



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

Council Chambers  
July 8, 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**

D1 Sheldon Marion – Get Kids Fishing Program Page 3

**3. Notice of New Business**

**4. Adoption of Agenda by Consensus**

**5. Declaration of Conflict of Interest**

**6. Adoption of Minutes:**

M1 June 17, 2024, Draft Minutes Page 8

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

**8. Public Hearing:**

**9. Staff Reports:**

SR1 2024 UBCM Mayor and Council Attendance Page 17

SR2 CRI FireSmart Community Funding Program Page 19

SR3 Love Hudson's Hope Page 21

**10. Committee Meeting Reports:**

**11. Bylaws**

B1 Traffic Amendment Bylaw No. 952, 2024 Page 24

B2 Zoning Amendment Bylaw No. 953, 2024 Page 43

**12. Correspondence:**

C1 Chetwynd Letter of Support Page 48

C2 Scott Linley – Waterfront Properties and BC Hydro Page 50

C3 2024 Taylor Gold Panning Championship Invite Page 50

C4 2024 NCLGA Resolutions Page 53

C5 Hudson's Hope Open Rodeo Request Page 57

**13. Reports by Mayor & Council**

**14. Old Business:**

**DIARY** **Diarized**

» Commercial Water Rate Increase-annual budget Consideration 2019

» ATV Campground – Naming / Memorial Plaque 2022

» Council Remuneration Policy 2023

» Indigenous Cultural Safety and Cultural Humility Training Grant 2023

**15. New Business:**

**16. Public Inquiries:**

**17. In-Camera Session**

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**18. Adjournment**



***Buick Outdoors***

Sheldon Marion



July 2<sup>nd</sup>, 2024

To the Council of Hudson's Hope:

My name is Sheldon Marion, I am the owner and operator of Buick Outdoors. Buick Outdoors is a growing YouTube channel with the main priority of getting more families into the outdoors by showing them the vast activities they can do in the woods and on the water as well as doing multiple giveaways to get more kids engaged in the outdoors.

In the past I have sponsored ice fishing tournaments by giving away ice fishing gear to all of the kids, I have given away a CORE course to put a youth through their CORE and get their hunting license. I've given away a total ice fishing package with a ice auger, rod, reel and tackle. I sponsored the fossil dig at the Hudson's Hope Museum with local fossils for the kids to dig up and take home, as well as water, juice, ice cream and a junior geology kit to give away at the next fossil dig. I gave a knife, stickers and a toque to the Hudson's Hope Rod and Gun club for a raffle prize during range day as well as helped set up the day before and helped man the pistol range for the day.

Today I'm writing to the council to propose a partnership in a Get Kids Fishing program here in Hudson's Hope by running the program through the Visitors Center from May to September. It is a program that will allow anyone with a fishing license to pay a \$20 deposit for a fishing rod, reel and tackle to use for a day or two to try out fishing for themselves. When they bring the gear back in good condition, the participant will be given back their deposit as well as have their name put into a draw for \$100 to their local outdoors store or Canadian Tire at the end of the season.

I would like to be able to have the Visitors Center as the host of the program because of the months that it is open, the ability to issue fishing licenses and a copy of the fishing regulations, as well as the location. I would also require the Visitors Center to sign out/in the gear, collect the \$20 deposit, reimburse the deposit and keep in contact with myself if any gear needs to be replaced, repaired or tackle topped up and allow me to post up one of the signs, that I had professionally made, on the front yard to advertise the program to the locals and visitors of the town.

I, along with donators, have bought 6 fishing rods, reels, tackle boxes with tackle, and signs to start the program and we plan on buying more with hopes of expanding this program to other communities if it is a success in Hudson's Hope. I am not asking for any direct funding for the program from the council or the town of Hudson's Hope. I am asking mainly for administrative duties to be through the Visitors Center. I unfortunately cant man the program by myself and require help.

I am really hopeful that this program will work and with the help of the town, we will be able to kick off this program for the remainder of the year and evaluate the participation and then start back up first thing next May and have the entire season to really see how it performs.

Thank you for your time and I appreciate any feedback. If you have any questions, please reach out to me at any time and I will gladly answer all of your questions.



# GET KIDS FISHING PROGRAM



Presented By:  
Buick Outdoors





**REGULAR COUNCIL MEETING MINUTES**  
**District Office – Council Chambers**  
**June 17, 2024, 6:00 pm**

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

Absent: Councillor KK Charlesworth (with notice)

Staff: Chief Administrative Officer, Crystal Brown  
Corporate Officer, Andrea Martin  
Deputy Fire Chief, Allan Graham

Other: There were two community members in the gallery.

**1. CALL TO ORDER**

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

**2. DELEGATIONS**

**3. NOTICE OF NEW BUSINESS**

**NB1** Inge Economic Development – Letter from Selina Pechlaner with respect to the HH Business Association and Love Hudson's Hope.

**4. ADOPTION OF AGENDA BY CONSENSUS**

**5. DECLARATION OF CONFLICT OF INTEREST**

Mayor Quibell declared a conflict of interest for Agenda Item C3 – Hudson's Hope Radio Amateur Club Letter of Support Request as he is a member of the organization.

Councillor Goddard declared a conflict of interest for SR2 - Love Hudson's Hope as she is a local business owner and a member of the Love Hudson's Hope.

Councillor Winnicky declared a conflict of interest for SR2 - Love Hudson's Hope as she is a local business owner and a member of the Love Hudson's Hope.

Councillor Beattie declared a conflict of interest for SR2 - Love Hudson's Hope as she is a local business owner and a member of the Love Hudson's Hope.

## 6. ADOPTION OF MINUTES

### M1 REGULAR COUNCIL MEETING MINUTES MAY 27, 2024

#### RESOLUTION NO.325 /2024

#### M/S Councillors Jeffrey/Winnicky

That the minutes of the May 27, 2024, Regular Council Meeting be adopted as amended.

- Correct the spelling of James Reimer to James Rhymer x 3.
- Correct the spelling of the word medical on p. 2 and p. 3.

**CARRIED**

## 7. BUSINESS ARISING FROM THE MINUTES

## 8. PUBLIC HEARING

## 9. STAFF REPORTS

### SR1 DISTRICT OF HUDSONS HOPE 2023 ANNUAL REPORT

#### RESOLUTION NO.326/2024

#### M/S Councillors Beattie/Jeffrey

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

**CARRIED**

### SR2 LOVE HUDSON'S HOPE

#### RESOLUTION NO.327/2024

#### M/S Councillors Winnicky/Beattie

That Council defers the report titled "Love Hudson's Hope" dated June 17, 2024, to the next Council Meeting.

**CARRIED**

#### RESOLUTION NO. 328/2024

#### M/S Councillors Winnicky/Jeffrey

That Council varies the agenda to deal with Agenda Item C5 - Bylaw Amendment Review – HH Municipal Advisory Committee.

**CARRIED**

## 12. C5 BYLAW AMENDMENT REVIEW – HH MUNICIPAL ADVISORY COMMITTEE

### **RESOLUTION NO. 329/2024**

#### **M/S Councillors Winnicky/Cryderman**

That Council receives the correspondence “Bylaw Amendment Review – HH Municipal Advisory Committee” dated June 10, 2024, for discussion.

**CARRIED**

### **RESOLUTION NO. 330/2024**

#### **M/S Councillors Jeffrey/Beattie**

That Council authorizes Ross Trembley to speak to Council regarding Agenda Item C5 - Bylaw Amendment Review – HH Municipal Advisory Committee.

**CARRIED**

### **RESOLUTION NO.331/2024**

#### **M/S Councillors Winnicky/Cryderman**

That Council refers the District of Hudson’s Hope Garbage Collection Amendment Bylaw No. 942, 2024, the District of Hudson’s Hope Property Maintenance Bylaw No. 941, 2024, and the Municipal Ticket Information System Bylaw No. 943, 2024, back to staff to incorporate the following changes;

- Remove “RCMP” from the definition of Bylaw Law Enforcement Officer from all three Bylaws;
- Retain the definition of derelict vehicle and check with other communities to determine how they manage it;
- Balance the definition of rubbish and unsightly conditions and include language to the definitions regarding how the items are storage and exposure to the elements.
- Leave Section 3.3(j) (General Prohibition) as previously written; (likely to attract)
- Change Section 4.3 from 24 hours to 3 days;
- Change Section 5.1 (Entry and Inspection) to a minimum 24-hour notice with a notwithstanding clause that the 24-hour notice is not applicable to health and safety conditions; and
- Determine a reasonable time for placing Garbage Bins at the curb for collection and removing Garbage Bins from the collection area;

Further, that Council authorizes staff to incorporate the remainder of the Hudson’s Hope Municipal Advisory Committee’s comments that Council had no concern with into the Bylaws.

