



DISTRICT OF HUDSON'S HOPE

AGENDA

Council Chambers

Monday March 27th, 2017 at 6:00 PM

1. Call to Order:

2. Delegations:

3. Notice of New Business:

Mayor's List

Councillors Additions

CAO's Additions

4. Adoption of Agenda by Consensus:

5. Declaration of Conflict of Interest:

6. Adoption of Minutes:

M1 March 13th, 2017 Regular Council Meeting

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7. Business Arising From the Minutes:

8. Staff Reports:

SR1 CAO Action and Other Updates

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SR2 RPT- DPW Shop Expense Report

Page 9

SR3 RFD- Request for Paving

Page 35

9. Bylaws:

B1 Bylaw 882- Amended Annual Financial Plan 2016

Page 37

B2 Bylaw 872- Official Community Plan Amendment

Page 40

B3 Bylaw 873- Zoning Plan Amendment

Page 51

10. Correspondence

C1 Trustee Orientation Training Invitation

Page 55

C2 BC Hydro-Construction Bulletin

Page 57

C3 TransCanada Corporation- North Montney Mainline Update

Page 59

C4 UBCM- Newsletter

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C5 MS Society of Canada Page 62

C6 Thank-you from Figure Skating Club Page 65

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

CR1 Mayor's Report Page 66

12. Old Business:

OB1 Solar Committee Terms of Reference

14. Public Inquiries:

15. Adjournment:



REGULAR COUNCIL MEETING

March 13, 2017

6:00 P.M.

MUNICIPAL HALL COUNCIL CHAMBERS

Present: Council: Mayor Gwen Johansson
Councillor Nicole Gilliss
Councillor Travous Quibell
Councillor Heather Middleton
Councillor Caroline Beam

Absent: Councillor Dave Heiberg
Councillor Kelly Miller
Youth Councillor Tess Herrington

Staff: CAO, Tom Matus
Director of Protective Services, Robert Norton
Foreman of Public Works, Layton Bressers
Corporate Officer, Tammy McKeown

Other:

1. **CALL TO ORDER:**
The meeting called to order at 6:04 p.m. with Mayor Gwen Johansson presiding.

2. **DELEGATIONS:**

3. **NOTICE OF NEW BUSINESS:**

Mayors Additions: Mayor's report
Councillors Additions:
Staff Additions:

4. **ADOPTION OF AGENDA BY CONSENSUS:** 0550-01

RESOLUTION NO.076/17

M/S Councillors Gilliss/Middleton

That

"Council *adopt the Agenda as amended.*"

CARRIED

5. **DECLARATION OF CONFLICT OF INTEREST:**

6. **ADOPTION OF MINUTES:**

M1 **February 23, 2017 Regular Council Meeting** 0550-01

RESOLUTION NO.077/17

M/S Councillors Quibell/Gilliss

That

M1

"The minutes of the February 23, 2017 Regular Council Meeting be adopted as presented."

CARRIED

7. **BUSINESS ARISING OUT OF THE MINUTES:**

- BA1 **BA1 - NEBC Resource Municipalities Coalition** **6750-01**
- Mayor Johansson spoke with Mayor Bumstead, Dawson Creek. Mayor Bumstead explained that the cost outweighed the benefit.
- BA2 **BA3 - RFD- Solar Panels** **0970-01**
- Discussion in regard to Committees.
 - Terms of reference have not been completed.
- BA3 **BA4 - Response to MARR**
- See Correspondence C5.

8. **STAFF REPORTS:**

- SR1 **CAO Report- Action and other Updates** **0110-01**
- **Shop Design** **0810-20**
 - Shop is basically completed, Public Works is starting to relocate into new building.
 - Waiting on B Hydro to complete their installation.
- SR2 **RPT- Peace River Agreement Committee Member Appointment** **6660-20**
- Discussion in regard to committee and appointment of District of Hudson's Hope CAO as one of the three Regional representatives sitting on the PRA Partnership Agreement Committee. Concurrence with the appointment of the CAO to the PRA - PAC
- SR3 **RFD- BCH Lots Purchase and Sales Agreement** **6660-20**
- Discussion in regard to market value of lots.
 - 10 lots has always been the consensus during prior discussions.
 - Appraisal requested by Councillor Gilliss.
 - Discussion in regard to comparability of existing lots for sale in the District.
 - Final survey would need to be completed in order to have appraisal done.
 - BC Hydro does not take ownership until after lots are serviced.
 - Approval of lot selection is one of the Milestones that are required to be met.
 - The District and BC Hydro will work as a team when it comes to setting the prices for the lots.

RESOLUTION NO.078/17

M/S Councillors Middleton/Quibell

THAT:

"Council approves the selection of the ten BC Hydro Lots chosen by AQAT member Darin Thompson, Director of Peace Operations, Generation, BC Hydro - lot #s being 1, 6, 8, 12, 14, 17, 19, 21, 24, and 26 as identified on the drawing Subdivision Site Plan #A103 dated February 8, 2017."

CARRIED

SR4 **RFD- BCH,SRW-Impact Lines** **6660-20**

Discussion in regard to protection of infrastructure:

- BC Hydro will be responsible, under the CMA, if they cause any damage to the existing under the new Right of Way.
- Land that is being affected by the Right of Way belongs to BC Hydro.

RESOLUTION NO.079/17

M/S Councillors Quibell/Beam

That:

"Council concurs with BC Hydro to register a Statutory Right of Way for Impact Lines as a priority over the District of Hudson's Hope Utility SRW PD41175, on PID 016-365-232 with the stipulation that BC Hydro assures the District of Hudson's Hope access to the Right of Way and ensures that the existing infrastructure is protected."

CARRIED

SR5 **RFD Integrity Post & Structure Advance Payment** **0810-20**

- Shop is substantially complete.
- Approximately \$47,300 in completion costs remaining.

RESOLUTION NO.080/17

M/S Councillors Beam/Gilliss

THAT:

Council advance a 50% advance payment of \$165,000.00 to Integrity Post Structures, due to the fact that only \$47,300.00 of work is remaining to be done out of the \$330,000.00 owing to Integrity Post Structures."

CARRIED.

SR6 **RFD- Hot Chocolate Backpack User Agreement** **1260-00
0340-01**

- Brought to Council due to public aspect of agreement.
- All policies must be approved by Council unless in relation to internal issues.

RESOLUTION NO.081/17

M/S Councillors Gilliss/Quibell

THAT:

"Council implement the attached Hot Chocolate Backpack User Agreement."

CARRIED

SR7 **RFD- Letter of support** **0230-20**

RESOLUTION NO.082/17

M/S Councillors Middleton/Beam

THAT:

"Council agree to support Double 'H' Saddle Clubs grant application to Northern Development Initiative Trust"

CARRIED

- SR8 **RPT- AQAT Committee Minutes** **0360-01**
FOR INFORMATION **6660-20**
- February 28, 2017 deadline has been extended indefinitely
 - Letter of Intent is in place.
 - Concern in regard to Omicron acting as both the Engineer and the Construction Contractor; L&M subcontracts to Omicron.
 - There are 2 references in Article 4 of the Partnering Relationship Agreement in regard to requirements in the event that the project exceeds the Atkinson Funding.
- SR9 **RFD- BC Hydro and Telus Installation** **0810-20**
RESOLUTION NO.083/17
M/S Councillors Gilliss/Beam
That:
"Council approve the Integrity Change Order for Pole Holding associated to the installation of the underground ducting for BC Hydro and for Telus for the new DPW Shop, coded to General Capital Reserve."
And That:
"Council approve up to \$8,000 for excavation services from Omar Kirkeeng Excavating, to be coded to General Capital Reserve."
CARRIED
9. **BYLAWS:**
B1 **Bylaw 882, 2017- 2016 Amended Annual Financial Plan** **3900-02**
RESOLUTION NO.084/17 **1700-01**
M/S Councillors Quibell/Gilliss
That:
"Approve First, Second and Third Reading of the 2016 Amended Annual Financial Plan Bylaw# 882, 2017."
CARRIED
10. **CORRESPONDENCE:**
C1 **Letter from Cecil Siemens** **0220-01**
 - Discussion in regard to requirements for sponsoring refugees.
 - [Mayor Johansson to prepare letter of response.](#)
- C2 **Letter from Cathy Peters** **0220-01**
 - Discuss with RCMP in regard to their concerns in regard to the Human Trafficking Issue; educating the community.
 - [Mayor Johansson to prepare letter of response.](#)
- C3 **Energetic City Newsletter** **7100-01**
 - Additional \$4 million in funding for paramedicine.
 - Determine the effect the additional funding will have on Hudson's Hope.
 - Hudson's Hope previous paramedics had concerns in regard to amount of time they had to dedicate to covering other areas.
 - [Letter to Rick Loucks to be prepared.](#)

- | | | |
|----|--|---------|
| C5 | <p>Letter from Deputy Minister Caul</p> <ul style="list-style-type: none"> • Properties around Charlie Lake have been withdrawn. • Ministry has failed to provide copy of the S.17 agreement after numerous requests. • Request from District for Crown lands in exchange was not broached in letter from Ministry. • Mayor Johansson to prepare letter of response outlining the questions asked by the District in the original letter to the Minister; request explanation for delay in meeting between the Ministry, Saulteau and the District. | 0400-20 |
|----|--|---------|

CR1	Councillor Middleton- Library Report	0230-20
	<ul style="list-style-type: none"> • Councillor Middleton presented the Director's report for reference only. 	0360-01
	<ul style="list-style-type: none"> • Councillor Middleton to bring report showing where the library reduced costs in regard to the funding reduction to the next Council meeting. 	
	<ul style="list-style-type: none"> • Service Agreement suggestion to be brought to the Library Board's attention. 	

- | | | |
|-----|---|----------------|
| CR2 | <p>Councillor Miller – Inquiries</p> <ul style="list-style-type: none"> • The Fibre optics is being installed at the shop; being completed at the same time as installation of phone lines. • Road to subdivision past Williston Lodge is cleared by the District; District does not reimburse for construction costs associated to private subdivisions; does not meet necessary reimbursement requirements under the Rural Roads Policy. | 0220-01 |
|-----|---|----------------|

- 5

- Mayor Johansson has requested meeting with Ken Paulson, the Executive Vice President, Chief Operating Officer with the BC Oil and Gas Commission (OCG).
- BC Oil and Gas Commission is re-organizing, will contact us once to inform us who will attend the meeting.
- **Aaron Cahill, UBC/Carlos Salas, Geo-Science BC** **0540-20**
 - Dr. Cahill will be conducting experiment involving methane testing on Crown land within the District of Hudson's Hope.
 - Carlos Salas will use the same property for his monitoring well
 - Will be conducting well testing for residents that were part of the 2013 landowner group, if they have submitted a request.
 - The experiment will be written up in the 'Greenhouse Gases- Science & Technology' technical journal.
 - Geo-Science will hold a Town Hall meeting in the fall to report on their findings.
- **CO-OP** **6750-01**
 - Mayor Johansson spoke with one of the CO-OP Board members, they are still interested but the Federated CO-OP guidelines have changed.
 - May be an issue in regard to volume criteria
 - W6 and Butler Ridge confirmed interest in utilizing the CO-OP.
 - District needs to determine price of lots and build access road.
 - Continue communication with CO-OP.
- **Horticulture Business Case** **6750-01**
 - RFP for business case for development of horticulture industry.
 - Benefit to Hudson's Hope.
 - Producers in North Peace but no supporting producer associations; challenges to develop industry-wide strategy.
 - Storage and Consistent supply would be focus.
- **Solar Information Workshop** **0970-01**
 - Held on Saturday March 4, 2017.
 - 75 people attended; 50 pre-registered plus 10 walk-ins.
 - Large amount of interest, concern in regard to BC Hydro cancelling the metering program.
- **PRRD** **0400-50**
 - Fort St John not sure they want to be part of the North Island Response Team; as motion for PRRD to join had passed, Fort St. John will have to request to withdraw.
- **Rural Schools Meeting** **0400-70**
 - Will hold an advisory consultation meeting 2 months prior to election
 - Government spent \$2.5 million and 11 years in court fighting class sizes and resource contributions

- Main topic: How do you define a rural school? Rural vs isolated vs remote.
- Other topics: attraction & retention of staff; incentives; accessibility to all programs.

12. **OLD BUSINESS:**

13. **NEW BUSINESS:**

NB1 Discussion in regard to NPEDC; staff member to possibly take on role of Economic Development Office **6750-01**

NB2 Councillor Middleton to provide Finance Committee Report at next meeting

14. **PUBLIC INQUIRIES:**

15. **ADJOURNMENT:**

Mayor Johansson declared the meeting adjourned at 8:27 pm

DIARY

Diarized

Conventions/Conferences/Holidays

Beryl Prairie Playground

07/25/16

UBCM resolution - Alternate Director

10/11/16

Certified Correct:

Corporate Officer/Tammy McKeown

Chair/Mayor Gwen Johansson

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: MAYOR JOHANSSON and COUNCIL

SUBJECT: ACTION and other UPDATES

DATE: March 27, 2017

FROM: Tom Matus, CAO

Staff Anticipated Travel:

CAO: MATI® Advanced Communication Skills for Local Government Professionals (tentative) April 23-28, 2017

CAO: LGMA – AGM – (confirmed) May 16-18, 2017

CAO: MATI: Leadership in Local Government Organizations (tentative) June 18-23, 2017

CO: MATI® Foundations - UBC-Okanagan Campus in Kelowna (confirmed) Aug 13-18, 2017

CO: EOC Essentials-Fort St John – (confirmed) Mar 29-30, 2017

CO: LGMA – AGM – (confirmed) May 16-18, 2017

Shop Design

Shop electrical connection is complete, only to wait for the floor to be done. Shop should be habitable by mid-April.

Solar Array

RFP invitations had been sent out Wednesday, March 1st, closing March 30, 2017.

Wastewater Upgrade

Tender was advertised March 10th, closing April 4th.

Omicron/DHH Atkinson Construction Manager Agreement

Finalizing the Agreement with Omicron.

Atkinson Subdivision

Subdivision applications have been received and are being reviewed with Omicron and L&M Engineering. Some Development Variance Permits will need to be issued. Zoning Amendment Bylaw and OCP Amendment Bylaw included in this Agenda.

Tom Matus, CAO

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Gwen Johansson and Council
SUBJECT: DPW SHOP Expense Report
DATE: March 20, 2017
FROM: Tom Matus, CAO

In 2015, we purchased lands from YRB comprising an area of 3.39 hectares for \$157,420.58; this included all associated fees in securing the land.

