFT

Year ended December 31, 2023

7. Tangible capital assets (continued):

	2022 (restated - note 15)						
	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)

DRAFT

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)

DRAFT

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)

DRAFT

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)

DRAFT

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)

DRAFT

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)

DRAFT

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)

DRAFT

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)

DRAFT

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)

DRAFT

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)

DRAFT

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)

DRAFT

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)

DRAFT

Year ended December 31, 2023

18. Segmented information: (continued):

2022 - (restated - note 15)									
	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

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

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.

Schedule 1 - COVID-19 Safe Restart Grant

DRAFT

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
	67,277
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	178,018
Remaining COVID-19 Safe Restart grant	\$ -

Schedule 2 - Growing Communities Fund

DRAFT

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
	913,646
Less amount utilized in 2023:	
ATV Dinosaur Lake campground	147,000
	766,646
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
	766,646
	\$ -



STAFF REPORT

TO: Mayor & Council

FROM: Fred Burrows, Director of Protective Service

DATE: April 29, 2024

SUBJECT: Fire Response for Cameron Lake Campground

RECOMMENDATION:

That Council receives the report titled "Fire Response for Cameron Lake Campground" dated April 26, 2024; further, that Council authorizes the District of Hudson's Hope Fire Department to respond to reported fires at the Cameron Lake Campground to ensure public safety, property conservation, and protect the environment; and further, that Council authorizes the Fire Department to respond to roadside fires up to Cameron Lake and do our utmost to reduce or eliminate the spread of wildfire during these types of incidents.

BACKGROUND:

The District of Hudson's Hope (District) owns and operates the Cameron Lake Campground. At present, there is no fire response for fire incidents that occur within the campground or on the road edge of Highway 29, as in the situation that just happened in the District of Chetwynd on Highway 97.

With the reallocation of BC Wildfire resources from Chetwynd to Dawson Creek, response times to the campground and along Highway 29 could be delayed if the District solely depends on BC Wildfire as the primary response to such incidents within this area.

DISCUSSION:

Should the fire department be permitted to respond to the campground and along the roadside of Highway 29, the fire department will not be entering into the bush line to engage and suppress wildfires. The fire department will do what is possible from the shoulder or ditch edge of the road.

BC Wildfire is still responsible for these areas and will be notified immediately of all fire situations. The fire department will attempt to reduce the severity of the situation by engaging these types of fires when reported.

FINANCIAL CONSIDERATIONS:

The District does not have historical data regarding fires along the Highway 29 route and including the Cameron Lake Campground. Should the incident turn into a larger event, the District would expect a task number to be issued and reimbursement where appropriate.

ALTERNATIVE OPTIONS:

That Council receives the report titled "Fire Response for Cameron Lake Campground" dated April 26, 2024, for information.

Prepared By: *Fred Burrows Director of Protective Services*

Approved By: *Crystal Brown, Chief Administrative Officer*



STAFF REPORT

TO: Mayor and Council

FROM: Andrea Martin, Corporate Officer

DATE: April 29, 2024

SUBJECT: Financial Grant-in-Aid Requests - 2024

RECOMMENDATION:

That Council receives the report titled "Financial Grant-in-Aid Requests – 2024" dated April 29, 2024, for discussion.

BACKGROUND:

Based on the District's Financial Assistance Grant Policy No 001/20, an amount not exceeding 10% of the annual municipal residential tax revenue will be budgeted for financial assistance grants. Of the total amount budgeted, eighty percent (80%) will be eligible for disbursement through the budget approval process, and the remaining twenty percent (20%) will remain unallocated for requests that may be received later in the year.

The estimated residential taxes for 2024, based on the 2024 draft operating budget, is \$450,538. Ten percent of this total is \$45,054; therefore, \$36,043 (80% of \$45,054) is available for Financial Assistance Grants through the budget process, with \$9,010 (20% of \$45,054) remaining unallocated for requests throughout the year.

2024 Residential Taxes	450,538
2024 Grant in Aid	\$45,054
80% Available for Grants	\$36,043

DISCUSSION:

The District received nine Financial Grant in Aid requests for 2024. The total amount requested by the 2024 applicants is \$86,495.78, which is greater than the \$36,043 amount available in the proposed 2024 budget or even exceeded the entire year's budget of \$45,054.

Staff need Council to determine which groups will receive funding, and the amount of funding provided in the form of a motion. A sample resolution is as follows:

"That Council authorize a grant in the amount of XXXX, payable from the 2024 Financial Grant-in-Aid allocation, to be issued to XXXXX for XXXX."

A summary of the applications is as follows:

Organization Name	Request	Amount Requested (Less Inkind)	Amount Requested	Amount (Capital)	Amount (Operational)	Amount (Insurance)	Amount (In-Kind)	Organization in good standing?	Previous Final Report Submitted?
Double "H" Saddle Club	removing old kitchen, laying slab, moving new kitchen and hooking up electrical	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	Yes	N/A
House of Community Church	\$3500-\$5000 to cover expenses for tent revival and inkind tables, chairs, man power setting up	\$4,700.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$300.00	Yes	N/A
HH Rodeo Society	Rentals during Rodeo \$1000 for outhouses, \$2500 for tent rentals & \$1200 for outdoor arena	\$4,700.00	\$4,700.00	\$0.00	\$4,700.00	\$0.00	\$0.00	Yes	N/A
HH Health Care & Housing Society	Exterior maintenance, replace and prepare wooden dividers and posts at the front entry at Silver Willows	\$10,212.00	\$10,212.00	\$10,212.00	\$0.00	\$0.00	\$0.00	Yes	N/A
HH Lions Club	Mobile Kitchen Trailer	\$27,500.00	\$27,500.00	\$27,500.00	\$0.00	\$0.00	\$0.00	Yes	Yes
HH Radio Amateur Club	Signal Hill Revitalization Project	\$3,550.00	\$3,550.00	\$3,550.00	\$0.00	\$0.00	\$0.00	Yes	Yes
Hudson's Hope Grad Society	Society fees - paper, ink and office supplies - Live Stream ceremony - misc high costs of living - In-Kind donation hanging banners in Beattie Park	\$2,540.00	\$2,940.00	\$0.00	\$2,940.00	\$0.00	\$400.00	Yes	N/A
Hudson's Hope Figure Skating Club	In-Kind - Ice rental fee during skating carnival and decorating time be donated (approx 6 hrs)	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	Yes	Yes
Hope for Health	\$4500 to cover expenses for That Dam Run & Wellness Conference. In-Kind donation of use of traffic cones, porta-potty transportation, use of photocopier/printer, use of large sandwich boards, media & publicity support, assistance of Recreation Officer for conference.	\$4,500.00	\$5,240.00	\$0.00	\$4,500.00	\$0.00	\$740.00	Yes	Yes
HH Minor Soccer	Replacing nets. In-Kind donation of picnic tables, garbage cans, large tent set up & DOHH swag	\$11,353.78	\$12,053.78	\$11,353.78	\$0.00	\$0.00	\$700.00	Yes	Yes
Total:		\$84,055.78	\$86,495.78	\$67,615.78	\$12,140.00	\$0.00	\$2,440.00		

FINANCIAL CONSIDERATIONS:

The total amount requested by all of the 2024 applicants is \$86,495.78, which is greater than the \$36,043 amount available in the proposed 2024 budget or even exceeded the entire year's budget of \$45,054.

There is an additional amount of \$24,601 that has been rolled over from 2023 for the Grant in Aid 2023 applications from the Lions Club and the Hudson's Hope Radio Amateur Club.

MOVES, SECONDED, and CARRIED

That Council receive the report titled "2023 Financial Assistance Grant Allocations" dated November 27, 2023; further, that Council authorizes that the grant in the amount of \$7,250 to the Hudson's Hope Radio Amateur Club for the Signal Hill Revitalization Project be carried forward to the 2024 Financial Plan; and further, that the grant in the amount of \$17,351 to the Hudson's Hope Lions Club for the mobile kitchen trailer be carried forward to the 2024 Financial Plan, and further, that the funds be used by December 31, 2024.

ALTERNATIVE OPTIONS:

1. That Council provide further direction to Administration on the allocation of funds and provision on "In-Kind" support.

ATTACHMENTS:

1. Financial Assistance Grant Policy No 001/20.
2. 2024 Financial Assistance Grant Applications.

Prepared By: *Andrea Martin, Corporate Officer*

Approved By: *Crystal Brown, Chief Administrative Officer*

FINANCIAL ASSISTANCE GRANT POLICY

Revised Council Resolution No. 001/20
Revised Effective Date: January 13, 2020

Original Council Resolution No. 074
Original Effective Date: March 24, 2014

Section: Finance

Purpose:

The District of Hudson's Hope recognizes that valued contributions are being provided through volunteer efforts of the community organizations and agencies on behalf of the citizens. The Financial Assistance Grant demonstrates Council's commitment to working with groups that provide these beneficial programs, services or projects to the community while at the same time recognizing the financial constraints of the District.

Policy:

In granting financial assistance to an organization for a Financial Assistance Grant, the District will take in to account the following objectives:

1. For purposes of budget preparation, an amount not exceeding 10% of the annual municipal residential tax revenue will be budgeted for Financial Assistance Grants.
2. Of the total amount budgeted to provide Financial Assistance Grants, eighty percent (80%) will be eligible for disbursement through the budget approval process and the remaining twenty percent (20%) will remain unallocated for any requests that may be subsequently received during the year.
3. *The primary purpose* of a financial assistance grant is to provide assistance to an organization for a specific capital project or local event that benefits the residents of the District of Hudson's Hope.
4. Providing financial assistance includes the donation of time, facilities and District inventory, for example, tents, tables and chairs.
5. Grants will not be provided for travel expenses.
6. The applicant organization must be registered as a Non-Profit Society or belong to a parent Non-Profit Society under the laws of British Columbia and/or Canada.
7. Upon completion of the project, the applicant must submit a final report to the District of Hudson's Hope outlining how funds were expended.

8. Assistance in the form of a grant will be made after the property tax deadline, which is early July of each year. If the applicant requires all or a portion of the funds prior to that time, the application should specifically request an earlier payment, which will be at the discretion of Council.
9. Preference will be given to an organization that benefits the Hudson's Hope community at large.
10. Priority may be given to the following categories:
 - a. Family
 - b. Youth
 - c. Disabled
 - d. Adult
 - e. Size of Group

Note: Individual groups are encouraged to apply through their Umbrella Group.

11. Priority for capital projects and events hosted in our community may be given to the following categories:
 - a. Local Events
 - b. Regional Events
 - c. Provincial Events
 - d. National Events

This policy does not apply to:

- a. Hudson's Hope Library
- b. Hudson's Hope Museums
- c. Hudson's Hope Community Hall
- d. Minor Sponsorships (Receptions, Luncheons, Dinners, etc.)
- e. Requests for promotional items (Pins, T-shirts, etc.)

Procedure:

1. Advertising will be through the District's social media (website, Facebook, PSA) or placed in the newspaper in January giving notice that the District of Hudson's Hope is accepting applications until February 15 for Financial Assistance Grants for the District's next budget year.
2. The application form for a financial assistance grant is attached to the policy.
3. An executive representative of the organization making the grant request must present the request to Council if requested.
4. The application in its entirety will be placed in a Council agenda.



5. At the discretion of Council, decisions pertaining to the approval of the grant requests may be made at the same meeting as the request is presented, however the Council decision will not be made during the delegation presentation and further Council may postpone the decision until a later date.
6. Requests for financial assistance must be approved by an affirmative vote of at least two-thirds of all Council Members.

APPLICATION FOR A GRANT

Date: _____

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization			
Mailing Address	City	Province	Postal Code
SOCIETY INFORMATION			
Society Registration Number	Charity's BN (Business Number) / Registration Number <i>(the number the organization puts on charitable donation receipts)</i>		
SOCIETY EXECUTIVE – ATTACH LIST IF MORE ROOM IS NECESSARY			
Title	Name	Phone Number	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name			
Mailing Address	City	Province	Postal Code
Work Telephone	Home Telephone	Cell Telephone	Email Address

GRANT APPLICATION	
☐ New Grant Application	☐ Application for Project Previously Funded by the



HUDSON'S
HOPE
PLAYGROUND OF THE PEACE

ORGANIZATION INFORMATION	
Organization Name	
Address	
City	
State	
Zip	
Phone	
Fax	
E-mail	
Website	
Other Information	

[illegible]

User Statistics	
-----------------	--

1. _____ The number of persons that are served by your organization annually.
2. _____ The number of members in your organization/society.

Is the organization run by volunteers, paid staff or a combination of both?

1. _____ the number of volunteers and _____ the number volunteer hours worked per year.
2. The number of paid staff, their titles and number of paid hours per year.

[illegible]



HUDSON'S
HOPE
PLAYGROUND OF THE PEACE

REQUEST FOR GRANT

Describe the reason for your grant application:

Proposal is best characterized as:

- ☐ Event ☐ Capital Project

Participants/beneficiaries will primarily be:

- ☐ Youth ☐ Seniors ☐ Disadvantaged Persons

This proposal's activities can best be described as related to:

- ☐ Arts and Culture ☐ Recreation and Sports ☐ Environment, Social and Education

Attach the following information:

- ☐ Most recent Financial Statements including a Balance Sheet and Income Statement
- ☐ Previous year's actual operating budget if the most recent Financial Statements provided are not the previous year's (Please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- ☐ Operating Budget for the Current Year (Please attach a copy of the projected income and expense statement in a format consistent with the organization's financial statements)
- ☐ Projected operating budget for the next year
- ☐ Copy of Non-Profit Society Registration papers



DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.

Signature of Applicant

Date

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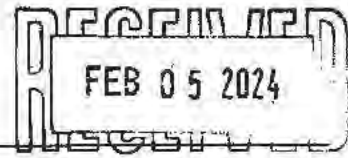
APPLICATION DEADLINE – FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE

HUDSON'S HOPE, BC

V0C 1V0, CANADA

**APPLICATION FOR A GRANT**Date: Feb 5/24

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization Hudson's Hope Figure Skating Club			
Mailing Address PO Box 264	City Hudson's Hope	Province BC	Postal Code V0C 1V0
SOCIETY INFORMATION			
Society Registration Number S0075829		Charity's BN (Business Number) / Registration Number <i>(the number the organization puts on charitable donation receipts)</i>	
SOCIETY EXECUTIVE - ATTACH LIST IF MORE ROOM IS NECESSARY			
Title	Name	Phone Number	
President	Christina Reischel	[REDACTED]	
Vice-President	Catherine Herbison	[REDACTED]	
Treasurer	Heidi Naisby	[REDACTED]	
Secretary	Meghan Heiberg	[REDACTED]	
Member at Large	Serena Matchett	[REDACTED]	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name Becky Mercereau, Head Coach			
Mailing Address [REDACTED]	City Hudson's Hope	Province BC	Postal Code V0C 1V0
Work Telephone	Home Telephone	Cell Telephone [REDACTED]	Email Address [REDACTED]

GRANT APPLICATION	
☒ New Grant Application	☐ Application for Project Previously Funded by the



ORGANIZATION INFORMATION

Describe the purpose of your organization:

The Hudson's Hope Figure Skating Club provides learn to skate, CanSkate and StarSkate programs through Skate Canada. The learn to skate and CanSkate program is geared for beginners of all ages to improve basic skating skills for figure skating, hockey, ringette, speed skating or just for fun and fitness!

The StarSkate program is for skaters wishing to pursue figure skating and competitive sport. We currently have 59 registered skaters. All of these programs are led by certified skate Canada coaches and program assistants.

User Statistics

1. 59 skaters The number of persons that are served by your organization annually.
66 with board member and coaches
2. _____ The number of members in your organization/society.

Is the organization run by volunteers, paid staff or a combination of both?

1. 10 the number of volunteers and 600 the number volunteer hours worked per year.
2. The number of paid staff, their titles and number of paid hours per year.

Number	Title	Paid Hours Per Year
2	Professional Coaches	225



REQUEST FOR GRANT

Describe the reason for your grant application:

See attached.

Proposal is best characterized as:

☒ Event

☐ Capital Project

Participants/beneficiaries will primarily be:

☒ Youth

☐ Seniors

☐ Disadvantaged Persons

This proposal's activities can best be described as related to:

☐ Arts and Culture

☒ Recreation and Sports

☐ Environment, Social and Education

Attach the following information:

- ☒ Most recent Financial Statements including a Balance Sheet and Income Statement
- ☒ Previous year's actual operating budget if the most recent Financial Statements provided are not the previous year's (Please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- ☒ Operating Budget for the Current Year (Please attach a copy of the projected income and expense statement in a format consistent with the organization's financial statements)
- ☐ Projected operating budget for the next year
- ☒ Copy of Non-Profit Society Registration papers

Request for Grant:

Each year, the Hudson's Hope Figure Skating Club proudly hosts the Annual Skating Carnival, a highly anticipated event that showcases the incredible talent and skills of our skaters. Behind the scenes, we rely on the unwavering support of dedicated volunteers who generously contribute their time and effort to help decorate the Arena both on and off the ice surface.

Traditionally, the decorating process has taken several hours, with our dedicated volunteers arriving at 10 am and working tirelessly until late afternoon. However, to optimize the experience for our volunteers--many of whom are also participants in the show--we kindly request that the "ice time fees" for the designated decorating period and the interval between decoration completion and showtime be waived. We have decorated earlier in the day to allow our volunteers' the ability to adequately prepare themselves and their children for the evening performance.

Not only will waiving the ice time fees during the decorating and preparation period minimize costs for our non-profit club, but it will also provide our volunteers with the time they need to head home and prepare themselves or their children for the show. By doing so, our skaters can confidently present themselves in the best possible manner without rushing, contributing to the overall professionalism and success of the event.

We want to assure you that we highly value the input and suggestions of the Arena staff regarding the most suitable starting time for the decoration process. We believe in fostering a collaborative environment and are more than willing to work harmoniously with the staff to determine the most convenient and efficient setup time, even if it means beginning at noon or at any other time that better aligns with the Arena's operations.

After the show, our volunteers play a crucial role in ensuring that the Arena is left in impeccable condition. They assist with the clean-up process, which includes removing all decorations, sweeping the stands, and tidying up the hallways.

By actively participating in the post-show clean-up, our volunteers not only demonstrate their commitment to maintaining a clean and organized environment but also contribute to the efficient and timely conclusion of the event. Their efforts greatly aid in minimizing the workload on Arena staff.

In closing, we would like to express our sincere gratitude for considering our request and the potential positive impact it holds for our skaters and the overall success of our Annual Skating Carnival. With your support, we can create an unforgettable experience for our skaters and spectators alike. We eagerly await your response and the opportunity to work together in making this event truly exceptional.

Thank you.



DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.

Signature of Applicant

Feb 5/24

Date

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APPLICATION DEADLINE - FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE

HUDSON'S HOPE, BC

V0C 1V0, CANADA

Hudson's Hope Figure Skating Club**Balance Sheet**

Assets	2021/2022	2022/2023
Current assets:	Previous Year	Current Year
Starting bank balance	4,713.15	6,595.05
Incoming fees	10,955.00	13,810.10
Fundraising/Donations	6,196.35	7,771.15
Donations 2023		2,912.35
Grants		4,000.00
Total current assets	21,864.50	35,088.65

Total assets	21,864.50	35,088.65
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Liabilities and owner's equity	Previous Year	Current Year
Current liabilities:		
Refunds	810.00	1,265.10
Facility Rentals	5,975.00	7,325.00
National Registration	3,448.28	3,573.83
Test Day Fees		159.60
Year End Awards/Decorations	124.78	1,223.08
Club Supplies		802.92
Bank Fees	66.00	81.00
Coaching Costs	4,845.39	5,309.90
Licences		110.00
Raffles Expenses		388.03
Club Equipment		32.47
Comp Travel Expenses		1,349.63
Carnival Supplies		83.37
Harness		5,433.67
Net Assets	6,595.05	7,951.05
Total current liabilities	21,864.50	35,088.65

Total liabilities and owner's equity	21,864.50	35,088.65
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Balance	-	-
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Income Statement

Hudson's Hope Figure Skating Club 2022-2023

Financial Statements

Revenue

Registration Fees
Fundraising
Donations
Grants
Net Sales

\$	13,810.10	
\$	7,771.15	
\$	2,912.35	
\$	4,000.00	
\$		28,493.60

Gross Profit (Loss)

\$ 28,493.60

Expenses

Bank Charges
National fees paid
Ice Rental
Returned Deposits
Test Day fees
Year end expenses
Club Supplies
Coaching fees
Licences
Raffles Expenses
Club Equipment
Competition Travel Expenses
Carnival Supplies
Harness
Total Expenses

\$	81.00	
\$	3,573.83	
\$	7,325.00	
\$	1,265.10	
\$	159.60	
\$	1,223.08	
\$	802.92	
\$	5,309.90	
\$	110.00	
\$	388.03	
\$	32.47	
\$	1,349.63	
\$	83.37	
\$	5,433.67	
\$		19,850.43

Net Operating Income

\$ 8,643.17

HHFSC

Profit and Loss

September - August Comparisons

	2022/23 Season Actuals	2023 Budget	Varriance	2023/24 Season Budget
INCOME				
Fees	13,615.10	12,000.00	1,615.10	13,000.00
Events	7,371.15	5,000.00	2,371.15	7,000.00
Grants	1,000.00	4,000.00	-3,000.00	5,000.00
Donations	3,312.35	2,000.00	1,312.35	3,000.00
TOTAL INCOME	25,298.60	23,000.00	2,298.60	28,000.00
EXPENSES				
Costs				
Bank Fees	59.50	57.00	2.50	57.00
Skate Canada Fees	3,573.83	3,500.00	73.83	3,500.00
Ice time	7,325.00	6,000.00	1,325.00	7,400.00
Returned Deposits	1,265.10		1,265.10	
Test Day Fees	159.60	100.00	59.60	150.00
Year End Expenses	1,223.08	1,000.00	223.08	1,000.00
Club Supplies	802.92	500.00	302.92	600.00
Wages	5,309.90	5,000.00	309.90	5,400.00
Licences	110.00	100.00	10.00	100.00
Raffle Expenses	388.03	250.00	138.03	250.00
Club Equipment	32.47	50.00	-17.53	
Lift		12,000.00	-12,000.00	
Engineering		2,500.00	-2,500.00	
Installation		2,500.00	-2,500.00	
Competition Travel Expenses	1,349.63	1,000.00	349.63	1,200.00
Carnival Supplies	83.37	100.00	-16.63	100.00
TOTAL EXPENSES	21,682.43	31,100.00	-9,417.57	19,757.00
PROFIT (LOSS)	3,616.17	-8,100.00	11,716.17	8,243.00



Number: S0075829

Societies Act
Certificate of Incorporation

HUDSON'S HOPE FIGURE SKATING CLUB

I Hereby Certify that ~

HUDSON'S HOPE FIGURE SKATING CLUB was incorporated under the *Societies Act* on
December 20, 2021 at 12:49 PM Pacific Time.

Issued under my hand at
Victoria, British Columbia

A red circular seal with a serrated edge, partially visible on the left side of the page.A black rectangular box redacting the signature of the official.

CAROL PREST



Hudson's Hope Figure Skating Club
PO Box 264
Hudson's Hope, BC V0C 1V0

February 5, 2024

Dear Mayor and Council:

Subject: Final Report for Financial Assistance Grant

Last year the Hudson's Hope Figure Skating Club received a grant for \$3000 from the District to provide partial funding for the purchase of a track-mounted jumping harness. The final cost of purchase, and installation came to \$5,433.67.

The track-mounted jumping harness has been an invaluable tool for our skaters, providing them with added security and support as they work on mastering new skills and improving their technique. The harness has helped our skaters progress more quickly and with greater confidence, ultimately leading to improved overall performance on the ice.

Moving forward, we plan to continue utilizing the jumping harness in our training programs to help our skaters reach their full potential and achieve their competitive goals.

Once again, thank you for your support of the Hudson's Hope Figure Skating Club and for helping us provide a safe and enriching environment for our skaters to develop their skills and passion for figure skating. Your contribution has made a significant impact on our club and the success of our skaters.

Sincerely,

Becky Mercereau
Head Coach
Hudson's Hope Figure
Skating Club





BC Society Summary

For

HUDSON'S HOPE FIGURE SKATING CLUB

Date and Time of Search: March 27, 2024 10:15 AM Pacific Time
Currency Date: March 13, 2024

ACTIVE

Incorporation Number: S0075829 **Business Number:** 75964 6508 BC0001
Name of Society: HUDSON'S HOPE FIGURE SKATING CLUB
Date Society was Incorporated or otherwise formed: Incorporated on December 20, 2021 12:49 PM Pacific Time
Last Annual Report Filed: 2023
Last Annual General March 13, 2023 **Number of Directors:** 6
In Liquidation: No
Member Funded Society: No

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:	Mailing Address:
1 - 10010 ARENA RD N PO BOX 264 PO HUDSON'S HOPE HUDSON'S HOPE BC V0C 1V0	1 - 10010 ARENA RD PO BOX 264 PO HUDSON'S HOPE HUDSON'S HOPE BC V0C 1V0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:

HEIBERG, MEGHAN

Delivery Address:

██████████ HUDSON'S HOPE
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

HERIBSON, CATHERINE

Delivery Address:

██████████ HUDSON'S HOPE
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

MATCHETT, SERENA

Delivery Address:

[REDACTED]
[REDACTED]

PO HUDSON'S HOPE

HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

NAISBY, HEIDI

Delivery Address:

[REDACTED]
[REDACTED]

HUDSON'S HOPE

HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

PRINGLE, BONNIE

Delivery Address:

[REDACTED]
[REDACTED]

PO HUDSON'S HOPE

HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

REISCHEL, CHRISTINA

Delivery Address:

[REDACTED]
[REDACTED]

HUDSON'S HOPE

HUDSON'S HOPE BC V0C 1V0

APPLICATION FOR A GRANT

Date: January 25 / 2024

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization <u>Double 'H' Saddle Club.</u>			
Mailing Address <u>Box 25</u>	City <u>Hudson's Hope</u>	Province <u>BC</u>	Postal Code <u>V0C1N0</u>
SOCIETY INFORMATION			
Society Registration Number <u>80038 4117 BC001</u>		Charity's BN (Business Number) / Registration Number (the number the organization puts on charitable donation receipts)	
SOCIETY EXECUTIVE - ATTACH LIST IF MORE ROOM IS NECESSARY			
Title	Name	Phone Number	
President	<u>Elisabeth Haagsman</u>	<u>[REDACTED]</u>	
Treasurer	<u>Sarah Haagsman</u>	<u>[REDACTED]</u>	
Vice President	<u>Lindsay Gundersen</u>	<u>[REDACTED]</u>	
Secretary	<u>Tenylee Fieber</u>	<u>[REDACTED]</u>	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name <u>Meghan Heiberg</u>			
Mailing Address <u>[REDACTED]</u>	City <u>Hudson's Hope</u>	Province <u>BC</u>	Postal Code <u>V0C1N0</u>
Work Telephone	Home Telephone	Cell Telephone <u>[REDACTED]</u>	Email Address <u>[REDACTED]</u>

GRANT APPLICATION	
☒ New Grant Application	☐ Application for Project Previously Funded by the



HUDSON'S
HOPE
PLAYGROUND OF THE PEACE

ORGANIZATION INFORMATION

Describe the purpose of your organization:

The club will administer the affairs and uses of the premises & land of the Gully Pavilion. The aim is to provide a high standard of safe equestrian facilities and activities of the arena & members.

To support equestrian events and to operate and function in a way that the society considers beneficial to equestrian sport.

To foster a culture of Safety, Knowledge in the care, handling and enjoyment of horses.

Develop excellence in horsemanship, showmanship and sportsmanship in equine care

To facilitate and maintain the grounds for the enjoyment of its membership and the community of nations here.

User Statistics

1. 500+ The number of persons that are served by your organization annually.
2. 40 The number of members in your organization/society.

Is the organization run by volunteers, paid staff or a combination of both?

1. 13 the number of volunteers and 340 the number volunteer hours worked per year.
2. The number of paid staff, their titles and number of paid hours per year.

[illegible]

REQUEST FOR GRANT

Describe the reason for your grant application:

We are looking at installing a new concession at the grounds

We have a frame on a skid which needs to be moved but before that we need to have someone to remove the old kitchen. Power needs to be shut off and a gravel pad built. Approx 20' x 60'

We are looking for roughly \$15,000 to complete this project

Attached is a quote from Kevin Howard for removing the old kitchen and laying the pad down.

After that is fees for moving the new kitchen in doing electrical etc.

Many functions are held at the Rodeo grounds Fall Fair, high school rodeos, open rodeos, jack pots, dances etc

It is an area for the whole community to use

Thank-you for your time and consideration.

Proposal is best characterized as:

☐ Event

☒ Capital Project

Participants/beneficiaries will primarily be:

☒ Youth

☐ Seniors

☐ Disadvantaged Persons

This proposal's activities can best be described as related to:

☐ Arts and Culture

☒ Recreation and Sports

☐ Environment, Social and Education

Attach the following information:

- ☒ Most recent Financial Statements including a Balance Sheet and Income Statement
- ☒ Previous year's actual operating budget if the most recent Financial Statements provided are not the previous year's (Please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- ☒ Operating Budget for the Current Year (Please attach a copy of the projected income and expense statement in a format consistent with the organization's financial statements)
- ☒ Projected operating budget for the next year
- ☒ Copy of Non-Profit Society Registration papers

DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.



