



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 6, 2015

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

Hudson's Hope Playschool Society - 2014/2015

Directors / Officers

Position	First Name	Last Name	Phone Number
President	Tyler	Schwartz	250-783-5699
Vice-President	Serena	Matchett	778-887-8963
Treasurer	Sarah	Flood	250-783-5233
Secretary	Becky	Mercereau	250-783-9937
Registrar	Heather	Bernier	250-783-5484
Member at Large	Nicole	Gilliss	250-783-5633

SOCIETIES ACTCONSTITUTION

1. The name of the Society is _____

Hudson Hope Parents and Tots Drop In Centre

2. The purposes of the Society are:

- (a) to supply and render service of a non-profit nature to children.
- (b) to work closely with parents in daycare programs which seek to meet the individual needs of parents and children.
- (c) to provide a meeting place for parents, children and others for mutual instruction and exchanges of ideas.
- (d) to print, publish, and distribute, printed material and literature related to the attainment of the society's purposes.
- (e) to enter into any contracts or arrangements with any person, corporation, or governmental agency that may seem conducive to the above society's purposes.
- (f) to raise money for carrying out the society's objects and, without limiting the generality of the foregoing to raise funds through subscriptions, membership fees, donations, gifts, governmental or private grants.
- (g) to purchase, sell, lease, and (or) hold such property, equipment, and materials that are deemed necessary to accomplish the society's purposes.
- (h) to do all such things as are necessary and conducive to the attainment of the above objects or any of them.

FILED AND REGISTERED

5-2-80 8525

APR 29 1980

M. A. JORE de St. Jorre
REGISTRAR OF COMPANIES

3. In the event of winding up or dissolution of the Society funds and assets of the Society remaining after the satisfaction of its debts and liabilities, shall be given or transferred to such organization or organizations concerned with the social problems or organizations promoting the same purposes of this Society, as may be determined by the members of the Society at the time of winding up or dissolution, and if effect cannot be given to the aforesaid provisions, then such funds shall be given or transferred to some other organizations, provided however that such organization referred in this paragraph shall be a charitable organization, a charitable corporation, or a charitable trust recognized by the Department of National Revenue of Canada as being qualified as such under the provisions of the Income Tax Act of Canada from time to time in effect.
4. The purposes of the Society shall be carried out without purpose of gain for its members and any profits or other accretions to the Society shall be used for promoting its purposes.
5. Paragraphs 3 and 4 of the Constitution are unalterable in accordance with the Societies Act.



DUPLICATE

NUMBER: S-15570

**CERTIFICATE
OF
CHANGE OF NAME
*SOCIETY ACT***

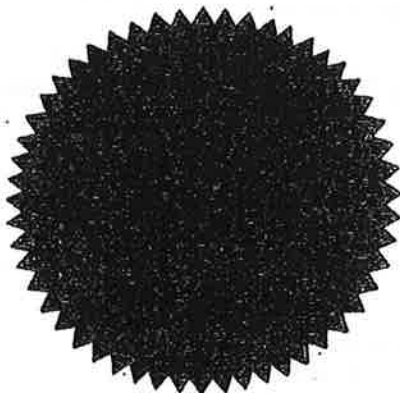
I Hereby Certify that

HUDSON HOPE PARENTS AND TOTS DROP IN CENTRE

has this day changed its name to

HUDSON'S HOPE PLAY SCHOOL

*Issued under my hand at Victoria, British Columbia
on May 26, 1999*



JOHN S. POWELL
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA



Form 10
(Section 66 and 67)

Certificate of
Incorporation No. _____

SOCIETY ACT

COPY OF RESOLUTION

The following is a copy of

- ☒ a special resolution* passed
☐ an ordinary resolution
☐ a directors' resolution

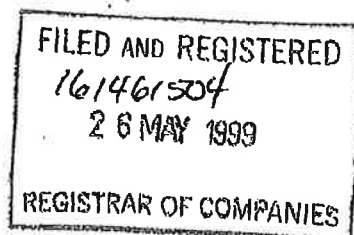
in accordance with the by-laws of the Society on the 6 day of May, 19 99:

"RESOLVED

WE WOULD LIKE TO change the name
FROM: HUDSON HOPE Parents and TOTS DROP IN
TO: HUDSON'S HOPE Play School.

Thank You
[Signature]

Dated the 6 day of May, 19 99.



by _____

HUDSON HOPE Parents and
(Name of Society) TOTS DROP IN
CENTRE

[Signature]
(Signature)

PRESIDENT
(Relationship to Society)

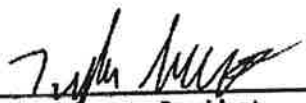
* Strike out words which do not apply.

[Note— (a) No special resolution has effect until accepted by the Registrar of Companies.

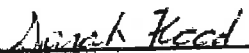
(b) Send, in duplicate, to the Registrar of Companies, Mailing Address: PO Box 9431 Stn Prov Govt, Victoria BC V8W 9V3. Location Address: 2nd Floor - 940 Blanshard Street, Victoria BC together with applicable fee. Telephone number: (250) 356-8673.]

Hudson's Hope Playschool
Balance Sheet
As at August 31

	2014
Cash	13,529.58
Accounts receivable	2,211.24
Investment	<u>62.32</u>
Total assets	<u>15,803.14</u>
Accounts payable	946.53
Deferred contributions	800.00
Net assets	<u>14,056.61</u>
Total liabilities and fund balance	<u>15,803.14</u>


Tyler Schwartz, President

Nov 29, 2014
Date


Sarah Flood, Treasurer

Nov 26, 2014
Date

**Hudson's Hope Playschool
Income Statement
For the Year Ended August 31**

2014

Tuition	42,870.00
Child Development Center Funding	10,544.00
Provincial Government Funding	7,709.00
Fundraising	5,608.00
Contributions	1,100.00
Total revenue	<u><u>67,831.00</u></u>

Wages	58,632.00
Supplies and Programming	2,272.00
Start-up Purchases	1,369.00
Fundraising expenses	1,140.00
Insurance	448.00
Telephone and Internet	434.00
Worksafe BC	396.00
Professional Development	335.00
Building Maintenance and Repairs	250.00
Miscellaneous	223.00
Registration and Licenses	78.00
Total expenses	<u><u>65,577.00</u></u>

Excess revenue over expenses

2,254.00



Tyler Schwartz, President

Nov 29, 2014

Date



Sarah Flood, Treasurer

Nov 26, 2014

Date

**Hudson's Hope Playschool
Budget Revenue and Expenses
For the Year Ended August 31**

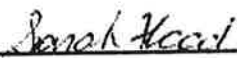
	2015	2016
Tuition	23,940.00	24,418.80
Child Development Center Funding	-	-
Provincial Government Funding	3,076.42	3,137.95
Fundraising	6,042.70	6,163.55
Contributions	1,000.00	1,020.00
Total revenue	<u>34,059.12</u>	<u>34,740.30</u>
Wages	22,007.22	22,447.36
Supplies and Programming	2,100.00	2,142.00
Start-up Purchases	1,000.00	1,020.00
Fundraising expenses	2,222.70	2,267.15
Insurance	1,066.00	1,087.32
Telephone and Internet	385.00	392.70
Worksafe BC	396.00	403.92
Professional Development	965.68	984.99
Repairs and Maintenance	466.79	476.13
Miscellaneous	728.00	742.56
Registration and Licenses	107.10	109.24
Capital expenses	962.69	981.94
Total expenses	<u>32,407.18</u>	<u>33,055.32</u>
Excess revenue over expenses	<u><u>1,651.94</u></u>	<u><u>1,684.98</u></u>



Tyler Schwartz, President

Nov 29, 2014

Date



Sarah Flood, Treasurer

Nov 26, 2014

Date

LICENCE

Community Care and Assisted Living Act

Permission to operate a Community Care Facility is granted to:

Licensee: Hudson's Hope Playschool
Address: Box 611 Hudson's Hope, BC, V0C 1V0

Having complied with the provisions of the Community Care and Assisted Living Act and Regulations in the Province of British Columbia, the licensee is authorized to operate:

Facility Name: Hudson's Hope Playschool
Address: 10112 MacIntosh Crescent Hudson's Hope, BC, V0C 1V0
Facility Number: 1704668
Facility Manager: Samantha MacDonald
Facility Type: Child Care - 300

Type(s) of Service
310 Multi-Age Child Care

Capacity
8

Maximum Capacity: 8

Original Issue Date: 23-Sep-1985
Effective Date: 02-Sep-2014



Licensing Officer
Northern Health Authority - Northeast Division

This Licence must be displayed in a conspicuous place. This Licence is not transferable.

Describe the reason for your grant application:

In addition to providing the only licensed childcare services in Hudson's Hope, the Hudson's Hope playschool offers summer camps for children aged 3-9 years old during the month of July.

These camps provide a variety of enriching activities for children in this age group. The activities have included these such as art, food, outdoor living, survival, science, and drama and typically run in two sessions – an 8am-12pm session and a 12:30pm-4:30pm session for 4 continuous weeks.

Historically, there has been a desire to keep the costs of these summer camps low to enable participation from the broad demographic of families resident in Hudson's Hope. Camp fees for the 2014 year were \$80 per 20 hours of camp time, with the Playschool agree to subsidize camps up to \$1000 dollars from its school year based operating budget.

Grant funding will help facilitate enriching activities at low costs that are open to all children in Hudson's Hope aged 3-9 years old.

The Hudson's Hope Playschool is requesting a grant of \$750 to provide enriching activities at the summer camps while being able to help keep the costs affordable to all families.



APPLICATION FOR A GRANT

Date: Feb 13/15 Date Received: _____

GENERAL INFORMATION				
Official Name of Non-Profit Organization <u>Hudson's Hope School</u>				
Mailing Address <u>Box 390</u>		City <u>Hudson's Hope</u>	Province <u>BC</u>	Postal Code <u>V0C 1V0</u>
SOCIETY INFORMATION				
Society Registration Number		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	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM				
Contact Name <u>Derrek Beem</u>				
Mailing Address <u>Box 471</u>		City <u>Hudson's Hope</u>	Province <u>BC</u>	Postal Code <u>V0C 1V0</u>
Work Telephone <u>250 783 9994</u>	Home Telephone <u>250. 783 3044</u>	Cell Telephone	Email Address <u>dbeem@prn.bc.ca</u>	
GRANT APPLICATION				
☐ New Grant Application		☐ Application for Project Previously Funded by the		



ORGANIZATION INFORMATION

Describe the purpose of your organization:

To educate students

User Statistics

1. 100's The number of persons that are served by your organization annually.
2. ~20 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 100's 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:

Aboriginal Days Education and Celebration.
Our students & staff will be providing a variety
of learning opportunities on this day (making flutes, drums,
native dancing & crafts).

We need the District Tent set up for
use from 9:00 am - 3:00 pm on Tuesday May 5th.

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



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

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 15/17

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
PLAYGROUND OF THE PEACE

Tent.

APPLICATION FOR A GRANT

Date: Feb 12, 2015

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization <u>Hudson's Hope School</u>			
Mailing Address <u>Box 390</u>	City <u>Hudson's Hope</u>	Province <u>BC</u>	Postal Code <u>V8C1V8</u>
SOCIETY INFORMATION			
Society Registration Number		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	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name <u>Derek Beam</u>			
Mailing Address <u>Box 471</u>	City <u>Hudson's Hope</u>	Province <u>BC</u>	Postal Code <u>V8C1V8</u>
Work Telephone <u>250 783 9994</u>	Home Telephone <u>250 783 3044</u>	Cell Telephone <u>250 783 3044</u>	Email Address <u>dbeam@prn.bc.ca</u>
GRANT APPLICATION			
☐ New Grant Application		☒ Application for Project Previously Funded by the	

REQUEST FOR GRANT

Describe the reason for your grant application:

Our P.A.C. organizes a sports day every year to promote physical fitness, sportsmanship, and peer-~~even~~ connectedness. This is a school wide event. We are requesting a donation of the district "tent" as well as a donation of time ~~and~~ set for set-up/take-down.

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
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- ☐ 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



HUDSON'S
HOPE
PLAYGROUND OF THE PEACE

ORGANIZATION INFORMATION

Describe the purpose of your organization:

To provide educational and healthy living activities for students of all ages.

User Statistics

For the sports day:

1. 140 The number of persons that are served by your organization annually.
2. 15 staff The number of members in your organization/society.

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

1. 8 the number of volunteers and 80 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
1	Admin	Salary
10	Teachers	Salary
6	Support Staff	Salary
1	Clerical	Salary
2	Custodial	Salary.

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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: February 8, 2015

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization <u>HUDSON'S HOPE SKI Association</u>			
Mailing Address <u>Box 328</u>	City <u>HUDSON'S HOPE</u>	Province <u>BC</u>	Postal Code <u>V0C 1V0</u>
SOCIETY INFORMATION			
Society Registration Number <u>S-0041387</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	
<u>PRESIDENT</u>	<u>DARRYL JOHNSON</u>	<u>250 783 0810</u>	
<u>VICE PRESIDENT</u>	<u>AL EDGAR</u>	<u>250 783 9128</u>	
<u>SECRETARY/TREASURER</u>	<u>Kelly Newshome</u>	<u>250 783 5736</u>	
<u>DIRECTOR</u>	<u>CANDACE DOW</u>	<u>780 817 1851</u>	
<u>DIRECTOR</u>	<u>NEDRA FORRESTER</u>	<u>250 783 8923</u>	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name <u>Kelly Newshome</u>			
Mailing Address <u>Box 750</u>	City <u>HUDSON'S HOPE</u>	Province <u>BC</u>	Postal Code <u>V0C 1V0</u>
Work Telephone	Home Telephone <u>250 783.5736</u>	Cell Telephone	Email Address <u>Kellyn@pris.ca</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 PURPOSE OF THE HUDSON'S HOPE SKI ASSOCIATION IS REFLECTED IN OUR MISSION STATEMENT:
TO PROVIDE A FAMILY FRIENDLY SKI HILL AND YEAR ROUND RECREATIONAL FACILITY FOR HUDSON'S HOPE AND ADJACENT AREAS.

OUR SKI HILL IS NOW OPERATIONAL SO OUR FOCUS IS PRIMARILY TO MAINTAIN OUR EXISTING FACILITY AND SECONDLY TO EXPAND AND DIVERSIFY. WE HAVE OPENED A SECOND RUN THIS SEASON AND OFFER RENTAL SKIS AS WELL. WE HAVE STARTED CLEARING A NETWORK OF TRAILS FOR SNOWSHOEING AND CROSS COUNTRY SKIING IN THE WINTER AND MOUNTAIN BIKING IN THE SUMMER. WE ARE HOPING TO OFFER SNOWSHOE AND CROSS COUNTRY SKI RENTALS IN THE NOT TOO DISTANT FUTURE AND A BIGGER SNOWCAT AND GROOMER ARE ON OUR WISH LIST AS WELL.