In 2016, we struck a budget of \$1,770,500, for a 12,000 square foot custom-built building, based on a building built in Chetwynd comprising 25,000 square feet for the price of approximately \$2,500,000.00, as was reported to us.

As you are aware the Tender brought bids in ranging from \$3M to \$4M ranging in building sizes from less than we requested to one that was as requested. Council decided not to pursue any of the bids as they were over the budget and/or under sized. The CAO instructed the Foreman to inquire about a "prefab/package" building, whereby we had two contractors provide us quotes, Integrity Post Structures being the lesser quote.

Although the building contract was \$1,567,000.00, several Change Orders were issued for items not incorporated in the original building package; and for Site Preparation: CO amounts are noted in the attached spreadsheet and supporting CO's are attached to this report. One expense to Integrity was made without a CO: \$14,400 for floor epoxy finishing.

In 2017, we budgeted \$495,000.00 to complete the Shop project: budget carries over unexpended amounts from 2016.

The total budget for the Shop project is \$2,098,500.00, which comprises of:

2015:	\$	156,000.00
2016:	\$	1,770,000.00
2016:	\$	167,000.00 Shop Contract: larger building.
2017:	\$	5,000.00
<hr/>		
Total:	\$	2,098,500.00

You will note that the budget amount allotted for 2017 is \$495,000.00, this amount is to allow for the remaining expenditures for the project, not including additional Change Orders for 2017. A +\$5K amount allotted for 2017 is the amount for new, (net), expenditures incurred for 2017 which are: +\$20K for the Wood burner - originally budgeted at \$10K; -\$25K reduction from the original expense originally budgeted at \$100K for the BCH electrical connection; \$10K addition for the excavation of a trench for the electrical hook-up, which is included in the \$340K for shop construction.

The originally approved budget in 2015, 2016, & 2017 are as follows:

2015 Land 156,000.00

2016 Budget:

Shop Construction		1,770,500
Site Prep	100,000	
Piping materials	40,000	
wood burner	10,000	
backup electric generator	10,000	
BCH Electricity	100,000	
Furniture	50,000	
Geo Technical	10,000	
Project Engineering	50,000	
Building Insp.	500	
Building materials & construction	1,400,000	
2016 Shop Building Size Increase		167,000.00

Shop Construction			495,000
wood burner		30,000	
BCH Electricity		75,000	
Furniture		50,000	
Building materials & construction		340,000	

2017 Net Budget 5,000.00

Total Budget: \$2,098,500.00

Total expenditures by category follow:

Land Purchase 2015		
		157,420.58
Prj. Eng.		
		35,827.15
surveying		
		6,002.77
Site Prep		
		155,563.64
construction		
		1,835,545.16
geotech		
		21,300.24
materials		
		48,616.30
landscaping		
		1,500.00
Utilities		

			77,536.86
Eqp rental			
			150.00
Freight			
			298.69
Legal			
			6,948.00
TOTAL Expenditure:			2,336,709.39
Site Change Orders			48,389.66
Shop Change Orders			259,150.00
TOTAL CHANGE ORDERS			307,539.66
Shop Size: 2400 sq ft increase:	sq ft		
Actual	\$		
	1,567,000.00	14,400.00	
Budget:	\$		
	1,400,000.00	12,000.00	
Increase	\$		
	167,000.00	2,400.00	
	2015	156,000.00	
	2016	1,770,500.00	Includes the \$167,000.00 for the larger Shop.
	2016	167,000.00	Increased budget amount for increased Shop size.
	2017	15,000.00	This amounts reflects the net increase to the budget in 2017, Change Orders are above any budget amount so as to reflect the over budget amounts. The \$15K reflects new items/costs from the original budget.

TOTAL BUDGET		2,098,500.00	
TOTAL EXPENSE		2,336,709.39	

Over Budget \$	238,209.39	
Over Budget %	11%	

A detailed report of vendors and expenditure categories is attached: all budgeted and actual expenses are included.


 Tom Matus, CAO

Pd	Ref #	Description	Posted To	Batch No	SL	Vend #	PO #	Invoice #	Debit	Credit	Balance
Inv. Pd. Date Work Order											
Account: 08-80-1100-5716			DEPT OF PDW CAPITAL - BUILDS 7 LAND				Fiscal Year: 2016		From Period: 1		To Period: 12
Include Encumbrance											
1	AP-INV	FROST CONSIDERTAT	26/01/2016	0605356	AP	N2285 ✓		4798	237.50 ✓		237.50
		29/01/2016									
1	AP-INV	RFP SITEWORKS/ SU	26/01/2016	0605356	AP	U0090 ✓		138173	350.00 ✓		587.50
		29/01/2016									
2	AP-INV	RFP SITEWORKS FOR	18/02/2016	0605382	AP	U0090 ✓		138521	2,759.40 ✓		3,346.90
		19/02/2016									
3	AP-INV	DPW SITEWORKS FOR	16/03/2016	0605417	AP	U0090 ✓		139083	4,266.00 ✓		7,612.90
		29/03/2016									
4	AP-INV	PROF SVCS TO MAR	04/04/2016	0605431	AP	M0630 ✓ LI ✓	3111-04169		28,674.70 89499		36,287.60
		08/04/2016									
4	AP-INV	PROV SVS CONCEPTU	04/04/2016	0605431	AP	M0630 ✓ LI ✓	3111-04169		3,243.00 "		39,530.60
		08/04/2016									
4	AP-INV	PROF SVCS TO MAR	04/04/2016	0605431	AP	M0630 ✓ LI ✓	3111-04169		2,948.00 "		42,478.60
		08/04/2016									
4	AP-INV	RFP ON SHOP PARCE	12/04/2016	0605438	AP	L0100 ✓ LMA	12580		556.40 ADV ?		43,035.00
		19/04/2016									
4	AP-INV	HYMAX/TYTON FLANG	22/04/2016	0605444	AP	F0010 ✓		000620745	8,203.80 ✓		51,238.80
		27/04/2016									
4	AP-INV	VALVE STOP/GALVAN	22/04/2016	0605444	AP	F0010 ✓		000620746	607.35 ✓		51,846.15
		27/04/2016									
4	AP-INV	NELSON VALVE/GSKT	22/04/2016	0605444	AP	F0010 ✓		000620747	14,458.75 ✓		66,304.90
		27/04/2016									
4	AP-INV	VALVE BOX/GASKETE	22/04/2016	0605444	AP	F0010 ✓		000620748	1,075.17 ✓		67,380.07
		27/04/2016									
4	AP-INV	HYMAX/REDDI ROD C	22/04/2016	0605444	AP	F0010 ✓		000620749	5,863.47 ✓		73,243.54
		27/04/2016									
4	AP-INV	PURCHASE OF CROWN	22/04/2016	0605444	AP	M0200 min w/ Fin	FILE#80158		193,789.78		266,953.32
		27/04/2016									
4	AP-INV	TOPOGRAPHICAL SUR	22/04/2016	0605444	AP	T0800 ?	16-118		4,000.00 - ?		270,953.32
		27/04/2016									
4	AP-INV	SHOP RFP SITEWORK	22/04/2016	0605444	AP	U0090 ✓		140062	6,547.50 ✓		277,500.82
		27/04/2016									
5	AP-INV	EVENFLO PIPES FOR	02/05/2016	0605450	AP	I0110 ✓ ?		6141213	478.86 ✓		277,979.68
		05/05/2016									
5	AP-INV	FREIGHT ON WATER	10/05/2016	0605460	AP	F0010 ✓ ?		000621200	1,100.68 - ?		279,080.36
		13/05/2016									
5	AP-INV	RFP ADDENDUM/RFE	10/05/2016	0605460	AP	L0100 ✓		12940	308.16 ✓		279,388.52
		13/05/2016									
5	AP-INV	SHOP RFP SITEWORK	17/05/2016	0605469	AP	U0090 ✓		140479	8,143.22 ✓		285,531.74
		19/05/2016									
5	0145	MAY BNK ENT:LGL F	31/05/2016	0605550	GL				500.00 }		286,031.74
6	PA12	PA-DPW: B & L (PU	04/06/2016	0605514	PA				2,271.16 }		288,302.90
6	AP-INV	GASKET MATERIAL	08/06/2016	0605523	AP	g0010 ✓		865-913973	23.20 ✓		288,326.10
		10/06/2016									
6	AP-INV	RFP ON SHOP	08/06/2016	0605523	AP	L0100 ✓		13158	34.77 ✓		288,360.87
		10/06/2016									
6	AP-INV	GEOMATICS ENGING	08/06/2016	0605523	AP	T0800 ✓		16-118A	2,002.77 ✓		290,363.64
		10/06/2016									
6	AP-INV	RESHPING SUBGRADE	14/06/2016	0605539	AP	W0940 ✓		16018	5,415.00 ✓		295,778.64
		15/06/2016									
6	AP-INV	RESHAPING SUBGRAD	14/06/2016	0605539	AP	W0940 ✓		16019	7,035.00 ✓		302,813.64
		15/06/2016									
6	AP-INV	RESHAPING SUBGRAD	14/06/2016	0605539	AP	W0940 ✓		16020	6,435.00 ✓		309,248.64
		15/06/2016									
6	AP-INV	VXPOSE SURVEYED T	14/06/2016	0605539	AP	W0940 ✓		16021	3,665.00 ✓		312,913.64
		15/06/2016									
6	AP-INV	TIE INOT WATER MA	14/06/2016	0605539	AP	W0940 ✓		16022	5,115.00 ✓		318,028.64
		15/06/2016									
6	AP-INV	WATER LINE BENCH	14/06/2016	0605539	AP	W0940 ✓		16023	6,002.50 ✓		324,031.14
		15/06/2016									
6	AP-INV	GEOGRID- 300 M LI	14/06/2016	0605539	AP	W0940 ✓		16025	2,158.93 ✓		326,190.07
		15/06/2016									
6	AP-INV	TIE IN WATER LINE	14/06/2016	0605539	AP	W0940 ✓		16026	5,915.00 ✓		332,105.07
		15/06/2016									
6	AP-INV	LINE LOCATING TO	14/06/2016	0605539	AP	W0940 ✓		16030 ✓	968.00 ✓		333,073.07
		15/06/2016									
6	AP-INV	CONSULTING SHOP/M	21/06/2016	0605564	AP	N2285 ✓		4993	3,960.00 ✓		337,033.07
		24/06/2016									
6	AP-INV	TYTON FLANGE CLOW	30/06/2016	0605587	AP	F0010 ✓		000622184	2,396.12 ✓		339,429.19
		03/07/2016									

Pd	Ref #	Description	Posted To	Batch No	SL	Vend #	PO #	Invoice #	Debit	Credit	Balance
Inv. Pd. Date Work Order											
7	AP-INV	SHOP SITE PREP CO 15/07/2016	12/07/2016	0605620	AP	N2285 ✓		5043	4,616.25 ✓		344,045.44
7	AP-INV	CHAIN LINK FENCE/ 22/07/2016	12/07/2016	0605620	AP	P0730 ✓		307092	1,484.02 ✓		345,529.46
7	AP-INV	SHOP RFP SITE SVC 15/07/2016	12/07/2016	0605620	AP	U0090 ✓		141820	9,823.82 ✓		355,353.28
* 7	PA15	PA-DPW: B & L (PU	16/07/2016	0605657	PA				1,821.79		356,975.07
7	PA16	PA-DPW: B & L (PU	30/07/2016	0605683	PA				409.44		357,384.51
7	0148	LIGHT IND FEES CH	31/07/2016	0605702	GL				3,125.00		360,509.51
8	AP-INV	DESK/CHAIR AND TA 03/08/2016	02/08/2016	0605658	AP	U2090 ✓		2730342	7,550.53 ✓		368,060.04
8	AP-INV	WATER MAIN, PRESS 05/08/2016	05/08/2016	0605665	AP	W0940 ✓		DOHH-16062	3,349.52 ✓		371,409.56
8	AP-INV	RE-INSTALL FENCES 05/08/2016	05/08/2016	0605665	AP	W0940 ✓		DOHH-16063	2,421.22 ✓		373,830.78
8	AP-INV	SHOP WATER/YARD J 05/08/2016	05/08/2016	0605665	AP	W0940 ✓		DOHH-16071	86,202.34 ✓		460,033.12
8	AP-INV	SVCS TO JULY 31/1 12/08/2016	08/08/2016	0605677	AP	L0100 ✓	Ja SD	13572 900600	1,148.13 ✓	Strip/Life	461,181.25 ✓
8	AP-INV	PROPSD SITE LIGHT 19/08/2016	17/08/2016	0605693	AP	L0840 ✓	Li	3846	2,740.00 ✓		463,921.25
8	AP-INV	SHOP SITE PREP CO 19/08/2016	17/08/2016	0605693	AP	N2285 ✓		5119	6,504.74 ✓		470,425.99
8	AP-INV	SHOP RFP SITEWKS 19/08/2016	17/08/2016	0605693	AP	U0090 ✓		142434	1,825.62 ✓		472,251.61
8	AP-INV	INTEGRITY BLUE PR 25/08/2016	25/08/2016	0605705	AP	I0580 ✓		BLUE PRINT	5,000.00 ✓		477,251.61
8	AP-INV	SHOP RFP S-SITE V 01/09/2016	31/08/2016	0605728	AP	U0090 ✓		141102	4,111.79 ✓		481,363.40
9	AP-INV	MEALS X 4 16/09/2016	15/09/2016	0605757	AP	O0203 ✓	on this line	776554	47.00 ✓		481,410.40
9	AP-INV	MEALS X 4 16/09/2016	15/09/2016	0605757	AP	O0203 ✓		776555	47.00 ✓		481,457.40
9	AP-INV	FABRIC LANDSCAPE 16/09/2016	15/09/2016	0605757	AP	P0080 ✓		203102	7.80 ✓		481,465.20
9	AP-INV	BUSHING/ELBOW/ADA 16/09/2016	15/09/2016	0605757	AP	P0080 ✓		203117	19.65 ✓		481,484.85
9	AP-INV	30% DEPOSIT ON SH 22/09/2016	22/09/2016	0605766	AP	I0580 ✓		DEPOSIT ON	488,350.00 ✓		969,834.85
9	AP-INV	WATER MAIN DIG HY 23/09/2016	22/09/2016	0605768	AP	W0940 ✓		DOHH-16091	9,569.00 ✓		979,403.85
* 9	PA20	PA-DPW: B & L (PU	24/09/2016	0605779	PA				4,064.40		983,468.25
9	AP-INV	CONCRETE/DELVO LI 29/09/2016	27/09/2016	0605785	AP	C0140 ✓		8010-02152	1,216.59 ✓		984,684.84
9	0153	SEPT BNK ENT:GST	30/09/2016	0605841	GL						965,113.43
9	PA21	PA-DPW: B & L (PU	30/09/2016	0605812	PA				459.29		965,572.72
10	AP-INV	LEGAL ENQUIRED RE 13/10/2016	12/10/2016	0605816	AP	L0100 ✓		13871 40223	1,539.67 ✓	19,571.41- ✓	967,112.39 ✓
10	AP-INV	25% OF CONTRACT F 13/10/2016	13/10/2016	0605818	AP	I0580 ✓		OCT 13/201	411,000.00 ✓		1,378,112.39
10	AP-INV	LOOMIS CHGS JASON 27/10/2016	25/10/2016	0605839	AP	L0110 ✓		6486451	298.69 ✓		1,378,411.08
10	AP-INV	DIG UP WATER LINE 27/10/2016	25/10/2016	0605839	AP	W0940 ✓		160921	1,200.00 ✓		1,379,611.08
10	AP-INV	HAUL PIT RUN TO S 27/10/2016	25/10/2016	0605839	AP	W0940 ✓		160930	5,344.00 ✓		1,384,955.08
10	AP-INV	HAUL LOAD CLEAR R 27/10/2016	25/10/2016	0605839	AP	W0940 ✓		161006	2,150.93 ✓		1,387,106.01
10	PA23	PA-DPW: B & L (PU	31/10/2016	0605879	PA				497.49		1,387,603.50
11	AP-INV	TREES REMOVED AT 03/11/2016	01/11/2016	0605857	AP	K0770 ✓		698994	1,500.00 ✓		1,389,103.50
11	AP-INV	LOCKUP STAGE ON S 17/11/2016	15/11/2016	0605887	AP	I0580 ✓		3347	391,428.57 ✓		1,780,532.07
11	AP-INV	RFE'S PDW/CORRESP 17/11/2016	15/11/2016	0605887	AP	L0100 ✓		13253 DPW	3,815.22 ✓	90334	1,784,347.29 ✓
11	AP-INV	HAUL 2 LOADS OF C 17/11/2016	15/11/2016	0605887	AP	W0940 ✓		DOHH-16101	2,153.74 ✓		1,786,501.03
11	AP-INV	DRY RENT PACKER 17/11/2016	15/11/2016	0605887	AP	W0940 ✓		DOHH-16103	463.50 ✓		1,786,964.53
11	AP-INV	FOTIS HOOKUP AT N 25/11/2016	23/11/2016	0605900	AP	F1110 ✓		NOV 9/16 1	3,690.00 ✓		1,790,654.53
11	AP-INV	COMPACTION TESTIN 25/11/2016	23/11/2016	0605900	AP	N2285 ✓		5236 ✓	5,983.75 ✓		1,796,638.28

