



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

Council Chambers  
February 12, 2024  
6:00 pm

**First Nations Acknowledgement**

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

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**1. Call to Order:**

**2. Delegations:**

**3. Notice of New Business:**

**4. Adoption of Agenda by Consensus:**

**5. Declaration of Conflict of Interest:**

**6. Adoption of Minutes:**

M1 Regular Council Meeting Minutes – January 29, 2024 Page 3

M2 Special Council Meeting Minutes – February 4, 2024 Page 10

**7. Business Arising from the Minutes:**

**8. Public Hearing:**

**9. Staff Reports:**

SR1 Canoe Procurement Group of Canada Page 11

SR2 Disposition of the Surplus 1999 Beryl Prairie Pumper Page 14

SR3 Notice of Closed Session – March 2, 2024 Page 16

SR4 PRA Annual Development Plan Page 17

**10. Committee Meeting Reports:**

## **11. Bylaws**

|    |                                                         |         |
|----|---------------------------------------------------------|---------|
| B1 | Property Maintenance Bylaw No. 941, 2024                | Page 23 |
| B2 | Garbage Collection Amendment Bylaw No. 942, 2024        | Page 41 |
| B3 | Municipal Ticket Information System Bylaw No. 943, 2024 | Page 60 |

## **12. Correspondence:**

|    |                              |         |
|----|------------------------------|---------|
| C1 | Support for Bill -34         | Page 74 |
| C2 | West Fraser Saw Mill Closure | Page 76 |
| C3 | Community Town Hall Invite   | Page 77 |
| C4 | Letter of Appeal – Val Paice | Page 78 |
| C5 | Thank You from Drew Road     | Page 80 |
| C6 | Hudson's Hope Lion Club      | Page 81 |

## **13. Reports by Mayor & Council**

## **14. Old Business:**

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

## **15. New Business:**

## **16. Public Inquiries:**

## **17. In-Camera Session**

|      |                                              |         |
|------|----------------------------------------------|---------|
| ICSR | Notice of Closed Session – February 12, 2024 | Page 82 |
|------|----------------------------------------------|---------|

## **18. Adjournment**



**REGULAR COUNCIL MEETING**  
**District Office – Council Chambers**  
**January 29, 2024, 6:00 pm**

Present: Mayor Travous Quibell  
Councillor Debbie Beattie  
Councillor KK Charlesworth  
Councillor James Cryderman (via Teams)  
Councillor Tina Jeffrey  
Councillor Tashana Winnicky

Youth Councillor Taylor Sanderson

Staff: Crystal Brown, Chief Administrative Officer  
Andrea Martin, Corporate Officer  
Robert Dauphinee, Director of Public Works,  
Fred Burrows, Director of Protective Services  
Kelsey Shewfelt, Recreation Officer,

Other: There were ten community members in the gallery.

**1. CALL TO ORDER**

Mayor Quibell called the meeting to order at 6:00 pm.

**RESOLUTION NO.045/2024**

**M/S Councillors Winnicky/Jeffrey**

That Council vary the agenda to deal with Item No. 16 (Public Inquires).

**CARRIED**

**2. DELEGATIONS**

**3. NOTICE OF NEW BUSINESS**

Mayor Quibell - Update on Peace River Regional District meetings.

**4. ADOPTION OF AGENDA BY CONSENSUS**

**5. DECLARATION OF CONFLICT OF INTEREST**

**6. ADOPTION OF MINUTES**

**M1 REGULAR COUNCIL MINUTES JANUARY 8, 2024  
RESOLUTION NO.046/2024**

**M/S Councillors Jeffrey/Charlesworth**

That the minutes of the January 8, 2024, Regular Council Meeting be adopted as presented.

**CARRIED**

**7. BUSINESS ARISING FROM THE MINUTES**

**8. PUBLIC HEARING**

**9. STAFF REPORTS**

**SR1 RECONSIDERATION OF TCUP – NO.2023.001**

**RESOLUTION NO.047/2024**

**M/S Councillors Beattie/ Jeffrey**

MOVED Councillor Winnicky, SECONDED Councillor Cryderman

That Council receives the report titled "Temporary Commercial Use Permit – No. 2023.001" dated November 27, 2024; further, that Council authorizes the issuance of Temporary Commercial Use Permit No. 2023.001 to construct a laydown yard and storage building for oil and gas exploration operations on the property identified as PID: 014-825-597, for a three-year term, subject to the Applicant entering into a Road Use Agreement with the District of Hudson's Hope.

**DEFEATED**

**OPPOSED: Councillors Beattie, Jeffrey, Charlesworth, Winnicky, Cryderman**

**SR2 SECTION 57 NOTICE ON TITLE – PID 014-743-515**

**RESOLUTION NO.048/2024**

**M/S Councillors Winnicky/Jeffery**

That Council receive the report titled "Section 57 Notice on Title – PID 014-743-515" dated January 29, 2024; further, that Council authorizes the Corporate Officer to place a notice on title of the property identified as PID 014-743-515 regarding the construction of an accessory building without a building permit and contrary to the District of Hudson's Hope Building Bylaw No. 741, 2008, pursuant to Section 57 of the Community Charter.

**CARRIED**

**SR3 CORPORATE ADMIN DEPARTMENT UPDATE**

**RESOLUTION NO.049/2024**

**M/S Councillors Winnicky/Beattie**

That Council receive the report titled "Corporate Admin Department Update", dated January 29, 2024, for Information.

**CARRIED**

**SR4 SPECIAL PROJECTS – JANUARY 2024 UPDATE**

**RESOLUTION NO.050/2024**

**M/S Councillors Charlesworth/Jeffrey**

That Council receive the report titled ‘Special Projects – January 2024 Update’, dated January 29, 2024, for information.

**CARRIED**

**SR5 RECREATION DEPARTMENT UPDATE**

**RESOLUTION NO.051/2024**

**M/S Councillors Charlesworth/Winnicky**

That Council receive the report titled “Public Works Department Update”, dated January 29, 2024, for information.

**CARRIED**

**SR6 PUBLIC WORKS DEPARTMENT UPDATE**

**RESOLUTION NO.052/2024**

**M/S Councillors Beattie/Jeffrey**

That Council receive the report titled “Public Works Department Update”, dated January 29, 2024, for information.

**CARRIED**

**SR7 FIRE DEPARTMENT YEAR END STATISTICS AND HIGHLIGHTS**

**RESOLUTION NO.053/2024**

**M/S Councillors Jeffrey/Beattie**

That Council receive the report titled “Fire Department Year End Statistics”, dated January 29, 2024, for information.

**CARRIED**

**SR8 UBCM COMMUNITY EMERGENCY PREPAREDNESS FUND GRANT APPLICATION**

**RESOLUTION NO.054/2024**

**M/S Councillors Jeffrey/Beattie**

That Council receives the report titled “UBCM Community Emergency Preparedness Fund”, dated January 29, 2024; further, that Council authorizes the submission of a grant application to the UBCM Community Emergency Preparedness Fund – Emergency Support Services Equipment and Training stream for a grant of up to \$3700 to send two representatives from the District of Hudson’s Hope to the Network of Emergency Support Services Teams Conference, held April 12-14, 2024, in Kamloops, BC; and further, that Council supports the project and commits to providing overall grant management, and to be responsible for any associated ineligible costs and cost overruns if required.

**CARRIED**

**SR9 DISTRICT OF HUDSON'S HOPE OFFICIAL COMMUNITY PLAN UPDATE**

**RESOLUTION NO.055/2024**

**M/S Councillors Beattie/Winnicky**

That Council receive the report titled "District of Hudson's Hope Official Community Plan Update", dated January 29, 2024, which includes the What We Heard Engagement Summary Report from Urban Systems, for information.

**CARRIED**

**SR10 BYLAW ENFORCEMENT OPTIONS**

**PROPOSED ALTERNATIVE RESOLUTION NO.056/2024**

**M/S Councillors Beattie/Jeffrey**

That Council receives the report titled "Bylaw Enforcement Options", dated January 29, 2024, further that Council requests to the Ministry of Attorney General that the District of Hudson's Hope be added to the *Local Government Bylaw Enforcement Act* to provide the District of Hudson's Hope the authority to establish an adjudication system as an alternative to the provincial court for resolving minor local government bylaw contraventions.

**CARRIED**

**10. COMMITTEE MEETING REPORTS**

**11. BYLAWS**

**12. CORRESPONDENCE**

**C1 NDIT – 2024 GRANT WRITING SUPPORT CONFIRMATION**

**RESOLUTION NO.057/2024**

**M/S Councillors Jeffrey/Winnicky**

That Council receive the correspondence titled "NDIT – 2024 Grant Writing Support Confirmation" for information.

**CARRIED**

**C2 INDIGENOUS ENGAGEMENT REQUIREMENTS FUNDING PROGRAM**

**RESOLUTION NO.058/2024**

**M/S Councillors Jeffrey/Charlesworth**

That Council receive the correspondence titled "Indigenous Engagement Requirements Funding Program" dated January 12, 2024; further, that Council authorizes the Mayor and Chief Administrative Officer to sign the Contribution Agreement on behalf of the District of Hudson's Hope and identify Consultation and Coordination, Relationship Building, and Planning activities, as the focus areas in the Schedule B Eligible Activity Intake Form.

**CARRIED**

**C3 NORTHERN TRAILS HERITAGE SOCIETY – LETTER OF SUPPORT REQUEST**

**RESOLUTION NO.059/2024**

**M/S Councillors Winnicky/Jeffrey**

That Council receive the correspondence titled “Northern Trails Heritage Society – Letter of Support Request”; further, that Council authorizes a letter of support for a Grant towards the Unique PLACES in VIRTUAL Spaces project.

**CARRIED**

**C4 CHETWYND NIFAC BASE RELOCATION**

**RESOLUTION NO.060/2024**

**M/S Councillors Beattie/Jeffrey**

That Council receives the correspondence titled “Chetwynd NIFAC Base Relocation” dated January 12, 2024; further, that Council authorizes a letter of support be provided to keep the Northern Initial Fire Attack Crew located in the District of Chetwynd.

**CARRIED**

**C5 SELF-CONTAINED BREATHING APPARATUS REPLACEMENT FUNDING CONFIRMATION**

**RESOLUTION NO.061/2024**

**M/S Councillors Winnicky/Jeffrey**

That Council receive the correspondence titled “Self-Contained Breathing Apparatus Replacement Funding Confirmation” for information.

**CARRIED**

**C6 PRRD – HOUSING NEEDS REPORT UPDATE**

**RESOLUTION NO.062/2024**

**M/S Councillors Winnicky/Jeffrey**

That Council receives the correspondence titled “PRRD - Housing Needs Report Update”, dated January 12, 2024; further that Council accept the invitation from the Peace River Regional District to participate in an update to the Housing needs Assessment project.

**CARRIED**

**C7 WILLISTON RESERVOIR 2024 OPERATIONS UPDATE**

**RESOLUTION NO.063/2024**

**M/S Councillors Winnicky/Jeffrey**

That Council receive the correspondence titled “Williston Reservoir 2024 Operations Update” for discussion.

**CARRIED**

**C8 LEGISLATIVE REFORM INITIATIVE UPDATE**

**RESOLUTION NO.064/2024**

**M/S Councillors Winnicky/Beattie**

That Council receive the correspondence titled "Legislative Reform Initiative Update" for information.

**CARRIED**

**C9 NCLGA RESOLUTION DEADLINE AND SUBMISSION GUIDELINES**

**RESOLUTION NO.065/2024**

**M/S Councillors Beattie/Winnicky**

That Council receive the correspondence titled "NCLGA Resolution Deadline and Submission Guidelines" for information.

**CARRIED**

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

**14. OLD BUSINESS**

**15. NEW BUSINESS**

**NB Mayor Quibell provided a verbal update on:**

- Peace River Regional District are working on their annual Budget.
- Attended the Broadband, Internet, and Mobility Committee Meeting. Working on budgets and discussed options for internet service in underserved and low-density areas.
- Attended the Leaders Table in FSJ.
- Attended the Electoral Area Directors Committee Meeting and Rural Budgets Administration Committee as a guest in the gallery.

**RESOLUTION NO.066/2024**

**M/S Councillors Winnicky/Beattie**

That Council retroactively authorize Mayor Travous to attend the Leaders Table in Fort St John on January 24, 2024; further, that authorization be given to Mayor Travous and his alternate to for attendance at any future Leaders Table meetings.

