



DISTRICT OF HUDSON'S HOPE

AGENDA

Council Chambers

Thursday, January 29, 2014 at 6:00 PM

1. **Call to Order:**
2. **Notice of New Business:**
 - Mayor's List
 - Councillors Additions
 - CAO's Additions
3. **Adoption of Agenda by Consensus:**
4. **Declaration of Conflict of Interest:**
5. **Adoption of Minutes:**
 - M1 January 12, 2015 Regular Council Meeting Minutes Page 1
6. **Business Arising Out of the Minutes:**
7. **Staff Reports:**
 - SR1 Committee Appointments 2015 Page 7
8. **Bylaws:**
 - B1 Bylaw No. 846, 2015 – Council Procedure Bylaw Amendment Page 9
9. **Correspondence:**
 - C1 New Horizons Seniors Club Page 11
 - C2 North Peace Savings and Credit Union: AGM Page 15
 - C3 NEAT: Proposed Environmental Awareness Program for the DoHH Page 16
 - C4 Ministry of Environment: Bilateral Water Management Agreement Page 21
 - C5 NCLGA 2015 Registration and Resolution Package Page 24
 - C6 High on Ice Festival 2015 Page 40
 - C7 Request for Support to Save Canada Post Page 41

C8	2015 Canada Winter Games in Prince George	Page 45
C9	COFI Annual Convention – April 7-9, 2015	Page 46
C10	FCM Annual Conference Registration: Edmonton, AB	Page 48

10. Reports by Mayor & Council on Meetings and Liaison Responsibilities

11. Old Business:

12. New Business:

13. Public Inquiries:

14. In-Camera Meeting: *Motion to recess to go in-camera Pursuant to the Community Charter Section 90.1 (k)*

15. Adjournment:



**REGULAR COUNCIL MEETING
Monday, January 12, 2015
7:00 P.M.
MUNICIPAL HALL COUNCIL CHAMBERS**

**Present: Council: Mayor Gwen Johansson
Councillor Travous Quibell
Councillor Nicole Gilliss
Councillor Kelly Miller
Councillor Dave Heiberg
Councillor Heather Middleton
Councillor Caroline Beam**

**CAO: Tom Matus
Director of Protective Services: Robert Norton
Intern: Devon Flynn**

Other: 6 in gallery

Prior to the meeting being called to order Councillor Travous Quibell took his Oath of Office administered by the Chief Elections Officer.

1. CALL TO ORDER:
The meeting was called to order at 7:03 p.m. by Mayor Gwen Johansson presiding.

2. NOTICE OF NEW BUSINESS:

Mayor Additions:

Two letters came in late December. They will be included in this agenda as C6 and C7.

Council Additions:

None

CAO Additions:

Tom Matus included the Agenda Additions SR10 and SR11 to Staff Reports

3. ADOPTION OF AGENDA BY CONSENSUS:
The January 12, 2015 Regular Council meeting agenda was adopted by consensus.

4. DECLARATION OF CONFLICT OF INTEREST:

None

5. ADOPTION OF MINUTES:

M1 **December 8, 2014 Regular Council Meeting Minutes**

0550-01

Councillor Gilliss noted that the minutes stated Councillor Gilliss left the meeting at 7:34p.m. but did not state when she returned from the chambers. Let a correction show that the Councillor returned to the chambers at 7:38pm

RESOLUTION NO. 001/15

M/S Councillors Quibell/Gilliss

THAT:

"The minutes of the December 8, 2014 Regular Council Meeting be adopted as written."

CARRIED

6. BUSINESS ARISING OUT OF THE MINUTES:

None

7. DELEGATIONS:

D1 **BC Hydro - Darin Thompson and Bob Gammer**

6660-20

BCH representatives provided an update to the recent accomplishments, allowing the public and Council the opportunity to ask questions and address concerns. These included the Hudson's Hope Row Housing Project; GMS Visitor Centre Upgrades; the new gym at the Pearke's Recreational Centre; project definitions; and attraction retention strategies.

8. STAFF REPORTS:

SR1 **Bylaw No. 846, 2015 – Council Procedure Bylaw Amendment**

3900-02

RESOLUTION NO. 002/15

M/S Councillors Gilliss/Quibell

THAT:

"Council give first, second and third readings to the Council Procedures Bylaw Amendment No. 846, 2015."

CARRIED

SR2 **Work Clothing and Apparel Purchasing Policy**

0340-50

An error was noted on pg. 37 under *Summer Coveralls*, the number indicated (\$450.00) did not match what was written (four hundred). It should read four hundred and fifty.

RESOLUTION NO. 003/15

MIS Councillor Gilliss/Heiberg

THAT:

"Council adopt the Work Clothing and Apparel Purchasing Policy as amended."

CARRIED

- SR3 **CAO Report - Actions and other Updates** 0110-01
Mayor Johansson inquired if any new information had come to light regarding the curling rink incident. CAO assured that nothing has yet.

RESOLUTION NO. 004/15

MIS Councillors Gilliss/Miller

THAT:

"Council approve two Council members to attend the NEBCRMC Forum."

CARRIED

- SR4 **BC on the Move Survey** 0400-20
CAO explained that the report had included excerpts from past correspondence with the Ministry of Transportation and Infrastructure. Mayor Johansson requested clarification on bullet points regarding separate locations, particularly the T-section at Farrell Creek and Hwy 29; and the 12km hair pin turn. Staff to provide further information.

- SR5 **Request for Decision - Small Town Love: Hudson's Hope** 6440-01
CAO indicated that an employee may be contracted to perform Small Town Love duties and that doing so would help express Council's support for local businesses.

RESOLUTION NO. 005/15

Councillor Gilliss/Middleton

THAT:

"Council approve a resolution of support for applying to NDIT's Small Town Love program at a cost of \$600."

CARRIED

- SR6 **Request for Decision - Light Industrial Crown Land Tenure Application** 3020-01

RESOLUTION NO. 006/15

M/S Councillor Quibell/Heiberg

THAT:

"Council approve an application for Crown Land Tenure specific to the SE % Section 30 TP 81, Range 25; NE % Section 29; TP81, Range 25; and BLK C of NE % of Section 19, TP 81, Range 25 of land."

CARRIED

- SR? **Request for Decision - Light Industrial Lots - Community Institutional Crown Land Tenure Application** 3020-01

RESOLUTION NO. 007/15

M/S Councillor Gilliss/Quibell

THAT:

"Council approve an application for Crown Land Tenure via Community Institutional category for the lands of SE % Section 30 TP 81, Range 25; NE % Section 29; TP81, Range 25; and BLK C of NE % of Section 19, TP 81, Range 25 in conjunction with the Light Industrial Crown Land Tenure application."

CARRIED

Mayor Johansson noted previous community interest in Jamieson Woods. Staff is aware and will research further

- SR8 **Geocache Project/Northern Health Grant** **1855-01**
Councillor Middleton recommended an inclusion of recreational groups focused on youth and children to be made aware of the project.

Councillor Middleton suggested other groups and organizations aside from the DOHH be considered to be in charge of GPS units as per outlined by the project
- SR9 **MIABC 2015 Associate Members Insurance** **0510-20**
FOR INFORMATION

Staff to further research into developing a policy, as well as review and clarify language of current policies and agreements with existing contracted parties and organizations.
- SR10 **Intern Update** **0110-01**
FOR INFORMATION
Intern to follow up on Arena tenure application, specifically if a site plan is necessary as per the application
- SR11 **Street Sweeper** **1240-01**
RESOLUTION NO. 008/15
M/S Councillors Heiberg/Miller
THAT:
"Approve two people to go to Surrey and inspect this equipment and upon their positive affirmation of this equipment, Council approve the purchase of this equipment as per the District of Hudson's Hope Purchasing Policy section 1. i. vi. which reads:

i. For the purpose of ensuring efficiency and effectiveness, the following exceptions to the normal procedure are authorized and the quotation and tender provisions of the Purchasing Policy do not apply when:

i. District Council by resolution authorizes a direct purchase in circumstances they consider appropriate.

In the amount of \$135,000.00 F.O.B. Hudson's Hope, plus applicable taxes.
CARRIED
- SR12 **Proposed CAO Business Travel** **2810-01**
RESOLUTION NO. 009/15
M/S Councillors Gilliss/Heiberg
THAT:
"Council authorize travel and expenses to any council member or staff member who wishes to attend the George Cuff session in Dawson Creek"
CARRIED
9.
C1 **CORRESPONDENCE:**
Greta Goddard - Fit for Life Program **8100-01**
FOR INFORMATION. Staff to inquire on a budget from Greta

- C2 **WSP Canada - Focus Corporation: New Structure**
FOR INFORMATION 0400-20
- C3 **Ministry of Jobs, Tourism & Skills Training and Minister Responsible for Labour – Land Development**
FOR INFORMATION
- C4 **The Consulate General of the People’s Republic of China in Vancouver – Relationship with China**
FOR INFORMATION
- CS **NEBC Resource Municipalities Coalition – Community Speakers Series** 6660-01
FOR INFORMATION
- C6 **Minister of Health - Dec. 22nd** 0400-80
FOR INFORMATION. Letter to be filed. 6660-20
- C7 **Colin Hansen – Chair of Fraser Basic Council**
FOR INFORMATION
10. **REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISONS RESPONSIBILITIES:**
NONE
11. **OLD BUSINESS:**
- OB1 **TransCanada Funding** 6660-01
Councillor Gilliss inquired into TransCanada funding. CAO responded that the DOHH was provided more time to determine potential projects and that funding was moved from 2014 to 2015
12. **NEW BUSINESS:**
- NB1 **Mayor Johansson BC Ambulance Courses** 7100-01
Provided an update on ambulance. Met Rock *****. Five driver-only hired. EMR course to be offered in Hudson’s Hope again March 2nd – 20th and will be open to people in the surrounding area.
- NB2 **Mayor Johansson Public Meeting for Gas Project in Chetwynd** 6660-01
Blue Energy - \$2 million for a gas project in Chetwynd. There will be a public meeting in Chetwynd. Mayor Johansson asked if they would be interested in hosting a meeting in DOHH
- NB3 **Mayor Johansson Tumbler Ridge GeoPark Update** 6440-01
Provided a regional district report on the Tumbler Ridge Geopark.
- NB4 **Local Government Approval Process** 0110-01
Changes in the approval process in local government
- NBS **Strategic Planning Session** 6430-01
A date needs to be chosen for a strategic planning day. Potentially March 7th or 14th. Councillor Gilliss desires a facilitator for the planning session. Staff to research and provide options for facilitators

NB6 **NREMBC Membership** 0360-01
Update on Dawson Creek's membership in the NREMBC

NB7 **Councillor Heiberg: Committee Appointments** 0360-01
Councillor Heiberg – inquired into the status on committees. Mayor Johansson provided an update on which Council members were on which committees.