Report: M:\live\gltransx.p
Version: 010006-158,69.00
User ID: tom

District of Hudson's Hope
Transaction Inquiry - Sort by Period
08-80-1100-5716 - DEPT OF PDW CAPITAL - BUILDS 7 LAND For : 2016 Period 1 - 12

Page: 3 of 3
Date: 20/03/17
Time: 10:46:31

Pd	Ref #	Description	Posted To	Batch No	SL	Vend #	PO #	Invoice #	Debit	Credit	Balance
		Inv. Pd. Date Work Order									
11	PA25	PA-DPW: B & L (PU	30/11/2016	0605917	PA				1,343.41		1,797,981.69
12	PA25	PA-DPW: B & L (PU	03/12/2016	0605917	PA				105.53		1,798,087.22
12	AP-INV	AIR COMPRESSOR FO	13/12/2016	0605943	AP	G0010		865-937129	4,989.60		1,803,076.82
		16/12/2016									
12	AP-INV	HOT WATER PRESSUR	13/12/2016	0605943	AP	I0580		3379	24,500.00		1,827,576.82
		16/12/2016									
12	AP-INV	SUPPLY & INSTALL T	13/12/2016	0605943	AP	I0580		3380	32,500.00		1,860,076.82
		16/12/2016									
12	AP-INV	ADDENDUM WCB REQU	13/12/2016	0605943	AP	L0100		14431	678.11		1,860,754.93
		16/12/2016									
12	PA26	PA-DPW: B & L (PU	17/12/2016	0605948	PA				577.48		1,861,332.41
12	PA01	PA-DPW: B & L (PU	31/12/2016	0605978	PA				1,440.60		1,862,773.01
		Encumb. to date:							0.00		1,862,773.01

GL Account Summary						
Open Year	YTD Trans	Open Period	Period Trans	Encumbered	Budget	Close Balance
0.00	1,862,773.01	0.00	1,862,773.01	0.00	1,994,210.00	1,862,773.01

*** End of Report ***

Report: M:\live\gltransx.p
Version: 010006-158.69.00
User ID: tom

District of Hudson's Hope
Transaction Inquiry - Sort by Period
08-80-1100-5716 - DEPT OF PDW CAPITAL - BUILDS 7 LAND For : 2017 Period 1 - 12

Page: 1 of 1
Date: 20/03/17
Time: 10:46:01

Pd	Ref #	Description	Posted To	Batch No	SL	Vend #	PO #	Invoice #	Debit	Credit	Balance
		Inv. Pd. Date	Work Order								

Account: 08-80-1100-5716 DEPT OF PDW CAPITAL - BUILDS 7 LAND Fiscal Year: 2017 From Period: 1 To Period: 12

Include Encumbrance

2	AP-INV	RNTL FORKLIFT TO	08/02/2017	0606072	AP	B7210 ✓		6244	150.00 ✓		150.00
		10/02/2017									
2	AP-INV	INSTALL HYDRO NEW	21/02/2017	0606081	AP	B7285 ✓		PRJ#000404	68,415.00 ✓		68,565.00
		22/02/2017									
3	AP-INV	BENCHES FOR NEW S	01/03/2017	0606110	AP	R3085 ✓		5072	11,844.90 ✓		80,409.90
		03/03/2017									
3	AP-INV	UPGRADE ELECT FR	08/03/2017	0606120	AP	I0580 ✓		3403	21,000.00 ✓		101,409.90
		10/03/2017									
3	AP-INV	APPLY POXY TO FLO	08/03/2017	0606120	AP	I0580 ✓		3466	14,400.00 ✓		115,809.90
		10/03/2017									
3	AP-INV	TELUS HOOKUP TO N	08/03/2017	0606120	AP	T7240 ✓		NW 2643514	5,481.36 ✓		121,291.26
		10/03/2017									
3	AP-INV	WALL MOUNT HARDWA	08/03/2017	0606120	AP	U2090 ✓		3405311	7,907.83 ✓		129,199.09
		10/03/2017									
3	AP-INV	ELECTRICAL DESIGN	09/03/2017	0606117	AP	B7290 ✓		FEB 10/17	10,808.00 ✓		139,999.09
		09/03/2017									
Encumb. to date:									0.00		139,999.09

GL Account Summary						
Open Year	YTD Trans	Open Period	Period Trans	Encumbered	Budget	Close Balance
0.00	139,999.09	0.00	139,999.09	0.00	0.00	139,999.09

*** End of Report ***

INTEGRITY

Post Structures
Your local post frame expert

Box 689 Okotoks, AB T1S 1A8
Phone: Office 403 938 9333
Toll Free: 866 974 7678
Fax: 403 770 8593
Email: integrity@integritypostframe.com
www.integritypoststructures.com

Sold to: Signature Date: Aug 25/2016
Address: 4901 24th St NW Box 320 Job #:
Town: Calgary Approximate Delivery Date: Oct/2016
Province: BC Postal Code: V2C 2V0 Telephone #: 778-207-9303
Email: info@integritypostframe.com Fax #:
Directions to Site/GPS:

Type	Width	Length	Height	Door Color	Roof Color	Wall Color	Trim Color	Accent Colors	Gable Colors
Ridge Light	Ridge Cap	Windows in OHD	OHD Operator	Remote	Walk-in Doors	Windows	Gable Vents	Farm Use	Commercial Use
									✓

Posts & Rafter Spacing

2x6 posts @ 12' on center
2x8 rafters @ 12' on center
Integrity Post Structures - 54077-5
Calgary, AB
For more info please call 778-207-9303

	Costs
Package	\$ <u>507,200</u>
Tax	\$ <u>78,350</u>
Total Price	\$ <u>585,550</u>
Deposit 30% (Paid to salesman upon signing of contract) *Deposit is non-refundable	\$ <u>175,665</u>
Delivery 50% (Paid upon delivery of materials)	\$ <u>292,775</u>
Final 20% (Paid to crew foreman or salesman upon completion of project)	\$ <u>117,110</u>
Hold back for overhead door and/or ceiling insulation	\$ <u>10,000</u>

\$5,000 deposit for drawings
290045

Note: All extra materials remain the property of Integrity Post Structures Ltd. All sales subject to approval by management. Please carefully read and understand terms and conditions.

Salesperson Signature: Signature Date: Aug 25/2016

Customer Signature: Signature Date:



May 6, 2016

File: 0664.0040.01

District of Hudson's Hope
9904-100th Avenue
PO Box 330
Hudson's Hope, BC V0C 1V0

Attention: Tom Matus, Chief Administrative Officer

RE: DISTRICT OF HUDSON'S HOPE – SHOP RFP SITEWORKS CHANGE ORDER #1

Please find attached a draft of Change Order #1 for the Shop Siteworks contract. Also attached are a revised schedule of quantities and prices based on the change order along with the original contract values for comparison.

The changes are necessary based on the following conditions.

- The overall site is lower than expected based on the original LIDAR topography that was used for initial volume calculations. Based on this there is a need to haul in addition material to bring the site up to a grade that will work with the surrounding drainage paths
- Due to the uncertainty of the shop location and building size we have deleted some of the gravel that was induced in the original contract. Gravels and a geo-membrane will now only be placed on the access road portion of the site. The final gravels and site finishing should be completed once the shop building has been constructed.
- The original Item 3 (reshaping of existing subgrade) volume in the schedule of prices has decreased significantly based on the new site grades. Based on this, it is a reasonable compromise for both parties that this work is done on a time and materials basis in order to ensure the fairest compensation for this work. It is expected that this will result in a decrease to the overall cost being carried in the original contract value.

If the District is in agreement we will pass the change order on to the contractor for signing. If you have any questions or concerns with any of the above or attached please let me know

Sincerely,

URBAN SYSTEMS LTD.

A handwritten signature in black ink, appearing to read "E. Sears", written over a faint, larger signature.

Eric Sears, P.Eng.
Contract Administrator

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District of Hudsons Hope
Shop Site Preparation
Schedule of Quantities and Prices

(All prices and Quantities including the Contract Price shall include all Taxes, but shall not include GST. GST shall be shown separately.)

Item	Section	Brief Description See MMCD Master Municipal Specifications and Supplementary Specifications for Additional Details and Descriptions	Unit	Est. Qty.	Unit Price	Amount
Division 31 - Earthwork						
31 11 01 - Clearing and Grubbing						
1	1.4 1, 1.4.2	Clearing and Grubbing	LS	1	15,300. ⁰⁰	15,300. ⁰⁰
31 22 01 - Site Grading						
2	1.4.1	Topsoil Stripping and Disposal	m ²	11,500	.67¢/m ²	7,705. ⁰⁰
31 22 16.1 Reshaping Existing Subgrade						
3	1.4.2	Reshaping Subgrade and Disposal of Excess Material	m ³	2,500	8.1¢/m ³	20,400. ⁰⁰
31 24 13 - Roadway Excavation, Embankment and Compaction						
4	1.8.9	Subgrade Preparation	m ²	4,000	.85 ¢/m ²	3,400. ⁰⁰
31 23 01 - Excavating, Trenching and Backfilling						
4	1.8.6	Ditching	m	190	38.65 ¢/m	7,343. ⁵⁰
31 32 19 - Geosynthetics						
5	1.6.1	Geosynthetics - Tensar BX1100 Geogrid - Owner Supplied Material	m ²	4,000	.36 ¢/m ²	1,440. ⁰⁰
Division 32 - Roads and Site Improvements						
32 11 16.1 - Granular Sub-Base						
6	1.4.3	Granular Sub-Base 250mm Thickness for Roads - Owner Supplied Material	m ²	4,000	2.17 ¢/m ²	8,680. ⁰⁰
32 11 23 - Granular Base						
7	1.4.2	Granular Base 150mm Thickness - Owner Supplied Material	m ²	1,155	3.70 ¢/m ²	4,273. ⁵⁰
Division 33 - Waterworks						
33 11 01 - Waterworks						
8	1.8.1, 1.8.2	Watermain PVC DR 18 250 mm diameter - Owner Supplied Materials	lm	140	24.29	3,400. ⁶⁰
9	1.8.1, 1.8.2	Watermain PVC DR 18 150 mm diameter - Owner Supplied Materials	lm	28	23.71	663. ⁸⁸
10	1.8.3	In-line Gate Valves 250 mm - Owner Supplied Materials	ea	2	200. ⁰⁰	400. ⁰⁰
11	1.8.3	In-line Gate Valves 150 mm - Owner Supplied Materials	ea	1	200. ⁰⁰	200. ⁰⁰
12	1.8.3	250 mm 90 Bend - Owner Supplied Materials	ea	1	200. ⁰⁰	200. ⁰⁰
13	1.8.3	Tee 250 mm X 250 mm X 150 mm - Owner Supplied Materials	ea	1	200. ⁰⁰	200. ⁰⁰
13	1.8.3	150 Cap - Owner Supplied Material	ea	1	200. ⁰⁰	200. ⁰⁰
13	1.8.3	250 Cap - Owner Supplied Material	ea	1	200. ⁰⁰	200. ⁰⁰

District of Hudsons Hope

Shop Site Preparation

Schedule of Quantities and Prices

(All prices and Quantities including the Contract Price shall include all Taxes, but shall not include GST. GST shall be shown separately.)

Item	Section	Brief Description See MMCD Master Municipal Specifications and Supplementary Specifications for Additional Details and Descriptions	Unit	Est. Qty.	Unit Price	Amount
14	1.8.13	Tie into Existing Watermain	ea	1	520.00	520.00 *
33 42 13 - Pipe Culvert						
15	1.5.1, 1.5.2	Culvert Pipe CSP 600 mm diameter - Owner Supplied Material	lm	15	30.00	450.00

* IF TIE IN TO EXISTING WATERMAIN
REQUIRES HYDRO VAC, COST WILL BE
BILLED ON A COST + 10% BASIS.