**CARRIED**

**16. PUBLIC INQUIRIES**

Youth Councillor Taylor Sanderson updated Council that not much is happening as it is currently exam week; however, the School Council is planning a meeting in the upcoming weeks to discuss future events.

## 17. IN-CAMERA SESSION

### ICSR1 NOTICE OF CLOSED SESSION – JANUARY 29, 2024

#### RESOLUTION NO.067/2024

#### M/S Councillors Winnicky/Jeffrey

That Council receive the report titled "Notice of Closed Session – January 29, 2024; further, that Council recess to a Closed Meeting for the purpose of discussing the following items:

- **Agenda Item ICM1** - *Community Charter* Section 90(1)(b), closed meeting minutes;
- **Agenda Item ICC1** - *Community Charter* Section 90(1)(g), litigation or potential litigation affecting the municipality, and *Community Charter* Section 90(1)(i), the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- **Agenda Item ICSR1** - *Community Charter* Section 90(1)(c), labour relations or other employee relations.

#### CARRIED

Mayor Quibell recessed the meeting for a Closed Session at 7:20 pm.

## 18. ADJOURNMENT

Mayor Quibell reconvened the open meeting and adjourned at 8:42 pm.

CERTIFIED A TRUE AND CORRECT COPY OF THE MINUTES OF THE REGULAR MEETING OF COUNCIL HELD MONDAY, JANUARY 29, 2024.

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Travous Quibell, Mayor

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Andrea Martin, Corporate Officer



**SPECIAL COUNCIL MEETING**  
**District Office – Council Chambers**  
**February 4, 2024, 5:00 pm**

Present: Mayor Travous Quibell  
Councillor Debbie Beattie  
Councillor KK Charlesworth  
Councillor James Cryderman (via Teams)  
Councillor Tina Jeffrey  
Councillor Tashana Winnicky

Staff: Crystal Brown, Chief Administrative Officer

Other: None

**1. CALL TO ORDER**

Mayor Quibell called the meeting to order at 5:10 pm.

**2. ADOPTION OF AGENDA BY CONSENSUS**

**3. DECLARATION OF CONFLICT OF INTEREST**

**4. IN-CAMERA SESSION**

**ICSR1 NOTICE OF CLOSED SESSION – FEBRUARY 4,**

**RESOLUTION NO.068/2024**

**M/S Councillors Winnicky/Beattie**

That Council receive the report titled "Notice of Closed Session – February 4, 2024; dated February 4, 2024; further, that Council recess to a Closed Meeting for the purpose of discussing the following **Agenda Item ICSR1** - *Community Charter* Section 90(1)(c), labour relations or other employee relations.

**CARRIED**

Mayor Quibell recessed the meeting for a Closed Session at 5:11 pm.

**5. ADJOURNMENT**

Mayor Quibell reconvened the open meeting and adjourned at 6:48 pm.

CERTIFIED A TRUE AND CORRECT COPY OF THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD SUNDAY, FEBRUARY 4, 2024.

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Travous Quibell, Mayor

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Andrea Martin, Corporate Officer

## STAFF REPORT

**TO:** Mayor and Council

**FROM:** Fred Burrows

**DATE:** February 12, 2024

**SUBJECT:** Canoe Procurement Group of Canada

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### RECOMMENDATION:

That Council receives the report titled "Canoe Procurement Group of Canada" dated February 12, 2024; further, that Council authorizes the use of Canoe Procurement Group of Canada as an acceptable procurement method for the District of Hudson's Hope; and further, that the Mayor and Chief Administrative Officer be authorize to sign the agreement on behalf of the District of Hudson's Hope.

### BACKGROUND:

Purchasing of large expensive equipment or machinery can be labor intensive and can involve hundreds of hours of work in developing a tender document, scoring matrix and evaluations. There is an alternative process which allows the District of Hudson's Hope (District) to save time and money on bigger purchases by providing vender alternatives that have been vetted by Canoe Procurement Group, and allowing the District to meet legislative requirements.

Canoe Procurement Group of Canada (Conoe) is a cooperative buying group built specifically to address the unique needs and objectives of municipalities, public sector entities, and not-for-profit organizations.

Canoe has over 5,000 members across Canada, including urban and rural municipalities, school districts, regional districts, not-for-profit organizations, and First Nation governments. Canoe goes to tender on behalf of their members, saving both time and money. In BC alone, there are 185 Members, including District of Tumber Ridge, Peace River Regional District, City of Dawson Creek, District of Chetwynd, District of Taylor, City of Fort St. John, and Northern Rockies Municipalities.

### DISCUSSION:

Canoe, delivers innovative, cost-effective, and sustainable solutions tailored to members' unique human and capital needs, allowing the District to leverage the buying power of Canadian Public Sector. Canoe has partnered with People Corporation to provide a multi-province Canoe Benefits Program to their members. This partnership allows Canoe to leverage the buying power of our membership with People Corporation's trusted position in the market and national service capabilities.

Gaining access to Group Purchasing Organizations is one of the tools available to the District to ensure the District receives the best value for purchases of services, supplies and projects. Gaining access to Group Purchasing Organizations is one of the tools available to the District to ensure the District receives the best value for purchases of services, supplies and projects. Benefits include:

- Access to trusted brands and products from reputable national and local vendors;
- No program fees, optional non-binding participation, with no obligation to purchase;
- Meets all legislative and trade agreement requirements;
- Preferential pricing through economy of scale and increased negotiating power;
- Improved efficiency in procurement, and reduced staff workload;
- Access to all major benefit providers in Canada;
- National servicing capabilities, with a local focus;
- Broad product offering customized to the needs of the public sector;
- Innovative proprietary products and customized services;
- Extremely strong supplier and carrier partner relationships; and
- One-stop program support, consulting, and management integrated with your organization.

Examples of suppliers include Case, Caterpillar, Gradall, John Deere, New Holland, Spartan Emergency Vehicles, and E-ONE - Rev Group.

#### **How Does Canoe Meet the legislation**

Canoe is aware of the trade agreement obligations that apply to their member organizations. To ensure compliance for Canoe and the membership, they:

- They have external experts to review Canoe's process documents to support trade agreement compliance.
- Only run open, competitive procurement processes – they do not engage in invitation-only or non-competitive contract awards when developing their vendor groups.  
Are transparent about who our members are. Each municipal association involved are provide with a list of relevant members so that the marketplace is aware of who may purchase through awarded contracts.
- Ensure their processes account for distributor networks. A network of regional distributors can collectively bid on opportunities with member organizations entering contracts with the applicable distributor for their region. Suppliers are not permitted to charge higher pricing than was proposed to Canoe and must honour the terms of the agreement.

#### **FINANCIAL CONSIDERATIONS:**

When the District is looking for specialize equipment, the savings will be in the form of established pricing and significant staff time not spent developing all the documents associate with the tendering process because the suppliers have been vetted to allow the district to be confident, they are getting exactly what is needs at the best price.

**ALTERNATIVE RECOMMENDATION:**

1. That Council receives the report titled “Canoe Procurement Group of Canada” dated February 12, 2024, for information.
2. That Council provide further direction.

**ATTACHMENTS AND EXTERNAL LINKS:**

1. Canoe Procurement Group of Canada:
  - a. <https://canoeprocurement.ca/programs/>
  - b. <https://canoeprocurement.ca/suppliers/directory/>

Prepared By: *Fred Burrows, Director of Protective Services*

Approved By: *Crystal Brown, Chief Administrative Officer*



## STAFF REPORT

**TO:** Mayor & Council

**FROM:** Fred Burrows Director of Protective Service

**DATE:** February 7, 2024

**SUBJECT:** Disposition of the Surplus 1999 Beryl Prairie Pumper

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### RECOMMENDATION:

That Council receives the report titled "Disposition of the Surplus 1999 Beryl Prairie Pumper" dated February 12, 2024; further, that Council accepts the high bid of \$25,000 plus applicable taxes for the sale of 1999 Beryl Prairie Pumper.

### BACKGROUND:

On December 19, 2022, Council passed the following motion:

#### ***MOVED, SECONDED, and CARRIED***

*That Council approve the award to Rocky Mountain Phoenix for the purchase of one (1) Rosenbauer Coyote Pumper at a cost of \$764,345.93 plus GST; and that Council authorize the Mayor and the Chief Administrative Officer to sign the contract with Rocky Mountain Pheonix.*

### DISCUSSION:

The District of Hudson's Hope maintains a fire service consisting of two stations. Fire department apparatus are regulated by the National Fire Protection Association and the Fire Underwriters Survey. The Fire Underwriters Survey is the governing body for age and serviceability of apparatus. They also set the insurance standards for insurance providers based on the age and abilities of the fire equipment that services a municipality. The Fire Underwriters Survey require Pumpers (engines) to be replaced every 20 years. An extension of 5 year can be granted pending a pump test and mechanical inspection deemed acceptable by the Fire Underwriters Survey

NFPA 1901 is the Standard for Automotive Fire Apparatus, this standard specifies the minimum requirements for new automotive fire apparatus and trailers. This standard covers items such as pump capacity, water capacity, minimum equipment required on each type of apparatus and third-party testing standards.

The current Engine 3 stationed at the Beryl Prairie Fire Hall is a 1999 International. This vehicle was due for replacement in 2019. A 5-year extension from Fire Underwriters Survey was received April 1, 2019, to extend our insurance rating with the current Engine 3 until December 31, 2024.

In November of 2023, the new replacement Fire Apparatus for the Beryl Prairie Fire Station arrived, and work began to prepare the Fire Apparatus for service. The 2023 Fire Apparatus is now ready to go in service, and therefore the old 1999 International/Superior Pumper is now surplus and is needing to be sold as the District does not have the facilities and or budget to house that truck.

On February 1, 2024, the 1999 international/ Superior was advertised online for sale, as per the Purchasing Policy. The closing date on bids was February 8, 2024. At the closing of the bids, the District received a single high bid of \$25,000 plus applicable taxes.

**FINANCIAL CONSIDERATIONS:**

If approved, the \$25,000 will be included in the 2024 Financial Plan as revenue.

**ALTERNATIVE RECOMMENDATION**

1. That Council receives the report titled "Disposition of the Surplus 1999 Beryl Prairie Pumper" dated February 12, 2024; further, that Council rejects the high bid of \$25,000 plus applicable taxes for the sale of 1999 Beryl Prairie Pumper and readvertises the unit for sale in hopes of a higher bid.
2. That Council provide further direction.

Prepared By: *Fred Burrows*

Approved By: *Crystal Brown, Chief Administrative Officer*



## STAFF REPORT

**TO:** Mayor & Council

**FROM:** Crystal Brown, Chief Administrative Officer

**DATE:** February 12, 2024

**SUBJECT:** Notice of Closed Session – March 2, 2024

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### RECOMMENDATION:

That Council receives the report titled “Notice of Closed Session – March 2, 2024” dated February 12, 2024; further, that Council authorizes a Special Closed Meeting on Saturday March 2, 2024, at 9 am, for the purpose of Council Orientation and Strategic Planning, under the authority of the Community Charter, s.90(1)(c) Labour relations, and s.90 (1)(k) –Preliminary Discussion of Proposed Services.

### BACKGROUND:

Council is being asked to authorize the Special Closed meeting in advance to eliminate the need to call a Special Open Meeting on Saturday March 2, 2024, for the sole purpose of resolving to go into a Closed Session. Adoption of the recommendation meets the requirement under the *Community Charter* s.92 to state, in an open meeting, that a closed meeting is going to be held, and the legal basis for having the discussion in a closed session.

Notice of the Special Closed Meeting will be posted 24 hours in advance of the meeting, as required by legislation; the notice will indicate that while public notice is being given that the meeting will take place, the public will not be invited to attend as the meeting is a properly closed session.

### ALTERNATIVE RECOMMENDATION

1. The Council recess to a Closed Meeting to discuss whether the proposed agenda item properly belong in a Closed Meeting (*Community Charter Section 90(1) (n)*).
2. That Council receives the report titled “Notice of Closed Session – March 2, 2024” dated February 12, 2024, for information.
3. That Council provide further direction.

Prepared By: *Crystal Brown, Chief Administrative Officer*



## STAFF REPORT

**TO:** Mayor & Council

**FROM:** Crystal Brown, Chief Administrative Officer

**DATE:** February 12, 2024

**SUBJECT:** Peace River Agreement Annual Development Plan

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### RECOMMENDATION:

That Council receives the report titled "Peace River Agreement Annual Development Plan" dated February 12, 2024; further, that Council approves the attached District of Hudson's Hope 2023 Peace River Agreement Annual Development Plan.