13. **PUBLIC INQUIRIES:**
None

14. **IN-CAMERA MEETING Pursuant to Section 90 1. (k) Under the Community Charter.**
RESOLUTION NO.010/15
M/S Councillors Heiberg/Quibell
THAT:
"Council recess the regular meeting of Council to go in-camera pursuant to the Community Charter Section 90 1. (k)" (9:22pm)
CARRIED

15. **ADJOURNMENT:**
Mayor Johansson declared the Regular Meeting of Council for January 12, 2015 adjourned. (9:29pm)

Diarized Last Review/Action

DIARY

Conventions/Conferences/Holidays

<i>PRRD: Solid Waste Disposal</i>	<i>05/12/14</i>
<i>Airport Resurface and Redevelopment</i>	<i>05/12/14</i>
<i>Grubjesic Driveway</i>	<i>05/12/14</i>
<i>Co-Op Correspondence Re: Card Lock</i>	<i>11/12/13</i>
<i>Communications Expenditure</i>	<i>08/11/14</i>
<i>Premiers BC Natural Gas Forum</i>	<i>08/11/14</i>
<i>Capital Projects Meeting (every 6 months)</i>	<i>10/14/14</i>
<i>BC Hydro 2nd Apprentice Trade</i>	<i>11/24/2014</i>

Certified Correct:

Clerk / Minute Taker

Chair

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Johansson and Council
DATE: January 26, 2015
FROM: Laurel Grimm, Deputy Clerk
SUBJECT: Committee Appointments 2015

RECOMMENDATION

That:

"Council appoint the following Council Members and Members at Large to the corresponding Committees:

Standing Committees:

<i>Alaska Highway Community Society</i>	<i>Councillor Miller (Public: Darryl Johnson)</i>
<i>Hudson's Hope Historical Society</i>	<i>Councillor Kelly Miller</i>
<i>Hudson's Hope Library</i>	<i>Councillor Heather Middleton</i>
<i>Industrial Land Use Committee</i>	<i>Councillor Heiberg/Beam (Public: Robert Bach, Richard Brown)</i>
<i>Inventory Donations (SWAG)</i>	<i>Councillor Miller</i>
<i>Medical Services Working Group</i>	<i>Mayor Johansson, Councillor Gilliss, Councillor Heiberg</i>
<i>North Peace Airport Society</i>	<i>Chair: Councillor Gilliss (Public: Richard Brown)</i>
<i>North Peace Economic Development</i>	<i>Mayor Johansson, Councillor Beam</i>
<i>Northern Development Initiative Trust</i>	<i>Mayor Johansson, Councillor Quibell</i>
<i>Personnel Committee</i>	<i>Councillor Heiberg, Councillor Miller, Councillor Quibell</i>
<i>Public Works</i>	<i>To be determined</i>
<i>Recreation & Tourism</i>	<i>Councillor Gilliss, Councillor Middleton, Councillor Beam</i>
<i>RLGC</i>	<i>Councillor Heiberg</i>
<i>Site "C" Negotiations</i>	<i>Chair: Councillor Heiberg</i>
<i>Tourism/Activities</i>	<i>Councillor Miller, Councillor Beam"</i>

ADMINISTRATOR COMMENTS:

Recommended subject to Council approval.

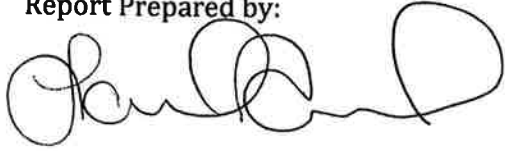


Tom Matus, CAO

COMMENTS:

Council must formally appoint members of Council and members at large to the following committees as per the Local Government Act Section Division 4 — Committees, Commissions and Other Bodies.

Report Prepared by:

A handwritten signature in black ink, appearing to read 'Laurel Grimm', written in a cursive style.

Laurel Grimm, Deputy Clerk

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: Bylaw No. 846, 2015 - Council Procedure Bylaw Amendment
DATE: January 21, 2014
FROM: Laurel Grimm, Deputy Clerk

RECOMMENDATION:

That: *"Council adopt the Council Procedures Bylaw Amendment No. 846, 2015."*

ADMINISTRATOR COMMENTS:



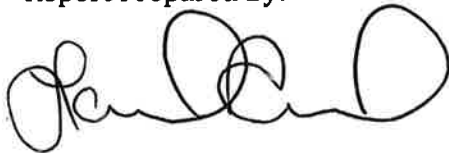
Tom Matus, CAO

BACKGROUND:

Council had requested an amendment be drafted to change the regular Council Meeting times from 7pm to 6pm and to go no later than 9pm every second and fourth Monday of the month.

1st, 2nd and 3rd readings were given at the regular meeting of Council on January 12, 2015.

Report Prepared By:



Laurel Grimm, Deputy Clerk



BYLAW NO. 846, 2015

A bylaw to amend the regulations for 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 a duly assembled open meeting, enacts as follows:

PART 1 - INTRODUCTION

1. Title

This Bylaw shall be cited as the "District of Hudson's Hope Council Procedure Amendment Bylaw No. 846, 2014".

2. The "District of Hudson's Hope Council Procedure Bylaw No. 765, 2009 is hereby amended by the following:

a) Deleting section 11 (2) in its entirety and replacing it as follows:

(2) Regular Council Meetings shall be held on the second and fourth Mondays of each month, beginning at 6:00 pm.

b) Deleting section 11 (4) in its entirety and replacing it as follows:

(4) 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.

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

Read a First Time this 12th day of January, 2015.
Read a Second Time this this 12th day of January, 2015.
Read a Third Time this 12th day of January, 2015.
Adopted this this 29th day of January, 2015.

MAYOR

CLERK

Certified a true copy of Bylaw No. 846, 2015

this __ day of _____, _____.

Clerk

*New Horizon's Senior Club
Hudson's Hope, BC*

January 12, 2015

Mayor and Council
District of Hudson's Hope
9904 Dudley Drive
PO Box 330
Hudson's Hope, BC V0C 1V0

RECEIVED
DEC 11 2014

Dear Mayor Johansson and Council:

We are here to discuss the Lease Agreement that is up for renewal for the New Horizon's Building located at 9907 Dudley Drive.

We understand that there are legal requirements all municipalities must now have to reduce their liability. However there are a few things we (New Horizon Senior Club members) would like to discuss.

The Club (New Horizon's Seniors) takes in a yearly revenue of approximately \$ 3300.00 to \$3500.00 and out of this we pay for the gas, electricity and telephone and any other expenses for the operation of the club. Which may include new stove, fridge, tables, chairs etc. Expenses usually run around \$2600.00 to \$2800.00 a year. That leaves approximately \$ 900.00 a year for emergency contingencies. At present monies not required to be spent on operations are used to assist our senior community.

There are some major changes that require a better look in the new 23 page lease agreement between the District of Hudson's Hope and the New Horizon's Club. We respectfully request Council to review and agree to the following changes, exemptions or removal of some clauses of this lease agreement. They are as follows: Title, our request in bold italic and the clause as it's shown in the lease agreement.

Payment of Utilities

The club requests exemption from paying 'other utility' which the CAO explained is the Water, Sewer and Garbage.

29. The Club shall pay in full, when due, all charges and rates for gas, heating fuel, telephone service, telecommunications service, cable, satellite, electricity, power or **other utility** or communication service rendered in respect of the Building.

Constitution and Bylaws

Remove number 36 & 37 as the club is governed by the "Societies Act" not by the District of Hudson's Hope. We must request permission from the Societies Act of BC to change our current constitution as it was put in place originally to garner funding for the building of the Silver Willows

Senior Housing project not the New Horizons Senior Club as it is today. Therefore we would like to remove these clauses at this time.

36. The Club shall operate strictly in accordance with the purposes of the Club as set out in its constitution and the procedures within its bylaws, both of which are attached as Schedule "C".

37. The Club must not materially amend its constitution or bylaws, as set out in Schedule "C" without the written consent of the District.

Repairs and Maintenance of Building

The club requests that the amount of minor repairs either be reduced or removed. Given that we have only \$900.00 for emergencies two such repairs would put us in the red.

46. The District agrees that throughout the Term, the District shall fully repair and maintain the Building, including all structural elements, and will keep the Building in a state of good repair as a prudent owner would do but not affect minor repairs **less than five hundred dollars (\$500.00) or household duties**. The Club will not be obliged to repair, maintain, replace or alter the Building or any part of it during the Term. The Club will supply any services or utilities to the Building save and except for such services as the District may be required to provide strictly in its capacity as a municipality and not in its capacity as a landlord. The District hereby assumes the full responsibility for the condition, operation, maintenance, repair, replacement and management of the Building during the Term, other than previously described in this section. All repairs will be in all respects to a standard equal to or greater than the original work and material in the improvements, and will meet the lawful requirements of all statutory authorities.