Subtotal	74,976.48
5% GST	3,748.82
Tender Price with GST	78,725.30

UNIT
PRICE
CONTRACT

APPENDIX 1- SCHEDULE OF QUANTITIES AND PRICES
Schedule of Quantities and Prices - Revised for Change Order 1

APPENDIX 1
Page 2 of 2
2009

Item	Section	Brief Description See MMCD Master Municipal Specifications and Supplementary Specifications for Additional Details and Descriptions	Unit	Est. Qty.	Unit Price	Amount
Subtotal						\$ 94,866.98
Tender Price						
5% GST						
Tender Price with GST						



Change Order No. #1

Contract Title: Shop Site Preparation

Ref #: 0664.0040.01

Item #	Description of Change to Contract Agreement	Cost Revision
1	Item 3 – Reshaping Subgrade and Disposal of Excess Material This item is proposed to be changed from a unit rate price to a time and material basis. The contractor shall submit their manpower and equipment rates prior to commencing.	TBD
2	Item 5 – Geosynthetics The area of geogrid has been revised from an original contract area of 4,000 m ² to 1,200 m ² to include grid for the road portion of the project only.	(\$1,008)
3	Item 6 – Granular Sub-Base The volume of sub-base material has been revised from an original contract area of 4,000 m ² to 1,200 m ² to include grid for the road portion of the project only.	(\$6,076)
4	Item 6a – Import Pitrun The addition of hauling, placing and compacting import pitrun to a total of 3,600 m ³ at a unit rate of \$8.68/m ³ .	\$31,248.00
5	Item 7 -Granular Base Removal of item 7.	(\$4,273.50)
Value of Contract Previous to Change Order		\$74,976.48
Total Value of this Change Order		*\$19,890.50 ✓
Current Estimated Value of Contract		*\$94,866.98

*Prices do not include GST

The contract Substantial Completion Date will be extended by **Fifteen (15) days** due to this Change Order.

W6 Ranch Limited dba W6
Contracting

Contract Administrator
Urban Systems

DATE

DATE

URBAN
systems

Page 1 of 1

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District of Hudsons Hope

UNIT
PRICE
CONTRACT

Shop Site Preparation
Schedule of Quantities and Prices - Revised for Change Order 1

APPENDIX 1
Page 1 of 2
2009

(All prices and Quotations including the Contract Price shall include all Taxes, but shall not include GST. GST shall be shown separately.)

Item	Section	Brief Description See MMCD Master Municipal Specifications and Supplementary Specifications for Additional Details and Descriptions	Unit	Est. Qty.	Unit Price	Amount
Division 31 – Earthworks						
31 11 01 - Clearing and Grubbing						
1	1.4.1, 1.4.2	Clearing and Grubbing	LS	1	\$ 15,300.00	\$ 15,300.00
31 22 01 - Site Grading						
2	1.4.1	Topsoil Stripping and Disposal	m ²	11,500	\$ 0.67	\$ 7,705.00
31 22 16.1 Reshaping Existing Subgrade						
3	1.4.2	Reshaping Subgrade and Disposal of Excess Material	m ³	2,500	\$ 8.16	\$ 20,400.00
31 24 13 - Roadway Excavation, Embankment and Compaction						
4	1.8.9	Subgrade Preparation	m ²	4,000	\$ 0.85	\$ 3,400.00
31 23 01 - Excavating, Trenching and Backfilling						
4	1.8.6	Ditching	m	190	\$ 38.65	\$ 7,343.50
31 32 19 - Geosynthetics						
5	1.6.1	Geosynthetics - Tensar BX1100 Geogrid - Owner Supplied Material	m ²	1,200	\$ 0.36	\$ 432.00
Division 32 – Roads and Site Improvements						
32 11 16.1 - Granular Sub-Base						
6	1.4.3	Granular Sub-Base 250mm Thickness for Roads - Owner Supplied Material	m ²	1,200	\$ 2.17	\$ 2,604.00
6a		Import Pitrun	m ³	3,600	\$ 8.68	\$ 31,248.00
32 11 23 - Granular Base						
7	1.4.2	Granular Base 150mm Thickness - Owner Supplied Material	m ²	0	\$ 3.70	\$ -
Division 33 – Waterworks						
33 11 01 - Waterworks						
8	1.8.1, 1.8.2	Watermain PVC DR 18 250 mm diameter - Owner Supplied Materials	lm	140	\$ 24.29	\$ 3,400.60
9	1.8.1, 1.8.2	Watermain PVC DR 18 150 mm diameter - Owner Supplied Materials	lm	28	\$ 23.71	\$ 663.88
10	1.8.3	In-line Gate Valves 250 mm - Owner Supplied Materials	ea	2	\$ 200.00	\$ 400.00
11	1.8.3	In-line Gate Valves 150 mm - Owner Supplied Materials	ea	1	\$ 200.00	\$ 200.00
12	1.8.3	250 mm 90 Bend - Owner Supplied Materials	ea	1	\$ 200.00	\$ 200.00
13	1.8.3	Tee 250 mm X 250 mm X 150 mm - Owner Supplied Materials	ea	1	\$ 200.00	\$ 200.00
13	1.8.3	150 Cap - Owner Supplied Material	ea	1	\$ 200.00	\$ 200.00
13	1.8.3	250 Cap - Owner Supplied Material	ea	1	\$ 200.00	\$ 200.00
14	1.8.13	Tie into Existing Watermain	ea	1	\$ 520.00	\$ 520.00
33 42 13 - Pipe Culvert						
15	1.5.1, 1.5.2	Culvert Pipe CSP 600 mm diameter - Owner Supplied Material	lm	15	\$ 30.00	\$ 450.00



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

Box 330
9904 Dudley Drive
Hudson's Hope BC VOC 1V0
Telephone 250-783-9901
Fax: 250-783-5741

June 6, 2016

Ty Olsen
W6 Ranch Ltd. / dba W6 Contracting
Hudson's Hope, BC
VOC 1V0

Re: Site Preparation Change Order #2

Hello Ty,

To confirm our understanding in regard to the above mentioned subject:

In coming to a mutual understanding and agreement in providing the remaining material that needs be placed, Ty Olsen and myself have agreed that the District of Hudson's Hope will pay for the loose gravel hauled to date, being to May 31, 2016 at the contract rate for the Shop Yard and Access Road to the Shop Yard; and the District of Hudson's Hope will pay the current unit rate for the remaining compacted volume required at the Shop Yard site and at the Access Road site, at the same contract unit rate, that being \$8.68/m³, for cubic meter volume pit run material hauled, placed and compacted at site.

The District of Hudson's Hope and W6 Ranch Ltd. / dba W6 Contracting agree to the following:

SHOP YARD:

The remaining required compacted volume for the Shop Yard being 1,322 m³:

"The addition of hauling, placing and compacting import pit run for the Shop Yard to a total compacted volume of 1,322 m³ at a compacted unit rate of \$8.68/m³: 1,322 m³ x \$8.68/m³ = \$11,474.96.

ACCESS ROAD:

The remaining required compacted volume for the Access Road being 120 m³:

"The addition of hauling, placing and compacting import pit run for the Shop Yard to a total compacted volume of 120 m³ at a compacted unit rate of \$2.17/m³: 120 m³ x \$2.17/m³ = \$260.40.

Parties sign and agree to the above:



Tom Matus, CAO

Ty Olsen, Site Supervisor W6 Ranch Ltd. / dba W6 Contracting

REQUEST FOR DECISION

RFD#:	Date: June 10, 2016
Meeting#: CM061316	Originator: Tom Matus, CAO
RFD TITLE: Shop Site Preparation Waterworks – W6 Ranch Ltd Change Order #3	

BACKGROUND:

Shop Site Preparation contract required the installation of a water main to service the DPW Shop Building. Using all available data that the District of Hudson's Hope has in its possession, we determined the location of the tie, as per mapping records in our possession. We needed to locate a tie-in at the corner of Ross ST. and Jamieson Ave, consisting of an extension with a 90 degree elbow with thrust block.

DISCUSSION:

Firstly, Work that was contracted:

On May 31st, and June 1st - Tie-in: the contractor dug at marked location and it turned out that the maps we have in our possession depicting the location of the water main and its appurtenances are in error. Contractor worked to locate the stub: Inv# 16021 - \$3,848.25, Inv# 16022 - \$5,370.75, and Inv# 16030 - \$1,016.40.

Secondly, additional contract work:

On, June 2nd & June 3rd: Actual installation of Tie-in: contractor located site 5 meters to the east and found what was thought to be a 90 degree elbow, (without extension), encased in concrete, contractor began to clear this area out whence the concrete broke loose and exposed a T with a plug, (encased in concrete), not a 90 degree elbow – no way of knowing this was the case until the concrete broke loose and exposed the T and plug. This caused us to have to replace the T as it was corroded, job was finished and all went well: Inv# 16023 - \$6,302.13, Inv# 16026 - \$6,210.75.

Thirdly, water main break:

On June 3rd: about 3 hours later, after the job was finished, water was seen at the work site. Upon excavating the site a ductile iron pipe flange with rubber O-ring was found about 1 foot west of the second dig - between the first and second dig – this flange had not been dug out at the second dig as the second dig stopped about 1 foot short of exposing this flange. The pipe that had been worked on, having had pulled the pipe out of the flange, caused the rupture in the pipe, and further repairs had to be done: Inv# 16027 - \$6,055.88.

Fourthly, additional valve:

W6 had installed a valve north of the T they installed, in the normal course of waterworks mains this is sound practice, (Eric, Layton and Ed agreed), but this is not part of the scope of work. Seeing that this valve could be used in the future should we decide to loop the water

Total Water Operation Piped Distribution costs	\$ 7,310.13	D
Total increased cost expenditure:	\$24,073.93	A+D
=====		
Prior commitments to General Capital Reserve post 2016 Fiscal budget:		
General Capital Reserve Balance at December 31, 2015 as per audit = \$4,457,555		
2016 Budgeted items total		= \$4,131,767
Accumulated RFDs charged to General Capital Reserve:		
BC Bike Grant:	= \$	210,000
(or RDF \$25K)		
NDIT Solar Array	= \$	50,000
Shop Site Prep CO#1	= \$	34,891
Shop Site CO #2	= \$	11,735

Estimated Subtotal General Capital Reserve Remaining	= \$	19,162

Shop Site Change Order #3	= \$	16,737

Estimated Total General Capital Reserve Remaining	= \$	2,425
=====		

RECOMMENDATION / RESOLUTION:

That:

“Council approve Shop Site Preparation Change Order #3 for the total amount of \$16,763.80 charged to the General Capital Reserve; plus

the extra work to repair the water main and cost of valve in the total amount of \$7,310.13 charged to Water Operations, Piped Distribution Activity.

For a total approved expenditure amount of \$24,073.93”

Tom Matus, CAO

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www.integritypoststructures.com

Sold to: District of Hudson's Hope
Address: 9904 Dudley Dr
Town: Hudson's Hope
Province: B.C
Email: foreman@hudsonshope.ca

Date: March 9, 2017
Job #: Hudson's Hope
Telephone #:
Fax #:
Change Order #: 2

CHANGE ORDER

Description:

Underground electrical ducting as per B.C Hydro specifications. Includes Underground ducting for Telus.

Pole holding is estimated at 7.5 Hours. If the pole is required to be held for a longer period there will be a charge for the additional time

	Costs
Package	\$18,000 + GST

Note: All extra materials remain the property of Integrity Post Structures Ltd. All sales subject to approval by management. Please carefully read and understand terms and conditions

Salesperson Signature: _____ Print: _____ Date: _____

Customer Signature: _____ Print: _____ Date: _____

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Fax: 403-770-8593
Email: Turnkey@integritypostframe.com
www.integritypostframe.com

Sold to: District of Hudson's Hope
Address: 9904 Dudley Dr
Town: Hudson's Hope
Province: B.C
Email: foreman@hudsonshope.ca

Date: January 24, 2016
Job #: Hudson's Hope
Telephone #:
Fax #:
Change Order #: 2

CHANGE ORDER

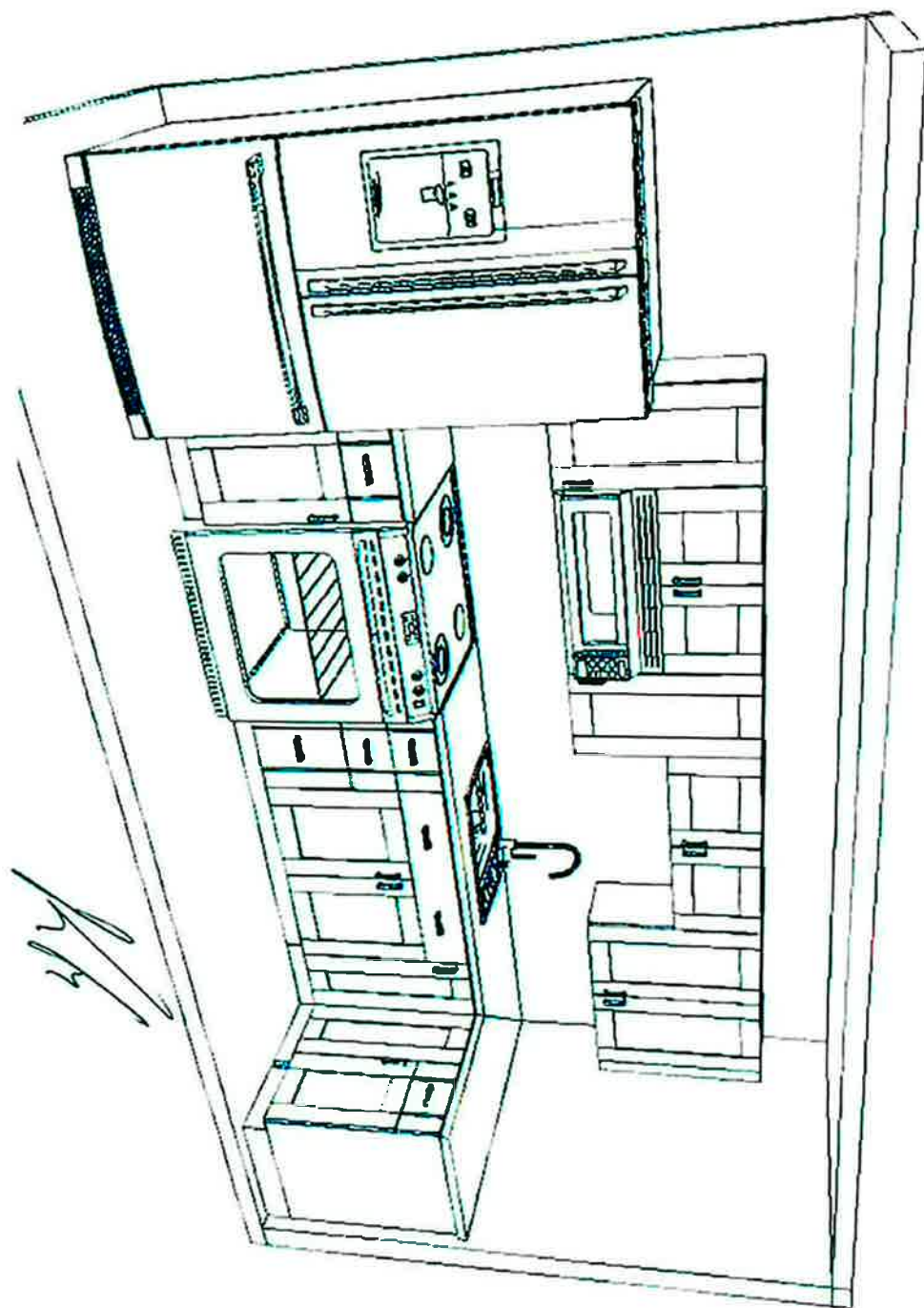
Description:

Add 12' of Upper kitchen cabinets.
Additional 51" of Lower cabinets to extend down the outer wall
Additional counter top for the extra cabinets on the outer wall
Change the end cabinet to a corner cabinet to make an "L" shaped kitchen
Upgrade cabinets from white to maple

	Costs
Package	\$150
Tax	407.60
Total Price	\$8,557.60

Note: All sales materials remain the property of Integrity Post Structures Ltd. All sales subject to approval by management. Please carefully read and understand terms and conditions.