**AMENDMENT**

**RESOLUTION NO. 332/2024**

**M/S Councillors Cryderman/Winnicky**

That Council amends the motion to establish that the fine for Obstructing a Bylaw Enforcement Officer shall be \$240.00 for the District of Hudson's Hope Garbage Collection Bylaw No. 838, 2014, the District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024.

**CARRIED**

**MOTION AS AMENDED**

**RESOLUTION NO. 331/2024**

**M/S Councillors Winnicky/Cryderman**

That Council refers the District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024, the District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024, and the Municipal Ticket Information System Bylaw No. 943, 2024, back to staff to incorporate the following changes;

- Remove "RCMP" from the definition of Bylaw Law Enforcement Officer from all three Bylaws;
- Retain the definition of derelict vehicle and check with other communities to determine how they manage it;
- Balance the definition of rubbish and unsightly conditions and include language to the definitions regarding how the items are storage and exposure to the elements.
- Leave Section 3.3(j) (General Prohibition) as previously written; (likely to attract)
- Change Section 4.3 from 24 hours to 3 days;
- Change Section 5.1 (Entry and Inspection) to a minimum 24-hour notice with a notwithstanding clause that the 24-hour notice is not applicable to health and safety conditions;
- Determine a reasonable time for placing Garbage Bins at the curb for collection and removing Garbage Bins from the collection area; and
- Establish that the fine for Obstructing a Bylaw Enforcement Officer shall be \$240.00 for the District of Hudson's Hope Garbage Collection Bylaw No. 838, 2014, the District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024;

Further, that Council authorizes staff to incorporate the remainder of the Hudson's Hope Municipal Advisory Committee's comments that Council had no concern with into the Bylaws.

**AMENDMENT**

**RESOLUTION NO. 333/2024**

**M/S Councillors Winnicky/ Cryderman**

That Council amends the motion to include a legal opinion on whether Section 5(4) Of the District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024, and Section 6.1 of the District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024, can be removed from the Bylaws, and further, that the Bylaws be amended to say that every three days that an offence against this bylaw continues constitutes a separate offence.

**CARRIED**

**MOTION AS AMENDED AGAIN**

**RESOLUTION NO.331 /2024**

**M/S Councillors Winnicky/Cryderman**

That Council refers the District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024, the District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024, and the Municipal Ticket Information System Bylaw No. 943, 2024, back to staff to incorporate the following changes;

- Remove "RCMP" from the definition of Bylaw Law Enforcement Officer from all three Bylaws;
- Retain the definition of derelict vehicle and check with other communities to determine how they manage it;
- Balance the definition of rubbish and unsightly conditions and include language to the definitions regarding how the items are storage and exposure to the elements.
- Leave Section 3.3(j) (General Prohibition) as previously written; (likely to attract)
- Change Section 4.3 from 24 hours to 3 days;
- Change Section 5.1 (Entry and Inspection) to a minimum 24-hour notice with a notwithstanding clause that the 24-hour notice is not applicable to health and safety conditions;
- Determine a reasonable time for placing Garbage Bins at the curb for collection and removing Garbage Bins from the collection area;
- Establish that the fine for Obstructing a Bylaw Enforcement Officer shall be \$240.00 for the District of Hudson's Hope Garbage Collection Bylaw No. 838, 2014, the District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024;
- Obtain a legal opinion on whether Section 5(4) of the District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024, and Section 6.1 of the District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024, can be removed from the Bylaws;
- Amend Section 5.6 of the District of Hudson's Hope Garbage Collection Amendment Bylaw No. 942, 2024, and Section 6.3 of the District of Hudson's Hope Property Maintenance Bylaw No. 941, 2024, to say that every three days that an offence against this bylaw continues constitutes a separate offence;

Further, that Council authorizes staff to incorporate the remainder of the Hudson's Hope Municipal Advisory Committee's comments that Council had no concern with into the Bylaws.

**CARRIED**

## **10. COMMITTEE MEETING REPORTS**

## **11. BYLAWS**

### **B1 DISTRICT OF HUDSON'S HOPE GARBAGE COLLECTION AMENDMENT BYLAW NO. 942, 2024**

Was dealt with under C5 - Bylaw Amendment Review – HH Municipal Advisory Committee.

### **B2 DISTRICT OF HUDSON'S HOPE PROPERTY MAINTENANCE BYLAW NO. 941, 2024**

Was dealt with under C5 - Bylaw Amendment Review – HH Municipal Advisory Committee.

### **B3 DISTRICT OF HUDSON'S HOPE MUNICIPAL TICKET INFORMATION SYSTEM BYLAW NO. 943, 2024**

Was dealt with under C5 - Bylaw Amendment Review – HH Municipal Advisory Committee.

### **B4 DISTRICT OF HUDSON'S HOPE ZONING BYLAW NO. 949, 2024**

#### **RESOLUTION NO.334 /2024**

#### **M/S Councillors Winnicky/Jeffrey**

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

**CARRIED**

#### **RESOLUTION NO.335 /2024**

#### **M/S Councillors Beattie/Winnicky**

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

**CARRIED**

## 12. CORRESPONDENCE

### C1 2024 UBCM CONVENTION – INVITATION TO MEET WITH BC HYDRO

#### RESOLUTION NO. 336/2024

#### M/S Councillors Winnicky/Goddard

That Council receives the correspondence titled "2024 UBCM Convention – Invitation to meet with BC Hydro"; further that Council authorizes a meeting with BC Hydro during the 2024 UBCM.

**CARRIED**

### C2 PEACE VALLEY ARTS SOCIETY LETTER OF SUPPORT REQUEST

#### RESOLUTION NO.337 /2024

#### M/S Councillors Winnicky/Jeffrey

That Council receives the correspondence "Peace Valley Arts Society Letter of Support Request" dated June 11, 2024; further that Council provides a Letter of Support to NDIT for the BC Hydro Go Fund application.

**CARRIED**

Mayor Quibell left the meeting at 7:10 pm for a declared Conflict of Interest.

Councillor Winnicky assumed the role of Acting Mayor.

### C3 HUDSON'S HOPE RADIO AMATEUR CLUB LETTER OF SUPPORT REQUEST

#### RESOLUTION NO. 338/2024

#### M/S Councillors Goddard/Jeffrey

That Council receives the correspondence "Hudson's Hope Radio Amateur Club Letter of Support" dated June 11, 2024; further that Council provides a Letter of Support to NDIT for the BC Hydro Go Fund application.

**CARRIED**

Mayor Quibell returned to the meeting at 7:11 pm.

### C4 RIVER OF THE PEACE METIS SOCIETY LETTER OF SUPPORT REQUEST

#### RESOLUTION NO.339 /2024

#### M/S Councillors Jeffrey/Beattie

That Council receives the correspondence "River of the Peace Metis Society Letter of Support Request"; further that Council provides a Letter of Support to NDIT for the BC Hydro Go Fund application.

**CARRIED**

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

### 14. OLD BUSINESS

### 15. NEW BUSINESS

**NB1** Inge Economic Development – Letter from Selina Pechlaner

This item was dealt with Item SR2 - Love Hudson's Hope.

**NB2** Notice of Closed Session.

### 16. PUBLIC INQUIRIES

### 17. IN-CAMERA SESSION

#### ICSR1 NOTICE OF CLOSED SESSION – JUNE 17, 2024

##### RESOLUTION NO. 340/2024

##### M/S Councillors Winnicky/Cryderman

That Council receive the report titled "Notice of Closed Session – June 17, 2024"; further, that Council recess to a Closed Meeting for the purpose of discussing the following items:

- **Agenda item ICSR1** - *Community Charter* Section 90(1)(b), personal information about an identifiable individual who is being considered for a municipal award or honour;
- **Agenda item ICSR2** – *Community Charter* Section 90(1)(c), labour relations and employee relations, *Community Charter* Section 90(1)(k), negotiations and related discussions respecting the proposed provision of a municipal service, *Community Charter* Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, and *Community Charter* Section 90(1)(g) litigation or potential litigation affecting the municipality; and
- **Agenda item ICC1** - *Community Charter* Section 90(1)(k), negotiations and related discussions respecting the proposed provision of a municipal service.

