



DISTRICT OF HUDSON'S HOPE  
REGULAR COUNCIL MEETING AGENDA  
Council Chambers  
Monday, April 28, 2014 at 7:00 PM

1. **Call to Order:**
2. **Notice of New Business:**
  - Mayor's List
  - Councillors Additions
  - CAO's Additions
3. **Adoption of Agenda by Consensus:**
4. **Declaration of Conflict of Interest:**
5. **Adoption of Minutes:**
  - M1 April 14, 2014 Regular Council Meeting Page 1
  - M2 April 22, 2014 Special Council Meeting Page 6
6. **Business Arising Out of the Minutes:**
7. **Delegations:**
  - D1 Bill Lindsay – Trustee (Zone 3) School District #60 Page 9
8. **Staff Reports:**
  - SR1 Industrial Land Committee Page15
  - SR2 Public Works Shop Page16
  - SR3 Financial Assistance Grants Page 23
  - SR4 Financial Assistance Grants Page 74
9. **Correspondence**
  - C1 School District 60 Sponsor Recognition and Awards Reception Page99
  - C2 Northeast Regional Advisory Council Meeting – May 9, 2014 Page100
  - C3 Referral Package for the July 16, 2014 Proposed PGN Rights Disposition Page 101

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

11. Old Business:

12. New Business:

13. Public Inquiries:

14. Adjournment:



REGULAR COUNCIL MEETING  
April 14, 2014  
7:00 P.M.  
MUNICIPAL HALL COUNCIL CHAMBERS

Present: Council: Mayor: Gwen Johansson  
Councillor: Kelly Miller  
Councillor: Richard Brown  
Councillor: Daniel Bouillon  
Councillor: Dave Heiberg

Staff: CAO: Tom Matus  
Deputy Clerk: Laurel Grimm  
Director of Public Works: Mike Carter

Other: 2 in gallery

1. CALL TO ORDER:  
The meeting was called to order at 7:00 p.m. with Mayor Gwen Johansson presiding.
2. NOTICE OF NEW BUSINESS:  
  
Mayors List:  
NB1 Addition to the Reports by Mayor and Council on Meetings and Liaison Responsibilities.  
  
Councillor Additions:  
None  
  
CAO Additions:  
None
3. ADOPTION OF AGENDA BY CONSENSUS:  
The April 14, 2014 Regular Council meeting agenda was adopted by consensus.
4. DECLARATION OF CONFLICT OF INTEREST:  
NONE
5. ADOPTION OF MINUTES: 0550-01  
M1 March 24, 2014 Regular Council Meeting Minutes

**RESOLUTION NO. 086**

M/S Councillors Bouillon/Miller

THAT:

"The minutes of the March 24, 2014 Council Meeting be adopted as amended."

CARRIED

6. BUSINESS ARISING OUT OF THE MINUTES: 6660-01
- BA1 SR14 – Rezoning and Tenure Offer for Light Industrial Zone  
Assumptions were made on rough estimate for land needed. A survey will need to be conducted prior to public consultation.
- BA2 D6 – Hudson's Hope Fall Fair Society 1850-01  
The Minor Hockey Association has been contacted and no issues have been identified with changing the date of the Fall Fair to September 13, 2014.
- BA3 SR1 – Parcel Tax Roll Review Panel Appointments 1970-08  
Should no complaints be received by the municipality at least 48 hours before the time set for its first sitting the meeting may be cancelled.
7. STAFF REPORTS:
- S1 Atkinson Property Development 6750-01  
Staff to gather further information on previous agreements with developers for this property prior to entering into any further negotiations.
- S2 Geotechnical Investigations License 6660-20  
Council wishes to remain with the current fee calculation based on past practice.
- S3 PRGT – Stockpile Areas and Lay Down Yards Input Request 6660-01  
Council sensitive to light pollution and distraction from the road caused by the bright lights. Concerns to be forwarded to TransCanada.
- S4 ALC Land Exclusion for Light Industrial Zone 6660-01

**RESOLUTION No.087**

M/S Councillors Heiberg/Brown

**THAT:**

"Council approve an application request to the ALC to exclude 20.5 acres of land within a triangle located in the furthest northeast corner, of the southwest quarter section of Section 29, TWP 81, Range 25.

Meets and Bounds: starting and travelling west from the boundary line of Section 29, TWP 81, Range 25, meeting and abutting Highway 29. 583 meters along the north side of highway 29 then travelling north 361 meters parallel to Powell Road (but not abutting Powell Road) then travelling east 461 meters abutting boundary line of Section 29 TWP 81, Range 25 - ending and meeting at Highway 29."

**CARRIED**

Staff to contact the Peace Region Regional District to inquire into GIS mapping capabilities. Staff needs to gather further information including:

- Specific land details
- Right-of-way specifications
- Width of proposed service road
- Ditch allowance
- Power pole right-of-way
- Setbacks from pavement

Staff to speak with consultants on costs and mapping details and present report at the next Council meeting.

- SR5 ACTION UPDATES and Other Updates  
FOR INFORMATION
- SR6 Special Meeting- Annual Financial Plan 0550-01  
Staff to look at alternative dates.
- SR7 Computer Hardware Upgrade 1065-00  
RESOLUTION NO. 088  
  
M/S Councillors Heiberg/Brown  
THAT:  
"Council approve a capital expenditure of \$9,118.37 to upgrade the office workplace computers through I.T. Partners."  
CARRIED  
  
Staff to look into Peace River Regional District computer recycling program.
- SR8 Building Permit Update 3760-01  
FOR INFORMATION
7. BYLAWS:
- B1 Property Tax Exemption Bylaw No. 834, 2014 3900-02  
RESOLUTION NO. 089  
  
M/S Councillors Bouillon/Brown  
THAT:  
"Council adopt the Property Tax Exemption Bylaw No. 834, 2014."  
CARRIED
8. CORRESPONDENCE:
- C1 National Health and Fitness Day 0630-01  
RESOLUTION NO. 090  
  
M/S Councillors Heiberg/Bouillon  
THAT:  
"Hudson's Hope proclaim National Health and Fitness Day in our Municipality as the first Saturday in June."  
CARRIED
- C2 HD Mining International Ltd: Murray River Project 6660-01  
FOR INFORMATION
- C3 Northern Health: NCLGA Annual General Meeting 0400-01  
Staff to request a meeting with Northern Health to discuss the following topics:  
1. Ambulance Service in Hudson's Hope  
2. Lab technician/ X-Ray technician down to 0.8  
3. Paramedicine Model/Nurse Practitioner  
4. Medical Services Working Group – long term role  
5. Physiotherapist, dentist and chiropractor termination in Hudson's Hope

C4 Spark: Professional Development Conference 2810-01  
FOR INFORMATION

9. REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISONS RESPONSIBILITIES:

CR1 Mayor Johansson:

Mayor Johansson gave a verbal report on the following items:

- Peace River Regional District
- New Minister of Agriculture is Norm Lethnick
- Spoke to CBC about problems with the ambulance service and the research on the para-medicine model
- Need to look at reducing electricity costs
- Currently an option to sell the shale zones under Hudson's Hope for \$16,070,000
- BC Hydro will be working on the road at the Dunlevey Boat Launch in the park and turn around area. They will also be doing drainage ditching and clearing in 2014. Next winter they will deliver the boat ramp materials to the site for construction in February and March of 2015.
- Advised that she would like to form a committee to give a recommendation on Council remuneration. Committee to consist of Councillor Bouillon, Bill Lindsay and Bob Bach.
- The CKD court case is over, but they did not know anything further.

Mayor Johansson: Council Remuneration Committee  
RESOLUTION NO. 091

0540-01

M/S Councillors Heiberg/Miller

THAT:

"To appoint Councillor Bouillon, Robert Bach and William Lindsay to the Council Remuneration Committee."

CARRIED

10. OLD BUSINESS:  
NONE.

11. NEW BUSINESS:

NB1 Councillor Miller: Senior Bus Initiative

Would like to look for funding initiatives for a handy dart bus for senior citizens. Current Lions Van is not efficient.

NB2 Mayor Johansson: Hope for Health Donation  
RESOLUTION NO. 092

1770-01

M/S Councillors Heiberg/Brown

THAT:

"Councillor Miller be appointed to the Donation of Inventory Committee and be responsible for the distribution of Hudson's Hope Inventory as requested by clubs and organizations."

CARRIED

12. PUBLIC INQUIRIES:

Robert Bach:

6660-20

Dunlevey Boat Launch was supposed to be completed in 2005. Mr. Bach went to the site this past Fall and noted that it looks abandoned. There is no signage to take ownership of the property.

13. ADJOURNMENT:

RESOLUTION NO. 093

M/S Councillors Miller/Bouillon

THAT:

"The Regular Council Meeting for April 14, 2014 be adjourned"(8:38 p.m.)

CARRIED

DIARY

*Conventions/Conferences/Holidays*

NCLGA AGM & Convention May 7-9, 2014

Premier's BC Natural Gas Forum Jan. 22-23

Co-Op Correspondence Re: Card Lock

*Diarized*

*Last Review/Action*

10/28/13

10/28/13

11/12/13

Certified Correct:

\_\_\_\_\_  
Minute Taker

\_\_\_\_\_  
Chair

DISTRICT OF HUDSON'S HOPE  
MINUTES OF THE SPECIAL COUNCIL MEETING  
HELD IN THE COUNCIL CHAMBERS  
Tuesday, April 22, 2014 AT 6:00 P.M.

Present: Council: Mayor; Gwen Johansson  
Councillor; Kelly Miller  
Councillor; Nicole Gilliss  
Councillor; Daniel Bouillon  
Councillor; Richard Brown  
Councillor; Dave Heiberg

Staff: CAO, Tom Matus  
Director of Public Works; Mike Carter  
Fire Chief; Robert Norton  
Deputy Treasurer-Collector; Rhonda Eastman  
Office Assistant, Becky Mercereau  
Office Assistant, Dwylla Moraice-Budalich

**CALL TO ORDER:**

The meeting was called to order at 6:03 p.m. with Mayor Gwen Johansson presiding.

**ADOPTION OF AGENDA BY CONSENSUS:**

The April 22, 2014 Special Council meeting agenda was adopted as presented by Consensus.

**DECLARATION OF CONFLICT OF INTEREST:**

NONE

**STAFF REPORTS**

**SR1 Annual Operating Budget Presentation**

1700-01

Tom Matus, Chief Administrating Officer presented the Annual Operating Budget to Council.

The following information was discussed:

- New format will give Council and staff more detail on specific costs and tracking of all budget items
- Water connection revenues were down last year as they are dependent on developments
- Insurance is calculated on each building by square footage
- The Beryl Prairie water stand is used less than the downtown water stand, but the downtown water stand is treated
- The revenue of the water stands does not cover the operating costs
- May need to look at increasing rates to cover the deficit for water and sewer
- The deficit from water and sewer operating costs will come out of the water and sewer operating funds
- Water and sewer must be self sustaining
- Consider increasing rates in small increments each year
- Hotels are on water meters and the sewer rates are taken from percentage of water used
- Need to reconsider the rates for lagoon dumping once the lagoon upgrades are completed
- Tax rates are not being increased.
- Questioned what the formula is used to calculate how much money can be given for the grants-in-aid
- Need to make decisions on the grants-in-aid at the April 28, 2014 meeting



- The audit costs should go down with the new accounting system that is being implemented
- Fire stipends are \$15 for a two hour training session and \$25 for a call out
- Any fire revenue received would be for any out of area responses
- The budget will be allocated monthly and any variance of more than 10% will need to be explained.
- Business Licence fees bylaw needs to be updated
- The costs of having animal control done by employees would cost more in call outs and over time than the current contract costs
- Although tickets cannot be issued for bylaw infractions, the bylaw enforcement is still proactive by discussing the problems with the residents and looking for reasonable solutions
- Public Works does not receive any revenue, they could possibly do rentals but do not want to take anything away from private businesses
- Asset management sheets are completed for the plans for upgrading equipment
- Costs for the airport lighting and electricity should be considered when looking at rental and lease contracts
- Garbage fees need to be relooked at with the new garbage bins and truck being implemented
- Need to discuss future doctor fees as Cordero might not be operating in our area
- Operating and maintenance costs for the arena are high with the early opening, problems with the system, and requirements from the Safety Authority
- Questioned what advertising is being done for the skating arena
- Questioned if money being put aside for ball diamond maintenance and whether ball diamonds can be rented for revenue
- Discussed whether Council would take the "That Dam Run" on as their own special event. Council requested that more information on the run and insurance issues be brought back to the April 28, 2014 meeting.
- The business façade grant would be an in and out figure to assist business that applies for ½ of the costs to fix up their current buildings
- The Fire Fuel Treatment grant may be realized in 2015
- Council requested that the Director of Public Works bring a recommendation to the April 28, 2014 meeting for the new shop that is more in line with the actual needs, with accommodation for additions in the future
- Looking at whether the landfill oil containment will be at the transfer station or at the shop
- Garbage bins, at the cost of \$60 a bin, have already been purchased for residential customers use. Council had decided not to charge residents for the bins, but this decision may need to be reconsidered
- Road swap needs more research to ensure that it not assisting the developer
- Discussed procedures for private roads being connected to District roads
- ATV campground budgeted at \$100,000 and will complete using materials within these funds
- Rescue truck upgrades include new bumper, winch and lighting improvements
- Hose testing machine will allow the fire department to test their hoses which is a requirement
- After 20 years fire trucks expire and are not recognized by the insurance companies
- The bunker gear expires after 10 years so they try to purchase two a year to keep the gear rotating
- Will review the current vehicle leases the District has and buy-out immediately through Capital Fund
- Water and Sewer deficits will be drawn from Water and Sewer Fund surpluses
- Trying to get all the water meters installed this year to begin tracking
- Been difficult trying to find someone within the budget to complete the valve replacement project. May need to consider splitting the job scope and/or other options
- Beryl Prairie well needs electronic and control updates, as well as piping in the well
- The sewer main extension allows for and encourages land development, (taxable parcels), in the area.
- Staff will bring Budget Bylaw to Council on April 28, 2014
- determine Building Canada Fund intake deadline

**NEW BUSINESS:**

NB1 Dentist

Mayor Johansson advised that there is a dentist from Fort St. John who is interested in running a practice in Hudson's Hope two days a week.

NB2

NCLGA

RESOLUTION NO. 094

M/S Councillors Gilliss/Heiberg

THAT:

"That a booth at the NCLGA tradeshow be purchased in the amount of \$2500 with the Visitor Center Supervisor requested to run the booth."

CARRIED

DY1  
DY2  
DY3  
DY4

DIARY

*Conventions/Conferences/Holidays*

NCLGA AGM & Convention May 7-9, 2014

Premier's BC Natural Gas Forum Jan. 22-23

Co-Op Correspondence Re: Card Lock

*Diarized*

*Last Review/Action*

10/28/13

10/28/13

11/12/13

ADJOURNMENT

RESOLUTION NO. 095

M/S Councillor Gilliss/ Brown

THAT:

"That this Special Meeting of the Council be adjourned." ( 9:02 p.m.)

CARRIED

Certified Correct:

\_\_\_\_\_  
Minute Taker

\_\_\_\_\_  
Chair



## DISTRICT OF HUDSON'S HOPE

### Delegation to Council Request Form

Name of person or group wishing to appear before Council: \_\_\_\_\_

Bill Lindsay, Trustee (zone 3)  
School District #60

Subject of presentation: to explain implementation  
of fees for school buses transporting  
students.

Purpose of presentation:

- ☒ information only
- ☐ requesting a letter of support
- ☐ requesting funding
- ☐ other (provide details)

Regular meeting - Monday, April 28<sup>th</sup>.