Salesperson Signature: [Signature] Print: kelsey gustafson Date: Jan 24, 2017
Customer Signature: [Signature] Print: TOM MATUS Date: Jan 25, 2017



Province: B.C.

Postal Code:

Fax #:

Email: foreman@hudsonshope.ca

Change Order #: 1

CHANGE ORDER

Description:

Upgrade Electrical distribution from 400amp single phase to 600amp 3-phase
Upgrades are for the new load on the building and 3-phase now being brought into the building after the onsite meeting with B.C Hydro.
This change order does not include bringing 3 Phase power to the building; it is for the controls and distribution inside the building.

	Costs
Package	\$21,000
Tax	\$1,050
Total Price	\$22,050

Note: All extra materials remain the property of Integrity Post Structures Ltd. All sales subject to approval by management. Please carefully read and understand terms and conditions.

Salesperson Signature: _____ Print: _____ Date: _____

Customer Signature: *Layton Bressers* Print: Layton Bressers Date: Dec 12/2016

TRANSMISSION OK	JOB NO.
4466	DESTINATION ADDRESS
14037708593	SUBADDRESS
12/13 15:53	DESTINATION ID
00' 47	ST. TIME
1	TX/RX TIME
OK	PGS.
	RESULT

*** FAX TX REPORT ***

1001

FAX

12/13/2016 TUE 15:54

Integrity Post Structures Ltd.

T1S 1A8

Okotoks, AB

Box 689

Invoice

Date	Invoice #
12/12/2016	3380

Sold To
Town of Hudsons Hope 9904 Dudley Dr. Hudsons Hope, BC V0C 1VD

Ship To

S.O. No.	P.O. No.	Terms	Project
16-1750	1010-2		

Description	Qty	Rate	Amount
Supply and install one 22 Kw three phase automatic standby generator	1	32,500.00	32,500.00
GST on sales		5.00%	1,625.00
<i>Newshop. Dec 12/16 CQY</i>			✓
Thank you for your business.		Total	\$34,125.00
		Payments/Credits	\$0.00
		Balance Due	\$34,125.00

GST/HST No. 815742010

Integrity Post Structures Ltd.

T1S 1A8
Okotoks, AB
Box 689

Invoice

Date	Invoice #
12/12/2016	3379

Sold To
Town of Hudsons Hope 9904 Dudley Dr. Hudsons Hope, BC V0C 1V0

Ship To

S.O. No.	P.O. No.	Terms	Project
16-1750	1010-3		

Description	Qty	Rate	Amount
Supply and install one Hotsy hot water pressure washer, GST on sales	1	24,500.00 5.00%	24,500.00 1,225.00
<i>New shop Dec 12/16 COPY</i>			
Thank you for your business.		Total	\$25,725.00
		Payments/Credits	\$0.00
		Balance Due	\$25,725.00

GST/HST No. 815742010

REQUEST FOR DECISION

RFD#:	Date: Mar 13 2017
Meeting#:	Originator: Layton Bressers, Foreman of Public Works
RFD TITLE: Paving 2017	

BACKGROUND:

Bryce Maksymchuk, Operations Manager, DGS Astro Paving attended in Hudson's Hope to review the proposed paving areas for the 2017 fiscal year. We informed Bryce that Dudley Drive was potentially to be paved in the next fiscal period and asked if there would be any cost saving incentives to complete the three projects at the same time and if we it would be possible to accrue the costs associated with Dudley until the next fiscal. The following is the reply I received from Bryce:

Lee and I have spent some time looking into this to see what kind of incentives we can find for your paving projects. We are looking at the following projects:

- Beryl Prairie Subdivision resurfacing
- New Public Works Yard
- Dudley Drive Resurfacing

The Beryl Prairie subdivision project on its own would cost \$580,700.00 for the resurfacing and another \$57,107.04 for base repairs required.

The Public Works Yard would have a cost of \$260,458.00

And Dudley Drive on its own in 2018 would cost \$732,917.60

If we were able to complete these projects in the 2017 construction season you could see the following cost savings per Job:

- Beryl Prairie original cost \$637,807.04 cost savings price \$595,652.28.
- New Public Works yard Original Cost \$260,458.00 Cost Savings Price \$248,349.89.
- Dudley Drive 2018 cost \$732,917.60 Cost Saving Price if Completed in 2017 \$697,737.20. This includes all Milling required for tie in to side roads and existing curbs.

This would give you a total cost savings of \$89,443.27 if you chose to complete all the works in the 2017 construction season. With DGS Astro Paving financing the \$697,737.20 until January 2018, the rest of the payment would be required 30 days after invoice without holdback.

DISCUSSION:

When I received quotes for our paving needs in 2015, DGS came in much lower than Peter Bros. DGS also stated they would like to keep us as a customer as they have a plant in FSJ and Chetwynd which assists them in keeping costs down. I contacted Bryce just to clarify interest rates on financing the 697,737.20, he informed me it would be financed at 0% under the terms of full payment by Jan 2018. He stated the cost may be less because they quote higher on the level course which is measured over the entire area of the job.

I would like to sole source DGS as they have, in the past, provided a good product at a reasonable cost and they are a local contractor that would like to keep our business.

ADMINISTRATOR COMMENTS:

Report Approved by:

Tom Matus, CAO

BUDGET:

2017 Budget:

Allocated in Budget: \$1,000,000.00

Estimated Cost: \$ 844,002.17

2018 Budget: \$693,737.20

RECOMMENDATION / RESOLUTION:

That:

“Council approve sole-sourcing the paving contract to DGS Astro Paving”

And That:

“Council authorize the Foreman of Public Works to enter into a paving contract with DGS Astro Paving for the Beryl Prairie Subdivision resurfacing, the paving of the new Public Works Yard and the Dudley Drive resurfacing.”

Layton Bressers, Foreman of Public Works

REQUEST FOR DECISION

RFD#:	Date: March 23, 2017
Meeting#: CM032717	Originator: Tammy McKeown, Corporate Officer
RFD TITLE: Amending Financial Plan Bylaw #882, 2017	

BACKGROUND:

2016 Amending Financial Plan Bylaw 879, 2017 was adopted February 20, 2017
2016 Annual Financial Plan Bylaw 862, 2016 was adopted May 9, 2016.

First, Second and Third Reading of the 2016 Amended Annual Financial Plan Bylaw# 882, 2017 were given at the March 13, 2017 Regular Council Meeting

DISCUSSION:

Changes to Schedule A of the Financial Bylaw were necessary to properly reflect the 2016 Budget details: due to a cell reference omission on the spreadsheet, the Collection of Taxes for Other Government Agencies was understated by \$126,632. This error will not affect the surplus of the budget as it is recorded as both a revenue and an expense (in and out).

BUDGET:

n/a

RECOMMENDATION / RESOLUTION:

That Council:

“Adopt the 2016 “Amending Annual Financial Plan Bylaw No. 882, 2017”.

Tammy McKeown, Corporate Officer

B1



BYLAW NO. 882, 2017

A Bylaw to Adopt an Amended Financial Plan for 2016

WHEREAS section 165 of the Community Charter requires the adoption of an annual financial plan by bylaw and the financial plan is to include the current year plus the following 4 years;

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

- 1 This Bylaw shall be cited as the "Amended Annual Financial Plan Bylaw No. 882, 2017".
2. Annual Financial Plan Bylaw No. 862, 2016 is hereby amended by deleting Schedule "A", and adding a new Schedule "A" which is attached to and forms part of this Bylaw, is adopted as the Financial Plan of the District of Hudson's Hope for the years 2016 to 2020.

Read a First Time on this 13th day of March, 2017.
Read a Second Time on this 13th day of March, 2017.
Read a Third Time on this 13th day of March, 2017.
Adoption of Bylaw on this day of , 2017.

Gwen Johansson, Mayor

Tammy McKeown, Corporate Officer

Certified a true copy of Bylaw No 882, 2017
this day of .

Corporate Officer

Amending Bylaw 882 Schedule A					
	2016	2017	2018	2019	2020
General Operations					
General Revenue					
water (incl W/tr Res Xfr)	- 230,806	- 237,730	- 244,862	- 252,208	- 259,774
sewer (incl Swr Res Xfr)	- 122,080	- 124,521	- 127,012	- 129,552	- 132,143
Property Taxes	- 2,119,089	- 2,119,089	- 2,119,089	- 2,119,089	- 2,119,089
grants in lieu	- 1,445,283	- 1,445,283	- 1,445,283	- 1,445,283	- 1,445,283
grants other	- 1,000,698	- 798,333	- 798,333	- 798,333	- 798,333
GENERAL GOVERNMENT SERVICES	- 55,268	- 55,268	- 55,268	- 55,268	- 55,268
collection Other Gov'ts	- 3,279,780	- 3,312,578	- 3,345,703	- 3,379,161	- 3,412,952
Revenue From Other Sources (icbc/fire)	- 149,250	- 149,250	- 149,250	- 149,250	- 149,250
protective services	- 1,000	- 1,000	- 1,000	- 1,000	- 1,000
Bylaw/Lands	- 13,800	- 13,800	- 13,800	- 13,800	- 13,800
Environmental & Public Health	- 278,260	- 281,043	- 283,853	- 286,692	- 289,559
Recreation	- 117,650	- 118,827	- 120,015	- 121,215	- 122,427
EDO	- 61,100	- 50,000	- 50,000	- 50,000	- 50,000
to/(-)from General Fund					
General Operations Revenue	-\$ 8,874,063	-\$ 8,706,721	-\$ 8,753,468	-\$ 8,800,849	-\$ 8,848,877
General Expenditure					
water	230,806	235,422	240,130	244,933	249,832
sewer	122,080	124,521	127,012	129,552	132,143
Legislative	163,202	166,466	169,795	173,191	176,655
Grants	37,500	38,250	39,015	39,795	40,591
GGs	796,081	812,003	836,363	861,454	887,297
Collection Other Gov'ts	3,279,780	3,345,375	3,412,283	3,480,529	3,550,139
ICBC	86,755	86,755	86,755	86,755	86,755
Protective Services	295,202	301,106	307,128	313,270	319,536
Bylaw/Lands	167,368	170,715	174,129	177,612	181,164
Public Works	933,517	952,188	971,231	990,656	1,010,469
Environmental & Public Health	456,376	465,503	474,813	484,310	493,996
Recreation	1,009,649	1,029,842	1,050,439	1,071,447	1,092,876
EDO	92,300	50,000	50,000	50,000	50,000
Protective Services Fund:	126,100	126,100	126,100	126,100	126,100
Machine & Eqp (DPW) Fund	231,854	231,854	231,854	231,854	231,854
Office Equipment Fund	72,401	74,401	74,401	74,401	74,401
to/(-)from General Fund	773,093	497,486	384,589	268,903	150,365
Total General Operations Expense	\$ 8,874,063	\$ 8,707,987	\$ 8,756,038	\$ 8,804,763	\$ 8,854,174
Surplus/(deficit) must be 0	\$ 0	\$ 1,267	\$ 2,571	\$ 3,913	\$ 5,297
CAPITAL OPERATIONS					
Transfer from Funds, Reserves; Capital Revenue					
Water Capital Fund	- 37,000	- 25,000	- 25,000	- 25,000	- 25,000
Sewer Capital Fund	- 868,360	- 200,000	-	-	-
Sewer Operating Fund	-	- 5,000	- 5,000	- 5,000	- 5,000
General Capital Reserve	- 2,609,766	- 215,000	- 395,000	- 395,000	- 470,000
SPF Grant	- 1,350,000	-	-	-	-
NDIT	- 30,000	-	-	-	-
BCF Grant Funding	- 1,585,333	-	-	-	-
BC Bike	-	-	-	-	-
from: Gas Tax Deferred Revenue	-	-	-	-	-
Gas Tax Fund	- 94,307	-	-	-	-
Borrowing	-	-	-	-	-
Protective Services Fund	- 142,000	-	-	-	-
to/(-)from General Fund					
Total Capital Revenue	- 6,716,766	- 445,000	- 425,000	- 425,000	- 500,000
Capital Operations Expenditure					
Water Capital Reserve	37,000	25,000	25,000	25,000	100,000
Sewer Capital Reserve	2,548,000	-	-	-	-
General Capital Reserve	4,131,767	420,000	400,000	400,000	400,000
Debt Payment (Sewer Capital)	-	-	-	-	-
to/(-)from General Fund					
Total Capital Operations Expense	6,716,766	445,000	425,000	425,000	500,000
Surplus/(deficit) must be 0	0	-	-	-	-

REQUEST FOR DECISION

RFD#:	Date: March 23, 2017
Meeting#:	Originator: Tammy McKeown
RFD TITLE: Atkinson Property OCP & Zoning Bylaws	

BACKGROUND:

Due to the BCH - Partnering Relationship Agreement and the Atkinson subdivision development project therein, the District of Hudson's Hope Council may want to amend its current Official Community Plan and Zoning Bylaws to reflect a subdivision development plan that restricts housing development to single detached family units which, also, excludes singlewide mobile units. As was agreed upon between the District of Hudson's Hope and BCH.