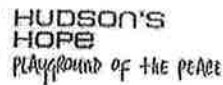
User Statistics

- 100 SKIER VISITS IN PART OF A SEASON. WE ARE OPEN TO ANYONE WANTING TO SKI.
1. _____ The number of persons that are served by your organization annually.
 2. 18 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 2800 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
	NO PAID STAFF	



Describe the reason for your grant application:

SEE ATTACHMENT

☐ Event ☒ Capital Project

☒ Youth ☒ Seniors ☒ Disadvantaged Persons

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

- ☐ 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

Describe the reason for your grant application:

The Hudson's Hope Ski Association is applying for grant money to help sustain our communities ski hill.

In the summer of 2014, we held our 15th annual fishing derby to raise money for the hill. We also were very fortunate to receive grants from both Northern Health and Hope4Health which enabled us to purchase rental skis and helmets for both adults and kids and Moberley Lake First Nations bought us protective pads to cover the power poles. An untimely glitch in our lifts variable frequency drive resulted in missing revenue over the Christmas holidays. BC Hydro came to the rescue and we were back in business in January.

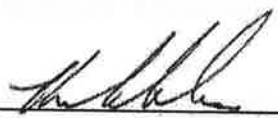
At present, we rely on grant money as we become established and eventually even expand to a year round recreational area. We are once again applying to the District of Hudson's Hope for grant money to cover the cost of our insurance, land rent, BC Safety Authority permits, society registry, Canada West Ski Areas Association dues and our BC Hydro utility charges. We hope the District can once again help us out in our quest to provide a healthy and enjoyable outdoor experience for our own community and our neighbors as well. We would like to make application for \$8,050, to be distributed as follows:

\$6,145.00	Gougeon Insurance	\$2,000,000 General Liability Ins. & Directors Liability Ins. and D & D
\$280.00	BC Safety Authority	Contractor Licence renewal
\$317.50	BC Safety Authority	Annual Operating Permit
\$25.00	BC Registry Services	Society Annual Report filing
\$525.00	Ministry of Agriculture and Lands	Crown Land annual rent
\$110.25	Canada West Ski Areas Assn.	Required annual dues
\$647.89	BC Hydro	Utility bill
\$8,050.64	TOTAL	

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 8, 2015

Date

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APPLICATION DEADLINE - FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE

HUDSON'S HOPE, BC

VOC 1V0, CANADA



Hudson's Hope Ski Association
Statement of Income and Disbursements
October 1, 2013 - September 30, 2014
(Prepared without Audit)

RECEIPTS

Club Donations	560.00
Grants	8,100.00
Ski Ticket Revenue	990.00
Derby Donations	4,465.61
Derby - Ticket Sales	2,221.50
Derby - Auction	1,915.00
Interest from Bank Accounts	44.66
Interest from Investments	0.00
Memberships	55.00
TOTAL RECEIPTS	<u>18,351.77</u>

DISBURSEMENTS

Board Expenses	0.00
Construction Costs	2,212.57
Other Capital Costs	0.00

General & Administrative Costs

Advertising and PR	50.00
Bank Charges	136.11
Derby Prizes	1,513.55
Derby Advertising	442.14
Dues & Subscriptions	135.25
Events	582.87
Insurance	6,439.00
Office Supplies	276.10
Professional Fees	0.00
Promotions	0.00
Rent - Lease	525.00
Licencing Fees	596.77
Property Tax	0.00
Site Maintenance	0.00
Equipment Maintenance	588.05
Small tools & supplies	0.00
Utilities - Hydro	647.89
Construction (Hill/Tow)	726.35
Total General & Administrative Costs	<u>12,659.08</u>

TOTAL DISBURSEMENTS

14,871.65

Excess (deficiency) of Receipts over Disbursements

3,480.12



Hudson's Hope Ski Association
Balance Sheet as at September 30, 2014
(Prepared without Audit)

ASSET

OPERATING FUND Current Assets

NPSCU chequing 527028-101	17,811.78
Accounts Receivable	0.00
Total Operating Fund Assets	<u>17,811.78</u>

CAPITAL FUND

Equity Shares - NPSCU	50.06
Total Capital Funds Assets	<u>50.06</u>

CAPITAL ASSETS

Ski Hill & Recreation Property	165,000.00
Building Improvements	8,000.00
Ski Lift	48,612.57
Equipment (Snow Cat)	5,000.00
Total Capital Assets	<u>173,000.00</u>

TOTAL ASSET	<u>190,861.84</u>
--------------------	-------------------

LIABILITY

OPERATING FUND Current Liabilities

Deferred Funding	0.00
Accounts Payable	3,385.00
TOTAL CURRENT LIABILITIES	<u>3,385.00</u>

TOTAL LIABILITY	<u>3,385.00</u>
------------------------	-----------------

EQUITY

OPERATING FUND EQUITY

Retained Earnings	130,374.57
Current Earnings	3480.12
TOTAL OPERATING FUND EQUITY	<u>133,854.69</u>

TOTAL EQUITY	133,854.69
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LIABILITIES AND EQUITY	<u>\$137,239.69</u>
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HUDSON'S HOPE HILL ASSOCIATION
BANK BALANCE SHEET OCTOBER 1, 2013 TO SEPTEMBER 30, 2014
STARTING BALANCE ACCT # 527028-101 - Oct 1, 2013 \$ 33,001.56

DATE	CHK NO	ITEM DESCRIPTION	PAYABLE	RECEIVABLE	BALANCE	CATEGORY
07-Oct-13		Fishing Derby Donation: Talisman (from 2013)		\$ 1,000.00	\$ 33,001.56	Fishing Derby - Donation
09-Oct-13	250	Summit Lifts - Second payment	\$ 5,000.00		\$ 34,001.56	Construction (Ski Lift)
12-Oct-13	251	Pro Hardware - materials for bottom station (re Kelly)	\$ 1,033.27		\$ 29,001.56	Construction
22-Oct-13	249	Canada Ticket - lift tickets (re Kelly)	\$ 276.10		\$ 27,968.29	Office Supplies
31-Oct-13		Bank paid interest		\$ 6.23	\$ 27,692.19	Interest
14-Nov-13		Bank paid interest		\$ 1.25	\$ 27,698.42	Interest
28-Nov-13	253	Alcan Ventures - signage	\$ 148.73		\$ 27,699.67	Construction
30-Nov-13		Bank paid interest		\$ 5.69	\$ 27,550.94	Interest
04-Dec-13	252	Pro Hardware - light bulbs and wood screws	\$ 36.93		\$ 27,556.63	Construction
07-Dec-13		Membership dues		\$ 55.00	\$ 27,519.70	Membership fees
07-Dec-13		From members towards AGM meal		\$ 50.00	\$ 27,624.70	Donation
07-Dec-13	cash	Above dues & donations paid to Sportsman's	\$ 105.00		\$ 27,519.70	Event Expenses
07-Dec-13	254	Sportsman's Inn - AGM dinner (balance owing)	\$ 105.00		\$ 27,414.70	Event Expenses
10-Dec-13	256	Safety Auth Operating Permit fee	\$ 633.53		\$ 26,781.17	Licencing Fees
12-Dec-13	259	Pro Hardware - 2x4's and keys cut	\$ 33.49		\$ 26,747.68	Construction
12-Dec-13	257	Gougeon Insurance - General Liability Insurance	\$ 6,000.00		\$ 20,747.68	Insurance
12-Dec-13	255	Society annual report 2013	\$ 25.00		\$ 20,722.68	Dues & Subscriptions
20-Dec-13	261	Alcan Ventures - signage	\$ 53.50		\$ 20,669.18	Construction
24-Dec-13	258	Construction Materials - paint, door knobs, fire ext	\$ 767.40		\$ 19,901.78	Construction
31-Dec-13		Bank paid interest		\$ 4.85	\$ 19,906.63	Interest
06-Jan-14	TSF	Steven Palfy - snowcat	\$ 4,725.00		\$ 15,181.63	Equipment
07-Jan-14	260	Min of Ag & Lands - Land rental	\$ 525.00		\$ 14,656.63	Rent - Lease
08-Jan-14		Ski Ticket Revenue		\$ 70.00	\$ 14,726.63	Ski Ticket Revenue
14-Jan-14	263	Pro Hardware - battery and oil for sled	\$ 138.28		\$ 14,588.35	Equipment Maintenance
22-Jan-14	264	Steven Palfy - balance for snowcat (trailer rent and fuel)	\$ 225.00		\$ 14,363.35	Equipment
24-Jan-14	265	Home Hardware - stain for fence and rollers (from July)	\$ 177.93		\$ 14,185.42	Construction
28-Jan-14	266	Summit Lifts - Third payment	\$ 6,000.00		\$ 8,185.42	Construction (Ski Lift)
28-Jan-14	TSF	Bank charges for transfer to Randy	\$ 25.00		\$ 8,160.42	Bank fee
31-Jan-14		Bank paid interest		\$ 3.10	\$ 8,163.52	Interest
04-Feb-14	262	Princess Auto (DJ) - winch for cat and other parts	\$ 316.04		\$ 7,847.48	Equipment Maintenance
05-Feb-14	267	Legacy Market - Gift card for Steven Palfy	\$ 50.00		\$ 7,797.48	Advertising and PR
12-Feb-14		Ski Ticket Revenue		\$ 170.00	\$ 7,967.48	Ski Ticket Revenue
17-Feb-14		Ski Ticket Revenue		\$ 230.00	\$ 8,197.48	Ski Ticket Revenue
18-Feb-14	269	Weiners for grand opening (Nedra)	\$ 23.00		\$ 8,174.48	Event Expenses
19-Feb-14	270	Pro Hardware - snowcat parts	\$ 37.58		\$ 8,136.90	Equipment Maintenance
20-Feb-14	268	Gougeon Insurance - Directors Liability	\$ 439.00		\$ 7,697.90	Insurance
28-Feb-14		Bank paid interest		\$ 1.51	\$ 7,699.41	Interest
04-Mar-14	271	Marg's Minimart - fuel and oil (Darryl)	\$ 65.82		\$ 7,633.59	Equipment Maintenance
05-Mar-14		Safety Auth Operating Permit fee - overpayment rebate		\$ 316.76	\$ 7,950.35	Licencing Fees

DATE	CHK NO	ITEM DESCRIPTION	PAYABLE	RECEIVABLE	BALANCE	CATEGORY
11-Mar-14	273	DOHH - Snow Day food supplies	\$ 349.87		\$ 7,600.48	Event Expenses
12-Mar-14	272	Pro Hardware - corn broom	\$ 22.39		\$ 7,578.09	Equipment
24-Mar-14		Ski Ticket Revenue		\$ 205.00	\$ 7,783.09	Ski Ticket Revenue
28-Mar-14	TSF	NPSCU - new cheques	\$ 111.11		\$ 7,671.98	Bank fee
31-Mar-14		Bank paid interest		\$ 1.64	\$ 7,673.62	Interest
02-Apr-14		Ski Ticket Revenue		\$ 315.00	\$ 7,988.62	Ski Ticket Revenue
08-Apr-14	274	Pro Hardware - sign	\$ 12.27		\$ 7,976.35	Construction
08-Apr-14	276	CWSAA membership fee	\$ 110.25		\$ 7,866.10	Dues & Subscriptions
30-Apr-14		Bank paid interest		\$ 1.63	\$ 7,867.73	Interest
06-May-14	275	Marg's Minimart - fuel for equipment (Darryl)	\$ 30.33		\$ 7,837.40	Equipment Maintenance
30-May-14		DOHH Grant - for insurance, licence and fees		\$ 8,100.00	\$ 15,937.40	Grant
30-May-14		Donation - in jar at ski hill		\$ 10.00	\$ 15,947.40	Donation
30-May-14		Fishing Derby Donation: Tracker Contracting		\$ 500.00	\$ 16,447.40	Fishing Derby - Donation
31-May-14		Bank paid interest		\$ 1.78	\$ 16,449.18	Interest
04-Jun-14	277	Fishing Derby - certificate frames (Kelly)	\$ 179.99		\$ 16,269.19	Fishing Derby - Advertising
04-Jun-14	278	Home Hardware - paint & building supplies (Kelly)	\$ 124.91		\$ 16,144.28	Construction
13-Jun-14		Fishing Derby Donation - BCH Social Fund		\$ 200.00	\$ 16,344.28	Fishing Derby - Donation
16-Jun-14		Fishing Derby Donation - Andrztz		\$ 500.00	\$ 16,844.28	Fishing Derby - Donation
16-Jun-14		Fishing Derby Donation - Forrester Specialty Svcs		\$ 50.00	\$ 16,894.28	Fishing Derby - Donation
16-Jun-14		Fishing Derby - Ticket sales		\$ 1,467.50	\$ 18,361.78	Fishing Derby - Ticket sales
16-Jun-14		Fishing Derby - Silent and live auction		\$ 1,915.00	\$ 20,276.78	Fishing Derby - Auction
17-Jun-14		Fishing Derby Donation - Butler Ridge Energy		\$ 250.00	\$ 20,526.78	Fishing Derby - Donation
17-Jun-14		Fishing Derby - Ticket sales		\$ 671.50	\$ 21,198.28	Fishing Derby - Ticket sales
18-Jun-14	279	Fishing Derby - prizes at Walmart (Kelly)	\$ 738.78		\$ 20,459.50	Fishing Derby - Prizes
23-Jun-14		Fishing Derby - Ticket sales		\$ 82.50	\$ 20,542.00	Fishing Derby - Ticket sales
25-Jun-14	280	Fishing Derby - prizes Can Tire, Ernies, \$ Store (Nedra)	\$ 774.77		\$ 19,767.23	Fishing Derby - Prizes
25-Jun-14		Fishing Derby Donation - NPSCU		\$ 150.00	\$ 19,917.23	Fishing Derby - Donation
26-Jun-14	281	Fishing Derby - ink for printing certificates (Kelly)	\$ 54.25		\$ 19,862.98	Fishing Derby - Advertising
30-Jun-14		Fishing Derby Donation - BC Hydro Site C		\$ 1,500.00	\$ 21,362.98	Fishing Derby - Donation
30-Jun-14		Bank paid interest		\$ 3.76	\$ 21,366.74	Interest
05-Jul-14	282	Fishing Derby - Thank you in NE Newspaper (Kelly)	\$ 207.90		\$ 21,158.84	Fishing Derby - Advertising
07-Jul-14		Fishing Derby Donation - Peaceview Ent		\$ 100.00	\$ 21,258.84	Fishing Derby - Donation
09-Jul-14		Fishing Derby Donation - BC Hydro - Peace Canyon		\$ 215.61	\$ 21,474.45	Fishing Derby - Donation
31-Jul-14		Bank paid interest		\$ 4.55	\$ 21,479.00	Interest
05-Aug-14		Donation - sale of old lift		\$ 500.00	\$ 21,979.00	Donation
31-Aug-14		Bank paid interest		\$ 4.65	\$ 21,983.65	Interest
04-Sep-14	283	BC Hydro - Utilities	\$ 647.89		\$ 21,335.76	Utilities - Hydro
10-Sep-14	284	BC Safety Auth. - Renew Contractor Licence (13/14)	\$ 280.00		\$ 21,055.76	Licensing Fees
16-Sep-14	285	Powder King Mt. - purchase used skis	\$ 3,248.00		\$ 17,807.76	Rental Equipment
30-Sep-14		Bank paid interest		\$ 4.02	\$ 17,811.78	Interest
		COLUMN TOTAL	\$ 33,858.31	\$ 18,668.53		
		CLOSING BAL.		SEPT 30, 2014:	\$ 17,811.78	