Signature of Applicant

January 25/24

Date

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APPLICATION DEADLINE - FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE

HUDSON'S HOPE, BC

V0C 1V0, CANADA

Total Expense	<u>\$ 25,675.81</u>
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Net Income	<u>\$ 20,153.17</u>
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Generated On: 07/26/2023

2023 Hudson's Hope Rodeo (NOT CHANGED AFTER AUG 1 2023)

Income

Donations	\$ 43,100.00
Fundraising	<u>\$ 4,500.00</u>
Total Income	<u>\$ 47,600.00</u>

Expenses

Rental	\$ 7,480.00
Signage/ Banners	\$ 4,238.94
Insurance	\$ 3,313.33
Stock	\$ 13,000.00
Competitor payout	\$ 12,500.00
Miscellaneous	<u>\$ 10,699.53</u>
Total Expenses	<u>\$ 51,231.80</u>

Net Income	<u>- \$ 3,631.80</u>
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Double "H" Saddle Club

Operating Budget for 2024

Projected Income and Expense

Revenue

Sales Revenue

Grants	\$ 10,000.00
Pen Rental	\$ 7,000.00
Locker Rental	\$ 2,000.00
Concession	\$ 700.00
Membership fees	\$ 3,900.00
Donations - Corporate	\$ -
Operating revenue from Fund Raising	\$ 3,000.00
Extra Horse in Pens	\$ 1,000.00
Events	\$ 1,000.00
Heat	\$ -
Arena rental	\$ 8,000.00
Pen Cleaning	\$ 1,000.00
Net Sales	<u>\$ 37,600.00</u>

Other Revenue

Miscellaneous Revenue	\$ 530.00
Pen Plan Upgrade Project Expenses	-\$ 450.00
Pen Plan Upgrade Project	\$ 14,632.80
Total other Revenue	<u>\$ 14,712.80</u>
Total Revenue	<u>\$ 52,312.80</u>

Expense

General & Administrative Expenses

Accounting & Legal	\$ 1,500.00
Insurance	\$ 11,000.00
Interest & Bank Charges	\$ 100.00
Miscellaneous Expenses	\$ 500.00
Rent	\$ 100.00
Repair & Maintenance (Building/Tractor)	\$ 4,000.00
Utilities	\$ 8,000.00
Facility Upgrades	\$ 10,000.00
Snow Removal	\$ 700.00
Total General & Admin. Expenses	<u>\$ 35,900.00</u>

Total Expense	<u>\$ 35,900.00</u>
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Net Income	<u><u>\$ 16,412.80</u></u>
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Double "H" Saddle Club**Income statement 12/01/2021 - 12/28/2022****Revenue****Sales Revenue**

Grants	\$ 45,602.55
Pen Rental	\$ 8,638.00
Locker Rental	\$ 1,560.00
Concession	\$ 6.00
Membership fees	\$ 3,540.00
Donations - Bequests	\$ 4,159.91
Donations - Corporate	\$ 2,500.00
Operating revenue from Fund Raising	\$ 6,773.52
Extra Horse in Pens	\$ 2,180.00
Events	\$ 835.00
Heat	\$ 1,720.00
Arena rental	\$ 5,346.00
Pen Cleaning	\$ 178.50
Net Sales	<u>\$ 83,039.48</u>

Other Revenue

Miscellaneous Revenue	\$ 275.00
Total other Revenue	<u>\$ 275.00</u>
Total Revenue	<u>\$ 83,314.48</u>

Expense**General & Administrative Expenses**

Accounting & Legal	\$ 4,795.21
Insurance	\$ 9,977.00
Interest & Bank Charges	\$ 52.25
Motor Vehicle Expenses	\$ 2,235.68
Miscellaneous Expenses	\$ 434.92
Realized Exchange Gain/Loss	-\$ 0.10
Rent	\$ 75.00
Repair & Maintenance	\$ 48,197.00
Utilities	\$ 8,094.02
Suspense	\$ -
Total General & Admin. Expenses	<u>\$ 73,860.98</u>

Total Expense	<u>\$ 73,860.98</u>
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Net Income	<u>\$ 9,178.55</u>
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Double "H" Saddle Club

Financial Statement Dec.28 2022-Dec. 31 2023

Income and Expense

12/28/2022-
12/31/2023

Revenue

Sales Revenue

Grants	\$ -
Pen Rental	\$ 6,625.00
Locker Rental	\$ 1,810.00
Concession	\$ 521.71
Membership fees	\$ 4,210.33
Donations - Bequests	\$ -
Donations - Corporate	\$ 1,272.50
Operating revenue from Fund Raising	\$ 1,090.39
Extra Horse in Pens	\$ 1,900.00
Events	\$ 1,050.00
Heat	\$ 1,520.00
Arena rental	\$ 10,360.00
Pen Cleaning	\$ 756.25
Net Sales	<u>\$ 31,116.18</u>

Other Revenue

Miscellaneous Revenue	\$ 530.00
Pen Plan Upgrade Project Expenses	\$ - 450.00
Pen Plan Upgrade Project	\$ 14,632.80
Total other Revenue	<u>\$ 14,712.80</u>
Total Revenue	<u>\$ 45,828.98</u>

Expense

General & Administrative Expenses

Accounting & Legal	\$ -
Insurance	\$ 9,703.00
Interest & Bank Charges	\$ 57.00
Motor Vehicle Expenses	\$ -
Miscellaneous Expenses	\$ 2,994.05
Realized Exchange Gain/Loss	\$ -
Rent	\$ 87.25
Repair & Maintenance	\$ 1,835.62
Utilities	\$ 7,481.39
Facility Upgrades	\$ 3,097.50
Suspense	\$ -
Snow Removal	\$ 420.00
Total General & Admin. Expenses	<u>\$ 25,675.81</u>

Double "H" Saddle Club

Operating Budget for 2025

Projected Income and Expense

Revenue

Sales Revenue

Grants	\$ 5,000.00
Pen Rental	\$ 7,000.00
Locker Rental	\$ 1,800.00
Concession	\$ 3,000.00
Membership fees	\$ 3,500.00
Donations - Corporate	\$ 2,000.00
Operating revenue from Fund Raising	\$ 2,000.00
Extra Horse in Pens	\$ 500.00
Events	\$ 1,500.00
Heat	\$ 2,500.00
Arena rental	\$ 5,000.00
Pen Cleaning	\$ 800.00
Net Sales	<u>\$ 34,600.00</u>

Other Revenue

Miscellaneous Revenue	\$ 300.00
Pen Plan Upgrade Project Expenses	\$ -
Pen Plan Upgrade Project	\$ 5,000.00
Total other Revenue	<u>\$ 10,300.00</u>
Total Revenue	<u>\$ 44,900.00</u>

Expense

General & Administrative Expenses

Accounting & Legal	\$ 1,500.00
Insurance	\$ 11,000.00
Interest & Bank Charges	\$ 100.00
Miscellaneous Expenses	\$ 500.00
Rent	\$ 100.00
Repair & Maintenance (Building/Tractor)	\$ 4,000.00
Utilities	\$ 8,000.00
Facility Upgrades	\$ 10,000.00
Snow Removal	\$ 700.00
Total General & Admin. Expenses	<u>\$ 35,900.00</u>

Total Expense	<u>\$ 35,900.00</u>
----------------------	----------------------------

Net Income	<u>\$ 9,000.00</u>
-------------------	---------------------------

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Quote for removal and demolition of existing kitchen building. Hauling away old building.		
	Preparing ground for new building, hauling gravel and placing it as well as prepping new pad to set the new kitchen unit in place.		
	Supply and haul gravel.		
			5000.00
		SUBTOTAL	5000.00
		GST	250.00
		TOTAL	5250.00



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Of a document filed with the
Province of British Columbia
Registrar of Companies

T.K. Sparks
T.K. SPARKS

STATEMENT OF DIRECTORS AND REGISTERED OFFICE

BC Society • Societies Act

NAME OF SOCIETY: **DOUBLE "H" SADDLE CLUB**

Incorporation Number:

S0008206

Business Number:

80038 4117 BC0001

Filed Date and Time:

December 13, 2023 08:37 AM Pacific Time

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:

12550 CARTER ST
HUDSON'S HOPE BC V0C 1V0

Mailing Address:

BOX 25
HUDSON'S HOPE BC V0C 1V0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:

FIEBER, TERYLEE DAWN

Delivery Address:

██████████
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

GUNDERSON, LINDSAY ANNE

Delivery Address:

██████████
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

HAAGSMAN, ELISABETH MARIA

Delivery Address:

██████████
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

HAAGSMAN, SARAH MONIKA

Delivery Address:

██████████
HUDSON'S HOPE BC V0C 1V0



BC Society Summary

For DOUBLE "H" SADDLE CLUB

Date and Time of Search: March 27, 2024 10:12 AM Pacific Time
Currency Date: March 13, 2024

ACTIVE

Incorporation Number:	S0008206	Business Number:	80038 4117 BC0001
Name of Society:	DOUBLE "H" SADDLE CLUB		
Incorporation Date:	Incorporated on December 16, 1963		
Last Annual Report Filed:	2023		
Last Annual General	December 8, 2023	Number of Directors:	4
In Liquidation:	No		
Member Funded Society:	No		

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:	Mailing Address:
12550 CARTER ST HUDSON'S HOPE BC V0C 1V0	BOX 25 HUDSON'S HOPE BC V0C 1V0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:
FIEBER, TERYLEE DAWN

Delivery Address:

HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:
GUNDERSON, LINDSAY ANNE

Delivery Address:

HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:
HAAGSMAN, ELISABETH MARIA

Delivery Address:

HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

HAAGSMAN, SARAH MONIKA

Delivery Address:



HUDSON'S HOPE BC V0C 1V0



APPLICATION FOR A GRANT

Date: FEBRUARY 01, 2024

Date Received: _____

"OUTPOUR TO OVERFLOW"

GENERAL INFORMATION			
Official Name of Non-Profit Organization HOUSE OF HOPE COMMUNITY CHURCH			
Mailing Address Box 473 9702 BEATTIE DR.	City HUDSON'S HOPE	Province BC	Postal Code V0C 1V0
SOCIETY INFORMATION			
Society Registration Number 50049470		Charity's BN (Business Number) / Registration Number (the number the organization puts on charitable donation receipts)	
SOCIETY EXECUTIVE - ATTACH LIST IF MORE ROOM IS NECESSARY			
Title	Name	Phone Number	
DEACON - DIRECTOR	WAYNE DEITNER	[REDACTED]	
SECRETARY	TONI SANDFORD	[REDACTED]	
TREASURER	TONIA ALEXANDER	[REDACTED]	
BOARD CHAIRMAN	JIM SANDFORD	[REDACTED]	
DEACON DIRECTOR	LYNDAY DEITNER	[REDACTED]	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name ROBIN MILLIKEN MEMBER/EVENT COORDINATOR			
Mailing Address [REDACTED]	City HUDSON'S HOPE	Province BC	Postal Code V0C 1V0
Work Telephone -	Home Telephone [REDACTED]	Cell Telephone [REDACTED]	Email Address [REDACTED]

GRANT APPLICATION	
☒ New Grant Application	☐ Application for Project Previously Funded by the

ORGANIZATION INFORMATION

Describe the purpose of your organization: OUR FIRST FOCUS IS ON GOD.

WE LOVE OUR COMMUNITY, AND BELIEVE GOD HAS CALLED US TO GROW WHERE WE ARE PLANTED. WE ARE COMMITTED TO LOVING OUR TOWN, AND REGION, AND WANT TO BE A SAFE SPACE FOR ALL PEOPLE. WE BELIEVE THE GOSPEL IS THE ULTIMATE HOPE FOR ALL PEOPLE, AND WANT TO BOLDLY SHARE IT WITH ALL.

WE SEEK TO MEET THE NEEDS OF OUR COMMUNITY IN WAYS THAT WILL LEAVE A LASTING LEGACY IN THIS OUR TOWN.

WE ALSO SEEK OUT STRATEGIC PARTNERSHIPS WITH LOCAL, REGIONAL, AND PROVINCIAL INDIVIDUALS AND GROUPS THAT HELP US SPREAD THE GOOD NEWS OF JESUS AND IMPACT LIVES FOR CHRIST.

User Statistics

1. 100 The number of persons that are served by your organization annually.
2. 20-40 The number of members in your organization/society.

Is the organization run by volunteers, paid staff or a combination of both?

1. 10 the number of volunteers and 0 the number volunteer hours worked per year.
2. The number of paid staff, their titles and number of paid hours per year.

Number	Title	Paid Hours Per Year
	NIL	



REQUEST FOR GRANT

Describe the reason for your grant application:

WE HAVE PLANS OF PRODUCING A TENT REVIVAL OF SPIRITUAL WORSHIP MUSIC, MINISTERING THE GOSPEL AND REVIVING THE MESSAGE OF THE LORD JESUS CHRIST.

WE WILL BE INVITING 6-8 GOSPEL WORSHIP MUSIC BANDS, AND ALSO DIFFERENT PASTOR OR MINISTER GUEST SPEAKERS.

THE THREE DAY EVENT WILL BE HELD AUGUST 23-25, 2024 AT THE PEARKES CENTRE. THERE WILL BE CATERED MEALS AND CAMPING.

WE WILL BRING THE FOUNDATION OF EVANGELICAL FELLOWSHIP TO FAMILIES OF THE NORTH PEACE AREA. YOUNG + OLD ARE ALL WELCOME

THE COSTS OF AN EVENT THIS LARGE WILL INCLUDE SPACE RENTAL, PAYMENT FOR MUSIC GROUPS, PAYMENT FOR SERVICES/SPEAKERS, MOTIVATION, CATERER, MUSIC TALENT

WE WOULD LIKE TO ASK FOR A GRANT OF \$3500-\$5000

TO PAY FOR EXPENSES. MAY WE PLEASE ASK FOR THE USE OF TABLES + CHAIRS, PORTABLE OUTHOUSES, AND DONATION OF MAN HOURS FOR SETTING UP TENT, TABLES, AND OTHER ITEMS. THANK-YOU FOR THE CONSIDERATION.

Proposal is best characterized as:

☒ Event

☐ Capital Project

Participants/beneficiaries will primarily be:

☒ Youth

☒ Seniors

☒ Disadvantaged Persons

✓ FAMILIES

This proposal's activities can best be described as related to:

☒ Arts and Culture

☐ Recreation and Sports

☒ Environment, Social and Education

Attach the following information:

- ☒ Most recent Financial Statements including a Balance Sheet and Income Statement
- ☒ Previous year's actual operating budget if the most recent Financial Statements provided are not the previous year's (Please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- ☒ Operating Budget for the Current Year (Please attach a copy of the projected income and expense statement in a format consistent with the organization's financial statements)
- ☒ Projected operating budget for the next year
- ☒ Copy of Non-Profit Society Registration papers

REQUEST FOR GRANT

ITEMIZED LIST IN KIND

“OUTPOUR TO OVERFLOW”

HUDSON’S HOPE COMMUNITY CHURCH TENT REVIVAL

20 - Rectangle Tables

20 - Round Tables

250 - Chairs

10 - Garbage Cans

4 - Donation of Time Staff Hours to Help with Set up Friday August 23

2 - Photocopy of Posters



DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.

Signature of Applicant

Date

Feb 08, 2024

The personal information on this form is collected for the purpose of an operating program of the District of Hudson's Hope as noted in Section 26(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 250-783-9901.

APPLICATION DEADLINE - FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE

HUDSON'S HOPE, BC

V0C 1V0, CANADA

House of Hope Community Church
Profit and Loss
January - December Comparisons

	2022	2023	Variance
	Actual	Budget	
INCOME			
Designated Donations	11,768	-	11,768
General Donations	40,104	51,000	(10,896)
Rental Income	-	-	-
TOTAL INCOME	51,872	51,000	872
EXPENSES			
Church Operating Expenses			
Bank Charges	166	160	6
Blue Church Utilities	3,719	2,250	1,469
House of Hope Utilities	4,736	5,500	(764)
Insurance	4,194	4,100	94
Licenses (CCLI & Proclaim)	447	1,190	(743)
Repairs & Maintenance	1,073	1,500	(428)
Special Projects	639	-	639
Supplies - Kitchen/Janitorial	778	800	(22)
Total Operating Expenses	15,751	15,500	251
Ministry Expenses			
Benevolent Offering	2,300	2,000	300
Children's Ministry		1,500	(1,500)
Conference & Tent Revival	50	-	50
Local Outreach & Coffee House	180	1,000	(820)
Pastoral Expenses	4,030	950	3,080
Youth Ministry	150	1,500	(1,350)
Total Ministry Expenses	6,710	6,950	(240)
Missions Expenses			
Mission & Charities	-	1,500	(1,500)
Total Missions Expense	-	1,500	(1,500)
Payroll			
Wages - CPP&EI Expense	2,872	3,100	(228)
Wages - Gross	27,083	40,000	(12,917)
Wages - Health Insurance	159	200	(41)
Total Payroll Expenses	30,114	43,300	(13,186)
TOTAL EXPENSES	52,575	67,250	(14,675)
OTHER INCOME			
Interest Earned	180	70	110
Total Other Income	180	70	110
PROFIT (LOSS)	(523)	(16,180)	15,657

House of Hope Community Church
Balance Sheet
December Comparisons

	2022 Actual	2023 Actual	2024
ASSETS			
Current Assets			
NPSCU Chequing	6,622	13,364	18,343
NPSCU Savings	14,782	9,009	-
NPSCU Shares	79	79	79
Total Bank Accounts	21,483	22,452	18,422
Other Assets			
Property & Buildings	274,100	274,100	274,100
Furniture & Fixtures	595	595	595
Land	151,900	151,900	151,900
Music Equipment	2,305	2,305	2,305
Sysco Order/Payments	842	-	-
Loan Receivable	11,150	10,500	10,000
Total Operating Expenses	440,892	439,399	438,899
TOTAL ASSETS	462,374	461,852	457,322
LIABILITIES			
Current Liabilities			
Payroll Payables	-	-	-
Retained Earnings	472,078	462,374	461,852
Current Year Profit	(9,703)	(523)	(4,530)
TOTAL LIABILITIES & EQUITY	462,374	461,852	457,322
	-	-	-

House of Hope Community Church
Profit and Loss
January - December Comparisons

	2024 Actual	2024 Budget	Variance
INCOME			
Designated Donations		10,000	
General Donations		30,000	
Rental Income		4,400	
TOTAL INCOME	-	44,400	-
EXPENSES			
Church Operating Expenses			
Bank Charges		180	
Blue Church Utilities		3,800	
House of Hope Utilities		4,800	
Insurance		4,300	
Licenses (CCLI & Proclaim)		900	
Repairs & Maintenance		1,500	
Special Projects		9,000	
Supplies - Kitchen/Janitorial		520	
Total Operating Expenses	-	25,000	-
Ministry Expenses			
Benevolent Offering		5,000	
Children's Ministry		1,500	
Conference & Tent Revival		10,000	
Local Outreach&Coffee House		-	
Pastoral Expenses		6,000	
Youth Ministry		1,500	
Total Ministry Expenses	-	24,000	-
Missions Expenses			
Mission & Charities	-	-	-
Total Missions Expense	-	-	-
Payroll			
Wages - CPP&EI Expense	-	-	-
Wages - Gross	-	-	-
Wages - Health Insurance	-	-	-
Total Payroll Expenses	-	-	-
TOTAL EXPENSES	-	49,000	-
OTHER INCOME			
Interest Earned		70	
Total Other Income	-	70	-
PROFIT (LOSS)	-	(4,530)	-



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Registrar of Companies

T.K. Sparks
T.K. SPARKS

STATEMENT OF DIRECTORS AND REGISTERED OFFICE

BC Society • Societies Act

NAME OF SOCIETY: **HOUSE OF HOPE COMMUNITY CHURCH**

Incorporation Number:

S0049470

Business Number:

82931 3279 BC0001

Filed Date and Time:

July 12, 2023 10:47 PM Pacific Time

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:

9702 BEATTIE DR
PO BOX 473
HUDSON'S HOPE
CANADA BC V0C 1V0

Mailing Address:

9702 BEATTIE DR
PO BOX 473
HUDSON'S HOPE
CANADA BC V0C 1V0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:

ALEXANDER, TONIA

Delivery Address:



HOPE BC V0C 1V0

Last Name, First Name Middle Name:

DEITNER, LYND SAY

Delivery Address:



HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

DEITNER, WAYNE

Delivery Address:



HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

SANDFORD, JIM

Delivery Address:



HUDSON'S HOPE BC V0C 1V0



STATEMENT OF DIRECTORS AND REGISTERED OFFICE

BC Society • Societies Act

Last Name, First Name Middle Name:

SANDFORD, TONI

Delivery Address:



HUDSON'S HOPE BC V0C 1V0





BC Society Summary

For HOUSE OF HOPE COMMUNITY CHURCH

Date and Time of Search: March 27, 2024 10:26 AM Pacific Time
Currency Date: March 25, 2024

ACTIVE

Incorporation Number:	S0049470	Business Number:	82931 3279 BC0001
Name of Society:	HOUSE OF HOPE COMMUNITY CHURCH		
Incorporation Date:	Incorporated on July 25, 2005		
Last Annual Report Filed:	2024		
Last Annual General	February 11, 2024	Number of Directors:	3
In Liquidation:	No		
Member Funded Society:	No		

SOCIETY NAME INFORMATION

Previous Name	Date of Name
HUDSON'S HOPE BIBLE FELLOWSHIP BAPTIST CHURCH	June 01, 2022
HUDSON'S HOPE BIBLE FELLOWSHIP	August 18, 2015

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:	Mailing Address:
9702 BEATTIE DR	9702 BEATTIE DR
PO BOX 473	PO BOX 473
HUDSON'S HOPE	HUDSON'S HOPE
CANADA BC V0C 1V0	CANADA BC V0C 1V0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:
ALEXANDER, TONIA

Delivery Address:
[REDACTED]
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:
SANDFORD, JIM

Delivery Address:
[REDACTED]
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

SANDFORD, TONI

Delivery Address:



HUDSON'S HOPE BC V0C 1V0



APPLICATION FOR A GRANT

Date: 02/10/24

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization HH Rodeo Society			
Mailing Address PO Box 721	City Hudson's Hope	Province BC	Postal Code V0C 1V0
SOCIETY INFORMATION			
Society Registration Number 70421 3818 BC0001		Charity's BN (Business Number) / Registration Number (the number the organization puts on charitable donation receipts)	
SOCIETY EXECUTIVE - ATTACH LIST IF MORE ROOM IS NECESSARY			
Title	Name	Phone Number	
President	Yvonne Clarke	[REDACTED]	
Vice President	Shona Smit	[REDACTED]	
Treasurer	Deborah Beattie	[REDACTED]	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name Yvonne Clarke			
Mailing Address [REDACTED]	City Hudson's Hope	Province BC	Postal Code v0c 1v0
Work Telephone	Home Telephone	Cell Telephone [REDACTED]	Email Address hhrodeo23@hotmail.com

GRANT APPLICATION	
☒ New Grant Application	☐ Application for Project Previously Funded by the



ORGANIZATION INFORMATION

Describe the purpose of your organization:

The HH Rodeo Society was created to continue to uphold the historic and traditional Rodeo that was started in 1958 by local homesteaders Dick Ardill and Gary Powell, both who still have family ties to our community. The Rodeo provides a weekend of community, family and friendship bonding. The Rodeo is also an event that is open for all ages to participate in making it a beneficial and great community event.

User Statistics

1. 1000 The number of persons that are served by your organization annually.

2. 3 The number of members in your organization/society.

Is the organization run by volunteers, paid staff or a combination of both?

1. 20 the number of volunteers and 30 the number volunteer hours worked per year.

2. The number of paid staff, their titles and number of paid hours per year.

Number	Title	Paid Hours Per Year



HUDSON'S
HOPE
PLAYGROUND OF THE PEACE

REQUEST FOR GRANT

Describe the reason for your grant application:

The HH Rodeo Society is applying for this grant to help cover the immense costs it takes to host a Rodeo but as well as to help us reach our goal of being able to donate to Stars Canada. We realize that not only can we put on a weekend of entertainment but as well as help other organizations succeed in their personal goals of helping keep our great province alive and thriving.

Hosting a Rodeo is beneficial for our whole community as it is a wonderful revenue boost for all our local businesses and even organizations. Hudson's Hope is known as the playground of the Peace and is beloved by many people! We want to keep giving people the opportunity to enjoy our incredible community as well as build community ties.

See attached!

Proposal is best characterized as:

☒ Event ☐ Capital Project

Participants/beneficiaries will primarily be:

☒ Youth ☒ Seniors ☐ Disadvantaged Persons

This proposal's activities can best be described as related to:

☐ Arts and Culture ☒ Recreation and Sports ☐ Environment, Social and Education

Attach the following information:

- ☐ Most recent audited Financial Statements including a Balance Sheet and Income Statement
- ☐ Previous year's actual operating budget if the most recent Financial Statements provided are not the previous year's (Please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- ☐ Operating Budget for the Current Year (Please attach a copy of the projected income and expense statement in a format consistent with the organization's financial statements)
- ☐ Projected operating budget for the next year
- ☐ Copy of Non-Profit Society Registration papers

DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.



Signature of Applicant02/10/24

Date

The personal information on this form is collected for the purpose of an operating program of the District of Hudson's Hope as noted in Section 26(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 250 787 8150.

APPLICATION DEADLINE - FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE**HUDSON'S HOPE, BC****V0C 1V0, CANADA**

2024 Budget**HH Rodeo Society**

	A	B
1	Revenue	
2		
3	Donations	\$ 16,600.00
4	Sponsorships	\$ 27,100.00
5	Raffles	\$ 2,500.00
6	Bar Tending	\$ 2,500.00
7		
8		
9	Totals	\$ 48,700.00
10		
11		
12		
13	Expenses	
14		
15	Administration	\$ 3,500.00
16	Rentals	\$ 3,400.00
17	Rodeo Stock	\$ 17,000.00
18	Judges/Timers	\$ 4,000.00
19	Prizes/Pay Out	\$ 29,500.00
20	Announcer	\$ 2,500.00
21	Licenses/ Insurance	\$ 4,500.00
22	Rentals	\$ 3,400.00
23	Signage	\$ 4,000.00
24	Security	\$ 1,000.00
25	Band/Entertainment	\$ 3,500.00
26	Hotel	\$ 1,500.00
27		
28	Totals	\$ 77,800.00
29		
30		
31	Net Difference	\$ (29,100.00)



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Province of British Columbia
Registrar of Companies

T.K. Sparks
T.K. SPARKS

STATEMENT OF DIRECTORS AND REGISTERED OFFICE

BC Society • Societies Act

NAME OF SOCIETY: HH RODEO SOCIETY

Incorporation Number:

S0079570

Business Number:

70421 3818 BC0001

Filed Date and Time:

January 8, 2024 01:05 PM Pacific Time

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:

9416 CANYON DR
PO BOX 721
HUDSON'S HOPE BC V0C 1V0

Mailing Address:

9416 CANYON DR
PO BOX 721
HUDSON'S HOPE BC V0C 1V0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:

BEATTIE, DEBORAH

Delivery Address:

██████████
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

CLARKE, YVONNE

Delivery Address:

██████████
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

MILLIKEN, ROBIN

Delivery Address:

██████████
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

SMIT, SHONA

Delivery Address:

██████████
HUDSON'S HOPE BC V0C 1V0



Number: S0079570

Societies Act
Certificate of Incorporation

HH RODEO SOCIETY

I Hereby Certify that ~

HH RODEO SOCIETY was incorporated under the *Societies Act* on January 8, 2024 at
12:33 PM Pacific Time.

Issued under my hand at
Victoria, British Columbia



T.K. SPARKS

Andrea Martin

From: Yvonne Clarke [REDACTED]
Sent: March 26, 2024 4:23 PM
To: Andrea Martin
Subject: Hudson's Hope Open Rodeo 2024

Dear Mayor and Council

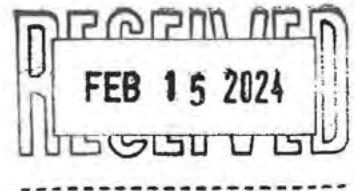
The Hudson's Hope Rodeo is looking for support for our local 2024 Open Rodeo in the request of the following monetary expenses needed to operate and make our event successful

1. Outhouses from Butler Ridge - there is no out door bathrooms available at the Rodeo grounds so we need to supply outhouses, this costs us \$1000 for the weekend
2. Tent rentals from Fort St John -
This costs us \$2500 for the weekend
3. Arena rental - we rent the outdoor arena from the Double H Saddle Club at the cost of \$1200 for the weekend

At this current time because we are a brand new society we can not supply past financial statements, just the projected budget for the 2024 Rodeo.