We received a request from the Hochas to change the zoning of Parcel A(R33952) of Block 7, Section 19, Township 81, Range 25 West of the 6th Meridian Peace River District Plan 1679 Except Plans H733, 27536, and PGP 36042 from Light Industrial to Multi-residential. The existing zoning is causing a hardship for the owner and the owner is not considering developing an industrial site.

Council had also requested that Administration review the existing Zoning bylaw to ensure that there were proper regulations in place regarding landscaping, paving and fencing of new properties.

DISCUSSION:

Administration has reviewed the current OCP and Zoning bylaws and have found that the OCP bylaw Land Use Plan must be changed from Core Residential to General Residential; or develop a new Land Use Plan category and/or develop a new Development Permit Area. Also, a new Zone should be developed to allow for the type of housing that the District of Hudson's Hope and BCH agreed to during the Partnering Relationship Agreement process.

The attached Draft OCP Amending Bylaw changes the land designation of the Atkinson property to General Residential and changes the land designation of Hocha's property to Multi-residential.

The most restrictive Zoning we have is "R1 – Low Density Residential" and "R1a – Low Density Residential (Ellis Crescent)", the only difference between the two zones being the setback regulations, everything else in these two zones are virtually identical. These two zones do not suffice for our purposes for the Atkinson Property as they allow duplex construction which we've agreed with BCH not to allow in the "Atkinson Subdivision Development".

The attached Draft Zoning Bylaw would implement a new "R1b Zone- Low Density Residential". The new Zone would only allow single-family dwellings with the following restrictions:

1. Width of the dwelling to 7 meters (22 feet), this will allow for double wide modular but would restrict single-wide.

2. Height of the dwelling to 10 meters (32 feet), we believe this is a sufficient height restriction as most two-story homes are between 6m (20 feet) and 7.6m (25 feet).
3. Height of accessory buildings to 5 meters (16 feet).
4. Minimum floor plan to 111 m² (1195 sq. feet).
5. Maximum parcel coverage at 40%. E.g. smallest lot is 997 m² (10732 sq. feet), total allowable combined building size would be 399m² (4293 sq. feet)

Section 4.6 of Zoning Bylaw 823, 2013 stipulates:

4.6 Fencing, Screening and Landscaping

.1 In the C1 zone, the RU1 zone and any R-zone, fences must:

- (a) not exceed a height of 1.2 m in any front yard; and
- (b) not exceed a height of 1.8 m in any side or rear yard.

.6 Applications for a Building Permit to construct or alter the siting, size or dimension of a building or structure in the R2 zone, C-zones and M-zones will be accompanied by a detailed landscape plan for the site and boulevard areas.

The zoning amendment will not focus on fencing as it is our belief that the restrictions set out in the existing Bylaw are sufficient. Paragraph 6 will be amended to include all R1 zones, to ensure landscaping is completed for all new construction.

Section 7.0 of Zoning Bylaw 823, 2013 stipulates:

Section 7.0- Standards

.6 All required off-street parking and loading areas in an R-zone, C-zone, P-zone or RU1 zone must:

- (a) Be surfaced with a permanent surface of asphalt, concrete or similar pavement, or other hard surface such as interlocking paving stones, so as to provide a surface that is durable and dust-free and must be graded and drained so as to properly dispose of all surface water; and
- (b) Have fences or curbs to prevent the crossing of sidewalks and boulevards except at authorized entrances and exits.

The zoning amendment will strike-out the reference to the RU1 zone as discussed at the February 15th, 2017 Regular Council Meeting in order to take into consideration the diversity of the community.

As you may know amending OCPs and Zoning bylaws involves a Public Notice process as per the CCA Part 4 and a Public Hearings process as per the LGA Part 14.

Administration has provided the current OCP General Residential Land Use Plan category and the two current aforementioned zoning sections for Council perusal.

Administration has also included the OCP and Zoning amendment bylaws that would be required to comply with agreements made with BCH.

ADMINISTRATOR COMMENTS:

Report Approved by:

Tom Matus, CAO

BUDGET:

n/a

RECOMMENDATION / RESOLUTION:

That:

"Council approve First and Second Reading of the "*District of Hudson's Hope Official Community Plan Amendment Bylaw No. 872, 2017*";

And That:

"Council approve First and Second Reading of the "*District of Hudson's Hope Zoning Amendment Bylaw No. 873, 2017*".

And That:

"Council authorize to schedule a public hearing for the proposed Official Community Plan Amendment and for the proposed Zoning Bylaw Amendment."

Or That:

"Council direct staff to develop a new Land Use Plan category and/or develop a new Development Permit Area to be implemented into the Official Community Plan."

Tammy McKeown, Corporate Officer

PART 2: LAND USE PLAN

Responsible management of the District's lands is essential for the long term sustainability of the community. The District of Hudson's Hope's land management priorities are articulated through the priorities identified in the ICSP. These goals can support the community through times of growth, but are equally applicable to the wise and responsible management of land use and resources during times of more stable and measured population change:

- Maintain a small town feel.
- Maintain a compact and efficient town site that is easy to service.
- Create well-designed neighbourhoods that are safe and built to last.
- Create a vibrant town centre.
- Enable a diverse and stable economic base.
- Ensure rural landscapes and lifestyles are protected.
- Minimize and avoid potential land use conflicts.

It is important to ensure that the District of Hudson's Hope works with their First Nations neighbours in a collaborative fashion when considering the impacts of land use change. The District of Hudson's Hope will continue to build an ongoing and collaborative working relationship with neighbouring First Nations to address broader community land use and development topics.

This future use and development of land within the District of Hudson's Hope must be consistent with the official land use designations shown in Schedules C and D and described below. Council recognizes that some existing land uses do not conform to the designations shown in Schedules C and D, but the intent is to illustrate the preferred pattern/vision of land use within the District and guide development and redevelopment that occurs in the future.

The following sections identify policies for each of these designated areas:

- Residential
- Rural
- Town Centre
- Service Commercial
- Industrial
- Civic and Institutional
- Protected Parks and Natural Areas
- Urban Service Boundary
- Hazard Areas
- Agricultural Land Reserve

2.1. Residential

Based on a review of new employment expected in the community and surrounding area (see **Table 1.4**), it is expected that there could be a demand for as many as 2,441 new residential units in Hudson's Hope to accommodate anticipated future growth. This is based on the observation that the existing housing in the community is already occupied and unable to absorb new residents. To accommodate this growth, the District's residential land base requires expansion. The direction of growth is intended to prioritize existing infrastructure and ensure logical development progression, in accordance with the phasing identified in Schedule E.

Quality affordable housing is an essential part of a sustainable future for Hudson's Hope. With a stable place to call home, people can build healthy families and contribute to a vibrant community. Choices in housing are critical, as it provides the opportunity for residents to choose a form of housing that best suits their current needs. In addition to single-family homes, a mix of duplexes, townhouses, apartments, and secondary suites will allow Hudson's Hope to attract, absorb and retain a diverse range of permanent residents. More diversity will also contribute to a compact and efficient community to ensure that the use of existing infrastructure investments is maximized and the development of new infrastructure is minimized.

In addition, it is also important that Hudson's Hope's housing stock is safe and accessible to all residents. Ensuring that new developments and retrofits consider safety in their design will encourage a safer community feel overall. Also, ensuring that new developments and retrofits integrate accessibility into their design, both for the ultimate user and for any visitors, will contribute to a welcoming and inclusive environment for all.

Goals:

- ❖ Plan to accommodate residential growth using a phased approach
- ❖ Ensure diversity in the types of housing available in Hudson's Hope
- ❖ Ensure higher residential density is centrally located and complements a vibrant town centre
- ❖ Ensure high quality residential development
- ❖ Ensure residential developments are safe and accessible

Council Policies:

1. Ensure there is an adequate supply of residential land available to meet a diverse range of housing needs.
2. Ensure new residential development contributes to a compact, walkable and easy to service community.
3. Support and encourage new residential development that follows Council's preferred phasing (See Schedule E).
4. Encourage and support a greater diversity of housing tenures and types throughout the District.
5. Ensure that all new residential development is visually appealing and built to a high standard.

- .6 Require that all new residential development demonstrates compliance with principles of universal design and crime prevention through environmental design.
- .7 Ensure all new residential development considers, minimizes and mitigates impacts on ecological features, such as steep slopes, watercourses, riparian areas, significant trees, and environmentally sensitive areas.
- .8 Support clustered housing as an approach for new residential development to protect environmentally sensitive features, steep slopes and hazard lands, and provide for open spaces in neighbourhoods.

The above noted goals and policies apply to all residential development. The following sub-sections identify additional policies applying to specific categories of residential land use.

2.1.1 Core Residential

Areas designated "core residential" are to be centrally located within the urban service boundary (see Section 2.4) and to be used for a broad mix of housing types ranging from single-detached homes to 3+ story townhomes and apartment buildings. The majority of the higher density residential development in Hudson's Hope is to occur on these lands.

Councils Policies:

- .1 Encourage the infill, redevelopment and intensification of vacant and underutilized residential land designated "core residential" – especially parcels near the town centre.
- .2 Direct multi-unit residential uses within the "core residential" designation to areas near major roads and/or adjacent to the town centre.
- .3 Encourage multi-unit residential developments to contain ground-oriented housing units with 2 or more bedrooms to provide a family housing choice within the multi-units rental and ownership markets.
- .4 Support secondary suites in single-detached homes in all areas designated "core residential".
- .5 Discourage the use of manufactured homes in any area designated "core residential".



New 36 unit apartment building under construction on Paquette Ave. (August 2012)

2.1.2 General Residential

All areas designated "general residential" are to be located within the urban service boundary (see section 2.8) and used for compact forms of single-detached and duplex housing. Accessory uses such as bed and breakfasts, home based businesses, and secondary suites may also be permitted in these areas.

Councils Policies:

- .1 Encourage the Infill, redevelopment and Intensification of existing neighbourhoods designated "general residential".
- .2 Ensure all duplexes are compatible with the form and character of single-detached homes.
- .3 Support secondary suites in all areas designated "general residential".
- .4 Ensure all home occupations are clearly secondary and incidental to the principal residential use.
- .5 Discourage the use of manufactured homes in any area designated "general residential".



Bylaw No. 872, 2017

A bylaw to amend the "*District of Hudson's Hope Official Community Plan Bylaw No. 822, 2013*".

WHEREAS under Part 26 of the *Local Government Act*, the Council may, by bylaw, amend an official community plan; and

WHEREAS the "*District of Hudson's Hope Official Community Plan Bylaw No. 822, 2013*" includes Schedule "C", which illustrates land use designations for properties within the municipality;

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

1. This Bylaw shall be cited as the "*District of Hudson's Hope Official Community Plan Amendment Bylaw No. 872, 2017*".
2. Schedule "C" of "*District of Hudson's Hope Official Community Plan Bylaw No. 822, 2013*" is hereby amended by changing the land use designation of the following lands:

Lot A, Plan 14064, Part of the NW 1/4, Section 13, Township 81 Range 26 West of the 6th Meridian Peace River District;

And,

Lot A, Plan 16585 Part of the NW 1/4, Section 13, Township 81 Range 26 West of the 6th Meridian Peace River District;

from Core Residential to General Residential, shown in red on Appendix A, which is attached to and forms part of this Bylaw.

(Atkinson Property – *Addresses to be assigned*)

3. Schedule "C" of "*District of Hudson's Hope Official Community Plan Bylaw No. 822, 2013*" is hereby amended by changing the land use designation of the following land:

Parcel A(R33952) of Block 7, Section 19, Township 81, Range 25 West of the 6th Meridian Peace River District Plan 1679 Except Plans H733, 27536, and PGP 36042;

from Light Industrial to General Residential, shown in red on Appendix B, which is attached to and forms part of this Bylaw.



**Zoning Bylaw Amendment
Bylaw No. 872, 2017**

4. If any section, subsection, paragraph, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.

Read for a First Time on the day of , 2017.

Read for a Second Time on the day of , 2017.

A Public Hearing was held on the day of , 2017.

Read for a Third Time on the day of , 2017.

Adopted on the day of , 2017.