**CARRIED**

Mayor Quibell recessed the meeting for a Closed Session at 7:13 pm.

## 17. ADJOURNMENT

Mayor Quibell reconvened the open meeting and adjourned it to 8:59 pm.

CERTIFIED A TRUE AND CORRECT COPY OF THE MINUTES OF THE REGULAR MEETING OF COUNCIL HELD MONDAY, JUNE 17, 2024.

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Travous Quibell, Mayor

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Andrea Martin, Corporate Officer

DRAFT



## STAFF REPORT

**TO:** Mayor and Council  
**FROM:** Andrea Martin, Corporate Officer  
**DATE:** July 8, 2024  
**SUBJECT:** 2024 UBCM Mayor and Council Attendance

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### RECOMMENDATION #1:

That Council receives the report titled "2024 UBCM Mayor and Council Attendance" dated July 8, 2024; further that Council approves registration and travel costs for Mayor and Council to attend the 2024 Union of BC Municipalities Conference.

### RECOMMENDATION #2:

That Council authorizes the development of a Mayor and Council Travel Policy to pre-authorize Council attendance for select annual Conferences.

### BACKGROUND:

The Union of BC Municipalities (UBCM) was formed to provide a common voice for local government and this role is as important today as it was 100 years ago. The UBCM reflects the truth in the old adages: "strength in numbers" and "united we stand, divided we fall".

Convention continues to be the main forum for UBCM policymaking. It provides an opportunity for local governments of all sizes and from all areas of the province to come together, share their experiences and take a united position.

Positions developed by members are carried to other orders of government and other organizations involved in local affairs. Policy implementation activities have expanded from annual presentations to Cabinet, to UBCM involvement in intergovernmental committees, regular meetings with Ministers, and daily contact with senior government.

In today's ever-changing world, where shifts in senior government policies, or in economic, social or political conditions, can have an immediate effect on local government, UBCM stands as a "listening post". UBCM initiates, monitors, interprets and reacts where such changes could have an effect on local governments and the communities they serve.

The result is improved local government and BC's communities are the real winners. Through the UBCM, local government has achieved much, and the potential is always there to achieve even more.

**DISCUSSION:**

Attendance at conferences by Mayor and Council provides valuable opportunities for the sharing of information and networking.

**FINANCIAL CONSIDERATIONS:**

Council approved \$55,000 in the 2024 budget for conferences, travel, & meals. Attendance at UBCM would be charged to this account. Five hotel rooms have been secured at the conference rate and are non-refundable. Two additional rooms have been secured at regular rates and may be cancelled if needed.

**ALTERNATIVE OPTIONS:**

1. That Council receives the report titled "2024 UBCM Mayor and Council Attendance" dated July 8, 2024, for discussion.
2. That Council provides further direction.

**ATTACHMENTS:**

1. [UBCM Website](#)

Prepared By: *Andrea Martin, Corporate Officer*

Approved By: *Crystal Brown, Chief Administrative Officer*



## STAFF REPORT

**TO:** Mayor & Council

**FROM:** Director of Protective Services

**DATE:** July 8, 2024

**SUBJECT:** Community Resiliency Investment Program for FireSmart Community Funding and Supports Application-based Funding Program

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### RECOMMENDATION:

That Council receives the report titled "Community Resiliency Investment Program for Fire Smart Community Funding and Supports Application-based Funding Program"; further, that Council authorizes the submission of a grant application to the Community Resiliency Investment Program for Fire Smart Community Funding and Support Application-based Funding Program, for a grant up to \$108,715 to be used to hire a local FireSmart Coordinator for six months and to develop a Community Wildfire Resiliency Plan; and further, that Council commits to provide overall grant management, upon the approval of the grant application.

### BACKGROUND:

The FireSmart Community Funding and Supports Application-based Funding Program provides funding to local governments and First Nations in BC to increase community resiliency by undertaking community-based FireSmart planning and activities that reduce the community's risk from wildfire.

### DISCUSSION:

To qualify for funding, all applicants are required to have a FireSmart Position, participate in a Community FireSmart and Resiliency Committee and have an acceptable CWRP/CWPP.

For applicants that do not have a FireSmart Position, Community FireSmart and Resiliency Committee and an acceptable CWRP/CWPP, eligible activities for 2025 funding will be limited to:

- FireSmart Position(s) and training for the position(s)
- Community FireSmart and Resiliency Committee (as either the lead agency or participating in a CFRC that is led by another agency).
- CWRP development.

While the CWRP is under development, additional eligible activities are limited to:

- General FireSmart education
- Attending the Wildfire Resiliency and Training Summit.

**FINANCIAL CONSIDERATIONS:**

2024 Intake closes September 30, 2024

**ATTACHMENTS AND EXTERNAL LINKS**

1. [Community Resiliency Investment Program for Fire Smart Community Funding and Supports Application-based Funding Program and Application Guide](#)

**ALTERNATIVE OPTIONS:**

1. That Council receives the report titled “Community Resiliency Investment Program for FireSmart Community Funding and Supports Application-based Funding Program” dated July 4, 2024, for discussion.

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

Approved By: *Crystal Brown, Chief Administrative Officer*

## STAFF REPORT

**TO:** Mayor and Council

**FROM:** Becky Mercereau and Gerri Bird, Administrative Assistants

**DATE:** June 17, 2024

**SUBJECT:** Love Hudson's Hope

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### RECOMMENDATION #1:

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

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

### RECOMMENDATION #2:

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

### BACKGROUND:

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

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

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

**DISCUSSION:**

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

***Logistics***

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

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

**Basic Service:**

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

**Standard Service:**

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

**Premium Service:**

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

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

**Eligibility:**

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

**FINANCIAL CONSIDERATIONS:**

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

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

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

**ALTERNATIVE OPTIONS:**

1. That Council provide further direction.

**ATTACHMENTS:**

None.

Prepared By: *Becky Mercereau, Administrative Assistant*

Approved By: *Cystal Brown, Chief Administrative Officer*

DEFERRED FROM JUNE 17, 2024  
COUNCIL MEETING



## STAFF REPORT

**TO:** Mayor and Council  
**FROM:** Crystal Brown, Chief Administrative Officer  
**DATE:** July 8, 2024  
**SUBJECT:** Traffic Amendment Bylaw No. 952, 2024

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### **RECOMMENDATION #1:**

That Council receives the report titled "Traffic Amendment Bylaw No. 952, 2024" dated July 8, 2024; further, that Council gives District of Hudson's Hope Traffic Amendment Bylaw No. 952, 2024, first and second reading.

### **RECOMMENDATION #2:**

That Council gives District of Hudson's Hope Traffic Amendment Bylaw No. 952, 2024, third reading.

### **RECOMMENDATION #3:**

That Council schedules a Special Council Meeting on Wednesday, July 10, 2024, at 5:00 pm, for the purpose of adopting District of Hudson's Hope Traffic Amendment Bylaw No. 952, 2024.

### **BACKGROUND:**

Traffic Amendment Bylaw 925, 2022, was adopted in 2022. In reviewing the Bylaw, staff noted several areas that needed additional clarification or changes. The amendment Bylaw has been provided for Council's consideration.

### **DISCUSSION:**

Key changes to the proposed District of Hudson's Hope Traffic Amendment Bylaw No. 952, 2024, include:

- a) Definition Section – update the definition of Bylaw Officer and include a definition for the term "District".
- b) Changing the language in Part 3 to ensure that it is consistent with the definitions described in the Bylaw.
- c) Clarifying that the District may remove and destroy unauthorized obstructions and structures located on a highway.
- d) Determining a cost recovery mechanism.
- e) Clarifying the ability to issue municipal tickets.

**OTHER CONSIDERATIONS:**

If Council adopts the proposed Bylaw, staff will bring forward an amendment to the Municipal Ticket Information Bylaw.

**FINANCIAL CONSIDERATIONS:**

None at this time.