We appreciate any support you give and hope to see you all there! Thank you for your time and consideration in helping us keep this amazing event for our community alive :)

[WARNING: This message is from an external source]



APPLICATION FOR A GRANT

Date: February 12/24

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization			
<u>HUDSON'S HOPE HEALTH CARE & HOUSING SOCIETY</u>			
Mailing Address	City	Province	Postal Code
<u>Box 342</u>	<u>HUDSON'S HOPE</u>	<u>BC</u>	<u>V0C1V0</u>
SOCIETY INFORMATION			
Society Registration Number	Charity's BN (Business Number) / Registration Number (the number the organization puts on charitable donation receipts)		
<u>S-0030649</u>	<u>121416879RR0001</u>		
SOCIETY EXECUTIVE - ATTACH LIST IF MORE ROOM IS NECESSARY			
Title	Name	Phone Number	
<u>PRESIDENT</u>	<u>DEBBIE BEATTIE</u>	[REDACTED]	
<u>VICE PRESIDENT</u>	<u>SHERY STEVENSON</u>	[REDACTED]	
<u>TREASURER</u>	<u>BRITT SILK</u>	[REDACTED]	
<u>SECRETARY</u>	<u>TAISHA FIARCHUK</u>	[REDACTED]	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name			
<u>DEBBIE BEATTIE</u>			
Mailing Address	City	Province	Postal Code
<u>BOX 339</u>	<u>Hudson's Hope</u>	<u>BC</u>	<u>V0C1V0</u>
Work Telephone	Home Telephone	Cell Telephone	Email Address
		[REDACTED]	[REDACTED]

GRANT APPLICATION	
☒ New Grant Application	☐ Application for Project Previously Funded by the

ORGANIZATION INFORMATION

Describe the purpose of your organization:

See attached Constitution

User Statistics

1. 10 The number of persons that are served by your organization annually.
2. 15 The number of members in your organization/society.

Is the organization run by volunteers, paid staff or a combination of both?

1. 60 the number of volunteers and 600 the number volunteer hours worked per year.
2. The number of paid staff, their titles and number of paid hours per year.

Number	Title	Paid Hours Per Year
	ADMINISTRATOR	210
	CUSTODIAN	150
	Lawn maintenance	40
	Snow Shovelling	40



REQUEST FOR GRANT

Describe the reason for your grant application:

To do the required maintenance to the exterior of the facility.

The dividers are starting to rot and need to be replaced.

The posts at the front entry are also rotting, which are in serious need of replacing before they fall over

Proposal is best characterized as:

- ☐ Event ☐ Capital Project

Participants/beneficiaries will primarily be:

- ☐ Youth ☒ Seniors ☐ Disadvantaged Persons

This proposal's activities can best be described as related to:

- ☐ Arts and Culture ☐ Recreation and Sports ☐ Environment, Social and Education

Attach the following information:

- ☐ Most recent Financial Statements including a Balance Sheet and Income Statement
- ☐ Previous year's actual operating budget if the most recent Financial Statements provided are not the previous year's (Please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- ☐ Operating Budget for the Current Year (Please attach a copy of the projected income and expense statement in a format consistent with the organization's financial statements)
- ☐ Projected operating budget for the next year
- ☐ Copy of Non-Profit Society Registration papers



DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.

[Redacted Signature]

Signature of Applicant

Feb 12/24

Date

The personal information on this form is collected for the purpose of an operating program of the District of Hudson's Hope as noted in Section 26(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 250-783-9901.

APPLICATION DEADLINE - FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE

HUDSON'S HOPE, BC

V0C 1V0, CANADA

Nordic Painting - Estimate

Prepared for: Silver Willow Court

	Price
Work to be completed:	
Prep & stain exterior dividers between units. (10 total)	\$7250.00
Prep & stain exterior main entrance; railings, pillars, gable end	\$2000.00
GST on labour	\$462.50
Stain and misc. supplies (tax not included)	\$500.00
All receipts will be submitted for a final total on supplies	
Estimate total	\$10212.50
I appreciate the opportunity to submit this estimate. If you have any questions regarding this estimate, please don't hesitate to contact me at 250-783-0624	
Britt Silk Nordic Painting	
Anything that is unforeseen will be discussed and added to the estimate	



CONSTITUTION

BC Society • Societies Act

CERTIFIED COPY
Of a document filed with the
Province of British Columbia
Registrar of Companies

Carol Prest
CAROL PREST

NAME OF SOCIETY: **HUDSON'S HOPE HEALTH CARE AND HOUSING SOCIETY**

Incorporation Number:

S0030649

Business Number:

12141 6879 BC0001

Filed Date and Time:

December 11, 2019 12:53 PM Pacific Time

The name of the Society is HUDSON'S HOPE HEALTH CARE AND HOUSING SOCIETY

The purposes of the Society are:

- a) To operate a not-for-profit charitable institution which constructs or leases, owns or provides, manages and maintains, low-rental accommodation in Hudson's Hope for the elderly and/or persons with disabilities."
- b) To receive charitable donations - including cash, land and property - for these purposes and to administer the Tompkins Trust."
- c) To do all such things as are incidental or conducive to the attainment of these purposes.

	A	B	C	D	E
1	HHHC&HS and SWC				
2	Comparative Balance Sheet				
3					
4		As at 2023-03-31		As at 2022-03-31	
5	ASSET				
6					
7	Current Assets - SWC				
8	Chequing - 101-413583		51,838.67		22,055.44
9	Replacement Reserve - 102-413583		56,813.36		54,849.26
10	Member Shares - 412583		65.89		65.42
11	Cable Account		0.00		1,556.19
12	Total Current Assets SWC		108,717.92		78,526.31
13					
14	Current Assets HHHC&H Society				
15	Operating - chequing 101-415810		21,787.39		19,542.42
16	Donations - 201-415810		50,335.71		49,974.19
17	Capital Reserve - 203-415810		22,058.71		21,900.27
18	Interest from Trust - 204-415810		28,270.65		28,067.60
19	Member Shares - 415810		77.31		76.55
20	Total Current Assets HHHC&H Society		122,529.77		119,561.03
21					
22	Term Deposits HHHC&H Society				
23	Society Land Term 406-415810		13,622.04		13,421.27
24	Trust Term Deposit 407-415810		53,864.19		53,070.32
25	Capital Reserve Term Deposit		53,864.19		53,070.32
26	Capital Reserve Term Deposit		53,074.53		52,290.18
27	Accounts Receivable		40.00		20.00
28	Accounts Receivable Accountant Adju		3,206.22		2,115.08
29	Total Term Deposits HHHC&H Society		177,671.17		173,987.17
30					
31	Capital Assets HHHC&H Society				
32	Office Furniture & Equipment		10,185.67		10,185.67
33	Equipment		36,729.87		36,729.87
34	Building		353,050.00		353,050.00
35	Land		8,346.00		8,346.00
36	Total Capital Assets HHHC&H Society		408,311.54		408,311.54
37					
38	TOTAL ASSET		817,230.40		780,386.05
39					
40	LIABILITY				
41					
42	Current Liabilities SWC				
43	NP CU Mastercard *1848		126.91		0.00
44	Accounts Payable SWC		5,835.79		4,035.09
45	Accrued Liabilities		3,000.00		4,000.00

	A	B	C	D	E
46	Security Deposits on Hand		3,645.00		3,645.00
47	Total Current Liabilities SWC		12,607.70		11,680.09
48					
49	TOTAL LIABILITY		12,607.70		11,680.09
50					
51	EQUITY				
52					
53	Equity SWC & SOC				
54	Surplus/Deficit SWC		-6,216.77		-4,994.76
55	Surplus - Previous Year		774,922.73		774,922.73
56	Current Earnings		35,916.74		-1,222.01
57	Total Equity SWC & SOC		804,622.70		768,705.96
58					
59	TOTAL EQUITY		804,622.70		768,705.96
60					
61	LIABILITIES AND EQUITY		817,230.40		780,386.05
62					
63	Generated On: 2024-02-15				

	A	B	C	D
1	HHHC&HS and SWC			
2	Income Statement 2023-04-01 to 2024-01-10			
3				
4				
5	REVENUE			
6				
7	Revenue SWC			
8	Rental Income		63,764.00	
9	Interest Income		599.82	
10	Luncheons	280.25		
11	Donations Received	850.00		
12	Reimbursement	2,852.65		
13	Total Revenue SWC		3,982.90	
14	Donations Received		10,000.00	
15	Interest Income		1,066.78	
16	Total Revenue HHHC&H Society		79,413.50	
17				
18	TOTAL REVENUE		79,413.50	
19				
20	EXPENSE			
21				
22	Expenses SWC			
23	Office Supplies		1,319.37	
24	Repairs & Maintenance Building		10,977.08	
25	Luncheons		896.36	
26	Insurance, Licences and Fees		9,975.08	
27	Credit Card Fees & Interest		15.98	
28	Fire Inspection		2,165.68	
29	Snow Removal		128.19	
30	Professional Fees		5,145.00	
31	Utilities		10,773.26	
32	Property Taxes		417.00	
33	Wages & Salaries - Administration		10,500.15	
34	Wages & Salaries - Maintenance		5,408.30	
35	Bank Service Charges		43.41	
36	Total Expenses SWC		57,764.86	
37				
38	Expenses HHHC&H Society			
39	Membership Fees		40.00	
40	Bank Service Charges		42.75	
41	Total Expenses HHHC&H Society		82.75	
42				
43	TOTAL EXPENSE		57,847.61	
44				
45	NET INCOME		21,565.89	

	A	B	C	D
46				
47	Generated On: 2024-02-15			

	A	B	C	D
1	HHHC&HS and SWC			
2	Budget - Current Year - 2024			
3				
4	Account Number	Account Name	Amount	
5	4010	Rental Income	67,000.00	
6	4020	Interest Income	550.00	
7	4210	Donations Received	10,000.00	
8	4220	Interest Income	1,100.00	
9	Total Income			\$ 78,650.00
10	5010	Office Supplies	1,500.00	
11	5025	Unit Renovations	5,000.00	
12	5030	Repairs & Maintenance Building	10,000.00	
13	5040	Insurance, Licences and Fees	10,000.00	
14	5050	Fire Inspection	2,600.00	
15	5060	Snow Removal	500.00	
16	5065	Lawn and Garden Maintenance	500.00	
17	5070	Professional Fees	5,000.00	
18	5080	Utilities	11,000.00	
19	5085	Property Taxes	0.00	
20	5090	Wages & Salaries - Administration	17,000.00	
21	5094	EI Expense	500.00	
22	5096	CPP Expense	800.00	
23	5098	WorkSafe BC	200.00	
24	5100	Bank Service Charges	100.00	
25	5210	Donations	10,000.00	
26	5222	Equipment Maintenance	200.00	
27	5230	Membership Fees	250.00	
28	5235	Advertising & Promotion	200.00	
29	Total Expenses			\$ 75,350.00
30				\$ 3,300.00
31	Generated On: 2024-02-15			

	A	B	C	D
1	HHHC&HS and SWC			
2	Budget - Previous Year - 2023			
3				
4	Account Number	Account Name	Amount	
5	4010	Rental Income	74,000.00	
6	4020	Interest Income	700.00	
7	4210	Donations Received	10,000.00	
8	4220	Interest Income	1,200.00	
9	Total Income			\$ 85,900.00
10	5010	Office Supplies	1,500.00	
11	5025	Unit Renovations	5,000.00	
12	5030	Repairs & Maintenance Building	10,000.00	
13	5040	Insurance, Licences and Fees	10,000.00	
14	5050	Fire Inspection	2,700.00	
15	5060	Snow Removal	500.00	
16	5065	Lawn and Garden Maintenance	500.00	
17	5070	Professional Fees	5,000.00	
18	5080	Utilities	11,000.00	
19	5085	Property Taxes	0.00	
20	5090	Wages & Salaries - Administration	17,000.00	
21	5094	EI Expense	500.00	
22	5096	CPP Expense	800.00	
23	5098	WorkSafe BC	200.00	
24	5100	Bank Service Charges	100.00	
25	5210	Donations	10,000.00	
26	5222	Equipment Maintenance	200.00	
27	5230	Membership Fees	250.00	
28	5235	Advertising & Promotion	200.00	
29	Total Expenses			\$ 75,450.00
30	Difference			\$ 5,450.00
31	Generated On: 2024-02-15			



BC Society Summary

For

HUDSON'S HOPE HEALTH CARE AND HOUSING SOCIETY

Date and Time of Search: March 27, 2024 10:22 AM Pacific Time
Currency Date: March 25, 2024

ACTIVE

Incorporation Number: S0030649 **Business Number:** 12141 6879 BC0001
Name of Society: HUDSON'S HOPE HEALTH CARE AND HOUSING SOCIETY
Incorporation Date: June 9, 1993 as a result of an Amalgamation
Last Annual Report Filed: 2023
Last Annual General November 25, 2023 **Number of Directors:** 8
In Liquidation: No
Member Funded Society: No

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:	Mailing Address:
10104 ELLIS CRESCENT	10104 ELLIS CRESCENT
BOX 342	BOX 342
HUDSON'S HOPE BC V0C 1V0	HUDSON'S HOPE BC V0C 1V0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:
BEATTIE, DEBBIE
Delivery Address:
[REDACTED]
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:
BEATTIE, DENNIS JAY
Delivery Address:
[REDACTED]
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:
FIARCHUK, TRISHA MARIE
Delivery Address:
[REDACTED]
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

MCDUGALL, JEANETTE V.

Delivery Address:

[REDACTED]

HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

SILK, BRITT

Delivery Address:

[REDACTED]

HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

STEBBE, DEBORAH LOUISE

Delivery Address:

[REDACTED]

HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

STEVENSON, AMANDA LILLIAN

Delivery Address:

[REDACTED] R.

HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

STEVENSON, SHERRY

Delivery Address:

[REDACTED]

HUDSON'S HOPE BC V0C 1V0

APPLICATION FOR A GRANT

Date: February 14th, 2024

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization			
Hudson's Hope Lions Club			
Mailing Address	City	Province	Postal Code
PO Box 444	Hudson's Hope	BC	V0C1V0
SOCIETY INFORMATION			
Society Registration Number		Charity's BN (Business Number) / Registration Number <i>(the number the organization puts on charitable donation receipts)</i>	
S0017197			
SOCIETY EXECUTIVE - ATTACH LIST IF MORE ROOM IS NECESSARY			
Title	Name	Phone Number	
President	Shawn Shepherd	[REDACTED]	
Vice President	Conrad Northeast		
Secretary / Treasurer	Travous Quibell	[REDACTED]	
Director	Nerissa Quibell	[REDACTED]	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name			
Shawn Shepherd			
Mailing Address	City	Province	Postal Code
[REDACTED]	Hudson's Hope	BC	V0C1V0
Work Telephone	Home Telephone	Cell Telephone	Email Address
[REDACTED]		[REDACTED]	[REDACTED]

GRANT APPLICATION	
☐ New Grant Application	☒ Application for Project Previously Funded by the



HUDSON'S
HOPE
PLAYGROUND OF THE PEACE

ORGANIZATION INFORMATION

Describe the purpose of your organization:

See Attached

User Statistics

1. 1060 The number of persons that are served by your organization annually.
2. 13 The number of members in your organization/society.

Is the organization run by volunteers, paid staff or a combination of both?

1. 25 the number of volunteers and 500 the number volunteer hours worked per year.
2. The number of paid staff, their titles and number of paid hours per year.

Number	Title	Paid Hours Per Year
0		

REQUEST FOR GRANT

Describe the reason for your grant application:

See Attached Letter

Proposal is best characterized as:

- ☐ Event ☒ Capital Project

Participants/beneficiaries will primarily be:

- ☒ Youth ☒ Seniors ☒ Disadvantaged Persons

This proposal's activities can best be described as related to:

- ☒ Arts and Culture ☒ Recreation and Sports ☒ Environment, Social and Education

Attach the following information:

- ☒ Most recent Financial Statements including a Balance Sheet and Income Statement
- ☐ Previous year's actual operating budget if the most recent Financial Statements provided are not the previous year's (Please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- ☐ Operating Budget for the Current Year (Please attach a copy of the projected income and expense statement in a format consistent with the organization's financial statements)
- ☐ Projected operating budget for the next year
- ☒ Copy of Non-Profit Society Registration papers

DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.



Signature of Applicant

February 14th, 2024

Date

The personal information on this form is collected for the purpose of an operating program of the District of Hudson's Hope as noted in Section 26(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 250-783-9901.

APPLICATION DEADLINE – FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE

HUDSON'S HOPE, BC

V0C 1V0, CANADA



CERTIFIED COPY
Of a document filed with the
Province of British Columbia
Registrar of Companies

T.K. Sparks
T.K. SPARKS

STATEMENT OF DIRECTORS AND REGISTERED OFFICE

BC Society • Societies Act

NAME OF SOCIETY: **HUDSON HOPE LIONS CLUB**

Incorporation Number: S0017197

Business Number: 80132 4112 BC0001

Filed Date and Time: October 7, 2023 07:31 PM Pacific Time

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:

10310 KYLLO ST
HUDSON'S HOPE BC V0C 1V0

Mailing Address:

10310 KYLLO ST
PO BOX 444
HUDSON'S HOPE BC V0C 1V0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:

NORTHEAST, CONRAD

Delivery Address:

██████████
HUDSONS HOPE BC V0C 1V0

Last Name, First Name Middle Name:

QUIBELL, NERISSA

Delivery Address:

██████████
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

QUIBELL, TRAVOUS

Delivery Address:

██████████
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

SHEPHERD, SHAWN

Delivery Address:

██████████
HUDSON'S HOPE BC V0C 1V0

Hudson's Hope Lions Club

2023 Statement of Financial Position

Current Assets

Cash on Hand	\$	150.00
Credit Union Shares	\$	154.56
Chequing Account	\$	7,557.32
Kitchen Account	\$	8,170.83
Van Account	\$	28,286.17
		<u>\$ 44,318.88</u>

Non-Current Assets

Lions Van	\$	76,144.00
Bingo Machine	\$	1,000.00
AV Gear	\$	1,500.00
Deep Fryer	\$	1,200.00
Meat Slicer	\$	1,000.00
Kitchen Assets	\$	30,000.00
		<u>\$ 110,844.00</u>

Total Assets		<u>\$ 155,162.88</u>
---------------------	--	-----------------------------

Hudson's Hope Lions Club

2023 Income Statement

Income

General Income	\$ 3,042.68
Kitchen Income	\$ 1,250.00
Bar Income	\$ 25,648.75
Van Income	\$ 4,948.39
Account Interest	\$ 486.80

<u>Total Income</u>	<u>\$ 35,376.62</u>
----------------------------	----------------------------

Expenses

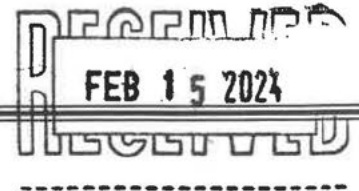
Assistance (Outgoing Donations)	\$ 3,340.00
General Expenses	\$ 6,394.31
Kitchen Expenses	\$ 264.23
Bar Expenses	\$ 16,650.30
Van Expenses	\$ 11,090.83

<u>Total Expenses</u>	<u>\$ 37,739.67</u>
------------------------------	----------------------------

<u>Profit (Loss)</u>	<u>\$ -2,363.05</u>
-----------------------------	----------------------------



**Hudson's Hope Lions Club
PO Box 444
Hudson's Hope, BC V0C 1V0**



February 8th, 2024

To Mayor and Council:

Once again the Lions Club would like to extend our deepest and most sincere thanks to Mayor, Council and the Staff of the District of Hudson's Hope. Your support for our Lions Kitchen Trailer Project in 2023 has given our project a huge boost in momentum. As we recently updated you, we have secured an additional funding commitment from the BC Hydro GO-Fund as of the end of 2023 to compliment our own secure funding commitment.

As we move in to 2024, we hope to be able to put together the final financial pieces of this exciting project, and make a move forward to purchasing a complete turnkey mobile kitchen trailer!

We humbly ask that the District of Hudson's Hope consider a further funding commitment under your 2024 Grant in Aid program to augment the funds you have graciously and generously agreed to carry over from our 2023 grant in aid request. We are currently engaging with additional funding partners as well to attempt to close the final gap in our funding requirement of approximately 27,500 dollars.

We welcome the opportunity to present our project to you once again at your convenience should Mayor, Council or Staff like to see the proposal again.

Thank you very much for your support.

[Redacted Signature]
Shawn Shepherd
President
Hudson's Hope Lions Club
1-778-204-0325



**Hudson's Hope Lions Club
PO Box 444
Hudson's Hope, BC V0C 1V0**

February 5th, 2024

To Mayor and Council:

The Hudson's Hope Lions Club would once again like to extend our sincere appreciation for your support of our Lions Kitchen Trailer project. We appreciate your patience as we continue to work to secure the remainder of the funding required to make this project a reality.

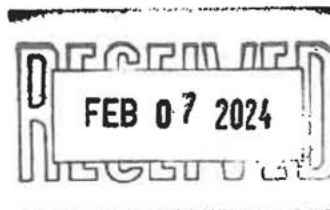
Funding for a project of this nature is difficult to secure, as there is a great deal of demand for grant funding in all areas of the community and a limited pool to apply to. Our project is a unique one, and as such has attracted a great deal of interest and generated some great discussion with potential funding partners.

At this time, we can confirm that we have secured funding from the BC Hydro GO Fund in the amount of 10,000 dollars. Our own commitment of 10,000 dollars from club sources is also secure. We were declined funding from several local and regional grant programs with limited resources in 2023 but will be reapplying in 2024.

We have also been directed to re-apply for funding through at least one Industry Partner, TC Energy, who were unable to meet our request in 2023 but have indicated a desire to see the request again in 2024 for further consideration.

Best Regards,

Shawn Shepherd
President
Hudson's Hope Lions Club
1-778-204-0325





BC Society Summary

For
HUDSON HOPE LIONS CLUB

Date and Time of Search: March 27, 2024 10:49 AM Pacific Time
Currency Date: March 25, 2024

ACTIVE

Incorporation Number:	S0017197	Business Number:	80132 4112 BC0001
Name of Society:	HUDSON HOPE LIONS CLUB		
Incorporation Date:	Incorporated on April 22, 1982		
Last Annual Report Filed:	2023		
Last Annual General	June 1, 2023	Number of Directors:	4
In Liquidation:	No		
Member Funded Society:	No		

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:	Mailing Address:
10310 KYLLO ST HUDSON'S HOPE BC V0C 1V0	10310 KYLLO ST PO BOX 444 HUDSON'S HOPE BC V0C 1V0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:
NORTHEAST, CONRAD
Delivery Address:
[REDACTED]
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:
QUIBELL, NERISSA
Delivery Address:
[REDACTED]
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:
QUIBELL, TRAVOUS
Delivery Address:
[REDACTED]
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

SHEPHERD, SHAWN

Delivery Address:



HUDSON'S HOPE BC V0C 1V0



APPLICATION FOR A GRANT

Date: February 14th 2024

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization Hudson's Hope Radio Amateur Club			
Mailing Address PO Box 90	City Hudson's Hope	Province BC	Postal Code V0C1V0
SOCIETY INFORMATION			
Society Registration Number S0056443		Charity's BN (Business Number) / Registration Number <i>(the number the organization puts on charitable donation receipts)</i>	
SOCIETY EXECUTIVE - ATTACH LIST IF MORE ROOM IS NECESSARY			
Title	Name	Phone Number	
President	Joel Stark	[REDACTED]	
Secretary / Treasurer	Travous Quibell	[REDACTED]	
Director	Adrian Schenk		
Director	Wally Harwood		
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name Joel Stark			
Mailing Address [REDACTED]	City Hudson's Hope	Province BC	Postal Code V0C1V0
Work Telephone	Home Telephone	Cell Telephone [REDACTED]	Email Address [REDACTED]

GRANT APPLICATION	
☐ New Grant Application	☒ Application for Project Previously Funded by the



Describe the purpose of your organization:

User Statistics

- Is the organization run by volunteers, paid staff or a combination of both?**

- [illegible]

REQUEST FOR GRANT

Describe the reason for your grant application:

See Attached

Proposal is best characterized as:

☐ Event ☒ Capital Project

Participants/beneficiaries will primarily be:

☒ Youth ☐ Seniors ☒ Disadvantaged Persons

This proposal's activities can best be described as related to:

☒ Arts and Culture ☐ Recreation and Sports ☐ Environment, Social and Education

Attach the following information:

- ☐ Most recent Financial Statements including a Balance Sheet and Income Statement
- ☐ Previous year's actual operating budget if the most recent Financial Statements provided are not the previous year's (Please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- ☐ Operating Budget for the Current Year (Please attach a copy of the projected income and expense statement in a format consistent with the organization's financial statements)
- ☐ Projected operating budget for the next year
- ☐ Copy of Non-Profit Society Registration papers

DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.



Signature of Applicant

February 14th 2024

Date

The personal information on this form is collected for the purpose of an operating program of the District of Hudson's Hope as noted in Section 26(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 250-783-9901.

APPLICATION DEADLINE – FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE

HUDSON'S HOPE, BC

V0C 1V0, CANADA



CERTIFIED COPY
Of a document filed with the
Province of British Columbia
Registrar of Companies

T.K. Sparks
T.K. SPARKS

STATEMENT OF DIRECTORS AND REGISTERED OFFICE

BC Society • Societies Act

NAME OF SOCIETY: **HUDSON'S HOPE RADIO AMATEUR CLUB**

Incorporation Number: S0056443

Business Number: 81984 3251 BC0001

Filed Date and Time: February 14, 2024 09:19 PM Pacific Time

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:

10212 TURNER CRESCENT
HUDSON'S HOPE BC V0C 1V0

Mailing Address:

10212 TURNER CRESCENT
HUDSON'S HOPE BC V0C 1V0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:

HARWOOD, EDMUND WALTER

Delivery Address:

[REDACTED]
HUDSON'S HOPE
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

QUIBELL, TRAVOUS

Delivery Address:

[REDACTED]
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

SCHENK, ADRIAN

Delivery Address:

[REDACTED]
HUDSON'S HOPE
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

STARK, JOEL

Delivery Address:

[REDACTED]
HUDSON'S HOPE BC V0C 1V0

Hudson's Hope Radio Amateur Club

Income Statement

As at December 31 2023

	2023
Income	
Dues	90
Grant	1200
Book Sales	0
Interest	0
Total Revenue	1290
Expense	
Equipment Purchase	0
Society Fees	40
Website	0
Service Fees	57
Total Expenses	97
Excess Revenue over expenses	\$ 1,193.00

Hudson's Hope Radio Amateur Club

Asset List

As at Dec 31, 2023

2,023

Investments

	Quantity		
Shares with NPSCU	1	\$	31

Bullhead Mountain

Xantrex 40A Charger	1	\$	448
Deep Cycle Battery	3	\$	1,176
RLC-Club Deluxe II Package	1	\$	1,410
Alinco ALI-DR135T 2m 50 watt radio	1	\$	185
Multicoupler Sections	2	\$	1,638
Alinco DR-435T UHF Mobile Radio	1	\$	129
UHF Yagi Antenna	1	\$	57
VHF Base Station Antenna	2	\$	143
Cable Assemblies	1	\$	41
Computer - IRLP Node	1	\$	41
Rack	1	\$	41
Alinco DR-135T Repeater radio	1	\$	112
Grandstream FXS Adapter	1	\$	100

Signal Hill

Kenwood Mobile Radio TMV-71	1	\$	170
Cable Assemblies	1	\$	41
Power Supply	1		
Base Station Antenna	1	\$	72
Power Supply - Upgrade	1	\$	85

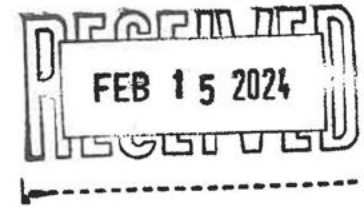
Uninstalled

Linkcomm RLC-2 Repeater Controller	1	\$	-
Motorola Radius Mobile Radios	3	\$	154

Total \$ 6,074



Hudson's Hope Radio Amateur Club
PO Box 90
Hudson's Hope, BC V0C 1V0



February 14th, 2024

To Mayor and Council;

The Hudson's Hope Radio Amateur Club is working diligently to finish the fundraising necessary to complete our Signal Hill Revitalization Project.

Since we last spoke our club has secured further in-kind and financial support for our project, but we aren't quite there yet.

We have been able to repair the 106.1 repeater through an in-kind donation from a local radio expert as well as materials provided by a local electrical contractor.

Further to that we were also able to place our cross-band repeater back on the air in it's current (somewhat rustic) home with a further donation of materials and a club work-bee which was also documented and showcased on our website!

With the funds you have generously agreed to roll-over from the 2023 grant in aid, in addition to a further donation of 1200 dollars from the Peace Region Internet Society, the in-kind donations to date as well as a commitment of further in-kind materials, permits and labor estimated to be worth approximately 2500 dollars to help us repair the BC Hydro service at our proposed location, we are very close to making this project a reality!

As of this writing that places us only \$3,550.00 from our original budget and ultimate goal!

We thank you for your consideration,

Joel Stark
President - Hudson's Hope Radio Amateur Club
1-250-263-1301



Hudson's Hope Radio Amateur Club
PO Box 90
Hudson's Hope, BC V0C 1V0

February 5th, 2024

To Whom it may concern;

The Hudson's Hope Radio Amateur Club has been working diligently to raise funds for the revitalization of the Signal Hill Radio Site.

We have been able to secure a grant in the amount of 1200 Dollars from the Peace Region Internet Society.