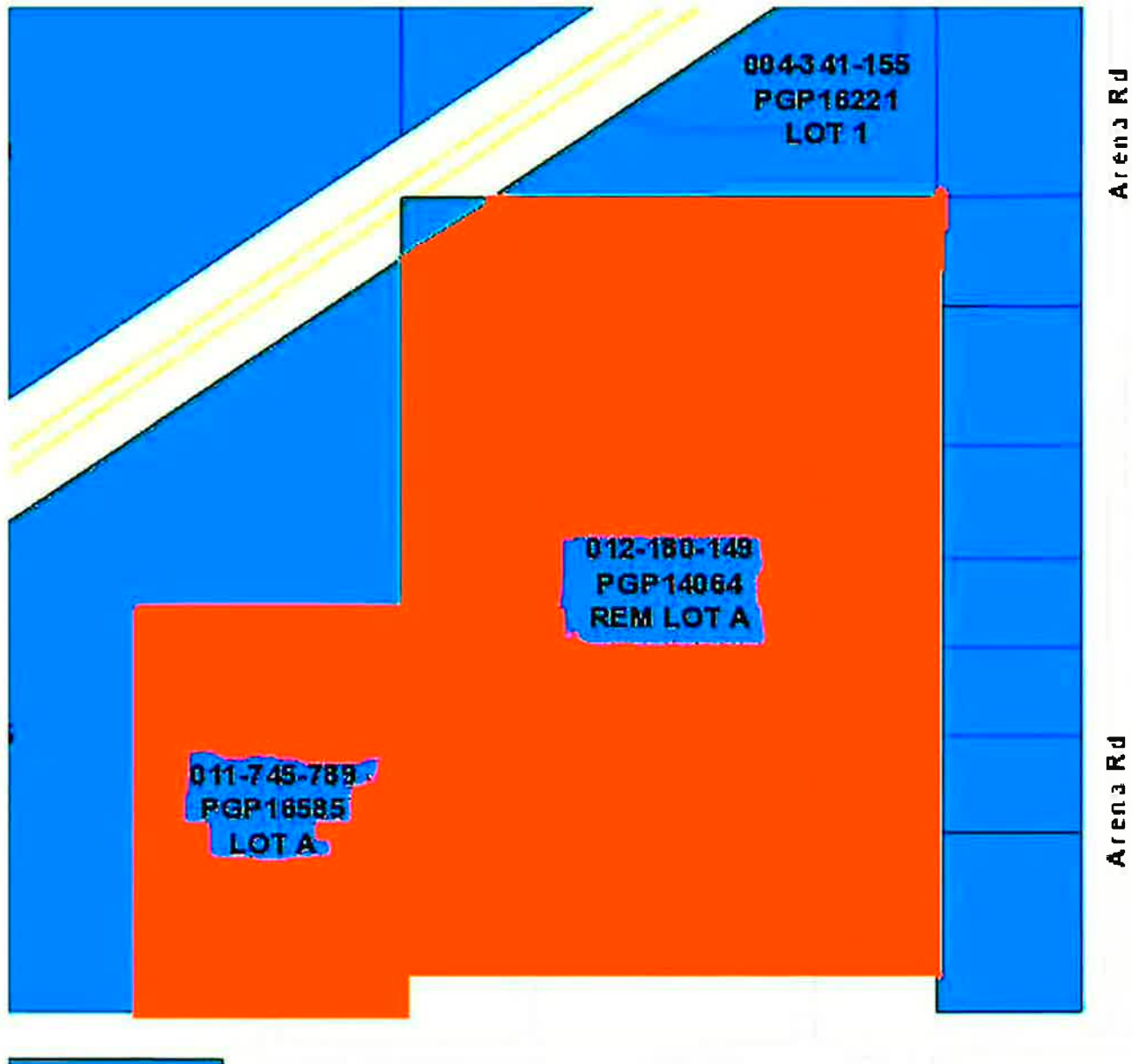
Gwen Johansson,
MAYOR

Tammy McKeown
Corporate Officer

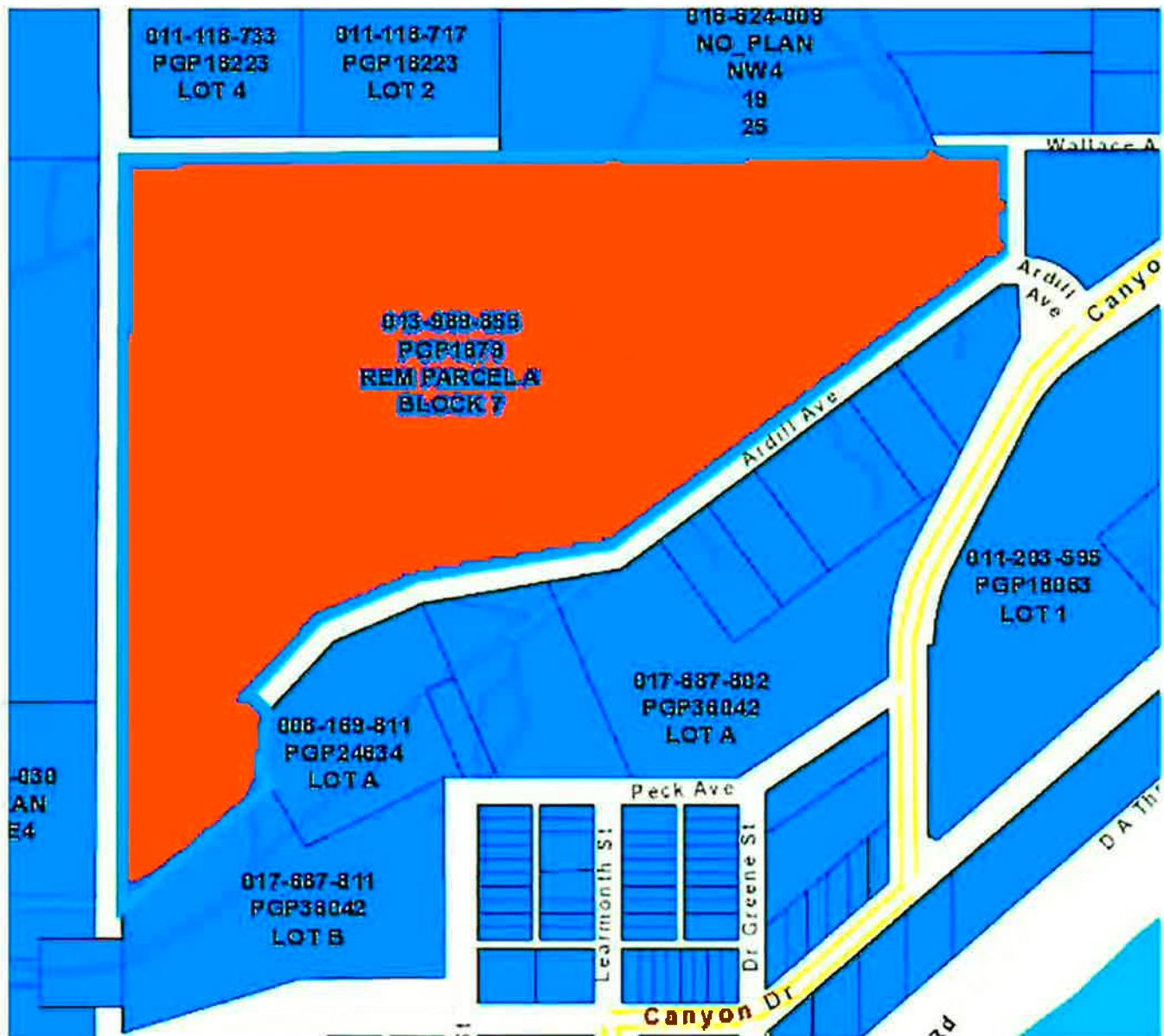
Certified a true copy of Bylaw No. 872
this ____ day of _____ 20__.

Clerk

APPENDIX "A"



APPENDIX "B"





BYLAW NO. 873, 2017

A Bylaw to amend the District of Hudson's Hope Zoning Bylaw No. 823, 2013

WHEREAS the Council of the District of Hudson's Hope wishes to amend "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*";

AND WHEREAS Council will hold a Public Hearing pursuant to the *Local Government Act*;

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

1. This bylaw will be cited as "*District of Hudson's Hope Zoning Amendment Bylaw No. 873, 2017*."
2. "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*" is hereby amended by adding:

R1b Zone: Low Density Residential (Atkinson)

The intent of the R1b zone is to permit existing single-detached dwellings in the Atkinson Subdivision.

Permitted Uses

In the R1b zone, the following uses and no other uses are permitted:

- 1.1 Accessory buildings and structures.
- 1.2 Bed and breakfast.
- 1.3 Day care centres.
- 1.4 Home occupations.
- 1.5 Secondary suites.
- 1.6 Single-detached dwellings.

Zone Specific Regulation

On a parcel located in an area zoned as R1b, no building or structure will be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in this section. Column 1 sets out the matter to be regulated and Column 2 sets out the regulations.

COLUMN 1	COLUMN 2
1. Maximum number of: <ul style="list-style-type: none"> Principal buildings Accessory buildings 	1 per parcel 3 per parcel
2. Maximum height of: <ul style="list-style-type: none"> Principal buildings Accessory buildings 	10 m 5 m
3. Minimum width of principal buildings	7 m

B3

4. Minimum floor area of principal buildings	111 m ²
5. Minimum parcel size	997 m ²
6. Minimum frontage	15 m
7. Minimum setback of principal buildings from:	
• Front parcel line	4 m
• Interior side parcel line	1.5 m
• Exterior side parcel line	3 m
• Rear parcel line	6 m
8. Maximum parcel coverage	40%

3. Schedules "D", "E", and "F" of the "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*" are hereby amended by changing the zoning of the area identified in Appendix "A" attached to and forming part of this bylaw from "R2 (Multi-unit Residential)" to "R1b(Low Density Residential)."
4. Schedules "D", "E", and "F" of the "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*" are hereby amended by changing the zoning of the area identified in Appendix "B" attached to and forming part of this bylaw from "M1 (Light Industrial)" to "R2 (Multi-unit Residential)."
5. Schedule "A", Section 4, Subsection 6, Paragraph 6 of the "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*" is hereby amended to insert reference to all R1 zones;
6. Schedule "B", Section 7, Paragraph 6 of the "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*" is hereby amended to strikeout reference to RU1 zone;
7. If any section, subsection, paragraph, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.

Read a first time this _____ day of _____, 2017

Read a second time this _____ day of _____, 2017

Public hearing held on this _____ day of _____, 2017

Read a third time this _____ day of _____, 2017

Adopted this _____ day of _____, 2017

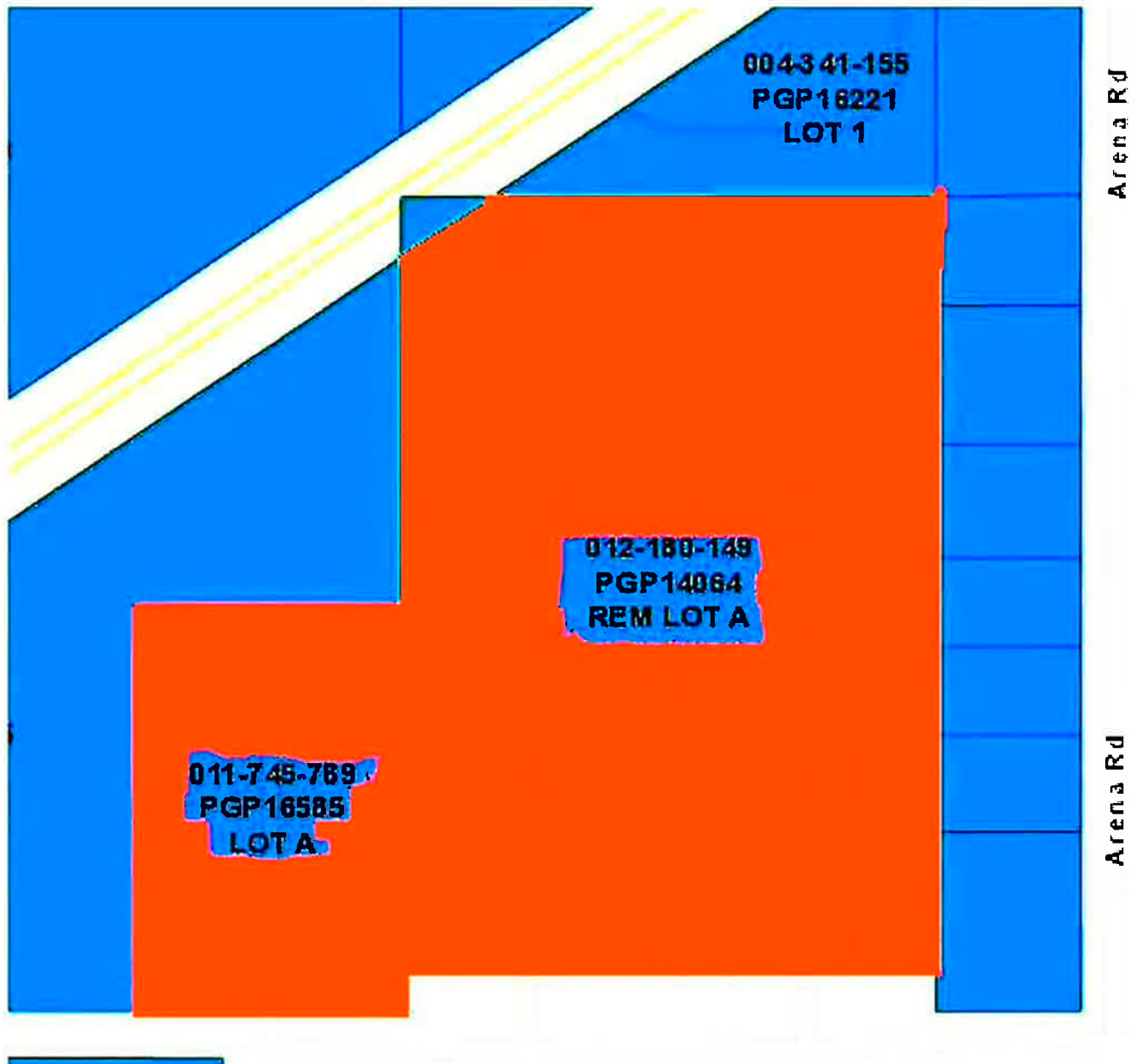
Gwen Johansson,
MAYOR

Tammy McKeown
Corporate Officer

Certified a true copy of Bylaw No. 873
this ____ day of _____, 20__.

Clerk

Appendix "A"



Appendix B



Tammy McKeown

From: Amber Norton <Director.HHPL@pris.ca>
Sent: Tuesday, March 14, 2017 5:26 PM
To: Tom Matus; Heather Middleton; Tammy McKeown; Gwen Johansson
Subject: Training Opportunity

On behalf of the Hudson's Hope Public Library Association, I would like to extend an invitation to a training opportunity that we will be bringing to Hudson's Hope.

I am currently looking in to scheduling a facilitator for TOP training. The TOP acronym stands for Trustee Orientation Program. It is a 6-8 hour session given on one day that reviews the structure of a library board and the working relationship between the Library Director, the Library Board and Municipal Council and staff.

In the past the facilitator that was brought in was Andy Ackerman. He provides a very detailed presentation with firsthand knowledge as he has experience working on a library board as well as being a trustee of BCLTA. According to the BCLTA website, Andy is still on the roster as a TOP training facilitator, so it is quite likely that we will have him as our facilitator again. <http://www.bclta.ca/trustee-education/what-is-top>

The Library Board would like to see our Council Representative attend the training session and it has also been suggested that an alternate on Council attend the TOP training session as well so that they might be appointed as an alternate to attend our board meeting if Heather is unavailable.

We would also like to invite Tom and possibly Tammy to attend, as it would clarify our respective roles within our organizations and would be beneficial to both the CAO and Clerk positions. Gwen may also want to attend the meeting as the information provided is presented in a different light than she may have received from a similar opportunity in the past.

The most convenient time for Board and Staff to attend is on a Sunday as it does not conflict with Board work schedules or times that the library is open. Alternatively we could offer this program on a Monday, although it is somewhat imperative that our new Board Chair receive this training and she is unavailable on most Mondays.

You may have some concern over the cost of this endeavor with our recent budget reductions, but please do not worry. BCLTA, BC Library Trustees Association, subsidizes this program so that it only costs \$125 per member for the training, including coffee break refreshments and lunch. NELF, North East Library Federation, further subsidizes this program by \$100 per member so we are only looking at a cost of \$25 per attendee.

Thank you for considering this request. I will let you know possible dates for this opportunity soon. I will likely send out an email poll to determine the best date for everyone that we have invited to attend.

Kind Regards,

Amber Norton
Library Director

Box 269 9905 Dudley Drive
Hudson's Hope, BC V0C 1V0
Phone: (250) 783-9414
Fax: (250) 783-5272

COME IN, GO ANYWHERE!