### BACKGROUND:

On September 14, 2020, Council passed the following motion:

#### ***MOVED, SECONDED, and CARRIED***

*That Council approve Five-Year Plan (2021-2025) for the intended use of Peace River Agreement funding within the District of Hudson's Hope; and that Administration forward the approved PRA spending plan to the Province.*

### DISCUSSION:

The Peace River Agreement (PRA) was signed in May 2015 with all the member municipalities and the Peace River Regional District (PRRD). The agreement replaced the previous funding agreement known as 'Fair Share'. The PRA is a 20-Year, \$1.1 billion-dollar funding agreement between the Province and the seven Peace River municipalities and the PRRD. It provides \$50 million dollars per year in funding commencing in 2016 with a 2% annual inflator that commenced starting in 2020. The funding is allocated to the various Peace River municipalities based on an apportionment formula. A key requirement of the PRA is the requirement to provide details to the province on the intended use of the funding, and then annual reporting on actual use of the funding.

The PRA runs on five-year cycles. 2021 representing the start of a new five-year cycle. The first cycle was 2016 -2020. Under section 1 S(b) of the PRA, recipient local governments must submit a new 5-year plan to the Ministry for review and approval before October 31, 2020. This five-year plan supports the second 5-year reporting cycle under PRA that runs from 2021-2025.

The following 2023 PRA ADP allocations include surplus accumulation from the previous years. When comparing the 2023 ADP to the 2021-2024 LTDP, the largest variance is the funding allocation for the Protective Services Wildland 3 and Rescue Truck.

|                                                                                                            | Annual Cost |
|------------------------------------------------------------------------------------------------------------|-------------|
| Water Capital<br>Valve and Hydrant Replacement for Water Distribution System                               | \$150,000   |
| Protective Services Capital<br>Wildland 3 – Purchased approved at the October 23, 2023, Council Meeting.   | \$550,000   |
| Protective Services Capital<br>Rescue Truck – Purchased approved at the October 23, 2023, Council Meeting. | \$100,000   |
| Parks, Recreation and Culture Capital<br>Hudson's Hope Outdoor Pool Rehabilitation                         | \$375,000   |
| Total                                                                                                      | \$1,175,000 |

**FINANCIAL CONSIDERATIONS:**

If approved, the PRA allocations will be apportioned to the appropriate expenditures in the 2024 Financial Plan.

| Local Govt:                                                                 | District of Hudson's Hope |                |                |                |                  |          |                  |
|-----------------------------------------------------------------------------|---------------------------|----------------|----------------|----------------|------------------|----------|------------------|
| LTDP Term from years                                                        | 2021                      | To             | 2025           |                |                  |          |                  |
| Actual LG Expenses from Prior Years (from Previous Annual Progress Reports) |                           |                |                |                |                  |          |                  |
| Title of Spending Item                                                      | Projected 5-Year Pmts     | 2021           | 2022           | 2023           | 2024             | 2025     | Total            |
|                                                                             | A                         | B              | C              | D              | E                | F        | G=B+C+D+E+F      |
| General Government & Development                                            | -                         | 210,000        |                |                |                  |          | 210,000          |
| Transportation and Transit                                                  | 1,250,000                 | 250,000        | 255,000        | 383,541        |                  |          | 888,541          |
| Water                                                                       | 450,000                   | 50,000         | 100,000        | 4,282          | 150,000          |          | 304,282          |
| Sewer                                                                       | 500,000                   | 100,000        | 29,000         | 82,251         |                  |          | 211,251          |
| Solid Waste Management & Recycling                                          | -                         |                |                |                |                  |          | -                |
| Protective Services                                                         | -                         |                |                |                | 650,000          |          | 650,000          |
| Parks, Recreation and Culture                                               | 250,000                   | 90,000         | 40,000         | 40,000         | 375,000          |          | 545,000          |
| Other                                                                       | 1,051,420                 |                |                |                |                  |          | -                |
| <b>TOTAL</b>                                                                | <b>3,501,420</b>          | <b>700,000</b> | <b>424,000</b> | <b>510,074</b> | <b>1,175,000</b> | <b>-</b> | <b>2,809,074</b> |
| Actual Payment made by Prov to the Local Government                         |                           | 698,487        | 707,007        | 702,814        | 679,958          | 700,000  |                  |
| Positive Variance Equals Reserves/Surplus                                   |                           | - 1,513        | 283,007        | 192,740        | - 495,042        | 700,000  |                  |
| Cumulative Reserve/Surplus Balance                                          |                           | - 1,513        | 281,494        | 474,234        | - 20,808         | 679,192  |                  |

**ALTERNATIVE RECOMMENDATION**

1. That Council receives the report titled "Peace River Agreement Annual Development Plan" dated February 12, 2024, for discussion.
2. That Council provide further direction.

**ATTACHMENTS AND EXTERNAL LINKS**

1. PRA Annual Development Plan

Prepared By: *Crystal Brown, Chief Administrative Officer*

**Long-term Development Plan for the Local Government of:****District of Hudsons Hope - 2024 ADP**

Date Adopted by the Local Gov:

**Sept. 14, 2020: Resolution #153/20**

Amended by Council:

For Calendar Years

**2021**

to

**2025**

(E.G. 2016-20; 2021-25; 2026-30; &amp; 2031-35)

| <b>2021</b> | <b>2022</b> | <b>2023</b> | <b>2024</b> | <b>2025</b> | <b>TOTAL</b> |
|-------------|-------------|-------------|-------------|-------------|--------------|
|-------------|-------------|-------------|-------------|-------------|--------------|

**General Government and Development**

|                            |   |   |   |   |   |   |
|----------------------------|---|---|---|---|---|---|
| Planning                   |   |   |   |   |   | - |
| Operations and Maintenance |   |   |   |   |   | - |
| Capital                    |   |   |   |   |   | - |
| Total                      | - | - | - | - | - | - |

**Transportation and Transit**

|                            |         |         |         |         |         |           |
|----------------------------|---------|---------|---------|---------|---------|-----------|
| Planning                   |         |         |         |         |         | -         |
| Operations and Maintenance |         |         |         |         |         | -         |
| Capital                    | 250,000 | 250,000 | 250,000 | 250,000 | 250,000 | 1,250,000 |
| Total                      | 250,000 | 250,000 | 250,000 | 250,000 | 250,000 | 1,250,000 |

**Water**

|                            |        |         |         |         |         |         |
|----------------------------|--------|---------|---------|---------|---------|---------|
| Planning                   |        |         |         |         |         | -       |
| Operations and Maintenance |        |         |         |         |         | -       |
| Capital                    | 50,000 | 100,000 | 100,000 | 100,000 | 100,000 | 450,000 |
| Total                      | 50,000 | 100,000 | 100,000 | 100,000 | 100,000 | 450,000 |

**Sewer**

|                            |         |         |         |         |         |         |
|----------------------------|---------|---------|---------|---------|---------|---------|
| Planning                   |         |         |         |         |         | -       |
| Operations and Maintenance |         |         |         |         |         | -       |
| Capital                    | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 500,000 |
| Total                      | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 500,000 |

**Solid Waste Management & Recycling**

|                            |   |   |   |   |   |   |
|----------------------------|---|---|---|---|---|---|
| Planning                   |   |   |   |   |   | - |
| Operations and Maintenance |   |   |   |   |   | - |
| Capital                    |   |   |   |   |   | - |
| Total                      | - | - | - | - | - | - |

**Protective Services**

|                            |   |   |   |   |   |   |
|----------------------------|---|---|---|---|---|---|
| Planning                   |   |   |   |   |   | - |
| Operations and Maintenance |   |   |   |   |   | - |
| Capital                    |   |   |   |   |   | - |
| Total                      | - | - | - | - | - | - |

**Parks, Recreation, and Culture**

|                            |        |        |        |        |        |         |
|----------------------------|--------|--------|--------|--------|--------|---------|
| Planning                   |        |        |        |        |        | -       |
| Operations and Maintenance |        |        |        |        |        | -       |
| Capital                    | 90,000 | 40,000 | 40,000 | 40,000 | 40,000 | 250,000 |
| Total                      | 90,000 | 40,000 | 40,000 | 40,000 | 40,000 | 250,000 |

**Other: Machinery & Equipment**

|                            |         |         |         |         |         |           |
|----------------------------|---------|---------|---------|---------|---------|-----------|
| Planning                   |         |         |         |         |         | -         |
| Operations and Maintenance |         |         |         |         |         | -         |
| Capital                    | 210,284 | 210,284 | 210,284 | 210,284 | 210,284 | 1,051,420 |
| Total                      | 210,284 | 210,284 | 210,284 | 210,284 | 210,284 | 1,051,420 |

**TOTAL**

|                            |         |         |         |         |         |           |
|----------------------------|---------|---------|---------|---------|---------|-----------|
| Planning                   | -       | -       | -       | -       | -       | -         |
| Operations and Maintenance | -       | -       | -       | -       | -       | -         |
| Capital                    | 700,284 | 700,284 | 700,284 | 700,284 | 700,284 | 3,501,420 |
| Total                      | 700,284 | 700,284 | 700,284 | 700,284 | 700,284 | 3,501,420 |

I hereby certify that this Long-term Development Plan (Plan) is a materially reasonable estimate of expected planning, operating, and capital expenditures over the five-year term specified in this Plan, and is presented in accordance with the requirements of the Peace River Agreement

Financial Officer of the Local Government as defined under Section 149 of the Community Charter or 237 of the Local Government Act

Date

**Annual Development Plan for the Local Government of:****District of Hudson's Hope 2024**Date Adopted by the Local Gov: **Feb 12 meeting**

*Note: The ADM for Local Government reserves the right to request additional information regarding cost projections in this document. This could include project budget. And cost items in financial plans, master plans, or other local govt documents.*

**Summary Information**

| <b>Item</b>                                                            | <b>Annual Cost</b> |
|------------------------------------------------------------------------|--------------------|
| General Government & Development --- Planning                          | -                  |
| General Government & Development --- Operations, Service & Maintenance | -                  |
| General Government & Development --- Capital                           | -                  |
| <b>General Government &amp; Development --- TOTAL</b>                  | <b>-</b>           |

| <b>Item</b>                                                      | <b>Annual Cost</b> |
|------------------------------------------------------------------|--------------------|
| Transportation and Transit --- Planning                          | -                  |
| Transportation and Transit --- Operations, Service & Maintenance | -                  |
| Transportation and Transit --- Capital                           | -                  |
| <b>Total</b>                                                     | <b>-</b>           |

| <b>Item</b>                                 | <b>Annual Cost</b> |
|---------------------------------------------|--------------------|
| Water --- Planning                          | -                  |
| Water --- Operations, Service & Maintenance | -                  |
| Water --- Capital                           | 150,000            |
| <b>Total</b>                                | <b>150,000</b>     |

| <b>Item</b>                                 | <b>Annual Cost</b> |
|---------------------------------------------|--------------------|
| Sewer --- Planning                          | -                  |
| Sewer --- Operations, Service & Maintenance | -                  |
| Sewer --- Capital                           | -                  |
| <b>Total</b>                                | <b>-</b>           |

| <b>Item</b>                                                              | <b>Annual Cost</b> |
|--------------------------------------------------------------------------|--------------------|
| Solid Waste Management & Recycling --- Planning                          | -                  |
| Solid Waste Management & Recycling --- Operations, Service & Maintenance | -                  |
| Solid Waste Management & Recycling --- Capital                           | -                  |
| <b>Total</b>                                                             | <b>-</b>           |

| <b>Item</b>                                               | <b>Annual Cost</b> |
|-----------------------------------------------------------|--------------------|
| Protective Services --- Planning                          | -                  |
| Protective Services --- Operations, Service & Maintenance | -                  |
| Protective Services --- Capital                           | 650,000            |
| <b>Total</b>                                              | <b>650,000</b>     |

| <b>Item</b>                                                         | <b>Annual Cost</b> |
|---------------------------------------------------------------------|--------------------|
| Parks, Recreation and Culture --- Planning                          | -                  |
| Parks, Recreation and Culture --- Operations, Service & Maintenance | -                  |
| Parks, Recreation and Culture --- Capital                           | 375,000            |
| <b>Total</b>                                                        | <b>375,000</b>     |

| <b>Item</b>                                 | <b>Annual Cost</b> |
|---------------------------------------------|--------------------|
| TOTAL --- Planning                          | -                  |
| TOTAL --- Operations, Service & Maintenance | -                  |
| TOTAL --- Capital                           | 1,175,000          |

|              |                  |
|--------------|------------------|
| <b>TOTAL</b> | <b>1,175,000</b> |
|--------------|------------------|

=====:

Water --- Capital

| General Description of Capital Project                      | Annual Cost    |
|-------------------------------------------------------------|----------------|
| Valve and Hydrant Replacement for Water Dsitributuon System | 150,000        |
|                                                             |                |
|                                                             |                |
|                                                             |                |
|                                                             |                |
| <b>TOTAL</b>                                                | <b>150,000</b> |

Detailed Description of Capital Spending Item

he District is overseeing the rehabilitation of an aging water distribution system that has reached nearly 60 years in operation, surpassing the anticipated lifespan of several of its components. As part of our continuous efforts in system maintenance, we are engaged in a comprehensive rehabilitation program aimed at replacing deteriorated components that are no longer functioning as intended. Leveraging insights from our asset management program and the expertise of our operators, we have identified specific valves and hydrants in need of replacement.