Contact person (if different than above): \_\_\_\_\_

Telephone number: (250) 783-5557

Email address: blindsay@prn.bc.ca

Will you be providing supporting documentation? ☒ Yes ☐ No

If yes: ☒ handouts at meeting  
☒ publication in agenda (one original due by 4:30 the Wednesday prior to  
your appearance date)

Technical requirements: ☐ flip chart.  
☐ multimedia projector  
☐ laptop  
☐ other \_\_\_\_\_

### Rules for Delegations:

1. fifteen minute maximum
2. name of person and or group and subject will be published in agenda (available to public and on internet)
3. direct your presentation to Council
4. Council may have questions
5. be courteous and polite
6. be respectful
7. is not a debate
8. don't expect an immediate answer
9. may not be on date requested as limit of three delegations per meeting on a first come, first served basis
10. bring enough handouts if your material is not published in agenda (the District will not provide reproduction services)

### Helpful Suggestions:

- have a purpose
- get right to your point and make it
- be concise
- be prepared
- don't waste time
- state your request if any
- multiple-person presentations are still ten minutes maximum
- may be people in gallery who support or oppose you
- the Recording Secretary may ask for any relevant notes from you if not handed out or published in the agenda

I understand and agree to these rules for delegations

Bill Lindsay  
Name of Delegate or Representative of Group

[Signature]  
Signature

April 15, 2014  
Date

For Office Use	
<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected
By (signature): _____	<input type="checkbox"/> Mayor <input type="checkbox"/> CAO
Appearance date if applicable: _____	
Applicant informed of approval/rejection on (date): _____	
By (signature) _____	Date: _____



February 25, 2014

Ref: 172514

Doug Boyd, Secretary-Treasurer  
School District No. 60 (Peace River North)  
Email: [dboyd@prn.bc.ca](mailto:dboyd@prn.bc.ca)

Dear Doug Boyd:

I am writing to update you on the status of the presentation that you provided to the Technical Review Committee on December 5, 2013, concerning the Student Location Factor.

On February 14, 2014, the Technical Review Committee met via teleconference to discuss whether there should be any changes to the Student Location Factor, which would recognize the distances that students must travel when spread out over large agricultural areas.

The Committee made a number of observations on this subject, including:

- changes would add additional layer of complexity to an already complicated funding formula;
- there could be unintended consequences (i.e. would result in additional funding being provided to certain districts that may not need additional funding);
- there could be issues if other unique geographic features are not recognized, such as lakes, rivers, inlets, or mountains; and
- the Student Location Factor is just one small part of the overall funding allocation to districts, and it is up to each district to determine how to best manage its budget.

At this time, the Committee is recommending that the Student Location Factor should remain unchanged.

The Committee respects the autonomy of the Peace River North School District to set service levels and budget allocations that meet the needs and priority of its district. The Committee will continue to review the funding allocation formula and will seek ways to improve the formula in a manner that is consistent with the principles of equity, efficiency and autonomy.

My apologies for the lateness of this response – the Ministry is in the process of implementing a number of significant organizational changes, which has led to delays in correspondence.

Thanks, once again, for your presentation.

Sincerely,

Kim Abbott, Director  
Funding and Allocation Branch

**cc: Honourable Pat Pimm, MLA (Peace River North)**

**Dave Sloan, Superintendent  
School District No. 60 (Peace River North)**

**Kevin Pobuda, Controller  
School District No. 60 (Peace River North)**

**SCHOOL DISTRICT NO. 60 (Peace River North)  
BOARD OF EDUCATION**

**INFORMATION SHEET**

**DATE:** April 15, 2014  
**TO:** District of Hudson's Hope Council  
**FROM:** Bill Lindsay, Trustee (Zone 3)  
**SUBJECT:** School Bus Transportation Fees

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**Background:**

Unlike a municipal government, a Board of Education is given a sum of money by the Ministry of Education with which it is to allocate for the operation and maintenance of its schools. That includes wages and salaries of teachers, school administration, maintenance staff, infrastructure costs, utility fees, etc. It is not uncommon for the Ministry to establish criteria established for specific expenditures.

In the 2012/2013 school year, the Ministry removed the budget line item for transportation (school buses) and replaced it with a "Student Location Factor." This new allocation process resulted in a change for all school districts, with some receiving an increase and others a reduction of funding.

For our School District, this amendment resulted in a reduction of funding to be phased in over three years:

2012/2013 – \$180,333

2013/2014 – \$360,666

In 2014/2015, this will amount to \$541,000 in addition to the approximate \$185,000 that the Board was typically spending over our allocation. After accounting for the amount generated by transporting out-of-province tuition paying students, our School District faces a shortfall of about \$700,000 in this next school year.

To date, repeated efforts by the Board of Education directly to the Minister of Education and the MLA have not resulted in the necessary changes to address the shortfall. Additionally, the Secretary Treasurers from SD#59 and SD#60 made a presentation in Vancouver to the Provincial Technical Review Committee about school district concerns and lack of information regarding the calculation of the new allocations. On February 25, 2014, a letter was received from the Provincial Technical Review Committee indicating that the 'Student Location Factor' would remain unchanged (see attached).

It is a surprise for many parents that, under the *School Act*, Boards of Education are not required to provide transportation for students.

83 (1) A board may

- (a) assist in paying the cost of transportation, board or lodging of a student, or
- (b) subject to the orders of the minister, assist in paying the cost of transportation, board, lodging or tuition fees of a person attending an educational institution outside of British Columbia.

It is a fact that students who live in Fort St. John and who rely on BC Transit to get to and from school pay for these bus rides. A monthly pass for students is approximately \$35, or \$350 per school year.

**Board Decision:**

During its April 14, 2014 meeting the Board unanimously decided to implement a transportation fee for the school year 2014/2015.

Tentatively, the fee schedule is as follows:

- For one child it would be \$200 per school year.
- For two children it would be \$400 per school year.
- For three or more children it would be \$500 per school year.

The maximum a family would pay is \$500 per school year. Although these represent yearly charges, if broken down it would cost one student \$1.10 per day, two students \$2.20 per day, and three or more students \$2.75 per day to use the school transportation system.

In order to minimize costs, the schools will collect these fees by cheque or credit card up until June 15. After that date, parents will be directed to have their payments sent to the Board Office in Fort St. John for processing until mid-July. The details of the registered students will be given to the Transportation Department so that bus routes can be developed during the vacation period. Registration will be ongoing into September as well as for families that move into the School District; however, these new registrations will be responsible to connect with developed bus routes.

**Referendum Option:**

The Board considered a referendum under section 112 of the *School Act* but there are complications. If such a referendum was successful, the money raised must not be used to fund operating deficits, any money approved by the referendum must be entirely raised by residential taxation and the referendum approval is for one year only.

Accordingly, the Board will be approaching the PRRD Board to determine whether a referendum under the *Local Government Act* is feasible. If so, we may then have approval from the rate payers for more than one year and access to other land classifications (not only residential).





THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Johansson and Council  
DATE: 22 April 2014  
FROM: Laurel Grimm, Deputy Clerk  
SUBJECT: Industrial Land Committee

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RECOMMENDATION

THAT: *"Council appoint Bob Bach to the Industrial Land Committee."*

INFORMATION

Report Prepared By:



Laurel Grimm, Deputy Clerk

for:

Report Approved By:



Tom Matus, CAO

## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor and Council  
**SUBJECT:** Public Works Shop  
**DATE:** April 24, 2014  
**FROM:** Mike Carter, Director of Public Works

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### RECOMMENDATION:

**Option 1: Build conceptual plan on existing site.**

**Option 2: Build smaller version of building on existing site.**

**Option 3: Build conceptual plan on new site.**

**Option 4: Build smaller version on new site.**

### INFORMATION:

Council has requested information on a new public works shop. We have had a conceptual design put forward by an architect in 2013. This design has in mind a size that looks out 20 to 30 years and is around 22,000 sq ft which may or may not be required at that time. I have to admit that a facility like this is a high end version of public works facilities at a cost of 2 + million dollars. The question is, I suppose, is whether Council is expecting the kind of expansion in municipal services that would require that size of facility in that time period. If so, you may want to go with that design, if not, you may want to re-think sizing and placement of the facility.

The size of the facility can be cut quite a bit, in half or more if you decide to go that way. When I first started thinking about this I would be very happy with 10,000 sq ft giving us lots of room for existing equipment plus room for some expansion. As you can see on the concept design drawings attached is pretty much a Cadillac design covering all the bases with specialized areas and accessory buildings. Although specialized areas are nice they not necessarily required unless one is doing a lot of work continually in the specific area in question. As we do work in these areas, we don't have the volume to warrant the dedicated space and may be able to incorporate them into the larger open area of a main shop. There are dedicated spaces that we can use such as a wash bay and a general tool, lube/vehicle lift area but for the most part we can utilize an open floor space for the rest.

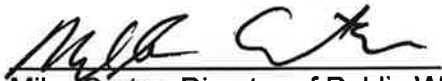
The general consensus among the crew is that the larger sized facility isn't required now or for the foreseeable future. At this point it may be worthwhile to look to a smaller facility with an eye to the future for an easy expansion if necessary.

Another consideration would be placement of the facility. If you want to go with the larger facility it may be worth looking at another site as room is limited in our existing yard. If you look at the

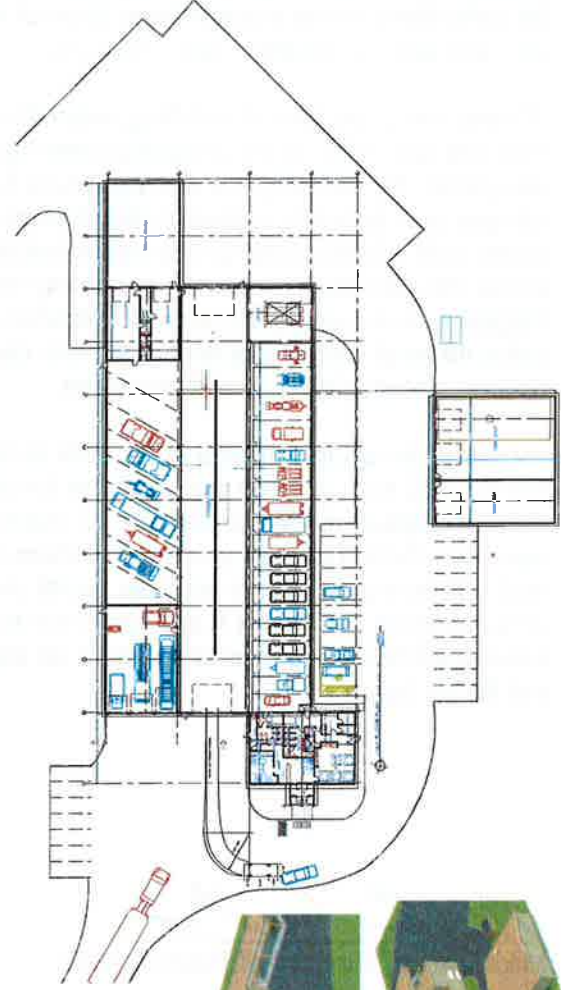
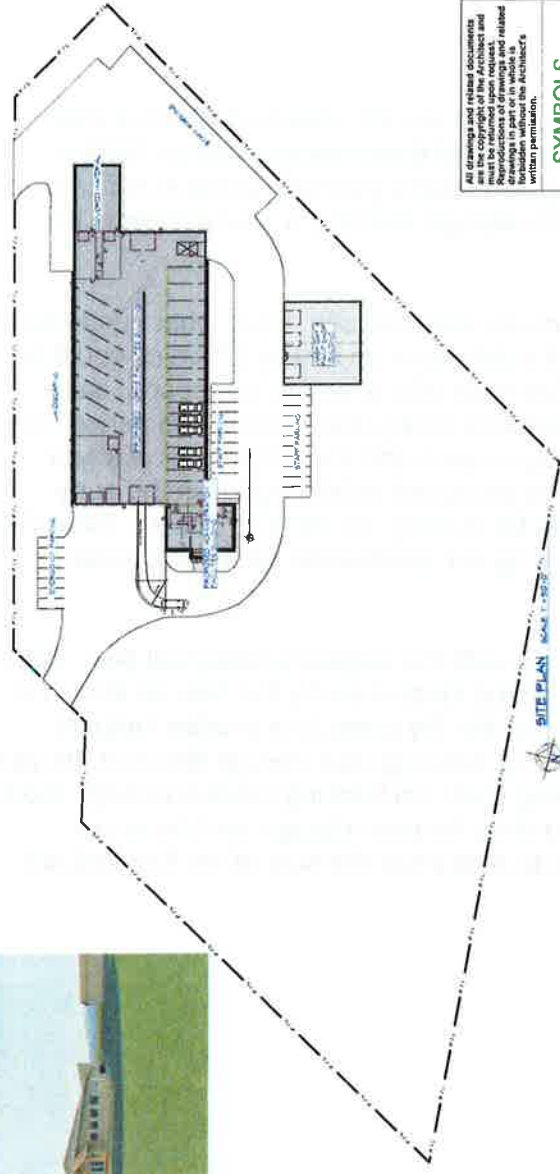
attached drawings you will see that for a building of that size we will have to build on a lower level close to the river where we currently store fire wood and dump waste material. With a smaller facility we could probably utilize our existing public works yard with a few modifications. Modifications could include demolition of existing out buildings, building a new access to the lagoons and reinstalling some fencing.

There has been talk of building, regardless of size, on an alternate site. From what I understand that site would be in the proposed new light industrial subdivision on hi-way 29 which could be an option. By utilizing this site we would have the advantage of a large flat compound, easy access and avoiding unnecessary disruptions to operations during the construction period. The down side of this could be the decentralising for our operations and the extra costs of stand alone infrastructure. Another issue may be time, as the proposed subdivision is in the early stages and a completion date is unknown at this time. By utilising our existing site we have the advantage of keeping operations more centralized, using our wastewater as a geothermal source and avoiding a land purchase.

There is an issue with site in regards to size, especially with the original conceptual plan. With the 22,000 sq ft version we would be forced to build on the lower area by the river as shown in the conceptual drawings just due to sheer size of the facility. By going to a smaller footprint version I think that with some demolition or moving of the existing cold storage sheds in the yard and a little more ground work we could use our existing yard. I'm thinking there is enough room to build up to 10,000 sq ft and keep our existing main shop for cold storage and move our cardboard recycling operation into it as well. If we go to a new site the size of the footprint will not be an issue.



Mike Carter, Director of Public Works



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<b>Symbols</b>	
	SECTION SHEET NO.
<b>KARL WEIN &amp; ASSOCIATES</b> 135 - 2 145 MARINE DRIVE WEST VANCOUVER, B.C. V7T 1B8 TEL. 778-266-3670 FAX 778-266-3673 CONSULTANT	
<b>PROPOSED WORKS YARD FACILITIES HUDSON'S HOPE, BC</b>	
<b>DRAWING SITE &amp; KEY PLAN PERSPECTIVE</b>	
DATE: 11/05/2012	SCALE: AS SHOWN
DRAWN BY: ON	CHECKED BY:
PROJECT NO.	SHEET NO.
A-1	FILE

1	Aug. 30 / 13	ISSUED FOR COMMENTS
NO :	DATE :	REVISION

KARL WEIN

**& ASSOCIATES**

135 - 2 1451 MARINE DRIVE  
WEST VANCOUVER, B.C.