**ALTERNATIVE OPTIONS:**

1. That Council provides further direction.

**ATTACHMENTS:**

1. District of Hudson's Hope Traffic Amendment Bylaw No. 952, 2024
2. District of Hudson's Hope Traffic Bylaw No. 925, 2022
3. District of Hudson's Hope Traffic Amendment Bylaw No. 931, 2024

Prepared By: *Crystal Brown, Chief Administrative Officer*



**DISTRICT OF HUDSON'S HOPE  
BYLAW NO. 952, 2024**

A Bylaw to amend Traffic Bylaw No. 925, 2022

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WHEREAS Council has the authority to create and amend bylaws to regulate matters in relation to the use of highways and boulevards;

AND WHEREAS Council adopted "District of Hudson's Hope Traffic Bylaw No. 925, 2022";

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 Traffic Amendment Bylaw No. 952, 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 Traffic Amendment Bylaw No. 925, 2022, is amended as follows:
  - a. Under the heading DEFINITIONS, Section 1.4(3) is amended by striking out the definition of Bylaw Enforcement Officer in its entirety and replacing it with the following:
    - 1.4(3) "Bylaw Enforcement Officer" means a person appointed by Council as an Officer, or a Bylaw Enforcement Officer.
  - b. Under the heading DEFINITIONS, Section 1.4(3) is amended by adding a new definition as follows:
    - 1.4(3) "District" means the District of Hudson's Hope,with all subsequent items in the list re-listed in alphabetical order.

- c. Under the heading GENERAL REGULATIONS, Section 3.3.2 is amended by striking it out in its entirety.
- d. Under the heading GENERAL REGULATIONS, Part 3 is amended by adding a new Section 3.8 as follows:
- 3.8 "A person must not erect a permanent or temporary structure upon any highway unless authorized in writing by the Director of Public Works."
- e. Under the heading GENERAL REGULATIONS, Part 3 is amended by adding a new Section 3.9 as follows:
- 3.9(1) "The Director of Public Works, or a person authorized by the Director of Public Works, may remove and dispose of any obstruction or structure described in Section 3.3 or 3.8 of this Bylaw and the following fees shall be imposed against the owner of such obstruction or structure:
- a. \$1,500 per day, or part thereof, for each day that it takes District employees or contractors to remove the obstruction or structure; and
  - b. all of the District's expenses incurred removing and disposing of the obstruction or structure.
- (2) If an obstruction or structure removed or disposed of under Section 3.9(1) is ancillary to land, fees imposed under Section 3.9 may be collected in the same manner and with the same remedies as property taxes for that land."
- b. Under the heading OFFENCES AND PENALTIES, Section 8.1.(2) is amended by striking out it out in its entirety and replacing it with the following:
- 8.1(2) "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.
- c. Under the heading OFFENCES AND PENALTIES, Part 8 is amended by adding a new Section 8.1(3) as follows:
- 8.1(3) "This Bylaw may be enforced by means of ticket issued under the District of Hudson's Hope Municipal Ticket Information System Bylaw No. 590, 1999, as amended or replaced from time to time."

d. Under the heading OFFENCES AND PENALTIES, Part 8 is amended by adding a new Section 8.1(4) as follows:

8.1(4) Each day that an offence against this Bylaw continues constitutes a separate offence.

READ A FIRST TIME this \_\_\_\_<sup>th</sup> day of July 2024

READ A SECOND TIME this \_\_\_\_<sup>th</sup> day of July, 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

**TRAFFIC BYLAW NO. 925, 2022**

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**DISTRICT OF HUDSON'S HOPE  
BYLAW NO. 925, 2022**

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**A bylaw to regulate the movement of vehicles and other traffic within the boundaries of  
the District of Hudson's Hope**

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**WHEREAS**, pursuant to section 124 of the *Motor Vehicle Act*, the Council of the District of Hudson's Hope is empowered to regulate certain matters in relation to the use of highways and boulevards;

**AND WHEREAS** Council deems it desirable to establish regulations for the movement and stopping of vehicles and traffic on highways and boulevards within the municipality;

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

**PART 1 – INTRODUCTION**

**1.1 Citation**

This bylaw may be cited for all purposes as "District of Hudson's Hope Traffic Bylaw No. 925, 2022."

**1.2 Applicability**

Lands in the District of Hudson's Hope. Except otherwise indicated, this Bylaw applies to all lands within the area incorporated as the District of Hudson's Hope.

Provincial Arterial Highways. Unless otherwise indicated, this Bylaw does not apply to arterial highways classified as such order by the Lieutenant Governor in Council pursuant to the *Highway Act*.

**1.3 Interpretation**

Enactments. Any enactment referred to herein as a reference to an enactment of British Columbia or Canada, as the case may be, and regulations thereto, as amended, revised, consolidated, or replaced from time to time, and any bylaw referred to herein in a reference to an enactment of the Council of the District of Hudson's Hope, as amended, revised, consolidated or replaced from time to time.

Headings. The headings given to the Parts, Sections and Paragraphs in this Bylaw are for convenience of reference only. They do not form part of this Bylaw and will not be used in the interpretation of this Bylaw.

Severability. If any Part, Section or phrase of this Bylaw is for any reason held to be invalid by the decision of a Court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Bylaw.

#### 1.4 Definitions

- (1) In this bylaw, the expressions as so defined by and contained in the *Motor Vehicle Act*, the *Passenger Transportation Act*, the *Transportation Act*, the *Offence Act*, the *Local Government Act*, the *Community Charter* and the *Interpretation Act* and regulations thereto shall be applicable.
- (2) If there is any inconsistency between the terms defined herein and any other enactment, the definitions herein shall prevail.
- (3) In this bylaw:

**Bus Stop** means a part of a highway designated as a point at which busses may stop to take on or let off passengers.

**Bylaw Enforcement Officer** shall mean the person appointed by Council or the Corporate Officer and their designate to assist in the enforcement of municipal bylaws

**Chief Constable** means the Officer in Charge of the R.C.M.P. Detachment at Hudson's Hope.

**Chattel** means a tangible, inanimate and moveable item of personal property.

**Council** means the Municipal Council of the District of Hudson's Hope.

**Commercial Vehicle** means a vehicle that is engaged in or capable of carrying goods, wares or merchandise during the normal course of business.

**Cycle** means a device having any number of wheels that is predominately propelled by human power and on which a person may ride. This definition shall not in any way be constructed or interpreted as being inclusive of:

- a. roller skates or skateboards;
- b. wheelchairs;
- c. strollers, baby buggies or other non-motorized vehicles designed to carry infants or young children; or,
- d. tricycles which are being ridden by a child who is apparently or actually under six (6) years of age.

**Dangerous Goods** means the same as in the *Transport of Dangerous Goods Act*.

**Driveway** means any portion of a highway, boulevard and parcel of land which is improved for the purpose of providing vehicular access and storage on the improved parcel of land.

**Director of Public Works** means the Director of Public Works of the District of Hudson's Hope or their deputy.

**Highway** means and includes any road, lane, street, avenue, or other such paved or gravel surface intended for use and access by the public and includes the roadway, shoulder, boulevard, ditch and sidewalk area and whatever lands lie between the property lines of the highway, but shall not include any part or portion of arterial highways as designated by the Lieutenant-Governor in Council.

**Lane** means any highway which separates the rear property line of parcels of land fronting on highways running more or less parallel to and usually on each side of the lane.

**Municipal Ticket** means a form, notice or violation ticket provided to a person or vehicle by a Bylaw Enforcement Officer as a result of a contravention of the provisions of this Bylaw.

**Parade** shall mean any procession or body of:

- a. pedestrians marching or walking on any highway or sidewalk in an organized fashion; or,
- b. vehicles standing or moving on a highway in an organized fashion.

**Park, Parking or Parked** means the standing of a vehicle whether occupied or not upon a roadway, otherwise than temporarily for the purpose of and while actually engaged in loading or unloading merchandise, discharging or taking on passengers or in obedience to traffic regulations or traffic signs or signals.

**Traffic Control Device** means a sign, signal, line, meter, marking, space, barrier or device placed or erected under the provisions of the *Motor Vehicle Act* or this Bylaw

**Traffic Officer** means Peace Officers, District Employees, Firemen, R.C.M.P Officers and Emergency Program Organization.

**Trailer** means a vehicle without motive power designed to be drawn by a motor vehicle or truck tractor and so constructed that an appreciable part of its weight and that of its load rests on and is carried by the motor vehicle.

## **PART 2 – REGULATORY POWERS**

### **2.1 Delegation of Authority**

- (1) The Chief Constable is hereby authorized to:
  - a. authorize and cause the placement, alteration, maintenance or removal of such traffic control devices as are necessary to regulate traffic and parking on highways, except for traffic control devices to establish new no-parking zones, bus stops or commercial loading zones which have not been approved by the resolution of Council;
  - b. designate streets or parts of streets on which stopping or parking is prohibited, restricted, limited or regulated, and,
  - c. issue, refuse, suspend, amend, vary or rescind permits issued under this Bylaw, after having advised the applicant of such decision.
  