In collaboration with an engineering consultant, we will develop a tender outlining the scope of work and furnish the necessary

Describe how this Capital will enhance your community as a service center for industry and its workers/families

The valve and hydrant replacement program is a key initiative aimed at fortifying our community's water infrastructure. By upgrading aging valves and hydrants, we enhance the reliability and efficiency of our water distribution system. This not only minimizes water loss, conserving this vital resource but also contributes to the system's longevity. In times of emergency, the improved responsiveness ensures efficient shut-offs and maintenance. Complying with industry standards, this initiative underscores our commitment to providing a safe and reliable water supply, ultimately promoting community safety and well-being.

=====:

Protective Services --- Capital

| General Description of Capital Project | Annual Cost    |
|----------------------------------------|----------------|
| Wildland 3                             | 550,000        |
| Rescue Truck                           | 100,000        |
|                                        |                |
|                                        |                |
|                                        |                |
| <b>TOTAL</b>                           | <b>650,000</b> |

Detailed Description of Capital Spending Item

Wild land 3 - Apparatus - 2024 willand truck to replace Squad 1 which doesn’t have any wild land functionality along with providing functionality for wildland response within our fleet. The \$100000 will be used as a down payment for the replacement rescue truck which will arrive in 2025.

Describe how this Capital will enhance your community as a service center for industry and its workers/families

=====

**Parks, Recreation and Culture --- Capital**

| General Description of Capital Project    | Annual Cost |
|-------------------------------------------|-------------|
| Hudson's Hope Outdoor Pool Rehabilitation | 375,000     |
|                                           |             |
|                                           |             |
|                                           |             |
|                                           |             |
| TOTAL                                     | 375,000     |

Detailed Description of Capital Spending Item

The District of Hudson’s Hope takes pride in providing recreational facilities for the community, including our outdoor swimming pool. Over time, we have encountered persistent challenges related to liner failure, necessitating costly repairs. The liner was originally installed in 2003 and has reached the end of its useful life. We have identified these as related to the deterioration of the aged pool liner and concrete spalling at the pool base.

To address these issues, we are repairing the concrete base and installing a state-of-the-art membrane liner. This initiative ensures the pool's longevity and structural integrity and enhances our residents' overall safety and enjoyment for those who

Describe how this Capital will enhance your community as a service center for industry and its workers/families

The outdoor swimming pool in the District of Hudson’s Hope is a cornerstone in enhancing our recreational activities for permanent and short-term residents and their families. Beyond its recreational function, the pool provides a vital space for community members to unwind, fostering a sense of well-being and promoting a healthy work-life balance. This facility contributes to physical fitness and serves as a social hub, encouraging community interaction and cohesion. In doing so, the pool is crucial in supporting families' overall quality of life, making Hudson’s Hope a more attractive and supportive community.

=====

*I hereby certify that this Annual Development Plan (Plan) is a materially reasonable estimate of the expected policy, operating, and capital expenditures over the one-year term specified in this Plan, and is presented in accordance the requirements of the Peace River Agreement and the terms of the Long-Term Development Plan.*



## STAFF REPORT

**TO:** Mayor and Council

**FROM:** Chris Cvik, Special Projects  
Crystal Brown, Chief Administrative Officer

**DATE:** February 12, 2024

**SUBJECT:** District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024

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### RECOMMENDATION:

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

### BACKGROUND:

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

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

At that time, Council resolved for staff to review existing bylaws, and indicated that the District of Hudson's Hope Property Maintenance Bylaw No 791, 2010, was a priority at this time.

At the January 8, 2024, Council Meeting, Council received report titled "Property Maintenance Bylaw", dated January 8, 2024, for discussion. The report indicated Administration would bring forward the following three Bylaws for consideration by Council within the first quarter of 2024:

1. Property Maintenance Bylaw No.791, 2010,
2. Hudson's Hope Garbage Bylaw No.838, 2014, and
3. Municipal Ticket Information System Bylaw No. 590, 1999

**DISCUSSION:**

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

- a. **Fruit Trees:** Changes to this bylaw focus on the care and maintenance of trees, shrubs, or bushes that attract wildlife. Having property owners maintain their fruit trees should result in less wildlife encounters as the potential food source is eliminated. Changes include:
  - i. Prohibiting fruit or nuts from a tree, bush, or shrub to fall on the ground and accumulate in such a manner that it attracts or is likely to attract Dangerous Wildlife.
- b. **Definition Section:** Changes include:
  - i. Moved definitions from within the body of the Bylaw to the Definition section,
  - ii. Added a definition for "Dangerous Wildlife",
  - iii. Added a definition for "Unsightly Conditions",
  - iv. Added the following words highlighted in yellow to the definition of "Rubbish":
    - a) garbage, **filth**, scrap, **junk**, trash, debris, waste materials; or
    - b) discarded, dilapidated, **disused**, or broken items or materials;
    - c) **plastic** bottles, broken glass, **tin cans**, crockery, plastic, old paper, cardboard, wire ropes, **metal containers**, or wood products;
    - d) **inoperative or unused household appliances**, furniture ~~designed to be used indoors~~, tires, **electronic devices**, **trailers, boats, machinery**, or unused mechanical or metal parts; or
    - e) **unused wood or wood products, excluding seasoned untreated wood or manufactured products cut in lengths for use as fuel in solid fuel burning appliances.**
- c. **General Provisions:** Changes include:
  - i. The addition of Sections 3.1 and 3.2 (in the new Bylaw).
- d. **Housekeeping:** Changes include:
  - i. The proper use of "and" and "or" within the Bylaw,
  - ii. Streamlined some of the language,
  - iii. Removal of Sections that are already include in legislation,
  - iv. Removal of the "Removal Order" form from the Bylaw, and
  - v. Removal of Section 6 – Removal Obligations as it is redundant.
- e. **Removal Orders:** Changes include:
  - i. Renamed heading (and definition) from "Removal Order" to "Orders",
  - ii. Updated Section 4.2 (previously Section 7) to match legislative requirements under the *Community Charter*,

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

Due to the nature of the changes, a Consolidated version of the Bylaw showing the changes between the previous and new Bylaw was not possible.

#### FINANCIAL CONSIDERATIONS:

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

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

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

**COMMUNICATIONS AND OTHER CONSIDERATIONS:**

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

**MOVED, SECONDED, and CARRIED**

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

The proposed Bylaw will be discussed at an upcoming Committee of the Whole (COW) Meeting. A Public Service Announcement (PSA) will be issued to communicate the proposed changes. Members of the public will be encouraged to submit written comments or attend the COW Meeting if they have any questions or concerns.

In addition, the proposed Bylaw will be referred to the Hudson's Hope RCMP, and Sergeant Brad Lacey of the BC Conservation Services for comment.

**ALTERNATIVE OPTIONS:**

1. That Council receive the report titled "District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024" dated February 12, 2024; further, that Council gives "District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024" first and second reading; and further, that Council refers "District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024" to staff for additional changes prior to third reading.
2. That Council provide further direction.

**ATTACHMENTS AND EXTERNAL LINKS:**

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

Prepared By: *Chris Coik, Special Projects*

Approved By: *Crystal Brown, Chief Administrative Officer*



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

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

---

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

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

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

**GENERAL PROVISIONS**

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

**DEFINITIONS**

2.1 In this Bylaw,

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

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

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

**"Council"** means the Council of the District;

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

**"Derelict Vehicle"** means:

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

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

**"Property"** means real property;

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

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

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

**"Rubbish"** includes,

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

**Unsightly Conditions** includes:

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

### **GENERAL PROHIBITIONS**

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

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

## **ORDERS**

- 4.1 If an owner or occupier of the Property fails to comply with this Bylaw, a Bylaw Enforcement Officer may, by Order, require the owner or occupier of the Property to comply with this Bylaw.
- 4.2 The Order shall:
- a) Describe the Property by municipal address, location, or legal description;
  - b) Require the owner or occupier to remove the Offending Material, or other measures as described in the Order, from the Property within 30 days of receiving the Order;
  - c) Advise the owner or occupier that if the action required by the Order is not completed by the date specified in the Order, the District may, by its Officers, employees, contractors, or agents, take action to fulfill the requirements of the Order and to recover costs as provided in Schedule A of this Bylaw, at the owner or occupier's expense; and
  - d) Notify the owner or occupier that they may apply to the Corporate Officer for an opportunity to be heard by Council for a reconsideration of the matter.
- 4.3 Despite Section 4.2 (b), if an owner or occupier of Property receives an Order subject to Section 3.3 (j), the owner or occupier shall remove any fruit or nuts from the property within 24 hours after receiving the Order.

## **ENTRY AND INSPECTION**

- 5.1 A Bylaw Enforcement Officer may enter, at any reasonable time, onto any Property within the District to determine compliance with this Bylaw.
- 5.2 A person shall not obstruct or interfere with:
- a) A Bylaw Enforcement Officer in the performance of their duties under this Bylaw; or
  - b) A person directed by the District to carry out the duties of this Bylaw.

## **OFFENCES AND PENALTIES**

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

READ A FIRST TIME this 12<sup>th</sup> day of February 2024

READ A SECOND TIME this 12<sup>th</sup> day of February, 2024.

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_, 2024.

ADOPTED this \_\_\_\_ day of \_\_\_\_, 2024.

\_\_\_\_\_  
Travous Quibell, Mayor

\_\_\_\_\_  
Andrea Martin, Corporate Officer

Certified a true copy of Bylaw No.

This \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Corporate Officer

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

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

## DISTRICT OF HUDSON'S HOPE

### BYLAW NO. 791

A bylaw to prevent unsightliness and promote the maintenance of real property in the District of Hudson's Hope

---

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

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

#### TITLE

1. This Bylaw may be cited as "Property Maintenance Bylaw No. 791, 2010".

#### DEFINITIONS

2. In this Bylaw:

- (a) "Bylaw Enforcement Officer" means a person appointed by Council as an Officer, a Bylaw Enforcement Officer or a Building Inspector, or a member of the Royal Canadian Mounted Police;
- (b) "Council" means the duly elected Council of the District;
- (c) "Derelict Vehicle" means:
  - (i) a motor vehicle as defined by the *Motor Vehicle Act*, that is not licensed and is wrecked or incapable of motion under its own power; or
  - (ii) part of a motor vehicle;
- (d) "District" means the District of Hudson's Hope;
- (e) "Offending Material" means any material or substance that this Bylaw requires owners and occupiers to remove or clear from their real property, and includes graffiti and unsightly conditions;
- (f) "Removal Order" means an order, substantially in the form attached to this Bylaw as Schedule "A", signed by a Bylaw Enforcement Officer;

- (g) “Rubbish” includes:
  - (i) garbage, scrap, trash, debris, waste materials, and discarded, dilapidated or broken items or materials;
  - (ii) bottles, broken glass, crockery, plastic, old paper, cardboard, wire ropes and wood products;
  - (iii) household appliances, furniture designed to be used indoors, tires and disused mechanical or metal parts;

#### GENERAL PROHIBITIONS – PUBLIC PROPERTY

- 3. No person shall deposit or throw any Rubbish on any highway or public place in the District.
- 4. No person shall place graffiti on a building or structure or elsewhere on, or adjacent to, any highway or public place in the District.