VTT 188

CONSULTANT  
TEL. 778 290 3610 FAX 778 298 3612

#	TITLE
1	PROPOSED WORKS YARD

ACILITIES  
HUDSON'S HOPE, BC

NAME \_\_\_\_\_

## SITE & KEY PLAN PERSPECTIVE

111

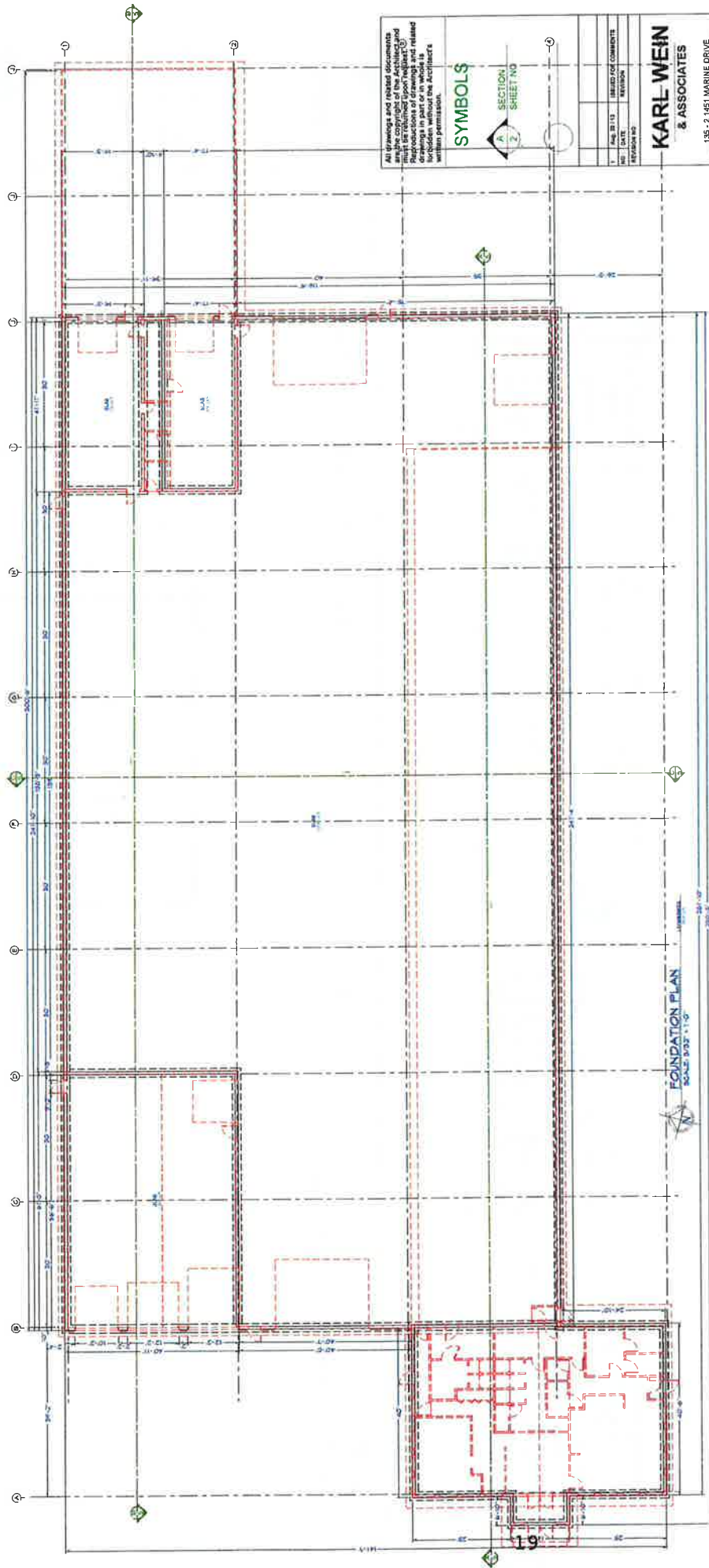
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CALL	At Home

PROJECT NO.	0101
DRAWING NO.	0101

A-1

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REV NO. 1	FILE
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# SYMBOLS



NO.	DATE	REVISION	BY	CHKD BY	COMMENTS
1	10/11/13	ISSUED FOR COMMENTS			
2	10/11/13	ISSUED FOR COMMENTS			
3	10/11/13	ISSUED FOR COMMENTS			
4	10/11/13	ISSUED FOR COMMENTS			
5	10/11/13	ISSUED FOR COMMENTS			

**KARL WEIN & ASSOCIATES**

135-2 1451 MARINE DRIVE  
WEST VANCOUVER, B.C.  
V7T 1B6

TEL: 778 380 3873 FAX: 778 208 3872  
COMPUTER: 778 208 3872

JOB TITLE  
PROPOSED WORKS YARD  
FACILITIES  
HUDSON'S HOPE, BC

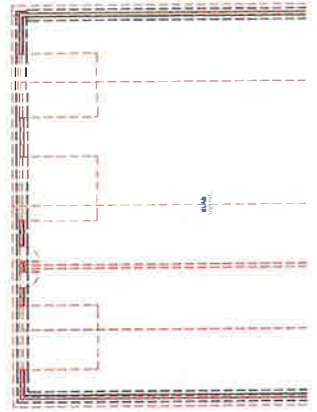
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SCALE: AS SHOWN  
DRAWN BY: CH

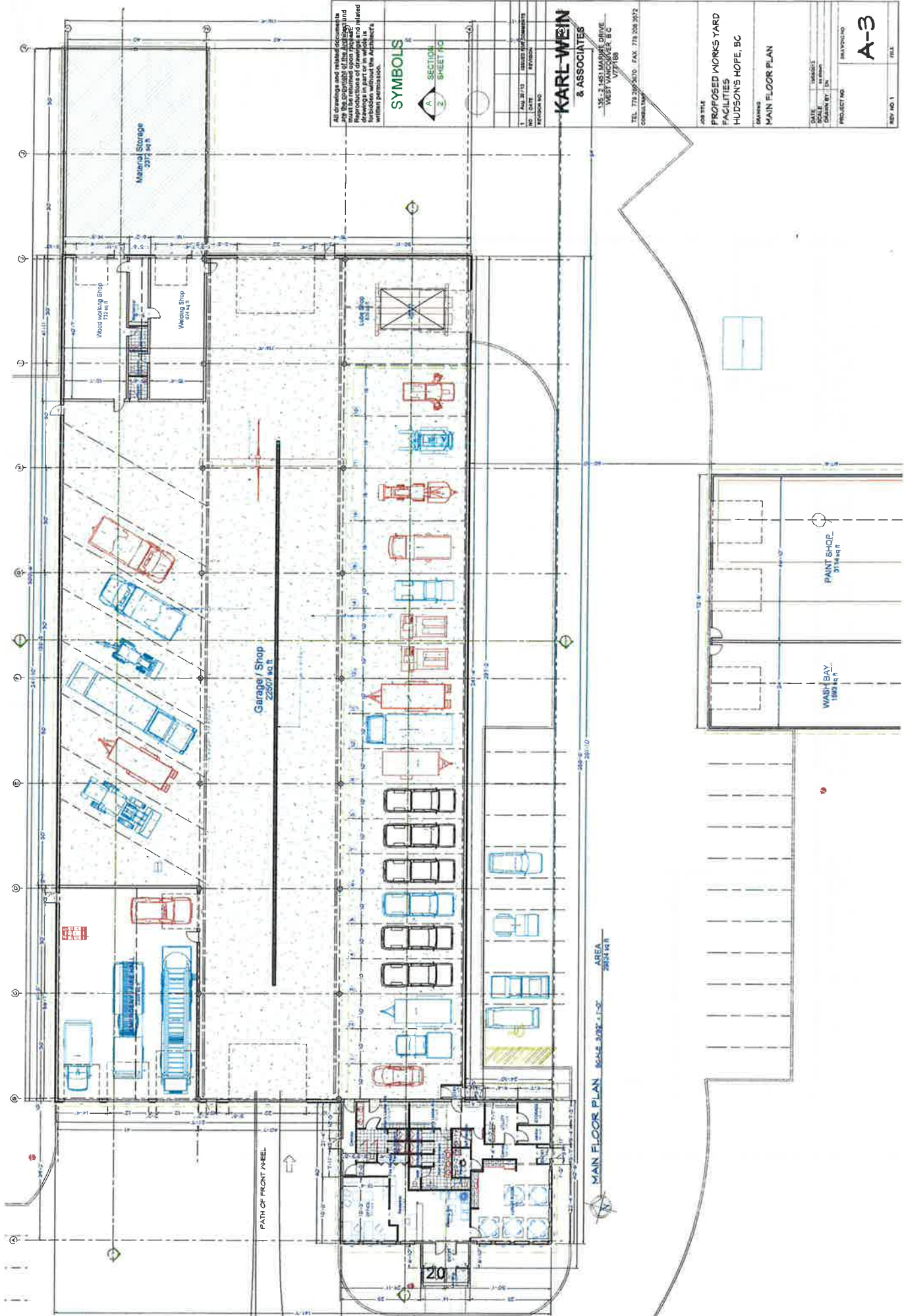
PROJECT NO.  
10/11/13

REV. NO. 1  
FILE

**A-2**







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### SYMBOLS



NO.	DATE	BY	REVISIONS
1	Aug 2013	WV	ISSUED FOR PERMITS
2	Aug 2013	WV	REVISED
3	Aug 2013	WV	REVISED

**KARL-WEIN & ASSOCIATES**

135-21451 MARINE DRIVE  
WEST VANCOUVER, BC  
V6V 1B6

TEL: 778 209-5410 FAX: 778 208-3672

CONSULTING

**PROPOSED WORKS YARD FACILITIES**  
HUDSON'S HOPE, BC

**MAIN FLOOR PLAN**

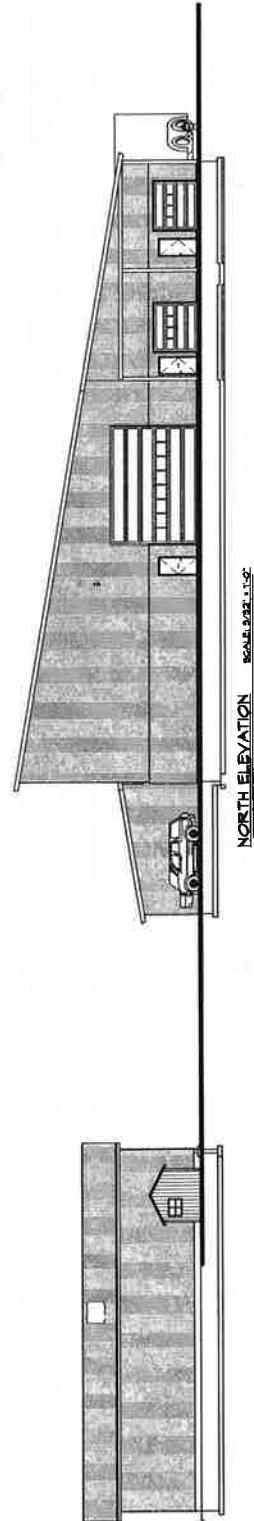
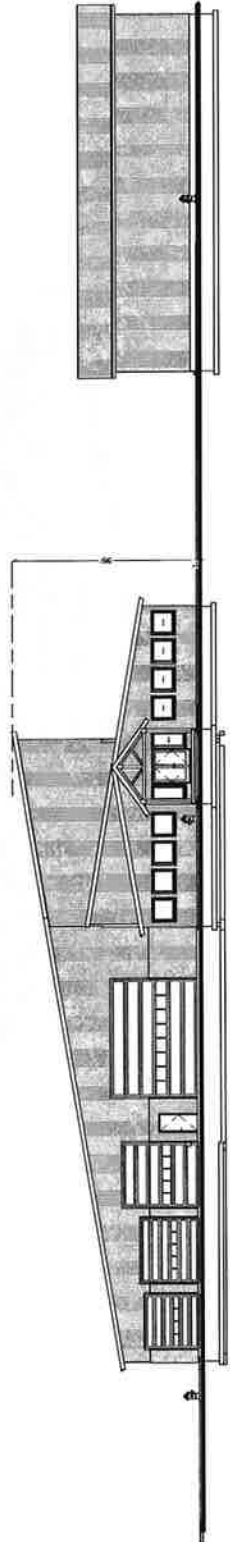
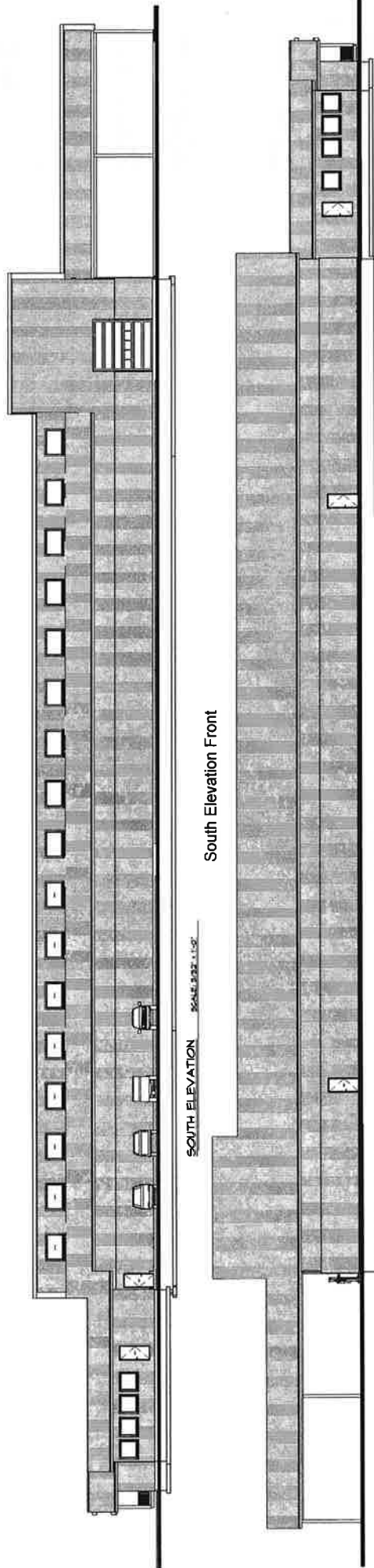
DATE	11/05/2013
SCALE	As shown
DRAWN BY	WV
CHECKED BY	WV
PROJECT NO.	135-21451

**A-3**

REV NO. 1 FILE

**MAIN FLOOR PLAN** SCALE: 3/32" = 1'-0"

AREA: 2804' sq ft



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**SYMBOLS**

**SECTION**

**SHEET NO.**

**DATE**

**PROJECT NO.**

**PROJECT NAME**

**ARCHITECT**

**KARL WEIN & ASSOCIATES**

**135 - 2 1451 MARINE DRIVE**

**WEST VANCOUVER, B.C.**

**V7T 1B6**

**TEL. 779 360 3670 FAX 779 368 3672**

**COMMITTEE**

**JOB TITLE**

**PROPOSED WORKS YARD**

**FACILITIES**

**HUDSON'S HOPE, BC**

**DRAWING NO.**

**DATE**

**SCALE**

**DRAWN BY**

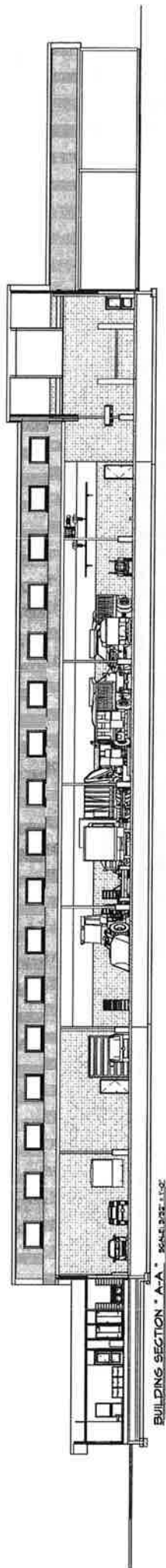
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**PROJECT NO.**

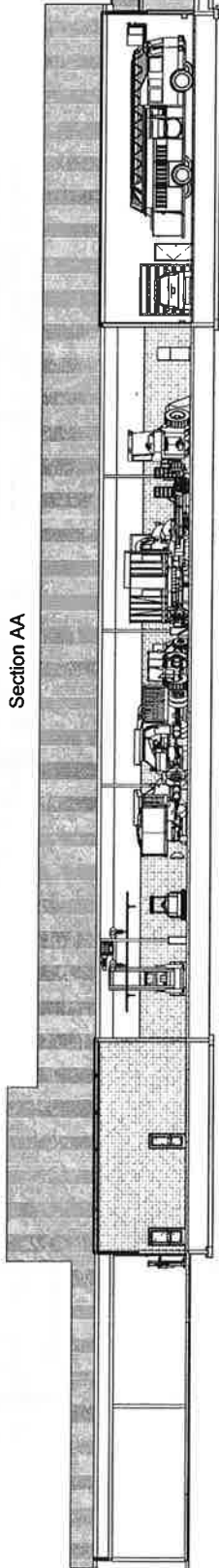
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**FILE**

**A-4**

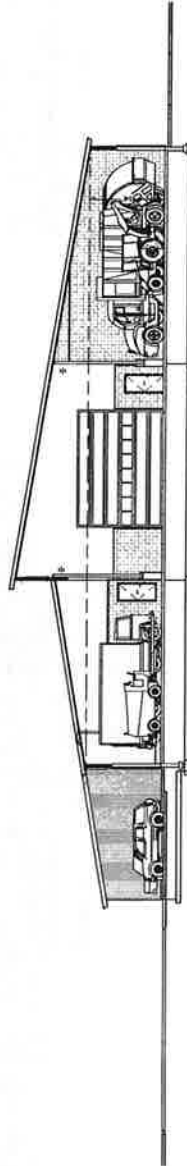


Section AA



BUILDING SECTION \* B-B \* SCALE 1/8" = 1'-0"

Section BB



BUILDING SECTION \* C-C \* SCALE 1/8" = 1'-0"

Section CC

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# SYMBOLS



NO.	REV.	DATE	REVISION
1	1	10/11/11	ISSUED FOR COMMENTS
2	1	10/11/11	ISSUED FOR COMMENTS
3	1	10/11/11	ISSUED FOR COMMENTS

## KARL WEIN & ASSOCIATES

135-21451 MARINE DRIVE  
WEST VANCOUVER, B.C.  
V7V 1A6

TEL: 778-260-3670 FAX: 778-208-3672  
CAROL TAYLOR

JOB TITLE:  
PROPOSED WORKS YARD  
FACILITIES  
HUDSON'S HOPE, BC

## BUILDING SECTIONS

DATE	10/11/11
SCALE	AS SHOWN
DRAWN BY	CM
PROJECT NO.	
DRAWING NO.	A-5
REV. NO.	1
FILE	



## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor and Council  
**SUBJECT:** Financial Assistance Grants  
**DATE:** April 24, 2014  
**FROM:** Megan Tilsner, Administrative Assistant

---

### ADMINISTRATOR COMMENTS:

### INFORMATION:

Every year the District designates funds to be awarded to local clubs and organizations. The deadline for submissions was on February 14, 2014.