Additionally, an in-kind donation of labor and equipment to conduct a temporary repair to the 106.1 CKHH Radio Repeater at the Signal Hill Site was secured. You may have noticed that our radio station is back on the air!

We have also been able to, through a similar donation of equipment, also make repairs to the electrical service at the "wood pole" tower on Signal Hill. This has allowed us to restore the functionality of our Cross-Band radio repeater, bringing handheld UHF Radio service back to Amateur Radio Users in Hudson's Hope.

We thank you for your continued patience and consideration,



Joel Stark
President - Hudson's Hope Radio Amateur Club
1-250-263-1301



BC Society Summary

For

HUDSON'S HOPE RADIO AMATEUR CLUB

Date and Time of Search: March 27, 2024 10:19 AM Pacific Time
Currency Date: March 25, 2024

ACTIVE

Incorporation Number: S0056443 **Business Number:** 81984 3251 BC0001
Name of Society: HUDSON'S HOPE RADIO AMATEUR CLUB
Incorporation Date: Incorporated on March 12, 2010
Last Annual Report Filed: 2023
Last Annual General May 2, 2023 **Number of Directors:** 4
In Liquidation: No
Member Funded Society: No

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address: 10212 TURNER CRESCENT
HUDSON'S HOPE BC V0C 1V0
Mailing Address: 10212 TURNER CRESCENT
HUDSON'S HOPE BC V0C 1V0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:
HARWOOD, EDMUND WALTER
Delivery Address:
[REDACTED] HUDSON'S HOPE
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:
QUIBELL, TRAVOUS
Delivery Address:
[REDACTED]
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:
SCHENK, ADRIAN
Delivery Address:
[REDACTED] HUDSON'S HOPE
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

STARK, JOEL

Delivery Address:



PO BOX 708

HUDSON'S HOPE BC V0C 1V0



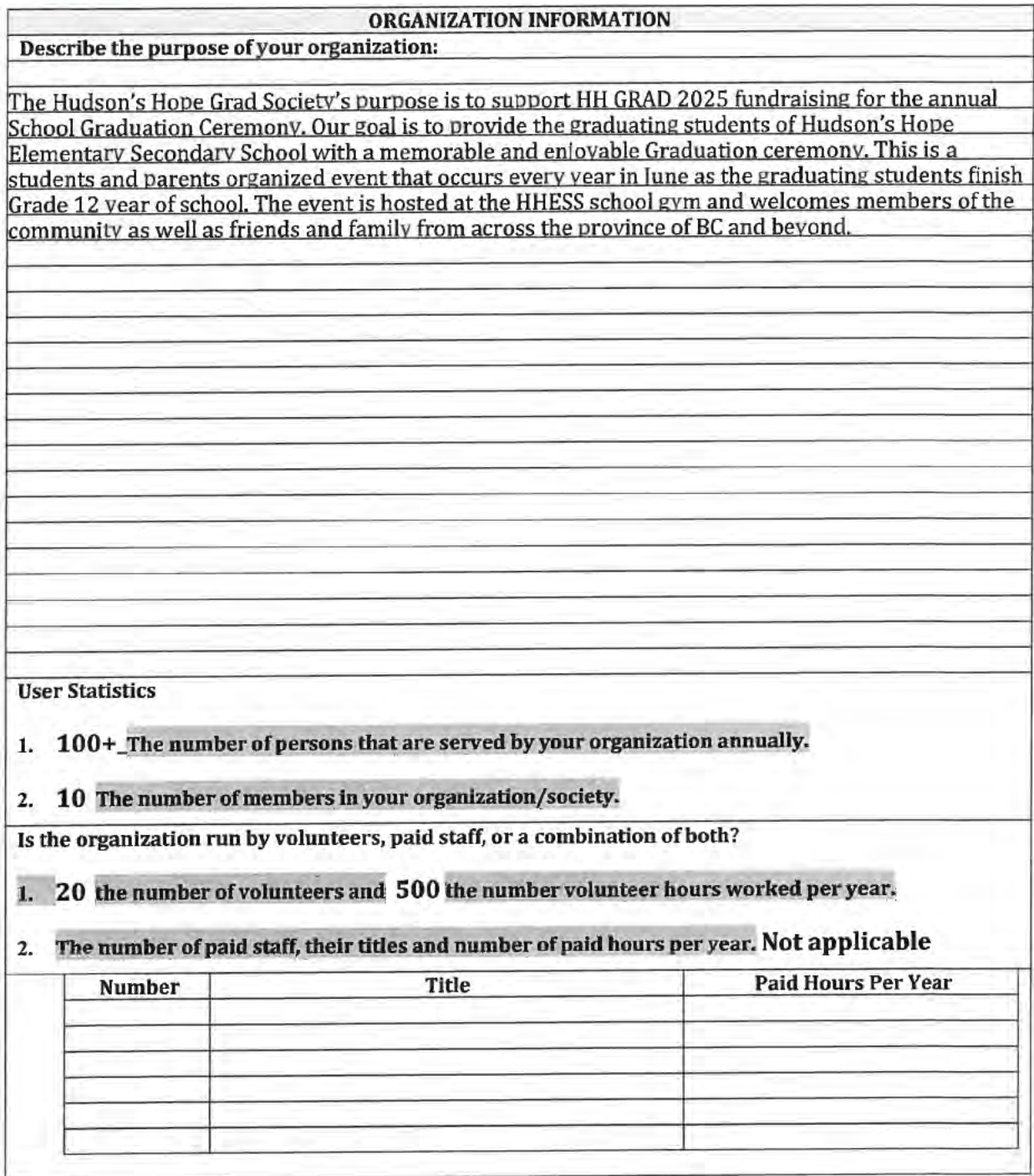
APPLICATION FOR A GRANT

Date: February 7, 2024

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization Hudson's Hope Grad Society			
Mailing Address PO Box 144	City Hudson's Hope	Province BC	Postal Code V0C-1V0
SOCIETY INFORMATION			
Society Registration Number S0072649		Charity's BN (Business Number) / Registration Number 74970 8673 BC0001	
SOCIETY EXECUTIVE - ATTACH LIST IF MORE ROOM IS NECESSARY			
Title	Name	Phone Number	
Director	Naisby, Jason	[REDACTED]	
Director	Deitner, Lyndsay	[REDACTED]	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name Jason Naisby			
Mailing Address PO Box 144 10003 Dudley Drive	City Hudson's Hope	Province BC	Postal Code V0C-1V0
Work Telephone 250-783-5112	Home Telephone 250-783-9385	Cell Telephone 250-783-0753	Email Address jaynaisby@hotmail.com

GRANT APPLICATION	
☒ New Grant Application	☐ Application for Project Previously Funded by the





HUDSON'S
HOPE
PLAYGROUND OF THE PEACE

REQUEST FOR GRANT

Describe the reason for your grant application:

HH GRAD 2025 graduation ceremony students have some family, friends, and communities might not be able to come in the school due to traveling cost, illness and some other reasons. Banners showing the current Grads have been displayed in Beattie Park before nice way to celebrate the Grad student with the communities as the Grad ceremony had been Live Streamed in the past. Would be nice to have friends and family to participate in the Grad event, even if they cannot attend in

We believe that both of these initiatives.

The banner in the park allows the whole community to identify and recognize the graduating class of HHESS. The Live Stream, which is a live video recording that gets uploaded to either Facebook or YouTube, allows friends and relatives who cannot physically attend the ceremony in Hudson's Hope to watch the event. The Live Stream is a great way for our grads to be celebrated by the largest audience of friends and relatives possible.

We are seeking grant assistance to cover one or more of the following items, or part thereof:

- \$40 to maintain society status (cost to file Annual Report)
- \$250 (approximately) for misc. supplies such as printer paper, ink, office supplies
- \$650 (approx.) for purchasing the banners in the park and frames
- Assistance from DOHH staff to hang the banners in the park
- \$1500 (approx.) to pay for the Grad Live Stream
- \$500 Misc. with high costs of living, everything else goes up.

Proposal is best characterized as:



Event



Capital Project

Participants/beneficiaries will primarily be:



Youth, Families, seniors who cannot physically attend our event.

Attach the following information:

Note: will send items below in separate email

- ☐ Most recent Financial Statements including a Balance Sheet and Income Statement
- ☐ Previous year's actual operating budget if the most recent Financial Statements provided are not the previous year's (Please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- ☐ Operating Budget for the Current Year (Please attach a copy of the projected income and expense statement in a format consistent with the organization's financial statements)
- ☐ Projected operating budget for the next year
- ☐ Copy of Non-Profit Society Registration papers



DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.

(Signature of Applicant)

Feb 07, 2024

Signature of Applicant

Date

The personal information on this form is collected for the purpose of an operating program of the District of Hudson's Hope as noted in Section 26(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 250-783-9901.

APPLICATION DEADLINE – FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE

HUDSON'S HOPE, BC

V0C 1V0, CANADA

Hudson's Hope GRAD 2025



To: District of Hudson's Hope

Hudson's Hope Graduating Class of 2025 is raising funds to support the following activities:

1. Hudson's Hope School Graduation Ceremony/Dinner
2. Video photography
3. Student Graduation Trip

We as a class, are asking for your support as we attempt to reach our fundraising goals to make our graduation day one to remember.

Our hope is to provide our Graduating students at the Hudson's Hope Elementary Secondary School with a memorable and enjoyable Graduation dinner and ceremony. This is a student and parent organized event that occurs every June as the Graduating students finish their Grade 12 year of school. The event is hosted at the HHESS school gym and welcomes members of the community as well as friends and family from across the province of BC and beyond.

In addition to the Graduation ceremony, video photographer and dinner, the Grads organize and participate in an educational Grad trip each year. The Grad trip is a once in a lifetime opportunity for the Graduating class to experience life outside of our little community in Hudson's Hope and embrace new cultures, lifestyles, and recreations. Many students who have graduated from HHESS look back on this trip as one of the defining moments of their high school years.

Your donation will be acknowledged by including your company's logo on various promotional materials associated with Grad 2025 such as advertising in the HH Bulletin prior to the June 2025 ceremony and inclusion in our Grad Ceremony Programs.

Your assistance and support are very much appreciated!

Thank YOU, HH Grad 2025.

For more information, please reach out to:

HH Grad Society #S0072649

Payable to : HH GRAD 2025

Email or e-transfer to : HawkGrad25@gmail.com

Cell : 1-(250)-783-0846

Address : PO BOX 144, Hudson's Hope-BC V0C 1V0



BC Society Summary

For HUDSON'S HOPE GRAD SOCIETY

Date and Time of Search: March 27, 2024 10:56 AM Pacific Time
Currency Date: March 25, 2024

ACTIVE

Incorporation Number: S0072649 **Business Number:** 74970 8673 BC0001
Name of Society: HUDSON'S HOPE GRAD SOCIETY
Date Society was Incorporated or otherwise formed: Incorporated on January 29, 2020 12:51 PM Pacific Time
Last Annual Report Filed: 2024
Last Annual General January 25, 2024 **Number of Directors:** 3
In Liquidation: No
Member Funded Society: No

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:	Mailing Address:
10003 DUDLEY DR	10003 DUDLEY DR
PO BOX 144 PO HUDSON'S HOPE	PO BOX 144 PO HUDSON'S HOPE
HUDSON'S HOPE BC V0C 1V0	HUDSON'S HOPE BC V0C 1V0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:
DEITNER, LYND SAY

Delivery Address:
[REDACTED] HUDSON'S HOPE
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:
NAISBY, JASON

Delivery Address:
[REDACTED] HUDSON'S HOPE
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

PUSPITA - STUBER, ARTHA S

Delivery Address:



HUDSON'S HOPE BC V0C 1V0



APPLICATION FOR A GRANT

Date: Feb. 12, 2024

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization			
Hudson's Hope Minor Soccer			
Mailing Address	City	Province	Postal Code
PO Box # 144	Hudson's Hope	BC	V0C 1V0
SOCIETY INFORMATION			
Society Registration Number	Charity's BN (Business Number) / Registration Number <i>(the number the organization puts on charitable donation receipts)</i>		
SOCIETY EXECUTIVE - ATTACH LIST IF MORE ROOM IS NECESSARY			
Title	Name	Phone Number	
President	Jason Naisby	[REDACTED]	
Vice-President	Monicha Stark	[REDACTED]	
Treasurer	Kirsten Shockey	[REDACTED]	
Secretary	Meghan Heiberg	[REDACTED]	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name			
Monicha Stark			
Mailing Address	City	Province	Postal Code
[REDACTED]	Hudson's Hope	BC	V0C 1V0
Work Telephone	Home Telephone	Cell Telephone	Email Address
		[REDACTED]	

GRANT APPLICATION	
☒ New Grant Application	☐ Application for Project Previously Funded by the



5. At the discretion of Council, decisions pertaining to the approval of the grant requests may be made at the same meeting as the request is presented, however the Council decision will not be made during the delegation presentation and further Council may postpone the decision until a later date.
6. Requests for financial assistance must be approved by an affirmative vote of at least two-thirds of all Council Members.



REQUEST FOR GRANT

Describe the reason for your grant application:

Our soccer club is deeply committed to the holistic development of our young players. Understanding the financial constraints many families face, we endeavor to make the registration costs as affordable as possible. In order to maintain low registration fees and make soccer accessible to as many youth as possible, we are seeking financial assistance to support our efforts to replace our worn-out soccer nets. Therefore, we would like to replace the following nets:

3'x5' (Qty: 2) \$1,269.98, 5'x8' (Qty: 2) \$729.98, 6'x18' (Qty: 2) \$2,199.99, 6'x18' (Qty: 2) \$2,599.99, 8'x24' (Qty: 2) \$3,249.99.

This totals to \$10,049.93, with an additional \$1,999.99 for shipping, bringing the overall cost to \$12,049.92 prior to taxes.

We also seek the district's support during our tournament weekend (usually the first weekend of June) for:

- The large DOHH sun tent set-up close by the tennis court/playground/soccer shed area

- Picnic tables (8-10)

- Garbage and recycling bins (8-10)

- Labour of the DOHH staff to help set-up/drop off the above items

- Donation of DOHH swag items that can be handed out to soccer tournament participants. Examples: key chains, flashlights, water bottles - small items with DOHH logo.

We will also need assistance throughout the season (when the snow melts, mid-April/May to the end of June) with maintenance of the District fields around the tennis court. Would it be possible to get the fields "rolled out" to even out the winter frost heaves right as soon as it melts and help maintain a weekly grass mowing, as the shorter the grass, the better the practice.

Proposal is best characterized as:

☒ Event

☐ Capital Project

Participants/beneficiaries will primarily be:

☒ Youth

☐ Seniors

☐ Disadvantaged Persons

This proposal's activities can best be described as related to:

☐ Arts and Culture

☒ Recreation and Sports

☐ Environment, Social and Education

Attach the following information:

- ☐ Most recent Financial Statements including a Balance Sheet and Income Statement
- ☐ Previous year's actual operating budget if the most recent Financial Statements provided are not the previous year's (Please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- ☐ Operating Budget for the Current Year (Please attach a copy of the projected income and expense statement in a format consistent with the organization's financial statements)
- ☐ Projected operating budget for the next year
- ☐ Copy of Non-Profit Society Registration papers



ORGANIZATION INFORMATION

Describe the purpose of your organization:

The Hudson's Hope Minor Soccer club has been an integral part of the community for over 20 years. Staffed entirely by dedicated volunteers, including coaches and members, the club is committed to promoting a healthy lifestyle, physical activity, teamwork, social interactions, and outdoor recreation. By emphasizing the importance of building up youth's coordination and confidence, the club seeks to foster a love for soccer at any age. Ultimately, its mission is to provide a fun and supportive environment for all participants to enjoy the beautiful game alongside their friends.

User Statistics

1. 80 The number of persons that are served by your organization annually.
2. 80 The number of members in your organization/society.

Is the organization run by volunteers, paid staff or a combination of both?

1. 10 the number of volunteers and 300 the number volunteer hours worked per year.
2. The number of paid staff, their titles and number of paid hours per year.

Number	Title	Paid Hours Per Year
NA		



DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.

Signature of Applicant

Feb 12, 2024.

Date

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APPLICATION DEADLINE - FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE

HUDSON'S HOPE, BC

V0C 1V0, CANADA

Hudson's Hope Minor Soccer
2023 Financial Report
February 28th, 2023 - January 31st, 2024

Account - Organization Chequeing 00101					
Date	Item	Debit	Credit	Balance	Type
02/28/2023	Starting Balance			\$ 25,048.19	
03/31/2023	Maintenance Service	-\$4.75			Auto
04/12/2023	EMT Transfer - Soccer Registrations		\$700.00		Income
04/13/2023	EMT Transfer - Soccer Registrations		\$100.00		Income
04/13/2023	Deposit - Soccer Registrations		\$150.00		Deposit
04/14/2023	Cheque #71 - PAC Donations	-\$1,000.00			Payment
04/14/2023	EMT Transfer - Soccer Registrations		\$50.00		Income
	EMT Transfer - Payment Kirsten Shockey - Reimbursement for New				
04/16/2023	Shed Stairs	-\$216.01			Payment
04/16/2023	EMT Transfer Fee	-\$1.50			Fee
04/16/2023	EMT Transfer - Soccer Registrations		\$100.00		Income
04/17/2023	EMT Transfer - Soccer Registrations		\$50.00		Income
04/18/2023	EMT Transfer - Soccer Registrations		\$150.00		Income
04/19/2023	EMT Transfer - Soccer Registrations		\$50.00		Income
	Cheque #72 - Bold Promotion - Down Payment for invoice 11348 - New				
04/25/2023	Jerseys	-\$2,260.00			Payment
04/25/2023	EMT Transfer - Soccer Registrations		\$200.00		Income
04/30/2023	Maintenance Service	-\$4.75		\$ 23,111.18	Auto
05/05/2023	EMT Transfer - Soccer Registrations		\$100.00		Income
	EMT Transfer - Payment Monicha Stark - Reimbursement for soccer				
05/05/2023	supplies and first aid kits	-\$553.18			Payment
05/05/2023	EMT Transfer - Fee	-\$1.50			Auto
	EMT Transfer - Payment Monicha Stark - Reimbursement for jersey				
05/07/2023	shipment return	-\$47.24			Payment
05/07/2023	EMT Transfer - Fee	-\$1.50			Fee
05/07/2023	EMT Transfer - Shockey Soccer Reg & Stair order difference.		\$102.13		EMT
05/13/2023	EMT Transfer - Soccer Registrations		\$100.00		Income
	EMT Transfer - Payment Betterwards.com Invoice 23-0502 - Soccer				
05/21/2023	Medals	-\$1,916.88			Payment
05/21/2023	EMT Transfer - Fee	-\$1.50			Fee
05/26/2023	Cheque #73 Bold Promotions - Remainder of invoice 11348	-\$1,141.77			Payment
05/26/2023	EMT Transfer - Failed e-transfer		\$60.00		
05/29/2023	Deposit		\$350.00		Income
05/29/2023	Cash Withdrawal - Money for concession change	-\$1,500.00			Withdrawal
05/31/2023	Maintenance Service	-\$4.75		\$ 18,654.99	Auto
06/04/2023	EMT Transfer - Payment Gina Taylor 50/50 Winner	-\$305.00			Payment
06/04/2023	EMT Transfer - Fee	-\$1.50			Fee
06/08/2023	Eff Jun 07 EMT Transfer - Tournament Fee Payment		\$20.00		Income
06/16/2023	Cheque #76 - Jason Naisby Propane for BBQ	-\$293.96			Payment
06/16/2023	Cheque #75 - Bold Promotions Invoice 11468 - Goalie Jerseys	-\$751.17			Payment
06/19/2023	EMT Transfer - Payment Lynnea Stacey - Grad of 2024 Payment	-\$305.00			Payment
06/19/2023	EMT Transfer - Fee	-\$1.50			Fee
06/20/2023	Cheque #77 - Artha Stuber - Groceries Purchased for concession	-\$1,270.14			Payment
06/20/2023	Deposit - Tournament/concession earnings		\$10,562.50		Income
06/21/2023	EMT Transfer - Payment Monicha Stark - To pay Grads of 2024	-\$425.00			Payment
06/21/2023	EMT Transfer - Fee	-\$1.50			Fee
06/24/2023	Cheque #78 - Butler Ridge Invoice 13741 - Portapotty Fee	-\$510.85			Payment
06/30/2023	Maintenance Service	-\$4.75		\$ 25,367.12	Auto
07/06/2023	Cheque #74 - Tumbler Ridge Tournament Coverage	-\$470.00			Payment

07/31/2023	Maintenance Service	-\$4.75	\$ 24,892.37	Auto
08/31/2023	Maintenance Service	-\$4.75	\$ 24,887.62	Auto
09/21/2023	External Deposit Member - Grant Payment		\$550.00	Income
09/30/2023	Maintenance Service	-\$4.75	\$ 25,432.87	Auto
	Cheque #80 - Northwest Peace Soccer Association - Membership			
10/25/2023	invoice	-\$1,359.60		Payment
10/31/2023	Maintenance Service	-\$4.75	\$ 24,068.52	Auto
11/30/2023	Maintenance Service	-\$4.75	\$ 24,063.77	Auto
12/31/2023	Maintenance Service	-\$4.75	\$ 24,059.02	Auto
01/31/2024	Maintenance Service	-\$4.75	\$ 24,054.27	Auto
TOTALS		-\$ 14,388.55	\$ 13,394.63	\$ 24,054.27
		Debits	Credits	Balance



Final Report for 2023 District of Hudson's Hope Financial Assistance Grant

Summary:

The Hudson's Hope soccer club hosted the annual home Youth soccer tournament on the weekend of Saturday, June 3rd & 4th, 2023.

Throughout the event, about 300 enthusiastic young soccer players engaged in the games, showcasing their skills through tackles, traps, dribbles, and goals.

Considering that every other player was accompanied by at least one parent/guardian, we estimate a minimum of 450 participants contributing to the vibrant atmosphere of Hudson's Hope. This influx of people not only enhanced the community spirit but also boosted the local economy through increased commerce.

The District of Hudson's Hope played a crucial role in supporting the event by setting up the large municipal sun tent early in the season, ensuring its availability during our tournament. Additionally, the provision of picnic tables and strategically placed garbage cans by DOHH greatly enhanced the overall experience for both participants and spectators.

Moreover, we have our soccer supplies stored indoors at The Pearkes Center for the winter months, awaiting the invoice for the upcoming year. Attached is the invoice for the previous year's rental, and we expect a price increase for the following year.

Additionally, there were expenses for soccer field supplies, including sandbags to secure soccer nets, training cones, ball pumps, first aid kits, goalie gloves, and soccer ball bags, which were essential for the success of the soccer season. We understand that a of these items wasn't mentioned in the grant application it was still very need for a success soccer season.

We sincerely appreciate all the help that was provided last year.

Monicha Stark

hhsoccer@live.ca





Q sports first aid kit bag



View order details

Order date May 4, 2023
Order # 701-3684675-1071457
Order total CDN\$ 183.70 (5 items)

[Cancel items](#)

Shipment details

[Two-Day Shipping](#)

Not yet shipped

Delivery Estimate

Thursday, May 11, 2023 by 10pm

**First Aid Kit 150pcs,
First Aid Kit Designed
for Family Emergency...**

\$34.99

Qty: 5

Manufacturer: CHIOSHIO168

Sold By: PAN MIYI

[Track shipment](#)[Buy it again](#)

Payment information

Payment Methods

[Redacted payment method information]



ITEM(S)

FORZA Premier Ball Carry
Bag
Color: Black

QTY

2

PRICE

CA\$49.98

SUBTOTAL CA\$349.87

SHIPPING CA\$79.99

FUEL SURCHARGE CA\$9.60

DISCOUNT
(NWS20) - CA\$69.98

TOTAL CA\$369.48

WHERE'S IT GOING

Monicha Stark

Hudson's Hope, British Columbia, V0C 1V0
Canada
T: +1 250-263-1209

SHIPPING METHOD

ARRIVES NO LATER THAN MONDAY, MAY 15, 2023

You chose the standard 4-8 working days shipping option

HOW YOU PAID

Google Pay

**SPOT ANYTHING YOU WANT
TO CHANGE ON YOUR ORDER?**

Please contact us within 15 minutes of placing the order and we will try our best to accommodate
however, due to increased volumes we cannot guarantee we will be successful.

CONTACT US NOW

ITEM(S)		QTY	PRICE
	FORZA Pro Sandbag	6	CA\$149.94
	FORZA Sicuro Goalkeeper Gloves Glove Size: Size 10 (Large Adult)	2	CA\$59.98
	FORZA Soccer Ball Stirrup Pump	2	CA\$59.98
	FORZA Soccer Training Marker Cones [5 Colors] Color: Orange & Yellow Pack Size: Pack of 50	1	CA\$29.99

SUBTOTAL	CA\$349.87
SHIPPING	CA\$79.99
FUEL SURCHARGE	CA\$9.60
DISCOUNT (NWS20)	- CA\$69.98
TOTAL	CA\$369.48

Fwd: Order confirmation 600054199 - everything you need to know!

Monicha Stark <[REDACTED]>

Thu 2023-05-04 10:24 PM

To: Hudson's Hope Soccer <hhsoccer@live.ca>

See below for reimbursement and records of new items for the club!

Monicha

----- Forwarded message -----

From: **Net World Sports** <no-reply@email-networld-sports.com>

Date: Thu, May 4, 2023, 10:22 p.m.

Subject: Order confirmation 600054199 - everything you need to know!

To: Monicha Stark <[REDACTED]>

Thank you for shopping with us!

NET WORLD SPORTS»

SOCCER

BASEBALL

LACROSSE

TENNIS

ORDER CONFIRMED

ORDER NUMBER: 600054199

Thanks for your order Monicha, we hope you enjoyed shopping with Net World Sports. We'll email your tracking information to you when your order has left us.