#### GENERAL PROHIBITIONS – PRIVATE PROPERTY

- 5. No owner or occupier of real property shall cause or permit:
  - (a) any Rubbish or other noxious, offensive, or unwholesome material, including hydrocarbon fluid, to accumulate outside a building on such real property;
  - (b) any Rubbish or other noxious, offensive, or unwholesome material to accumulate inside a building or structure located on such real property such that it creates a health or safety hazard;
  - (c) unsanitary conditions to exist on such real property or in any buildings or structures located on such real property;
  - (d) any trees or other growths that create a safety hazard to remain on such real property;
  - (e) noxious weeds designated under the Weed Control Regulation of the *Weed Control Act*, as amended from time to time, to grow or accumulate on such real property;
  - (f) more than one Derelict Vehicle to remain outside a building on any parcel under 1 hectare in size, unless that parcel is zoned to allow for automotive wrecking;
  - (g) more than four Derelict Vehicles to remain outside a building on any parcel between 1 hectare and 10 hectares in size, unless that parcel is zoned to allow for automotive wrecking;

- (h) more than six Derelict Vehicles to remain outside a building on any parcel over 10 hectares in size, unless that parcel is zoned to allow for automotive wrecking;
- (i) graffiti to be placed or remain on any buildings or structures located on such real property; and
- (j) unsightly conditions to exist on such real property or in any buildings or structures located on such real property.

#### REMOVAL OBLIGATIONS

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

#### REMOVAL ORDERS

- 7. Where an owner or occupier fails to comply with section 6 of this Bylaw, a Bylaw Enforcement Officer may deliver a Removal Order to the owner or occupier of the real property, in accordance with section 8 of this Bylaw, which Removal Order shall:
  - (a) require the owner or occupier to remove or clear the Offending Material from the real property within 30 days of service of such Removal Order;
  - (b) notify the owner or occupier that, after the expiration of 30 days, the District may, by its officers, employees, contractors and agents, enter on the real property and remove or clear the Offending Material, at the owner or occupier's expense; and
  - (c) notify the owner or occupier that they may appear before Council on a specified hearing date, which date shall be no less than 5 days and no more than 30 days after delivery of the Removal Order.

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

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

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

#### RIGHT OF ENTRY FOR INSPECTION

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

NO INTERFERENCE

16. No person shall obstruct or interfere with:
- (a) a Bylaw Enforcement Officer in the performance of his or her duties under this Bylaw; or
  - (b) any person directed by the District to carry out the work under section 12 of this Bylaw.

OFFENCES AND PENALTIES

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

SEVERABILITY

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

READ A FIRST TIME this 12<sup>th</sup> day of October, 2010.

READ A SECOND TIME this 28<sup>th</sup> day of February, 2011.

READ A THIRD TIME this 28<sup>th</sup> day of February, 2011.

ADOPTED this 14<sup>th</sup> day of March, 2011.

Karen Anderson  
Mayor

Mike Cat  
Clerk

Certified a true copy of Bylaw No.

This \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Clerk

## SCHEDULE "A"

**REMOVAL ORDER**

|                         |                   |
|-------------------------|-------------------|
| <b>Property Owner</b>   |                   |
| <b>Physical Address</b> | Hudson's Hope, BC |
| <b>Mailing Address</b>  |                   |

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

You are required to remove:

all Rubbish or other noxious, offensive, or unwholesome material, including hydrocarbon fluid, that has accumulated on the above-listed property

all Rubbish or other noxious, offensive, or unwholesome material that has accumulated in any buildings or structures located on the above-listed property that creates a health or safety hazard

all unsanitary conditions existing on the above-listed property or in any buildings or structures located on the above-listed property

all trees and other growths creating a safety hazard on the above-listed property

all noxious weeds designated under the Weed Control Regulation of the *Weed Control Act*, as amended from time to time, growing or accumulating on the above-listed property

all but one Derelict Vehicles located outside a building on the above-listed property that is under 1 hectare in size

all but four Derelict Vehicles located outside a building on the above-listed property that is between 1 and 10 hectares in size

all but six Derelict Vehicles located outside a building on the above-listed property that is over 10 hectare in size

all graffiti placed or remaining on any buildings or structures located on the above-listed property

all unsightly conditions existing on the above-listed property or in any buildings or structures located on the above-listed property

\_\_\_\_\_  
Bylaw Enforcement Officer

\_\_\_\_\_  
Date (yyyy-mm-dd)

*(back of removal order)*

**From Property Maintenance Bylaw No. 791, 2010:**

REMOVAL ORDERS

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

DISTRICT ACTION UPON FAILURE TO COMPLY WITH ORDER

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

**SCHEDULE "B"****REMOVAL AND CLEARANCE COSTS**Contractor Costs: **Actual costs**

District Employee and Equipment Costs:

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



## STAFF REPORT

**TO:** Mayor and Council

**FROM:** Chris Cvik, Special Projects  
Crystal Brown, Chief Administrative Officer

**DATE:** February 12, 2024

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

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### RECOMMENDATION:

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

### BACKGROUND:

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

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

At that time, Council resolved for staff to review existing bylaws, and indicated that the District of Hudson's Hope Property Maintenance Bylaw No 791, 2010, was a priority at this time.

At the January 8, 2024, Council Meeting, Council received report titled "Property Maintenance Bylaw", dated January 8, 2024, for discussion. The report indicated Administration would bring forward the following three Bylaws for consideration by Council within the first quarter of 2024:

1. Property Maintenance Bylaw No.791, 2010,
2. Hudson's Hope Garbage Bylaw No.838, 2014, and
3. Municipal Ticket Information System Bylaw No. 590, 1999

## DISCUSSION:

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

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

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

## FINANCIAL CONSIDERATIONS:

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

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

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

**COMMUNICATIONS AND OTHER CONSIDERATIONS:**

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

**MOVED, SECONDED, and CARRIED**

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

The proposed Bylaw will be discussed at an upcoming Committee of the Whole (COW) Meeting. A Public Service Announcement (PSA) will be issued to communicate the proposed changes. Members of the public will be encouraged to submit written comments or attend the COW Meeting if they have any questions or concerns.

In addition, the proposed Bylaw will be referred to the Hudson's Hope RCMP, and Sergeant Brad Lacey of the BC Conservation Services for comment.

**ALTERNATIVE OPTIONS:**

1. That Council receive the report titled "District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024" dated February 12, 2024; further, that Council gives "District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024" first and second reading; and further, that Council refers "District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024" to staff for additional changes prior to third reading.
2. That Council provide further direction.

**ATTACHMENTS AND EXTERNAL LINKS:**

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

Prepared By: *Chris Coik, Special Projects*

Approved By: *Crystal Brown, Chief Administrative Officer*



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

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

---

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

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

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

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

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

**GENERAL PROVISIONS**

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

**AMENDMENTS**

4. District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024 is amended as follows:

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

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

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

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

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

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

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

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

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

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

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

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

- g. Under the heading COLLECTION SERVICES, Section 4.8 and 4.8(a) is amended by striking them out in their entirety and replacing them with the following singular legal sentence:  
  
"A Garbage Container provided by the District remains the property of the District."
- h. Under the heading COLLECTION SERVICES, Section 4 is amended by adding a new Section 4.10 as follows:  
  
4.10 "Every occupier of Premises shall remove a Garbage Container set out for collection by 7:00 pm on the prescribed collection day."
- i. Under the heading COLLECTION SERVICES, Section 4 is amended by adding a new Section 4.11 as follows:  
  
4.11 "Every occupier of Premises, and every owner or occupier of real property within the District, shall store Garbage and Garbage Containers in a manner inaccessible to wildlife outside of 5:00 am and 7:00 am on the prescribed collection day."
- j. Under the heading FEES AND CHARGES, Section 5 is amended by renumbering the legal sentences to change the second Section 5.2 to 5.3.
- k. Under the heading FEES AND CHARGES, Section 5 is amended by adding another the heading "Offences and Penalties" after the newly renumbered Section 5.3.
- l. Under the heading FEES AND CHARGES, Section 5 is amended by adding a new Section 5.4 as follows:  
  
a.4 "Any person who violates a provision of this Bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of this Bylaw, or who neglects to do or refrains from doing anything required under the provisions of this Bylaw, is guilty of an offence, and may be liable upon summary conviction to a penalty provided of not more than \$50,000, plus other penalties that may be imposed by the Court, including payment of the costs of prosecution and compensation for loss or damage suffered by the District."
- m. Under the heading FEES AND CHARGES, Section 5 is amended by adding a new Section 5.5 as follows:  
  
a.5 This Bylaw may be enforced by means of ticket issued under the Municipal Ticket Information System Bylaw No. 943, 2024.

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

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

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

READ A FIRST TIME this 12<sup>th</sup> day of February 2024

READ A SECOND TIME this 12<sup>th</sup> day of February, 2024.

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_, 2024.

ADOPTED this \_\_\_\_ day of \_\_\_\_, 2024.

\_\_\_\_\_  
Travous Quibell, Mayor

\_\_\_\_\_  
Andrea Martin, Corporate Officer

Certified a true copy of Bylaw No.

This \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Corporate Officer



## **Hudson's Hope Garbage Collection**

### **Bylaw No. 838, 2014**

#### **CONSOLIDATED VERSION FOR CONVENIENCE ONLY**

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

Hudson's Hope Amending Garbage Collection Bylaw NO.870, 2016

Garbage Collection Amendment Bylaw 892, 2017

Including Proposed Amendment Bylaw 942, 2024



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

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

---

**1. Title**

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

**2. Definitions**

In this Bylaw:

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

**3. Administration**

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

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

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

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

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

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

#### 4. Collection Services

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

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

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

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

## 5. Fees and Charges

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

## Offences and Penalties

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

**6. Transfer Station**

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

**7. Severability**

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

**8. Repeal**

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

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

Read a First Time this 9<sup>th</sup> day of June, 2014.

Read a Second Time this this 9<sup>th</sup> day of June, 2014.

Read a Third Time this this 9<sup>th</sup> day of June, 2014.

Adopted this this 23<sup>rd</sup> day of June, 2014

**ORIGINAL SIGNED BY**

\_\_\_\_\_  
MAYOR GWEN JOHANSEN

**ORIGINAL SIGNED BY**

\_\_\_\_\_  
CLERK

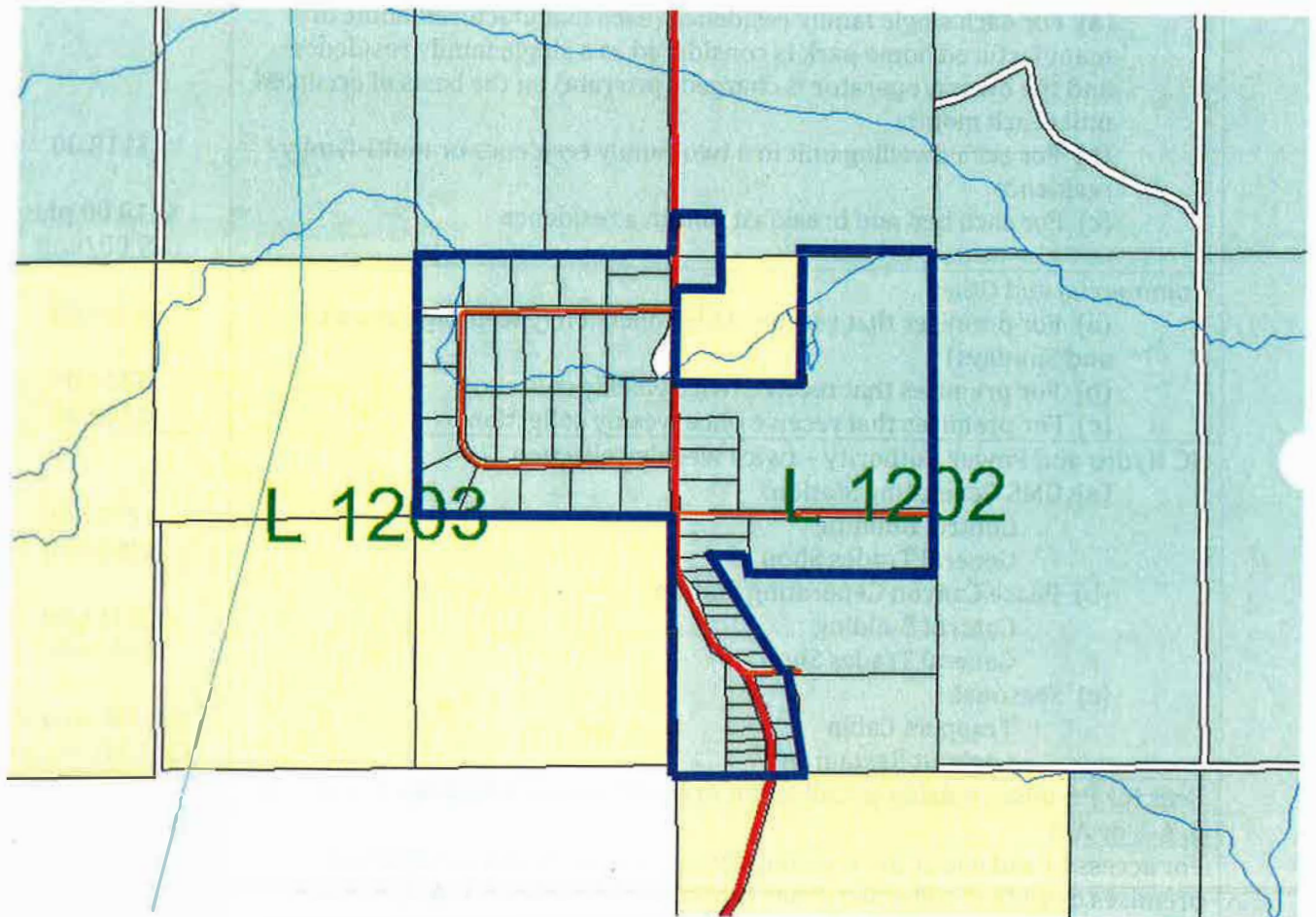
Certified a true copy of Bylaw No. 838, 2014  
this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Clerk