Insurance Clauses

The District as owner of the building will continue to carry insurance for the building against property loss, fire and all other losses. This new agreement places the burden on the club shown as 'Tenant Insurance'. As you can see the District shows that it intends to maintain only comprehensive general liability insurance which I believe to be a false statement. We respectfully request that these clauses be removed from the lease agreement.

59. The District must, at its sole expense, obtain and maintain during the Term **comprehensive general liability insurance** providing coverage for death, bodily injury, property loss and damage, and all other losses, arising out of or in connection with the Lease and/or the Parking License in an amount of not less than \$2,000,000.00 per occurrence.

Tenant's Insurance

60. The Tenant shall take out and keep in force during the Term:

(a) **comprehensive general liability** (including bodily injury, death, and property damage) insurance on an occurrence basis with respect to the business carried on, in, or from the Leased Premises and the Tenant's use and occupancy thereof, of not less than \$2,000,000 per occurrence, which insurance shall include the Landlord as a named insured and shall protect the Landlord in respect of claims by the Tenant as if the Landlord were separately insured; and

(b) insurance in such amounts as may be reasonably required by the Landlord in respect of **fire and such other perils, including sprinkler leakage**, as are from time to time defined in the usual

extended coverage endorsement covering the Tenant's trade fixtures and the furniture and equipment of the Tenant and (except as to Insured Damage) all Leasehold Improvements in the Leased Premises, and which insurance shall include the Landlord as a named insured as the Landlord's interest may appear with respect to the insured Leasehold Improvements and provided that any proceeds recoverable in the event of loss to Leasehold Improvements shall be payable to the Landlord, but the Landlord agrees to make available such proceeds toward the repair or replacement of the insured property if this Lease is not terminated under any other provision hereof;

and if the Landlord shall require the same from time to time, then also:

(c) tenant's fire legal liability insurance in an amount not less than the actual cash value of the Leased Premises; and

(d) insurance upon all plate glass in or which forms a boundary of the Leased Premises in an amount sufficient to replace all such glass.

All insurance required to be maintained by the Tenant hereunder shall be on terms and with insurers to which the Landlord has no reasonable objection and shall provide that such insurers shall provide to the Landlord 30 days' prior written notice of cancellation or material alteration of such terms. The Tenant shall furnish to the Landlord certificates or other evidence acceptable to the Landlord as to the insurance from time to time required to be effected by the Tenant and its renewal or continuation in force, either by means of a certified copy of the policy or policies of insurance with all amendments and endorsements or a certificate from the Tenant's insurer which, in the case of comprehensive general liability insurance, shall provide such information as the Landlord reasonably requires. If the Tenant shall fail to take out, renew, and keep in force such insurance the Landlord may do so as the agent of the Tenant and the Tenant shall repay to the Landlord any amounts paid by the Landlord as premiums forthwith upon demand.

Environmental Contamination

The club would not be able to comply with 63 b or c. The cost of this would be beyond our ability to pay. Therefore we respectfully request that these clauses be removed from this agreement.

63. The Club will comply with the following provisions:

(a) The Club will assume any and all duties, obligations or liabilities under any relevant law in respect of the Building, including but not limited to any costs, expenses or liabilities for any remedial action for any pollution of the Building or the Land caused before the expiration of the Term.

(b) The Club, at its own cost, will provide to the District, at the District's request from time to time, a report from an independent environmental consultant approved by the District, verifying the environmental condition of the Building and the Land.

(c) The Club will obtain, at its own cost, if so requested by the District no later than 60 days prior to the termination of this Agreement, an environmental audit certifying the environmental condition of the Building and the Land.

(d) The Club must provide the District with immediate notice of any condition that may result in any fines, penalties, orders, proceedings, investigations, litigation or enforcement proceedings, made or threatened by any third parties or governmental agencies.

(e) The Club must provide the District with immediate notice in writing, upon the Club becoming aware of any contamination.

For the past 25 plus years the District of Hudson's Hope has generously leased to the New Horizon's Club, the building located at 9907 Dudley Drive for their exclusive use for the seniors of Hudson's Hope. As you can understand we have seen many members come and go and new members are always welcome. And, you don't have to be a senior to participate in any of our game nights or tournaments. Indeed we welcome younger people and enjoy our time together.

Seniors as a whole tend to worry over the smallest things, it affects our mental health and gives us sleepless nights. It would also place an unnecessary burden on the club to have to ask Council for an exemption or to request money every time something happens. We come together for companionship, for laughter, for our mental well being. Sometimes this is the only place where seniors in town can come and be part of a group where they have common and like interests.

Therefore we ask Mayor and Council to grant our requests on behalf of the Hudson's Hope senior community. Thank you.

Terry Turvey, President
on behalf of the New Horizon's Club Seniors

RECEIVED
JAN 12 2015
11:11 AM

January 7, 2015

Gwen Johansson
Mayor, District of Hudson's Hope
9904 – 100 Street
Hudson's Hope, BC V0C 1V0

Dear Gwen:

The Board of Directors, staff and management would like to invite you to our 68th Annual General Meeting. This year's AGM will be held Tuesday, February 3, 2015 at the:

Pomeroy Hotel Convention Centre
11308 Alaska Rd
Fort St. John, BC

Registration begins at 6:00 pm with lite refreshments served. The business meeting begins at 7:00 pm. We hope you will join us as we review the highlights of the past year.

We look forward to your attendance.



Mitchel Chilcott
Chief Executive Officer

RECEIVED
JAN 15 2015



10027 – 100 Street
Fort St. John, BC
V1J 3Y5

Tel: (250) 785-6328
1-888-689-6328

Fax: (250) 785-6378

info@neat.ca www.neat.ca

December 19, 2014

Mayor Gwen Johansson and Council,
District of Hudson's Hope

Re: Proposed Environmental Awareness Programs for the District of Hudson's Hope

The District of Hudson's Hope has made positive and actionable environmental commitments in their Official Community Plan (OCP) and their integrated community sustainability plan (ICSP). There are clear commitments to improving environmental awareness and stewardship in these documents specifically related to water and energy conservation (ICSP, p. 29), reducing solid waste (ICSP: Baseline Assessment, p. 32), and climate change mitigation and adaptation (ICSP: Baseline Assessment, p. 36) contained in both of these documents.

The Northern Environmental Action Team (NEAT) has not worked closely with Hudson's Hope over the past few years and would like to take the opportunity to strengthen this relationship in 2015. NEAT has a strong history of providing community based sustainability programming throughout northeast BC and would like to offer our services in support of Hudson's Hope's ICSP and OCP goals and objectives.

Water Conservation

Water and energy conservation are great ways to conserve resources in a practical way, but are also positive long term strategies to mitigate climate change. NEAT has a strong history of water conservation programming with a variety of local government partners. Working with students in schools to foster water stewardship in a local context, NEAT has programming that meets the prescribed learning outcomes (PLOs) of classes from K-9. *NEAT proposes working from classrooms out into the community with a tailored message exploring the local watershed, water conservation and making connections to the larger and interconnected global water system.* This could easily lead into a second public phase where residents are engaged around installing water saving devices, reducing lawn watering, harvesting rainwater and other community based behaviour change initiatives.

Building upon school programming, community outreach includes behaviour change and infrastructure upgrade components such as the installation of aerators, low flow fixtures and rain barrels. Water conservation programming is custom designed to meet community priorities. Possible program elements can include incentives to encourage the installation of water saving fixtures, the installation of a xeriscape demonstration garden which requires much less water than a typical garden and even less water than grass, as well as, behaviour prompts distributed through water bills and social media.

Additionally, Green Hours delivered through community summer programming can also reinforce these goals.

Cost Phase 1 – In School	\$2100
Cost Phase 2 – In Community	TBD based on council direction
Travel	\$65-95/trip

Energy Conservation

Energy conservation and diversification is led by community priorities and can include behaviour change initiatives (turning lights off, using timers etc.) and the installation of alternative energy sources such as solar hot water systems and small scale wind or even geothermal. In many cases energy and water conservation go hand in hand, as reductions in water demand result in a direct reduction in the energy required to process drinking water. Incentives to evaluate and improve the way buildings consume both energy and water are important policy areas going forward. New buildings are projected to last 50-100 years so there is added incentive to make them as efficient as possible from the outset.

NEAT proposes working from classrooms out into the community with a tailored message exploring the local energy system making connections to the larger and interconnected global energy systems. This could easily lead into a second public phase where residents are engaged around practical energy saving technologies.

Cost Phase 1 – In School	\$2100
Cost Phase 2 – In Community	TBD based on council direction
Travel	\$65-95/trip

Reducing Solid Waste

There is a portion of solid waste education that is provided to all of the member municipalities within the Peace River Regional District as part of the Solid Waste Management Plan (2009). Additional programming requires a fee for service arrangement between NEAT and the municipality. Understanding this NEAT would be happy to offer a compost workshop and two days of school presentations in support of regional waste reduction goals in 2015. Students will also be invited to participate in district wide initiatives such as the Recycled Art Project and the 12 Days of Waste Reduction. Residents of Hudson's Hope also have access to the Waste Reduction Hotline year-round by calling 1-888-689-6328.

Additionally, NEAT has a variety of programming frameworks that could be used to increase environmental awareness within Hudson's Hope: a Gotcha campaign reinforcing the use of reusable bags and mugs by rewarding positive behaviour, a clothing swap or recycled family activity night would all fall into this category.

Cost per program (Gotcha)	\$2100
Cost per program (other)	\$360-600
Travel	\$65-95/trip

Food Security

NEAT believes that strong and reinforced food systems are the only way to address food security in rural and remote communities. *Food Secure Kids is an educational program we designed to target grade three students that offers them the opportunity to get their hands dirty and explore plant and food systems as well as grow some food for their community.* This is a four-part program that delves into

transportation, healthy eating, and local food in partnership with teachers, community gardens and the municipality. (To reduce travel impacts, the four sessions will be offered over two days.)