WHAT YOU ORDERED

The Pearkes Arts & Events Centre
10801 Dudley Drive
Hudson's Hope BC V0C 1V0
thepearkes@gmail.com
GST/HST Registration No.:
782863401RT0001



INVOICE

BILL TO
HH Soccer

INVOICE # 1085
DATE 12/11/2022
DUE DATE 27/11/2022
TERMS Net 15

DATE	ACTIVITY	DESCRIPTION	AMOUNT
15/04/2022	Rent	1 Year Closet Rental	120.00

SUBTOTAL	120.00
TOTAL	120.00
BALANCE DUE	\$120.00



Item No.	Quantity	Unit	Description	Tax	Unit Price	Amount
G1000	2	Each	8' x 24' portable aluminum soccer goal. Includes powder-coated frame, net with bungee cord attachments, carrying bag and anchoring kit.	GP	1,810.99	3,621.98
G650	4	Each	6.5' x 18' portable, aluminum soccer goal. Includes powder-coated frame, net with bungee cord attachments, carrying bag and anchoring kit.	GP	1,240.99	4,963.96
SS500	2	Each	4' X 8' Sharpshooter aluminum soccer goal. Includes powder-coated frame, net with bungee cord attachments, carrying bag and anchoring kit.	GP	399.99	799.98
	1	Each	Discount if ordered before April 5, 2024.	GP	-370.74	-370.74
			Subtotal:			9,015.18
			Freight			1,256.77
			GP - GST 5%, PST 7%			450.76
			GST			631.07
			PST			
GST: #838210748 RT0001						
Shipped by						
Comments Full payment due prior to shipping. We accept Visa, Mastercard and check. Thank you.					Total Amount	11,353.78
Sold By:						



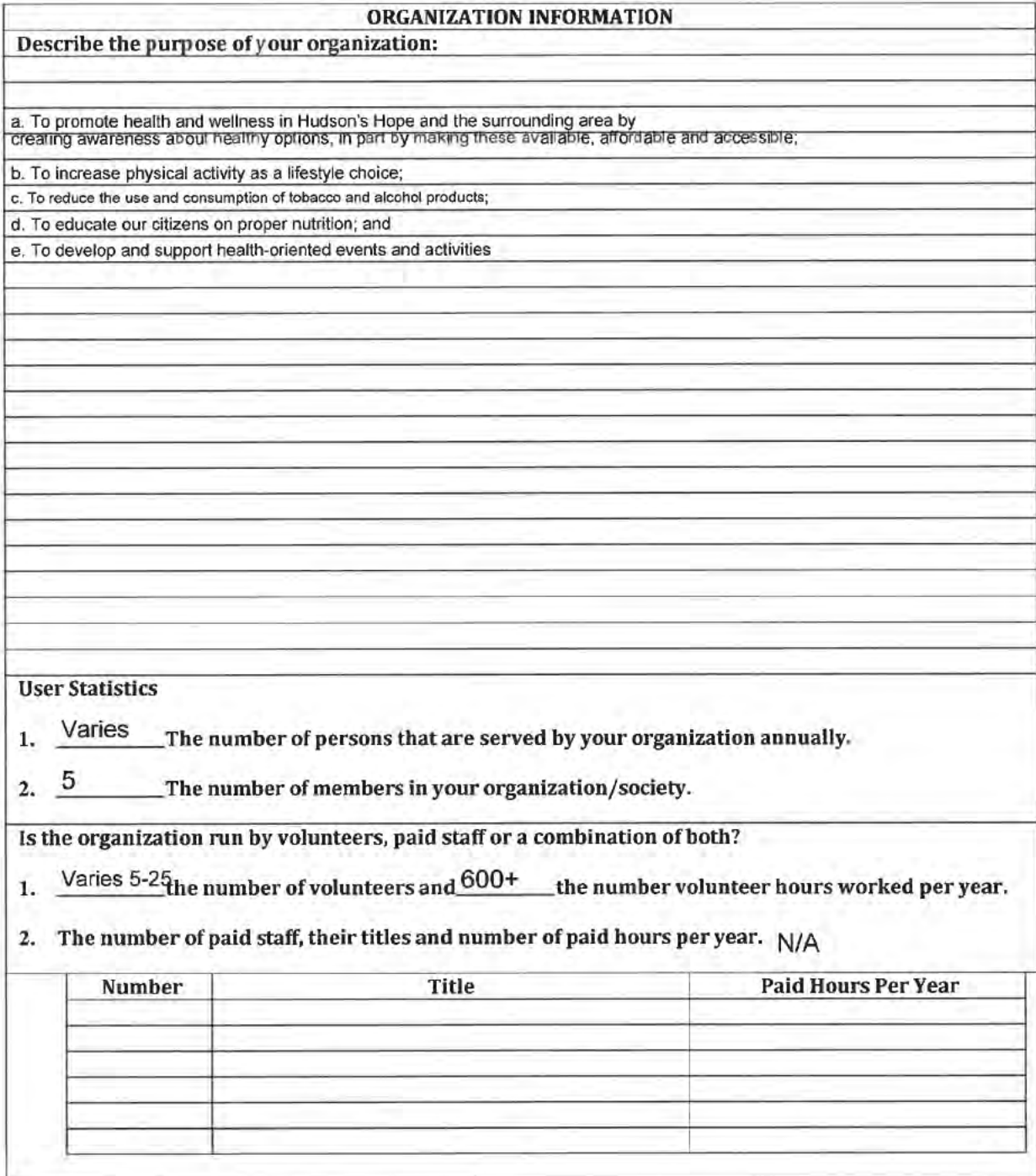
APPLICATION FOR A GRANT

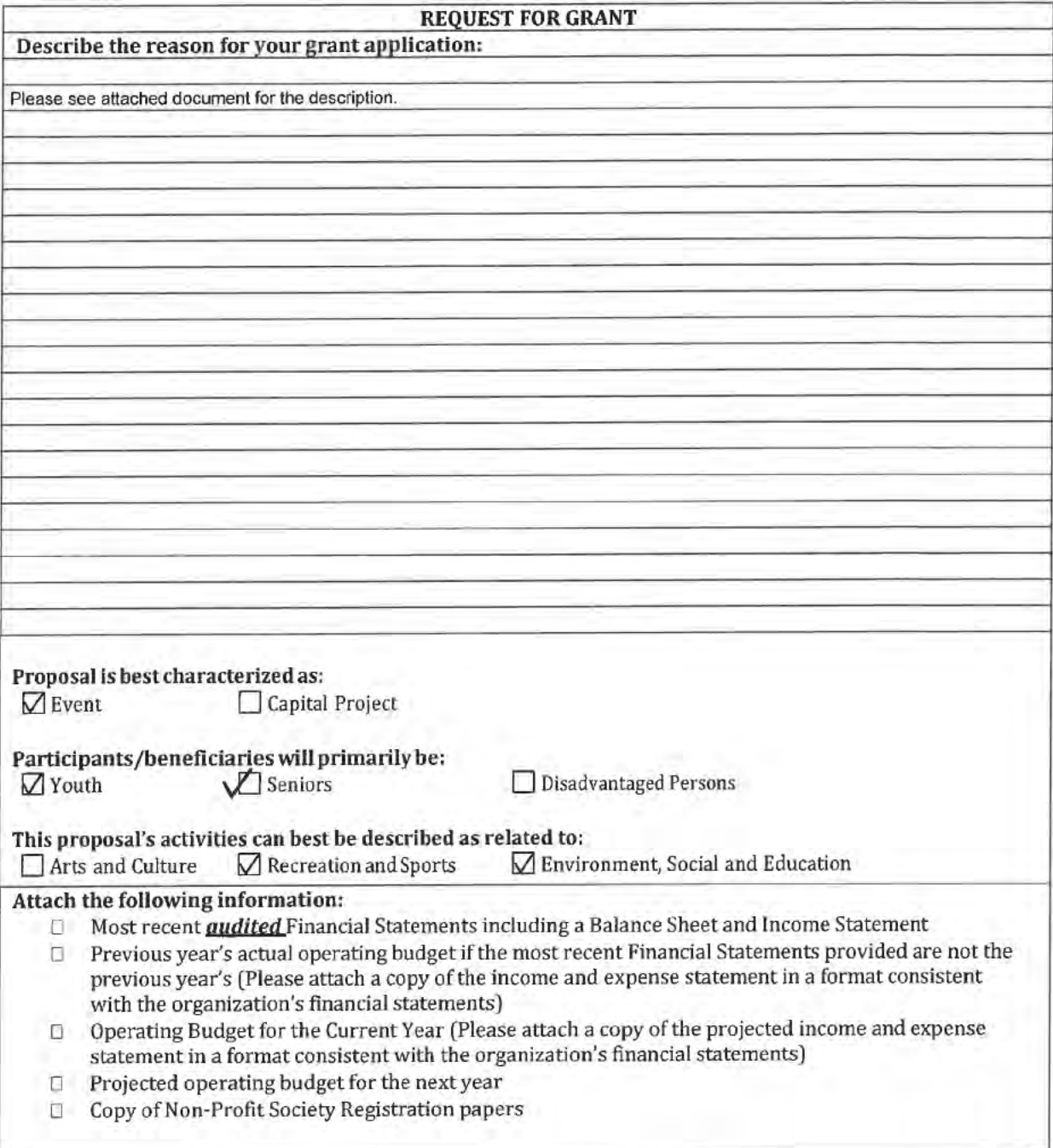
Date: Feb.10, 24

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization			
Hope for Health Society			
Mailing Address	City	Province	Postal Code
Box 356 V0C 1V0	Hudson's Hope,	BC	V0C 1V0
SOCIETY INFORMATION			
Society Registration Number S-0062868.		Charity's BN (Business Number) / Registration Number (the number the organization puts on charitable donation receipts) N/A	
SOCIETY EXECUTIVE - ATTACH LIST IF MORE ROOM IS NECESSARY			
Title	Name	Phone Number	
Chair	Greta Goddard		
Secretary	Amber Norton		
Treasurer	Colleen Gillie		
Director	Liza Rhymer		
Director	Starr Gauthier		
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name			
Greta Goddard			
Mailing Address	City	Province	Postal Code
██████████	Hudson's Hope	BC	V0C 1V0
Work Telephone	Home Telephone	Cell Telephone	Email Address
██████████	██████████	██████████	hope4healthsociety@gmail.com

GRANT APPLICATION	
☒ New Grant Application	☐ Application for Project Previously Funded by the







DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.

Signature of Applicant

Feb.10, 24

Date

The personal information on this form is collected for the purpose of an operating program of the District of Hudson's Hope as noted in Section 26(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 250 787 8150.

APPLICATION DEADLINE – FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE

HUDSON'S HOPE, BC

V0C 1V0, CANADA

Hope for Health Final Report for Financial Assistant Grant 2023

District of Hudson's Hope
9904 Dudley Drive
Hudson's Hope, BC V0C 1V0

Attention: Mayor and Council

On Sunday, September 24, 2023, Hope for Health Society, a group of volunteers committed to promoting healthy lifestyle through education and fitness activity, held its 8th annual "That Dam Run".

Hope for Health is committed to rebuilding this event. After a two-year hiatus, we managed to navigate existing pandemic conditions to offer an in-person event. All was set; logistics were complete. BC Athletics insurance coverage, BC Hydro permissions, registrations were complete, prizes were purchased, t-shirts and medals were paid for, and volunteers and support were secured.

Then the disastrous Battleship Fire stopped the event in its tracks. With safety, security and evacuation orders, it was not possible to hold the event in the scenic location. Hope for Health rallied to turn the event into a virtual run. Participants were invited to run wherever within a specific timeline. Communities came together to host mini That Dam Runs in various places. This was so encouraging to know that folks were dedicated and on board to make this work. In Hudson's Hope, we held a TDR using an alternative route and had quite a showing. And although we didn't get to cross the epic WAC Bennett Dam, we did race around our beautiful northern town and routed through the scenic Jamieson Nature Preserve.

In 2023, however, Hope for Health was back on track and all the precautions, safety practices, and insurance were in place. There were numerous volunteers for this year's event. Volunteers are indeed the backbone of success. Hope for Health Society would like to recognize the willingness and contribution of the 32 volunteers who were eager to assist with this event. Thanks to our generous supporters who gave time, equipment, and resources. Special acknowledgements to BC Hydro and Power Authority, District of Hudson's Hope Volunteer Fire Department, Stride and Glide Sports, SJA Promo, Hudson's Hope Ski Association, Pure Valley Water, Fort St. John Water Inc., ProMed, and Northern Health who is the principal funding agency for Hope for Health.

The purpose of this report is to acknowledge the generous contribution from the municipality. It is your generous financial contribution that allows this event to happen. We have hope that it will be an event that is on the local and regional radar for 2024. This event is growing and evolving as a signature community event.

Hope for Health Society is very proud of this event. Thank you for your continued support.

Stay active, eat healthy, and keep training for the 8th annual, slated for Sunday, September 22, 2024.

Sincerely,

Greta Goddard, Chair, Hope for Health Society

Reason for Request for DOHH Request Financial Aid Grant 2024

Hope for Health was incorporated as a Society in 2014. Start up funding was provided by Northern Health. In accordance with its mandate (see purposes above), Hope for Health has hosted free healthy meal events, sponsored cooking classes, organized physical activities, physical fitness classes, and helped to fund other local groups (Hudson's Hope School, the Hudson's Hope Ski Association, the District of Hudson's Hope Winter Fest and the Bullhead Mountain Curling Club). We have also given considerable volunteer time to make these events work. Hope for Health has secured grant funding and instituted a before and after school program at Hudson's Hope School. With funding, Hope for Health was able to hire five students to assist and provide a BCRPA High Five training. We have also supported a breakfast program that provides nutritional easy access breakfasts at Hudson's Hope School. This program continues to run. In September 2014, the Hope for Health Society first held That Dam Run – a 10- mile run/walk on pavement and trails at the WAC Bennett Dam. To accommodate more folks, a 5 km run/walk was added as a separate event. Over time, we had folks participate ranging from 87 to 5 years of age. In 2016, the third annual run, attracted 111 runners. In 2017, we had 124 registered participants and perfect conditions. In 2018, our numbers dropped slightly to 110. In 2019, we saw another successful event with approximately 115 participating. Unfortunately, like so many other events, That Dam Run was cancelled in 2020 and, again, in 2021 due to PHO Covid-19 pandemic restrictions. We were on track for the 2022 TDR, but, unfortunately, the event had to be switched to a virtual run due to the Battleship Wildfire. Overall, we feel that this event is gradually gaining ground. The 7th annual TDR was held in September 2023 and attracted 102 participants. We will be hosting this amazing event again in September 2024 with the aim of attracting more participants.

Our latest addition to the numerous event line up is the Community Wellness Conference (CWC) first held in 2023 made possible with a grant from BC Hydro Go Fund. Given its success, we are hosting another CWC in 2024 on May 10th, May 11th, and May 12th, 2024. Our featured guest will be Dr. Adam Shoalts: (<https://adamshoalts.com>) a historian, archaeologist, geographer and author and who has been called one of Canada's greatest living explorers. Over the weekend, other professional speakers will cover such topics as kinesiology, ACES – mental well-being, mindfulness, nutrition and traditional Aboriginal medicines. This will be paired with relaxation craft type workshops, numerous fitness classes, a coaching clinic, a youth component, self-defence course, a Mother's Day brunch and more. We secured another BC Hydro Go Fund Grant which will partially cover Conference. The funding, however, has been drastically reduced and will only partially cover the CWC. It will cost approximately \$15,500.00 for the entire event. This will cover the costs for the guest speakers who are travelling from Chetwynd, Fort St. John, Prince George and Hamilton, Ontario. The costs of rent, supplies, and assistance will also be a substantial cost. We intend to support the Grads by hiring them to help. We are arranging with local hotels to have a discounted room rate to encourage participants to stay for the weekend. To

maintain and build capacity for this amazing event, we are reaching out to ask financial assistance.

All participants must agree to waive all liability and save harmless the organizations which have any involvement in this event; and the municipality is included as an indemnified party.

Hope for Health is requesting a \$4500 monetary donation to help cover costs of both these incredible community events. The funds would provide coverage for That Dam Run in the way of insurance, registration costs, on site medical emergency costs, route roving emergency needs, assistance for water and safety check stations, bus transportation, food coverage, supplies, fuel cost for pre-run set up and post-run clean-up, runners' bibs, medals, t-shirts, and prizes (local honey) Hope for Health Society is also requesting from the municipality the in-kind contribution of equipment and labour:

- to borrow some orange safety cones and a couple of stop/slow signs
- to have the porta-potties transported from Butler Ridge Energy Services or other donating company to the race site and returned post event.

For the Community Wellness Conference, funds would help cover insurance, supplies, travel expenses for guests, accommodations, rent, and other assistance. We are also requesting:

- to utilize District of Hudson's Hope's office equipment/resources: printer/photocopier
- to borrow the large sandwich boards for signage
- media and publicity support
- the assistance of the Recreational Coordinator on the day of the event(s)

Both these events add a great deal to providing community spirit and attracting folks to our small community. Both, no doubt, have worthy economic development potential.



NUMBER: S -0062868

CERTIFICATE OF GOOD STANDING

SOCIETIES ACT

I Hereby Certify that **HOPE FOR HEALTH SOCIETY**, a society duly incorporated under the laws of the Province of British Columbia is, according to the records of this office, an existing society and is, with respect to filing of returns, in good standing.



*Issued under my hand at Victoria, British Columbia,
on January 20, 2023*



T.K. SPARKS
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA



Number: **S-0062868**

CERTIFICATE OF INCORPORATION

SOCIETY ACT

I Hereby Certify that **HOPE FOR HEALTH SOCIETY** *was incorporated under the* *Society Act* *on July 14, 2014 at 03:03 PM Pacific Time.*



*Issued under my hand at Victoria, British Columbia,
on July 14, 2014*



CAROL PREST
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA

Hope For Health Society
Statement of Income & Expenses 01-04-2022 to 31-03-2023
(unaudited)

REVENUE

Revenue

Grant Funding	14,347.64
Donations Revenue	0.00
Event Revenue	3,173.00
Interest Revenue	0.32
Total Revenue	<u>17,520.96</u>

TOTAL REVENUE

17,520.96

EXPENSE

Expenses

Bank Charges & Interest		147.00
Advertising & Promotions		25.25
Business Fees & Licenses		117.50
Commissions on Event Registration		233.10
Event Supplies, Small Equip & Materials		3,717.40
Honorariums		1,400.00
Insurance		1,268.64
Office Supplies/Postage/Admin		620.00
Provisions for:		
accounting fees (4 years)	1000.00	
spotlight grant activities	988.85	
FNHA Winter wellness activities	<u>110.00</u>	
Total provisions		2,098.85
Venue Rent		990.00
Travel Costs		350.00
Wage/Contract Costs		<u>2,340.00</u>
Total Expenses		<u>13,307.74</u>

TOTAL EXPENSES

13,307.74

SURPLUS

4,213.22

Hope For Health Society

Projected Operating Budget for next year 01-04-2024 to 31-03-2025

REVENUE

Revenue

Grant Funding	15,000.00
Donations Revenue	3,500.00
Event Revenue	6,000.00
Fundraising	2,000.00
Total Revenue	<u>26,500.00</u>

TOTAL REVENUE

26,500.00

EXPENSE

Expenses

Accounting & Legal	600.00
Bank Charges & Interest	130.00
Advertising & Promotions	200.00
Business Fees & Licenses	40.00
Commissions on Event Registration	500.00
Event Supplies, Small Equip & Materials	10,000.00
Insurance	1,500.00
Office Supplies/Postage/Admin	600.00
Speakers Fees & Honourariums	8,200.00
Travel costs	2,000.00
Venue Rent	1,500.00
Total Expenses	<u>25,270.00</u>

TOTAL EXPENSE

25,270.00

NET INCOME

1,230.00

STAFF REPORT

TO: Mayor and Council

FROM: Crystal Brown, Chief Administrative Officer

DATE: April 29, 2024

SUBJECT: Hudson's Hope Fees and Charges Amendment Bylaw No. 944, 2024

RECOMMENDATION:

That Council receives the report titled "District of Hudson's Hope Fees and Charges Amendment Bylaw No. 944, 2024" dated April 29, 2024; further, that Council adopts "District of Hudson's Hope Fees and Charges Amendment Bylaw No. 944, 2024".

BACKGROUND:

On April 8, 2024, Council passed the following resolution:

MOVED, SECONDED, and CARRIED

That Council receives the report titled "ATV Campground Picnic Shelters" dated April 8, 2024; further, that Council authorizes an amendment to the District of Hudson's Hope Fees and Charges Bylaw No. 915, 2020, to establish a rental fee for the Picnic Shelters located at the ATV Campground at a cost of \$100.00 per day; further, that the Picnic Shelters be available to be reserved online.

On April 15, 2024, Council passed the following resolutions:

MOVED, SECONDED, and CARRIED

That Council receives the report titled "District of Hudson's Hope Fees and Charges Amendment Bylaw No. 944, 2024" dated April 15, 2024; further, that Council gives "District of Hudson's Hope Fees and Charges Amendment Bylaw No. 944, 2024", which establishes a rental fee of \$100 for the ATV Picnic Shelter, first and second reading.

MOVED, SECONDED, and CARRIED

That Council gives "District of Hudson's Hope Fees and Charges Amendment Bylaw No. 944, 2024", third reading.

DISCUSSION:

The Dinosaur Lake All-Terrain Vehicle (ATV) Campground soft launched its first phase on July 16, 2022. In 2023, the District made half of the sites available for online reservations aligning with the reservation system used at our other District campgrounds. Additionally, the completion of the next phase of the campground, known as the South Wing as indicated on the map, occurred in 2023. Looking ahead to 2024, the District has plans to open more reservable sites, enhancing accessibility and convenience for ATV enthusiasts seeking a memorable camping experience at Dinosaur Lake.



Staff has recommended implementing a reservation system for the two Picnic Shelters to enhance community use and convenience. This system would allow for events such as weddings, family reunions, and birthday parties to secure the shelters in advance, ensuring they are available when needed. To facilitate this process, a visible sign indicating the shelter's reservation status would be installed the day before to inform the public. This enhancement would provide increased accessibility and organization for park visitors looking to utilize the picnic facilities for their special occasions.

FINANCIAL CONSIDERATIONS:

Staff recommend a fee of \$100 be charged per day to rent a picnic shelter. The only additional cost to the District may be signs, but these could be printed in house.

ALTERNATIVE OPTIONS:

1. That Council provide further direction.

ATTACHMENTS AND EXTERNAL LINKS:

1. [Fees and Charges Bylaw 915, 2020](#)

Prepared By: *Crystal Brown, Chief Administrative Officer*



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

A Bylaw to amend Fees and Charges Bylaw No. 915, 2021

WHEREAS Council has the authority to create and amend Bylaws to impose fees and charges for any service Council considers necessary or desirable;

AND WHEREAS Council wishes to amend District of Hudson's Hope fees and Charges Bylaw No. 915, 2020, to include a fee for reserving ATV Campground Picnic shelters;

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 Fees and Charges Amendment Bylaw No. 944, 2024".

AMENDMENT

2. District of Hudson's Hope Fees and Charges Bylaw No. 915, 2020 is amended by replacing Schedule I – Campground Fees with the attached Schedule I – Campground Fees.

READ A FIRST TIME this 15th day of April 2024 READ

READ A SECOND TIME this 15th day of April 2024.

READ A THIRD TIME this 15th day of April 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 I - CAMPGROUND FEES

Daily Fee per unit (for first unit in site)	\$20.00
Additional unit fee (paid by each additional unit in a site already occupied)	\$15.00
Reservation Fee	\$6.00 per night up to \$18.00 maximum per booking
Service Fee when District Office staff completes reservation over the phone for the customer	\$5.00
Season Pass (for District of Hudson's Hope residents only)	\$200.00
7 Night Punch Card	\$100.00
Firewood: for each bundle size 1.25 cubic feet	\$5.00
Transaction Fee when paying with a credit card at a campsite to an attendant.	5% of the total amount
ATV Picnic Shelter	\$100 per day



STAFF REPORT

TO: Mayor and Council

FROM: Tonia Alexander, Deputy Treasurer

DATE: April 29, 2024

SUBJECT: District of Hudson's Hope Five-Year Financial Plan Bylaw No. 945, 2024

RECOMMENDATION #1:

That Council receives the report titled "District of Hudson's Hope Five-Year Financial Plan Bylaw No. 945, 2024" dated April 29, 2024; further, that Council gives District of Hudson's Hope Five-Year Financial Plan Bylaw No. 945, 2024, first and second reading.

RECOMMENDATION #2:

That Council gives District of Hudson's Hope Five-Year Financial Plan Bylaw No. 945, 2024, third reading.

BACKGROUND:

The *Community Charter* requires that a Financial Plan Bylaw covering the current and next four years be adopted prior to May 15th each year. The Financial Plan Bylaw details the revenues and expenses for every service in the District of Hudson's Hope. The Draft Capital and Operating budgets were presented to Council on April 8th, April 15, and April 22nd.

FINANCIAL CONSIDERATIONS:

The total 2024 Operating Budget is \$8,176,356.

The total Five-Year Operating Budget is \$46,011,523.

The total 2024 Capital Budget is \$3,304,675.

The total Five-Year Capital Budget is \$20,184,175.

ATTACHMENTS:

District of Hudson's Hope Bylaw No. 945, 2024 Annual Financial Plan.

Prepared By: *Tonia Alexander, Deputy Treasurer*

Approved By: *Crystal Brown, Chief Administrative Officer*



**DISTRICT OF HUDSON'S HOPE
BYLAW NO. 945, 2024**

A Bylaw to adopt the financial plan for 2024 to 2028

WHEREAS the Council of District of Hudson's Hope shall adopt by bylaw a five-year financial plan;

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

GENERAL PROVISIONS

1. This Bylaw shall be cited as the "District of Hudson's Hope Five Year Financial Plan Bylaw No. 945, 2024."
2. District of Hudson's Hope Annual Financial Plan Bylaw No. 936, 2023, is hereby 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. Scheduled "A" which is attached to and forms part of this Bylaw, is adopted as the Financial Plan of the District of Hudson's Hope for the years 2024 to 2028.
5. Schedule "B" which is attached to and forms part of this Bylaw, is adopted as the Statement of Objectives and Policies of the District of Hudson's Hope for the years 2024 to 2028.

READ A FIRST TIME this the 29th day of April, 2024

READ A SECOND TIME this 29th day of April, 2024

READ A THIRD TIME this 29th day of April, 2024

ADOPTED this ____ day of ____, 2024

Andrea Martin, Corporate Officer

Travous Quibell, Mayor

Certified a true copy of Bylaw No. 945, 2024

This ____ day of ____, 2024

Corporate Officer

SCHEDULE A
SUMMARY OF REVENUES AND EXPENDITURES

Five Year Financial Plan - Operating					
	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
REVENUE					
Property Taxes	4,337,843	4,467,979	4,602,018	4,740,079	4,882,281
Grants in Lieu	2,142,937	2,207,225	2,273,441	2,341,645	2,411,894
Grants Other	450,884	1,110,000	1,110,000	1,110,000	1,110,000
General Administration	86,250	88,837	91,503	94,248	97,075
Transfer from Reserves	114,018	70,580	260,155	111,169	1,105,174
ICBC & Other Revenue	122,411	126,083	129,866	133,762	137,775
Protective Services & Emergency Pr	94,950	11,588	11,935	595,793	330,662
Bylaw & Animal Control	6,200	6,386	6,578	6,775	6,978
Asset Management	10,000	10,300	10,609	10,927	11,255
Public Works	11,628	1,288	1,326	1,366	1,407
Waste Management	85,825	93,825	85,825	85,825	85,825
Cemetery	3,000	3,090	3,183	3,278	3,377
Public Library & New Horizons	6,600	6,798	7,002	7,212	7,428
Parks & Recreation	153,400	160,277	164,785	169,429	174,212
Planning & Development	168,282	13,714	14,126	14,550	14,986
Economic Development	70,000	0	0	0	0
Water Utility	227,750	128,125	128,511	128,909	129,319
Waste Water Utility	84,378	86,909	89,517	92,202	94,968
General Operations Revenue	\$ 8,176,356	\$ 8,593,004	\$ 8,990,379	\$ 9,647,168	\$ 10,604,615
	-	-	-	-	-
OPERATION EXPENDITURES					
General Administration	2,181,690	2,216,702	2,278,703	2,342,564	2,408,341
Debt Borrowing - MFA Payments	0	0	496,625	496,625	998,785
Transfer to Reserves	281,464	1,090,155	941,169	1,351,674	1,595,863
ICBC & Other Expenses	102,660	105,740	108,912	112,179	115,545
Protective Services & Emergency Pr	738,300	645,499	664,864	1,275,649	1,296,151
Bylaw & Animal Control	49,643	51,132	52,666	54,246	55,873
Asset Management	100,000	80,600	21,218	21,855	22,510
Public Works	2,015,450	1,984,054	2,043,575	2,104,882	2,168,029
Waste Management	100,000	166,350	62,891	64,777	66,721
Cemetery	10,000	10,300	10,609	10,927	11,255
Public Library & New Horizons	148,545	153,002	157,592	162,319	167,189
Parks & Recreation	765,450	780,154	802,958	826,447	850,640
Planning & Development	343,242	79,839	82,234	84,701	87,243
Economic Development	80,000	0	0	0	0
Water Utility	1,014,750	997,368	1,027,289	492,075	506,837
Waste Water Utility	245,162	232,112	239,075	246,247	253,635
Total Operations Expense	\$ 8,176,356	\$ 8,593,004	\$ 8,990,379	\$ 9,647,168	\$ 10,604,615

Five Year Financial Plan - Capital					
	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
REVENUE					
Provincial Grants - Capital	997,559	800,000	645,500	521,000	482,000
Debt Borrowing - Community Hall	0	0	7,500,000	0	0
Debt Borrowing - WTP	0	4,756,000	0	0	0
Wastewater Provincial Grants - Capital	500,000	0	0	0	0
Transfer from Operating Reserves	55,962	50,000	30,000	230,000	30,000
Transfer from Capital Reserves	1,751,154	547,000	429,000	769,000	90,000
General Operations Revenue	\$ 3,304,675	\$ 6,153,000	\$ 8,604,500	\$ 1,520,000	\$ 602,000
	-	-	-	-	-
OPERATION EXPENDITURES					
CAPITAL - GENERAL EQUIPMENT	71,500	13,500	49,000	24,000	10,000
CAPITAL - PW EQUIPMENT	70,000	95,000	310,000	475,000	110,000
CAPITAL - RECREATION BUILDINGS	752,500	50,000	0	150,000	0
CAPITAL - PW ROAD INFRASTRUCTURE	100,000	50,000	100,000	300,000	0
CAPITAL - WATER INFRASTRUCTURE	310,000	650,000	550,000	100,000	0
CAPITAL - WTP COMMISSIONING (BCH)	515,000	4,756,000	0	0	350,000
CAPITAL - SEWER INFRASTRUCTURE	60,000	0	0	200,000	0
CAPITAL - SEWER LIFT STATION	585,000	20,000	0	0	0
CAPITAL - REC BUILDINGS MULTI-PLEX	150,000	0	7,500,000	0	0
CAPITAL - PROTECTIVE SERV	690,675	518,500	95,500	271,000	132,000
Total Operations Expense	\$ 3,304,675	\$ 6,153,000	\$ 8,604,500	\$ 1,520,000	\$ 602,000

SCHEDULE B

FIVE-YEAR FINANCIAL PLAN OBJECTIVES AND POLICIES

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2024.

For the 2024 fiscal year Property taxes form the largest portion of revenue. As a revenue source, property taxation offers several advantages, for example, it is simple to administer, and it is fairly easy for residents to understand. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis. These include services such as general administration, fire protection, parks & recreation, and bylaw enforcement.

Provincial, Federal and Other Government Grants form the second largest portion of revenues due to capital infrastructure grant revenue.

Grants in Lieu of Taxes are the third largest source of revenue with Grant in Lieu payments from BC Hydro Dam/Reservoir payments accounting for the largest percentage.

The fourth largest revenue services can be measured and charged on a user-pay basis. Services where fees and charges can be easily administered include water and sewer usage, building permits, business licenses, and sale of services – these are charged on a user pay basis. User fees attempt to apportion the value of a service to those who use the service.

Objective

- To use Peace River Agreement Funding on Capital projects
- To Increase the portion of revenue that is received from user fees and charges to ensure that users of services are not being subsidized by non-users, especially with respect to water and sewer services.

Policies

- The District of Hudson's Hope will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service.
- The District will look to market comparable to see how competitive the District is.
- The District will continue to apply for grant funding to support projects and initiatives.