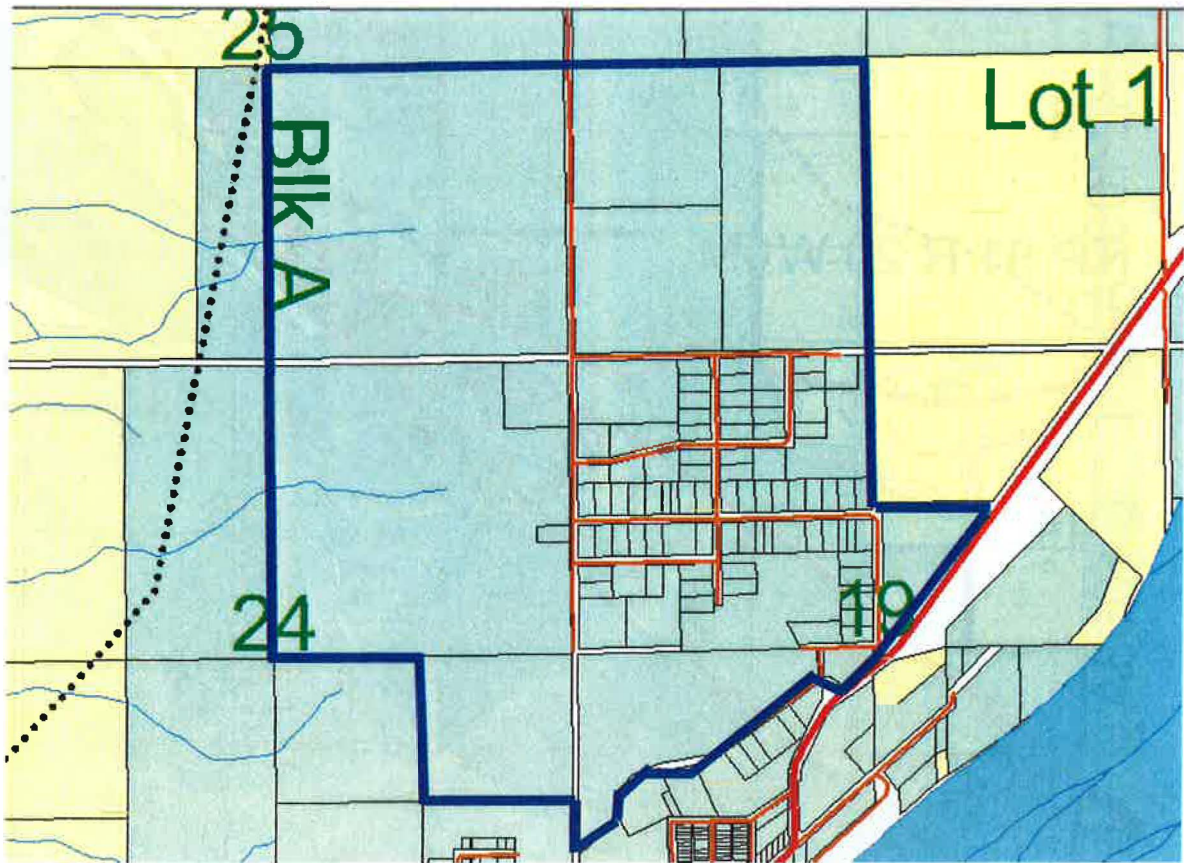
**Schedule B**  
**Fees for Garbage Collection and**  
**Use of Transfer Station**

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

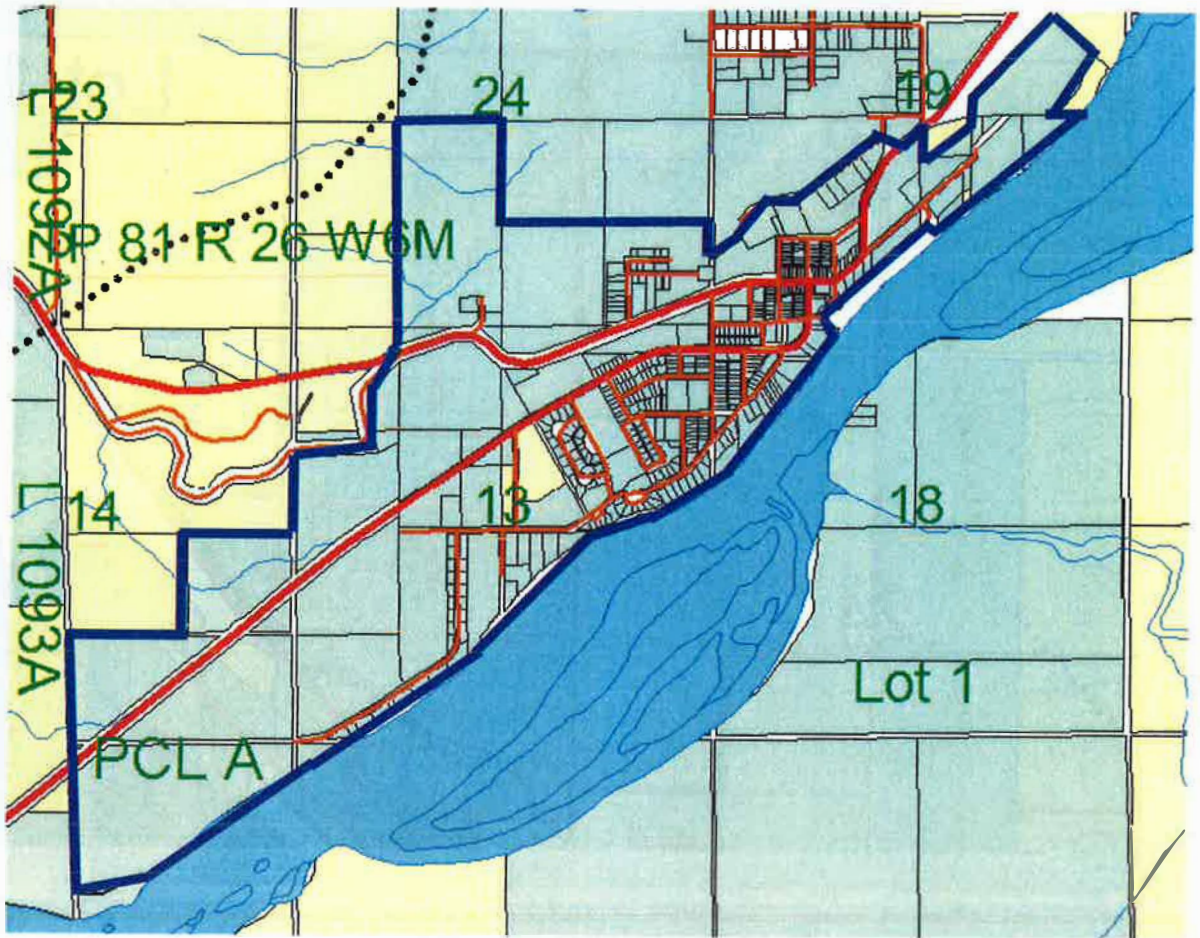
## Beryl Prairie Subdivision - Garbage Route Map (Schedule A-1)



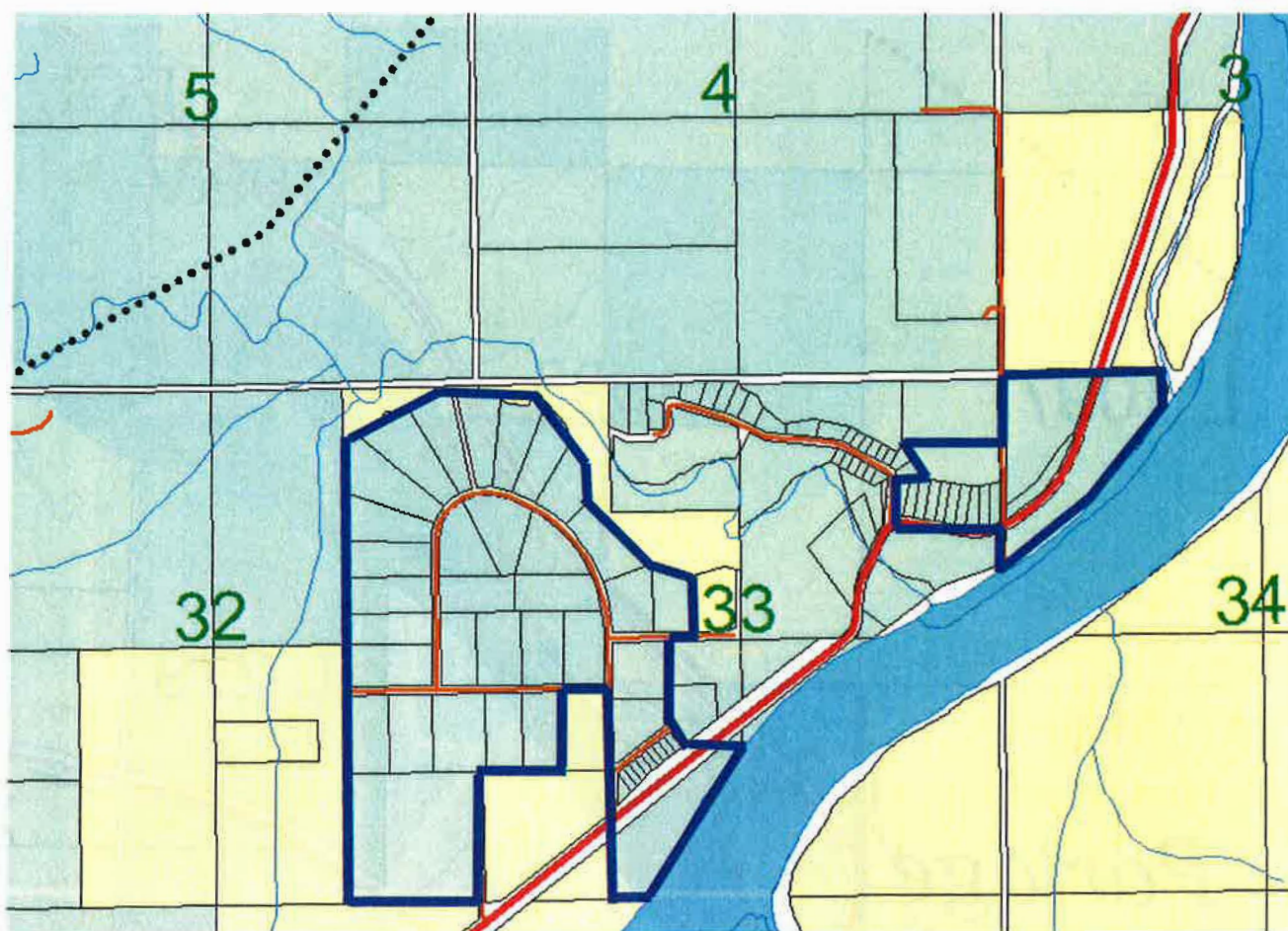
Jamieson Subdivision - Garbage Route Map (Schedule A-2)