On March 12, 2014 at 5:00 p.m. Council received presentations from the applicants for the 2014 Financial Assistance Grants.

The Local Government Act states, Council may provide assistance for the purpose of benefiting the community or any aspect of the community, subject to the specified limitations and conditions established by or under this or another Act.<sup>1</sup> This assistance may be a grant, benefit, advantage or other form of assistance including:

- a) an exemption from a tax, fee or charge;
- b) disposing of land or improvements, or any interest or right in or with respect to them, for less than market value;
- c) lending money;
- d) guaranteeing repayment of borrowing or providing security for borrowing; and
- e) assistance under a partnering agreement.

When an application for a grant is submitted to Council the person must also provide:

- a) a written explanation of the project or event; and
- b) a budget for the project or event showing anticipated revenue and expenses.
- c) The club or organizations 2013 financial statement and budget.

If assistance in the form of a grant is approved Council requires the organizer(s) to provide the municipality with a financial statement of revenue and expenses when the event or project concludes.

*Applications should contain all assistance requests for the year, including waivers for municipal tent rental and other donation requests such as complimentary recreation admission requests.*

*Assistance in the form of a grant will be made after the property tax deadline (i.e., in early July). If the applicant requires all or a portion of the funds prior to that time Council should be specifically requested to authorize an earlier payment.*

I have included a spreadsheet which illustrates the grant requests from 2009 to 2014.

The Financial Assistance Grant Policy has been included for your reference and consideration.

Report prepared by:

  
Megan Tilsner, Administrative Assistant

NAME OF ORGANIZATION	Address	CONTACT PERSON	2009 GRANT	2010 GRANT	2011 GRANT	2012 GRANT APPROVED	2013 GRANT APPROVED	2014 GRANT REQUEST	DESCRIPTION 2013
Bullhead Mountain Curling Club	Box 14 Hudson's Hope, BC V0C 1V0	Shane Frocklage						\$ 675.29	Waive yearly lease payment
Double "H" Saddle Club	Box 25 Hudson's Hope, BC V0C 1V0	Sharon Jackson				\$ 2,500.00	\$ 3,000.00	IN KIND	Donation of Tent, Tables, and T-shirts (May 16-19)
Friends of Hudson's Hope	Box 247 Hudson's Hope, BC V0C 1V0	Bonnie Nilson							Property Tax Exemption requested that their property be exempt from taxes. See report.
	Box 476 Hudson's Hope, BC V0C 1V0								
Girl Guides of Canada	Box 687 Hudson's Hope, BC V0C 1V1	Amber Norton				\$ 450.00			Operation
Greta's Class Act	Box 254 Hudson's Hope, BC V0C 1V0	Greta Goddard						\$ 4,000.00	Summer Arts Program For new PA system. Also, donation of tent, tables and staff time.
High School Rodeo Club	Box 368 Hudson's Hope, BC V0C 1V0	Kim Stacey					\$ 1,500.00		
Hudson's Hope Brownies	Box 595 Hudson's Hope, BC V0C 1V0	Jenn Meleschuk					\$ -	\$ 890.00	Supplies (badges, crafts) Would like to offer services for funding. Please refer to application.
Hudson's Hope Grads Community Hall Society	Box 333 Hudson's Hope, BC V0C 1V0	Darcy Hollen					\$ 1,000.00		Hall repairs, maintenance and upgrades.
Hudson's Hope Fall Fair Society	Box 386 Hudson's Hope, BC V0C 1V0	Kelly Newsholme	\$ 3,000.00	\$ 3,000.00	IN KIND	\$ 9,900.00	deferred to budget	IN KIND	Arena Use September 13, (Garbage Cans, Tables, tent)
Hudson's Hope Historical Society	Box 98 Hudson's Hope, BC V0C 1V0	Heather Middleton							Operating Costs
Hudson's Hope Lions Club	Box 443 Hudson's Hope, BC V0C 1V0	Elinor Morrissey	\$ 55,500.00	\$ 55,500.00	\$ 55,500.00	\$ 55,500.00	deferred to budget		12 Round Tables and 2 baby change tables
Hudson's Hope Minor Hockey Association	Box 99 Hudson's Hope, BC V0C 1V1	Kelly Newsholme				\$ 2,678.99	\$ 4,251.52	\$ 3,900.00	Upgrades to Bottle Shed

\$	150,146.00	\$	150,146.00	\$	167,691.99	\$	25,301.52	\$	32,166.07
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## FINANCIAL ASSISTANCE GRANT POLICY

Council Resolution No. 074  
Effective Date: March 24, 2014

Section: Finance

### Purpose:

The District of Hudson's Hope recognizes that valued contributions are being provided through volunteer efforts of the community organizations and agencies on behalf of the citizens. The Financial Assistance Grant demonstrates Council's commitment to working with groups which provide these beneficial programs, services or projects to the community while at the same time recognizing the financial constraints of the District.

### Policy:

In granting financial assistance to an organization for a Financial Assistance Grant, the District will take in to account the following objectives:

1. For budgetary preparation purposes an amount not exceeding 15% of the municipal residential tax revenue will be budgeted annually for Financial Assistance Grants.
2. The primary purpose of a financial assistance grant is to provide assistance to an organization for a specific capital project or local event that benefits the residents of the District of Hudson's Hope.
3. Providing assistance includes the donation of time, facilities and District inventory (tents, tables, chairs, etc.)
4. Grants will not be provided for travel expenses.
5. The applicant organization must be registered as, or belong to a parent Society under the laws of British Columbia and / or Canada.
6. Upon completion of project the applicant must submit a final report to the District of Hudson's Hope outlining how funds were expended.
7. Preference will be given to an organization that benefits the Hudson's Hope community at large.
8. Priority may be given to the following categories:
  - a. Family
  - b. Youth
  - c. Disabled
  - d. Adult
  - e. Size of Group

*Note: Individual groups are encouraged to apply through their Umbrella Group.*

9. Priority for capital projects and events hosted in our community may be given to the following categories:

- a. Local Events
- b. Regional Events
- c. Provincial Events
- d. National Events

This policy does not apply to:

- a. Hudson's Hope Library
- b. Hudson's Hope Museum
- c. Hudson's Hope Community Hall
- d. Minor Sponsorships (Receptions, Luncheons, Dinners, etc.)



- e. Requests for promotional items (Pins, T-shirts, etc.)

**Procedure:**

1. Advertisements will be placed in the newspaper in January giving notice that the District of Hudson's Hope is accepting applications until February 15 for Financial Assistance Grants for the District's next budget year.
2. The application form for a financial assistance grant is attached to the policy
3. An executive representative of the organization making the grant request must present the request to Council if requested.
4. The application in its entirety may be placed in a Council agenda.
5. At the discretion of Council, decisions pertaining to the approval of the grant requests may be made at the same meeting as the request is presented, however the Council decision will not be made in front of the delegation, or Council may choose to postpone the decision until a later date.
6. Requests for financial assistance must be approved by an affirmative vote of at least two-thirds of all Council Members.

## LOCAL GOVERNMENT ACT [RSBC 1996] CHAPTER 323

### **Division 4 — Assistance**

#### **Definition of "assistance"**

- 181** For the purposes of section 176 (1) (c) [*corporate powers — assistance*] and this Division, "assistance" means providing a grant, benefit, advantage or other form of assistance, including
- (a) an exemption from a tax, fee or charge, and
  - (b) the forms of assistance referred to in section 185 (1) [*publication of intention to provide certain kinds of assistance*].

#### **Prohibition against assistance to business**

- 182** As a limitation on section 176 (1) (c), a board must not provide assistance to an industrial, commercial or business undertaking.

#### **Exception for assistance under partnering agreements**

- 183** Despite section 182 and in addition to the power under section 176 (1) (c), a board may provide assistance under a partnering agreement.

#### **Exception for heritage conservation purposes**

- 183.1** (1) A board may provide assistance for one or more of the purposes referred to in section 25
- (2) [*heritage assistance*] of the *Community Charter*.
  - (2) A board may, by an affirmative vote of at least 2/3 of the votes cast, provide assistance for the conservation of property referred to in section 25 (3) [*heritage property assistance*] of the *Community Charter*.
  - (3) The powers under this section are in addition to the power under section 176 (1) (c) [*corporate powers — assistance*] and apply despite section 182 [*prohibition against assistance to business*].

#### **Limitation on assistance by means of tax exemption**

- 184** As a limitation on sections 176 (1) (c) and 183, a board may provide a property tax exemption only in accordance with Division 4.4 [*Tax Rates and Exemptions*] of Part 24.

#### **Publication of intention to provide certain kinds of assistance**

- 185** (1) A board must publish in a newspaper its intention to provide any of the following assistance:
- (a) disposing of land or improvements, or any interest or right in or with respect to them, for less than market value;
  - (b) lending money;
  - (c) guaranteeing repayment of borrowing or providing security for borrowing;
  - (d) assistance under a partnering agreement.
- (2) The notice must be published before the assistance is provided and must include
- (a) the intended recipient of the assistance, and
  - (b) the nature, term and extent of the proposed assistance.

#### **Property tax exemptions**

- 809** (1) Land and improvements owned or held by a regional district within the boundaries of the regional district are exempt from taxation when used for its own purposes, but otherwise are subject to taxation, as applicable,
- (a) under section 229 [*taxation of municipal land used by others*] of the *Community Charter* as if the property were owned by a municipality, or
  - (b) under section 18 (4) of the *Taxation (Rural Area) Act* as if the property belonged to the Crown.

(2) Despite subsection (1), the owner of land or improvements, or both, leased or rented to the regional district is liable for the payment of taxes that would otherwise be imposed with respect to that property under any Act.

(3) On or before October 31 in any year, a board may, by bylaw adopted by at least 2/3 of the votes cast, exempt the property described in subsection (4) from taxation under this Part for

(a) the next calendar year, or

(b) with the assent of the electors, a specified period not longer than 10 years.

(4) The following property that is in an electoral area may be exempted from taxation under subsection (3):

(a) land or improvements, or both, owned or held by, or held in trust by the owner for, an athletic or service organization and used principally for public athletic or recreation purposes;

(b) land or improvements, or both, used or occupied by a church as tenant or licensee for the purpose of public worship or for the purposes of a church hall that the board considers necessary to the church;

(c) an interest held by a non-profit organization in school buildings that the organization uses or occupies as tenant or licensee of a board of school trustees;

(d) land that is owned and used exclusively by an agricultural or horticultural society and that is in excess of the area exemption under section 15 (1) (j) of the *Taxation (Rural Area) Act*;

(e) an interest held by a francophone education authority in school buildings that the francophone education authority uses or occupies as licensee of a board of school trustees;

(f) an interest held by a non-profit organization in school buildings that the organization uses or occupies as tenant or licensee of a francophone education authority;

(g) land or improvements that

(i) are owned or held by a municipality, regional district or other local authority, and

(ii) the board considers are used for a purpose of the local authority.

(5) An exemption under subsection (3) may be limited to a specified portion of the net taxable value of the property to which the exemption applies.

(6) If, because of a change in the use or ownership of property exempted from taxation by bylaw under subsection (3), the property no longer meets the requirements for exemption established by subsection (4), the bylaw ceases to apply to that property and the property is liable to taxation effective from the time of the change.

(7) Assent of the electors as required by subsection (3) (b) is obtained if, by voting conducted throughout the regional district, a majority of the votes counted as valid in all voting on the bylaw is in favour of the bylaw.

(8) Part 4 applies to voting for the purposes of subsection (7), with voting to be conducted either, at the option of the board,

(a) by the board throughout the regional district, or

(b) by the council of each municipality and by the board for that part of the regional district that is not in a municipality, with the results of voting in these areas totalled to determine whether assent has been obtained.





## DISTRICT OF HUDSON'S HOPE

### Application for Assistance

Name of Organization: <i>Ballhead Mountain Curling Club</i>	
Mailing Address: <i>Box 14 Hudson's Hope, BC V0C1V0</i>	
Contact: <i>Shane Frocklage</i>	Telephone: <i>250-783-9175</i>
Purpose and form of requested assistance: (provide details of the event or project) <u>*Please note the new addition to the policy on the back page.</u> <i>The curling club is requesting that council wave our yearly lease payment to the town for the curling rink building. Last year the payment was \$678.29.</i>	
Where applicable, include a copy of your annual budget, latest financial statement, etc.	
Date: <i>Feb 4 / 14</i>	Authorized Signatory <i>[Signature]</i>

To assist with the preparation of the financial plan, this application should be received by the municipality by **February 14, 2014.**

Bullhead Mountain Curling Club- Year End Financial Report  
March 2012 to February 2013

**EXPENSES**

Type	Details	Sub-total
<b>Fees</b>	Building Lease (to DOHH)	675.29
	Insurance- Hub	900.00
	Northern Health Food Permit	166.67
	Liquor license renew	250.00
	Elevator permit (Safety Authority)	129.00
	Fire alarm monitoring (Graydon)	464.89
	Peace Curling assoc.	360.00
	Society annual report (BCMOF)	25.00
	<b>Fees Total</b>	<b>2970.85</b>
<b>Repair &amp; Maintenance</b>	General	1024.65
	Cleaning (Clover Janitorial)	925.00
	Ice Plant- Startup- Cimco	2662.45
	Scraper Blade- sharpen (Kevin's)	246.40
	Fire alarm/system mtce (AAA)	374.55
	Elevator mtce- Venture	546.52
	<b>Repair &amp; Maintenance Total</b>	<b>5779.57</b>
<b>Supplies</b>	Bar and Lounge Regular	9402.45
	Karaoke (Quibell)	200.00
	Bonspiel- Closing Mixed Mar 2012- Bar, food, prizes, DJ (Hayashi), Hall Rental	3003.81
	Bonspiel- Men's & Ladie's Feb 2013- Bar, meals (Ann Budalich), prizes, plaque (Alcan)	2970.05
	Mother's Day- food& bar, HH Women's club, HH Grad Class, DJ equip, hall rental	3959.66
	Softball Dance	1202.76
	<b>Supplies Total</b>	<b>20738.73</b>
<b>Utilities</b>	Gas- Fortis	3187.77
	Electric- Hydro	8034.88
	Phone- Telus	1016.57
	Satellite- Shaw	1012.32
	<b>Utilities Total</b>	<b>13251.54</b>
<b>EXPENSES TOTAL</b>		<b>42740.69</b>

\$ 675.29

**REVENUE**

Type	Details	Sub-Total
<b>Bank Interest</b>	Chequing	75.18
	Savings	118.82
<b>Membership and Fees</b>	Regular fees and membership	9463.00
<b>Gross Sales &amp; Revenue</b>	Bar	13900.00
	Pool	270.00
	Kitchen rental	400.00
	Hall rental	300.00
	Bonspiel- Closing Mixed 2012	4087.00
	Bonspiel- Men's & Ladie's Feb 2013 Bar, entry, raffles	3196.00
	Mother's Day- food & liquor	5457.5
	Softball Dance	3881.5
	Christmas Party- W6 ranch	1330.08
	Christmas Party- Butler Ridge	2597.53
<b>REVENUE TOTAL</b>		<b>45076.61</b>
<b>Net Profit</b>	45076.61- 42740.69	<b>2335.92</b>