Table 1: Sources of Revenue

REVENUE SOURCE 2024	DOLLAR VALUE	% OF REV
Property Taxes	4,337,843	37.78
Grants in Lieu of Taxes	2,142,937	18.67
Grants Provincial & Federal	2,279,988	19.86
Municipal Services User Fees	397,953	3.47
Parcel Tax	4,678	0.04
Reserves	1,921,134	16.73
Other Sources	396,498	3.45
TOTAL	11,481,031	100.00

Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. The Utilities property class provides the largest proportion of property tax revenue.

Objectives

- To have Property Class 2 (Utilities) close to municipal averages.
- To slowly raise the percentage of property tax rate in all classes.

Policies

- To compare the District against other municipalities within the Peace River Regional District and other municipalities of similar size to see the rate of property tax paid by each class.
- Continue to maintain and encourage economic development initiatives.

Table 2: Distribution of Property Tax Rates

PROPERTY CLASS 2024	DOLLAR VALUE	% OF REV
1. RESIDENTIAL	450,538	10.50
2. UTILITIES	3,302,440	76.98
4. MAJOR INDUSTRY	25,820	0.60
5. LIGHT INDUSTRY	354,928	8.27
6. BUSINESS	147,670	3.44
8. REC/NON-PROFIT	422	0.01
9. FARM TAXES	8,317	0.19
TOTAL	4,290,134	100.00
Other Taxes	47,710	
Municipal Property Tax Total	4,337,843	

Permissive Tax Exemptions

The District of Hudson's Hope Property Tax Exemption Bylaw No. 908, 2019, guides the administration and approval of permissive tax exemptions. Some of the eligibility criteria for permissive tax exemptions that are outlined in the policy include the following:

- The tax exemption must demonstrate benefit to the community and residents of District of Hudson's Hope by enhancing the quality of life (economically, socially, and culturally) within the community.
- The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the District of Hudson's Hope.
- The organization receiving the exemption must be a registered non-profit society, as the support of the municipality will not be used for commercial and private gain.
- Permissive tax exemptions will be considered in conjunction with: (a) other assistance being provided by the District; (b) the potential demands for the District services or infrastructure arising from the property; and (c) the amount of revenue that the District will lose if the exemption is granted.

Objective

- The District of Hudson's Hope will continue with its current bylaw to provide permissive tax exemptions to non-profit societies.

Policies

- To continue with encouraging the development of non-profit societies that provide services (as per its Property Tax Exemption Bylaw) to the communities by its offering of its Insurance Expansion Coverage Policy
- In ensure that applicants continue to be eligible and qualify under the districts tax exemption guidelines.



STAFF REPORT

TO: Mayor and Council

FROM: Tonia Alexander, Deputy Treasurer

DATE: April 29, 2024

SUBJECT: District of Hudson's Hope Tax Rate Bylaw No. 946, 2024

RECOMMENDATION #1:

That Council receives the report titled "District of Hudson's Hope Tax Rate Bylaw No. 946, 2024" dated April 29, 2024; further, that Council gives District of Hudson's Hope Tax Rate Bylaw No. 946, 2024, first and second reading.

RECOMMENDATION #2:

That Council gives District of Hudson's Hope Tax Rate Bylaw No. 946, 2024, third reading.

BACKGROUND:

The Tax Rate Bylaw establishes the rate to raise tax approved in the 2024 Financial Plan for the District, Peace River Regional District, and Peace River Regional Hospital District. The tax rates established by bylaw are then used to calculate individual annual tax notices.

The Tax Rate Bylaw must be adopted annually after the Financial Plan has been adopted and prior to May 15, 2024.

FINANCIAL CONSIDERATIONS:

An overall look at tax rates for 2024 include:

- Residential tax increase of 1.98%
- Utilities tax rate increase of 58.64%
- Major Industry and Light Industry tax rate increase of 48.72%
- Business tax rate increase of 0.58%
- Recreational/Non-Profit and Farm tax rate increase of 3.12%

ATTACHMENTS:

District of Hudson's Hope Tax Rate Bylaw No. 946, 2024.

Prepared By: *Tonia Alexander, Deputy Treasurer*

Approved By: *Crystal Brown, Chief Administrative Officer*



**DISTRICT OF HUDSON'S HOPE
BYLAW NO. 946, 2024**

A Bylaw to levy rates for Municipal, Regional District, and Regional Hospital
District Purposes for the year 2024.

WHEREAS a Council must adopt a bylaw before May 15 in each year to impose property value taxes on all taxable land and improvements according to their assessed values;

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

GENERAL PROVISIONS

1. This Bylaw shall be cited as the "District of Hudson's Hope Tax Rates Bylaw No. 946, 2024".
2. District of Hudson's Hope Tax Rates Bylaw No. 937, 2023, is hereby 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. Schedules "A" is attached to and forms part of this Bylaw.
5. The following rates are imposed and levied for the year 2024:
 - a. for purposes of the District of Hudson's Hope on the assessed value of land and improvements taxable for general municipal purposes, the tax rates appearing in column "1" of Schedule "A";
 - b. for purposes of the Peace River Regional District on the assessed value of land and improvements taxable for regional district purposes, the tax rates appearing in column "2" of Schedule "A";
 - c. for the 911 emergency telephone service of the Peace River Regional District on the assessed value of improvements taxable for regional district purposes, the tax rates appearing in column "3" of Schedule "A"; and

- d. for purposes of the Peace River Regional Hospital District on the assessed value of land and improvements taxable for regional hospital district purposes, the tax rates appearing in column "4" of Schedule "A".

READ A FIRST TIME this the 29th day of April, 2024

READ A SECOND TIME this 29th day of April, 2024

READ A THIRD TIME this 29th day of April, 2024

ADOPTED this ____ day of ____, 2024

Andrea Martin, Corporate Officer

Travous Quibell, Mayor

Certified a true copy of Bylaw No. 946, 2024

This ____ day of ____, 2024

Corporate Officer

District of Hudson's Hope
Schedule A of 2024 Tax Rates Bylaw No. 946, 2024

Tax Rates (dollars of tax per \$1,000 of taxable value)				
	"1" District of Hudson's Hope	"2" Peace River Regional District	"3" Peace River Regional District (9-1-1)	"4" Peace River Regional Hospital District
Property Class				
1. Residential	3.7500	0.1669	0.3776	0.5734
2. Utilities	40.0000	0.5842	1.3216	2.0070
4. Major Industry	25.0000	0.5675	1.2838	1.9496
5. Light Industry	25.0000	0.5675	1.2838	1.9496
6. Business/Other	10.2500	0.4089	0.9251	1.4049
8. Recreational/ Non Profit	3.2500	0.1669	0.3776	0.5734
9. Farm	3.2500	0.1669	0.3776	0.5734

STAFF REPORT

TO: Mayor and Council

FROM: Crysall Brown, Chief Administrative Officer

DATE: April 29, 2024

SUBJECT: District of Hudson's Hope Council Procedure Amendment Bylaw No. 948, 2024

RECOMMENDATION #1:

That Council receives the report titled "District of Hudson's Hope Council Procedure Amendment Bylaw No. 948, 2024" dated April 29, 2024; further, that Council gives District of Hudson's Hope Council Procedure Amendment Bylaw No. 948, 2024, which allows all Members of Council to participate in a Meeting by electronic means during an emergency, first and second reading.

RECOMMENDATION #2:

That Council gives District of Hudson's Hope Council Procedure Amendment Bylaw No. 948, 2024, third reading.

BACKGROUND:

District of Hudson's Hope Council Procedure Bylaw No. 765, 2009 allows Members of Council that are unable to attend a Council or Committee Meeting to participate electronically as long as there isn't a majority of Councillors participating electronically. Further, the Presiding Member is not allowed to attend electronically.

Heading into wildfire season, it was noted that in the event of an emergency, such as an evacuation, Council may need to hold a Council Meeting to make decisions and carry out business. In this situation, it may not be possible for the Presiding Member and majority of Council to participate in person.

DISCUSSION:

Key changes to the proposed District of Hudson's Hope Council Procedure Amendment Bylaw No. 948, 2024, include:

a. **Definitions:** The following definitions have been included:

- "Electronic Means" means a Meeting conducted by electronic or other communications facilities that allows the Meeting participants and the public to hear or hear and see the Meeting; and
- "Meeting" includes an Inaugural Meeting, Council Meeting, or Committee Meeting.

b. Under the heading ELECTRONIC MEETINGS, Section 14 is amended by striking it out in its entirety and replacing it with the following:

- (1) A Regular or Special Meeting may be held by electronic means.
- (2) A Member of Council, staff, and delegations may participate in a Regular or Special Meeting electronically, by means of audio only or a combination of audio and video.
- (3) A quorum of Council must not participate electronically.
- (4) The person presiding at a Regular or Special Meeting shall not participate electronically.
- (5) Despite sections 14 (3) and 14(4), in the event of an emergency, all Members of Council may participate electronically in the same Meeting.

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

ALTERNATIVE OPTIONS

1. That Council receive the report titled "District of Hudson's Council Procedure Amendment Bylaw No. 948, 2024" dated April 29, 2024; further, that Council gives "District of Hudson's Hope Council Procedure Amendment Bylaw No. 948, 2024" first and second reading; and further, that Council refers "District of Hudson's Hope Procedure Amendment Bylaw No. 948, 2024" to staff for additional changes prior to third reading.
2. That Council provide further direction.

Prepared By: *Crystal Brown, Chief Administrative Officer*



**DISTRICT OF HUDSON'S HOPE
BYLAW NO. 948, 2024**

A Bylaw to amend District of Hudson's Hope Council Procedure Bylaw No. 765, 2009

WHEREAS, the Community Charter requires Council to adopt a bylaw to establish procedures to be followed for the conduct of its business;

AND WHEREAS Council has adopted "Hudson's Hope Council Procedure Bylaw No. 765, 2009";

AND WHEREAS Council wishes to amend Hudson's Hope Council Procedure Bylaw No. 765, 2009, to allow all Council Members to participate in Council Meetings by electronic means in the event of an emergency;

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 Council Procedure Amendment Bylaw No. 948, 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 Council Procedure Bylaw No. 765, 2009, is amended as follows:
 - a. Under the heading DEFINITIONS, Section 2 is amended by adding a new definition as follows:
 - 2.6 "Electronic Means" means a Meeting conducted by electronic or other communications facilities that allows the Meeting participants and the public to hear or hear and see the Meeting.

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

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

2.10 "Meeting" includes an Inaugural Meeting, Council Meeting, or Committee Meeting;

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

- c. Under the heading ELECTRONIC MEETINGS, Section 14 is amended by striking it out in its entirety and replacing it with the following:

- (1) A Regular or Special Meeting may be held by electronic means.
- (2) A Member of Council, staff, and delegations may participate in a Regular or Special Meeting electronically, by means of audio only or a combination of audio and video.
- (3) A quorum of Council must not participate electronically.
- (4) The person presiding at a Regular or Special Meeting shall not participate electronically.
- (5) Despite sections 14 (3) and 14(4), in the event of an emergency, all Members of Council may participate electronically in the same Meeting.

READ A FIRST TIME this ____ day of ____ 2024.

READ A SECOND TIME this ____ day of ____ 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



Hudson's Hope Council Procedure Bylaw

Bylaw No. 765, 2009

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.

District of Hudson's Hope Council Procedure Amendment Bylaw No. 767, 2009

District of Hudson's Hope Council Procedure Amendment Bylaw No. 846, 2015

District of Hudson's Hope Council Procedure Amendment Bylaw No. 875, 2016

District of Hudson's Hope Council Procedure Amendment Bylaw No. 887, 2017

District of Hudson's Hope Council Procedure Amendment Bylaw No. 900, 2018



DISTRICT OF HUDSON'S HOPE

BYLAW NO. 765, 2009

A bylaw to regulate the proceedings of the Council and Committee meetings.

WHEREAS pursuant to the *Community Charter*, a local government must establish the general procedures to be followed by council and council committees in conducting their business;

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

PART 1 – INTRODUCTION

1. Title

This Bylaw shall be cited as the "District of Hudson's Hope Council Procedure Bylaw No. 765, 2009".

2. Definitions

In this Bylaw:

- (1) "Committee" means a standing, select, advisory or other committee of the Council;
- (2) "Corporate Officer" means the person appointed by Council as the Corporate Officer for the municipality or their designate;
- (3) "Council" means the Council of the District of Hudson's Hope;
- (4) "Councillor" means a Councillor of the District of Hudson's Hope;
- (5) "District" means the District of Hudson's Hope;
- (6) "Electronic Means" means a Meeting conducted by electronic or other communications facilities that allows the Meeting participants and the public to hear or hear and see the Meeting.

- (7) "Hudson's Hope Post Office Bulletin Board" means the bulletin board in the foyer of the Hudson's Hope Post Office located at 9416 Canyon Drive, Hudson's Hope, BC;
- (8) "In Camera Meeting" means a meeting or part thereof closed to the public;
- (9) "Mayor" means the Mayor of the District of Hudson's Hope;
- (10) "Meeting" includes an Inaugural Meeting, Council Meeting, or Committee Meeting;
- (11) "Motion" means a resolution;
- (12) "Municipal Hall" means the Hudson's Hope Municipal Hall located at 9904 Dudley Drive, Hudson's Hope, BC;
- (13) "Municipal Website" means the information resource found at an internet address provided by the District;
- (14) "Notice of Meetings" means the notice of Council and committee meetings published in a newspaper and posted at the public notice posting places;
- (15) "Public Notice Posting Places" means the Municipal Hall notice board, and optionally the Hudson's Hope Post Office bulletin board and the municipal website.

3. Application of Rules of Procedure

- (1) The provisions of this Bylaw govern the proceedings of Council, Committee of the Whole and all committees of Council, as applicable.
- (2) In cases not provided for under this Bylaw, the Robert's Rules of Order Newly Revised 10th Edition apply to the proceedings of Council and all committees of Council to the extent that those Rules are:
 - (a) applicable in the circumstances, and;
 - (b) not inconsistent with provisions of this Bylaw or the *Community Charter*.

4. Suspension of Rules of Procedure

- (1) The rules of procedure contained in this Bylaw except those that are governed by statutory provisions, may be temporarily suspended by a majority vote of the Council members present.

PART 2 - DUTIES, ROLES AND RESPONSIBILITIES OF THE COUNCIL

5. Roles and Responsibilities of Members of Council

- (1) Every Council member has the following responsibilities:
 - (a) to consider the well-being and interests of the District and its community;
 - (b) to contribute to the development and evaluation of the policies and programs of the District respecting its services and other activities;
 - (c) to participate in Council meetings, committee meetings and meetings of other bodies to which the member is appointed;
 - (d) to carry out their duties assigned by the Council; and
 - (e) to carry out other duties assigned by or under the Community Charter or any other Act.
- (2) Youth Councillor
 - (a) The Youth Councillor must be less than 18 years of age or enrolled as a fulltime student in a school within the District of Hudson's Hope;
 - (b) The Youth Councillor shall be elected by his or her school peers or appointed by the staff of the said school. The Youth Councillor should display a keen interest in politics;
 - (c) The number of Youth Councillors shall be limited to one from Hudson's Hope Elementary-Secondary School;
 - (d) The Youth Councillor shall not be permitted to move or second any By-Law resolution nor shall the Youth Councillor be counted for the purpose of deciding a vote of the Council;
 - (e) The Youth Councillor shall not be included in constituting a quorum of Council;
 - (f) The Youth Councillor shall not be allowed to participate in any committee or Council deliberations that are closed to the public;
 - (g) The term of office for a Youth Councillor shall be established with the appointment but shall not exceed two terms with each term being equivalent to a school year;
 - (h) The Youth Councillor shall not be compensated with wage or per diem as with other members of Council;
 - (i) A scholarship of \$1,000 will be awarded to the Youth Councillor for each term the position is held. The scholarship is to be used within two years of receipt. Upon the expiry of the two years, the Youth Councillor will have an option to donate the proceeds of the scholarship to a Council approved charity of their choice.
 - (j) The scholarship shall be issued upon completion of the first semester at a postsecondary facility and enrollment in the second semester. The first semester marks and proof of enrollment in the second semester must be submitted to the District.

6. Duty to Respect Confidentiality

- (1) A Council member or former Council member must, unless specifically authorized otherwise by Council:
 - (a) keep in confidence any record held in confidence by the District, until the record released to the public as lawfully authorized or required; and
 - (b) keep in confidence information considered in any part of an In Camera Council or committee meeting, until the Council or committee discusses the information at a meeting that is open to the public or releases the information to the public.

7. Roles and Responsibilities of the Mayor

- (1) The Mayor is the Head and Chief Executive Officer of the District and in addition to the Mayor's responsibilities as a member of Council, the Mayor has the following responsibilities:
 - (a) to provide leadership to the Council, including by recommending bylaws, resolutions and other measures that, in the Mayor's opinion, may assist the peace, order and good government of the District;
 - (b) to communicate information to the Council;
 - (c) to preside at Council meetings when in attendance;
 - (d) to provide, on behalf of the Council, general direction to municipal officers respecting implementation of policies, programs and other directions of Council;
 - (e) to establish standing committees in accordance with section 76 of this Bylaw;
 - (f) to suspend municipal officers and employees in accordance with section 151 of the Community Charter, •
 - (g) to reflect the will of Council and to carry out other duties on behalf of the Council; and,
 - (h) to carry out other duties assigned by or under this or any other Act.

8. Designation of Member to Act in Place of Mayor

- (1) Annually in December, Council shall from among its members designate Councillors to serve on a rotating basis as Acting Mayor in the place of the Mayor when the Mayor is absent or otherwise unable to act.
- (2) In the event the Office of the Mayor becomes vacant, the Council shall designate a member to be Acting Mayor and such Acting Mayor shall continue in office until such time as another Mayor is elected or otherwise appointed.
- (3) The Acting Mayor designated under sections 8(1) or 8(2) has the same powers and duties as the Mayor in relation to the applicable matter.

9. Mayor May Require Council Reconsideration

- (1) The Mayor may, at any time within 30 days after its adoption, require Council to reconsider and vote again on a matter that was the subject of a vote, provided the matter has not had the approval of the electors, the assent of the electors or already been reconsidered under this section.

PART 3 - TIME, LOCATION, NOTICE AND MINUTES OF COUNCIL MEETINGS

10. Inaugural Meeting of Council

- (1) Following the general local election, the first Council meeting shall be held within the first ten (10) days of December in accordance with Section 124(2)(g) of the Community Charter in the year of the election.
- (2) If a quorum of Council elected at the general local election has not taken office by the date of the meeting referred to in section 10(1), the first Council meeting shall be called by the Corporate Officer and held as soon as reasonably possible after a quorum has taken office.

11. Time, Location and Adjournment of Meetings

- (1) Regular Council meetings shall take place within the Council Chambers at the Municipal Hall except when Council resolves to hold meetings elsewhere in the Municipality.
- (2) Regular Council Meetings shall be held on the second and fourth Mondays of each month, beginning at 6:00 pm.
- (3) Regular Council meetings will not be held during the week of the annual general meeting of the Union of British Columbia Municipalities.
- (4) When a meeting falls on a statutory holiday, the meeting will be held on the day following the statutory holiday.
- (5) Regular Council Meetings shall be adjourned at 9:00 pm on the day scheduled for the meetings unless the Council resolves to proceed beyond that time by an affirmative vote of the majority of the Council members present.
- (6) The day and hour of a regular Council meeting may be changed or a regular Council meeting may be cancelled by an affirmative vote of the majority of the Council members present.
- (7) Despite section 11(1), in accordance with section 134.1 of the Community Charter Council may hold a special Council meeting outside the boundaries of the District to deal with an urgent matter.

12. Notice of Council Meetings

- (1) A schedule of the date, time and place of regular Council meetings shall be made available to the public and notice shall be given annually, on or before January 30, of the availability of the schedule in accordance with section 94 of the Community Charter.
- (2) The date, time and place of a regular Council meeting shall be given at least 72 hours before the time of the meeting by:
 - (a) posting a copy of the notice in the Council Chambers at the Municipal Hall;
 - (b) posting a copy of the notice in the public notice posting places; and
 - (c) leaving one copy of the notice for each Council member at the place to which the member has directed notices be sent.
- (3) The notice under section 12(1) shall describe in general terms the purpose of the meeting and be signed by the Mayor or Corporate Officer.

13. Notice of Special Council Meetings

- (1) Except where notice of a special meeting is waived by unanimous vote of all Council members, a notice of the date, time and place of a special Council meeting shall be given at least 24 hours before the time of the meeting by:
 - (a) posting a copy of the notice in the Council Chambers at the Municipal Hall;
 - (b) posting a copy of the notice in the public notice posting places; and
 - (c) leaving one copy of the notice for each Council member at the place to which the member has directed notices be sent.
- (2) The notice under section 13(1) shall describe in general terms the purpose of the meeting and be signed by the Mayor or Corporate Officer.
- (3) A Special Meeting may be called only for a specific purpose or purposes and no business may be acted upon except that for which the meeting was called.

14. Electronic Meetings

- (1) ~~Provided that the conditions set forth in the *Community Charter* governing electronic meetings are met:~~
 - ~~(a) a member of the Council who is unable to attend at a council meeting may participate in the meeting by either audio only or a combination of both audio and visual means; or,~~
 - ~~(b) a member of a council committee who is unable to attend at a council committee meeting may participate in the meeting by either audio only or a combination of both audio and visual means; or~~
- (2) ~~A quorum must not participate electronically.~~

- ~~(3) The person presiding at a meeting of the Council, a council committee or Special Meeting shall not participate electronically.~~
- ~~(4) In instances where the Mayor will participate in a meeting of the Council or a Special Meeting electronically, the person designated to act in place of the Mayor shall preside. In absence of the designate, the members present shall elect from among themselves a presiding member for that meeting.~~
- ~~(5) In instances where the Chair of a council meeting will participate in a meeting of the council committee electronically, the members present shall elect from among themselves a presiding member for that meeting.~~
- ~~(6) Where all or part of a meeting of the Council or a Special Meeting is closed to the public, electronic participation may not be undertaken by wireless means.~~
- ~~(7) Members of the Council or of a council committee who are participating in a meeting under this section are deemed to be present at the meeting.~~

(1) A Regular or Special Meeting may be held by electronic means.

(2) A Member of Council, staff, and delegations may participate in a Regular or Special Meeting electronically, by means of audio only or a combination of audio and video.

(3) A quorum of Council must not participate electronically.

(4) The person presiding at a Regular or Special Meeting shall not participate electronically.

(5) Despite sections 14 (3) and 14(4), in the event of an emergency, all Members of Council may participate electronically in the same Meeting.

15. Minutes of Council Meetings

- (1) It is the responsibility of the Corporate Officer to ensure that minutes of Council meetings, representing a summary of the proceedings, are prepared and certified as accurate.
- (2) The minutes of Council meetings shall be signed by the Mayor or Acting Mayor presiding at the meeting.
- (3) The Corporate Officer shall record the time of arrival and departure of Council members at meetings should a member arrive late or depart prior to adjournment of a meeting.

PART 4-ATTENDANCE OF PUBLIC AT MEETINGS

16. Application of Rules in this Part to other Bodies

- (1) In addition to applying to Council meetings, this Part also applies to the meetings of the following:
 - (a) council committees;
 - (b) Committee of the Whole;
 - (c) an advisory body established by Council;
 - (d) a municipal commission established under section 143 of the Community Charter,
 - (e) a body that under the Community Charter or another Act may exercise the powers of the District of Council;
 - (f) the Board of Variance;
 - (g) a parcel tax roll review panel established under section 204 of the Community Charter, and
 - (h) a body prescribed by Provincial regulation.

17. General Rule that Meetings Must be Open to the Public

- (1) Meetings of the Council must be open to the public except as provided in this Part.

18. In Camera Meetings May be Held

- (1) A Council meeting or a part thereof may be closed to the public, and shall be called an In Camera meeting. If the subject matter being considered relates to one or more of the following:
 - (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the District or another position appointed by the District.
 - (b) personal information about an identifiable individual who is being considered for a District award or honour, or who has offered to provide a gift to the District on condition of anonymity;
 - (c) labour relations or other employee relations;
 - (d) the security of the property of the District;
 - (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the District;
 - (f) law enforcement, if the Council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

- (g) litigation or potential litigation affecting the District;
- (h) an administrative tribunal hearing or potential administrative tribunal hearing affecting the District, other than a hearing to be conducted by the Council or a delegate of the Council;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (j) U) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonable be expected to harm the interests of the District if they were held in public;
- (l) discussions with municipal officers and employees respecting District objectives, measures and progress reports for the purposes of preparing an annual report under section 98 of the Community Charter,
- (m) a matter that, under another enactment, is such that the public may be excluded from the meeting;
- (n) the consideration of whether a Council meeting should be closed under a provision of this section or section 19 of this Bylaw; and,
- (o) the consideration of whether the authority under section 20 of this Bylaw should be exercised in relation to a Council meeting.

19. In Camera Meetings Must be Held

- (1) A Council meeting or a part thereof must be closed to the public, and shall be called an In Camera meeting, if the subject matter being considered relates to one or more of the following:
 - (a) the consideration of information received and held in confidence relating to negotiations between the District and provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;
 - (b) a matter that is being investigated under the Ombudsman Act which the District has been notified under section 14 of that Act; and,
 - (c) a matter that, under another enactment, is such that the public must be excluded from the meeting.

20. Attendance at In Camera Meetings

- (1) Council may allow one or more District officers or employees to attend or exclude them from attending In Camera meetings, as it considers appropriate.
- (2) Council may allow a person other than a District officer or employee to attend In

Camera meetings if Council considers this necessary, and in the case of In Camera meetings under section 19 of this Bylaw if the person already has knowledge of the confidential information or is a lawyer attending to provide legal advice in relation to the matter.

- (3) The minutes of In Camera meetings must record the names of all persons in attendance.

21. Resolution Required before In Camera Meetings

- (1) Before an In Camera meeting is held, Council must state, by resolution passed in a public meeting, the fact that the meeting or part thereof is to be closed, and the basis under the applicable sections 18 or 19 of this Bylaw on which the meeting or part thereof is to be closed.

22. Bylaws and In Camera Meetings

- (1) Council must not vote on the reading or adoption of a bylaw at an In Camera meeting.

23. Expulsion from Meetings

- (1) If the Mayor, Acting Mayor or other member presiding as Chair at a Council meeting considers that another person at the meeting is acting improperly, the Mayor, Acting Mayor or Chair may order that the person is expelled from the meeting.
- (2) If the person who is expelled does not leave the meeting, a peace officer may enforce the order under section 23(1) as if it were a court order.

PART 5 - COUNCIL PROCEEDINGS

24. Term "Mayor" includes Acting Mayor

- (1) In the remainder of this Bylaw, the term "Mayor" shall include Acting Mayor.

25. Quorum

- (1) A quorum for conducting business at a Council meeting shall be four members.

26. Call to Order

- (1) As soon after the time appointed for the meeting as a quorum is present, the Mayor shall take the Chair and call the meeting to order.

27. Non Attendance of Mayor

- (1) If the Mayor and the Acting Mayor do not attend the meeting within 10 minutes after the time appointed for the meeting, the Corporate Officer shall call the meeting to order and if a quorum is present, a Chair shall be chosen to preside during the meeting or until the arrival of the Mayor or Acting Mayor.

28. No Quorum

- (1) If there is no quorum present within 30 minutes after the time appointed for the meeting, the Corporate Officer shall record the names of the members present at the expiration of the 30 minutes and the Council shall stand adjourned.

29. Order of Business

- (1) The order of business at all regular Council meetings shall be as follows:
 - (a) Delegations;
 - (b) Notice of New Business;
 - (c) Adoption of Agenda;
 - (d) Declaration of Conflict of Interest;
 - (e) Adoption of Minutes;
 - (f) Business Arising from Minutes;
 - (g) Public Hearings;
 - (h) Staff Reports;
 - (i) Committee Meeting Reports;
 - (j) Bylaws;
 - (k) Correspondence;
 - (l) Reports by Mayor and Council;
 - (m) Old Business;
 - (n) New Business; and
 - (o) Public Inquiries.
- (2) Section 29(1)(m) is intended to provide an opportunity for members of the public to ask questions about matters that have come before the Council. No debate with the Council or with members of the Council is intended. The presiding member may deal with questions in any manner that he or she believes is appropriate, including limiting the time allowed to anyone to ask questions and requiring that the inquiries be submitted in writing after the meeting.

30. Delegations

- (1) The Council may, in accordance with the agenda or by resolution, allow an individual or a delegation to address the Council at that meeting.
- (2) Written requests to appear before the Council as a delegation must be received by the

Corporate Officer before 4:30 pm on the Wednesday prior to the regular council meeting at which they wish to appear.

- (3) Each address must be limited to 15 minutes in length unless a longer period is agreed to by a majority vote of those Council members present.
- (4) Matters presented to the Council by a delegation shall be taken under advisement by the Council and no action shall be taken upon such matters at the meeting at which they are presented, except where the item is referred to the New Business section of the agenda by resolution.
- (5) Where a written request has not been received by the Corporate Officer as prescribed in section 30(2) of this Bylaw, an individual or delegation may address the meeting if approved by a majority vote of the council members present.
- (6) The Council must not permit a delegation to address a meeting of the Council regarding a bylaw in respect of which a public hearing has been held, where the public hearing is required under an enactment as a prerequisite to the adoption of the bylaw.
- (7) The Corporate Officer may schedule delegations to another council meeting or advisory body as deemed appropriate according to the subject matter of the delegation.
- (8) The Corporate Officer may refuse to place a delegation on the agenda if the issue is not considered to fall within the jurisdiction of the Council. If the delegation wishes to appeal the Corporate Officer's decision, they may do so to the Mayor or, in the absence of the Mayor, the member designated to act in place of the Mayor.