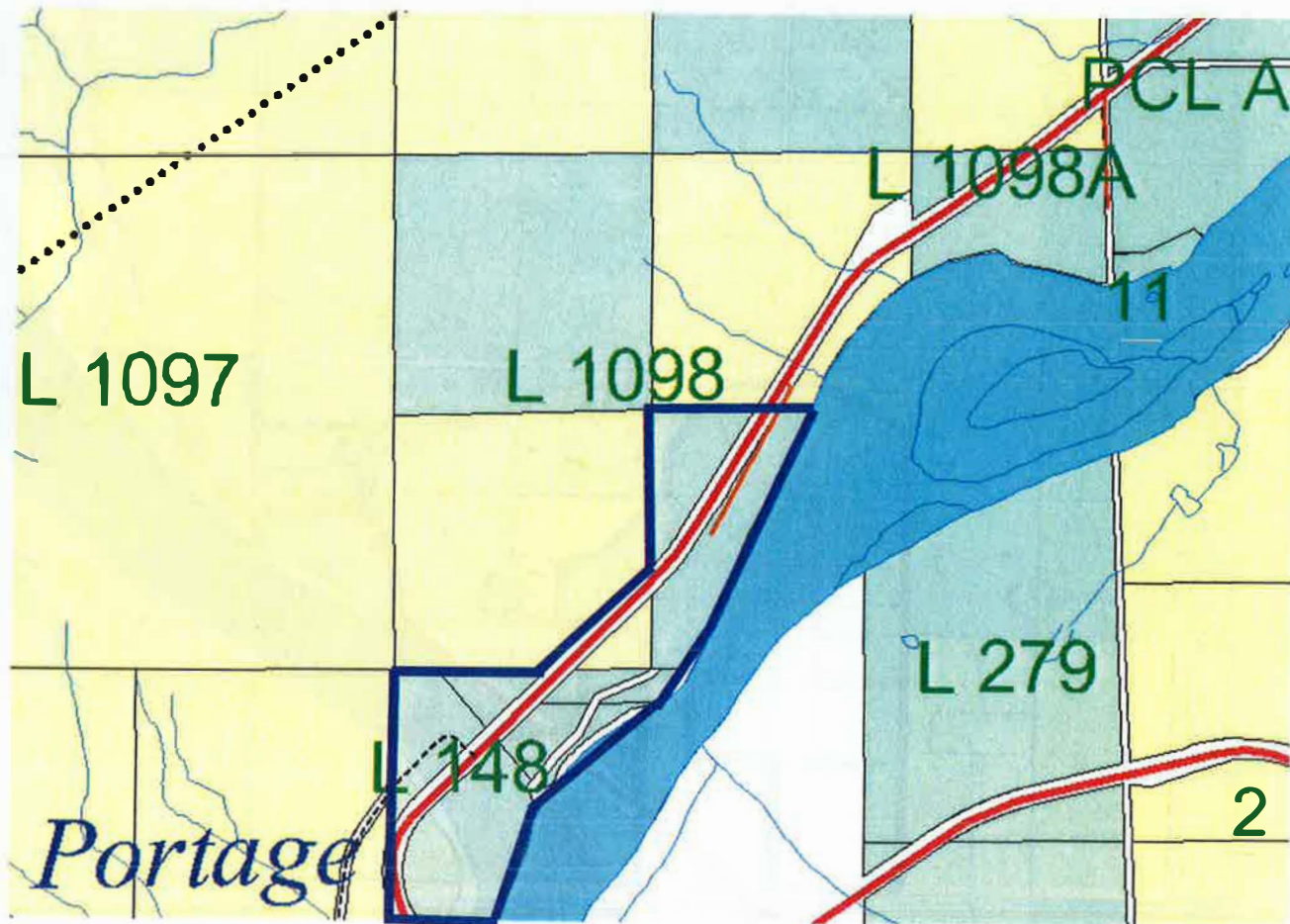
Hudson's Hope Townsite - Garbage Route Map (Schedule A-3)



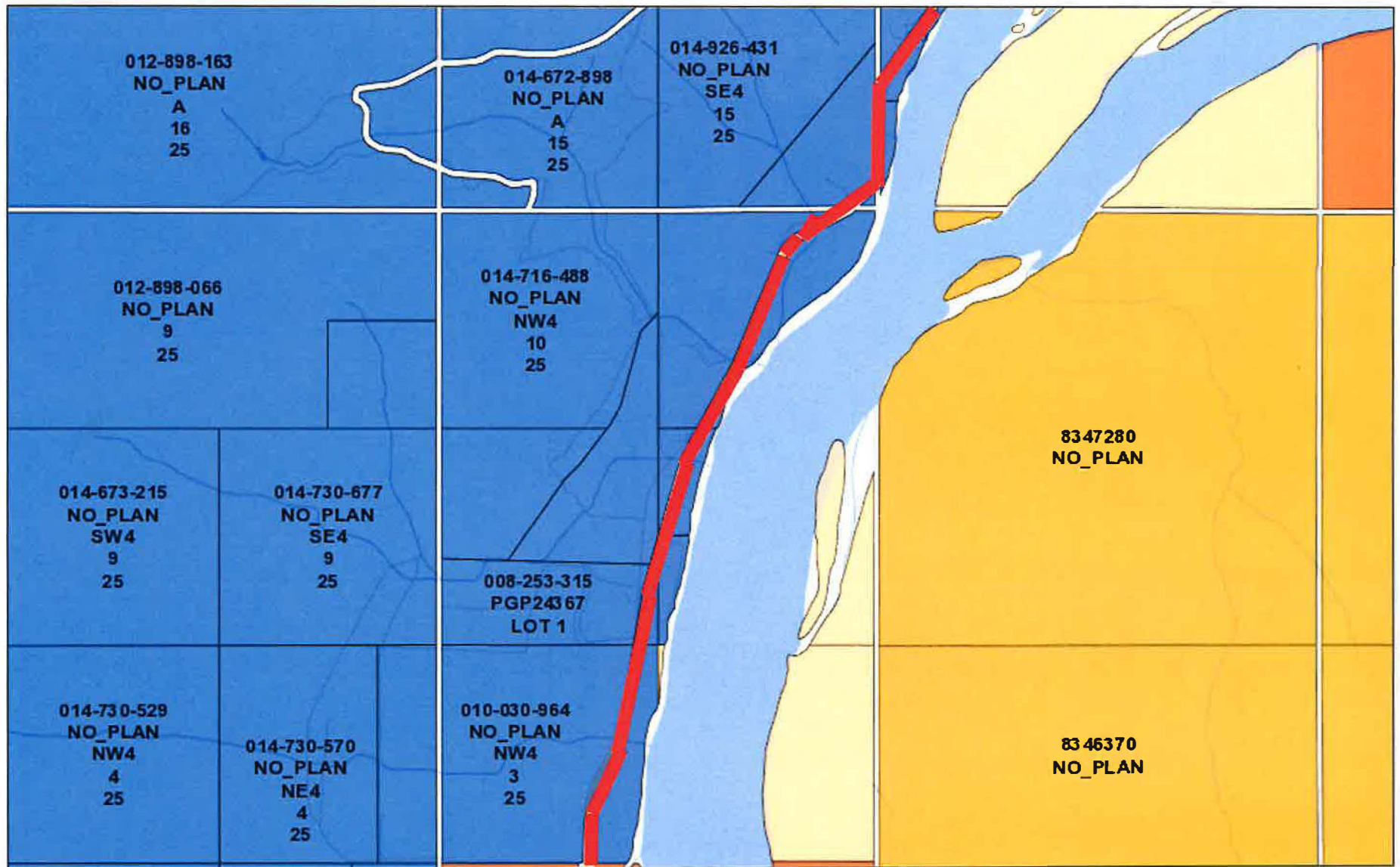
Lynx Creek Subdivision - Garbage Route Map (Schedule A-4)



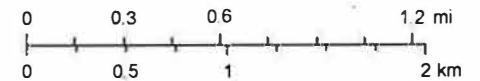
Highway 29 South - Garbage Route Map (Schedule A-5)



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



1:36,12



Government of British Columbia, DataBC, GeoBC



## STAFF REPORT

**TO:** Mayor and Council

**FROM:** Chris Cvik, Special Projects  
Crystal Brown, Chief Administrative Officer

**DATE:** February 12, 2024

**SUBJECT:** District of Hudson's Hope Municipal Ticket Information System Bylaw No. 943, 2024

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### RECOMMENDATION:

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

### BACKGROUND:

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

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

At that time, Council resolved for staff to review existing bylaws, and indicated that the District of Hudson's Hope Property Maintenance Bylaw No 791, 2010, was a priority at this time.

At the January 8, 2024, Council Meeting, Council received report titled "Property Maintenance Bylaw", dated January 8, 2024, for discussion. The report indicated Administration would bring forward the following three Bylaws for consideration by Council within the first quarter of 2024:

1. Property Maintenance Bylaw No.791, 2010,
2. Hudson's Hope Garbage Bylaw No.838, 2014, and
3. Municipal Ticket Information System Bylaw No. 590, 1999

**DISCUSSION:**

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

a. **Schedules:** Changes include:

- i. The addition of Schedule D – Property Maintenance Bylaw No. 941, 2024, and
- ii. The addition of Schedule E - Garbage Collection Bylaw No. 838, 2014,

b. **Definitions:** Changes include:

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

c. **Housekeeping:** Changes include:

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

**FINANCIAL CONSIDERATIONS:**

The proposed changes to Bylaw include the following proposed fines:

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

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

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

**COMMUNICATIONS AND OTHER CONSIDERATIONS:**

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

**MOVED, SECONDED, and CARRIED**

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

The proposed Bylaw will be discussed at an upcoming Committee of the Whole (COW) Meeting. A Public Service Announcement (PSA) will be issued to communicate the proposed changes. Members of the public will be encouraged to submit written comments or attend the COW Meeting if they have any questions or concerns.

In addition, the proposed Bylaw will be referred to the Hudson's Hope RCMP, and Sergeant Brad Lacey of the BC Conservation Services for comment.

**ALTERNATIVE OPTIONS:**

1. That Council receive the report titled "District of Hudson's Hope Municipal Ticket Information System Bylaw No. 943, 2024" dated February 12, 2024; further, that Council gives "District of Hudson's Hope District of Hudson's Hope Municipal Ticket Information System Bylaw No. 943, 2024" first and second reading; and further, that Council refers "District of Hudson's Hope District of Hudson's Hope Municipal Ticket Information System Bylaw No. 943, 2024" to staff for additional changes prior to third reading.
2. That Council provide further direction.

**ATTACHMENTS AND EXTERNAL LINKS:**

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

Prepared By: *Chris Coik, Special Projects*

Approved By: *Crystal Brown, Chief Administrative Officer*



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

A bylaw to regulate the municipal ticket information system.

---

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

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

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

**GENERAL PROVISIONS**

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

**DEFINITIONS**

6. In this Bylaw,

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

**ADMINISTRATIVE**

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

READ A FIRST TIME this 12<sup>th</sup> day of February 2024

READ A SECOND TIME this 12<sup>th</sup> day of February, 2024.

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_, 2024.

ADOPTED this \_\_\_\_ day of \_\_\_\_, 2024.

\_\_\_\_\_  
Travous Quibell, Mayor

\_\_\_\_\_  
Andrea martin, Corporate Officer

Certified a true copy of Bylaw No.

This \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Corporate Officer

**SCHEDULE “A”**

| <b>Column 1</b>                                      | <b>Column 2</b>                                    |
|------------------------------------------------------|----------------------------------------------------|
| Animal Control and Licensing Bylaw No. 589, 1999     | Animal Control Warden<br>Bylaw Enforcement Officer |
| Noise Regulation Bylaw No. 620, 2001                 | Bylaw Enforcement Officer                          |
| Property Maintenance Amendment Bylaw No. 941, 2024   | Bylaw Enforcement Officer                          |
| Hudson’s Hope Garbage Collection Bylaw No. 838, 2014 | Bylaw Enforcement Officer                          |

**SCHEDULE “B”**

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

**SCHEDULE “C”**

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

**SCHEDULE “D”**

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

**SCHEDULE "E"**

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



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

**CONSOLIDATED VERSION FOR CONVENIENCE ONLY**

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

Amendment Bylaw 621, 2001

Amendment Bylaw 782, 2007

Amendment Bylaw 868, 2016

Amendment Bylaw 871, 2016

## DISTRICT OF HUDSON'S HOPE

### BYLAW NO. 590

A bylaw to establish the municipal ticket information system.

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

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

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

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

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

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

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

**Page 2**

Read a First Time this 28<sup>th</sup> day of June, 1999.