Bank Account Balances as of Feb. 26, 2013

Chequing= \$30,014.79

Savings= \$10,308.60

Membership Equity Shares= \$62.32

**Bullhead Mountain Junior Curling Club**  
**Yearly Financial Report**  
**March 2012- February 2013**

➤ **Expenses**

<b>Details</b>	<b>Amount</b>
Cheque#9 to Cheyanne Burkitt- curling jacket, alteration, supplies	205.48
Cheque#10 to Stan Burkitt- entry into Peace Curling tour	900.00
Cheques order (new cheques)	106.71
Cheque#11 to Stan Burkitt in exchange for chq from Talisman for same amount- hotel rooms for Devin's team at Juvenile Provincials	1500.00
Cheque#12 to Bullhead Mountain Curling Club. -This chq covers 3 chqs previously written by BMCC to cover Devin's expenses, as BMJC had run out of cheques. The 3 chqs details are as follows: Oct. 12/2012 \$410 to S. Burkitt for Jr. Curling Jan. 2/ 2013 \$400 to S. Burkitt for Jr. & Juv. Playdowns entry fees Jan. 23/2013 \$1583.64 to S. Burkitt for Jr. curling team lodging during Provincials	2393.64
<b>EXPENSES TOTAL</b>	<b>5105.83</b>

**Revenue**

<b>Details</b>	<b>Amount</b>
Cash deposit (bottle returns?)	30.60
Cheque	200.00
Cheque	1232.05
Cheque	500.00
Cheque (Talisman donation)	1500.00
<b>REVENUE TOTAL</b>	<b>3462.65</b>

Bank Account balance as of Feb 26, 2013  
 Chequing= \$79.16

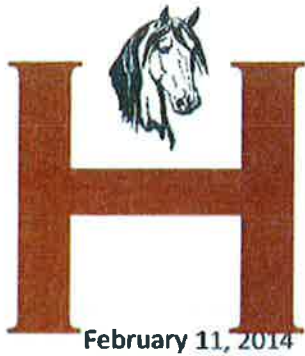


DISTRICT OF HUDSON'S HOPE

Application for Assistance

Name of Organization: <i>DOUBLE H. SADDLE CLUB</i>	
Mailing Address: <i>Box 25</i>	
Contact: <i>SHARON JACKSON</i>	Telephone: <i>250-783-5220</i>
Purpose and form of requested assistance: (provide details of the event or project) <i>PLEASE SEE ATTACHED</i> <i>GRANT REQUEST</i> <i>2013 AGM TREASURER'S REPORT</i> <i>ESTIMATE FOR WORK DONE</i>	
Where applicable, include a copy of your annual budget, latest financial statement, etc.	
Date: <i>Feb 12/14</i>	Authorized Signatory: <i>[Signature]</i>

To assist with the preparation of the financial plan, this application should be received by the municipality by **February 14, 2014.**



## DOUBLE "H" SADDLE CLUB

Mayor & Council

District of Hudson's Hope

### RE: CLUBS AND ORGANIZATIONS FINANCIAL ASSISTANCE GRANTS

The Double H Saddle Club is hereby applying to the District of Hudson's Hope for an Assistance Grant for the purpose of updating a much needed outdoor stock watering facility. Our current outdoor water hydrant structure was built in the 1970's and it is past time when it should have been replaced. We have researched other Rodeo facilities in BC and have consulted with Omar Kirkeeng in an effort to provide the club with a safe and efficient structure. Mr. Kirkeeng has provided the club with an estimate of work to be done which is attached. We also have contacted W6 Contracting to help with the heavy equipment required to complete (pounding pipe posts surrounding hydrant for safety purposes). Any additional last minute plumbing &/or fitting fixtures will be purchased at Pro Hardware Hudson's Hope, a local sponsor of the Club. We hope to begin this project as soon as spring weather allows and to pay Omar Kirkeeng Excavating soon after.

In 2013 the Double H Saddle Club had a major revitalization to our Outdoor Rodeo Grounds facility. We were very fortunate to have major sponsors of in kind work that allowed us to complete a two week welding project focused solely on building a new all pipe return alleyway for stock. We had many local sponsors provide heavy equipment which allowed us to bring our facility up to date and safe for all riders and contestants. Our concession building was completely overhauled as well as a new deep fryer purchased and all stainless work areas installed. This update far exceeds other larger facilities here in the north. Much needed maintenance was completed by many local volunteers. These improvements will allow the club to move forward for years to come with equipment that will not fail to the elements. The District of Hudson's Hope contributed to this project by your assistance to our indoor arena bathroom reconstruction. Without this assistance it would have been very difficult for such a small club to complete this project. We have been able to use other donations to fix the arena roof, as well as purchase an 'on demand' water heater for the bathroom. This 2013 contribution by the District has allowed us to make more use of the arena this winter. We have hosted a BCHSRodeo 'Build a Cowboy Clinic' over Christmas. We now have a local horse trainer utilizing the facility all winter. We also have



an upcoming Barrel Racing clinic scheduled. All these clinics bring great exposure and compliments on our improvements and commitments for the future.

Due to these major improvements, The Double H Saddle Club was approached by BC High School Rodeo to once again host the JR. HIGH SCHOOL PROVINCIAL CHAMPIONSHIPS for 2014! Their executive hails mainly from southern BC & their comments to our executive on our facility & volunteer work were very flattering. They asked if we would consider hosting another year before they even left the May rodeo. As this was a huge undertaking for such a small club, we had to consider if we could pull it off one more time. We were told that Dawson Creek was waiting in the wings to take the event, and also that the BCHSRodeo executive had never offered this event to the same town twice in a row! This information, combined with our volunteer enthusiasm allowed us to accept the event with confidence. We have a list of improvements we will strive to complete in early May prior to the Rodeo.

This major event will be held May long weekend, May 16 through 19<sup>th</sup>, coupled with a Senior High Rodeo making it a four day event. This is second in the north in duration only to the Dawson Creek Rodeo. We could not consider this undertaking without the assistance of our Mayor and Council. In 2013, you provided the club with the big tent which was a great hit among the spectators, your parks department helped by bringing up every picnic table they could find, as well as help getting the water going. The sign the District provided welcoming the contestants was noticed by all as well. Contestants, families, spectators and BCHSRodeo Executive were all impressed with the results of our town's efforts. The executive's main compliment was that 'no town had ever welcomed them more!'

The club would ask Mayor & Council again request the town provide the tent and tables for the duration of this weekend event. We had also thought the town might entertain the thought that those great new Hudson's Hope T-shirts would be a wonderful thank you to each contestant. This could be co-sponsored by local business. We believe this would top off their visit to our 'Playground of the Peace'!

The Double H Saddle Club is committed to provide a safe and modern facility which promotes the development of horsemanship and the sport of rodeo. Small towns and rodeo compliment each other well, both strive very hard to survive in these changing times. Hudson's Hope and the Double H Saddle Club have shown and will continue to show that here in the North, we will thrive.

Thank you for your support and your consideration of this application.

Sincerely,

Sharon Jackson

Treasurer / Project Co-Coordinator





## DOUBLE "H" SADDLE CLUB

### TREASURER'S REPORT

November 2013 AGM

#### BANK BALANCES:

CHEQUEBOOK	\$1701.47
SAVINGS	2653.75
TOTAL:	\$4355.22

#### \*2013 HIGH LIGHTS\*

LONG TERM DEBT PAID IN 2013 TO DARYL FETTES	\$2235.14	
BATHROOM RENOVATION COSTS	\$3120.00	
DISTRICT OF HH GRANT		\$3000.00
REVITALIZATION PROJECT GROUNDS, BUILDING AND CONCESSION		
IMPROVEMENTS APPROXIMATE VALUE	\$ 40,000.00	
PROVIDED BY SPONSOR DONATIONS & IN KIND LABOUR		\$42,000.00
CONCESSION CONTRIBUTIONS		\$4855.00
BCHSRODEO ARENA RENTAL (TWO RODEOS)		\$ 800.00
WARREN'S ARENA LEASE BALANCE PAYMENT TO CLUB		\$ 933.84

\*\* TREATED LUMBER ON SITE READY FOR DANCEHALL IMPROVEMENTS

\*\* 2014 FUNDRAISING LETTERS CURRENTLY IN THE MAIL





Product 118

Use with 740 Envelope

Page No. of Pages

**PROPOSAL****Omar Kirkeeng Excavating**Box 537  
HUDSON'S HOPE, B.C. V0C 1V0  
(250) 783-9119

SUBMITTED TO: <b>DOUBLE "HH" SADDLE LUB</b>		DATE: <b>FEB 6-2014</b>	
STREET: <b>Box 25</b>		JOB NAME: <b>EXCAVATING + INSTALLING</b>	
CITY: <b>HUDSON'S HOPE</b>	PROVINCE: <b>BC</b>	POSTAL CODE: <b>V0C 1V0</b>	JOB LOCATION: <b>HUDSON'S HOPE ARENA</b>
ARCHITECT:	INTEREST: NO	JOB TELEPHONE:	

We hereby submit specifications and estimates for:

**INSTALLING ③ YARD HYDRANTS**

① REMOVE ONE OLD WATERER

② INSTALL TWO YARD HYDRANTS

③ SUPPLY AND HAUL DRAIN ROCK

④ SUPPLY PIPE AND FITINGS

⑤ SUPPLY LABOUR

⑥ REMOVE WASTE MATERIAL FOR A LOW SPOT ON SITE

EXCAVATOR AND DUMP TRUCK	\$1200 P/H	8 HRS =	\$960.00
HELPER	x \$30.00 P/H	8 HRS =	240.00
DRAIN ROCK	10 YDS x \$19.00 P/Y	=	190.00
PARTS AND PIPE			400.00
FILL GRAVEL			80.00
	GST - 60.00		
	PST - 46.90		
			<b>\$1976.90</b>

**We Propose** hereby to furnish material and labour - complete in accordance with above specifications, for the sum of: **1976.90****ONE THOUSAND NINE HUNDRED SEVENTY SIX — 90 DOLLARS (\$ 1976.90)**

Payment to be made as follows:

**UPON COMPLETION OF PROJECT**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, windstorm and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance.

Authorized  
Signature*Omar Kirkeeng*Note: This proposal may be  
withdrawn by us if not accepted within **120** days**Acceptance of Proposal**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance:

Signature

Signature



## DISTRICT OF HUDSON'S HOPE

### Application for Assistance

Name of Organization: <i>Friends of Hudson's Hope Society</i>	
Mailing Address: <i>Box 247, Hudson's Hope BC V0C1V0</i>	
Contact: <i>Bonnie Nilson</i>	Telephone: <i>783 0606 or 783 9262</i>
Purpose and form of requested assistance: (provide details of the event or project) <u>*Please note the new addition to the policy on the back page.</u>  <i>The Board of Directors for the Friends of Hudson's Hope has requested that I apply for property tax exemption/relief from our property located at 10324 Getty Street for the thrift shop / laundromat.</i>  <i>Thank you,</i>  <i>Sincerely,</i>  <i>Bonnie Nilson</i>	
Where applicable, include a copy of your annual budget, latest financial statement, etc.	
Date: <i>February 10, 2014</i>	Authorized Signatory <i>Bonnie Nilson</i>

To assist with the preparation of the financial plan, this application should be received by the municipality by **February 14, 2014**.

10/02/2014

# Cash Flow - Last 12 months 11/02/2013 through 10/02/2014

Page 1

Category

11/02/2013-  
10/02/2014

## INFLOWS

Interest Inc	46.10
Laundry Income	19,149.15
Payroll	-27,500.03
Thrift Store Income	24,275.49
Transfer In From Account 1	24,000.00
<b>TOTAL INFLOWS</b>	<b>39,970.71</b>

## OUTFLOWS

Accountant Fees	418.60
Calendar Advertisement	35.00
Coin Roller Fee	25.00
Insurance	3,980.00
Laundry Machines	3,384.00
Laundry Repairs	1,275.00
Laundry Supplies	870.59
Maintenance Supplies	12,987.41
Merchant Financial Activity Statement	15.00
Ministry Of Finance	25.00
Municipal Services	1,377.28
New Cheques	106.71
Office Supplies	1,771.83
Payroll Remittance	8,628.05
Renovations	21,782.32
Snow Removal	231.00
Tax	
Property	4,105.53
<b>TOTAL Tax</b>	<b>4,105.53</b>
UNPS Debt Settlement	-14,802.61
Utilities	
Electric	1,452.67
Natural Gas	2,787.23
Telephone	923.50
<b>TOTAL Utilities</b>	<b>5,163.40</b>
Worker Compensation	549.49
<b>TOTAL OUTFLOWS</b>	<b>51,928.60</b>

10/02/2014

Cash Flow - Last 12 months	
11/02/2013 through 10/02/2014	
Category	11/02/2013-10/02/2014

OVERALL TOTAL	-11,957.89
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## Hudson's Hope Fall Fair - Request for Assistance From District

The Hudson's Hope Fall Fair is once again putting on the Fall Fair for their 22<sup>nd</sup> year. This successful event provides opportunities for the public to compete in a number of arts and crafts, home-grown food and flowers, and other categories. It is a way to display our community skills and talents, and provide opportunities to get together and enjoy the events that occur that day such as a pancake breakfast, wagon rides, and a firemen's challenge. We operate on a break-even budget, attempting to ensure that our price for admission and entries is accessible to everyone.

The proposed date for the Fall Fair is Saturday, August 23<sup>rd</sup>, and will be confirmed shortly at our next meeting.

The Fall Fair is requesting a donation in-kind from the District, as in year's past, of:

- The use of the Arena on the evening of Friday, August 22<sup>nd</sup> and Saturday, August 23<sup>rd</sup>;
- The set up and use of the tent;
- District staff to support the event by being present during the arena opening and closures (in the evenings/early mornings)

### Budget for 2014

<b>Expenses</b>	<b>Budget</b>	<b>REVENUE</b>	<b>Budget</b>
Train - fuel	\$50.00	Registration	\$250.00
Insurance	\$450.00	Tables	\$200.00
Grad Class	\$300.00	Auction	\$300.00
Tags	\$100.00	Gate	\$500.00
Ribbons	\$100.00	Donations	\$250.00
Out of Town Judge	\$70.00		
AHA Membership			
Fees	\$25.00		
Office Supplies	\$50.00		
Front Gate	\$75.00		
Misc.	\$250.00		
		<b>TOTAL REVENUE</b>	<b>\$1,500.00</b>
<b>TOTAL EXPENSES</b>	<b>\$1,470.00</b>		



## **Hudson's Hope Fall Fair 2013 – Final Report**

**The Hudson's Hope Fall Fair was again a wonderful event held on Saturday August 24th**

**We thank all that participated in the Fall Fair, the entries this year were fantastic!**

**The overall category winners for this year's event were:**

**Creative Writing – Nancy Smith**

**Fruit and Vegetables – Heather Middleton**

**Dairy and Poultry – Hudson's Hope Honey**

**Wine and Liquor – Grace Okada**

**Grain and Forage Crops – Deb Brough**

**Art – Kelly Newsholme and Debbie Stebbie**

**Home Canning – Terry Webster**

**Flowers and Foliage – Margaret Kylo**

**Home Baking – Margaret Kylo**

**Photography – Judy Duff**

**Handicrafts – Kristy Bruce**

**Toys – Irmgard Lohman**

**Junior Crafts (ages 2-5) – Billie Naisby**

**Junior Crafts (ages 6-9) – Davida Naisby**

**Junior Crafts (ages 10-14) – Wren Naisby**

**The high points award went to Margaret Kylo. The George and Betty Holoboff Memorial award for greatest participation went to Heather Middleton. George and Betty Holoboff were the founders of the fall fair, and their initial support has lead to 21 years of the Fall Fair in Hudson's Hope.**

We would like to thank the many sponsors who donated prizes this year including: Ardill Ranch, Hudson's Hope Library, On the Rim, Pro Hardware, Freddie's Deli, Marg's Minimart, Legacy Village Market, Marie Gouldie and Edna Smith.

We would also like to thank the volunteers who assisted in making this event a success. The judges included: Dave and Margaret Kylo, Liza Rhymer, Caitlin Vince, Allie Haagsman, Kristy Bruce, Becky Mercereau, Elinor Morrissey, Joseph King, Morgan Luchinski and Heather Middleton. The key volunteers during the day included: Vita Gamboa, Nancy Smith, Edna Smith, John Cole, Burton Middleton, Marilyn Middleton and many others!

From a financial perspective, we broke even. With some of our funds in our savings we were able to purchase additional light-weight tables for use in the Arena or at other community events to help support the fair.

Thank you again to everyone who participated, volunteered, and came out to the Fall Fair.

Heather Middleton, President Hudson's Hope Fall Fair Society



## DISTRICT OF HUDSON'S HOPE

### Application for Assistance

Name of Organization: <i>Hudson's Hope Grad 2015</i>	
Mailing Address: <i>Box 595</i>	
Contact: <i>Darcy Hollen - President</i>	Telephone: <i>250 783-2347</i>
Purpose and form of requested assistance: (provide details of the event or project) <i>*Please note the new addition to the policy on the back page.</i>	

Grads of 2015 consisting of 14 graduates are requesting assistance for their ceremony that takes place in June of 2015. The grad ceremony is the biggest event in Hudson's Hope year after year.