- (2) Bylaw Enforcement Officers are hereby authorized to:
  - a. issue municipal tickets to those persons or vehicles in contravention of any of the provisions of this Bylaw;
  - b. impound any vehicle, trailer or cycle that is unlawfully occupying a portion of a highway or public lands, conducted in a manner in accordance with the provisions of this Bylaw;
  - c. enter upon any property in order to ascertain where a default or violation against this Bylaw has occurred, subject to the limits and regulations imposed by this Bylaw or the *Community Charter*; and,
  - d. refer any disputed municipal ticket to the Provincial Court or an alternate dispute resolution.

**PART 3 – GENERAL REGULATIONS**

**3.1 General**

- (1) No person within the District shall refuse to comply with any lawful direction command or order, when made, required demanded or signaled by the Chief Constable.
- (2) No person driving or operating any vehicle, shall follow closer than 150 metres (m) of any emergency vehicle, or drive or stop any vehicle within a radius of 150 m of any fire, unless so directed by a Traffic Officer.

**3.2 Noise**

No person or persons shall, while operating any vehicle or while on passenger on any vehicle in any street or public place in the District shout, call or make any unnecessary noise either with the aid of any mechanical or electronic instrument or other device or otherwise; provided that it shall be lawful for the Council or the Chief Constable to permit in writing any person or persons to broadcast orally or by means of a mechanical device whilst operating or being a passenger in any vehicle upon such terms and conditions as to time, place, subject or regulation or otherwise as shall be specified in such permit.

**3.3 Obstruction on Street, etc.**

No person shall cut, saw, break, split, place, or pile firewood, lumber blocks, stone, debris, or other material, or mix mortar, or do any act upon any street, or sidewalk which will obstruct or impede traffic thereon or deface or injure such street or sidewalk. Temporary storage of materials may be authorized in writing by the Director of Public Works.

**3.4 Removal of Vehicles and Chattels**

(1) Unlawful Occupancy. Where any motor vehicle is unlawfully occupying any portion of a highway or is either:

- a. standing or parked in violation of the *Motor Vehicle Act* or this Bylaw;
- b. in a position that causes it to interfere with fire-fighting, or other emergency vehicles or equipment;
- c. in a position that causes it to interfere with the normal flow of traffic on a highway;
- d. in a position that causes it to interfere with construction, improvement, maintenance, snow removal, alteration, extension, widening, marking, or repair of a highway;
- e. apparently abandoned on a highway; or
- f. a motor vehicle with an expired license,

the Chief Constable, Bylaw Enforcement Officer, or a person authorized by the Director of Public Works may either:

- g. move the vehicle, or require the operator or person in charge of the vehicle to move it to a position determined by the Chief Constable or Bylaw Enforcement Officer or authorized person; or
- h. take the vehicle into custody and cause it to be taken to and stored in a safe and otherwise suitable place.

- (2) Impoundment of Chattel. Any chattel or any other similar means of conveyance obstructing, or unlawfully occupying any portion of a highway may be removed, detained or impounded by the Chief Constable, Bylaw Enforcement Officer, or a person authorized by the Director of Public Works.

**3.5 Parades**

Permission of Council must be obtained for parades to be conducted within the District. Council may prescribe special regulations and conditions governing the holding of any parade which regulations and conditions shall be complied with by all persons taking part therein.

**3.6 Funeral or Authorized Processions**

No driver of a motor vehicle shall drive between the motor vehicles comprising of a funeral or authorized procession while it is in motion. This provision shall not apply at intersections where traffic is being controlled by Traffic Officers.

**3.7 Snow Removal**

The owner or occupier of any real property shall remove snow, ice and litter from any sidewalk in front of or adjacent to such real property and apply such materials as are necessary to create sufficient surface traction for pedestrians no later than 10:00 AM in the morning.

**PART 4 – TRAFFIC CONTROL DEVICES**

**4.1 Traffic Signs and Traffic Control Signal**

- (1) Council shall approve the installation of all permanent traffic signs and traffic control signals in the District.
- (2) Temporary traffic signs and traffic control signals may from time to time be placed by the Chief Constable or by an employee of the District upon authority of the Director of Public Works, in the interest of public safety.
- (3) No person other than those authorized by this Bylaw shall place or maintain, any traffic sign or traffic control signal or other device which attempts to direct the movement of traffic or the parking of vehicles within the District, unless prior permission has been obtained from the Director of Public Works.
- (4) No person shall in any way obliterate, deface, damage, move, obstruct or otherwise interfere with any traffic sign or traffic control signal within the District.

**PART 5 – PARKING REGULATIONS**

**5.1 Parking Prohibition**

- (1) No person shall park a motor vehicle, trailer or combination thereof upon any of the streets or places as follows:
  - a. on or within six (6) meters of:
    - i. any traffic sign or traffic signal located at the intersection of any street, or at any corner;
    - ii. a pedestrian crosswalk;

- iii. the entrance or exit from a hotel or public meeting place, unless otherwise permitted by a traffic control device;
- iv. the main entrance of any school on any street which any school or school property abuts, on any school day between the hours of 8:00 am and 5:00 pm; or,
- b. within any street intersection;
- c. adjacent to a curb that is painted yellow;
- d. on or within five (5) meters of any fire hydrant;
- e. in front of any lane or private driveway;
- f. on the side of the street in front of the driveway entrance to any Fire Hall;
- g. in such a manner so as to obstruct, inhibit or impede:
  - i. the clearing and removal of snow or ice from a highway;
  - ii. highway cleaning operations;
  - iii. collecting solid waste from bins provided for such purpose;
  - iv. the regular flow of traffic; or,
- h. on any street for the principal purpose of advertising, washing, greasing, repairing or wrecking (except repairs necessitated by an emergency), or for the principal purposes of displaying such motor vehicle for sale;
- i. on any portion of a street where official signs prohibit parking; or,
- j. on a highway for more than 72 hours.

**5.2 On – Street Parking**

(1) No Parking and No Stopping Zones.

- a. Council may designate “No Parking” or “No Stopping” zones for areas in which parking or stopping is prohibited, or designate restricted parking or restricted stopping zones, and may designate certain areas as Loading Zones;
- b. If Council has not limited the hours or days when the prohibition or restriction shall be in effect, the prohibition or restriction in the foregoing subsection shall be in effect at all times;
- c. Council may place or cause to be placed signs to indicate areas which it designates as “No Parking” zones, “No Stopping” zones, restricted parking or restricted stopping zones or loading zones.
- d. Commercial Vehicles are not permitted to park overnight on the street in areas designated for residential use within the District.

(2) Angle Parking

- a. Council may designate streets or parts of streets on which vehicles shall be parked at an angle with curb or edge of the roadway, and it shall be lawful for Council to place or authorize to be placed on such streets or parts of streets signs indicating that vehicles shall park at an angle with the curb or road edges.
- b. Where angle parking is indicated by signs only, the angle of parking shall be forty-five (45) degrees.

**5.3 Parking Violations**

- (1) Where any vehicle is found in violation of the provisions of Section 5.1 of this Bylaw, the Bylaw Enforcement Officers may issue a parking bylaw offence notice.
- (2) A person who allows, causes or permits any motor vehicle of which they are the owner or operator to be stopped, standing or parking in contravention of Section 5.1 of this Bylaw shall be subject to a fine of not less than Seventy-five (\$75.00) dollars, but notwithstanding this section, may arrange to plead guilty to said offence and pay the District the penalties hereinafter provided.
  - a. payment received by the District within 14 days of offence \$25.00
  - b. payment received by the District after 15 days of offence \$75.00

**PART 6 – HIGHWAY AND TRAFFIC REGULATIONS****6.1 Speed Limits**

Notwithstanding the provisions of the *Motor Vehicle Act*, no person shall drive or operate a motor vehicle:

- a. upon any portion of Carter Street at a rate of speed in excess of 30 km/hr;
- b. upon that portion of Dudley Drive lying between MacDougall Street and Arena Road at a rate of speed in excess of 30 km/hr.
- c. upon any portion of Holland Street and Macintosh Crescent at a rate of speed in excess of 30 km/hr.