31. General Rules of Conduct and Debate

- (1) Every member in speaking to any motion shall address themselves to the Mayor.
- (2) Debates shall be strictly relevant to the motion before the meeting and the Mayor shall warn speakers who violate this rule.
- (3) Members shall address the Mayor as "Mr. Mayor or Madam Mayor" and shall address each other as "Councillor", followed by the name of the person referred to.
- (4) No member shall speak until recognized by the Mayor and no member shall speak more than once on the same motion without the leave of Council, except in explanation of a material part of their speech which may have been misconstrued, and in so doing must not introduce new matters. A reply shall be allowed to a member who has made a substantive motion to Council, but not to a member who has moved an amendment, the previous question, or an instruction to a committee. No member without the leave of Council shall speak to any question, or in reply for longer than

ten minutes.

- (5) A question of privilege (an urgent matter dealing with the welfare of the Council as a whole or of a member personally) may be raised at any time and shall be ruled on immediately by the Mayor before resumption of business.
- (6) When two or more members commence to speak, the Mayor shall name the member who, in their opinion, first spoke; but a motion may be made that any member who has commenced to speak "be now heard" and such motion shall be treated as a point of order.
- (7) Points of order to correct a breach in the rules of procedure shall be raised at the time the breach occurs. After the motion has been discussed, it is too late to raise the question as to whether it was in order for the Chair to rule the motion out of order unless the motion is in violation of the law, or of the rules and orders of this Bylaw.
- (8) The Mayor shall preserve order at the meeting and decide points of order which may arise, subject to an appeal by the other members of the Council then present.
- (9) On an appeal by a Council member of the decision of the Mayor on a point of order, the motion shall be immediately put by the Mayor and decided without debate "shall the Chair be sustained?" and the Mayor shall be governed by the vote of the majority of the members then present, excluding the Mayor. In the event of the votes being equal, the motion shall pass as in the affirmative. The names of the Council members voting for or against the motion shall be recorded in the minutes.
- (10) If the Mayor refuses to put the motion "shall the Chair be sustained?", the Council shall immediately appoint a member to preside temporarily and that member shall proceed in accordance with section 31(9). A resolution or motion carried under this subsection is as binding as if carried under section 31(9).

32. Phrasing of Motions

- (1) Motions shall be phrased in a clear and concise manner so as to express an opinion or achieve a result.

33. Motions Must be Seconded

- (1) No motion shall be debated unless it has been seconded.

34. Withdrawal of Motion

- (1) After a motion has been seconded it shall be deemed to be in the hands of Council but

the mover may, with the permission of the seconder, withdraw the motion at any time before the decision or amendment.

35. Secondary Motions Allowed During Debate

- (1) When a question is under consideration, no motion shall be received unless:
 - (a) Subsidiary Motions (related to the main motion)
 - (i) to postpone indefinitely;
 - (ii) to amend;
 - (iii) to refer to a committee;
 - (iv) to postpone to a future meeting;
 - (v) to close debate and take the vote immediately; or
 - (vi) to lay on the table (set aside temporarily)
 - (b) Privileged Motions (related to matters of immediate importance)
 - (i) to raise a question of privilege (dealing with the welfare of the assembly or the individual;
 - (ii) to recess (take a short break); or
 - (iii) to adjourn.
 - (c) Incidental Motions (related to matters of procedure)
 - (i) to raise a point of order; or
 - (ii) to suspend the rules.

36. Order of Motions Allowed During Debate/Certain Motions Not Amenable or Debatable

- (1) The subsidiary and privileged motions in sections 35(1)(a)(i) through 35(1)(a)(vi) and 35(1)(b)(i) through 35(1)(b)(iii) inclusive contained in this Bylaw shall have precedence in the order in which they are named and the motions to close debate and take the vote immediately, to lay on the table, to raise a question of privilege, to recess, to adjourn, to raise a point of order, or to suspend the rules shall not be amendable or debatable.

37. Amendments to the Main Motion

- (1) Only one amendment shall be allowed at one time and shall be dealt with before the previous motion is decided. Amendments must be strictly relevant to the main motion and not alter in a material way or be contrary to the principle embodied in the main motion.

38. Motions to Close Debate and Take the Vote Immediately

- (1) If a motion to close debate and take the vote immediately carries, the original motion shall be put without any amendment or debate. If a motion to close debate and take the vote immediately fails, then the original motion is once again debatable.

39. Motions to Adjourn

- (1) A motion to adjourn the meeting or debate shall always be in order, but if such a motion should fail to carry, no second motion to the same effect shall be made until some intermediate proceedings have been transacted.

40. Reading of the Motion

- (1) Any member may require the motion under discussion to be read at any time during debate, but not so as to interrupt a member while speaking.

41. Reconsideration

- (1) Notwithstanding Section 9 and Part 7 of this Bylaw, after any motion has been decided, it shall not be reconsidered by Council for a period of six months unless a motion to reconsider is passed by a majority of the members present.
- (2) Section 41(1) shall not apply to any bylaw, motion, proceeding or decision which has been the subject of an appeal under Part 7 of this Bylaw, or which has been returned for reconsideration by the Mayor under section 9 of this Bylaw.
- (3) No motion shall be reconsidered more than once, nor shall a vote to reconsider be reconsidered.

42. Notice of Motion

- (1) A motion may be introduced at a council meeting by a member of the Council as a main motion at the appropriate time in accordance with section 29 of this Bylaw with debate governed by the relevant sections of this Bylaw.

43. Voting

- (1) When debate on a motion is closed and Council is ready to vote, the Mayor shall proceed to put the question "is the Council ready for the motion?". The Mayor shall then proceed by saying, "those in favour of the motion" (or amendment as the case may be) and "those opposed to the motion". Members of Council shall vote by raising their right hand. When the supporters and opponents of the motion or amendment have given their vote for and against, the Mayor shall declare the result.

44. Decision of Mayor Conclusive

- (1) After the question is put by the Mayor, no member shall speak to the motion, nor shall any other motion be made until after the result of the vote has been declared and the decision of the Mayor as to whether the question has been finally put shall be conclusive.

45. Majority Decision unless Otherwise Required

- (1) Unless otherwise provided by statute or this Bylaw, a motion on a bylaw or resolution, or any other question before Council, is decided by a majority of the Council members present at the meeting, including the Mayor.

46. One Vote per Council Member

- (1) Each Council member has one vote on any motion or question.

47. Voting Compulsory if Present

- (1) Each Council member present at the time of a vote must vote on the matter.
- (2) If a Council member abstains from voting or does not indicate how they vote, the member is deemed to have voted in the affirmative.

48. Tie Vote

- (1) If the vote of the members present at a Council meeting at the time of the vote are equal for and against a motion, the motion is defeated.

49. Affirmative Vote of Specified Portion of All Members of Council

- (1) A requirement under an enactment for an affirmative vote of a specified portion of all members of Council means an affirmative vote of that portion of 7 members of Council.

50. Entry of Votes

- (1) The names of those who voted against a motion or question shall be entered in the minutes and the Mayor shall read the names aloud to ensure any mistakes are corrected.

51. Authority to Compel Witnesses

- (1) A Council has power, under the signature of the Mayor, to summon witnesses for examination on oath respecting matters related to the administration of the District, and has the same power to enforce the attendance of witnesses and compel them to give evidence as is vested in a court of law in civil cases. A member of Council or the Corporate Officer may administer the oath to or take the solemn affirmation of a witness. A witness may be examined, cross examined and re-examined according to the rules and practice of the Supreme Court in civil cases.

PART 6 - PUBLIC HEARINGS**52. Opportunity to be Heard**

- (1) All persons who believe their interest in property is affected by the proposed bylaw shall be afforded an opportunity to be heard in person or by a representative in matters contained in the bylaw after first identifying themselves by stating their name and address and the name and address of the person or persons they represent.

53. Order of Business

- (1) The order of Business at a Public Hearing shall be as follows:
 - (a) the Notice of Public Hearing is summarized;
 - (b) any staff reports are identified and any staff recommendations are summarized;
 - (c) any correspondence received is identified;
 - (d) the applicant details his/her application;
 - (e) the Mayor calls for any person to be heard or to present a written submission respecting the bylaw;
 - (f) the applicant responds to new information or factual matters raised by previous speakers or Council.

54. Council May Ask Questions

- (1) Only members of Council may ask questions of any person who has been heard.

55. No Reply, Rebuttal or Further Submissions

- (1) No person, having been heard, may make a reply or rebuttal submission without the leave of Council.

PART 7-APPEALS

56. Appeal of Council Decision within 30 Days

- (1) Any person may appeal any decision of the Council at a Council meeting within 45 days of the decision being made public but not at any future meeting except that the Corporate Officer may extend the appeal period for a sufficient number of days to include one additional regular Council meeting where there are fewer than three regular Council meetings during the appeal period.
- (2) Notwithstanding section 56(1) no person may appeal:
 - (a) a decision reached after a Public Hearing;
 - (b) a decision to issue any permit after the permit has been issued;
 - (c) a decision to enter into a contract after the contract has been entered into; or
 - (d) a decision authorizing some action to be carried out where the action has been fully or partially carried out.

57. Corporate Officer Must be Advised of Appeal and Presenters

- (1) Any person wishing to make an appeal shall so advise the Corporate Officer either orally or in writing at least 6 days in advance of the meeting at which they wish to appeal and shall at the same time provide the names of all persons who will be presenting the appeal.

58. Appeal Procedure at Council Meeting

- (1) No person shall speak for more than 5 minutes in presenting an appeal.
- (2) If at any one meeting, the total time of appeals presented to Council exceeds 30 minutes, any appeals not yet heard by Council shall be referred to the following Council meeting.

59. Council Action Following Appeal

- (1) After hearing an appeal, Council may either confirm its earlier decision or refer the question to another Council meeting at which public input may be sought at least one week later.

60. Decisions May Only be Appealed Once

- (1) No person may appeal any decision of the Council more than once without receiving permission from the Council.

PART 8-BYLAWS

61. Requirements for Passing Bylaws

- (1) Before a bylaw is adopted by Council it must be given three readings, all of which may be given at one Council meeting.
- (2) There must be at least one day between third reading and adoption of a bylaw, notwithstanding which, Council may adopt an Official Community Plan, Zoning Bylaw, or Heritage Designation Bylaw at the same meeting at which the plan or bylaw received third reading providing section 63 of this Bylaw does not apply.
- (3) After first reading of a bylaw, the Council may refer it to a committee for further discussion and a report.

62. Amendments to Bylaws

- (1) Any amendment to a bylaw shall be made by a motion of Council after the bylaw has received second reading and before it receives third reading. If the bylaw has been amended the motion at third reading shall be "to give the bylaw third reading as amended".

63. Bylaws Requiring Provincial or Elector Approvals

- (1) Where a bylaw requires the approval of the Lieutenant Governor in Council, a minister or the inspector of municipalities, or the approval or assent of the electors, the approval or assent must be obtained after the bylaw has received third reading and before it is adopted.

64. Majority of Council Required Unless Specified by Statute

- (1) Unless otherwise specified by statute, every bylaw shall be passed by an affirmative vote of the majority of the members of the Council present.

65. Bylaws Must be Signed and Sealed

- (1) Once a bylaw is adopted, the Mayor or other member presiding at the meeting at which it was adopted and the Corporate Officer must sign the bylaw and it must be sealed with the Corporate Seal.

66. Safe Custody

- (1) It is the responsibility of the Corporate Officer to maintain and keep in safe custody all bylaws of Council.

PART 9 - COMMITTEES AND COMMITTEE PROCEEDINGS**67. Going into Committee of the Whole**

- (1) At any time during a council meeting, the Council may by resolution go into Committee of the Whole.
- (2) In addition to section 67(1) of this Bylaw, a meeting other than a standing or select committee meeting, to which all members of the Council are invited to consider but not to decide on matters of the Town's business, is a Committee of the Whole meeting.

68. Notice for Committee of the Whole Meetings

- (1) Subject to section 68(2) of this Bylaw, a notice of the day, hour and place of a Committee of the Whole meeting must be given at least 24 hours before the time of the meeting by:
 - (a) posting a copy of the notice in the Council Chambers at the Municipal Hall;
 - (b) posting a copy of the notice in the public notice posting places; and
 - (c) leaving one copy of the notice for each Council member at the place to which the member has directed notices be sent.

- (2) Section 68(1) of this Bylaw does not apply to a Committee of the Whole meeting that is called in accordance with section 67 of this Bylaw, during a council meeting for which public notice has been given under sections 12 and 13 of this Bylaw.

69. Minutes of the Committee of the Whole

- (1) Minutes of the proceedings of the Committee of the Whole meeting must be:
 - (a) certified by the Corporate Officer;
 - (b) signed by the member presiding at the Committee of the Whole meeting; and
 - (c) open for public inspection in accordance with provisions of the *Community Charter*.

70. Presiding Members at Committee of the Whole Meetings and Quorum

- (1) The quorum of the Committee of the Whole is the majority of Council members.

71. Council Rules and Procedure Apply

- (1) For certainty, the rules and procedures of the Council under Parts 4 and 5 of this Bylaw shall be observed in the Committee of the Whole meeting as far as may be applicable.

72. Rising without Reporting

- (1) A motion made at a Committee of the Whole meeting to rise without reporting:
 - (a) is always in order and takes precedence over all other motions;
 - (b) may be debated; and,
 - (c) may not be addressed more than once by any one member.
- (2) On an affirmative vote to rise without reporting, the subject referred to the Committee of the Whole shall be considered disposed of in the negative, and the Mayor shall resume the Chair and proceed with the next order of business.

73. Reporting

- (1) When all matters referred to the Committee of the Whole have been considered, a motion to rise and report shall be adopted without debate.
- (2) The Committee of the Whole's report to Council must be presented by the Corporate Officer.

PART 10 - COMMITTEES AND COMMITTEE PROCEEDINGS

74. Appointments on Committees (except Standing Committees) and Other Bodies

- (1) The Council shall appoint all District representatives on committees and on all boards, commissions or other bodies to which the District is entitled to appoint representatives, except standing committees.

75. Voting on Appointments

- (1) The names of all nominees for an appointment shall be submitted to Council before any vote is taken.
- (2) Any appointment may be made by motion of the Council or on a vote by secret ballot, except for the appointment of Directors to the Peace River Regional District which shall be made by motion in open meeting. A secret ballot other than for Directors to the Peace River Regional District shall be taken in any case in which it is called for by any member of Council.
- (3) In the taking of a vote by secret ballot for any appointment by the Council, the Corporate Officer shall provide each member of the Council with one ballot marked with the Corporate Officer's initials on which each member shall indicate their choice. The nominee or nominees receiving the highest majority of votes from the members of the Council then present shall be declared appointed. In only that case where no nominee received a majority vote on any ballot, the name of the nominee receiving the lowest number of votes shall be dropped and shall not appear on the succeeding ballot or ballots. Ballots shall proceed until the requisite number of nominees has been appointed. The Corporate Officer and/or the Deputy Clerk shall act as scrutineers in the taking of any vote by secret ballot.

76. Standing Committees

- (1) The Mayor must establish standing committees for matters the Mayor considers would be better dealt with by committee and must appoint persons to those committees. At least half the members of a standing committee must be Council members. The Mayor shall be an ex officio member of each standing committee.

77. Select Committees

- (1) The Council may establish and appoint select committees to consider or inquire into any matter and to report their findings and opinions to the Council. At least one member of a select committee must be a Council member. The Mayor shall be an ex officio member of each select committee.

78. Advisory Committees

- (1) The Council may establish and appoint advisory committees to consider and make recommendations to Council on matters set out in the committee's terms of reference or on matters referred by the Council. The Mayor shall be an ex officio member of each advisory committee.

79. Councillors May Attend

- (1) Councillors may attend the meetings of any standing, select or advisory committee, but shall not be allowed to vote; nor may they take part in any discussion or debate except by permission of the majority of the members of the committee.

80. Appointment of Chair by Mayor or Committee

- (1) The Mayor may appoint one of the committee members as Chair of the committee in advance. Where the Mayor does not appoint a Chair, the committee shall elect a Chair from among its members.

81. Quorum

- (1) Of the numbers of members appointed to compose any committee, a majority shall be a quorum.

82. Schedule of Regular Committee Meetings/Advance Public Notice of Meetings

- (1) At the first meeting after appointment annually by the Mayor or the Council, as the case may be, each committee shall establish a regular schedule of meetings including the date, time and place of the committee meetings.
- (2) Advance public notice of the date, time and place of regular committee meetings shall be given in the Notice of Meetings.

83. Notice of Special Committee Meetings

- (1) The Chair of a committee may call a special meeting provided that the members of the committee are given at least 24 hours notice of the date, time and place of the meeting and that a notice of the meeting is posted on the Municipal Hall notice board.

84. Chair May Cancel Meeting

- (1) The Chair of a committee may cancel a meeting.

85. Minutes of Committee Meetings

- (1) It is the responsibility of the Corporate Officer to ensure that the minutes of committee meetings, representing a summary of the proceedings, are prepared and certified.
- (2) The minutes of committee meetings shall be signed by the Chair presiding at the meeting.
- (3) Sections 85(1) and 85(2) also apply to meetings of the following, unless a procedure bylaw provides for other procedures for the taking of minutes by one or more bodies referred to in this subsection, the body is exempted by regulation, or to the extent they are modified by regulation:
 - (a) an advisory body established by the Council;
 - (b) a municipal commission established under section 143 of the *Community Charter*
 - (c) a body that under the *Community Charter* or another Act may exercise the powers of the District or the Council;
 - (d) the Board of Variance;
 - (e) a parcel tax roll review panel established under section 204 of the *Community Charter*, and
 - (f) a body prescribed by regulation.

86. Council Rules and Procedures Apply

- (1) For certainty, the rules and procedures of the Council under Parts 4 and 5 of this Bylaw shall be observed in the standing and select committees as far as may be applicable.
- (2) For certainty, the rules and procedures of the Council under Part 4 of this Bylaw shall be observed in the advisory committees as far as may be applicable.

PART 10 - CONFLICT OF INTEREST**87. Application of this Part**

- (1) This Part applies to Council members in relation to:
 - (a) Council meetings;
 - (b) committee meetings; and,
 - (c) meetings of any other body referred to in section 16 of this Bylaw.

88. Declaration Required

- (1) If a Council member attending a meeting considers that they are not entitled to participate in the discussion of a matter, or to vote on a motion or question in respect of a matter, because the member has a direct or indirect pecuniary interest in the matter or another interest in the matter that constitutes a conflict of interest, the member must declare this and state in general terms the reason why the member considers this to be the case .

89. Restrictions on Participation following Declaration

- (1) After making a declaration under section 88 of this Bylaw, the Council member must not:
 - (a) remain or attend any part of a meeting referred to in section 87 of this Bylaw during which the matter is under consideration;
 - (b) participate in any discussion of the matter at such a meeting;
 - (c) vote on a motion or questions in respect of the matter at such a meeting; or
 - (d) attempt in any way, whether before, during or after such a meeting, to influence the voting on any question in respect of the matter.

90. Withdrawal of Declaration after Legal Advice

- (1) As an exception to section 89 of this Bylaw, if a Council member has made a declaration under section 88 of this Bylaw and, after receiving legal advice on the issue, determines that they were wrong respecting their entitlement to participate in respect of the matter, the member may:
 - (a) return to the meeting or attend another meeting of the same body;
 - (b) withdraw the declaration by stating in general terms the basis on which the member has determined that they are entitled to participate; and,
 - (c) after this, participate and vote in relation to the matter.
- (2) For certainty, a Council member who makes a statement under section 90(1), remains subject to section 93 of this Bylaw.

91. Member Must Not be Present

- (3) When a declaration is made under section 88 of this Bylaw , unless a statement is made under section 90 of this Bylaw, the person presiding at a meeting referred to in section 87 of this Bylaw or any following meeting in respect of the matter must ensure that the member is not present at any part of the meeting during which the matter is under consideration.

92. Recording of Declaration in Minutes

- (1) When a declaration or a statement is made under sections 88 or 90 of this Bylaw, the person recording the minutes of the meeting must record the member's declaration or statement, the reasons given for it, and the time of the member's departure from the meeting room, and if applicable, of the member's return.

93. Restrictions on Participation if in Conflict Whether or Not Declaration Made

- (1) This section applies if a Council member has a direct or indirect pecuniary interest in a matter, whether or not the member has made a declaration under section 88 of this Bylaw.
- (2) The Council member must not:
 - (a) remain or attend at any part of a meeting referred to in section 87 of this Bylaw during which the matter is under consideration;
 - (b) participate in any discussion of the matter at such a meeting;
 - (c) vote on a question in respect of the matter at such a meeting; or,
 - (d) attempt in any way, whether before, during or after such a meeting, to influence the voting on any question in respect of the matter.

94. Restrictions on Inside Influence

- (1) A Council member must not use their office to attempt to influence in any way a decision, recommendation or other action to be made or taken at a meeting referred to in section 87 of this Bylaw, by an officer or an employee of the District, or by a delegate under section 154 of the *Community Charter* if the member has a direct or indirect pecuniary interest in the matter to which the decision, recommendation or other action relates.

95. Restrictions on Outside Influence

- (1) In addition to the restriction under section 94 of this Bylaw, a Council member must not use their office to attempt to influence in any way a decision, recommendation or action to be made or taken by any other person or body, if the member has a direct or indirect pecuniary interest in the matter to which the decision, recommendation or other action relates.

96. Exceptions from Conflict Restrictions

- (1) Sections 88 to 95 of this Bylaw do not apply if one or more of the following circumstances applies:
 - (a) the pecuniary interest of the Council member is a pecuniary interest in common with the electors of the District generally;

- (b) in the case of a matter that relates to a local service, the pecuniary interest of the Council member is in common with other persons who are or would be liable for the local service tax;
 - (c) the matter relates to remuneration, expenses or benefits payable to one or more Council members in relation to their duties as Council members;
 - (d) the pecuniary interest is so remote or insignificant that it cannot reasonably be regarded as likely to influence the member in relation to the matter; or
 - (e) the pecuniary interest is of a nature prescribed by Provincial regulation.
- (2) Despite sections 88 to 95 of this Bylaw, if a Council member has a legal right to be heard in respect of a matter or to make representations to Council, and is restricted by one or more of those sections from exercising that right in relation to the matter, the Council member may appoint another person as a representative to exercise the member's right on his or her behalf.

97. Disclosure of Contracts with Council Members and Former Council Members

- (1) If the District enters into a contract in which a Council member or a person who was a Council member at any time during the previous 6 months, has a direct or indirect pecuniary interest, this must be reported as soon as reasonably practicable at a Council meeting that is open to the public.
- (2) In addition to the obligation under sections 88 to 92 of this Bylaw, a Council member or former Council member must advise the Corporate Officer, as soon as reasonably practicable, of any contracts that must be reported under section 97(1) in relation to that person.

98. Restrictions on Use of Insider Information

- (1) A Council member or former Council member must not use information or a record that was obtained in the performance of the member's office, and is not available to the general public for the purpose of gaining a direct or indirect pecuniary interest of the Council member or former Council member.

99. Disqualification from Holding Office unless Contravention Inadvertent or Because of Error in Judgement made in Good Faith

- (1) A person who contravenes section 93, 94, 95, 97, or 98 of this Bylaw is disqualified from holding an office described in, and for the period established by, section 110(2) of the *Community Charter*, unless the contravention was done inadvertently or because of an error in judgement made in good faith.

PART 11 - REPEAL

100. Repeal

- (1) The District of Hudson's Hope "Procedure for Meeting Bylaw, No. 596, 1999" and all amendments thereto are repealed.

Read a First Time this 1st day of January, 2009.

Read a Second Time this 12th day of January, 2009.

Read a Third Time this 1ih day of January, 2009.

Adopted this 26th day of January, 2009

January 10, 2024

Mayor and Council,

I am writing on behalf of the Hudson's Hope Farmers' Market Vendors to formally request use of Beattie Park again for the 2024 Market season from the Third Tuesday in May to the last Tuesday in September. We gratefully ask to utilize the power in the park, as per usual, for any vendors who require it.

Hope to see you all there this summer, it's going to be a great season!

Sincerely,
Caitlin Vince
Volunteer Market Manager
1-250-793-6691
hudsonshopfarmersmarket@gmail.com

March 24, 2024

APR 08 2024



The suggested solution to our bear problem

What are we to do with our rotten apples and organic waste anyways? Bears were attracted to the dump, now denied the food. The simplest solution but possibly rejected by our town leaders. The following will help the bears and repair hard feelings. Just establish a bait station to deposit organic waste, thereby, attracting the bears away from town. It wouldn't solve the problem entirely but would be a great start in the right direction. The town would become a model of kindness towards wildlife. It would help bring the people together instead of dividing them. Make sure it is not at the head of a drainage system but near a maintained road. Therefore, it is easily accessible and inexpensive to keep open in the winter for the garbage truck to get in and out, not to mention a tourist attraction or simply let them eat organic waste at the dump again instead of paying to haul it away and leaving the bears hungry.

When I was a kid my dad would take us to the dump once in a while to look at the bears for entertainment. The gravel pit on the north side of the highway just this side of Bullhead Mountain, is an example or even the large open lot at the Beryl Prairie turnoff. The gravel pit between town and the Lynx Creek Sub is another possibility. Nothing is 100% effective but it is a more positive idea than outlawing fruit trees and alienating the citizens. Give them something to eat and a place to eat it.

Maybe we should invite the Mayor and council and RCMP to a town meeting and present this proposal which I support.



From: [Crystal Brown](#)
To: [Andrea Martin](#)
Subject: FW: Questions and details, outlining transfer station issues, local for contractors purchasing policy outline and water quality details. Kevin Howard / John Simcock
Date: April 15, 2024 10:48:03 AM

For next agenda.

Crystal Brown
Chief Administrative Officer

District of Hudson's Hope
9904 Dudley Drive
PO BOX 330,
Hudson's Hope, BC V0C 1V0

Office: 250-783-9901
Cell: 778-204-0303
Fax: 250-783-5741
Email: cao@hudsonshope.ca
www.hudsonshope.ca

-----Original Message-----

From: Email Security [REDACTED]
Sent: Monday, April 15, 2024 10:46 AM
To: Travous Quibell <mayor@hudsonshope.ca>; Crystal Brown <cao@hudsonshope.ca>
Subject: Questions and details, outlining transfer station issues, local for contractors purchasing policy outline and water quality details. Kevin Howard / John Simcock

Hello Mayor / CAO,

First, I would like to thank you and your staff for allowing Kevin and I to attend a delegation at last council meeting. I am aware of working in the small town, municipality the challenges, operations, and budgeting processes. Thank you for hearing our issues.

I guess with my experience and being local, people seem to trust me and come to bend my ear at times and I am always willing to help anyway I can for people.

The first issue that was brought forward was the somewhat lack of communication to local contractors on what is and was known as operational work within Hudson Hope. the contractors are asking some of having a look ahead forecast on work, not only in their capacity but in their local municipality so they could bid and somehow stabilize and reduce budgetary restraints.

Kevin brought an issue forward and asked if I could help shed some light on past and present practises as far as municipal operations go mainly the transfer station in the waste management division.

He's retained by the municipality of Hudson Hope in the contract which states if his services are not needed, there would be a time of notification to cancel or reduce service agreed-upon. I believe it's a couple of months notice there was being done at the transfer station that Mr. Howard usually does and can do in capacity, and was willing to fluctuate rental rates to ensure local content, and the best price for the taxpayers of Hudson Hope .

He stated he had many times confronted the staff public works manager and Director on why he was not retained as a local contractor to do the work while there was a contractor from Fort St. John and Dawson Creek that was retained to do the same work in his capacity to add, he was never asked to bid or nor did any other local contractors get asked to challenge pricing in the waste management process .

I believe a local contractor committee or a look ahead forecast from operations would be handy to give the local contractors the ability to organize bid and work together to reduce the cost of Hudson hopes operational processes, and I would personally be willing to help out anyway I could.

Mr. Howard is asking for the principal some that was awarded to Raven oilfield and doing the work so he could not

only see how much he is out of contract but also to compare unit rates to unit rates i.e. local versus non-local content.

As we indicated in the delegation, there is a commitment by policy to exhaust local content first if capacity, and pricing are met, even if there is a 10% variable.

Mr. Howard stated he has met capacity had met Price and had a contractual agreement for the types of work at the transfer station and was not given the opportunity to participate. Therefore he asked could we have some kind of direction to see if there's any compensation in either addition to the contract a memo of understanding or compensation monetarily .

Please understand I am merely trying to help with an open communication highway process and local trades of Hudson Hope.

Furthermore, a touchy situation being the water, quality, water, treatment facility and source of water funding our water treatment operations.

Review of the budget, I can see the financial strain on finding a source to deliver volume and quality of water for Hudson. Hope.