2014 Annual Report BC SOCIETY

FORM 11
SOCIETY ACT
Section 68

Filed Date and Time: December 9, 2014 09:12 AM Pacific Time

ANNUAL REPORT DETAILS

NAME OF SOCIETY HUDSON'S HOPE SKI ASSOCIATION HIGHWAY 29 WEST OX 328 HUDSON'S HOPE BC CANADA V0C 1V0	SOCIETY INCORPORATION NUMBER S-0041387
	DATE OF INCORPORATION April 7, 2000
	DATE OF ANNUAL GENERAL MEETING (AGM) November 27, 2014

DIRECTOR INFORMATION as of November 27, 2014

Last Name, First Name, Middle Name:

DOW, CANDACE

Physical Address:

10022 THOMPSON AV
HUDSON'S HOPE BC V0C 1V0

Mailing Address:

10022 THOMPSON AV
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name, Middle Name:

EDGAR, ALLAN

Physical Address:

9001 CLARKE AVE
HUDSON'S HOPE BC V0C 1V0

Mailing Address:

9001 CLARKE AVE
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name, Middle Name:

FORRESTER, ED B

Physical Address:

05 DUDLEY DR
HUDSON'S HOPE BC V0C 1V0

Mailing Address:

10005 DUDLEY DR
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name, Middle Name:

FORRESTER, NEDRA N

Physical Address:

10005 DUDLEY DR
HUDSON'S HOPE BC V0C 1V0

Mailing Address:

10005 DUDLEY DR
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name, Middle Name:

JOHNSON, DARRYL

Physical Address:

11141 BEATTIE DR
HUDSON'S HOPE BC V0C 1V0

Mailing Address:

11141 BEATTIE DR
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name, Middle Name:

NEWSHOLME, KELLY J

Physical Address:

12305 BEATON ST
HUDSON'S HOPE BC V0C 1V0

Mailing Address:

12305 BEATON ST
HUDSON'S HOPE BC V0C 1V0

Last Name, First Name, Middle Name:

RICHARD, VAN NORSTROND (Name Correction or Legal Name Change from RICHARD, VAN)

Physical Address:

10207 GARBITT CRES
HUDSON'S HOPE BC V0C 1V0

Mailing Address:

10207 GARBITT CRES
HUDSON'S HOPE BC V0C 1V0

HUDSON'S HOPE SKI HILL EXECUTIVE		
TITLE	NAME	PHONE NUMBER
President	Darryl Johnson	250 783-0810
Vice President	Allan Edgar	250 783-9128
Secretary/Treasurer	Kelly Newsholme	250 783-5736
Director	Nedra Forrester	250 783-8923
Director	Candace Dow	780 817-1851
Director	Ed Forrester	250 783-8923
Director	Richard Van Nostrand	250 783-5580

APPLICATION FOR A GRANT

Date: Feb 13th, 2015

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization <u>Hudson's Hope Women's Community Club</u>			
Mailing Address <u>P.O. Box 443</u>	City <u>Hudson's Hope</u>	Province <u>BC</u>	Postal Code <u>V0C1V0</u>
SOCIETY INFORMATION			
Society Registration Number <u>N/A</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	
<u>President</u>	<u>Cassie Stark</u>	<u>(250) 783-1327</u>	
<u>Vice President</u>	<u>Elinor Morrissey</u>	<u>(250) 783-3043</u>	
<u>Secretary</u>	<u>Monica Stark</u>	<u>(250) 263-1209</u>	
<u>Treasurer</u>	<u>Diana Jewan</u>	<u>(250) 783-3569</u>	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name <u>Cassie Stark</u>			
Mailing Address <u>P.O. Box 714</u>	City <u>Hudson's Hope</u>	Province <u>BC</u>	Postal Code <u>V0C1V0</u>
Work Telephone <u>(250) 783-1327</u>	Home Telephone <u>(250) 783-9960</u>	Cell Telephone <u>(250) 783-1327</u>	Email Address <u>cnstark1327@gmail.com</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:

See attached letter

User Statistics

1. 1000+ The number of persons that are served by your organization annually.
2. 30 The number of members in your organization/society.

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

1. 30 the number of volunteers and 250+ 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
	none	

Describe the reason for your grant application:

Proposal is best characterized as:

- Participants/beneficiaries will primarily be:**

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

- 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



HUDSON'S
HOPE
PLAYGROUND OF THE PEACE

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 13th, 2015

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

VOC 1V0, CANADA

District of Hudson's Hope
Box 330
Hudson's Hope, BC
V0C 1V0

February 11th, 2015

Mayor Johansson and Councillors,

Re: 2015 Financial Assistance Grant

The Hudson's Hope Women's Club is a group of volunteers that maintain and manage the Community Hall kitchen, provide free coffee and lunch services for funerals and offer financial assistance to community members in need. The Community Hall Society pays for the building's utilities making our operating costs manageable. These costs are covered by kitchen rental fees and any donations we receive for our services. Additional funds we have are put towards replacing small kitchen equipment and/or are given back to the community.

Last year we were able to upgrade and replace a large amount of kitchen equipment thanks to the District's help. We implemented our new rental policy and rates last year, generating more income and ensuring the cleanliness and proper working order of the kitchen. We have had great feedback from all who have used it since, but the list of improvements the kitchen still needs is far from short. Our goal for 2015 is more work bees to paint the walls and cupboards and make minor repairs, replace the stainless steel work island and to purchase and install a proper dishwashing system. We should be able to cover some of these smaller costs ourselves but are seeking the District of Hudson's Hope's assistance for the dishwashing system.

Currently the kitchen has a 3-sink unit where dishes are washed by hand. Dishes are first washed in hot water and detergent, rinsed in hot water, submerged for 2 minutes in a sanitizing solution then air dried. Not only is this process very time consuming and labour intensive, it is very water and energy inefficient. You can only wash a few loads of dishes before the water isn't hot or clean enough and needs to be changed out. For large events (which is what the Hall is mainly used for) the building's hot water heater can't keep up. The kitchen workers end up doing dishes until 11:00pm or sometimes will take shortcuts and wash dishes in cool water or put them away before they are dry. The dishes then need to be re-washed and sanitized; it's a painful process that needs to be changed.

The new dishwashing system would consist of a single sink with a high pressure spray nozzle to the left and an under counter professional dishwasher mounted on a stand to the right. Having the unit on a stand will make loading and unloading it more ergonomic and will provide storage for extra dish racks underneath. The new system would be similar to one you have at home: Dishes would be rinsed, loaded into the dishwasher then would air dry. I've attached a brochure on this dishwasher model for your review. As you can see it will do up to 21 loads of dishes per hour, collects and recycles rinse water for the next wash cycle and has a built in water heater; taking the strain off the Hall's water heater and creating a high temperature rinse cycle so dishes dry very fast. This process will be much quicker, easier, more sanitary and considerably more efficient.

The cost for the sink, spray nozzle, dishwasher and stand is \$9948.38 plus the costs of shipping and installation. I am waiting to hear back from King Cool Refrigeration with an installation quote. We hired them to inspect and service the range last year and they were kind enough to charge us a non-profit rate so I'd like to hire them again. I am also waiting to hear back from Russell Foods and Roseneau Transport with shipping options. I apologize for those delays and I will forward you that information as soon as I receive it. I suspect with these costs added in, the total will be in the neighbourhood of \$12,000.00.

The grant application requirements have changed this year and I'm unable to attach some information you've requested:

- Our club does not keep a set of audited books. I've attached a 2014 financial report and a current bank statement.
- Apart from the few annual events the hall hosts that we can anticipate an income from, our income and expenses are based on funerals and community events. These variables make it impossible to estimate a current budget or project a future budget.
- I do not have a copy of our Non-profit Society Registration papers. I have included a form that has our certification of incorporation number and the date of our incorporation.

You've also asked who the primary beneficiaries would be and what this proposal's activities would be related to. This project will benefit any demographic or type of activity the Community Hall will host.

Like last year, we are hoping to complete these projects in a timely fashion to accommodate the many spring and summer events the hall will hold and before most of our members get too busy during the summer months.

Thank you for your time and consideration of our application. I look forward to further discussion with you about this project. Please do not hesitate to contact me beforehand if needed for clarification or additional information.

Kind regards,



Cassie Stark

President

Hudson's Hope Women's Community Club
Box 443
Hudson's Hope, BC
V0C 1V0

(250) 783-1327
cnstark1327@gmail.com



Quotation

10808-120 STREET NW
EDMONTON, ALBERTA T5H 3P7
Phone: (780) 423-4221
Fax: (780) 428-0524

Date Feb 12, 2015	Page 1
Order Number AQT004678	

www.russellfood.ca

Sold To:

CASH SALES

Ship To:

CASH SALES

Reference JS	PO Number CASSIE	Customer No. CASH39	Salesperson JSETTERL	Expiry Date Quote Expires in 30 Days	Ship Via	Terms CASH
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Qty. Ord.	Item Number	Description	Unit Price	UOM	Extended Price
1	501HT 70DEG 208V-1	DISHWASHER U/C 70 DEG	7,063.85	EACH	7,063.85
1	QUEST	1-S (124-SS11424) 18"X22"X14" SINK 8"C-C	1,366.00	EACH	1,366.00
1	QUEST	60"LX30"DX35"H SS WORK TABLE(138-WTSS060)	835.00	EACH	835.00
1	QUEST	SS UNDER SHELF FOR TABLE	122.00	EACH	122.00
1	QUEST	SS BACK RISER FOR TABLE	43.00	EACH	43.00
1	RF-TSB0133-REG/AF12	T&S 8" WALL MT PRERINSE-HIGH VOLUME NOZZLE	469.80	EACH	469.80
1	MOYER DIEBEL EQUIP	17RS STAND FOR DISHWASHER	575.00	EACH	575.00
Comments: THESE PRICES ARE VALID FOR 14 DAYS AND DO NOT CONTAIN ANY SHIPPING OR INSTALL CHARGES					

\$9474.⁵
 + \$473.⁷⁵

 \$9948.³⁸

A ONE-THIRD (1/3) NON-REFUNDABLE DEPOSIT IS REQUIRED WHEN PAYING BY CASH

ORDER CONFIRMATION

To ensure that the proper item(s) are being ordered for you (**special order items are non-returnable**) please review details above and confirm by signing below:

Please fax to: (780) 428-0524

Approval:	Tax Summary:	Subtotal	10,474.
Purchase Order #	GSTAB 523.73	Total sales tax	523.73
Customer's Signature <i>*Required</i>	Approval Date	Total order	10,998.38



Simply Engineered Better

501HT

Undercounter High Temperature
Dishwashing Machine
with Built-in Booster Heater



*Shown with optional
top and side panels

SPECIFIER STATEMENT

Specified unit will be Moyer Diebel Model 501HT undercounter high temperature dishwasher or equivalent, complete with 1 Hp pump motor, soft start feature, sealed, feather touch top mounted controls, 2 kW tank heater, 15 minute scrub cycle, all stainless steel frame, fill and dump type operation. Machine to have a minimum of 15 3/4" [400mm] opening to accommodate trays and must be equipped with rinse sentry feature to ensure 180°F final rinse temperature.

1 year parts and labour warranty.



Project _____
Item No. _____
Quantity _____

STANDARD FEATURES

- **NEW!** Top-mounted user friendly controls with precise, dual, digital temperature displays
- **NEW!** Scrub cycle provides up to 15 minutes of wash time for heavily soiled items or pots and pans
- **NEW!** Totally sealed, stainless steel, feather touch cycle switches
- **NEW!** Soft start provides gradual and quiet pump activation and helps prevent dish and glass breakage
- **NEW!** Powerful, whisper quiet, 1 Hp pump motor
- **NEW!** Available three phase model
- 2 kW tank heater maintains optimum wash water temperature
- Fill and dump type operation. Rinse water always re-used as next cycle's wash water. Low 1.5 imp. gal. (7L) water usage per rack
- Liquid detergent and rinse-aid dispensing pumps complete with prime switches
- Flexible fill and drain lines, flow regulator/line strainer and standard pumped drain for total ease of installation
- Quick 141 second cycle time. 21 racks per hour capacity
- Large 15 3/4" [400mm] door opening accommodates trays
- Rinse-sentry feature. Ensures proper 180°F final rinse temperature
- Rugged, counter-balanced, double skin door, for quieter operation and durability
- Complete with two 20" x 20" [508mm x 508mm] racks (one peg and one flat)
- One year parts and labour warranty

OPTIONS & ACCESSORIES

- | | |
|---|-------------|
| ☐ Top and side panels | P/N 0712390 |
| ☐ 17RS - 17" [432mm] rack storage stand | P/N 0708757 |
| ☐ CST- Combination sink/table Machine on right | P/N 403561 |
| ☐ CST- Combination sink/table Machine on left | P/N 403562 |
| ☐ 6T - 6" stand | P/N 0712393 |
| ☐ 70°F/39°C rise booster for 110°F/43°C incoming water | P/N 0712732 |
| ☐ Three phase | Available |

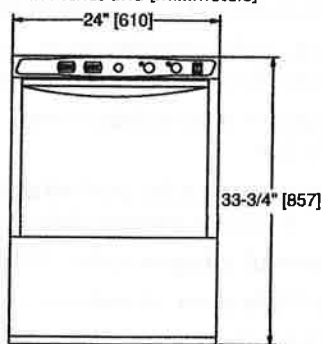


Simply Engineered Better

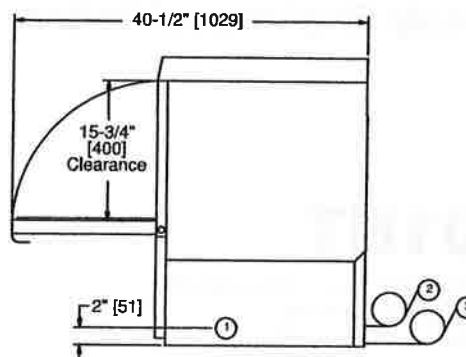
501HT

Undercounter
High Temperature Dishwashing Machine
with Built-in Booster Heater

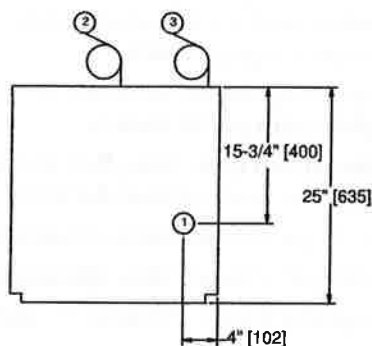
Dimensions shown in inches and [millimeters]



Front View



Side View



Plan View

Utilities

1 Electrical Connection

115/208-240/60/1; 3 wire plus ground. Hard wiring required (see box)
115/208-240/60/3; 4 wire plus ground.