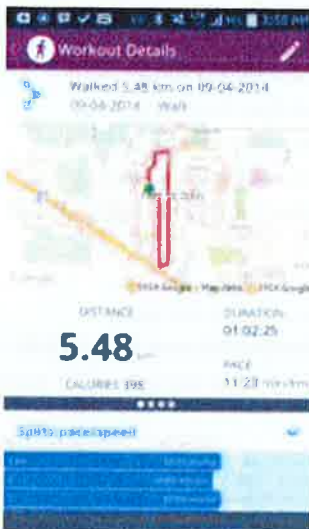
Additionally, NEAT offers How-To Can workshops and a Community Can that produces locally preserved food for the food bank. We have been working to develop a food sharing network throughout the Peace that will see extra food utilized rather than wasted.

Cost – Food Secure Kids	\$1875 (or \$2100 including travel costs)
Cost – Canning Workshop	\$600 (or \$695 including travel costs)

Climate Change Mitigation and Adaptation

As one of the most important environmental challenges of our time, residents can and should be involved in emissions mitigation in their communities. The following programs are designed to be free-standing but complementary initiatives that explore climate change in a tangible way. The more residents hear about the importance of reducing emissions the more likely they are to identify this behaviour as ideal.

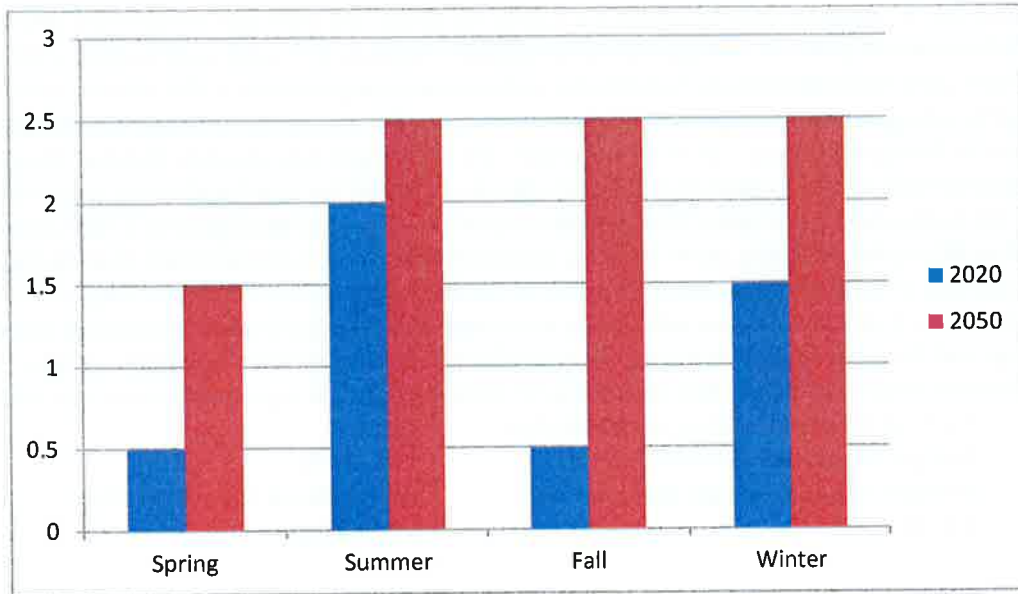
Active transportation reduces emissions through the (seasonal) elimination of carbon based transportation in favour of walking, biking, rollerblading or other active methods. These initiatives are encouraged as part of a healthy community's focus where both the environmental and health benefits are equally promoted. We know transportation is responsible for a quarter of all Canadian GHG emissions. We also know the risk of obesity increases 6% for every hour spent in a vehicle each day and decreases approximately 5% for every kilometer walked each day (Transportation Canada, 2011); active transportation as a mechanism to promote health and environmental sustainability makes sense on multiple levels.



Residents can screenshot their trip (minimum of 1km) and can submit to an email address to be entered into the prize draw. There is no maximum number of entries.

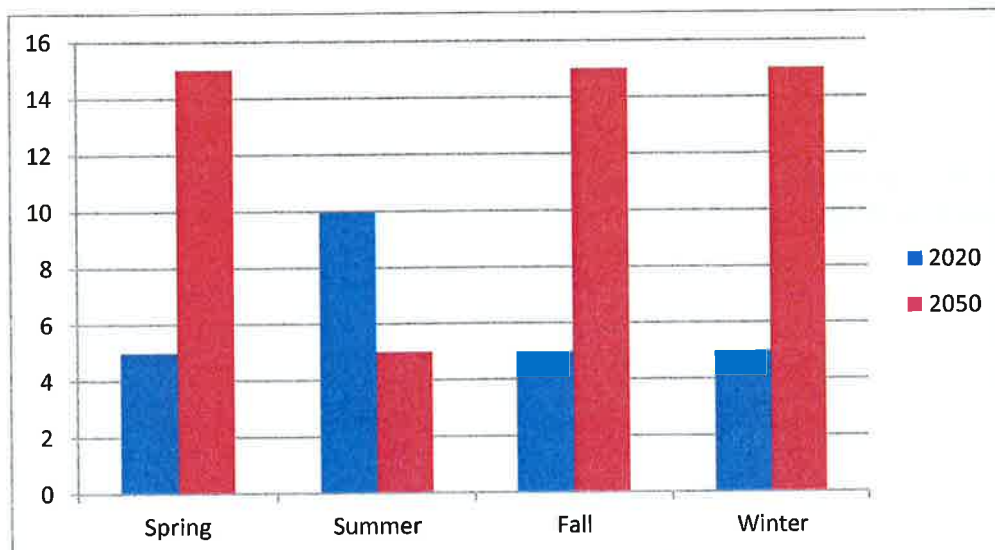
NEAT is proposing to run a spring/summer focus promoting active transportation starting with students after the spring thaw then continuing through the summer would be effective at leveraging community involvement. Residents would be challenged to use apps (see example below) that track their movement and submit a screen shot of their trip as an entry into a draw for a prize. This initiative starts challenging the 'car is king' mentality as five months of active transportation outreach would be concluded once the weather gets colder and participation tapers off. The more frequently similar programming is repeated, the more likely the shoulders of the active transportation period will continue to expand.

According to the Canadian Climate Change Scenarios Network (CCCSN) average air temperatures and precipitation amounts in northeastern BC are set to change over the next 35 years. Summer, winter and fall are all projected to be 2-2.5C warmer in 2050 than the average temperatures between 1971 and 2000 (see chart 1 below). Public education around climate change generally, but adaptation specifically especially in the agricultural sector is also recommended as a precursor to more targeted initiatives in this area.



II Projected temperature changes in northeast BC in 2020 and 2050. All figures in °C. (Climate Change Adaptation: A Priorities Plan for Canada, 2012. <https://uwaterloo.ca/environment/sites/ca.environment/files/uploads/files/CCAP-Report-30May-Final.pdf>)

Precipitation patterns are expected to change quite dramatically by 2050, which is especially concerning considering the agricultural nature of the Peace River area. A dramatic increase or decrease in precipitation can have disastrous effects on crops as well as insects that pollinate them, although insect pollination is more of a concern for canola crops than wheat: a 15% increase in precipitation for three seasons equals an approximate increase of 50.45mm over the year.



III Projected changes in precipitation in percent. (Climate Change Adaptation: A Priorities Plan for Canada, 2012. <https://uwaterloo.ca/environment/sites/ca.environment/files/uploads/files/CCAP-Report-30May-Final.pdf>)

Housing stock should be built to reflect the additional strain that both the temperature and precipitation projections would place on energy and water systems. Promoting passive systems that will help houses maintain cooler temperatures in the summer and warmer temperatures in the winter without added stress on energy systems is a proactive adaptive strategy. Furthermore, investigating permeable or porous surfacing will reduce runoff during major rain events and help prevent flooding. Requiring rain harvesting to be added to each new building reduces stress on the municipal water system and makes it easy for residents to participate. Changing the cost of new housing development is not something that municipalities take on lightly. *NEAT can help Hudson’s Hope work with the Peace River Regional District and member municipalities on adopting some of these changes across the region.* Regardless of Regional participation, a very inexpensive addition to every new build is a backwater valve which prevents sewer backup and the insurance costs associated with cleanup. As precipitation increases, so does the likelihood of large rain events and minimizing insurance losses has a good return on investment.

Cost per Program – Active Transportation	\$4200
Cost per Program – Climate Outreach	\$600-2100
Cost per Program – Policy Development	TBD based on council priorities
Travel	\$65-95/trip

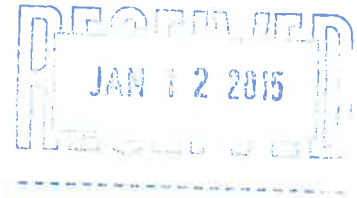
Conclusion

NEAT is a leader in environmental education within the Peace Region. We have expanded our portfolio considerably over the past three years and have developed a broad set of programs to address a myriad of community sustainability issues.

We welcome the opportunity to discuss potential programming and would be happy to sit down and discuss the possibilities with you.

Sincerely,

Karen Mason-Bennett
Program Coordinator



File: 206-20/BWMA

December 22, 2014

Mayor Gwen Johansson and Council
District of Hudson's Hope
Box 330, 9904 Dudley Drive
Hudson's Hope, BC V0C 1V0

Dear Mayor Johansson and Councillors:

**Re: Bilateral Water Management Agreements under the Mackenzie River Basin
Transboundary Waters Master Agreement**

I am writing to advise you of the Bilateral Water Management Agreements that British Columbia is currently developing with the Yukon, the Northwest Territories and the Province of Alberta.