**6.2 School Zones**

Every person driving, between the hours of 8 a.m. and 5 p.m. on a day school is regularly held, a vehicle on a highway where signs are displayed stating a speed limit of 30 km/hr or on which the numerals "30" are prominently shown shall drive at a rate of speed not exceeding 30 km/hr while approaching, passing or in the vicinity (as indicated by the signs) of the school to which the sign relates.

**6.3 Motor Vehicle Traffic Regulations**

- (1) No person shall operate a vehicle:
  - a. along any boulevard, except when parking in accordance with this Bylaw; or,
  - b. having wheels, tires or tracks constructed or equipped with projections which extend beyond the tread or traction surface of the wheel on a highway except for studded tires used between October 1 of any year to March 31 of the following year or as otherwise required in order to safely operate a vehicle on roads experiencing severe weather conditions.
- (2) The Chief Constable and/or Director of Public Works may, by public notice or the placement of signs, prohibit vehicles from being driven or operated on a highway which are not equipped with chains, winter and/or studded tires, sanding devices or any combination of these which the Chief Constable and/or Director of Public Works may consider adequate and necessary in consideration of prevailing road conditions.
- (3) No person, while in operation of a motor vehicle, shall drive such vehicle onto any highway if such vehicle's legal axle loading exceeds the established load limit for that road.

- a. where there are no traffic control devices erected upon a boulevard indicating a reduced legal axle loading, any regulation provided by the Province of British Columbia which limits the legal axle loading of vehicles shall apply.
  - b. Traffic control devices prescribing a limit on legal axle loading:
    - i. may not prescribe a limit which is in excess of Provincial regulations;
    - ii. shall specify the limit as a percent value of the legal axle loading for any given vehicle prescribed by Provincial regulations; and,
    - iii. shall be active during periods in which the Province seasonally reduces legal axle loading.
- (4) No person shall operate any off-highway vehicle on any public lands within the District, unless permitted by Council to do so.
- (5) No person operating a motor vehicle shall use an engine brake device or "Jake Brake" within the District boundaries.
- (6) Motor vehicles carrying dangerous goods:
- a. shall only travel on Highway 29 as it is designated as a dangerous goods route; and,
  - b. shall only travel on other highways and arterial highways as required and as directly as possible in order to complete a delivery to the location to which such goods are being carried to.

#### **6.4 Highway Regulations**

- (1) No person without a valid permit shall, either by their own actions or their own authorization:
- a. drive, drag or skid anything along or over a highway that damages the surface of the highway;
  - b. dig-up, plant, break, remove or excavate in or under any part of a highway;
  - c. plug or stop the flow of water through any drain, sewer or culvert on, through or under a highway;
  - d. cause damage to, cut down or remove trees, plants, shrubs, fences, grass, signs, or other things on a highway;
  - e. erect any such barrier upon a highway which would impede or redirect traffic or deface a highway;
  - f. place, construct or maintain a loading platform, skids, rails, mechanical devices, buildings, signs, or any other structure or thing on a highway;
  - g. construct or maintain a ditch, sewer or drain, the effluent from which causes damage, fouling, injury or nuisance to any portion of a highway;
  - h. alter, tear down or remove any sign, advertisement or guide-post erected or maintained on a highway;
  - i. construct a boulevard crossing, including a curb, ditch, pathway or sidewalk crossing;
  - j. display any goods, merchandise, chattel or ware of any nature upon any boulevard or highway;
  - k. occupy any portion of a highway or the airspace above the highway to maintain, clean, construct, alter, repair, demolish, or move a building, structure, sign, awning or part thereof;
  - l. mark, imprint or deface in any manner whatsoever a highway or structure thereon;

- m. install or erect any traffic control device, or the likeness thereof, on or within sight of a highway; or,
  - n. undertake blasting or any other use of explosives on or over a highway or other District owned property, except for the lawful use of fireworks.
- (2) No person without prior Council authorization shall:
- a. form part of a group of persons congregated on a highway in such a manner which obstructs the free passage of pedestrians or vehicles; or,
  - b. do anything which will attract the attention of other persons and cause them to congregate in a group upon any highway in such a manner so as to obstruct the free passage of pedestrians or vehicles,'
- unless such person is on a sidewalk or actively using a crosswalk to cross a highway.

## **6.5 Extraordinary Traffic**

- (1) This Section does not apply to arterial highways.
- (2) In this Section "Extraordinary Traffic" includes any carriage of goods or persons over a highway, at either one or more times, and whether in vehicles draw by animal power or propelled by some other means, that taken in conjunction with the nature or existing condition of the highway is so extraordinary or improper in the quality or quantity of the goods or the number of persons carried, or in the mode or time of use of the highway, or in the speed at which the vehicles are driven or operated as, in the opinion of the Director of Public Works, substantially to alter or increase the burden imposed on the highway through its proposed use by ordinary traffic, and to cause damage and expense in respect of the highway beyond what is reasonable or ordinary.
- (3) Where in the opinion of the Director of Public Works, any highway is liable to damage through extraordinary traffic thereon, they may regulate, limit or prohibit the use of the highway by any person operating or in charge of the extraordinary traffic, or owning the goods carried thereby or the vehicles used therein.
- (4) Any person to whom this Section might otherwise apply may, with the approval of the Director of Public Works, enter into an agreement for the payment to the District of compensation in respect of the damage or expenses in which may, in the opinion of the Director of Public Works, be caused by the extraordinary traffic, and thereupon that person shall not be subject to any prohibition or penalty prescribed in this Part, in respect of that extraordinary traffic.
- (5) Every person driving on or using the highway, in contravention of a regulation, limitation or prohibition made under this Section, is guilty of an offence against this Bylaw, and is liable, on a summary conviction, to a fine of not less than ONE HUNDRED DOLLARS (\$100.00) and not more than TWO THOUSAND DOLLARS (\$2,000.00).

## **PART 7 – NON-MOTOR VEHICLE REGULATIONS**

### **7.1 Sidewalks**

- (1) No person shall obstruct or block a sidewalk without first obtaining a permit.
- (2) No person shall erect, construct, maintain or place any structure, fixture or furniture on sidewalks, except where permitted to do so by bylaw or permit.

## 7.2 Pedestrians

- (1) Council may designate certain areas on streets as pedestrian crossings or cross-walks and may place to cause to be placed traffic control devices to indicate the area so designated.
- (2) No pedestrian shall cross a highway in front of a bus which has stopped to load or unload passengers, except at a crosswalk.
- (3) No person shall solicit any other person:
  - a. so as to interfere with, obstruct or impede the convenient passage of any motor vehicle or pedestrian traffic;
  - b. within five (5) metres of:
    - i. the entrance or exit to a bank, automated teller machine, credit union, trust company or other financial institution;
    - ii. a bus stop or bus shelter; or,
    - iii. the entrance or exit to a liquor store;
  - c. who is occupying a vehicle that is parked or stopped in traffic; and,
  - d. after a negative response has been provided by the person being solicited.

## 7.3 Cycles, Roller Skates and Skateboards

- (1) No person shall:
  - a. propel, coast, ride or in any other way use a cycle or skateboard upon a sidewalk or walkway, and where it would be unsafe to operate such cycle or skateboard upon a highway, they shall dismount and walk alongside such cycle or skateboard; or,
  - b. use roller skates on any sidewalk or walkway in such a manner so as to create a hazard or impede the free movement of pedestrians.
- (2) No person shall leave a cycle or skateboard on a highway or public lands in a position which obstructs the free movement of or creates a hazard to the safety of any traffic.

## **PART 8 – BYLAW OFFENCES AND PENALTIES**

### 8.1 Offences and Penalties

- (1) A person must not interfere, disrupt or impede the actions of the Chief Constable or Bylaw Enforcement Officer who is exercising their lawful duties.
- (2) Except as in this Bylaw is otherwise provided, any person contravening or committing any breach of or committing any offence against any of the provisions of this Bylaw or of the regulations or refusing, omitting, or neglecting to fulfill, observe, carry out, or perform any duty or fulfill, observe, carryout or perform any duty or fulfill, observe, carry out, or perform any duty or obligation by this Bylaw or by the regulations, created, prescribed or imposed, shall be liable, on summary conviction to a fine of not more than 350 dollars.


### 8.2 Repeal of Bylaws

The District of Hudson's Hope Streets and Traffic Regulation By-law No. 27, 1966, as amended is hereby repealed.