2 Water Connection

140°F/60°C Min., hot water for 40°F/22°C rise booster.
110°F/43°C Min., hot water for 70°F/39°C rise booster.
5 ft. long 1/2" I.D. flexible fill hose with 3/4" garden hose connection provided.
Flow pressure: 25-95 psi (173-656 kPa)

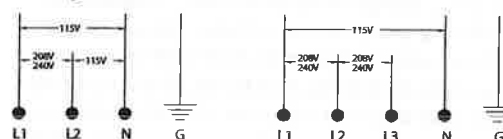
3 Drain Connection

5 ft. long, 5/8" I.D. flexible drain hose provided. For Y connection into 1-1/2" drain.
Max. drain flow: 7 gpm; 32 imp, maximum 3' height above floor

1 Phase 40°F/22°C Rise Booster	Rated Amps	Minimum Supply Ckt. Conductor Ampacity	Maximum Overcurrent Protective Device	10°F/22°C Rise Booster	Rated Amps	Minimum Supply Ckt. Conductor Ampacity	Maximum Overcurrent Protective Device
115/208/60/1	32	40	40	115/208/60/3	22	30	30
115/240/60/1	36	40	40	115/240/60/3	24	30	30
70°F/39°C Rise Booster	Rated Amps	Minimum Supply Ckt. Conductor Ampacity	Maximum Overcurrent Protective Device	3 Phase 70°F/39°C Rise Booster	Rated Amps	Minimum Supply Ckt. Conductor Ampacity	Maximum Overcurrent Protective Device
115/208/60/1	45	60	60	115/208/60/3	29	35	35
115/240/60/1	50	60	60	115/240/60/3	33	40	40

Single Phase

Three Phase



	Uncrated	Crated
Height*	33-3/4" [860]	39-1/2" [1003]
Width	24" [610]	25" [635]
Depth	24" [610]	25-1/2" [647]
Ship Wt. lbs/kg	178/79	198/90

* Front leveling feet provided.

SPECIFICATIONS

Capacity

Racks per hr. 21

Motor Horsepower

Wash 1

Water Consumption

Imp. gal./liters per hr. (max. use) 31.9/145

Imp. gal./liters per rack 1.5/6.8

Temperatures °F/°C

Wash (minimum) 150/66

Rinse (minimum) 180/82

Heating

Tank heat, electric (kW) 2

Electric booster

(kW required for 40°F/22°C rise) 6

(kW required for 70°F/39°C rise) 9

Time Cycle in Seconds

Wash 90

Rinse 26

Drain/fill 25

Total cycle 141

Warning: Plumbing and electrical connections should be made by qualified personnel who will observe all the applicable plumbing, sanitary and safety codes. Due to an ongoing value analysis program at Moyer Diebel, specifications in this catalog are subject to change without notice.

'USGBC' and related logo is a trademark owned by the U.S. Green Building Council and is used by permission.

Hudson's Hope Women's Community Club 2014 Financial Report

Income

Kitchen rentals	\$850.00
Donations for services	\$800.00
Interest on account	\$10.54
DOHH Financial Assistance Grant	\$2,000.00
Total income	\$3,660.54

Expenses

Equipment and supplies	\$2,224.04
Funds donated	\$600.00
Total expenses	\$2,824.04

2014 profit/loss	\$836.50
-------------------------	-----------------



Last logged in on Fri, Feb 13, 2015, 8:01 PM, PST via Online Banking.

Account Summary

Account: 412379

Membership 412379

Account Name	Line of Credit	Available Balance	Balance
<u>Chequing - Organization 00101</u>			
<u>Membership Equity Shares 00391</u>			
			\$5,701.93
			\$58.21

Scheduled Bill Payments

Date	To Payee	From Account	Amount	Details
You currently do not have any Bill Payments Scheduled.				

Scheduled Transfers

From Account	To Account	Date	Amount
You currently do not have any Transfers Scheduled.			

Stopped Cheques

Payee	Cheque #	Reason	Account	Date	Amount
You currently do not have any Stop Cheques Scheduled.					



Ministry of Finance
and Corporate Relations
Corporate and Personal
Property Registries

Telephone: (250) 356-8673
Hours: 8:30 — 4:30 Monday
to Friday

Mailing Address:
PO Box 9431 Stn Prov Govt
Victoria BC V8W 9V3
Location:
2nd Floor — 940 Blanshard Street
Victoria BC

SOCIETY
ANNUAL REPORT
FORM 11 Section 68
Society Act

FILING FEE: \$25.00

IMPORTANT: Please read instructions on reverse before completing this form.

Page 1 of 1

A NAME OF SOCIETY	B ADDRESS OF SOCIETY — <i>MUST BE A PHYSICAL ADDRESS</i>	C CERTIFICATION OF INCORPORATION NUMBER S-0006029
HUDSON'S HOPE WOMEN'S COMMUNITY CLUB HUDSON'S HOPE BC V0C 1V0		D DATE OF INCORPORATION OCTOBER 11, 1960
		OFFICE USE ONLY — DO NOT WRITE IN THIS AREA

E ANNUAL GENERAL MEETING DATE This report contains information about the society as at the close of the annual general meeting held on	Y M D	F The financial statements presented at that annual general meeting are attached and signed by TWO directors.
--	-------	--

G DIRECTORS— Current list of Directors on file (Please update this list — see instruction No. 2 on reverse)

LAST NAME	FIRST NAME & INITIALS (IF ANY)	RESIDENTIAL ADDRESS (MUST BE A PHYSICAL ADDRESS)	POSTAL CODE
KIRTZINGER,	LORI A.	10015 - 112TH AVE. HUDSON'S HOPE, BC	V0L1V0
KOSOLOWSKY,	ARLENE	9615 100 AVE., HUDSONS HOPE, BC	V0C 1V0
PECK,	THELMA J.	BERYL PRAIRIE RD. BLK 1208 HOPE BC	V0L1V0

H VOTING AND NON-VOTING MEMBERS

The society has _____ voting members AND (if applicable) _____ non-voting members.

I CERTIFIED CORRECT — I have read this form and found it to be correct.
Signature of a current Director, Officer, or Society Solicitor

DATE SIGNED
Y M D

132



S/0006029

X

Hudson's Hope Women's Club
10310 Kylo St.
Box 443
Hudson's Hope, BC
V0C 1V0

HUDSON'S HOPE COMMUNITY HALL KITCHEN
RENTAL AGREEMENT

Name of renter(s): _____

Company: _____

Mailing address: _____

Phone number: _____ Alternate: _____

Email: _____

Date(s) of use: _____

Coffee and tea facilities - \$50.00/day

Full kitchen use - \$100.00/day

Damage deposit - \$100.00 (required at the time of booking and returned after final inspection)*

Discounted rate for extended use: _____

*Donated use of kitchen or kitchen equipment does not require a damage deposit but is still held accountable to all kitchen facility rules.

KITCHEN FACILITY RULES

- For the duration the kitchen facility is rented under your name(s), you are responsible for every aspect of the kitchen facility and the behavior of the people who are using the kitchen with you.
- Any community hall equipment located outside of the kitchen area (tables, chairs, bar facilities etc.) is not included in the kitchen rental. Arrangements for these can be made at the **District of Hudson's Hope Office – (250) 783-9901**
- All kitchen contents and equipment are to stay within the community hall at all times unless authorized by a designated member of the Hudson's Hope Women's Club.
- The kitchen must be left in a clean and orderly fashion when finished. Any damages made to the kitchen or kitchen equipment and/or janitorial work required as a result of improper use will be expected to be paid for in full by the responsible party.
- All persons must practice safe and sanitary food preparation while using the kitchen facility with a minimum of one person present with a valid Level 1 Food Safe.
- Any personal belongings, equipment and/or supplies must be removed from the kitchen after use.
- All lights and appliances must be turned off and all cabinets and building exits locked when leaving.
- Kitchen facility keys are to be returned **promptly** after use.

I have read, understand and agree to the conditions listed above. Failure to comply with these rules may result in additional charges and/or termination of kitchen facility rental privileges.

Signed: _____

Date: _____



APPLICATION FOR A GRANT

Date: _____

Date Received: _____

GENERAL INFORMATION			
Official Name of Non-Profit Organization Recreation Society of Hudson's Hope			
Mailing Address P.O. Box 54	City Hudson's Hope	Province BC	Postal Code V0C 1V0
SOCIETY INFORMATION			
Society Registration Number S-0062705		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	
CHAIR	Rosario Lloret	2507839335	
VICE-CHAIR/SECRETARY	Jillian Rilly	16047411717	
"	Winona Letendre	2507830777	
TREASURER	Artha Stuber	2507839497	
BOARD MEMBER	Devon Flynn	2507839901	
LOCAL CONTACT INFORMATION OF PERSON COMPLETING APPLICATION FORM			
Contact Name Rosario Lloret			
Mailing Address P.O. Box 54	City Hudson's Hope	Province BC	Postal Code V0C 1V0
Work Telephone 2507839335	Home Telephone 250 7839335	Cell Telephone —	Email Address charo.lloret@gmail.com

✂ (see bel

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

Amber Norton, Board Member, 2507839414



ORGANIZATION INFORMATION

Describe the purpose of your organization:

Our Society opened the doors of its Indoor Play-ground on 14th Feb. As you can see in our Budget, we were subsidized by BCHydm and NDIIT for capital expense and by AMP Finan-cial for rental. Our indoor playground was a big success among people since its opening but we still are in need of financial support for our O&M expense.

User Statistics

1. 1,000 The number of persons that are served by your organization annually.
2. 6 The number of members in your organization/society.

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

1. 6 the number of volunteers and 2500 the number volunteer hours worked per year.
2. The number of paid staff, their titles and number of paid hours per year. n/a

Number	Title	Paid Hours Per Year

REQUEST FOR GRANT	
Describe the reason for your grant application:	
The funds we are applying for would be used for operation and maintenance expense, as specified in our Budget. The assistance provided by the District would be instrumental in lowering the entrance fees and ensuring our permanence and good performance in the future.	
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 <u>audited</u> 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) <u>n/a</u> ☒ 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

15th Feb, 2015

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

RECREATION SOCIETY OF HUDSON'S HOPE

	Feb. 2015	March 2015	Nov. 2015	Dec. 2015	Jan. 2016	Feb. 2016	March 2016	Nov. 2016	Dec. 2016	Total
INCOME										
Grant Money From AMP	5,000.00									5,000.00
Grant Money From bc Hydro	7,700.00									7,700.00
Grant Money from NDI	7,700.00									7,700.00
Entrance fees	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	6,750.00
50 adults/mth x \$7@	350	350	350	350	350	350	350	350	350	3,500.00
80 kids/mth x \$5@	400	400	400	400	400	400	400	400	400	4,000.00
Concession net profits	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,350.00
Total	22,050.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	36,000.00

CAPITAL EXPENSE

3 Equipment										
Bounce Castle + Shipping	4,216.80									4,216.80
Air Hockey Table	474.80									474.80
Ping Pong Table	698.80									698.80
Ping Pong Rackets	42.73									42.73
Dome Climber	183.61									183.61
Pool table, Item #: 062 573 102 10 SEARS.CA	2,300.00									2,300.00
Shuffle Board, Item #: 062 573 509 10 Sears.ca	670.00									670.00
Arcade Basketball, Item #: 062 573 505 10 "	600.00									600.00
Football, Item #: 064 273 097 10 Sears.ca	600.00									600.00
2 sofas for toddler area, walmart	1,400.00									1,400.00
4 speakers (\$130 each) from Walmart	520.00									520.00
Soft blocks from Creative Children Canada	386.00									386.00
2 Patchwork toddler mat and blocks (300 each)	600.00									600.00
Unexpected capital expense (damage)	2,000.00									2,000.00
Total	5,616.74	9,076.00								14,692.74

OPERATION AND MAINTENANCE EXPENSE

Opening Bank account	25.00									25.00
Rental of the Pearks Centre	1,260.00	2,835.00	1,260.00	2,835.00	1,260.00	1,260.00	2,835.00	1,260.00	2,835.00	17,640.00
Office supplies	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	450.00
Supervisor wages (\$6h/month x \$15)+ MERC	882.00	882.00	882.00	882.00	882.00	882.00	882.00	882.00	882.00	7,938.00
Insurance	2,085.00					1,200.00				3,285.00
Deductibles reserve		2,500.00								2,500.00
Monthly Bank Service Charge										
Ordering Cheque Book										
Total	4,302.00	6,267.00	2,192.00	3,767.00	2,192.00	3,392.00	3,767.00	2,192.00	3,767.00	31,838.00

Estimated income 2015-2016
Amount needed to operate successfully

1st fiscal year	Feb-Dec 2015	2015/2016 s/d
total revenues	27,000.00	total revenues
total O&M exp	16,528.00	total Capital Exp
total Capital Exp	14,692.74	total O&M exp
		combined 2015/16 surplus/deficit
		-10,530.74
2nd fiscal year	Jan - Dec 2016	
total revenues	8,250.00	

total O&M exp	15,310.00
surplus/	-7,060.00
-deficit	
1st fiscal yr s/d	- 4,220.74
2nd fiscal yr s/d	- 7,060.00
combined 2015/2016 s/d	- 11,280.74



Number: S-0062705

CERTIFICATE OF INCORPORATION

SOCIETY ACT

I Hereby Certify that RECREATION SOCIETY OF HUDSON'S HOPE was incorporated under the Society Act on June 4, 2014 at 12:35 PM Pacific Time.