In 1997, BC, Alberta, Saskatchewan, the Yukon, Northwest Territories and Canada signed the Mackenzie River Basin Transboundary Waters Master Agreement (available at: www.mrbb.ca). That Agreement establishes principles for the co-operative management of the aquatic ecosystem of the Mackenzie River Basin and commits to the development of separate Bilateral Water Management Agreements between provinces and territories.

As a consequence of the Master Agreement, BC is participating in the development of three individual Bilateral Water Management Agreements. These Agreements are with respectively, the Yukon and Northwest Territories involving primarily the Liard and Petitot basins, as well as with Alberta involving the Peace, and portions of the Liard and Hay River basins. The agreements will apply specifically to trans-boundary river crossings. I have attached a map of the Peace and Liard river basins.

The Bilateral Water Management Agreements are intended to define how the provinces and territories will work together to cooperatively manage transboundary waters. Key objectives include protecting aquatic ecosystem health including water quantity and quality considerations, ensuring decisions are based on the best information available and maintaining good relationships.


C4

These Agreements will respect existing laws, regulations, policies and plans regarding water stewardship and aquatic ecosystem health. Some of the topics that each Agreement is intended to address include:

- Protecting the quality and quantity of water supplies for British Columbians, communities and the environment;
- Classifying each transboundary water body according to the uses and pressures on each water body;
- Sharing available water supplies while ensuring that the needs of aquatic ecosystems, local communities and other water users are met.
- Exploring opportunities to conduct joint research and in collaboration with others;
- Establishing and implementing monitoring networks for surface water quality and quantity, groundwater as well as ecological health;
- Preventing the movement of invasive species into, out of, and within each basin;
- Information sharing, notification and consultation between provinces/territories;

The Province of BC recognizes that water stewardship is of significant interest to local communities including those within Peace and Liard river basins (map attached). If you would like additional information on the proposed Agreements, please contact Ian Graeme, Water Protection and Sustainability Branch at (250) 356-6663 or Ian.Graeme@gov.bc.ca by January 30, 2015.

Sincerely,

for 

Lynn Kriwoken
Executive Director
Water Protection and Sustainability Branch
Ministry of Environment

Attachment: Overview map of Liard and Peace Basins

Pc: Dale Morgan, Regional Executive Director, Northeast Region
Ministry of Forests, Lands and Natural Resource Operations

43



NCLGA 2015

— Prince George —

Change. Challenge. Opportunity.

2015 AGM & Convention

Prince George, BC
May 6 - 8, 2015

- Delegate
- Partner
- Golf

Registration Information

Date: May 6 - 8, 2015

Location: Prince George Civic Centre
808 Canada Games Way
Prince George, BC

Welcome Reception
Please note that the Welcome Reception on May 6 will take place at the University of Northern British Columbia, 3333 University Way. Transportation will be provided from your hotel and back.

Payment Methods: Visa and MasterCard payments will be accepted with your online registration. Cheques should be made payable to "City of Prince George c/o Civicinfo BC" and sent to:

**7th Floor - 620 View St.,
Victoria, BC, V8W 1J6**

Registration Deadline: April 17, 2015

Refund Policy: A 50% refund is available if notification is received more than 10 days prior to the convention. No refund will be provided after April 27, 2015. Substitutions are permitted - conference organizers should be notified ASAP of any required substitutions.

Website: <http://www.princegeorge.ca/infocentre/events/2015NCLGA/pages/default.aspx>

Instructions

1. Complete the entire on-line form.
2. Fields marked with * are required.
3. Once the form is complete, click the "Register" button at the bottom of this page.
4. You will receive an automatic email confirming your registration.
5. After clicking "Register", your registration will be confirmed.
6. After you have registered, please refer to the on-screen instructions for your payment options. Payment is accepted on-line by credit card, or cheque payments can be made by mail.

IFor questions or additional information, please contact Tanya Spooner at 250-561-7610 or tanya.spooner@princegeorge.ca
If you experience any difficulties with this form, please contact CivicInfo BC at 250-383-4898.

Delegate Information

***First Name:** _____ (As to appear on name tag)

***Last Name:** _____ (As to appear on name tag)



F **senting:** _____ (As to appear on name tag)

Title: _____

***Mailing Address:** _____

***City:** _____

Province: British Columbia ▾

***Postal Code:** _____

***Phone:** (_____) _____ - _____

Fax: (_____) _____ - _____

***E-mail Address:** _____

***Confirm E-mail Address:** _____

List any Dietary Restrictions: None Specify:

Accessibility Accommodations: None Specify:

Registration Fees

Select your registration type.

<input type="radio"/>	Full Conference with Bioenergy Tour <i>Please note that the Bioenergy Tour will take place at the same time as the Golf Tournament. Please select only one of these events.</i>	\$375.00
<input type="radio"/>	Full Conference no Tour	\$325.00
<input type="radio"/>	One Day - Thursday May 7, 2015	\$200.00
<input type="radio"/>	One Day - Friday May 8, 2015	\$200.00
<input type="radio"/>	Complimentary	No charge

Extra Tickets

**Full conference registrations include tickets for both the Welcome Reception and Banquet.
 **Partners program is registered separately and includes tickets for both the Welcome Reception and Banquet.

Welcome Reception - Wednesday, May 6, 2015 0 ▾ @ \$50.00 each

60th NCLGA Annual Banquet and Awards Ceremony - May 7th, 2015 0 ▾ @ \$75.00 each

TOTAL FEES

Registration Fee:	\$ 0.00
Extra Tickets:	\$ 0.00
Subtotal:	\$ 0.00
5% GST #107395881RT0001:	\$ 0.00

NOTE: If the total is not correct you may not have Javascript enabled. In order to enable Javascript, please [click here](#)

TOTAL PAYMENT DUE : \$ 0.00

----- Register for Conference -----



Clerk

From: Karen Marshall - NCLGMA Conference Coordinator
<bckaren@live.com@mail73.atl51.rsgsv.net> on behalf of Karen Marshall - NCLGMA
Conference Coordinator <bckaren@live.com>
Sent: Monday, January 19, 2015 10:29 AM
To: Clerk
Subject: NCLGMA 2015 Registration Open!

Registration for the NCLGMA 2015 Conference is now open!

<http://www.civicinfo.bc.ca/event/2015/NCLGMA.asp>

A few things to note:

- Conference: April 7th – 9th, 2015 in Prince George
- [Conference Agenda](#) (177kb - [download here](#))
- Registration Fees have stayed the same (We haven't raised fees in several years!)
- We've listened to your requests to change the venue – and will be hosted by the Ramada.
- Room Blocks are available at the Ramada and at the Sandman Signature Hotel.

We look forward to seeing you in April!

Karen Marshall
NCLGMA Conference Coordinator
e. bckaren@live.com
p. 250-967-4119
c. 250-612-9595
Twitter: @KarenMarshallBC

Creating an elegant email is simple

Now that you've selected a template to work with, drag in content blocks to define the structure of your message. Don't worry, you can always delete or rearrange blocks as needed. Then click "Design" to define fonts, colors, and styles.

Need inspiration for your design? [Here's what other MailChimp users are doing.](#)



NCLGA 2015

— Prince George —

Change. Challenge. Opportunity.

Itinerary

Time	Event	Location
May 6, 2015		
9:00am – 2:00pm	Bioenergy Tour	City of Prince George District Energy System, Wood Innovation and Design Centre, UNBC Bioenergy Plant
9:00am – 2:00pm	Golf Tournament	TBA
1:00pm – 4:00pm	Northern Medical Program Trust Meeting	University of Northern British Columbia
5:00pm – 7:00pm	Welcome Reception	University of Northern British Columbia
May 7, 2015		
7:00am – 8:00am	Breakfast	Prince George Civic Centre
8:00am – 8:30am	Opening Ceremonies	
8:30am – 9:00am	UBCM Address	
9:00am – 9:00pm	Trade Show & Silent Auction	
9:00am – 10:00am	Business Session 1 <ul style="list-style-type: none"> • President's Report • Adoption of Minutes • Financial Statements • Nominations Committee Report • Nominations from the floor for NCLGA Executive • Speeches for First Slate - Table Officers 	
10:00am – 10:15am	Municipal Finance Authority Update Municipal Insurance Association Update	
10:15am – 10:30am	Refreshment Break	
10:30am – 10:45am	Northern Development Initiative Trust Presentation	
10:45am – 12:00 noon	Business Session 2 <ul style="list-style-type: none"> • Resolutions Procedures Briefing • Resolutions Debate Voting Booth Open	
12:00 noon – 1:30pm	Lunch	
1:30pm – 2:30pm	Business Session 3 <ul style="list-style-type: none"> • Results of the First Ballot • Nominations from the floor - Director at Large • Speeches from candidates - Director at Large • Resolutions Debate 	
2:30pm – 3:00pm	Don Lidstone	
3:00pm – 3:15pm	Refreshment Break	

12/16/2014 -1



NCLGA 2015

— **Prince George** —

Change. Challenge. Opportunity.

Itinerary

Time	Event	Location
3:15pm – 4:30pm	Business Session 4 • Resolutions Debate Voting Booth Open	Prince George Civic Centre
3:30pm – 4:30pm	Chief Administrative Officer Forum	
6:30pm – 11:00pm	Banquet and Ceremonial Presentations Keynote: Mike Harcourt Entertainment: Maureen Washington	
May 8, 2015		
7:00am – 8:00am	Breakfast	Prince George Civic Centre
8:00am – 9:15am	Concurrent Session 1 Economic Development Return on Investment	
8:00am – 9:15am	Concurrent Session 2 Health Services in the North	
9:15am – 9:30am	Refreshment Break	
9:30am – 10:45am	Concurrent Session 3 Workers Compensation Act and Legal Obligations Regarding and Bullying and Harassment	
9:30am – 10:45am	Concurrent Session 4 Sustainable Energy Systems	
10:45am – 11:00am	Refreshment Break	
11:00am – 12:00noon	Business Session 5 • Final Resolutions Debate	
12:00noon – 1:00pm	• Lunch and Prize Draw • Address from Provincial Ministers • Farewell from Host Committee	



Resolutions Package 2015:

North Central Local Government Association

January 20, 2015

Table of Contents

Resolutions 1012

Structure of a Resolution3

Resolution Writing Tips4

Sample Resolution6

NCLGA Gold Star Resolution.....7

Examples of Well-Written Resolutions8

Resolutions 101

Resolution: a written motion adopted by a deliberative body.