Read a Second Time this 28<sup>th</sup> day of June, 1999.

Read a Third Time as amended this 25<sup>th</sup> day of August, 1999.

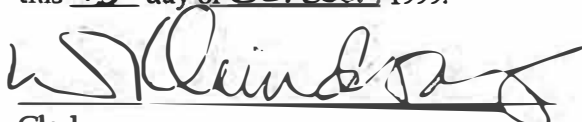
Approved by the Chief Judge of the Province of B.C. this 10<sup>th</sup> day of September, 1999.

Adopted this 13<sup>th</sup> day of October, 1999.

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK

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

  
\_\_\_\_\_  
Clerk

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

**Schedule A**

| <b>Column 1</b>                                  | <b>Column 2</b>                                                                                              |
|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| Animal Control and Licensing Bylaw No. 589, 1999 | Animal Control Warden<br>Bylaw Enforcement Officer,<br>Royal Canadian Mounted Police<br>Conservation Officer |
| Noise Regulation Bylaw No. 620, 2001             | Bylaw Enforcement Officer,<br>Royal Canadian Mounted Police                                                  |

## SCHEDULE "A"

### Schedule B -1

Animal Control and Licensing Bylaw No. 589, 1999

Animal Control and Licensing Amendment Bylaw No. 724, 2007

Municipal Ticket Information System Amendment Bylaw No 868, 2016

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

**SCHEDULE "B"****Schedule B-2**

Noise Regulation Bylaw No. 620, 2001

Noise Regulation Amendment Bylaw No. 629, 2002

Noise Regulation Amendment Bylaw No. 646, 2003

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

**District of Sicamous**

446 Main Street  
PO Box 219  
Sicamous, BC  
VOE 2V0

**T:** 250 836 2477  
**F:** 250 836 4314  
**E:** [info@sicamous.ca](mailto:info@sicamous.ca)  
[sicamous.ca](http://sicamous.ca)



January 26, 2024

The Honourable David Eby, MLA  
Premier of the Province of British Columbia  
[premier@gov.bc.ca](mailto:premier@gov.bc.ca)

*DELIVERED VIA EMAIL*

**Re: Support for Bill-34**

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Dear Premier,

District of Sicamous council would like to express its support for Bill 34 and the *Restricting Public Consumption of Illegal Substances Act*.

We are disappointed by the Supreme Court's decision to grant a temporary injunction against Bill-34, which would protect children and youth from being exposed to illicit drug use and impose fines on those who choose to use drugs openly in public parks, sports fields and beaches.

Council urges the Province to appeal the Supreme Court decision.

When decriminalization came into force, council saw that the pilot program lacked guardrails and undermined provincial legislation regulating the possession and consumption of alcohol, tobacco and cannabis in public spaces.

For Sicamous, it was important to ban drug use in our parks, aligning with existing prohibitions for smoking, alcohol and cannabis. We knew we had to keep parks safe and welcoming for families. Amending our parks regulation bylaw allowed the District to implement its own guardrails and we were pleased to see the Province taking a similar approach.

Public spaces should continue to be enjoyed and used for their intended purpose.

Decriminalization aims to reduce the stigma that prevents illicit drug users from accessing lifesaving supports and services. We fear decriminalization will not solve the toxic drug crisis. Many of us have either lost a friend or loved one from toxic drugs or know someone who has lost a friend or family member. The number of overdoses, the lives lost, in our Province is devastating.

Increased funding and immediate access to addiction supports and treatment beds are

needed to help individuals and families suffering from addiction.

When help is sought, and a glimmer of hope exists, it must be available at that moment for there to be healing and change.

Sincerely,

A handwritten signature in black ink, appearing to read 'Colleen Anderson', with a large, stylized loop at the end.

Colleen Anderson, Mayor  
**DISTRICT OF SICAMOUS**

cc. Mel Arnold, MP North-Okanagan Shuswap  
Greg Kylo, MLA Shuswap  
B.C. Municipalities and Regional Districts



## **FOR IMMEDIATE RELEASE**

Fraser Lake, BC - January 24, 2024

### **RE: West Fraser Timber Co. Ltd. Announces Permanent Closure of Fraser Lake Sawmill**

On January 22, 2024 West Fraser Timber declared the permanent closure of its operations at the Fraser Lake Sawmill. The decision is attributed to West Fraser's inability to access economically viable fibre in the region.

The announcement has stunned communities throughout the region, including Municipal, Regional, and First Nations governments. The substantial consequences of this development on the local community, which is impacting friends, neighbours, and families, is deeply disconcerting.

In response to this situation, the surrounding area is mobilizing efforts to explore viable alternatives that will ensure economic sustainability for the affected communities. A key focus is on preserving the fibre resources within the region.

Despite the challenges, the Fraser Lake area stands resilient and vibrant. Chief Michell of Stellat'en First Nation, Chief Louie of Nadleh Whut'en First Nation, Chair Parker (Electoral Area D Director) Regional District of Bulkley-Nechako, and Mayor Storey from the Village of Fraser Lake have engaged in discussions with Provincial and Federal Government officials, seeking various forms of government support.

The impacted communities are uniting their efforts to find solutions and resources for those most affected by the closure. This collaborative approach involves regular communication and an intensified economic partnership to address the challenges posed by this development.

As the region faces this significant change, stakeholders are committed to working together to mitigate the impacts and forge a path towards a sustainable and prosperous future. All levels of government are committed to a strong communication of relevant developments and supportive initiatives.

Together we will get through this challenging time in our history and find a pathway forward.

Sincerely,

**Sarrah Storey**  
Mayor  
Village of Fraser Lake

**Marten Louie**  
Chief  
Nadleh Whut'en

**Robert Michell**  
Chief  
Stellat'en

**Mark Parker**  
Chair/Director, Electoral  
Area D, Regional District  
of Bulkley-Nechako

CC: Premier David Eby  
Bruce Ralston, Minister of Forests  
Nathan Cullen, Minister of Water, Land, and Resource Stewardship  
Brenda Bailey, Minister of Jobs, Economic Development and Innovation

# Community Town Hall

## CRIME. We want to hear from you!

Join MLA Dan Davies' Community Town Hall bringing together the Mayor and CAO of Fort St John, community stakeholders, the public and members of the Official Opposition.

**Thursday, February 15th**  
**6:00pm to 8:00pm**

*Lido Theatre 10156 - 100th Ave, Fort St. John*  
*Registration not required. For more information, call 250-263-0101*  
*or email [Dan.Davies.MLA@leg.bc.ca](mailto:Dan.Davies.MLA@leg.bc.ca)*



**DAN DAVIES**  
PEACE RIVER NORTH

*Shadow Minister for  
Rural and Social  
Development, and  
Poverty Reduction*



**MICHAEL DE JONG**  
ABBOTSFORD WEST

*Shadow Minister for  
Attorney General*



**MIKE MORRIS**  
PRINCE GEORGE-MACKENZIE

*Shadow Minister for  
Public Safety and  
Solicitor General*



**ELENORE STURKO**  
SURREY SOUTH

*Shadow Minister for  
Mental Health and  
Addiction, Recovery,  
and Education*

Valerie Paice  
Hudson's Hope, BC  
January 30th, 2024

Directed to: District of Hudson's Hope

Subject: Letter of Appeal

I, Valerie Paice, landowner of D.L. 1202 NW1/4 in Hudson's Hope, would like to appeal a decision made by council, that of refusing a laydown yard on Drew Road.

This appeal is being requested due to certain facts that were not on the table, which has led to an unfair decision decided by council.

It was claimed that the residents or those who owned land/property on Drew Road had been polled to ask who was in favour of the laydown yard, and the results were unanimously against. This is patently false, as residents Ramona West, Diane Chamberland, Rodney Harris, and myself, Valerie Paice, were never spoken to, contacted, or requested for an opinion on the matter. All live or have property on Drew Road, and all are in favour of the laydown yard. 5 residents were against, the other 4 were not even asked, all 4 of whom support the laydown yard.

The letters of opposition were from Clair Johnson, and Lareina (last name blacked out in an attempt to claim ignorance over family connections, negative bias towards me, and actions/opposition made), neither of whom live on or have property on Drew Road. Since they do not live on Drew Road, their letters of opposition are irrelevant to the matter at hand, as they will not be affected by the laydown yard. It begs the question of why their letters were included in the first place, as there is no impact on them, and the opposition is clearly being made out of a prejudice towards me due to personal reasons (largely family related), and not out of actual concern for themselves, the land, or the community.

There were 2 previous laydown yards next to my property where current residents of Hudson's Hope have property. They had no permits for a laydown yard, yet used the land for 5 years as such. This action started with the previous owner, and was continued when the property changed hands. Council was aware of this fact, as they put an extra streetlight in due to the increased traffic and nature of the yard. I believe I am the first to try to do this the *right* way, instead of fencing land partially and storing whatever comes along like everyone else has been doing.

A protest was made that increased traffic would negatively affect the residents of the road. The road would only be busy unloading and then loading for the pipeline. Once the pipeline has been completed, the laydown yard will no longer be in use. However, there will be activity along Drew Road regardless, as there is also a storage yard there. I have a valid business licence with Rodney Harris for this storage yard, and it will be being used. There will also be 5 family homes set up there, which will naturally increase the road traffic from what it is presently.

Finally, this laydown yard will bring in tax dollars for the community every year the laydown yard is being used. If the council truly wants to build this community up, tax money coming into the

community can only benefit it. Actively rejecting the laydown yard due to community members' unjust *personal* prejudice and bias towards me is grossly unprofessional.

Due to these facts, that it is assumed that the council was not previously made aware of, I am asking for the council to reconsider their decision to deny my application for a laydown yard on Drew Road. I believe the decision was made in good faith, but without clarity of the whole situation, and thus the decision was unjust.

Thank you for your time and consideration.

Valerie Paice



**From:** Willie Halpern <halpernwillie@gmail.com>

**Sent:** Thursday, February 8, 2024 5:21 PM

**To:** Crystal Brown <cao@hudsonshope.ca>

**Subject:** Fwd:

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

From: **Willie Halpern** <[halpernwillie@gmail.com](mailto:halpernwillie@gmail.com)>

Date: Thu, Feb 8, 2024, 2:08 p.m.

Subject:

To: <[mayor@hudsonshope.ca](mailto:mayor@hudsonshope.ca)>

P.T.C.U.P.N. No. 2023.001

File No. 6410

Rhonda and I, owners and occupants of the residences located at 20953 Drew road, Hudson's Hope, BC, would like to extend our heartfelt thanks and appreciation to your Worship and Council members for your decision to turn down the application of Valerie Jeanne Paice requesting a T.C.U. Permit to allow for an industrial laydown yard on her property on Drew Road. The heavy equipment traffic would have seriously and adversely affected our properties and others on Drew road. Your sound and correct decision, recently made by your council members, is very much appreciated and has been a great relief for us all that would have been affected.

Sincerely yours,  
Vilmos H. Halpern and  
Rhonda Lynn Halpern.

[WARNING: This message is from an external source]



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

February 5<sup>th</sup>, 2024

To Mayor and Council:

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

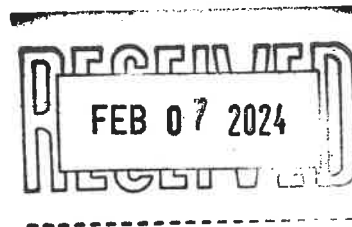
Funding for a project of this nature is difficult to secure, as there is a great deal of demand for grant funding in all areas of the community and a limited pool to apply to. Our project is a unique one, and as such has attracted a great deal of interest and generated some great discussion with potential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

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

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

Best Regards,

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





## STAFF REPORT

**TO:** Mayor and Council  
**FROM:** Crystal Brown, Chief Administrative Officer  
**DATE:** February 12, 2024  
**SUBJECT:** Notice of Closed Session – February 12, 2024

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### RECOMMENDATION:

That Council receive the report titled “Notice of Closed Session – February 12, 2024; further, that Council recess to a Closed Meeting for the purpose of discussing the following items:

- **Agenda Items ICM1 and ICM2** - *Community Charter* Section 90(1)(b), closed meeting minutes;
- **Agenda Item ICSR1 and ICSR2** - *Community Charter* Section 90(1)(c), labour relations or other employee relations.

### ALTERNATIVE OPTIONS:

1. That Council recess to a Closed Session to discuss whether the proposed agenda items properly belong in a Closed Meeting (*Community Charter* Section 90(1) (n)).

Prepared By: *Crystal Brown, Chief Administrative Officer*