*Issued under my hand at Victoria, British Columbia,
on June 4, 2014*

CAROL PREST
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA

REQUEST FOR DECISION

RFD#:	Date: March 9, 2015
Meeting#:	Originator: Devon Flynn, Intern
RFD TITLE: Strategic Priorities Fund: Capital Infrastructure Opportunity	

BACKGROUND:

April 15th, 2015 is the deadline for applications to the Gas Tax Agreement Strategic Priorities Fund. There are two streams for funding – x2 possible applications applicable to the SPF Capital Infrastructure stream, x1 possible application for the SPF Capacity Building Stream for an opportunity for three potential projects.

This RFD is regarding a project applicable for the Capital Infrastructure stream. Staff has provided three suggestions for potential projects:

- Hybrid Vehicle Upgrade.
- Community Hall Solar Panels
- Roads/Trails upgrades

DISCUSSION:

1) Hybrid Vehicle Upgrade

The current 2007 Prius was bought in 2007 for the amount of \$33,200 as indicated in the 2007 Financial Plan. A hybrid vehicle is an admirable asset to have for a municipal office and its staff as it can be used for various needs, mobilizing Council members and staff to conferences, meetings, and moving equipment and such. Hybrid vehicles also indicate the District's commitment to reducing emissions contributing to climate change and other sustainable ventures.

However, the current vehicle has not been living up to its expected use. The Prius model is small and can only hold five passengers (including the driver). There is limited space when it is used for moving equipment or supplies. The low clearance makes driving down any unpaved road difficult and slow. Driving the Prius in all but the most ideal winter road conditions isn't practical. As winter and inherent road conditions can potentially constitute half the year, it's practical that a vehicle be suited to withstand and capable of being driven in the worst of these conditions.

2) Community Hall Solar Panels

Recently witnessed a presentation by Guy Armitage representing Peace Energy Co-op for the District to pilot a project and install grid-tie solar panels onto the roof of the community hall. Guy had explained while the community hall itself doesn't use much power, it could still potentially power the District office or feed into the system.

A solar panel project would also fit well with the NCLGA resolution in developing a framework to provide direct rebates to residential consumers for the installation of grid interactive wind and solar. Solar panel projects are listed as a viable project to receive SPF funding.

3) Roads/Trails upgrades

The DOHH has existing plans to develop a trail network system, including interpretive signage depicting historical information about the surrounding area, as well as municipal way signage providing direction.

Funding can be utilized to create or add trails to the existing network, including paved pathways, maintaining or upgrading trails.

It's worth noting key requirements/perquisites of the SPF grant, as indicated in the Program Guidelines:

- The deadline is April 15th, 2015
- Objectives of projects should be "large, regional, or innovative"
- Eligible costs can include those associated with acquiring, planning, designing, constructing or renovating tangible capital assets. However, applications must include feasibility studies/detailed designs/detailed cost estimates and other relevant supplemental documentation – they cannot be simple ideas, there must be research behind them. If not already existent, producing these may take time and incur unexpected costs.

BUDGET:

As per Section 11 – Funding Amount Limit of the Program Guidelines for the Federal Gas Tax Fund Strategic Priorities Fund: "A SPF grant can fund up to 100% of eligible costs of an eligible project."

- 1) Hybrid Vehicle Upgrade (Quoted from CAA website, hybrid vehicles available in Canada)

2015 Toyota Highlander Hybrid - \$44,915
2015 Lincoln Navigator - \$75,810
2015 Chevrolet Silverado 1500 - \$30,996
2015 Chevrolet Tahoe - \$51,031
2015 GMC Sierra - \$31,596
2015 GMC Yukon SLE - \$52,600

These should only be considered as estimated costs. I've only included trucks and SUV's, being the most versatile, as well as the most recent models of hybrids. By no means do the most recent models of hybrid vehicles or new vehicles have to be purchased.

- 2) Community Hall Solar Panels

\$80,000 (as presented by Guy Armitage).

- 3) Roads/Trails upgrades

TBD (Dependent on whether to finish existing trails, length of trails to be created, whether additional feasibility studies need to take place, etc).

RECOMMENDATION / RESOLUTION:**Recommendation:**

That Council approve staff to pursue one of the three listed projects to utilize the SPF grant:

- 1) Upgrading the District's existing Prius hybrid car with a vehicle more suitable to the needs of staff and more appropriate for the climatic conditions of Hudson's Hope and area
- 2) Purchasing and installing solar panels onto the community hall roof for the purpose of tying into the grid
- 3) Upgrading existing road/trails

Tom Matus, CAO

EXAMPLES

General Strategic Priorities Fund and Innovations Fund All Approved Projects under the 2005-2010 Funding Period and All Approved Projects under the 2010-2014 Extension

Local Government	Project Title	Grant Type	Funding Approved	Funding Period
100 Mile House, District of	Plan for Efficient Use of Clean Water	GSPF	\$265,000.00	2010-2014
Abbotsford, City of	Developing Innovative Community Governance to Support Groundwater Stewardship	GSPF	\$41,630.00	2005-2010
Abbotsford, City of	Smart Meter Web Portal	IF	\$125,000.00	2010-2014
Alert Bay, Village of	Alert Bay Green Municipal Properties Project	IF	\$468,152.00	2010-2014
Armstrong, City of	Fortune Creek Water Treatment Upgrades	GSPF	\$1,416,000.00	2005-2010
Barriere, District of	Sustainable Wastewater Management Solutions	IF	\$6,700,000.00	2010-2014
Bowen Island	Snug Cove Housing Diversity Implementation Plan	IF	\$100,000.00	2010-2014
Burnaby, City of	Solar Hot Water Pool Heating	IF	\$271,067.00	2010-2014
Burns Lake, Village of	Main Sewage Lift Station & Forcemain Upgrade Project	GSPF	\$387,685.00	2005-2010
Campbell River, City of	2011 Liquid Waste Management Plan	GSPF	\$200,000.00	2010-2014
Campbell River, City of	Quinsam Heights/Nunns Creek Smart Growth Implementation Strategy	IF	\$75,000.00	2005-2010
Capital, Regional District of	Saanich Peninsula Wastewater Treatment Plant Energy Recovery	GSPF	\$2,989,500.00	2005-2010
Capital, Regional District of	E&N Rail Trail (West Side Trail)	GSPF/RSP	\$11,300,000.00	2005-2010
Capital, Regional District of	CRD Green Roof/Living Wall Demonstration & Performance Evaluation Project	IF	\$296,000.00	2005-2010
Castlegar, City of	Castlegar Integrated Sustainability Planning Project	GSPF	\$175,000.00	2005-2010
Castlegar, City of	Castlegar UV Treatment Upgrades	GSPF	\$760,000.00	2010-2014
Castlegar, City of	Community Assessment	IF	\$5,000.00	2005-2010
Central Kootenay, Regional District of	Regional District of Central Kootenay Community Drinking Water Improvement Projects	IF	\$870,000.00	2005-2010
Central Kootenay, Regional District of	Regional District of Central Kootenay Sustainable Regional Assessment	IF	\$5,000.00	2005-2010

GSPF: General Strategic Priorities Fund
IF: Innovations Fund

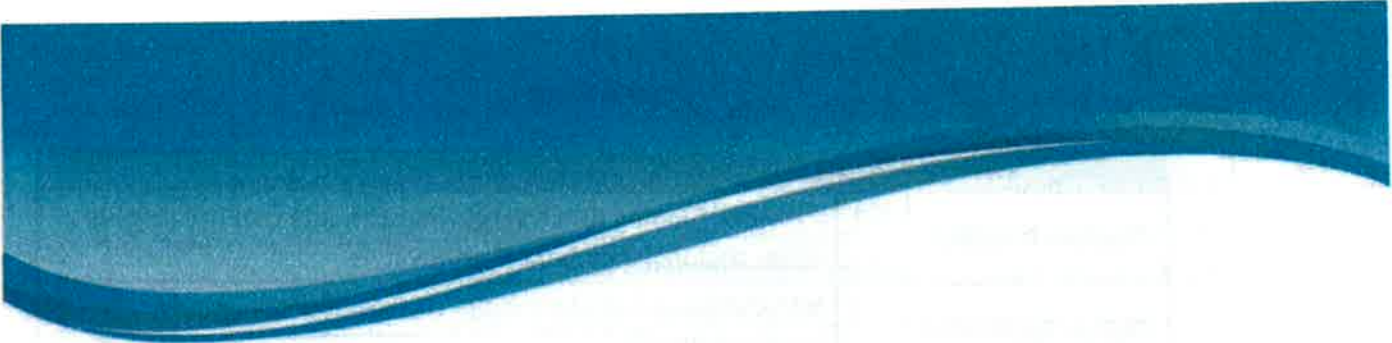
RSP: Regionally Significant Project Funding

**General Strategic Priorities Fund and Innovations Fund
All Approved Projects under the 2005-2010 Funding Period
and All Approved Projects under the 2010-2014 Extension**

Entity/Component	Project Title	Grant Type	Funding Approved	Funding Period
Central Okanagan, Regional District of	Regional Growth Strategy Update	GSPF	\$405,000.00	2010-2014
Chase, Village of	Clean Water Conservation and Protection Strategy	GSPF	\$58,300.00	2010-2014
Chilliwack, City of	Energy Integration Planning Study for Chilliwack Landing	IF	\$22,500.00	2010-2014
Clearwater, District of	Infrastructure Master Plan	GSPF	\$140,000.00	2010-2014
Clinton, Village of	Village of Clinton - Water Supply Improvements	GSPF	\$2,450,000.00	2010-2014
Coldstream, District of	Coldstream Sustainability Initiative	GSPF	\$150,000.00	2005-2010
Coldstream, District of	Coldstream Creek Intercepted Groundwater Management	IF	\$64,130.00	2010-2014
Columbia Shuswap, Regional District of	Anglemont Estates Phase 1 Water Upgrade	GSPF	\$3,000,000.00	2010-2014
Columbia Shuswap, Regional District of	Copperview Haven Water System Upgrades	GSPF	\$2,810,000.00	2005-2010
Columbia Shuswap, Regional District of	CSRD Solid Waste Management - Alternative Disposal Strategy Report	GSPF	\$50,000.00	2010-2014
Columbia Shuswap, Regional District of	Escheated Water Systems Acquisition	GSPF	\$2,490,000.00	2005-2010
Colwood, City of	Stormwater Master Plan	GSPF	\$40,000.00	2010-2014
Comox Valley, Regional District of	South Regional Wastewater Management and Resource Recovery Project - Stage 1	GSPF	\$15,000,000.00	2010-2014
Courtenay, City of	Comox Strathcona RD - Strategic Sustainable Development Plan for the Comox Valley	IF	\$15,000.00	2005-2010
Cowichan Valley, Regional District of	Cowichan Basin Water Management Tool	GSPF	\$370,000.00	2010-2014
Cowichan Valley, Regional District of	Cowichan River Floodplain Mapping and Integrated Flood Plan	GSPF	\$255,000.00	2005-2010
Cowichan Valley, Regional District of	Peerless Road ECO Depot	GSPF/RSP	\$1,680,225.00	2010-2014
Cowichan Valley, Regional District of	Regional Community Energy Plan	IF	\$300,000.00	2005-2010
Cranbrook, City of	Waste Water Improvement Project	IF	\$8,509,000.00	2010-2014

GSPF: General Strategic Priorities Fund
IF: Innovations Fund

RSP: Regionally Significant Project Funding



STRATEGIC PRIORITIES FUND APPLICATION

Program Guidelines for the Federal Gas Tax Fund Strategic Priorities Fund

Capital Infrastructure Projects Stream and Capacity Building Stream

December 2014

ubcm.ca

Quick Facts

Strategic Priorities Fund	
Program Purpose	Provides funding for strategic investments that are large in scale, regional in impact or innovative.
Eligible Applicants	All local governments outside the Greater Vancouver Regional District.
Eligible Projects: Capital Infrastructure Projects Stream	Public Transit; Local Roads and Bridges; Community Energy Systems; Drinking Water; Solid Waste; Wastewater; Highways and Major Roads; Local and Regional Airports; Short-Line Rail; Short-Sea Shipping; Broadband Connectivity; Brownfield Redevelopment; Disaster Mitigation; and Cultural, Tourism, Sport and Recreation Infrastructure.
Eligible Projects: Capacity Building Stream	Capacity Building including Asset Management, Long-Term Infrastructure Planning, and ICSP.
Application Limit	Two (2) capital infrastructure projects stream applications One (1) capacity building stream application.
Available Funding	Up to 100% of net eligible costs of approved projects.

Contact UBCM Gas Tax Program Services:

For further questions on Strategic Priorities Fund, please contact us via e-mail at gastax@ubcm.ca or by phone at 250-356-5134.

Gas Tax Program Services
525 Government Street
Victoria, BC V8V 0A8

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1. Program Overview

In May 2014, Canada, BC and UBCM signed the renewed Gas Tax Agreement (GTA) which provides a ten-year commitment of federal funding for investments in Local Government infrastructure and capacity building projects in British Columbia.

One of the key funding programs established through the GTA is the Gas Tax Strategic Priorities Fund (SPF). The SPF is an application-based funding program, which pools approximately \$28 million of the \$253 million annual federal Gas Tax Fund for strategic investments that are considered larger in scale, regional in impact, or innovative.

The SPF replaces the General Strategic Priorities Fund and Innovations Fund programs from the First Gas Tax Agreement and is available for Local Governments outside of the Greater Vancouver region¹.

2. Goals and Objectives

The SPF program provides grant funding specifically targeted for the capital costs of local government infrastructure projects that are larger in scale, regional in impact, or innovative and support the national objectives of productivity and economic growth, a clean environment and strong cities and communities. The SPF program also provides grant funding for Local Government capacity building projects, including asset management, long term infrastructure planning and sustainability planning that support the national objectives and are large, regional or innovative.

3. Application Deadline

The deadline for submitting your SPF application is **April 15, 2015**.

4. Eligible Applicants

The SPF program is open to all Local Governments in British Columbia outside of the Greater Vancouver Regional District.