Resolutions are used as marching orders for the NCLGA. Each year, local government councils and boards submit resolutions to the NCLGA. These are specific calls to action, instructing the

NCLGA to do something on behalf of all member communities in the region. Resolutions submitted before the deadline (March 2nd, 2015) are discussed at the AGM & Convention each May. There, it is decided by the membership which resolutions to adopt or not. Adoption of the resolution signals the full support of all NCLGA member communities. This adds significant strength to the NCLGA's calls for change when advocating for the resolution's proposed action.

Resolutions follow a specific format, and must be submitted by a member community in order to reach the floor at the NCLGA AGM & Convention. The NCLGA does not take resolutions from non-members. After the AGM & Convention, all adopted resolutions are sent to UBCM for further advocacy. However, only resolutions that address issues of a province-wide concern are adopted by UBCM.

- The deadline for submitting resolutions to NCLGA is 60 days before the AGM & Convention (March 2nd, 2015).
- Only NCLGA members may submit resolutions. Resolutions are not accepted from hospital districts, industry, or other organizations.
- Resolutions may be sent back to communities asking for specific changes to be made (punctuation, formatting, background, etc).
- If resolutions come in that are very similar in nature, sponsor communities may be asked to agree to a merged resolution.
- If the resolution is of a regional nature (pertaining to a northern highway for example), be aware that UBCM may reject it as being "too regional" and will request that NCLGA advocate for it on their own.

Structure of a Resolution

All resolutions consist of a preamble and an enactment. The preamble describes the issue, and the enactment outlines the action being requested. A resolution should answer three questions:

- (a) What is the problem?
- (b) What is causing the problem?
- (c) What is the best way to solve the problem?

Preamble

The preamble begins with "WHEREAS," and is a concise sentence about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. If explaining the problem requires more than two clauses, then provide supporting documents to describe the problem more fully. Do not add extra clauses.

Enactment

The enactment begins with the phrase "THEREFORE BE IT RESOLVED," and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. The enactment should propose a specific action by UBCM. Keep the enactment as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

Resolution Writing Tips

a) Address one subject in the text of the resolution.

Since your community seeks to influence attitudes and inspire action, limit the resolution to one specific subject or issue.

b) Use simple, action-oriented language and avoid ambiguous terms.

Explain the situation briefly and state the desired action clearly.

c) Provide factual background information.

Even a carefully written resolution may not be able to convey the full scope of the problem or the action being requested. You can provide factual background information to ensure that the resolution is understood fully.

Submitted background information can take one of the following:

i. Supplementary Memo

A brief, one-page memo from the sponsor local government, which outlines the background that led to the adoption of the resolution by the council or board.

ii. Council/Board Report

The report on the subject matter, presented to council or board in conjunction with the resolution. If it is not possible to send the entire report, then extract the essential information and submit it with the resolution.

d) Construct a brief, descriptive title.

A title identifies the intent of the resolution and is usually drawn from the "enactment clause." For ease of printing in the Resolutions Book and for clarity, the title should be no more than three or four words.

e) Check legislative references for accuracy.

If and where necessary, please identify:

- the correct legislation, including the title of the act or regulation
- the correct jurisdictional responsibility (responsible ministry or department, and whether it is provincial or federal)

f) Focus on issues that are regional.

The issue identified in the resolution should be relevant to other local governments across the NCLGA region. This will support productive debate and assist NCLGA to represent your concern effectively to the provincial or federal government on behalf of all NCLGA regional districts and municipalities.

AND BE IT FURTHER RESOLVED that in the future the quick brown fox will invite a different partner to participate in games of leapfrog.

NCLGA Gold Star Resolution

Each year, a gold star is awarded to the sponsor community with the best resolution. The criteria for qualifying for the Gold Star Resolution are as follows:

- Resolution must be properly titled.
- Resolution must employ clear, simple language.
- Resolution must clearly identify a problem, reason and solution.
- Resolution must have two or fewer recital (WHEREAS) clauses.
- Resolution must have a short, clear, stand-alone enactment (THEREFORE) clause.
- Resolution must focus on a single subject, and must be of local government concern region-wide.
- Resolution must include appropriate references to policy, legislation and regulation.
- Resolution must be received prior to the deadline of March 2nd, 2015.
- Resolution must have a recommendation of endorsement by the NCLGA Executive.

Examples of Well-Written Resolutions

SHADOW POPULATIONS

NCLGA EXECUTIVE

WHEREAS local governments in rural British Columbia are experiencing a growing number of people living adjacent to their borders which is placing additional service provision pressures on these communities;

AND WHEREAS the local governments are not presently allowed to include this “shadow” population in their overall population count even though municipal services are utilized by them:

THEREFORE BE IT RESOLVED that the NCLGA and UBCM lobby the Provincial Government to amend the Community Charter to allow local governments the ability to conduct municipal census similar to Alberta’s Municipal Government Act’s Determination of Population Regulation 63/2001 and Amendment 10/2013.

Background Information:

Province of Alberta, Municipal Government Act, Determination of Population Regulation

Alberta Regulation 63/2001

http://municipalaffairs.gov.ab.ca/documents/msb/Determination_of_Population_Regulation.pdf

Shadow population

2.1(1) A municipal authority may apply to the Minister to have the shadow population included as part of the municipal census if the shadow population in a municipality is

(a) greater than 1000 persons, or

(b) less than 1000 persons but greater in number than 10% of the permanent population.

(2) An application under subsection (1) must be made prior to the municipal authority conducting the municipal census.

(3) The shadow population for a municipal authority must be verified every 3 years by a count held in the period starting on April 1 and ending on June 30 of the same year.

(4) The Minister shall determine whether the shadow population may be included as part of the municipal authority's municipal census.

(5) If the Minister permits a municipal authority to use the shadow population as part of the municipal census, the municipal authority must submit the results of the count of the shadow population, in the form set out in Schedule 3, to the Minister before September 1 of the year in which the municipal census is conducted.

STREETLIGHTS AND CARBON NEUTRALITY
CLEMENTS,

PORT

QUEEN CHARLOTTE,

MASSET,

NEW HAZELTON,

STEWART

WHEREAS BC Municipalities, who signed the Climate Action Charter, were supposed to achieve carbon neutrality by 2012 and streetlights represent a significant portion of electrical usage, especially for small northern communities;

AND WHEREAS BC Hydro owns a significant percentage of the streetlights under the 1701 designation, especially in smaller communities, which is preventing those communities from being able to address their carbon footprint by changing to LED streetlights:

THEREFORE BE IT RESOLVED that the NCLGA and the UBCM supports lobbying the provincial government to make the necessary changes to BC Hydro to allow all communities to reach locally appropriate solutions to switch BC Hydro owned streetlights to LED lights.

Background Information:

Municipalities who signed the Climate Action Charter are required to be carbon neutral either through changes in operations, by purchasing carbon credits or through some combination thereof. This creates a challenge, especially in small communities who do not have the resources or the density of population to make some of the options cost effective. Streetlights represent a large electrical use for most municipalities. BC Hydro owns most streetlights (classified as Schedule 1701 – Overhead Street Lights) in small communities and in some larger communities as well. LED technology represents at minimum a 45% savings in electrical consumption and carbon emissions (the estimates vary between 45-65%). Currently, for any streetlight fixture owned by BC Hydro, there is no mechanism to allow Municipalities to have them changed to LED fixtures even if the community is willing to fund the retrofit 100%. Small communities are

not significant enough power consumers to have Key Account Managers within BC Hydro to advocate on their behalf. Additionally, BC Hydro doesn't currently have a tariff in place to recognize the reduced power consumption of LED lighting. Creating a tariff involves the BC Utilities Commission and is a slow process.

Haida Gwaii has had funding in place since the beginning of 2012 to replace 1701 Streetlights with LED fixtures and have been negotiating with BC Hydro to allow them to switch to LED lights since March of 2012. The north end of Haida Gwaii runs exclusively on diesel generated hydro whose rates are subsidized by the rest of British Columbia residents therefore making the conversion to LED in all British Columbians interest.

Although BC Hydro is a large organization and the wheels often turn much slower where several levels of bureaucracy are involved, LED streetlights are not new technology. NCLGA and UBCM need to strongly encourage BC Hydro to move quicker on this issue and to work with small communities, regardless of the amount of power consumption involved, to reach solutions that support BC Hydro's green initiatives and BC Municipalities obligations under the Climate Action Charter.

WHEREAS small rural communities could benefit economically as service centres for the growing recreational sport of All-Terrain Vehicle (ATV) touring;

AND WHEREAS legislation in British Columbia currently prohibits the operation of All-Terrain Vehicles on highways, roads and streets for recreational purposes:

THEREFORE BE IT RESOLVED that the NCLGA and UBCM lobby the Provincial Government to amend current legislation to permit Local Governments to regulate the operation of ATVs on municipal roads and streets within their boundaries.