CONSTRUCTION BULLETIN

March 17, 2017

Site C Construction Schedule: March 20 – April 2

The following construction activities are scheduled over the next two weeks:

Dam site area and reservoir – north (left) bank and south (right) bank

- The main civil works contractor will continue to mobilize crews, material and equipment. An equipment maintenance facility is being constructed on the south bank.
- Drilling and the installation of geotechnical instrumentation will continue on the north and south banks.
- A remediation plan is being implemented to safely resolve the tension crack on the north bank. For more information and updates on this work, please visit sitecproject.com.
- Excavation will continue on the north and south banks. This will include blasting on the south bank.
- Curtain grouting may begin on the north bank.
- Work will continue on the north bank inlet cofferdam.
- Work will continue on the underground portion of the south bank drainage tunnel.
- Work will continue on the south bank cofferdam.
- Excavation will continue for the south bank approach channel and powerhouse buttress.
- Excavation will continue for the Site C substation.
- Aggregate will be crushed on the south bank and work will continue to commission the concrete batch plants.
- Work will continue to construct storage sites for excavated surplus material at various locations.
- Access roads will be constructed on the south bank and road maintenance activities will continue, as required. Upgrade work will occur on the east end of the north bank access road.
- Clearing will continue in the lower reservoir area, west of the dam site, on the south bank of the Peace River. This will include the construction of temporary bridge structures and archaeological investigations, as required.
- A debris boom will be installed across the Moberly River.
- Clearing will continue in the Moberly River valley. This will include the construction of access roads and temporary bridge structures.
- Logs will be processed and transported to local mills.

Other work areas

- Street lights will be installed at the entrance to the viewpoint on the north bank.
- Brushing may occur along Old Fort Road to support the extension of an existing distribution line.
- The main civil works contractor will continue surveying the 85th Avenue Industrial Lands and conveyor corridor. Clearing and mulching will occur and work may begin to construct site infrastructure.
- Aggregate and riprap production will continue in Wuthrich Quarry. Trucks will haul material to the dam site.
- Aggregate, riprap production and clearing will occur in West Pine Quarry. Materials will be transported by rail

Web: sitecproject.com
Twitter: @sitecproject
Telephone: 1-877-217-0777
Email: sitec@bchydro.com

-more-

C2

CONSTRUCTION BULLETIN

2

to the dam site area.

- The Ministry of Transportation and Infrastructure's contractor will continue clearing the areas that are required for the Highway 29 realignment at Cache Creek/Bear Flat.
- Work will continue to upgrade existing access roads that connect to the transmission line right-of-way.
- Clearing will continue along the transmission line right-of-way between the Site C dam site and just west of Jackfish Lake Road.
- Geotechnical investigations will occur along the transmission line right-of-way.
- Geotechnical investigations and site survey work may occur in Hudson's Hope for the shoreline protection project.
- Geotechnical investigations and survey work may begin for the Highway 29 realignment at Halfway River.

Note: All activities listed in this construction bulletin are based on the latest information in our construction plan and are subject to change.

What to Expect

While this work takes place, local residents can expect the following:

- There will be truck traffic on public roads as construction crews mobilize, material and equipment is delivered to site and the hauling of rock and timber continues. This will include increased industrial traffic on resource roads and public roads from Chetwynd leading to the dam site on the south bank.
- Some noise will occur in the vicinity of the dam site and in other work areas as a result of the scheduled construction activities and geotechnical investigations.
- Some noise and vibration will result from the periodic blasting that is planned in Wuthrich Quarry. Material hauling may occur at night. Some noise and vibration will result in the vicinity of West Pine Quarry as a result of scheduled work.
- Some noise will occur in and around the transmission line right-of-way as a result of clearing and access road upgrades. Minor traffic delays or stoppages may occur while upgrades are completed on the access roads.
- Day and night shifts will be scheduled, as well as shifts on the weekends.
- For boater and worker safety, boats will need to stay clear of active in-river work areas. These areas are clearly identified with signage and markings.
- The travelling public may experience minor delays on Highway 29 in the Cache Creek/Bear Flat area as a result of clearing operations near the existing highway.
- Navigation upstream of the Moberly River construction bridge will be restricted when the debris boom is installed. Boats can access the area upstream of this bridge using available access points located further south on the Moberly River.
- Helicopters may be used to support investigative works.

Note: In BC Hydro's technical documents, the north bank may be referred to as the left bank and the south bank may be referred to as the right bank.

Web: sitecproject.com
Twitter: [@sitecproject](https://twitter.com/sitecproject)
Telephone: 1-877-217-0777
Email: sitec@bchydro.com



March 22, 2017

Mayor Gwen Johansson
9904 Dudley Drive
Hudson's Hope, BC, V0C 1V0

TransCanada Corporation
450 – 1st Street S.W.
Calgary, AB, Canada T2P 5H1

Tel: 1.855.895.8753
Email:
northmontney@transcanada.com
Web: www.transcanada.com/north-
montney-mainline-project.html

Re: North Montney Mainline (Aitken Creek and Kahta sections) Project Update

TransCanada, through its subsidiary NOVA Gas Transmission Ltd. (NGTL) would like to take this opportunity to update you on the status of the proposed North Montney Mainline Project (Project or NMML) and its associated facilities.

Background

In April 2015 the National Energy Board (NEB) released its report recommending the federal government to approve TransCanada's proposed North Montney Mainline Project. The 212-page report provides substantive information on the reasoning behind the recommendations and decisions. The Board recommended approval, subject to 45 conditions.

The primary contractual conditions as part of the Certificate (Condition 4) include:

- a) Progress Energy Canada Ltd. has made a positive final investment decision on the proposed Pacific NorthWest LNG Project; and
- b) TransCanada is proceeding with construction of the Prince Rupert Gas Transmission (PRGT) pipeline

Subsequently, on June 11, 2015, the NEB issued a Certificate of Public Convenience and Necessity (GC-125) approving the North Montney Mainline. This means that TransCanada is authorized to construct and operate the pipeline project subject to the conditions set out in the certificate as noted above.

National Energy Board Variance Application

On March 20, 2017 TransCanada filed a variance application with the National Energy Board to proceed with constructing specific components of the Project in advance of a positive final investment decision on the Pacific Northwest LNG project.

Once approved, the variance will allow NGTL to begin construction of the Aitken section (182km section, beginning approximately 35km southwest of Fort St John and ending approximately 100km northwest of Fort St John) and the most southern 24km of the Kahta section (119 km connecting from the north end of the Aitken Creek section and ending approximately 180 km northwest of Fort St. John). The remaining NMML facilities continue to be supported by the revised contractual arrangements and we intend to construct these facilities once a positive FID is made on the PNW LNG.

This phased approach to construction will give natural gas producers assurance of increased transportation capacity from the prolific Montney basin to the NGTL System and will provide access to markets across North America.

It's important to note that no changes are required to the already approved mainline facilities. The previously approved route, environmental assessment and extensive consultation that were conducted all remain the

C3

same, as the variance simply requests the ability to construct a subset of the NMML facilities in advance of an LNG decision. Pending regulatory approval, we anticipate beginning construction in the first half of 2018.

For more information on the Board's recommendation and conditions, we would encourage you to visit the NEB's website, <https://www.neb-one.gc.ca/pp/ctnflng/mirpp/nrthmntn/index-eng.html>

Provincial Project Applications

On April 8, 2016, the British Columbia Environmental Assessment Office (EAO) issued an Order indicating that an Environmental Assessment Certificate (EAC) was required for the Project. The EAO undertook a review of the Project, including consultation with Aboriginal Groups and provincial government agencies. A referral recommending approval of the Project was forwarded to the British Columbia Ministers of Environment and Natural Gas Development on December 16, 2016. On January 18, 2017, the Ministers issued an EAC for the Project. The EAC's 21 conditions are in addition to and designed to supplement the 45 conditions required by the NEB. The Project continues to work towards satisfying these conditions in anticipation of construction beginning in the first half of 2018.

Public Consultation with Stakeholders and Aboriginal Communities

We are continuing to work towards submissions as required in the NEB and EAC Conditions, as well as obtaining any other necessary permits and approvals. In the meantime, NGTL will continue to engage affected stakeholders, landowners, First Nations, and regulators, and is working to refine project scheduling to be ready for a construction start once a variance is granted or a positive FID is made. Stakeholders will be informed prior to the commencement of any construction activities.

If you have questions about the project, please contact us through the project toll-free line at 1-855-895-8753, or by email at northmontney@TransCanada.com. We are committed to continuing to communicate with stakeholders and Indigenous communities as we move forward.

Sincerely,



Michael Moschopedis, Project Manager
Pipeline Projects, TransCanada



Additional Funding for Wildfire Risk Reduction

March 22, 2017

The Forest Enhancement Society of BC will be providing funding for the Strategic Wildfire Prevention Initiative to jointly fund some operational fuel treatments. Starting in April 2017, eligible applicants may apply through SWPI to access joint funding from the Forest Enhancement Society of BC.

[Read more](#)



RCMP Contract Committee Seeks Input

The RCMP Local Government Contract Management Committee (LGCMC) will be meeting on April 27, 2017 to discuss the final stages of the Five Year Review, in addition to other relevant policing issues. Local governments wishing to suggest discussion items related to the agreement under which the RCMP provides local police services in BC are asked to submit input to Bhar Sihota, UBCM Policy Analyst prior to March 31. [Read more](#)



CivX: Local Governments and the Sharing Economy

Local government staff and elected officials are invited to attend CivX 2017 on Wednesday, April 12. This one-day event hosted by LMLGA and CivicInfo BC will provide an engaging conversation with some of the movers and shakers in today's shared economy. [Read more](#)



Wildfire Survey Deadline Extended

Local governments and First Nations have until April 30 to provide input to a [UBC Faculty of Forestry survey](#) that seeks to better understand community plans and actions regarding wildfire prevention. This is an opportunity to identify barriers and provide insights on improving actions to reduce fire risk in your community.



PHILIPS

© Copyright Union of British Columbia Municipalities 2017



C4

Subject: FW: Fort St John's First MS Walk Links and Bio
Attachments: 2017 MS Walk Poster Fort St. John.pdf; ATT00001.htm; 2017 FSJ MS Walk Poster 2.jpg; ATT00002.htm

From: "Nicola Hedges" <nikih@unitedwaynbc.ca>
Subject: FW: Fort St John's First MS Walk Links and Bio

Fort St John's First MS Walk

This event is being run independently from the walks hosted by the MS Society. I encourage you to register for this walk and fundraise to help make this event successful, in hopes that this walk will bring awareness to our community!

I have attached the poster in both JPEG and PDF for your use.

Sherri Mytopher was diagnosed with MS in May of 2013 at the age of 32. Sherri has been working in the financial services industry since 2001. She continued to work even though her symptoms grew worse and was eventually placed on medical leave in July 2014. Being on leave has helped relieve some symptoms, which she is grateful for, but it is not a cure. She has now dedicated her time volunteering for local charities and organizations as well as the MS Society of Canada, which is so near and dear to her. She has recently been placed on the Board of Directors of the Northern Regional Chapter. Typically, she has gone to Grande Prairie to support the MS Society as this is the closest walk to Fort St. John. Knowing funds were not staying in British Columbia, it was important to her to have a local walk that would directly benefit those living with MS in Northern BC and allow her and those who support and care for her to attend. This will be the only walk held north of Prince George.

Registration Link

http://mssoc.convio.net/site/TR/BikeTour/OntarioDivision?pg=informational&fr_id=5720&type=fr_informational&sid=2040

Facebook Link

https://www.facebook.com/fortstjohnmswalk/?ref=aymt_homepage_panel

Donate To Sherri's Team Link

BCandYukonDivision-px=1961898&pg=personal&fr_id=5720&s_locale=en_CA

*****Fort St. John's First MS Walk*****

Walk date: Sunday May 28th, 2017

Check-in time: 10:30 Walk time: 11:00 Distance 1 KM

Location: Centennial Park Go to mswalks.ca to register

Contact: Sherri Mytopher
Board Member, Northern Regional Chapter
MS Society of Canada

250-263-8058

fortstjohnmswalk@gmail.com

Message shared by:

Niki Hedges

Community Development & Campaign Officer (NE)

nikih@unitedwaynbc.ca

United Way of Northern British Columbia

Change starts here.

200 – 10704 97 Ave, Fort St. John, BC, V1J 6L7

Direct: 250.263.9266 Ext 1

Cell: 250.793.0530

unitedwaynbc.ca

facebook.com/unitedwaynorthernbc

twitter.com/unitedwaynbc

Fight with your feet.



MS WALK

EVERY STEP MATTERS.

Find the WALK in your community
Sunday • 28 May 2017

Register now to end MS
mswalks.ca



Kayla.
Diagnosed with MS
at 20.
MS Walk participant.

MS Walk - Fort St. John
Sunday, May 28, 2017

Check in time: 10:30 am
Walk time: 11:00 am
Location: Centennial Park
9505 100th Street

For more information, contact Sherri Mytopher
fortstjohnmswalk@gmail.com
250-263-8058



Northern Groove Partners

We are asking for foundation partners in re-establishing Northern Groove — a positive voice for the amazing North Peace community that we live in — a way for people to connect with the hidden opportunities found within the amazing people, organizations, and groups that are waiting to be discovered!

“There is nothing to do in town” is a phrase we hear too often — and for us in-the-know about the abundance of community organizations, activities, and amazing things the Peace Region offers... it’s become the Northern Groove mission to advocate for the awesomeness of the North Peace.

Northern Groove is about sharing positive news and creating community awareness... using stories, photos, and technology to promote positive news about our community, letting current and future residents know why living here is awesome, the vast diversity of what opportunities exists here, and how to easily get involved.

Northern Groove provides these services to our members -

- **+ \$99 / Membership**
 - includes access to the organization listing on NorthernGroove.com, EnergeticCity.ca, and TownWall.ca
 - includes access to additional discounts from MooseFM, SoundInTown, PhotoRental.ca, and more
- **+ \$179 for a one-time article**
 - includes article on NorthernGroove.com & TownWall.ca
 - includes photo gallery
 - social media support via
 - Northern Groove Facebook, Twitter, Instagram
 - EnergeticCity Facebook, Twitter
 - MooseFM Facebook, Twitter, Instagram
 - article submitted as press release to all media outlets

We recognize that not all organizations are able to prioritize the cost of a membership and article without help.

We are asking to partner with North Peace Economic Development to provide support for 20 or more organizations:

50% sponsorship towards membership and one-time article cost.

\$99 Membership + 179 One Time Article

= \$278 * 50% Sponsorship

= \$139 sponsorship / organization

\$139 * 20 organizations

= \$2,780

We will provide analytics to show how well the stories performed in terms of reach and engagement.

— social media views

— website views, using google analytics

Contact:

Russell Eggleston

250-261-8002

russell@northerngroove.com