Local Governments may choose to apply either as an individual applicant, or as a co-applicant with another ultimate recipient. Ultimate Recipients are defined as: a local government; a non-municipal entity, including for-profit, non-governmental and not-for-profit organizations; and BC Transit.

¹ The SPF pools 25% of Local Government Gas Tax per capita allocation outside of the GVRD. Local Governments within the GVRD pool their per capita allocation towards the Greater Vancouver Regional Fund program.

5. Application Limits

Each eligible Local Government may submit two (2) applications under the SPF-Capital Infrastructure Projects Stream and one (1) application under the SPF-Capacity Building Stream for a total of three (3) applications.

If a Local Government has submitted an application under the New Building Canada Fund-Small Communities Fund and would like the application considered under the SPF it will constitute one of its two Capital Infrastructure Projects stream applications.

6. Project Categories

SPF Capital Infrastructure Projects Stream

Public Transit	Brownfield Redevelopment
Local Roads, Bridges and Active Transportation	Local and Regional Airports
Solid Waste	Short-sea Shipping
Community Energy Infrastructure	Short-line Rail
Drinking Water	Highways
Wastewater	Broadband Connectivity
Disaster Mitigation	Culture Infrastructure
Recreational Infrastructure	Sport Infrastructure
Tourism Infrastructure	

SPF Capacity Building Stream

Asset Management Planning*	Long-term Infrastructure Planning
Integrated Community Sustainability Planning	

Examples eligible projects under each category can be found in Annex A of this program guide.

*A requirement of a Local Government Gas Tax Community Works Fund agreement is to engage in asset management planning practices over the term of the agreement. The Gas Tax Partnership Committee has developed an Asset Management Framework to assist local governments in meeting this commitment. This framework will be found on the UBCM website (www.ubcm.ca) as well as Asset Management BC website (<http://www.assetmanagementbc.ca>).

UBCM will also be launching the Asset Management Planning Grant (AMP) program in December. For details on how to apply for an AMP grant, please visit the Local Government Management Services section of the UBCM website.

7. Eligible and Ineligible Costs

Eligible Costs for SPF Capital Infrastructure Projects Stream

Eligible Costs are the expenditures associated with acquiring, planning, designing, constructing or renovating a tangible capital asset, as defined by Generally Accepted Accounting Principles (GAAP), and any related debt financing charges specifically identified with that asset.

In addition, eligible costs also include expenditures directly related to the joint communication activities and with federal project signage for GTF funded projects.

The application will ask you to include the class of cost estimate for the project. For examples of classes of cost estimate, see the CCA Joint Federal Panel document (page 9) found online at:

[http://www.cca-acc.com/pdfs/en/CCA/Guide to Cost Predictability.pdf](http://www.cca-acc.com/pdfs/en/CCA/Guide%20to%20Cost%20Predictability.pdf)

Eligible Costs for SPF Capacity Building Stream

Expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle costs assessments, and Asset Management Plans.

Expenditures could include developing and implementing:

- i. Studies, strategies, or systems related to asset management, which may include software acquisition and implementation
- ii. Training directly related to asset management planning
- iii. Long-term infrastructure plans

Ineligible Costs for Capital Infrastructure and Capacity Building Projects

Ineligible Costs include:

- Leasing costs
- Overhead costs, including salaries and other employment benefits of any employees of the Ultimate Recipient
- Direct or indirect operating or administrative costs
- Costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff
- Purchase of land or any interest therein, and related costs
- Legal fees
- Routine repair and maintenance costs.

Employee and equipment costs are only eligible if:

- a) The Ultimate Recipient demonstrates that it is not economically feasible to tender a contract
- b) The employee or equipment is directly engaged in the work under the parameters of the contract

- c) And the arrangement has received prior approval in writing by UBCM.

If the use of own force employee or equipment costs is being considered, please provide in addition to the application, a letter addressing the conditions above.

Please note that while most eligible costs are eligible from the date of the application submission, own force employee and equipment costs are only eligible from date of UBCM approval.

8. Phasing of Projects

For large projects that require significant funding support, it is recommended that applicants submit “phased” approach. Applicants should apply for a component of the phased project or identify how the project could be phased. Each phase should be a stand-alone aspect of the project. It is important to note that successful grant awards for phased projects do not ensure subsequent funding for future phases of the project.

9. Ineligible Projects

Projects, which would otherwise be eligible, become ineligible if the project is started prior to the date the project is included in a SPF application. The project is deemed to have been started if a construction tender has been awarded or construction has commenced.

Under the Capacity Building stream, projects that have been submitted under the UBCM Asset Management Planning (AMP) grant program, are deemed ineligible projects under the SPF-Capacity Building Project Stream, unless they are identified as a distinct or phased component of the overall project.

10. How to Apply

Applications must be received through the UBCM online application form and must include the following:

- ✓ Completed online application form
- ✓ Attached feasibility study and/or detailed designs/ detailed cost estimates and other relevant supplemental documentation
- ✓ A Council/Board resolution indicating support for the application

Online application form can be found at: https://ubcm.formstack.com/forms/spf_application

11. Funding Amount Limit

A SPF grant can fund up to 100% of eligible costs of an eligible project.

12. Available Funding

Over the first five years of the Gas Tax Fund, there is approximately \$145 million in the SPF pool. It is anticipated that there will be a minimum of two intakes over the first five years.

Approximately 5% of SPF funding will be reserved for projects under the Capacity Building stream.

Funding allocations and decisions are made by the Gas Tax Management Committee.

13. Selection Process and Criteria

Applications will first be screened to ensure the applicant and the project meet eligibility requirements. Those meeting eligibility requirements will then be reviewed and scored against the selection criteria noted below. Funding decisions will be made primarily on the basis of the relative ranking of the applications in relation to these criteria. Applicants are responsible for ensuring that applications include full and accurate information to assess eligibility and to score the project on the stated selection criteria.

Screening Criteria

- Applications must be submitted by an eligible Local Government either individually or as a co-applicant with another Ultimate Recipient.
- Applications must be for a project that is an Eligible Project, as defined in the GTA and listed in Annex A.
- The project must not have started prior to the submission of the application.
- The project must be 'larger in scale' or 'regional in impact' or 'innovative'.

Selection and Scoring Criteria

SPF Capital Infrastructure Projects Stream

Selection criteria are based on the program purposes and objectives listed above. These selection criteria form the basis of the scoring and ranking of applications. Note the criteria listed below are not listed in order of priority; applicants should provide full information in relation to all of the criteria that are relevant to the project for which funding is requested.

- How much the project is expected to align with the objectives of productivity and the economic growth; a clean environment; and strong cities and communities
- The timing of the project and its outcomes
- The capacity of the community to undertake, evaluate and document the project, and to operate and maintain it
- The degree to which the project develops or supports strategic infrastructure investment decisions or links to sustainability or capital investment plans
- The degree to which asset management practices were considered
- The degree to which the project uses sustainability principles or leads to sustainable outcomes (e.g., demand management; resource management and construction practices)
- The degree the project benefits more than one community or is identified as regional in impact
- The size or scale of the project in relation to the size of the community

- The degree to which the project reflects inter-jurisdiction cooperation
- The degree to which the innovative plan, process, method or technology could be used in other jurisdictions
- The relative benefit of the innovative process, method or technology over existing processes, methods and technologies

SPF Capacity Building Stream

Scoring will be based primarily on:

- How the project is expected to align with the program objectives of productivity and economic growth, a clean environment or strong cities and communities
- The degree to which the project is identified as large in scale
- The degree to which the project is considered regional in impact
- Contribution to innovation
- Long term thinking
- Integration with other plans, planning or sustainability activities
- Collaborative elements, including engaging community members and other partners
- Implementation program
- Monitoring and evaluation component
- Linkage to capital investment plans
- Contribution to efficient use of infrastructure and other resources

14. Approved Applications

Successful applicants will be notified after funding decisions have been made.

Content of Funding Agreements

All grant approvals are subject to the execution of a funding agreement between the recipient and UBCM. The agreement will set out the roles and responsibilities of the parties, including a deadline for completion of the project and other recipient obligations.

Applicable Law

Recipients are responsible for ensuring that all projects are implemented in accordance with all laws applicable in British Columbia and for ensuring that any required permits, licenses, or approvals are obtained.

Payments

Payments will be made available to recipients in accordance with the terms and conditions of the funding agreement. Payments are also on condition of the following:

- That UBCM has received sufficient funds from Canada
- That a holdback of 15% be placed on the project until such time as it is deemed complete
- The Ultimate Recipient is in compliance with the terms and conditions of the funding agreement.

ANNEX A: Examples of Eligible SPF Projects

Project Category	Description	Examples
Public Transit	Infrastructure which supports a shared passenger transport system which is available for public use	• Transit infrastructure such as rail and bus rapid transit systems, and related facilities • Buses, rail cars, ferries, para-transit vehicles, and other rolling stock and associated infrastructure • Intelligent Transport Systems such as fare collection, fleet management, transit priority signaling, and real time traveler information system at stations and stops • Related capital infrastructure including bus lanes, streetcar and trolley infrastructure, storage and maintenance facilities, security enhancement, and transit passenger terminals
Local Roads, Bridges, and Active Transportation	Roads, bridges and active transportation (active transportation refers to investments that support active methods of travel)	• New and rehabilitation of roads • New and rehabilitation of bridges • Cycling lanes, paths, sidewalks and hiking trails • Intelligent Transportation systems • Additional capacity for high occupancy/transit lanes, grade separations, interchange structures, tunnels, intersections and roundabouts
Regional and Local Airports	Airport related infrastructure (excludes National Airport System)	• Construction projects that enhance airports and are accessible all year-round, through the development, enhancement or rehabilitation of aeronautical and/or non-aeronautical infrastructure (includes runways, taxiways, aprons, hangars, terminal buildings etc.) • Non-aeronautical infrastructure such as groundside access, inland ports, parking facilities, and commercial and industrial activities

Project Category	Description	Examples
Short-line Rail	Railway related infrastructure for carriage of passengers or freight	• Construction of lines to allow a railway to serve an industrial park, an intermodal yard, a port or a marine terminal • Construction, rehabilitation, or upgrading of tracks and structures, excluding regular maintenance, to ensure safe travel • Construction, development or improvement of facilities to improve interchange of goods between modes • Procurement of technology and equipment used to improve the interchange of goods between modes • Short-line operators must offer year-round service
Short-sea Shipping	Infrastructure related to the movement of cargo and passengers around the coast and on inland waterways, without directly crossing an ocean	• Specialized marine terminal intermodal facilities or transshipment (marine to marine) facilities • Capitalized equipment for loading/unloading required for expansion of short-sea shipping • Technology and equipment used to improve the interface between the marine mode and the rail/highways modes or to improve integration within the marine mode including Intelligent Transportation Systems (ITS) <i>Note: The purchase of vessels, infrastructure that supports passenger-only ferry services, rehabilitation and maintenance of existing facilities such as wharves and docks, and dredging are not eligible for funding</i>
Community Energy Systems	Infrastructure that generates or increases efficient use of energy	• Renewable electricity generators • Electric vehicle infrastructure/fleet vehicle conversion • Hydrogen infrastructure (generation, distribution, storage) • Wind/solar/thermal/geothermal energy systems • Alternative energy systems that serve local government infrastructure • Retrofit local government buildings and infrastructure

Project Category	Description	Examples
Drinking Water	Infrastructure that supports drinking water conservation, collection, treatment and distribution systems	• Drinking water treatment infrastructure • Drinking water distribution system (including metering)
Wastewater	Infrastructure that supports wastewater and storm water collection, treatment and management systems	• Wastewater collection systems and or wastewater treatment facilities or systems • Separation of combined sewers and or combined sewer overflow control, including real-time control and system optimization • Separate storm water collection systems and or storm water treatment facilities or systems • Wastewater sludge treatment and management systems
Solid Waste	Infrastructure that supports solid waste management systems including the collection, diversion and disposal of recyclables, compostable materials and garbage	• Solid waste diversion projects including recycling, composting and anaerobic digestion • Solid waste disposal projects including thermal processes, gasification, and landfill gas recovery • Solid waste disposal strategies that reduce resource use
Sport Infrastructure	Amateur sport infrastructure (excludes facilities, including arenas, which would be used as a home of professional sports teams or major junior hockey teams)	• Sport infrastructure for community public use • Sport infrastructure in support of major amateur athletic events
Recreation Infrastructure	Recreational facilities or networks	• Large facilities or complexes which support physical activity such as arenas, gymnasiums, swimming pools, sports fields, tennis, basketball, volleyball or other sport-specific courts, or other facilities that have sport and/or physical activity as a primary rationale • Community centers that offer programming to the community at large, including all segments of the population • Networks of parks, fitness trails and bike paths

Project Category	Description	Examples
Cultural Infrastructure	Infrastructure that supports arts, humanities, and heritage	• Museums • The preservation of designated heritage sites • Local government owned libraries and archives • Facilities for the creation, production, and presentation of the arts • Infrastructure in support of the creation of a cultural precinct within an urban core
Tourism Infrastructure	Infrastructure that attract travelers for recreation, leisure, business or other purposes	• Convention centers • Exhibition hall-type facilities • Visitor centres
Disaster Mitigation	Infrastructure that reduces or eliminates long-term impacts and risks associated with natural disasters	• Construction, modification or reinforcement of structures that protect from, prevent or mitigate potential physical damage resulting from extreme natural events, and impacts or events related to climate change • Modification, reinforcement or relocation of existing public infrastructure to mitigate the effects of and/or improve resiliency to extreme natural events and impacts or events related to climate change <i>Note: this category is related to disaster prevention (such as dykes, berms, seismic upgrades etc.) and <u>not</u> response (such as fire trucks, fire halls etc.)</i>
Broadband Connectivity	Infrastructure that provides internet access to residents, businesses, and/or institutions in British Columbia	• High-speed backbone • Point of presence • Local distribution within communities • Satellite capacity

Project Category	Description	Examples
Brownfield Redevelopment	Remediation or decontamination and redevelopment of a brownfield site within municipal boundaries, where the redevelopment includes: the construction of public infrastructure as identified in the context of any other category under the GTF, and/or the construction of municipal use public parks and publicly-owned social housing.	• New construction of public infrastructure as per the categories listed under the Federal Gas Tax Agreement • New construction of municipal use public parks and affordable housing
Asset Management	Increase local government capacity to undertake asset management planning practices.	• Asset Management Practices Assessment • Current State of Assets Assessment • Asset Management Policy • Asset Management Strategy • Asset Management Plan • Long-Term Financial Plan • Asset Management Practices Implementation Plan • Asset Management Plan Annual Report
Integrated Community Sustainability Plans	Increase local government capacity to undertake integrated community sustainability plans	• Integrated community sustainability plans • Regional growth strategies • Community development plans • Community plans
Long-term Infrastructure Plans		• Transportation plans • Infrastructure development plans • Liquid waste management plans • Solid waste management plans • Long-term cross-modal transportation plans • Water conservation/demand management plans • Drought management contingency plans • Air quality plans • GHG reduction plans • Energy conservation plans

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: ATV Campground
DATE: March 9, 2014
FROM: Devon Flynn, Intern

BACKGROUND/RATIONALE:

Staff has been inquiring into the development of the ATV Campground near Dinosaur Lake. The issue of invasive species had been brought to light in the fall, effectively postponing the project until an invasive species removal strategy could be developed.