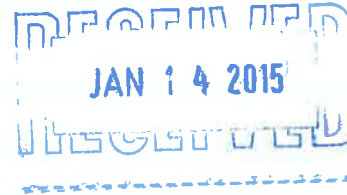
Background Information:

Provincial legislation currently provides local governments with the power to regulate the use of snowmobiles on municipal streets. Some municipalities such as the District of Wells take advantage of this empowerment to promote our community as a winter tourism destination by providing snowmobile enthusiasts not only with an excellent winter trail system, but also with the ability to directly access services in our town such as accommodation, restaurants and fuel.

The resolution being proposed is to encourage the Provincial Government to extend this same successful municipal empowerment to include the regulation of recreational All-Terrain Vehicles on municipal streets. Just as with snowmobiles, each Local Government could have the authority, by bylaw, to determine how, where and when ATV on-street use could be permitted within their boundaries. Obviously this may not be suitable for many urban areas and in such situations local governments need not enact such bylaws. However, for rural communities with a strong economic dependence on recreational tourism such legislation could provide an additional tool with which to promote their communities and sustain their businesses. For this reason we ask your support for this resolution.

January 9, 2015

District of Hudson's Hope
Mayor Gwen Johansson and Councillors
Box 330
Hudson's Hope, BC V0C 1V0



Mayor Gwen Johansson and Councillors,

**RE: High on Ice Festival 2015
Mayor's Ice Carving Challenge**

The High on Ice Winter Festival is a fantastic family event that takes place in Fort St. John every February. It is one of British Columbia's ice carving events and offers a full weekend of fun that includes: professional and amateur ice carving, snow sculpting competition, toboggan races, sleigh rides, ice fishing derby, pond hockey tournament, over the line tournament, curling bonspiel, children's activities and much more.

You are hereby challenged to compete in the High on Ice Festival Mayor's Ice Carving Challenge, February 7th from 9:00am-4:00pm. Pride and glory for your community are up for grabs along with the coveted trophy!

If you would like to accept my challenge, please contact Marissa Jordan at 250.794.3262 or e-mail mjordan@fortstjohn.ca by February 2, 2015. Once you have accepted the challenge, additional information will be provided to you.

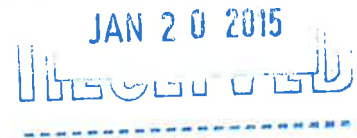
We hope to see you either in the Mayor's Challenge or out just enjoying the weekend in the Energetic City!

Yours truly,

Mayor Lori Ackerman
City of Fort St John

January 15, 2015

Ms. Gwen Johansson
Mayor
District of Hudson's Hope
Box 330 9904 Dudley Dr
Hudson's Hope, BC V0C 1V0

JAN 20 2015


Dear Ms. Johansson,

Re: Request for Support to Save Canada Post

Over a year ago, Canada Post Corporation announced a plan to change public postal service as we know it, and the government endorsed this plan. As a result, the corporation has dramatically hiked postage rates and is planning on eliminating door-to-door delivery, closing and downsizing post offices, reducing post office hours, and destroying thousands of decent jobs in communities throughout our country.

These major changes will be bad for seniors, people with mobility issues, charities, small businesses and many other people who rely on public postal service.

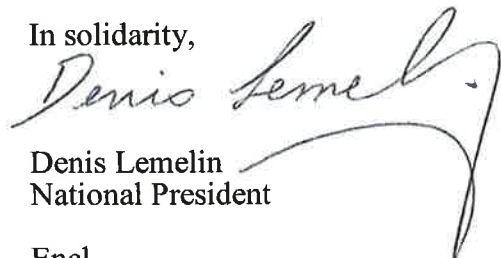
The Canadian Union of Postal Workers wants the federal government to reverse the Canada Post plan, and to look instead for ways to increase service and revenues in areas like postal banking, as other postal administrations have done. At the very least, we think the government should properly consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes.

CUPW has attached a fact sheet with more information about Canada Post's plan.

The union has also attached a resolution that it would like your municipality to consider passing. To date, over 400 municipalities and municipal organizations have passed resolutions opposing Canada Post plan for cuts, or calling for a halt to door-to-door delivery cuts until there is proper consultation. CUPW hopes you will think about joining and building on these efforts by passing our or your own resolution.

Thank you very much for considering this request. Thanks as well if your municipality passed an earlier resolution in support of postal banking or improving the Canadian Postal Service Charter. If you would like an electronic version of the resolution, please contact Brigitte Klassen at bklassen@cupw-sttp.org. Please call me at 613-236-7238 if you have any questions or concerns.

In solidarity,



Denis Lemelin
National President

Encl.

c.c. National Executive Committee, Regional Executive Committees, National Union Representatives, Regional Union Representatives, Specialists

/bk cope 225

SAVE CANADA POST - STOP THE CUTS

WHEREAS Canada Post and the Conservatives are taking an axe to long-treasured postal services – killing good jobs, eliminating door-to-door delivery, drastically increasing postage rates and closing, downsizing and reducing hours at post offices:

WHEREAS Canada Post did not properly consult on these changes, effectively eliminating any opportunity for input from the people who will be most affected; and

WHEREAS closing and downsizing post offices, reducing post office hours, and eliminating door-to-door delivery will reduce service and eliminate thousands of jobs in communities throughout our country.

WHEREAS Canada Post offers a public service that needs to be protected;

BE IT RESOLVED THAT the (name of municipality) write a letter to the Minister responsible for Canada Post that calls on the government to reverse the changes to services announced by Canada Post, and to look instead for ways to increase service and revenues in areas such as postal banking.

BE IT FURTHER RESOLVED THAT (name of municipality) ask the Federation of Canadian Municipalities to request that the federal government consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes to public postal service.

MAILING INFORMATION

Please send your resolution to: Lisa Raitt, Minister of Transport, Place de Ville, Tower C, 29th Floor, 330 Sparks Street, Ottawa, Ontario, K1A 0N5.

Please send copies of your resolution to: Denis Lemelin, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3

Your Member of Parliament. You can get your MP's name, phone number and address by calling 1-800 463-6868 (at no charge) or going to the Parliament of Canada website:
<http://www.parl.gc.ca/common/index.asp?Language=E>.

Brad Woodside, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

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Save Canada Post.ca

Canada Post has announced a plan to:

1. Attack the public postal network.

Canada Post plans to use more private post offices while streamlining the public postal network. This means closing and downsizing public post offices, as well as reducing their hours. Canada Post has closed about 40 urban and 75 rural post offices since 2012. This is the largest number of closures we have seen since the Conservatives closed about 1,500 rural and urban post offices in the eighties and nineties. More closures are expected. The corporation is also reviewing all urban offices to see if they can be made smaller and operated with fewer workers. In addition, it is dramatically reducing hours of service in rural communities.

2. Introduce huge postage rate hikes.

On March 31, 2014, the price of buying one stamp increased by 59% while the price of buying a book or coil of stamps increased by 35%. The price for pre-sorted and incentive letters increased by 15% and metred mail increased by 19%. These sudden and dramatic increases are unfair,

unreasonable and bad for the corporation's business. It would have been wiser and more reasonable for Canada Post to adopt gradual increases to keep up with rising costs.

3. Make our country the first in the world to eliminate door-to-door delivery.

Canada Post plans on taking away door-to-door delivery from over five million Canadian households and replacing it with community mailbox (CMB) delivery. There is a great deal of opposition to this plan, which will create huge problems for many Canadians, especially seniors and people with mobility issues. According to a recent poll, sixty per cent of people oppose the delivery cuts. In spite of this, Canada Post is determined to wipe out home mail delivery within a five year period. So far, Canada Post has announced its plans to convert more than a million households. The bulk of conversions will occur after the 2015 federal election. The federal government fully supports this major cut to public postal service.

4. Destroy 6000 to 8000 decent jobs.

Canada Post would need fewer employees if it goes to community mailbox delivery. It expects to eliminate 6000 to 8000 positions. Closing and downsizing post offices and reducing post office hours will also reduce the number of jobs in communities throughout the country. Our communities and our economy cannot afford to lose thousands of decent paying jobs.

The future of Canada Post

Canada Post and the Conservatives should consult on their plan to change public postal service as we know it. The public owns Canada Post. They have a right to input. This has not really happened in any meaningful way. Canada Post engaged in some discussions, but they were completely inadequate. The corporation held invite-only meetings in 46 communities and conducted a largely online public consultation on its future, focusing on cut. Since this time, over 400 municipalities and municipal organizations have passed resolutions or sent letters protesting the cuts or asking for a halt until there is meaningful consultation. Moreover, many thousands of Canadians have signed petitions and sent messages to their Members of Parliament (MPs). People have asked their federal representatives to tell Canada Post to stop the cuts and consider alternatives such as postal banking. Cutting might help Canada Post with its money problems in the short-term but it is not a good long-term strategy and it certainly won't improve the future of postal service in our country. The corporation should be following the lead of other postal administrations by innovating and introducing new revenue-generating services.

For more information, go to:

**Save
Canada
Post.**

Postal banking

The Canadian Union of Postal Workers (CUPW) believes that our country needs improved financial and banking services and that Canada Post is well placed to fulfill this need. Moreover, the union thinks that adding financial and banking services at Canada Post will help the corporation preserve public postal service and generate revenue. CUPW is not alone. Close to two-thirds of Canadians support Canada Post expanding revenue-generating services like bill payments, insurance and banking, according to a poll from April 2014. Many municipalities like the idea too. About 600 municipalities have passed resolutions endorsing the addition of financial and banking services at our public post office. Not only that, three former Canada Post Presidents have spoken favourably about the corporation getting more involved in financial services (i.e. Michael Warren, Andre Ouellet and Moya Greene). In recent years, Canada Post has even conducted studies on postal banking that appear to indicate that getting into financial services would be “a win-win strategy” and a “proven money-maker” for the corporation. This positive assessment was obtained through an Access to Information (ATI) request. Unfortunately, 701 of 811 pages of the ATI request were redacted. To date, Canada Post President Deepak Chopra has refused to release the 811 pages in their entirety.