At this event the grads dress up, the girls in their gorgeous gowns and the boy in their tux's. The gym will be decorated beautifully in the theme the grads choose as their inspiration. A big banner will be painted with a saying or lyric that sends them off into the world. Each grad will have a table full of family and friends to celebrate their special night and a full meal will be provided for them and their guests.

During the night there will be speeches from the grads, teachers, parents, mayor, school superintendent, businesses and clubs. The grads will walk in with their candle bearers while a slideshow of their milestones plays on the big screen and their favorite song plays in the background. After dinner and the speeches to the grads, teachers and parents the grads will go outside to have their dance with their parent, candle bearer and special others. At this point the gym will be transformed to rows of chairs for the community to come and join in the celebration and watch the grads as they walk in with their cap and gowns as they take their seat on the stage where the community members witness all their success. Grads will receive their scholarships and graduation certificates. The evening will end with the valedictorian speech and the traditional throwing of their graduation caps.

Where applicable, include a copy of your annual budget, latest financial statement, etc.	
Date:	Authorized Signatory

*To assist with the preparation of the financial plan, this application should be received by the municipality by February 14, 2014.*



STATEMENT PERIOD ENDING	2014.01.31
ACCOUNT #	946210
PAGE	2 of 2

## Chequing Accounts

### Details of 101 - Organization Chequing

**Associate Type : Signing Authority** Ms Darcy Leigh Hollen : Mrs Chrissy Gail Brown : Mrs Lori Maria Herrington

Account Rate: 0.25%

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance(\$)
2014-01-22	Balance Forward			0
2014-01-22	Cheque Deposit		1,575.45	1,575.45
2014-01-31	Interest Deposit:		0.11	1,575.56
Totals:		0	1,575.56	

## Shares

### Details of 391 - Membership Equity Shares

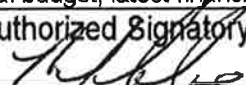
**Associate Type : Signing Authority** Ms Darcy Leigh Hollen : Mrs Chrissy Gail Brown : Mrs Lori Maria Herrington

Account Rate: 0.0%

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance(\$)
2014-01-22	Balance Forward			0
2014-01-22	Cheque Deposit		25.00	25.00
Totals:		0	25.00	

## DISTRICT OF HUDSON'S HOPE

### Application for Assistance

Name of Organization: <b>Hudson's Hope Lions Club</b>	
Mailing Address: <b>Box 444, Hudson's Hope BC VOC 1V0</b>	
Contact: <b>Kelly Newsholme</b>	Telephone: <b>250 783-5736</b>
Purpose and form of requested assistance: (provide details of the event or project) <b><u>*Please note the new addition to the policy on the back page.</u></b>  On behalf of the Hudson's Hope Lions Club, I would like to make application for assistance from the District of Hudson's Hope for \$3,900.00. This money would be used to purchase round tables, linens and 2 folding baby change tables.  There is a bit of a gray area as to whose responsibility the Community Hall, the kitchen and the furnishings are. The Lion's Club seems to have taken on the responsibility of the furnishings, starting with the construction of the folding wooden tables years ago. In the past few years 21 folding plastic banquet tables and more stacking chairs were added thanks to grant monies we received from the District.  This furniture sees a lot of use from hall patrons for a variety of functions. We are, however finding that for some functions such as weddings and smaller dinner parties people prefer round tables and have been sourcing them elsewhere and bringing them to the hall. Should we be awarded this grant, we would purchase a set of twelve 60" plastic folding tables which come with a rolling cart. There are also no table linens available in town for the tables. We would purchase enough table cloths for the 21 eight foot rectangular tables, the 12 round tables and skirting enough for 3 of the rectangular tables. The Friends of Hudson's Hope have agreed to launder the linens, the cost of which would be passed on the renter. In addition we would like to purchase 2 fold down baby change tables as there are presently none in the hall. These would be installed in the handicap washroom on the main floor and in the single bathroom in the basement. Attached are the details of each item.  We don't have an annual budget as being a community service organization, we raise money and distribute it to those in need as required. A current bank statement can be provided upon request.  Thank you for considering our application.  Sincerely Kelly Newsholme Lion's Club member	
Where applicable, include a copy of your annual budget, latest financial statement, etc.	
Date: <b>FEB 13/14</b>	Authorized Signatory 

*To assist with the preparation of the financial plan, this application should be received by the municipality by February 17, 2012.*

ITEM	LOCATION	PRICE	TAX	QUANTITY	TOTAL
SET OF 12 FOLDING 60" TABLES AND CART	COSTCO	\$2,249.99	\$270.00	1	\$2,519.99
ROUND TABLE CLOTH - 15" DROP	ON-LINE AT LINENTABLECLOTH.COM	\$10.41	\$0.52	15	\$163.96
RECTANGULAR TABLE CLOTH - 15" DROP	ON-LINE AT LINENTABLECLOTH.COM	\$13.81	\$0.69	25	\$362.51
TABLE SKIRT - FITS ONE 8' RECTANGULAR TABLE	ON-LINE AT LINENTABLECLOTH.COM	\$38.81	\$1.94	3	\$122.25
TABLE SKIRT CLIPS - 1 PER FOOT OF SKIRT	ON-LINE AT LINENTABLECLOTH.COM	\$0.82	\$0.04	70	\$60.27
FOLD DOWN BABY CHANGE TABLE	HOME HARDWARE	\$309.99	\$15.50	2	\$650.98
				<b>TOTAL*</b>	<b>\$3,879.96</b>

\* INCLUDES SHIPPING

# Lifetime® 12 Commercial Grade Round 60-in. Tables and Cart

Item #156617

## Features:

Steel frame with all-weather finish, powder-coat steel and high density polyethylene.

Your Price **\$2,249.99** (Shipping & Handling included)

## Features:

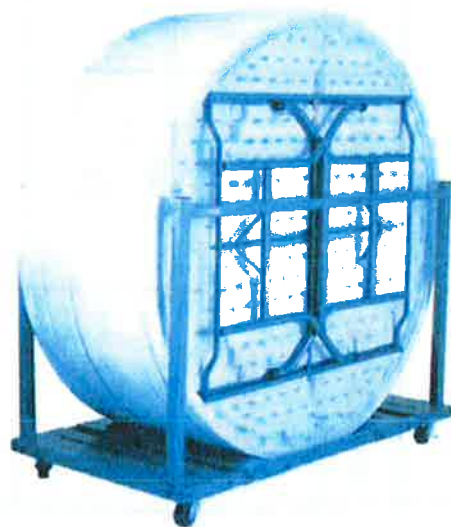
- Set includes 12 white round tables and storage cart - Commercial grade
- 1 table cart with capacity to move maximum 10 tables only when tables are folded
- Swivel caster wheels for cart
- Seating capacity of up to 8 people per table
- Steel frame holds 635-kg (1,400-lbs.) pounds of evenly distributed weight
- Superior strength and durability but lightweight
- Steel frame with all-weather finish Indoor/Outdoor
- Rounded edges for easy handling
- Stain resistant and easy to clean using mild soap and soft bristled brush
- Powder-coat steel and high density polyethylene (HDPE) plastic

## Specifications:

- Dimensions (L x W x H):
- Table: 152.4 cm x 152. cm x 73.66 cm; (60 in. x 60 in. x 29 in.)
- Weight: 24 kg (53 lb.)
- Cart: 146 cm x 80 cm x 100 cm; (57.5 in. x 31.5 in x 39.5 in.)
- Weight: 40 kg (89 lbs.)

## Warranty:

- 10 year limited warranty on table
- 1 year limited factory warranty on cart



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<http://canada.linentablecloth.com>

## POLYESTER TABLECLOTHS

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Our polyester tablecloths in white are an affordable table cover guaranteed to add a touch of class and elegance to any wedding or special event. These tablecloths feature a seamless design and a serged hem making them ideal for use at any wedding venue. They are available in a wide array of colors designed to complement nearly any color scheme. Our tablecloths are made of woven polyester and are designed to be durable, wrinkle and stain resistant, and can be laundered countless times.

---

### 90 in. Round Polyester

Tablecloth White - \$10.41ea

---

### 60 x 126 in. Rectangular

Polyester Tablecloth

White - \$13.81ea

---

### 21 ft. Accordion Pleat Polyester

Table Skirt White - \$38.81ea

---

3 Inch Table Skirt Clip  
- \$0.82ea

# **Baby Change Station/Table – HOME HARDWARE**

**Item #5413-030 Model #22591**



**\$309.99 EA**

- Sturdy safety strap, deep concave bed and side walls provide a safe surface for changing; holds up to 250 lb
- Non-porous, high-density polyethylene is easy to keep sanitary and will not absorb moisture or odours
- Smooth surfaces, oversized hinge, tamper-proof hardware and safety stop system provide added child security
- Built-in dispenser accepts narrow, multi-fold liners
- Contoured bag hooks to hang purse and diaper bag
- Several multilingual instructions
- Four inch depth complies with ADA and ANSI A117.1 handicapped accessibility
- Dimensions (when open): 20-3/8" D x 35-7/8" W x 22-1/4" H



## DISTRICT OF HUDSON'S HOPE

### Application for Assistance

Name of Organization: HUDSON'S HOPE MINEA HOCKEY ASSOCIATION	
Mailing Address: Box 99 Hudson's Hope BC	
Contact: Steve Kehl	Telephone: 250-783-5290
Purpose and form of requested assistance: (provide details of the event or project) <u>*Please note the new addition to the policy on the back page.</u>  Please see attached	
Where applicable, include a copy of your annual budget, latest financial statement, etc.	
Date: Feb 13 2014	Authorized Signatory 

To assist with the preparation of the financial plan, this application should be received by the municipality by **February 14, 2014.**

Hudson's Hope Minor Hockey Association  
Box 99  
Hudson's Hope, BC. V0C 1V0  
250-783-5290

February 10, 2014

District of Hudson's Hope  
9904 Dudley Dr.  
Hudson's Hope, BC. V0C 1V0

**RE: Hudson's Hope Clubs and Organizations Financial Assistance Grants**

Dear District of Hudson's Hope

I am writing on behalf of the Hudson's Hope Minor Hockey Association. We have been providing opportunities for boys and girls in Hudson's Hope to experience the sport of Hockey for many years. Hockey in addition to being an excellent form of exercise for kids of all ages, also provides the opportunity to develop social skills, teamwork, and self esteem.

The Hudson's Hope Minor Hockey Association strives to keep hockey affordable for parents so that any child interested in hockey will have the opportunity to play. To this end we work hard to fundraise to keep the cost of hockey down for parents. In addition to tournament fundraising, the Association also runs the bottle collection depo at the recycling centre by the Legacy Village Market grocery store. This is run using volunteers with the proceeds going to Minor Hockey.

We also make the bottle shed available to other associations outside of hockey season so that they might take advantage of the fundraising opportunity provided by the bottle shed.

Currently the bottle shed is in need of repairs and updating. When bottles and cans are dropped off they often accumulate and become an eyesore. Also, the sorting of the bottles becomes difficult, especially in the winter, without a proper covered sorting area.

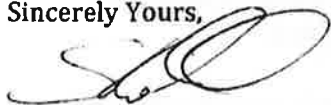
The Hudson's Hope Minor Hockey Association is requesting \$800 to upgrade the bottle shed to better allow volunteers to sort bottles while improving aesthetics for the storage of bottles when they are dropped off. The project would include a covered storage area for people to drop off bottles and cans which would not be visible to the grocery store parking lot. Also it would expand the current shed to allow for a covered area with a new sorting table. The funds would go towards purchasing lumber, and building supplies while volunteers would provide the labour for the project.

**Budget**

- Lumber and Supplies to enlarge the current shed \$400.
- Materials for Shelving and Storage for the enclosed bottle drop off area. \$300
- Materials to build a new sorting table \$100

Thank you for considering our application.

Sincerely Yours,



Steve Kehl  
President of The Hudson's Hope Playschool  
(250)783-5290



# HUDSON'S HOPE MINOR HOCKEY ASSOCIATION FINANCIAL STATEMENT

**SEASON: Sept 2013 - March 2013**

## REVENUE

Registration Fees			4,150.00	
Tournament Fees			400.00	
Sponsorship funds			1,200.00	
Bottle Shed			735.40	

## TOTAL REVENUE

-		6,485.40	
---	--	----------	--

## EXPENDITURES

BCMHA			682.55	
Player Fee				
Coach Fee				
Other ( specifics)				
Ice Rental			4,759.86	
Clothing			130.00	
Coaches certification clinics			170.10	
Game Officials (Referees & Timekeepers)			105.00	
Team parties				
Team / player development				
Office supplies			50.00	
Hockey supplies			130.79	
Travel				
Tournament registrations (paid by Team)			800.00	
Bank Service Charges				
Pre-season camp				
any other expenditures (listed by category with specifics)				
Amount to be refunded to the parents				

## TOTAL EXPENDITURES

		6,828.30	
--	--	----------	--

## EXCESS OF REVENUE OVER EXPENDITURES

\$ -		-\$ 342.90	
------	--	------------	--

Hudson's Hope Playschool  
Box 611  
Hudson's Hope, BC. V0C 1V0  
250-783-5505

February 14, 2014

Rhonda Eastman  
Deputy Treasurer  
District of Hudson's Hope  
9904 Dudley Dr.  
Hudson's Hope, BC. V0C 1V0

**RE: Hudson's Hope Clubs and Organizations Financial Assistance Grants**

To Whom it May Concern,

My name is Karen Kehl and I am writing to you on behalf of the Hudson's Hope Playschool. I apologize for the late submission. We had a mix up in regards to who would drop off the application for Financial Assistance grants. I am hoping that my mistake will not cause the Playschool to miss out on this wonderful opportunity.

The Playschool has been providing a wonderful program for the preschool children in the community since 1980. We offer 5 full days of programming with ECE qualified teachers. This year we continue to implement Kindergarten readiness activities knowing how important it is to prepare our preschool children for Full Day Kindergarten. We want to give our children every opportunity to grow through social interaction and play based learning environments.

Early Years research emphasizes the importance of learning through play. Engaging in hands on activities allows children to enhance their vocabulary and build their social awareness through shared experiences. Hands on materials allow children to explore their environment, and it is important to make sure all the materials are clean and safe for use for each child.

At the Hudson's Hope Playschool, we would like to add a sanitizing dishwasher to ensure that our toys and learning materials are sanitized on a regular basis. A dishwasher will allow the instructor to sanitize toys and help decrease the spread of germs. We would like to request financial assistance in the form of a grant for \$800 to purchase and install a dishwasher.

I have enclosed a budget for the purchase and installation of the dishwasher. If you require any further documentation, please feel free to contact me. Any financial assistance to help provide this item in the Hudson's Hope Playschool would be greatly appreciated.

Thank you for considering our application, and I apologise for the late submission.

Sincerely Yours,

Karen Kehl  
Vice President The Hudson's Hope Playschool  
(250)783-5290

## Hudson's Hope Playschool Dishwasher 2014

### Projected Expenses

Item	Description	Amount
Dishwasher from Sears	Kenmore MD 24" Built in dishwasher-white item# 223 615 322 10	\$549.99
	Freight	\$29.00
	installation supplies	\$140.00
	Subtotal	\$718.99
	HST 12%	\$86.28
	<b>TOTAL</b>	<b>\$805.27</b>

### Projected Revenue

Item	Description	Amount
DOHH Grant		\$800.00
	<b>Total</b>	<b>\$800.00</b>

## DISTRICT OF HUDSON'S HOPE

### Application for Assistance

Name of Organization:

**Hudson's Hope Ski Association**

Mailing Address:

**Box 328, Hudson's Hope BC VOC 1V0**

Contact:

**Kelly Newsholme**

Telephone:

**250 783-5736**

Purpose and form of requested assistance: (provide details of the event or project)

**\*Please note the new addition to the policy on the back page.**

On behalf of the Hudson's Hope Ski Association, I would like to make application to the District of Hudson's Hope for a grant for \$8,100. If approved, this money will be used to cover our annual required expenses of insurance, licences, permits and dues.