I spoke to Kari Bondaroff, the Invasive Plant Program Manager at PRRD inquiring into the necessary steps for weed removal. She provided a 7-step guide to help us develop an integrated pest management plan, the necessary deliverable in dealing with the invasive species. The "Manual for Integrated Weed Management in British Columbia" has been provided for Council. The 7 steps being:

- Step 1: Map the management area and its resources.**
- Step 2: Map and inventory the management area for weeds.**
- Step 3: Set weed management goals and objectives.**
- Step 4: Set priorities for your weed management.**
- Step 5: Select weed management strategies.**
- Step 6: Develop an integrated weed management plan.**
- Step 7: Develop a monitoring program.**

The follow-up correspondence with Kari provided additional direction:

"Inventory is going to take the most time. The trails and park/camp areas should be mapped out prior to the inventory so that it can be done quickly and efficiently. I would assume that the inventory should only take a week at the most. Then it would require the formal mapping, report writing, and suggestions for containment, eradication, and new introductions. (The planning on how or what you are going to do can be done now. You know the main species that are present, just not the scope of the infestation. ATV mandatory wash station (in and out of park must clean their atv's), designated parking areas perhaps chemically treated. Mechanical control – mowing regularly to keep plants from flowering, etc...are ways that you can control. I cannot give you a concrete time frame but perhaps it would take 1 month from start to finish at most (and this is being generous)."

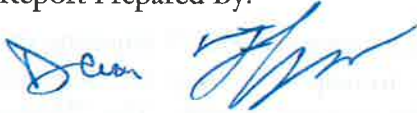
The 7-Step Manual is 58 pages, so it has not been included in the agenda package. A copy has been printed and is available in the office, or a digital copy can be emailed.

RECOMMENDATION:

Though Kari did not state explicitly that these activities would need to take place in the spring, I imagine the majority of work would take place sometime between late March and the June. However, the time required in taking inventory, mapping, coordinating with external agencies (PRRD, BCH, etc.) and other actions may depend on who takes on the project and when it begins.

Given the current responsibilities of staff, I recommend contracting out the position and role of developing an invasive species management plan. Doing so will ensure that a knowledgeable person, potentially one with a biology or natural resources background, can perform the necessary work effectively and efficiently.

Report Prepared By:

A handwritten signature in blue ink, appearing to read 'Devon Flynn', is written over a faint, illegible background.

Devon Flynn, Intern

Intern Update, 9/03/15 – Devon

Ongoing/Current/Work has begun	
Project	Status
Gas Tax Strategic Priorities Fund – Capital Infrastructure stream	- Begun research on Water Main/Water Main Valve Replacement project - Speaking with Peter Ho from WSP for assistance on grant application - Provided an RFD in agenda package for potential projects
Community Hall	- NDIT funding deferred to February intake \$44,000 secured for renovations (\$17,000 - Enabling Accessibility Grant; \$5000 – Progress; \$22,000 – DOHH (minus 'stove' item) - Connecting hall user groups deferred to Johanna and Community Hall liason to re-confirm budget items. - New contractor quote provided by Reg Knox. Revaluation for costs of specific items provided - BC Hydro Energy Efficient Lighting Design funding – not applicable for project rebate, but <i>product</i> rebate. Have not heard from Paul Lythall yet
Light Industrial	- Applying for Crown Land Tenure (Light Industrial) - Timber valuation done. Report to be received by the end of the week.
Arena forest	Inquiring into for Crown Land Tenure application. Site plans and development plans needed.
Geocaching Project	- Current community partners in "research" stage. Still spots available for 8 more partners - Inquiring into swag: designing geocoins with DOHH logo; promotional materials;
Land Development Prospectus	- Final draft received! Provided in agenda package - Next step will be distributing prospectus (Opportunitiesbc.ca; regional district websites; Invest Northeast; local events for potential developers). It's up to us
Interpretive Signage	Signage write-ups have been drafted. Awaiting review.
Election Official Remuneration Policy	In review

NDIT Small Town Love	• Community workshop set for March 9th 6:00pm-7:30pm. Independent business owners welcomed and encouraged to attend. • Bringing Becky up to speed on Community Champions Guide. • Photographer RFP provided by Amy Quarry. Provided in agenda package.
ATV Campground	• Spoke to Kari Bondaroff, Invasive Plant Program Manager at PRRD who provided me a 7-step guide to developing invasive species management plan. • Report provided in agenda package
Community Recreation Program	• Quarterly report updated. Final report to come after project meets contractual obligations

Tentative/In the works/Talk only	
Project	Status
NDIT Business Façade Improvement	• No updates
Various Playground grants	• Reconnected with Stephen Doyle from Habitat Systems. Willing to work with us on any playground/equipment developments. • Grants available, but none directly through Habitat Systems. None are currently being pursued
Green Municipal Fund	• Forwarded between Eric Sears (Urban Systems) and Andy Ackerman. No updates

Completed/Waiting for work to take place	
Project	Notes/comments
Civic Spatial Grant(s)	• CivicSpatial grant awarded upon work • Deferred to CAO and Dale Sparrow to develop tender proposal for survey work needed to take place
ALR Exclusion(s)	• Applications (ATV Campground; Airport boundary) have been submitted. Still waiting for responses

KNOX-PRO RESTORATIONS & DESIGN SERVICES

10717 Kruger Street PO Box 65

Hudson's Hope BC V0C 1V0

To whom this may concern,

After a site visit to the Hudson's Hope Community Hall I am pleased to quote on the following restorations of this project.

- 1/ Demolition of rear entrance stair, deck, and wheel chair ramp, and replace with pressure treated material.
- 2/ Demolition of roof over deck, and replace with new roof extended over wheel chair ramp.
- 3/ Construct a cement walkway connecting the two rear entrances, gazebo, and curling rink.
- 4/ Demolition rear stair case and replace with pressure treated material.
- 5/ Demolition of front entrance stair case and replace with pressure treated material.
- 6/ Removing wall adjacent to the bar cooler in the hall and rebuild to accommodate a second cooler half the size of the current cooler.
- 7/ Install new laminate flooring on the main hall floor colour and style to be discussed. \$6.50 per sq foot. Approx 5,145 sq feet, incl. labour and materials = **\$33,442.00 plus taxes.**

All the above work will meet or exceed local building codes and safety standards for the total price including GST **\$39,900.00** Refers to items 1-6, including labour and materials.

Thank you for your consideration if any questions please contact me at 250-806-0253.

Thanks

Reg Knox

After careful consideration it is my recommendation that the floors in the bathrooms be covered with a moisture resistant vinyl laminate flooring that will take care of any moisture issues that would take place in a bathroom.

From: Reg Knox [<mailto:regknox12@hotmail.com>]
Sent: February-24-15 3:21 PM
To: 'Reg Knox'
Subject: RE: Hudson's Hope Community Hall Renovations

Hi Devon,

The quote I have sent you includes labour and material for items 1-6 that would be a total of \$39,900.00 plus taxes, and as for the floor of the bathrooms and main hall floors the price will be \$6.50 per square foot labour and material included all together with the Main hall ,downstairs meeting room, large downstairs bathroom, small downstairs bathroom is about 5,145 square feet that would be \$33,442.00 plus taxes if any other questions please give me a call.

Thanks Reg

From: Reg Knox [<mailto:regknox12@hotmail.com>]
Sent: February-02-15 11:23 PM
To: 'intern@hudsonshope.ca'
Subject: Hudson's Hope Community Hall Renovations

Hi Devon,

I have attached a quote for the renovations of the Hudson's Hope Community Hall if any questions don't hesitate to call.

Thanks

Reg

Hi Reg. Thanks again for coming out last night. I think it really helped put the community hall work that's needed back on the agenda for Council. So following up to our conversation last night: Below was the email I had previously sent you. I know we had answer some of these questions in person, but if you could address/answer them in another Word file, I will have them on paper to forward to my CAO Tom Matus. He will soon be looking into the tender process, as to whether it's the District or the Community Hall who will be doing that. Whoever it is, you will likely be contacted for follow up information.

If you have any questions, please let me know

Devon

From: Devon Flynn
Sent: Tuesday, February 03, 2015 9:28 AM
To: 'Reg Knox'
Subject: RE: Hudson's Hope Community Hall Renovations

Reg, Johanna and I looked at your quote and we just have a few comments to bring up:

- Looking at previous quotes, the installation of laminate flooring alone exceeds \$59,000. In your quote, you accosted *all* of the items for \$39,000. While a smaller quote is great for us, we feel you may have slightly underestimated the cost of the floor.
- Does the quote for the items/work include materials and their expected costs? If not, this might answer my previous concern.

- At the end of your quote, you recommend using a moisture resistant vinyl laminate. Johanna informed me that's exactly what the previous contractor used on the downstairs hallway. Drips from the vent aside, it seemed to be holding up fairly well. Just thought I'd mention it fyi in case you wanted to match the hallway work.
- Also regarding the downstairs bathrooms, it doesn't appear to be included in the original list of quoted items. Can we include this?
- Is it possible to give us estimated quotes for each numbered item? I know this can be difficult to gauge, and I understand those quotes given are rarely the exact amount invoiced, but it would be helpful for us in the future as we are likely to "pick and choose" which items we'd like to pursue depending on our financial situation. As mentioned before though, the deck remains our number one priority.

Again, I appreciate you coming out and giving the hall a look. If you have any questions yourself, don't hesitate to contact me.

Devon

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: Atkinson Prospectus Report
DATE: March 9, 2014
FROM: Devon Flynn, Intern

BACKGROUND/RATIONALE:

The CAO and I have been working with Amy Schneider, Director of Regional Economic Programs for the Ministry of Jobs, Tourism and Skills Training since October to develop a prospectus for the Atkinson property.

A "prospectus" is a printed document that advertises or describes a school, commercial enterprise, property, etc. in order to attract or inform clients, members, buyers, or investors. Given the historical struggle to develop the Atkinson property, this prospectus was deemed a valuable way to advertise and promote the property as an opportunity for industrial housing, real estate, or other forms of development. Provided in the agenda package is the final product.

Amy has offered to share the prospectus with other communities as an example of a completed final product, as well as listing it on OpportunitiesBC. She has suggested we post it on our municipal websites, Invest Northeast, and other avenues for marketing development opportunities. Paraphrasing her comments, it's up to us on how the prospectus is used and distributed.

Report Prepared By:



Devon Flynn, Intern

LOCATED ON A BENCH ABOVE THE PEACE RIVER VALLEY, THE ATKINSON SUBDIVISION IS A DEVELOPMENT-READY RESIDENTIAL PROPERTY IDEAL FOR MULTI-UNIT DEVELOPMENT. WITH PARK LANDS TO THE NORTH AND AGRICULTURE LANDS TO THE WEST, THE 12-ACRE SUBDIVISION PROVIDES THE OPPORTUNITY TO EXPERIENCE A QUIET, COUNTRY-LIVING LIFESTYLE WHILE BEING WITHIN WALKING DISTANCE OF COMMUNITY CONVENIENCES, INCLUDING AN ARENA, POOL, AND SCHOOL.



The property is located on the southwest edge of town, away from busy neighborhoods, but within walking distance to the local arena, ballpark, swimming pool, and the recreation centre. The town center is just a short distance further.



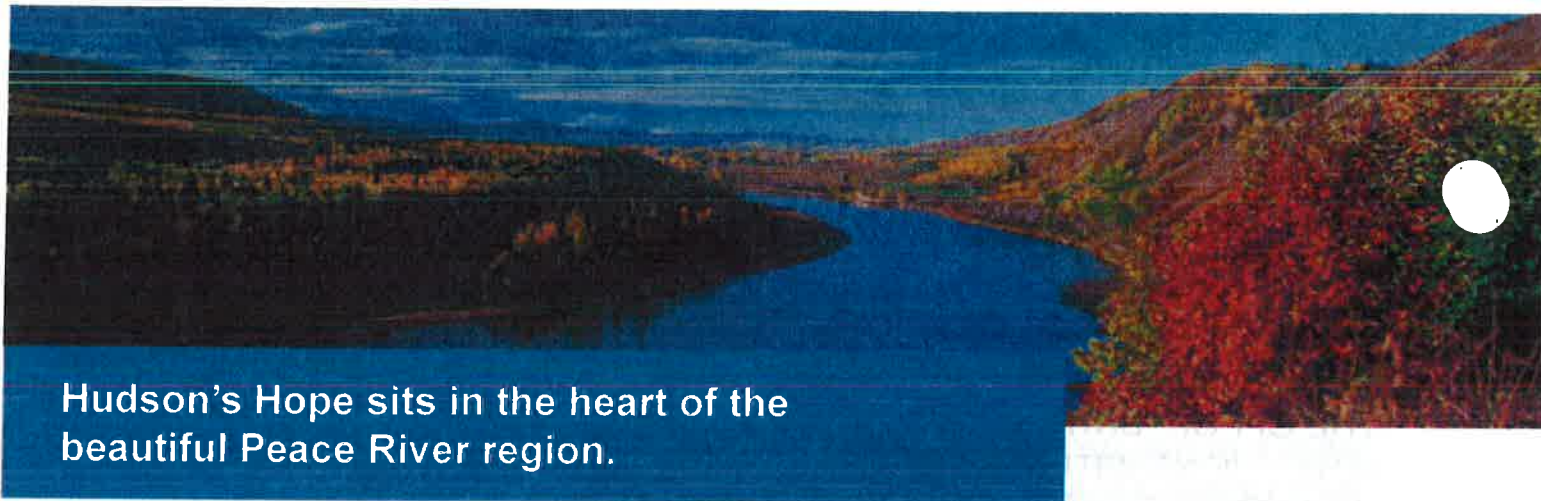
This piece of land provides excellent opportunity to develop multi-unit housing for resource industry or other short term workers in the area. Hudson's Hope seeks to fill the housing needs of these workers and is willing to negotiate options for site development.