Gwen Johansson advocated as was mentioned by the mayor in the meeting that water quality and obtaining Average water report data was pinnacle invalidating our water quality situation. Then moving forward, we had commitment in meetings from BC Hydro, which stated the source from the artesian well and direct draw from the peace river needed to be sourced from a different location that being a well.

BC Hydro insured us that the water quality would meet all criteria and we would have safe healthy drinking water. Since those meetings source and an abundance of money and processes, and also a third-party engineering firm have been introduced to correct adverse effects from the well source numerous boil, water, advisories, and volume concerns, have directed the water treatment plant to go back to rivers source.

It looks like the water source from the well, the money and time spent on a process that was stated by BC Hydro to be the direction to follow to protect source and volume because of reservoir loading for Site C Dam did not have the outcome expected by Bc Hydro.

Now the shortfall of our municipal budget is reflected because of the failed process, which was created by BC Hydro and third-party engineering to accommodate the loading of the dam reservoir.

The question that was asked by over 100 people in Hudson Hope are

1 Are we the taxpayers responsible for finding funds and taxes to remediate the water, problem, and source problem of Hudson Hope?.

2 Have we signed or acknowledged or released any legal directive stating we are solely responsible after the misdirection and outcome of the water source change?.

3 What if any recourse, legally or contractually do we have to alternate water source protection or a new water treatment plant funded by BC Hydro.

We had great water from two sources and if it wasn't for the Site C demand for loading reservoir we would not have to look for a new source.

4 Usually when the water source changes on a primary water treatment facility, a full range of tests, including heavy metals wood proceeded, indicating that the source is compliant, not only with bacteria and E. coli, but all other metals, toxins and minerals, which could be harmful for long-term ingestion. Have these test been done and can we have a copy of them?

Just as a sidenote, has there been any engineering or conversations outlining a possibility to fortify and protect the artesian well structurally, which delivered such good quality water as a source rather than a well or reservoir.

I know it is challenging having BC Hydro as the major employer in the municipality with these issues, we have to work around and conquer but with open communication and understanding with these relationships I'm sure we can extinguish all hearsay and deal with factual data to make professional and positive outcomes.

Anyway, I can help or assist in these matters, please don't hesitate and thank you very much for your time.

Yours truly

Kevin Howard

John Simcock

[WARNING: This message is from an external source]

From: [Trinda Bayliss](#)
To: [Andrea Martin](#)
Subject: Aski Reclamation LP - Package for Seed Collection Permission
Date: April 16, 2024 2:01:38 PM
Attachments: [Aski Reclamation LP Package.pdf](#)

Hi Andrea,

On behalf of Aski Reclamation LP, I am sending you a package to ask the District of Hudson's Hope for permission to collect Trembling aspen seeds on a trail within the district limits.

The package explains our procedure with seed collection in the field, and the steps taken after collection to properly extract and clean seeds which are able to be replanted in restoration projects. I have a map also attached to this email to show where the trail we would like to collect is located (the red line on the map).

If you have any questions or concerns, please don't hesitate to get in touch and I can provide you with more information.

Thank you for your time and have a great day,

Trinda Bayliss
Restoration & Seed Technician
tbayliss@askilp.ca

Aski Reclamation LP

www.askilp.ca

[WARNING: This message is from an external source]

2194 Atooskee-Win Road
Moberly Lake, BC
info@askilp.ca



2024 SEED COLLECTION PACKAGE

PREPARED FOR DISTRICT OF HUDSON'S HOPE

April 16, 2024

"...for as long as the sun shines, the grass grows and the rivers flow..."

Introduction

Aski Reclamation LP (Aski) is a Saulteau First Nations owned company that provides seed and cutting collection, seed cleaning, and seed bank storage services for regional native species for client's reclamation projects. Field operations to achieve these initiatives includes scouting for species and seed maturity stages, collection of seeds, and cleaning of seeds to be tested for germination and purity, weighing and storage of all seed lots.

Aski is asking the District of Hudson's Hope for permission to conduct Trembling aspen (*Populus tremuloides*) seed collection on a trail within the district's boundary (Map attached to email). A crew was sent scouting to find healthy and productive stands of Trembling aspen to collect for a client. The best stand that was found while scouting is shown on the map and has over 100 Trembling aspen trees. The process we would like to do for collection includes:

- We would like to cut 1-3 limbs from 35% of the trees in the stand (~35 trees). This wouldn't make any drastic changes to the appearance and wouldn't cause any risk of mortality to the trees.
- We would like to collect in 2-3 weeks, depending on the weather conditions and development stage of the Trembling aspen seeds.

Below explains Aski Reclamation collection standards/policies of all the activities that will be performed. Only the seed collection will take place along the trail, all cleaning and extraction procedures are conducted in the Aski Reclamation seed lab.

Ethical Harvesting Planning/Training

Aski practices ethical harvesting with seed collection programs to ensure future generations of seed lots remain sustainable, and populations are healthy. The following are practices that will be included in on-the-job training and field practices:

- Only undamaged cuttings will be collection, and not from the entire plant.
- Seed collection will leave at least 50% of the seed in place on an individual plant to allow natural propagation, and to provide food for insects, birds, and small mammals.

- Collect minimal amounts (no more than 10% of the plants) in areas that may be subjected to further collection by the public or grazing reduces natural regeneration.
- Leave an area to rest for at least two years between collections if possible (longer periods of time may be necessary for some species and locations).

Seed Collection

Seeds are collected in season when the seed sources become available in the forms of catkins. Collection occurs in several steps:

- Field reconnaissance of plant community species and population sizes. If the plant community is determined suitable by seed specialists, the location will be recorded within digital data forms and may be marked in the field.
- Plant communities will be monitored for seed development by seed specialists. Seed collection crew will be notified of seed maturation by specialist.
- Seed collecting crew will harvest the seeds and place them in proper containers (paper bag or plastic bag) and store them in a cool location (ex. Cooler with ice packs).
- Containers will be labelled with client's seed lot code, species name (scientific and common), and date.

Seed Extraction

Seed extraction is the removal of the seed from the seed body. Multiple techniques and various pieces of equipment are required to separate the seed from the seed body. This varies from species to species. Methods that have been previously used within the seed collection program for Trembling aspen are:

- *Drying racks:* Catkins are placed on drying racks with mesh bottoms to allow for seeds to develop and release seeds. In some species, seeds will fall through mesh bottom and easily separate from plant debris. Other species require the ash vacuum method.

- *Ash Vacuum*: This method is used for seeds that are incorporated into the pappus. It includes two cycles of ash vacs and a normal one cycle vac. Through these cycles, seeds will fall to the bottom of the vacs while retaining pappus and plant debris on top. Each vacuum will remove various sizes of debris.

Seed Cleaning

Seed cleaning is the removal of plant debris from the seed. The objective of cleaning is to remove as much plant debris from the seed lot as possible in the most time effective way. This is accomplished in three techniques:

- *Sieves*: Sieves are used to manually separate seed from plant debris. Multiple sieve sizes may be used to thoroughly clean seed and techniques such as lightly blowing and circular movement are effective during this stage.
- *Winnowing Wizard*: This machine uses adjustable grates, gravity, and airflow to separate seeds from any type of debris, such as sticks, leaves, rocks, and seeds of another species. The seeds will go through a series of steps to get a high purity percentage in a minimal amount of time.
- *Aspirator*: An aspirator is a chamber that uses airflow to separate the viable seeds from debris of the same size and immature/hallow seeds. This will give the seed lots a significantly higher purity level and germination rate.

Contact Information

If you have any questions about our process, the company, or the seed department, please don't hesitate to contact me.

You can reach me at:

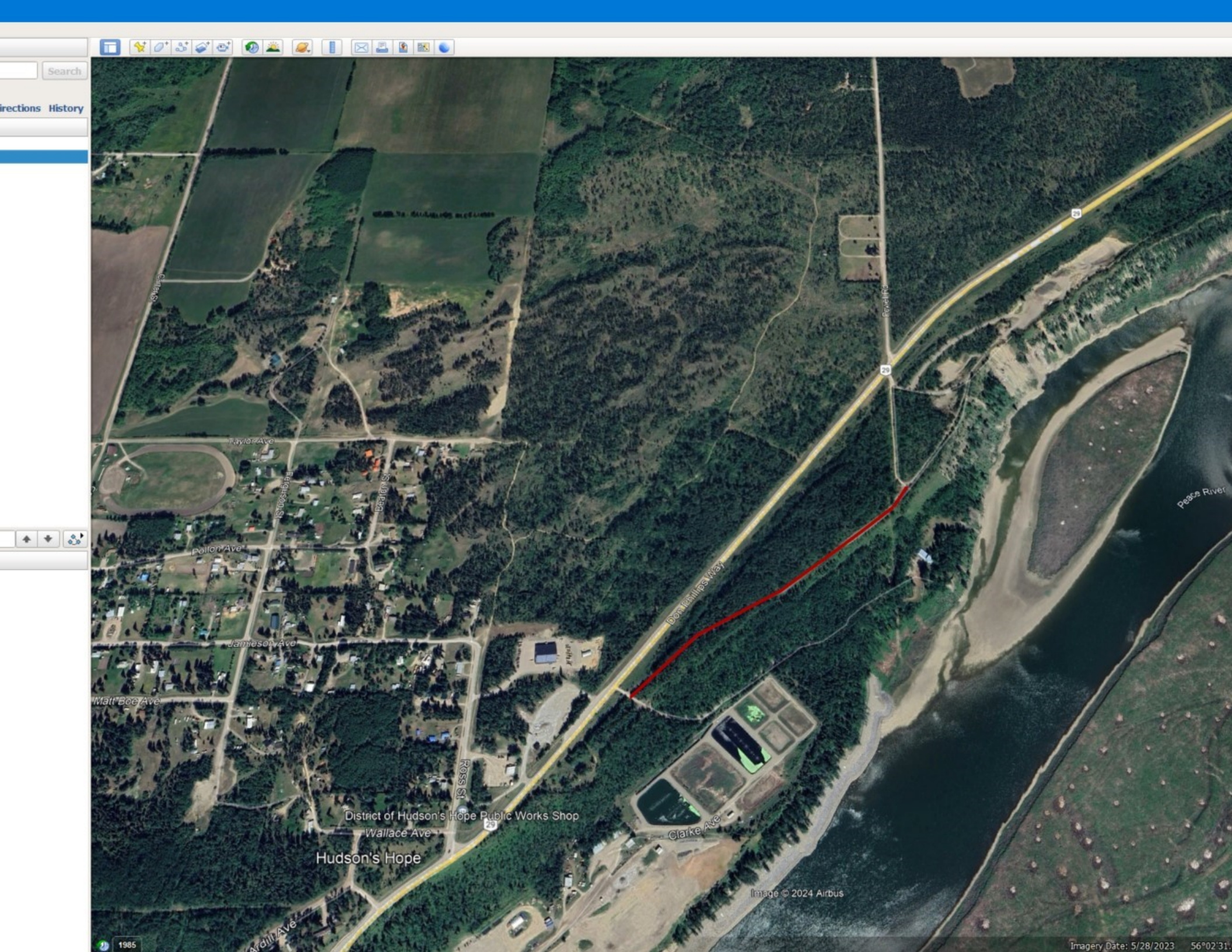
Email: tbayliss@askilp.ca

Phone: (204) 750-3992

Thank you,

A handwritten signature in black ink that reads "T Bayliss". The signature is written in a cursive, flowing style.

Trinda Bayliss



Directions History



Search

1985

Image © 2024 Airbus

Imagery Date: 5/28/2023 56°02'31"



VIA EMAIL

Ref. 663362

April 17, 2024

His Worship Travous Quibell
Mayor of the District of Hudson's Hope
9904 Dudley Drive
Hudson's Hope BC V0C 1V0
Email: mayor@hudsonshope.ca

Dear Mayor Quibell:

Thank you for your March 7, 2024 letter, addressed to Premier David Eby, in which you expressed your support for Bill 34. As the Minister responsible for this legislation, I am pleased to respond to your letter on behalf of the Premier.

We appreciate your council's support for our efforts to defend the constitutionality of this legislation and strive for the injunction to be lifted as soon as possible so the *Restricting Public Consumption of Illegal Substances Act* can be brought into force. While we respect the court's perspective, our government believes the Act appropriately balances the health and safety needs of people who use drugs with the interests of the broader community. It makes public drug use regulations similar to those already in place for smoking, alcohol and cannabis, and further mitigates potential harms for people who use drugs by using a progressive enforcement approach that encourages compliance, rather than punishment. We remain committed to decriminalization as an important part of the overarching strategy to treat substance use as a health issue and prioritize connecting people to the care they need. However, for these health-focused approaches to be sustainable, the Province must be able to implement sensible restrictions to address drug use in public places frequented by children, families and other vulnerable people. Our government believes we can achieve both of these important goals.

As you may know, the initial interim injunction was scheduled to expire on March 31, 2024. Government recently consented to extend the injunction until June 30, 2024, so we would be permitted to pass the regulation that would show the court and the public how the legislation would be implemented. We believe that the court having the full picture of the scope of the legislation will ultimately ensure we are successful in defending the constitutional challenge to this legislation.

.../2

I recognize that while the injunction remains in place, there will be an ongoing need to promote public safety in other ways throughout the province. In this regard, it is worth noting that under BC's decriminalization agreement with the federal government, it remains illegal for youth under the age of 18 to possess any of the drugs listed in the exemption, for anyone to buy or sell these drugs, and for any adult to possess a personal supply totalling more than 2.5 grams. It also continues to be illegal under the federal *Controlled Drugs and Substances Act* to hold any decriminalized drugs in certain child and community focused spaces, such as:

- on K-12 school property;
- at a licensed childcare facility;
- in a vehicle or watercraft operated by a minor or while accessible by an adult operator, and;
- within 15 metres of a playground, wading or spray pool, or skatepark.

Businesses and other places that are normally accessible to the public, like government service offices, can also set their own rules regarding drug use on their properties. Patrons who do not follow these rules can be asked to leave the property immediately, and if they refuse, they may be charged under the provincial *Trespass Act*. Despite the court injunction, all of these restrictions continue to be in place and are enforceable by police.

I appreciate your taking the time to write and share your support for Bill 34. We are determined to keep doing everything we can to save lives in the face of the toxic drug crisis by treating drug addiction as a health matter rather than a criminal one, while at the same time respecting the interests of the overall community.

Sincerely,



Mike Farnworth
Minister of Public Safety and Solicitor General
and Deputy Premier

pc: The Honourable David Eby, KC
The Honourable Niki Sharma, KC
Bob Zimmer, MP
Dan Davies, MLA
Andrea Martin



PEACE RIVER REGIONAL DISTRICT

April 18, 2024

File#: 6430.16

Mayor and Council
District of Hudson's Hope
9904 Dudley Drive
Hudson's Hope, BC, V0C 1V0
Via email: Tonia@hudsonshope.ca

Re: Community Engagement

The Peace River Regional District (PRRD) is reaching out to solidify an opportunity to meet to discuss a matter of significant importance to our communities. As you are aware, on November 8th, 2023 the provincial government introduced new legislation (EDMA) in alignment with UNDRIP. Modernized EDMA legislation reflects the realities of the modern world including global pandemics, security threats and climate change, and shifts from focusing on emergency response to the four phases of emergency management: mitigation, preparation, response, and recovery.

In efforts to align cross-jurisdictional collaboration with all four phases of modernized emergency management, the PRRD is initially requesting dialogue with all regional partners, with an aim to optimize emergency management for our respective communities, as well as for the Peace Region as a whole. The PRRD is reaching out in the spirit of community engagement, as we are committed to supporting our partner First Nations and member municipalities, acknowledging that each may have unique cultural and legislative emergency management considerations.

The implementation of the new Emergency & Disaster Management Act (EDMA) presents both challenges and opportunities for emergency preparedness, and management in our region. As per the modernized provincial emergency management legislation, the PRRD is looking to complete a series of comprehensive risk assessments known as Hazard, Risk, and Vulnerability Analysis (HRVA) with each of our First Nations partners and member municipalities. The HRVA is a foundational document for the development of any community emergency program and will assist in the further development of specific Emergency Management Plans. These plans will assist in the protection of communities through a prescribed all-hazard approach to emergency management.

Emergency planning is most effective when it is collaborative and proactive. Effective partnerships, driven at the local level, can effectively serve to create additional protection for our communities during times of emergency. Considering this, a cooperative approach is the best way to ensure the interests and concerns of all partners are adequately represented and addressed.

The PRRD recognizes that every community's emergency planning context is unique, and may include strategic priorities, legal authority, jurisdictional boundaries, and existing relevant plans, bylaws, and resolutions, as well as other considerations.

diverse. vast. abundant.

As a part of effective emergency management planning, many communities may already have hazard or emergency management plans in place or may have other relevant information to contribute. Working together to better understand what tools exist, and to prioritize the safety and well-being of all residents is critically important. Through a collaborative approach to regional emergency planning with First Nations partner communities and member municipalities, we can all begin to better understand the unique needs, nuances and vulnerabilities of regional communities in emergency and disaster situations.

Through open communication, we aim to enhance collective resilience and capacity to respond effectively to any crisis that may arise. Transparent, respectful working partnerships, and information sharing can provide insight into existing regional emergency management capacity and resources. By pooling our resources, and sharing our expertise, we can improve our regional emergency management capacity, and create a more inclusive and equitable regional emergency management framework that reflects the values and priorities of every community.

At your earliest convenience, I would welcome the opportunity to meet with you and other relevant interested parties to further discuss how we can collaborate on this important initiative. Together, we can build a stronger, more prepared, and resilient future for all residents of the region.

Sincerely,

Kevin Clarkson

General Manager of Community Services

Please reply to: prrd.dc@prrd.bc.ca

diverse. vast. abundant.

From: [REDACTED]
To: [Andrea Martin](#)
Subject: Children/youth programs
Date: April 18, 2024 5:07:40 PM

Good afternoon,

I am writing to ask if council would consider running youth programming such as what chetwynd is offering (see image below). Or even in partnership with other entities such as the YMCA BASC program at the school, or the library?

I see quite a few programs being offered through the Chetwynd library & rec center, it would be nice to see more offered in our community.



Peace FM & CHET TV

10m • 



Chetwynd & District Rec Centre

CONNECTING WITH KIDZ

LEARNING GOOD EATING HABITS & EXERCISE



Burn off Energy with fun exercise followed with a healthy snack

COST: \$60



Monday's

May 6 - June 10
(excluding May 20)
3:15 - 4:30pm
Ages: 8 - 12

Call 250-788-2214 to register and for information



Thank you for your time & consideration.

INVITATION

DATE: April 22, 2024

Dear NCLGA Member,

Subject: NCLGA Annual General Meeting & Convention, Smithers, BC May 13 -16, 2024.

We are pleased to inform you of Northern Health's participation at the upcoming NCLGA Annual General Meeting in Smithers, BC.

At the upcoming NCLGA convention I will be joining Colleen Nyce, Northern Health Board Chair, for the opportunity to meet one-on-one with local government representatives to discuss any health care issues or questions you may have. If you are interested in meeting with us, we invite you to contact our offices to arrange a time convenient for you.

We will be hosting 30 minute meetings on Wednesday May 15th between 8:30am – 4:30pm at the **Prestige Hudson Bay Lodge, Alpine Room** and on Thursday May 16 between 8:30am – 11:30am in the **Glacier Room, Prestige Hudson Bay Lodge**.

To book an appointment please contact Ashley Craft, Administrative Assistant, at (250) 645-8527 or by email at nhadministration@northernhealth.ca no later than May 06, 2024 by 3:00pm. If you can please provide the names of who will be in attendance and the specific topics you would like to discuss that would be helpful. A reminder to provide as much detail as possible to assist us in preparing for the discussion.

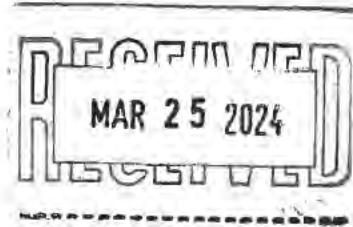
We look forward to seeing you in May.

Sincerely,

Ciro Panessa
President and Chief Executive Officer
Northern Health



CAMPBELL RIVER
School District 72



March 18, 2024

District of Hudson's Hope
9904 Dudley Drive
Hudson's Hope, BC V0C 1V0

To Whom It May Concern:

My name is Philip Cizmic and I am a teacher with School District 72 in Campbell River. I work with students throughout the district. We will be working on a unit exploring communities throughout Canada.

Your community is one of the ones we have chosen to explore. The goal of this activity is to provide students with an opportunity to learn about other communities while applying their research skills. In doing so, they will develop an understanding of the inter-connectedness and similarities between our community and others.

I know that many communities like to promote themselves through the distribution of lapel pins. It is my hope that you could send 30 pins of your community for each student in the class. I believe through this project and through the receipt of pins, the students would make a connection to your community. Hopefully it would inspire them to visit and explore your community.

Any support would be greatly appreciated. If you have any questions, please do not hesitate to contact me by email ([REDACTED])

Thank you,

[REDACTED]

Philip Cizmic

Victoria Mee
April 25th, 2024

Dear Members of Council,

Last year the Council was kind and gracious enough to grant the HHES School's GSA Club permission and funds to paint a rainbow crosswalk on Holland St. We had many volunteers come out to help paint the crosswalk, and there was a large majority of positive feedback on the project and the positive message of inclusivity, welcome, and diversity that it represented.

This year BC Hydro is willing to provide us with a Company Grant of \$900 to repaint the crosswalk once again. We are humbly asking the Council for permission to repaint the same location at the end of May, as that road is District land/property. Many communities across Canada have painted rainbow crosswalks to show inclusivity, and tolerance of people from all walks of life; last year this included the cities of Chetwynd, Dawson Creek, Fort St. John, and for the first time Hudson's Hope. We would like to do the same this year, showing that we are a community that supports inclusivity and tolerance, and to help brighten up people's days and lives with the bright colours.

We are not asking for funds this year, merely the permission to be able to repaint the crosswalk in the same location.

We hope that you consider our request, and thank you for your consideration and time.

Sincerely,

Victoria Mee, Representative for the GSA.



DOUBLE "H" SADDLE CLUB



Box 25 Hudson's Hope, BC V0C 1V0

Dear Honorary Mayor and Council Members,

Thank you for taking this time to read this letter of request from the members of the Double H Saddle Club and Board of Executives.

1. How the Double H Saddle Club Can Help our Municipality/District

The PRRD and municipalities have been busy working on emergency preparedness. Wildfire and flooding are becoming a common occurrence in British Columbia.

The members of the Double H Saddle Club have all been in the position of the thread of having to evacuate horses and livestock. It is an awful feeling having to leave livestock behind when these events occur. Did you know that this district alone has over 450+ horses.

The Double H Saddle Club owns 19 acres of land, through hosting high school rodeos and open rodeos we know that the outdoor arena (11.9 acres) has a capacity of parking over 50+ holiday trailers and turnout pens plus 10 stationary horse pens. On the indoor arena side (7.8 acres) the DHSC has 16 stationary horse pens and the ability to welcome 30+ more holiday trailers/campers. Both arena sides have water and power. The DHSC has the capacity to accommodate many evacuees and their livestock. The Double H Saddle Club has been contacted many times during these wildfire evacuations by evacuees looking for horse pens, including the most recent wildfire evacuation from the Chetwynd area. We think our arena would be an important part of the Peace River districts emergency preparedness plan.

2. Double H Saddle Club Vision

However, we need to upgrade our horse pens on the west side (indoor arena), they flood and are becoming unsafe to welcome livestock. We would also like to add additional pens. With this upgrade we would free up 47 temporary livestock panels, which could be used to set up several more emergency pens when the need arises.

Our vision is to create 20 stationary corals with livestock/horse shelters attached lockable tack/storage area for personal items/hay. These pens contain automatic livestock waterers with a total size of pen 6'x 48'x72' stationary panel (six rows of spaces to contain smaller animals).

Many of these panels have already been donated to the club, taking off a huge financial burden in this matter alone. We also have acquired through grants/ fundraising and monetary donations other needed supplies to create the pens. However, we are still in need of 13 horse shelters and other items to create this reality. We have been busy searching for grants with the help of Clear Course Grant Writing to apply to different available funding opportunities for this project. Thus far we have received letters of support for this project from: The Hudson's Hope RCMP, BCCA Rancher Liaison Warren Fowler, West Moberly First Nations Chief Roland Willson, BC High School Rodeo Association Daryl Mills National Director, Glen Stuart and Tested True Archery Club. We are also requesting a letter of support from the Peace River Regional District.

3. How can the DOHH support the Double H Saddle Club

A grant opportunity called; FCC AgriSpirit Fund has become available for our non-profit organization. The funded amount would be up to \$25,000.00 which the club could use to purchase up to 8 horse shelters. This application closes May 15, 2024

The grant application requires the non-profit organization (DHSC) to partner with a municipal body who must agree to receive contributed money on behalf of the Double H Saddle Club. For more info, please go to fcc-fac.ca

Would the honorary mayor and council be able to help with this request?

The club is not asking for any monetary money.

4. Conclusion

The Double H Saddle Club has been occupying the Hudson's Hope District for over 50+ years since its incorporation as a society in 1968. The DHSC has filed with the BC Registrar of Companies each year. We have been a big part of our little community to supply entertainment, equine sports and horse boarding facilities to the community members of Hudson's Hope, and the surrounding area.

Our goal is to continue this support and grow.

Thank you for your consideration.

Sincerely,

Double H Saddle Club Board of Directors



Fort St. John Co-operative Association

7315-100th Ave

Fort St. John, B.C., V1J 5T81

Office: 250-785-4471 Fax: 250-785-6171

officemgr@fsjcoop.com

April 26, 2024

District of Hudson's Hope

Re: 79th Annual General Meeting

Dear Mayor & Councilors:

Please accept this letter as our invitation to attend our 79th Annual General Meeting to be held on Wednesday May 29th, 2024 at the Ramada (Northern Grand Hotel) 9830-100th Ave. The complimentary supper begins at 6:00 with the meeting starting at 7:00 pm.

We would be pleased if you were able to attend and would like the opportunity to introduce you to the members and guests at the meeting.

Please advise our Administration Office (250-785-4471 ext. 100) or (officemgr@fsjcoop.com) if you will be attending before May 15th, 2024.

On behalf of the Fort St John Co-operative Association & the Board of Directors.

Sincerely,

Jackie Miller
Office Manager
Fort St. John Co-op
P: 250-785-4471 ext. 100
E: officemgr@fsjcoop.com

INTEGRITY*COMMITMENT*SERVICE



April 16, 2024

To British Columbia Municipalities

Dear Mayor and Members of Council:

Re: Support for Resolution Black Bear Cub Conflict Response by British Columbia Conservation Officer Service

At it's Regular Meeting held on Monday, February 26, 2024 the District of North Vancouver Council unanimously passed the following motion:

RECOMMENDATION:

THAT the Union of British Columbia Municipalities resolution Black Bear Cub Conflict Response by British Columbia Conservation Officer Service is supported for Lower Mainland Local Government Association consideration:

WHEREAS *the British Columbia Conservation Officer Service currently can independently decide how to handle black bears and cubs in conflict situations, without the oversight of an independent external public board;*

AND WHEREAS *there is no mandate for orphaned black bear cubs to be taken to a Wildlife Sanctuary for health assessment and treatment by a qualified wildlife veterinarian, and be the sole authority to perform a humane euthanasia of black bear cubs if needed.*

THEREFORE BE IT RESOLVED *that the Union of British Columbia Municipalities request the Province of British Columbia to initiate changes to the British Columbia Conservation Officer Service, Human-Black Bear (Single) Conflict Response Guideline, to include a review of actions through an independent civilian-led oversight board, orphaned bear cubs to be transported to a wildlife sanctuary for health assessment of cubs by qualified wildlife veterinarian, for treatment or euthanasia, and an audit done by the Solicitor General on the British Columbia Conservation Officer Service actions, policies and procedures.*

We are anticipating that this will be considered at the upcoming Lower Mainland Local Government Association's Annual Conference, and we would appreciate your support.

Sincerely,

Mayor Mike Little



COUNCILLOR REPORT

TO: Mayor and Council
FROM: Tina Jeffrey, Councillor
DATE: April 29, 2024
SUBJECT: District of Hudson's Hope Campgrounds

RECOMMENDATION:

That Council receives the report titled "District of Hudson's Hope Campgrounds" dated April 29, 2024; further, that Council authorizes the District Campgrounds to open early for the 2024 season to accommodate residents that may need a place to stay during an evacuation.

BACKGROUND:

With the recent Evacuation Order south of Chetwynd for Dokie Siding, I would like to make a motion that we open up our campgrounds early, if possible, for anyone needing evac support. Not sure how much work that entails on our staff but wanted to bring that forward for all our consideration as this fire season kicks off.

Prepared By: *Crystal Brown, Chief Administrative Officer for Councillor Jeffrey*



STAFF REPORT

TO: Mayor and Council
FROM: Crystal Brown, Chief Administrative Officer
DATE: April 29, 2024
SUBJECT: Notice of Closed Session – April 29, 2024

RECOMMENDATION:

That Council receive the report titled “Notice of Closed Session – April 29, 2024”; further, that Council recess to a Closed Meeting for the purpose of discussing the following items:

- **Agenda items ICSR1** – *Community Charter* Section 90(1)(c), labour relations and employee relations.

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*