Read a first time this            14th    day of February 2022  
Read a second time this        14th    day of February 2022  
Read a third time this         14th    day of February 2022  
Adopted this                     14th    day of February 2022

We hereby certify that the foregoing is a true and correct copy of the District of Hudson's Hope Bylaw cited as "**District of Hudson's Hope Traffic Bylaw No. 925, 2022.**" this 14th day of February 2022.

\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Jeanette McDougall  
Corporate Officer



**BYLAW NO. 931, 2022**

---

A Bylaw to Amend Traffic Bylaw No. 925, 2022

---

**WHEREAS** pursuant to the section 124 of the *Motor Vehicle Act*, the Council of the District of Hudson's Hope is empowered to regulate certain matters in relation to the use of highways and boulevards;

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

1. Traffic Bylaw No. 925, 2022 is amended by adding in the following sub section to Section 3.3 Obstruction on Street, etc.

3.3.2 No person shall erect a permanent or temporary structure including but not limited to fencing and barricades, upon any developed or undeveloped street or sidewalk which will obstruct or impede traffic thereon or deface or injure such street or sidewalk unless otherwise authorized in writing by the Director of Public Works.

2. This Bylaw shall come into effect upon the date of Adoption of this Bylaw.

Read a First Time on this   13   day of June, 2022.

Read a Second Time on this   13   day of June, 2022.

Read a Third Time on this   13   day of June, 2022.

Adoption of this Bylaw on this      day of June, 2022.

\_\_\_\_\_  
Dave Heiberg, Mayor

\_\_\_\_\_  
Mokles Rahman, CAO

Certified a true copy of Bylaw No. 931, 2022

this      day of \_\_\_\_\_, \_\_\_\_\_.

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



## STAFF REPORT

**TO:** Mayor and Council

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

**DATE:** July 8, 2024

**SUBJECT:** District of Hudson's Hope Zoning Amendment Bylaw No. 953, 2024

---

### RECOMMENDATION:

That Council receives the report titled "District of Hudson's Hope Zoning Amendment Bylaw No. 953, 2024" dated July 8, 2024; further that Council gives "District of Hudson's Hope Zoning Amendment Bylaw No. 953, 2024" first and second reading.

### BACKGROUND:

On June 24, 2024, Council adopted Zoning Bylaw No. 949, 2024, reflecting required amendments related to the implementation of *Bill 44 Housing Statutes (Residential Development) Amendment Act, 2023*, which came into force on December 7, 2023. During the process of preparing Zoning Bylaw No. 949, 2024, it was noted that Bylaw 853, 2015, which rezoned a parcel north of Canyon Drive from P2 Parks and Open Space to RU1 Rural Residential, was given all four readings at the September 14, 2015, Council meeting, thereby making it procedurally invalid.

### DISCUSSION

As part of the process for bylaw pertaining to land use, public notices and/or public hearings were required and thus, all four readings should not have occurred in one day.

When the error associated with Bylaw No. 853, 2015 was noted, Staff began working to remedy this error. Through conversations with the District's legal counsel, the recommended course of action was as follows:

- Revert the zoning for the parcel identified as Lot 1 Section 24 Township 81 Range 26 West of the Sixth Meridian Peace River District Plan EPP57145 (PID #029-729-581) back to P2 Parks and Open Space for Zoning Bylaw 949, 2024;
- Prepare a new Zoning Amendment Bylaw that would proceed to Council once Zoning Bylaw No. 949, 2024 was adopted that would rezone the above-noted parcel from P2 Parks and Open Space to RU1 Rural Residential; and
- As part of the adoption process of the new Zoning Amendment Bylaw, hold a public hearing.

Finally, agency referrals will also be conducted as part of this zoning bylaw amendment. As the subject property is within 800 m of a controlled access highway, referral to the Ministry of Transportation is required prior to adoption.

**FINANCIAL CONSIDERATIONS:**

The District of Hudson's Hope staff have undertaken this Zoning Amendment Bylaw to correct a previous procedural error. No fees were imposed or collected for this.

**COMMUNICATIONS AND OTHER CONSIDERATIONS:**

Agency referrals will be sent out following Second Reading, to ensure the appropriate process is followed. Also following Second Reading, a public notice advertising a public hearing will be issued as per Section 464 of *Local Government Act* and on the suggestion from the District's legal counsel.

**ALTERNATIVE RECOMMENDATIONS:**

1. That Council provides further direction.

**ATTACHMENTS:**

1. District of Hudson's Hope Zoning Amendment Bylaw No. 953, 2024

Prepared By: Crystal Brown, Chief Administrative Officer



**DISTRICT OF HUDSON'S HOPE  
BYLAW NO. 953, 2024**

A Bylaw to amend Zoning Bylaw No. 949, 2024

---

WHEREAS Council has adopted "District of Hudson's Hope Zoning Bylaw No. 949, 2024";

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 Zoning Amendment Bylaw No. 953, 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. Schedule E of District of Hudson's Hope Zoning Amendment Bylaw No. 949, 2024, is amended by rezoning:

Lot 1 Section 24 Township 81 Range 26 West of the Sixth Meridian Peace River  
District Plan EPP57145 (PID #029-729-581)

from P2 Parks and Open Space to RU1 Rural Residential, as shown on Schedule A, which is attached to and forms part of this bylaw.

READ A FIRST TIME this \_\_\_\_<sup>th</sup> day of July 2024

READ A SECOND TIME this \_\_\_\_<sup>th</sup> day of July, 2024.

PUBLIC HEARING HELD THIS \_\_\_\_<sup>th</sup> day of July, 2024.

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

Ministry of Transportation and Infrastructure Approval granted this \_\_\_\_ day of \_\_\_\_\_, 2024

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

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

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

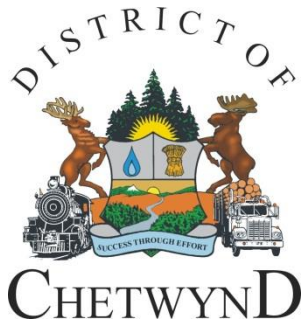
Certified a true copy of Bylaw No. 953, 2024

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

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

## SCHEDULE A





## District of Chetwynd

Box 357  
Chetwynd, BC  
Canada V0C 1J0

tel: (250) 401-4100  
fax: (250) 401-4101  
email: [d-chet@gochetwynd.com](mailto:d-chet@gochetwynd.com)

June 26, 2024

B.C. Ministry of Forests  
MLA: Hon. Bruce Ralston, K.C.  
RE: BC Forestry Crisis  
Sent VIA Email: [FLNR.Minister@gov.bc.ca](mailto:FLNR.Minister@gov.bc.ca)

Dear Minister,

On behalf of the District of Chetwynd Mayor and Council, please accept this unreserved letter of support for the May 28, 2024 letter from Campbell River's Mayor Dahl joining many other communities in expressing his deep concern for the ongoing crisis in BC's forestry sector.

As Mayor Dahl states in his letter, "The forestry sector in BC is facing significant challenges, compounded by uncertainties surrounding fibre supply and the BC Government's Forest policies and directives. Our forests have supported communities and families for generations and it is essential to maintain this legacy."

Many of our communities have now, or will soon experience, the devastation caused by the many BC mills that are closing their doors. And despite Government assurances that this slump is primarily due to market cycles, those in the business of wood fibre harvest are clear in laying the blame directly at the door of the provincial decision makers and permit approval authorities. This can be seen in our almost non-existent annual harvest.

"Unfortunately, while our province has a sufficient supply of timber available for harvest, the actual harvest level has declined dramatically. In 2023, the actual harvest was 42 per cent lower than the allowable cut, a level not seen since the 1960s."

<https://vancouver.sun.com/opinion/columnists/vaughn-palmer-as-canfor-cancels-investment-bc-ndp-seems-out-of-touch-with-forestry-woes>

We also note that Canfor continues to invest heavily in other countries like the recent 210 million dollar project in Alabama and the new 700 million dollar sawmill in Sweden, and this would indicate that the problem seems to be localized in BC.

There are many secondary effects to this slump as well. At a time when affordable housing is being both emphasized and legislated as a priority, high-priced imported finished lumber remains yet another obstacle to providing new, reasonably priced homes. Many are asking what our developers will be using to create housing if not inexpensive, locally sourced, BC building products. And of course if the contractors are unable to purchase building materials this impacts thousands more jobs in the construction, transportation, retail, and similar support sectors.

### **Vision Statement**

Chetwynd exists in order that area residents have sustainable opportunities for  
*Security, Health, Safety and Prosperity*  
in surroundings that display the best of our natural environment.