The property is partially developed, including paved access and driveways, and two pre-existing home foundations. Wide, flat, and open, the property is suitable for a range of housing development. The site is primed and ready to be serviced.

Contact Us Today!

Tom Matus, CAO | 250-783-9901; Fax 250-783-5741 | cao@hudsonshope.ca



Hudson's Hope sits in the heart of the beautiful Peace River region.

General Information

Western lot: PID 011-745-789

Eastern lot: PID 012-180-149

Region: Peace River Regional District.

Opportunity Type: Ideal for multi-unit housing types.

Site Services

Water: 6" water mains.

Sewer and Wastewater: No. Existing pipe services are unusable. Requires installation of 6" water main and 8" sewer main as per Water Service Regulations Bylaw No. 842, 2014.

Electricity: Serviceable. One street light on property.

Heating Fuel: Serviceable.

Telecommunications: Serviceable.

Agricultural Information: RU2 – Rural Agriculture zoning kitty corner to property.

Other Notes about Site Services: Municipal right of way through the site.

Financial Information

Ownership: District of Hudson's Hope.

Terms: Ready to be developed.

Municipal Taxes: None – municipal owned.

Asking Price: \$250,000.

Land Information

Zoning: Currently zoned as R2 - Multi-unit residential.

Land Area: Western lot – 9507m²; Eastern lot – 36,810m². Combined – 46,317m²

Developed Land: Partially.

Land Available for Expansion: No. There is land between Highway 29 and the northern boundary of Lot A, Plan 14064, but this is designated a no-build area.

Land Use History: The parcel is mostly level and has been cleared, with the exception of a small bar... of natural bush along the north of existing Lot A, Plan 14064. There are approximately 33 temporary individual serviced sites for housing. The parcel contains paved access and driveways, and two pre-existing home foundations.

Proximity and Transportation

Highway: Highway 29 accessed 400m via Arena Road.

Railway: Chetwynd – 64.6km (CN Rail, industrial only); Fort St. John – 89km (CN Rail, industrial only).

Airport: Hudson's Hope Airport (YNH; private flights only) - 7.6km. Fort St. John Airport (YXJ; domestic flights) - 97km. Flights from FSJ - Vancouver return approx. \$300 (2015)

City/Town Access: Within town. Chetwynd – 64.6km; Fort St. John – 89km.

Port: Prince Rupert: 1083km via vehicle

USA Border Crossing: Closest USA Border Crossing is Alaska, from Stewart, B.C. (1,134 km).

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: Small Town Love RFP Report
DATE: March 9, 2014
FROM: Devon Flynn, Intern

BACKGROUND/RATIONALE:

Small Town Love is an economic development program intended to support and showcase independent business owners, particularly in smaller communities. The Small Town Love project for Hudson's Hope is underway (to be called: LoveHudsonsHope), starting with an information workshop on Monday, March 9, 2015.

A key component of the project is a website which includes an online business profile showcasing products and services, a highlight of the business and the owner, as well as professional quality photos available to promote the business online and in print media.

Amy had sent me this RFP to seek out local photographers for the Hudson's Hope Small Town Love project. The chosen photographer will be the one working with local businesses and taking their photos to showcase on the LoveHudsonsHope website.

Report Prepared By:



Devon Flynn, Intern

REQUEST FOR PROPOSAL (RFP)

PHOTOGRAPHY FOR WEBSITE PROJECT



SMALL TOWN LOVE MEDIA, INC
1324 MOFFAT AVENUE
QUESNEL, BC V2J 3A7
WWW.SMALLTOWNLOVE.COM

MARCH 4, 2015

SMALL TOWN LOVE MEDIA INC. REQUEST FOR PROPOSAL | PHOTOGRAPHY 2014

1. BACKGROUND

Small Town Love Media, Inc. was envisioned and launched in the small town of Quesnel, BC and operates with a strong focus on small and independent northern BC businesses. Our ideas and projects focus on supporting the small business to connect in a genuine and real way with local customers, opening up opportunities for the business through collaboration and fresh thinking.

Small Town Love Media has partnered with Northern Development Initiative Trust to launch a series of community websites featuring the stories of independent businesses and their owners across central and northern British Columbia. The purpose of these websites is to encourage small town residents to shop locally and to support entrepreneurship in their communities. We believe that by encouraging people to support local businesses, we are helping to strengthen the local economy.

In the fall of 2013 in partnership with Northern Development, we produced six Small Town Love websites as a pilot project. Throughout 2014 we produced 10 more community websites. The sites may be viewed at www.smalltownlove.com/towns.

In 2015, we have plans to work with the following communities:

Dawson Creek, Pouce Coupe, Hudson's Hope, Taylor, Wells, Stewart, Terrace, Kitimat, Lytton and McBride

Each community will have a dedicated Small Town Love website. Each participating business will have a profile page which will feature business information, the owner's vision and feature photographs of the business products and of its owners.

This Request for Proposal (RFP) is to solicit proposals from professional photographers in each of the communities in which we plan to launch a Small Town Love website. The evaluation will be based on criteria listed herein, and we will select the photographer(s) who best represents the Small Town Love philosophy, and who demonstrates the technical and stylistic standards for photography.

2. PROJECT PURPOSE AND DESCRIPTION

Each participating community will have a dedicated website. In addition to profile pages for each participating business, each website will contain pages with information about the community, business resources and local events.

The selected photographer(s) for each community will be responsible for taking a minimum of 25 photos for each participating business. We expect to have approximately 25-50 businesses participating in each community. A minimum of three to five of these photos must be headshots of the business owner(s). Other photos must be images of the business exterior/interior, its products and services, and its employees.

The selected photographer(s) will:

1. Sign an agreement with Small Town Love Media Inc. agreeing to the terms of engagement.

SMALL TOWN LOVE MEDIA INC. REQUEST FOR PROPOSAL | PHOTOGRAPHY 2014

2. Arrange the details of each photo shoot with the business owner, including times and locations.
3. Work within the style, technical and artistic parameters provided by Small Town Love Media.
4. Deliver (upload) the photos (minimum of 25 per participating business) in high resolution to Small Town Love Media, Inc. through our online Flickr account. Photographers will be given access to Small Town Love Media's Flickr account and uploading specifications.
5. Complete and deliver all work within the agreed upon time frame.

All copyright and ownership of the images will belong in perpetuity to Northern Development Initiative Trust, and may be used by Northern Development in any medium, at any time without further compensation to the photographer. The photographs will be provided to the business owners to use in their marketing efforts without restriction. The photographer may retain permission to use the photographs as a part of their portfolio and to market their own work, but the images must not be re-sold.

Photographers are expected to carry liability insurance, and Small Town Love Media Inc. assumes no responsibility or liability for any injury or damage that may occur to you, your property or the business you are photographing during your work on this project.

Credit for images will be attributed to the selected photographer for each community on a website banner which will appear on the home page for the corresponding community.

Selected photographers will also be provided with a business profile page on the Small Town Love website.

Please refer to www.lovesmithers.com for a better understanding of a finished website and the type of photography work required.

We estimate that 25-50 businesses will be participating in this project per community. However, exact numbers will not be determined until bidding has closed and contracts have been awarded. Therefore, we request that you submit your bid per participating business rather than a total amount for the entire project.

Since some participating businesses may be located outside of city limits, Small Town Love Media, Inc. will compensate the photographer mileage for any travel required beyond 15 km from the community limits at .35 cents per kilometre.

It is also possible that we will be interested in purchasing scenic stock photographs of the local area. Please provide your stock photo range of pricing with your proposal.

We will be interested in creating an ongoing arrangement to provide photos of this nature to participating businesses beyond this contract. Please indicate on your proposal whether you would be interested in being considered for this.

If the organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive to include any outsourced or contracted work. Any proposals that call for outsourcing or contracting work must include a name and description of the organizations being contracted. All costs must be itemized to include an explanation of all fees

SMALL TOWN LOVE MEDIA INC. REQUEST FOR PROPOSAL | PHOTOGRAPHY 2014

and costs. Contract terms and conditions will be negotiated upon selection of the selected photographer(s) for this RFP.

In keeping with the "shop local" philosophy that is integral to Small Town Love Media, Inc., it is our intent to choose a local photographer(s) for each community in which we plan to launch a website unless a suitable local photographer cannot be found.

3. PROPOSAL GUIDELINES

The photographer will provide the following in this proposal:

- Name of business and photographer
- Contact information
- Website and social media links
- Cover letter detailing qualifications
- Years experience
- Portfolio photographs
- Rate bid per participating business (Including GST)
- Stock photo pricing
- The name(s) of the communities you wish to bid on

The photographer will have the following qualifications:

- Proof of work as a photographer in a professional context
- A professional presence online and/or business location
- Excellent interpersonal and communication skills as indicated by professional references or testimonials
- A good reputation and knowledge of the local business community
- Demonstrated excellence in photography style, technique and composition

The photographer must also provide the following with their application (which may be submitted electronically via Dropbox or Flickr):

- A minimum of three professional business casual portraits showing a single person, a couple and a group taken using natural light
- A minimum of three product/store display photographs taken using natural light
- A minimum of two exterior store/commercial building shots

Visit www.lovesmithers.com for examples.

Additional photographs are welcome and may be submitted with your proposal via Dropbox or Flickr and shared directly with Amy at amy@smalltownlove.com.

Photos submitted will be evaluated for style, composition and lighting. They will not be used in any context other than to evaluate photographic style. Copyright of these images will remain with the contributing photographer.

4. REQUEST FOR PROPOSAL AND PROJECT TIMELINE

Proposals may be submitted electronically to Amy Quarry at amy@smalltownlove.com or via courier to: 1324 Moffat Avenue Quesnel, BC V2J 3A7

Proposals for Dawson Creek, Pouce Coupe or Hudson's Hope must be received not later than March 20th, 2015, 5:00 pm. Proposals for other towns may be sent in on an ongoing basis.

The proposal must be signed by an official agent or representative of the company. Any proposals received after March 20th, 2015 at 5:00 pm will be returned to the sender unopened.

Evaluation of proposals will be conducted during the two weeks following the due date. If additional information is needed, the photographer will be contacted. The selection decision for the photographer(s) will be made no later than two weeks subsequent to the submission deadline.

We reserve the right to hire more than one photographer per town for these projects. We reserve the right to not award this contract.

Project Timeline for Dawson Creek, Pouce Coupe and Hudson's Hope:

Photographs must be taken and submitted to Small Town Love Media Inc. no later than May 25th, 2015

Any questions or comments regarding this RFP may be directed to:

Amy Quarry

Owner, Small Town Love Media Inc.

Email: amy@smalltownlove.com

Telephone: 250.983.5675

Website: www.smalltownlove.com

February 23, 2015

File No. 01-0230-40

Dear Mayor and Council:

Re: Declaration of the Right to a Healthy Environment

At the Regular Council meeting of February 10, 2015, Port Moody City Council passed the following resolution:

"WHEREAS municipalities and regional districts are the governments nearest to people and the natural environment, and therefore share a deep concern for the welfare of the natural environment and understand that a healthy environment is inextricably linked to the health of individuals, families, future generations and communities;

AND WHEREAS fostering the environmental well-being of the community is a municipal purpose under section 7(d) of the *Community Charter* and a regional district purpose under section 2(d) of the *Local Government Act*;

The Council of the City of Port Moody declares that:

1. every resident has the right to live in a healthy environment, including the right to:
 - a. breathe clean air,
 - b. drink clean water,
 - c. consume safe food,
 - d. access nature,
 - e. know about pollutants and contaminants released into the local environment, and
 - f. participate in decision making that will affect the environment;
2. The City of Port Moody has the authority, within its jurisdiction, to respect, protect, fulfill and promote these rights;
3. The City of Port Moody will consider the precautionary principle when making decisions: where threats of serious or irreversible damage to human health or the environment exist, the City of Port Moody will consider cost effective measures to prevent the degradation of the environment and protect the health of its citizens, and the absence of full scientific certainty will not be viewed as sufficient reason for the City of Port Moody to postpone such measures;

4. The City of Port Moody will apply full cost accounting when evaluating reasonably foreseeable costs of proposed actions and alternatives, the City of Port Moody will consider costs to human health and the environment;
5. By 2016, the City of Port Moody will specify objectives, targets, timelines and actions the City of Port Moody will consider, within its jurisdiction, to address the residents' right to a healthy environment under section 1, including priority actions to:
 - a. Ensure infrastructure and development projects of the City of Port Moody and private sector respect the objective of protecting the environment, including air quality;
 - b. address climate change by reducing greenhouse gas emissions and implementing adaptation measures;
 - c. prioritize walking, cycling and public transit as preferred modes of transportation;
 - d. prioritize infrastructure and protected water sources for the provision of safe and accessible drinking water;
 - e. reduce solid waste and promote recycling, re-use and composting;
 - f. establish and maintain accessible green spaces in all residential neighbourhoods, and protect and conserve nature in public open spaces;
6. The City of Port Moody will review the objectives, targets, timelines and actions of its healthy environment policy every five (5) years, and measure progress toward fulfilling this Declaration; and
7. The City of Port Moody will consult with residents as part of this process.

AND THAT this declaration be forwarded to the Lower Mainland Local Government Association, the Union of BC Municipalities, the Federation of Canadian Municipalities and member local governments, requesting favourable consideration by local councils and by delegates at the 2015 annual general meetings of these associations."

The City of Port Moody has forwarded this resolution to the Lower Mainland Local Government Association (LMLGA), the Union of British Columbian Municipalities (UBCM), and the Federation of Canadian Municipalities (FCM) for discussion at their 2015 Conference/Convention. We respectfully request that your Council favourably support this initiative when it comes forth for discussion. Should you have any questions, please feel free to contact the undersigned at 604-469-4505.

Yours truly,

Kelly Ridley
Manager of Legislative Support

Update on Meeting with Darin Thompson, BC Hydro held on February 24, 2015

Attendees: D. Thompson, K. Miller, D. Heiberg, H. Middleton, G. Johansson, T. Matus

1. Medical Services Committee

- Discussion held with BC Hydro to request their continued participation in the medical services agreement to ensure that the HH Clinic will continue to be serviced by a physician
- Further discussions with BC Hydro will focus on the financial aspect of their participation
- DOHH will explore options for the funding model to ensure there will be sustainability in the future to continue to provide medical services by a physician in the community

2. Housing

- BC Hydro continues to work in supporting their employees to 'create roots' in Hudson's Hope through various short, medium and long term mechanisms
- BC Hydro would like to work with the District to ensure alignment of their plans with the housing strategy of the DOHH