\$6,000.00	Gougeon Insurance	\$2,000,000	General Liability Insurance
\$537.00	Gougeon Insurance		Directors Liability and Death & Dismemb.
\$270.00	BC Safety Authority		Contractor Licence renewal
\$633.53	BC Safety Authority		Annual Operating Permit
\$25.00	BC Registry Services		Society Annual Report filing
\$525.00	Ministry of Agriculture and Lands		Crown Land annual rent
\$110.25	Canada West Ski Areas Association		Required annual dues
<b>\$8,100.78</b>	<b>TOTAL</b>		

The \$8000 grant we received from the District in 2013 was used towards the same annual expenses although we had the additional cost of an Installation Permit. This \$2455 Permit was a one-time expense.

I have attached a copy of our Year End Balance sheet. As it ends September 30, I have also included a rough balance sheet ending January 31, 2014. In summary, our bank balance as of January was \$4659. It has been an expensive year for us in an attempt to be operational. We have needed signage, safety equipment, construction materials and a snowcat as well as paying off the balance owing on the lift. Our primary fundraiser is the Father's Day Fishing Derby. We generally make between \$3,000 and \$4,000 during the event. I applied for grant money through Andy Ackerman for our snowcat. He applied to 20 companies on our behalf but we were unsuccessful on all counts. I did apply to Community Futures and received \$5,000 in grant money. BC Hydro has been exceptional in providing us with electrical equipment, safety equipment, construction materials, road clearing and expertise. Local businesses and people have also been great at helping out when needed. We did have a couple of open days in January and made \$70 in revenue.

Where applicable, include a copy of your annual budget, latest financial statement, etc.

Date:

**FEBRUARY 6, 2014**

Authorized Signatory



*To assist with the preparation of the financial plan, this application should be received by the municipality by February 17, 2012.*

Just an update on the current status of the Ski Hill:

As you may know, we purchased a brand new handle tow and had it installed last fall by Summit Lifts out of Fernie. We had our required inspection from the Safety Authority upon completion. We received a conditional pass but there were 10 points of non-compliance that needed addressing by both the Ski Club and our contractor. Nine of these were done right away but the tenth was not as easy. As the control box came from Europe, it was not CSA approved although the components in it were. This required the box to be removed and taken to the CSA lab in Kelowna for inspection. We did have approval to operate the lift in the meantime but waiting for the window of opportunity for the turnaround caused delays. The control box is due back for our planned Grand Opening on February 10.

We are also ramping up for our 15<sup>th</sup> annual Fathers Day Fishing Derby. Once again, we would like to ask the District for a donation of a Family Swim Pass for the derby and a Camping Pass as well.

The District has been very generous in helping both the ski hill and the derby in the past and we are hoping for your continued support.

Thanks for your time

Kelly Newsholme  
Secretary/Treasurer  
Hudson's Hope Ski Association

# Hudson's Hope Ski Association

## Balance Sheet as at September 30, 2013

(Prepared without Audit)

### ASSET

#### OPERATING FUND Current Assets

NPSCU chequing 527028-101	33,001.56
Accounts Receivable	0.00
Utility Credit with BC Hydro	152.24
<b>Total Operating Fund Assets</b>	<u>33,153.80</u>

#### CAPITAL FUND

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

#### CAPITAL ASSETS

Ski Hill & Recreation Property	165,000.00
Building Improvements	0.00
<b>Total Capital Assets</b>	<u>165,000.00</u>

<b>TOTAL ASSET</b>	<u><u>198,203.86</u></u>
--------------------	--------------------------

### LIABILITY

#### OPERATING FUND Current Liabilities

Deferred Funding	152.24
Accounts Payable	0.00
<b>TOTAL CURRENT LIABILITIES</b>	<u>152.24</u>

<b>TOTAL LIABILITY</b>	<u>152.24</u>
------------------------	---------------

### EQUITY

#### OPERATING FUND EQUITY

Retained Earnings	122,403.47
Current Earnings	7,971.10
<b>TOTAL OPERATING FUND EQUITY</b>	<u>130,374.57</u>

<b>TOTAL EQUITY</b>	<u>130,374.57</u>
---------------------	-------------------

<b>LIABILITIES AND EQUITY</b>	<u><u>130,526.81</u></u>
-------------------------------	--------------------------

**Hudson's Hope Ski Association**  
**Statement of Income and Disbursements**  
**October 1, 2012 - September 30, 2013**  
(Prepared without Audit)

**RECEIPTS**

Club Donations	60.00
Grants	13,000.00
Derby Donations	2,300.00
Derby - Ticket Sales	2,087.75
Derby - Auction	1,149.00
Interest from Bank Accounts	67.82
Interest from Investments	0.00
Memberships	40.00
<b>TOTAL RECEIPTS</b>	<u>18,704.57</u>

**DISBURSEMENTS**

<b>Board Expenses</b>	0.00
<b>Construction Costs</b>	2,212.57
<b>Other Capital Costs</b>	0.00

**General & Administrative Costs**

Advertising	0.00
Bank Charges	0.00
Derby Prizes	1,751.89
Derby Advertising	266.81
Dues & Subscriptions	135.25
Events	455.60
Insurance	1,700.00
Office Supplies	0.00
Professional Fees	0.00
Promotions	0.00
Rent - Lease	560.00
Licencing Fees	2,725.00
Property Tax	0.00
Site Maintenance	0.00
Small tools & supplies	0.00
Utilities - Hydro	200.00
Construction (Hill/Tow)	726.35
<b>Total General &amp; Administrative Costs</b>	<u>8,520.90</u>

**TOTAL DISBURSEMENTS**

10,733.47

**Excess (deficiency) of Receipts over Disbursements**

7,971.10



**HUDSON'S HOPE SKI HILL ASSOCIATION**  
**BANK BALANCE SHEET OCTOBER 1, 2013 TO SEPTEMBER 30, 2014**

**STARTING BALANCE ACCT # 527028-101 - Oct 1, 2013    \$ 33,001.56**

DATE	CHQ NO	ITEM DESCRIPTION	PAYABLE	RECEIVABLE	BALANCE	CATEGORY
07-Oct-13		Fishing Derby Donation: Talisman (from 2013)		\$ 1,000.00	\$ 33,001.56	FISHING DERBY - Donation
09-Oct-13	250	Summit Lifts - Second payment	\$ 5,000.00		\$ 34,001.56	Construction
12-Oct-13	251	Pro Hardware - materials for bottom station (re Kelly)	\$ 1,033.27		\$ 29,001.56	Construction
22-Oct-13	249	Canada Ticket - lift tickets (re Kelly)	\$ 276.10		\$ 27,968.29	Office Supplies
31-Oct-13		Bank paid interest		\$ 6.23	\$ 27,692.19	Interest
14-Nov-13		Bank paid interest		\$ 1.25	\$ 27,699.67	Interest
28-Nov-13	253	Alcan Ventures - signage	\$ 148.73		\$ 27,550.94	Construction
30-Nov-13		Bank paid interest		\$ 5.69	\$ 27,556.63	Interest
04-Dec-13	252	Pro Hardware - light bulbs and wood screws	\$ 36.93		\$ 27,519.70	Construction
07-Dec-13		Membership dues		\$ 55.00	\$ 27,574.70	Membership fees
07-Dec-13		From members towards AGM meal		\$ 50.00	\$ 27,624.70	Donation
07-Dec-13	cash	Above dues & donations paid to Sportsman's	\$ 105.00		\$ 27,519.70	Event Expenses
07-Dec-13	254	Sportsman's Inn - AGM dinner (balance owing)	\$ 105.00		\$ 27,414.70	Event Expenses
10-Dec-13	256	Safety Auth Operating Permit fee	\$ 633.53		\$ 26,781.17	Licencing Fees
12-Dec-13	259	Pro Hardware - 2x4's and keys cut	\$ 33.49		\$ 26,747.68	Construction
12-Dec-13	257	Gougeon Insurance - General Liability Insurance	\$ 6,000.00		\$ 20,747.68	Insurance
12-Dec-13	255	Society annual report 2013	\$ 25.00		\$ 20,722.68	Dues & Subscriptions
20-Dec-13	261	Alcan Ventures - signage	\$ 53.50		\$ 20,669.18	Construction
24-Dec-13	258	Construction Materials - paint, door knobs, fire ext	\$ 767.40		\$ 19,901.78	Construction
31-Dec-13		Bank paid interest		\$ 4.85	\$ 19,906.63	Interest
06-Jan-14	TSF	Steven Palfy - snowcat	\$ 4,725.00		\$ 15,181.63	Equipment
	260	Min of Ag & Lands - Land rental	\$ 525.00		\$ 14,656.63	Rent - Lease
	262	Princess Auto (DJ) - winch for cat and other parts	\$ 316.04		\$ 14,340.59	Equipment
	263	Pro Hardware - battery and oil for sled	\$ 138.28		\$ 14,202.31	Equipment Maintenance
	264	Steven Palfy - balance for snowcat (trailer rent and fuel)	\$ 225.00		\$ 13,977.31	Construction
	265	Home Hardware - stain for fence and rollers (from July)	\$ 177.93		\$ 13,799.38	Construction
		Ski Ticket Revenue - Jan		\$ 70.00	\$ 13,869.38	Ski Ticket Revenue
	266	Summit Lifts - Third payment	\$ 6,000.00		\$ 7,869.38	
	266	Bank charges for transfer to Randy	\$ 25.00		\$ 7,844.38	
	267	Legacy Market - Gift card for Steven Palfy	\$ 50.00		\$ 7,794.38	
		BALANCE OWING ON LIFT INCL WINCHES AND TAX	\$ 3,135.00		\$ 4,659.38	JAN 30/14
		COLUMN TOTAL	\$29,535.20	\$ 1,193.02		





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

January 18<sup>th</sup>, 2014

Mayor Johansson and Councillors,

**Re: 2014 Financial Assistance Grant**

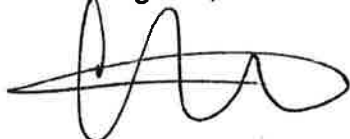
The Hudson's Hope Women's Club is a group of volunteers that manage the Community Hall kitchen, provide free lunch and/or dessert services for funerals and community events and offer financial assistance to community members in need. The Community Hall Society pays for the building's utilities making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

With activity increasing in the Community Hall and an ambitious new executive elected in October 2013, we are going to do some much needed work to the kitchen in the upcoming weeks. The project will consist of multiple work bees to clean and organize the facility, having the gas range inspected, replacing an extensive variety of missing and outdated existing equipment and investing in new equipment. This will greatly increase the kitchen's value, allowing us to adjust the price of kitchen rentals accordingly.

We are asking the District of Hudson's Hope for financial assistance in the amount of \$2000.00. This contribution will cover most of the cost of the new equipment and the range inspection. We are hoping to complete this project as soon as possible so the kitchen is in proper working order for the many spring and summer events the Community Hall will hold.

Thank you for your consideration of our application. Please do not hesitate to contact me for clarification or additional information.

Kind regards,



Cassie Haagsman  
Hudson's Hope Women's Club President  
Box 443  
Hudson's Hope, BC  
V0C 1V0  
(250) 783-1327  
cnhaagsman@gmail.com

## **Hudson's Hope Women's Community Club 2013 Financial Report**

### **Income**

Kitchen rentals	\$500.00
Donations for services	\$1,345.00
Interest on account	\$11.93
Total income	\$1,856.93

### **Expenses**

Equipment and supplies	\$685.45
Funds donated	\$1,000.00
Total expenses	\$1,685.45

<b>2013 profit/loss</b>	<b>\$171.48</b>
-------------------------	-----------------

HH WOMENS CLUB  
PO Box 443  
Hudson's Hope BC V0C 1V0

2206003813

STATEMENT PERIOD ENDING	2013.12.31
STATEMENT FREQUENCY	Monthly
ACCOUNT #	
PAGE	1 of 2

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## Account Summary

Chequing	5,031.37
Shares	58.21

01006003800412379

**STATEMENT PERIOD ENDING** 2013.12.31

**ACCOUNT #**
**PAGE** 2 of 2

## Chequing Accounts

### Details of 101 - Chequing - Organization

**Associate Type : Signing Authority** Miss Elinor Grace Morrissey : Miss Cassandra Noel Haagsman  
Miss Diana Elfrede Jewan : Mrs Monicha Lund Stark

**Account Rate:** 0.25%

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance(\$)
2013-12-01	Balance Forward			5,030.30
2013-12-31	Interest Deposit:		1.07	5,031.37
<b>Totals:</b>		0	1.07	

## Shares

### Details of 391 - Membership Equity Shares

**Associate Type : Signing Authority** Miss Elinor Grace Morrissey : Miss Cassandra Noel Haagsman  
Miss Diana Elfrede Jewan : Mrs Monicha Lund Stark

**Account Rate:** 0.0%

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance(\$)
2013-12-01	Balance Forward			58.21



**REFRIGERATION**  
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10704-101 Avenue  
Fort St John, BC V1J 2B9  
Ph: (250) 787-1688  
Fax: (250) 787-1682  
www.kingcool.ca

## INVOICE

Invoice No.: 3270274  
Date: 02/05/2014  
Terms: Net 30. Due 03/07/2014.

### Sold to:

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

### Ship to:

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

Quantity	Unit	Description	Tax code	Unit Price	Amount
2.5	Hrs	Labour - Journeyman Rate	G	95.00	237.50
2.5	Hrs	Labour - Helper	G	55.00	137.50
	Kms	Mileage (No Charge)			
2.0		22-1398 Oven Control Knobs	GP	18.00	36.00
2.0		22-1399 Oven Indicators	GP	24.00	48.00
		Shop Supplies, Service & Testing Equipment (No Charge)			
		Nature of Complaint			
		Check garland range and test, at Hudson's Hope Community Hall.			
		Work Completed			
		Travelled to Hudson's Hope, tested garland gas range and found 1 pilot out of 8 not lit. Lit pilot, leak checked and tested. Also, replaced 2 worn out oven control knobs. All checks test ok.			
		G - GST 5%			22.96
		GP - GST 5%, PST 7%			5.88
		GST			
		PST			
Ask us about our new division "iDesign Kitchens"				<b>Total Amount</b>	487.84
Monthly statements will not be issued.					
PST - 1002 - 1169 Business No.: 82223 9620 RT0001					



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[Order Status](#)

[My Account](#)

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01/11/2016 10:01 AM PST

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CART (8)

## Checkout

1. Shipping Address

2. Delivery Options & Gift Messages

3. Payment

4. Review Order

### PAYMENT DETAILS & ORDER AMOUNT

#### Billing Address:

Cassandra Haagsman  
Cassandra Haagsman  
9028 Jamieson Ave  
PO Box 714  
HUDSONS HOPE BC V0C  
1V0  
(250) 783-1327  
cnhaagsman@gmail.com

[Edit Billing Address](#)

#### Payment Method:



\*\*\*\*\* 7657

[Edit Card Information](#)

#### Costco Membership Number:



111806100836

[Edit Costco Membership Number](#)

#### Subtotal:

\$526.92

#### Shipping & Handling:

\$0.00

#### GST ::

\$26.35

#### HST ::

\$0.00

#### PST ::

\$36.88




#### QST ::

\$0.00

#### Order Total:

\$590.15

### ORDER SUMMARY

Description	Shipping Address	Delivery Options	Qty	Price	Item Total
 <b>Sageitron Full-Size Edinburgh Chafing Dish</b> Item # 381974  Gift Message not available on this item <a href="#">Remove from cart</a>	Cassandra Haagsman Cassandra Haagsman 1 9028 JAMIESON AVE Box 714 HUDSONS HOPE BC V0C 1V0 (250) 783-1327 cnhaagsman@gmail.com  <a href="#">Edit this Address</a>	Ground  <a href="#">Edit Delivery</a>	6  <a href="#">Update</a>	\$57.99	\$347.94
 <b>Eurodib Commercial 20 L (676.2 oz.) Salad Spinner</b> Item # 381117  Gift Message not available on this item <a href="#">Remove from cart</a>	Cassandra Haagsman Cassandra Haagsman 1 9028 JAMIESON AVE Box 714 HUDSONS HOPE BC V0C 1V0 (250) 783-1327 cnhaagsman@gmail.com  <a href="#">Edit this Address</a>	Ground  <a href="#">Edit Delivery</a>	1  <a href="#">Update</a>	\$124.99	\$124.99
 <b>Borner VPower V-Slicer</b> Item # 369333 Colour: Green  Gift Message not available on this item <a href="#">Remove from cart</a>	Cassandra Haagsman Cassandra Haagsman 1 9028 JAMIESON AVE Box 714 HUDSONS HOPE BC V0C 1V0 (250) 783-1327 cnhaagsman@gmail.com  <a href="#">Edit this Address</a>	Standard  <a href="#">Edit Delivery</a>	1  <a href="#">Update</a>	\$53.99	\$53.99