To further exacerbate this already unsustainable situation, our Government representatives continue to make sweeping changes to land management policy with a nearly complete absence of consultation with the local residents directly impacted by these changes.


As we suffer through more periods of severe drought and ongoing climate change, our lack of sound forestry policy including sustainable harvest practices, exponentially increases our risk of disastrous wildfire. "These shifts, combined with forestry policies and climate-change effects greatly increase the risk of catastrophic wildfire. We're already seeing the consequences this year, with its unusually early start and record-setting wildfires."


<https://www.bcfpb.ca/release-publications/releases/forest-and-fire-management-in-bc-toward-landscape-resilience/>

Our small community of Chetwynd has already directly experienced the permanent loss of many local jobs with the closure of our Canfor mill. We are luckier than many as we still have one West Fraser mill in operation; although we hear from them that a consistent fibre supply remains a critical hurdle for their ongoing viability.

We once again strongly urge the BC Government to make real actual changes and support the many thousands of hard-working BC residents who rely on forestry and resource extraction to feed and shelter their families. Our future depends on it.

Regards,

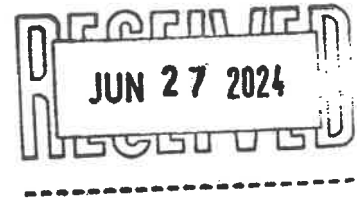
  
Allen Courtoreille  
Mayor

  
Steve McLain  
Chief Administrative Officer

#### **Vision Statement**

Chetwynd exists in order that area residents have sustainable opportunities for  
*Security, Health, Safety and Prosperity*  
in surroundings that display the best of our natural environment.

Scott Linley



June 14, 2024

Mayor & Council  
District of Hudson's Hope

Delivered by Hand

RE: Access to BC Hydro Right of Way to waterfront properties

Dear Sirs:


It has come to my attention that BC Hydro has not properly secured pedestrian and any other traffic from accessing the Right of Way they have on my property. This is evident from people I have observed trespassing on my property on the newly installed BC Hydro Right of Way Road on my waterfront.

I have also heard rumours that the District of Hudson's Hope is considering allowing some type of access to the Right of Way that accesses my private property for the public. I sincerely hope that this is not the case. I fully appreciate that a walking path for public use along the reservoir is beautiful and something I would use myself. Unfortunately, in Canada our laws make me personally liable for any accidents or incidents occurring on my property - period. Subsequently I cannot afford the personal liability risk a public walkway on my property would expose me to.

If the District of Hudson's Hope is working with BC Hydro to fix the current lack of fencing (as a priority) to eliminate access to private property - Thank you.

If the District of Hudson's Hope is not making this a priority (as I know you have many), I would appreciate the best contact at BC Hydro for me to ask when this fencing will be installed, as it is incumbent upon me to eliminate possible harm that could come to trespassers, and I need to ensure BC Hydro is aware of these trespasses.

Thank you for your time.

  
  
Sincerely,  
Scott Linley

map

neighbouring properties

sample sold properties

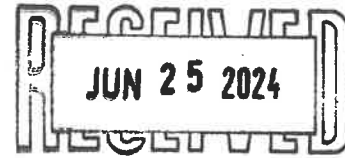




Image © 2024 Airbus

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## World Invitational Class "A" Gold Panning Championships



August 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 2024  
Peace Island Park

---

June 12, 2024

Dear Prospective Participant,

We invite you to join us for the 52<sup>nd</sup> Annual World Invitational Class "A" Gold Panning Championships on August 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 2024 at Peace Island Park, Rocky Mountain Forts, in Taylor.

We are also extending you a special invitation to compete in the Media/Celebrity/Sponsorship Panning Event, which will be held on Saturday, August 3<sup>rd</sup> at 12:00pm.

We welcome anyone from your organization to compete in this event. This year, the event will be a bit different from in the past. Rather than have 3 rounds of panning, we will have a single, penny weight nugget speed round.

A registration desk will be on site at the park on Saturday. Along with the panning events, we have metal detecting, family activities, an arts and crafts fair, and a Sunday morning pancake breakfast. There will also be a Gold Panning Parade on Friday evening.

If you would like camping reservations in the park, please call Peace Island Park at 250-789-9295.

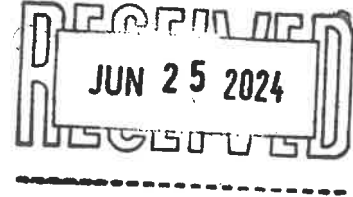
We hope that you will bring your family and join us for a great weekend.

Yours truly,

Sherri Maycock, Recreation Programmer  
District of Taylor  
Taylor Gold Panning Committee

June 19, 2024

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



Dear Mayor Quibell:

**Re: 2024 NCLGA Resolution(s)**

UBCM is in receipt of the attached resolution(s) endorsed by your Council. Your resolution(s) received endorsement at the 2024 NCLGA Spring Convention.

As such, the resolution(s) will be included in UBCM Resolutions Book for the 2024 UBCM Convention in September.

Please contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process, email: [jjustason@ubcm.ca](mailto:jjustason@ubcm.ca).

Sincerely,



Councillor Trish Mandewo  
UBCM President

*Enclosure*

***Emergency and Disaster Management Act Capacity  
Funding***

**Hudson's Hope**

Whereas the Province of British Columbia has enacted legislation known as the *Emergency and Disaster Management Act* (EDMA) that constitutes a significant download of responsibilities and addition of new legislative and regulatory requirements that will significantly and permanently add to the workload of municipalities and regional districts;

And whereas the opportunities for local governments to raise funds required to support these legislative changes are limited, and where the provincial government has provided some proactive capacity funding in specific areas, such as First Nations consultation, but has not provided any guarantee of ongoing capacity funding to support the legacy of these legislative changes:

Therefore be it resolved that the NCLGA and UBCM lobby the Province of British Columbia to commit to providing long-term sustainable capacity funding to municipalities and regional districts to fulfill their emergency management duties, including responsibilities under the *Emergency and Disaster Management Act*.

**Convention Decision:**

## **Initial Fire Attack Crew Relocation**

**Chetwynd, Hudson's  
Hope, Mackenzie,  
Tumbler Ridge**

Whereas the BC Wildfire Initial Attack Crews are a critical component of the wildfire response and rapid wildfire suppression in the Province of British Columbia;

And whereas Initial Fire Attack Crew Base locations are key to providing timely wildfire suppression efforts; especially in remote and rural areas:

Therefore be it resolved that NCLGA and UBCM lobby the provincial government to maintain the Initial Fire Attack Crew Bases in their current locations, and not relocate them without significant local stakeholder consultation.

**Convention Decision:**

**From:** [Yvonne Clarke](#)  
**To:** [Andrea Martin](#)  
**Subject:** Request for Garbage Can usage for Hudson's Hope Open Rodeo 2024  
**Date:** July 5, 2024 3:50:33 PM

---

Dear District Of Hudson's Hope

The rodeo would like to kindly request use of the districts garbage cans - we are looking to use 10-15 or as many as you can spare for the Weekend of July 27th and 28th.

We would also like to kindly ask if you can supply garbage bags and a possible garbage pick up on Saturday.

We would need the garbage cans from Friday July 26th to Sunday evening July 28th or we can arrange pick up for Monday July 29th.

Thank you so much for your consideration

kind regards

Hudson's Hope Open Rodeo Committee

250 783 3160

hhrodeo23@hotmail.com

[WARNING: This message is from an external source]



## STAFF REPORT

**TO:** Mayor and Council  
**FROM:** Crystal Brown, Chief Administrative Officer  
**DATE:** July 8, 2024  
**SUBJECT:** Notice of Closed Session – July 8, 2024

---

### RECOMMENDATION:

That Council receives the report titled “Notice of Closed Session – July 8, 2024”; further, that Council recess to a Closed Meeting for the purpose of discussing the following items:

- **Agenda Items ICM1, ICM2, and ICM3** - *Community Charter* Section 90(1)(b), closed meeting minutes; and
- **Agenda item ICSR1** – *Community Charter* Section 90(1)(c), labour relations and employee relations, *Community Charter* Section 90(1)(k), *Community Charter* Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, and *Community Charter* Section 90(1)(g) litigation or potential litigation affecting the municipality.

### ALTERNATIVE OPTIONS:

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

Prepared By: *Crystal Brown, Chief Administrative Officer*