Learn more. Check out *Why Canada Needs Postal Banking* at <https://www.policyalternatives.ca/publications/reports/why-canada-needs-postal-banking>

cupe 1979/cope 225

You're Invited!

Join TransCanada and experience the
2015 Canada Winter Games in Prince George, B.C.



OFFICIAL SPONSOR



Dear Honourable Mayor Johansson and guest,

On behalf of TransCanada, it is our pleasure to invite you to attend the Canada Winter Games, Women's Hockey Bronze/Gold Medal Round, as our special guests.

Date: February 20, 2015

Time: 4-10:45 PM (Gold Medal Game @ 7:35pm)

Location: CN Centre, 2187 Ospika Boulevard, Prince George, BC

Your TransCanada hosts will be Rebecca McElhoes, Chris Pezoulas, Kyle Martin and Catie Underhill.

Food and refreshments will be provided in Suite #7. If you can please provide us with your preferred mailing address we will have your tickets couriered to you.

Please RSVP at your earliest convenience by email:

Lillian_George@TransCanada.com or by phone: 250-596-8057

Clerk

Subject: FW: 2015 Council of Forest Industries Annual Convention
Attachments: Complimentary Registration 2015 Community Leaders.docx

TO:

1. Mayors and Regional District Chairs
2. Presidents and Executive Directors of NCLGA, AKBLG, SILGA and UBCM

Re: COFI ANNUAL CONVENTION - April 7-9, 2015

The Council of Forest Industries will be holding BC's premier wood products convention April 7 - 9, 2015 in Prince George, BC at the Prince George Civic Centre.

As in past years as part of our Community Leaders program, we are pleased to offer you one complimentary registration package to attend the convention. This program begins with a "Welcome Reception" on Tuesday, April 7, 2015 at 6:00 pm at the Coast Inn of the North in Prince George. The reception is designed as a networking occasion for Community Leaders to interact with COFI staff and members and other senior forest sector delegates. Mayors and Regional District Chairs from across BC's Interior will receive a complimentary registration to the convention as well as complimentary accommodation for the nights of Tuesday, April 7 and Wednesday, April 8th at the Ramada Hotel.

The overall convention program is available at: [Click Here](#)

To confirm your participation as your community's local government representative, please complete the enclosed registration form and return it by February 13, 2015.

We look forward to you joining us. However, if you as Mayor or Regional District Chair are unable to attend, your community's CAO or a councillor/director are welcome to use the complimentary registration. We encourage other councillors and/or staff to also attend and will extend the COFI member convention rate to them. Please have them contact Diana Gillrie.

If you have any questions, please contact Diana Gillrie or Pam Edgar at 250.860.9663 or via email at gillrie@cofi.org or edgar@cofi.org.

Regards,



Doug Routledge
Vice President
Council of Forest Industries



2015 Annual Convention
 Prince George, BC
 April 7 - 9, 2015
Community Leaders
COMPLIMENTARY
REGISTRATION FORM

Council of Forest Industries
 360 - 1855 Kirschner Road
 Kelowna, BC V1Y 4N7
 Tel: 250.860.9663
 Fax: 250.860.0009
 Email: gillrie@cofi.org
 Website: www.cofi.org

One complimentary registration is extended to Interior Mayors, Interior Regional District Chairs, Presidents and the Executive Directors of NCLGA, AKBLG, SILGA AND UBCM.
Should the individual above not be able to attend, the CAO or a councillor/director may attend in their place.
To receive your complimentary registration, please indicate your plans below and return this form to our office.

Should your organization want to send more individuals to the convention at the COFI Member Rate, (colored in green below), please contact Diana Gillrie at 250.860.9663.

Registration packages will be available at the COFI Registration Desk in the main foyer of the Prince George Civic Centre from 7:00am-5:00pm on Wednesday, April 8 and from 7:00am-12:00pm on Thursday, April 9.
 For more information, please visit www.cofi.org

Organization Name:							
Contact Name:		Community Leaders Tuesday Night Welcome Reception (Coast Inn of the North)	FULL CONVENTION (2 days) \$400		WEDNESDAY ONLY \$300	THURSDAY ONLY \$200	
Phone:							
1. Name & Title:		<input type="checkbox"/> Complimentary	<input type="checkbox"/> Complimentary	OR	<input type="checkbox"/> Complimentary	OR	<input type="checkbox"/> Complimentary
Email:							
Please print your name exactly as you wish it to appear on your name tag Email addresses are required for current and future Annual Convention correspondence							
COMPLIMENTARY ACCOMMODATIONS:							
COFI will reserve a room in your name once your arrival and departure dates are known and a confirmation will be sent to you.							
ACCOMMODATIONS REQUIRED: YES ---- Tues, April 7 <input type="checkbox"/> and/or Wed, April 8 <input type="checkbox"/>							

Send your completed form by February 13th via:

Email to: gillrie@cofi.org

Mail to: Council of Forest Industries, 360 - 1855 Kirschner Road, Kelowna, BC V1Y 4N7

or fax to: 250.860.0009

Clerk

From: FCM Registration <register@fcm.ca>
Sent: Monday, January 26, 2015 1:52 PM
To: Clerk
Subject: FCM's Annual Conference: registrations start now!

January 26, 2015

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FCM's Annual Conference: registrations start now!

Get ready to learn, share, influence and network at this year's largest pan-Canadian gathering of municipal elected leaders!

From June 5 – 8 in Edmonton, Alberta, FCM's Annual Conference and Trade Show will bring together nearly 2,000 mayors, reeves, councillors and other municipal officials to discuss our role in building stronger cities under the theme **Today's communities, tomorrow's Canada**. This is a unique opportunity to network with your peers and learn from municipal experts from across the country!

FCM TWEETS

Mark your calendars!
@CityofEdmonton hosts #FCM2015AC, June 5-8. Save on registration fees and book today.
<http://bit.ly/11XjhnQ>
#CDNmuni

I just registered for FCM's Annual Conference and Trade Show. Are you registered yet?
<http://bit.ly/11XjhnQ>
#FCM2015AC
#CDNmuni

One look at our activities and study tours packed [preliminary program](#) will get you on board!

[Register now](#) and take advantage of early-bird savings.

Important hotel information:
If you have booked rooms at the conference hotels but have decided not to use them, you must cancel your reservations by February 6 or you will risk losing the first-night deposit.

See you in Edmonton!

SOCIAL MEDIA

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FCM's 2015
Conference and
Trade Show

**TODAY'S
COMMUNITIES,
TOMORROW'S
CANADA**



Program

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[Thursday, June 4, 2015](#) | [Friday, June 5, 2015](#) | [Saturday, June 6, 2015](#) | [Sunday, June 7, 2015](#) | [Monday, June 8, 2015](#)

Thursday, June 4, 2015

- 10 a.m. - 6 p.m. **Delegate and Exhibitor Registration**
- 4 - 5 p.m. **Regional Delegate Meetings**
- 5 - 7 p.m. **Trade Show Official Opening and Reception**

[Back to top](#)

Friday, June 5, 2015

- 7 a.m. - 6 p.m. **Delegate Registration**
- 7 - 8 a.m. **Continental Breakfast**
- 8 - 8:30 a.m. **Opening Ceremony**
- 8:30 - 10 a.m. **President's Forum**
- 10 a.m. - 4 p.m. **Trade Show**
- 10:15 - 11:45 a.m. **Workshops**
- 12 - 12:30 p.m. **Keynote Speaker**
- 12:45 - 2:45 p.m. **Trade Show Lunch**

[Study Tours](#)

Lunch provided

2:45 - 3:15 p.m.

Keynote Speaker

3:30 - 5 p.m.

Workshops

10 p.m. - 12 a.m.

[Study Tour](#)

[Back to top](#)

Saturday, June 6, 2015

7 a.m. - 6 p.m.

Delegate Registration

7:30 - 8 a.m.

Continental Breakfast

8 a.m. - 4 p.m.

Trade Show

8 - 9 a.m.

Resolutions Plenary

9 - 9:30 a.m.

Keynote Speaker

9:45 - 11:45 a.m.

Workshops

11:15 a.m. - 12:45 p.m.

Trade Show Lunch

11:15 a.m. - 2:15 p.m.

[Study Tours](#)

Lunch provided

1 - 2:30 p.m.

Workshops

2:45 - 3:15 p.m.

Trade Show Coffee Break and Prize Draw

4 - 6 p.m.

[EIEA Women's World Cup Canada 2015](#)

Opening Ceremonies and Canada vs China game

6:30 - 8:30 p.m.

[Mayor's Reception](#)

[Back to top](#)

Sunday, June 7, 2015

7 a.m. - 4 p.m.

Delegate Registration

7 - 8:15 a.m.

[Taking our Place at the Table: Breakfast fundraiser for FCM scholarship program](#)

7:30 - 8:15 a.m.

Continental Breakfast

8:30 - 10:30 a.m.

Annual General Meeting and Elections

10:30 - 11 a.m.

Coffee Break

11 a.m. - 1 p.m.

Election of Board of Directors

Lunch provided

1 - 1:30 p.m.

Election Results

1:30 - 2:30 p.m.

Keynote Speaker

2:30 - 3 p.m.

Election of Regional Chairs

3 - 5 p.m.

[Study Tours](#)

6:30 p.m. - 12 a.m.

[City of Edmonton Festival Gala](#)

[Back to top](#)

Monday, June 8, 2015

7 - 10 a.m.

Delegate Registration

8 - 8:45 a.m.

[Farewell Breakfast](#)

8:45 - 9:15 a.m.

Keynote speaker

9:15 - 9:45 a.m.

Closing Ceremony

10 a.m. - 1 p.m.

[Study Tours](#)

[Back to top](#)

Page Updated: 26/01/2015
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