Subtotal:

\$526.92

Shipping & Handling:

\$0.00



<i>Item Code</i>	<i>Description</i>	<i>Order</i>	<i>Available</i>	<i>U/M</i>	<i>Price</i>	<i>Extended</i>
CRS-ECONOBIB	CRS® Economy Bib Apron White	4	In Stock	EA	\$ 6.09	24.36
BRO502813	Browne-Halco® Windsor Round Soup Spoon	10	In Stock	DZ	\$ 3.49	34.90
BRO502802	Browne-Halco® Windsor Dessert Spoon	10	In Stock	DZ	\$ 3.29	32.90
BRO502810	Browne-Halco® Windsor Salad Fork	10	In Stock	DZ	\$ 2.49	24.90
BRO502823	Browne-Halco® Windsor Teaspoon	10	In Stock	DZ	\$ 2.09	20.90
JOR61008	Johnson Rose® 9½x5½x2½in Loaf Pan	2	In Stock	EA	\$ 6.39	12.78
JOR3915	Johnson Rose® 1½" Pastry Brush	2	In Stock	EA	\$ 2.59	5.18
BRO575330	Browne-Halco® 10" Pie Plate	2	In Stock	EA	\$ 5.69	11.38
BRO573154	Browne-Halco® Elite 11¼in Solid Serving Spoon	4	In Stock	EA	\$ 4.49	17.96
BRO573155	Browne-Halco® Elite 11¼in Slotted Serving Spoon	3	In Stock	EA	\$ 4.59	13.77
BRO574311	Browne-Halco® 5¼in Pie Server	2	In Stock	EA	\$ 1.89	3.78
JOR3072	Johnson Rose® 12in Utility Tongs Clear	2	In Stock	EA	\$ 2.49	4.98
JOR3069	Johnson Rose® 9½in Utility Tongs Clear	2	In Stock	EA	\$ 1.79	3.58
BRO574313	Browne-Halco® 3in Grill Scraper	1	In Stock	EA	\$ 2.69	2.69
VOL47710	Vollrath® Griddle Stone	3	In Stock	EA	\$ 2.99	8.97
BRO575186	Browne-Halco® 12oz Glass Sugar Pourer	2	In Stock	EA	\$ 1.89	3.78
TAB56W	Tablecraft® Sugar Caddy White	4	In Stock	EA	\$ 1.09	4.36
VOL52016	Vollrath® 16½in Plastic Spatula	2	In Stock	EA	\$ 3.49	6.98
VOL52013	Vollrath® 13½in Plastic Spatula	2	In Stock	EA	\$ 2.89	5.78
VOL52009	Vollrath® 9½in Plastic Spatula	2	In Stock	EA	\$ 1.39	2.78
BRO573615	Browne-Halco® 15x20" Cutting Board White	2	In Stock	EA	\$ 14.19	28.38
BRO573612	Browne-Halco® 12x18" Cutting Board White	2	In Stock	EA	\$ 9.99	19.98
BRO5753300	Browne-Halco® Square Grater	2	In Stock	EA	\$ 11.09	22.18
BRO575708	Browne-Halco® Optima 8oz One-Piece Ladle	1	In Stock	EA	\$ 3.29	3.29
JOR7329	Johnson Rose® 4-Pc Measuring Cup Set	2	In Stock	EA	\$ 3.39	6.78

BRO746108	Browne-Halco® 4-Pc Measuring Spoon Set	2	In Stock	EA	\$ 1.39	2.78
BRO574970	Browne-Halco® 20Qt Mixing Bowl	4	In Stock	EA	\$ 17.19	68.76
BRO575690	Browne-Halco® Economy Vegetable Peeler	4	In Stock	EA	\$ 2.59	10.36
BRO574312	Browne-Halco® Sandwich Spreader Wooden Handle	2	In Stock	EA	\$ 1.09	2.18
BROPC288S	Browne-Halco® Sandwich Spreader Plastic Handle	2	In Stock	EA	\$ 1.89	3.78
JOR3003	Johnson Rose® 2½lb Steak Weight	1	In Stock	EA	\$ 7.99	7.99
BRO57538	Browne-Halco® 12in Utility Tongs	2	In Stock	EA	\$ 6.09	12.18
VOL47003	Jacob's Pride® 12" Piano Whip	1	In Stock	EA	\$ 9.79	9.79
BRO744578	Cuisipro® 18in Deluxe Wooden Spoon	3	In Stock	EA	\$ 3.59	10.77
BRO744572	Cuisipro® 12in Deluxe Wooden Spoon	3	In Stock	EA	\$ 1.79	5.37
HEN11214-004	JA Henckels® Cologne 3Pc Paring Knife Set	2	In Stock	ST	\$ 12.99	25.98
HEN32108-200	JA Henckels® Twin Master® 8in Chef Knife Yellow	4	In Stock	EA	\$ 33.49	133.96
HEN32102-250	JA Henckels® Twin Master® 9½in Bread Knife Yellow	2	In Stock	EA	\$ 30.49	60.98
JOR3134	Johnson Rose® 4" Pizza Wheel	2	In Stock	EA	\$ 3.89	7.78
CAM8FBNH434-151	Cambro® Camrack® HalfSize Flatware Basket	1	In Stock	EA	\$ 16.39	16.39
TABBH2	Tablecraft® Beehive 2oz Salt & Pepper Shaker	4	In Stock	EA	\$ 1.29	5.16
BRO574329	Browne-Halco® 8¾" Carnival Steak Knife	18	8 Avail.	DZ	\$ 6.19	111.42
CAMPE600CW-135	Cambro® Camwear® 60oz Pitcher	6	In Stock	EA	\$ 6.09	36.54

THIS ORDER HAS NOT BEEN SUBMITTED

PO/Reference  
Number:

<b>Subtotal:</b>	859.49
<b>GST/HST:</b>	42.97
<b>PST:</b>	60.16
<b>Total:</b>	<b>\$ 962.62</b>

Total does not include any applicable shipping charges which will be added during checkout.

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

## HUDSON'S HOPE COMMUNITY HALL KITCHEN RENTAL AGREEMENT

Nan

**Con**

**Mai**

Phc

Em

Date(s) or use:

New rental rates and agreement to be implemented upon project completion.

The current rental rate is \$50<sup>00</sup> per day with no damage deposit or rental agreement required.

Putting this in effect will ensure the kitchen stays well equipped, safe and sanitary.

**Coffee and tea facilities - \$50.00/day**

**Full kitchen use - \$100.00/day**

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

**Discounted rate for extended use:** \_\_\_\_\_

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

## **KITCHEN FACILITY RULES**

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

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

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## **THE DISTRICT OF HUDSON'S HOPE**

**REPORT TO:** Mayor and Council  
**SUBJECT:** Financial Assistance Grants  
**DATE:** April 25, 2014  
**FROM:** Megan Tilsner, Administrative Assistant

---

### **ADMINISTRATOR COMMENTS:**

### **INFORMATION:**

Every year the District designates funds to be awarded to local clubs and organizations. The deadline for submissions was on February 14, 2014.

Council requested to view submissions from the Community Hall Society, Museum, and Hudson's Hope Public Library separately.

Report prepared by:

  
Megan Tilsner, Administrative Assistant

March 17, 2014

District of Hudson's Hope  
PO Box 331  
Hudson's Hope, BC  
V0C 1V0

Re: Financial Assistance Grant

Dear Mayor Johansson and Council:

On behalf of the Community Hall Society I would like to express my gratitude for the \$15,000.00 grant received in 2013 for the new basement floors, facia, painting and deck reconstruction costs.

It is with regret that we have not had the time available to install the flooring and complete the outside renovations. As I'm sure you are aware the Lions Club has for the most part taken over the Community Hall Society. Because of this we have one group of volunteers doing the work of two non-profit societies and our hours have been stretched a little thin. However, we recognize the importance and necessity of these renovations and would like to see them completed this year.

I've attached the photos and application that was submitted for the Financial Assistance Grant in 2013. The Community Hall Society would like to request \$8,000.00 for the cost to hire a contractor to install the flooring in the basement, renovate the downstairs bathrooms, replace the facia on the exterior of the building and demolish and re-build the back deck.

The Hall has been successful after raising our rental costs and is still able to pay for our operational costs but additional maintenance and upgrades have been neglected over the past few years. The Lions Club is holding 3 work bees in March to put a fresh coat of paint on the interior and continues to work hard to maintain this quintessential part of our community!

We thank you so much for your contributions and look forward to hearing from you.

Regards,



Johanna Dupuis  
Secretary/Treasurer  
Community Hall Society



## Account Activity

**Member Name** HH COMMUNITY HALL  
SOCIETY

**Member Number** 442590

**Account Name** Chequing - Organization 101

**Current Balance** \$21,281.99

**Current Interest Rate** 0.250%

### 50 most recent transactions in the last 15 days

March 21, 2014

## Chequing - Organization 101

Date	Description	Credits	Debits	Balance
20-Mar-2014	<u>In-province Clearing</u> Cheque # 108 Cheque Date 19-Mar-2014 Cheque Account Number 1673101000442590		-\$373.76	\$21,281.99
19-Mar-2014	<u>In-province Clearing</u> Cheque # 107 Cheque Date 18-Mar-2014 Cheque Account Number 1673101000442590		-\$165.14	\$21,655.75

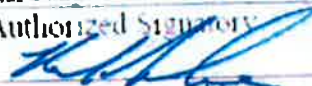
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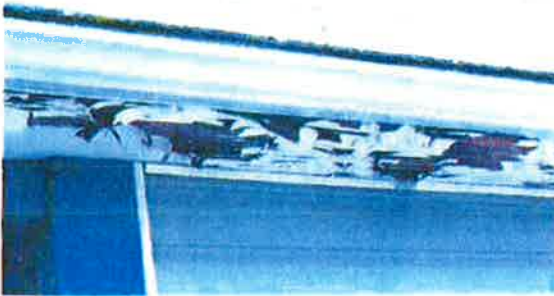
## DISTRICT OF HUDSON'S HOPE

### Application for Assistance

Name of Organization: <b>Hudson's Hope Community Hall Society</b>	
Mailing Address: <b>Box 333, Hudson's Hope BC V0C 1V0</b>	
Contact: <b>Kelly Newsholme</b>	Telephone: <b>250 783-5736</b>
Purpose and form of requested assistance. (provide details of the event or project) <i>*Please note the new addition to the policy on the back page.</i>	
<p>On behalf of the Hudson's Hope Community Hall Society, I would like to make application for assistance from the District of Hudson's Hope for \$15,000 for Community Hall repairs, maintenance and upgrades.</p> <p>Built in the early 70's, the hall has been a focal point in our community for many years. Ongoing repairs, maintenance and upgrades are needed to keep the hall functional, clean and safe.</p> <p>Work on the hall last year included replacing the emergency lights and batteries, removing the black mold from the downstairs men's washroom, installing a hand wash sink in the kitchen, repairing the eaves on the parking lot side and replacing the fire extinguishers.</p> <p>In 2012, Janice Herbison approached the Lions Club members about taking over the running of the hall as she was finding it too much work. Although still a separate entity, the Community Hall Society business is looked after following the monthly Lions Club meetings by the Lions Club members.</p> <p>In the past, grants from the District have been awarded to the Community Hall Society for maintenance, repairs and for operations as well. Effective June 1, 2012, we altered the hall rental rates in an attempt to better reflect the needs of the community and to cover the operating costs. These costs include utilities, janitorial and the annual fee requirements. Between May 2012 and February 2013, hall rental incomes totaled \$6,000 and we are estimating an additional \$2500 til the end of our fiscal on April 30. We are confident that the hall can continue to pay its operational costs but that does not leave any room for maintenance and repairs.</p>	
Where applicable, include a copy of your annual budget, latest financial statement, etc	
Date <b>FEBRUARY 15, 2013</b>	Authorized Signatory 

To assist with the preparation of the financial plan, this application should be received by the municipality by February 18, 2013

## APPENDIX A. PHOTOS OF THE COMMUNITY HALL EXTERIOR



**Fig 1. Roof over back steps**



**Fig 2. Downspout for redirection**



**Fig 3. Peeling fascias and soffits**



**Fig 4. The leaning gazebo**



**Fig 5. Back stairs**



**Fig 6. Roof over back stairs**



## APPENDIX A. PHOTOS OF THE COMMUNITY HALL BASEMENT



Fig 1. Main basement room - 28' x 43'



Fig 2. Storage room 5' x 17'



Fig 3. Single washroom



Fig 4. Single washroom floor



Fig 5. Cubicle in mens washroom



Fig 6. Existing flooring

# HUDSON'S HOPE COMMUNITY HALL

## FINANCIAL STATEMENT

### As of April 30, 2012

<b>BANK BALANCE APRIL 30, 2011</b>	<b>\$12,303.32</b>
------------------------------------	--------------------

#### **INCOME**

Rental Income	\$2,250.25	
Donations	350.00	
Interest Income	<u>16.77</u>	
<b>Total Income</b>		<b><u>\$2,617.02</u></b>

**\$14,920.34**

#### **EXPENSES**

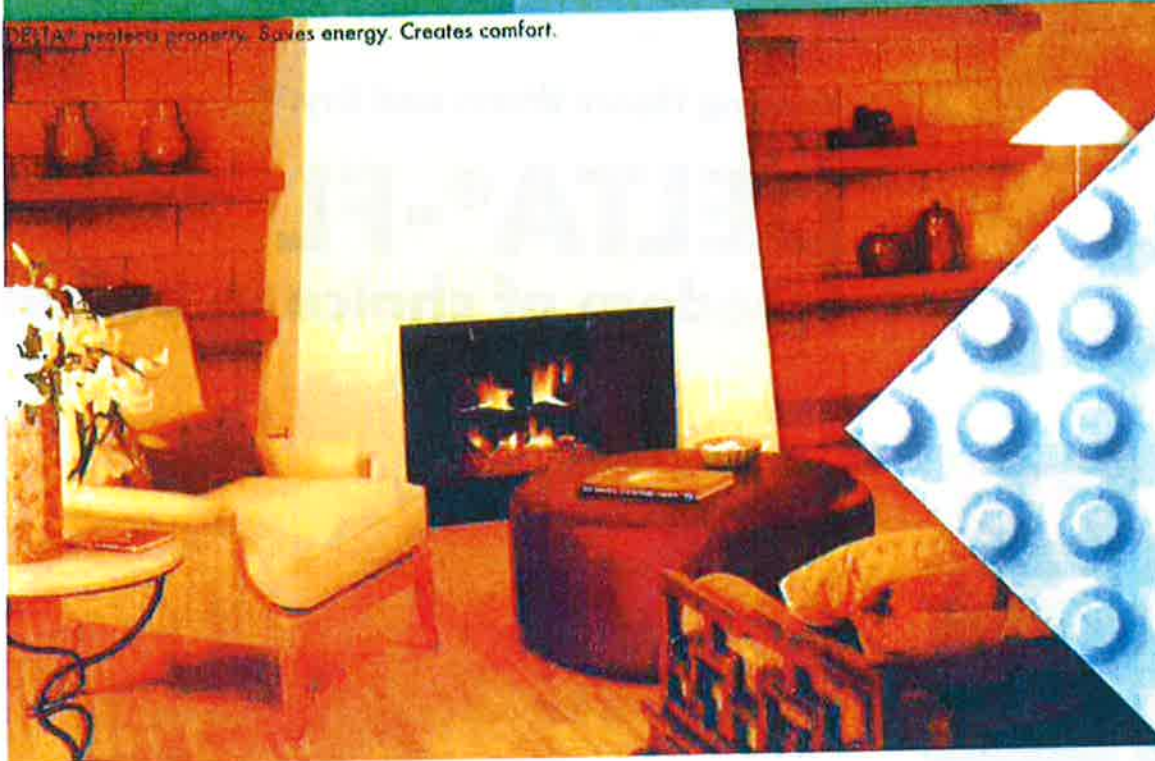
Janitor	\$5,557.63	
Supplies	1,235.99	
Building Mtnce	2681.77	
Natural Gas	2534.93	
Electricity	1005.51	
Phone	595.54	
Society Fees	25.00	
Socan Fees	207.28	
Scholarships	<u>1000.00</u>	
<b>Total Expenses</b>		<b>\$14,843.65</b>

<b>BANK BALANCE APRIL 30, 2012</b>	<b><u>\$76.69</u></b>
------------------------------------	-----------------------

**\$14,920.34**

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TAPE \$14.99/roll

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■ For residential and light commercial construction

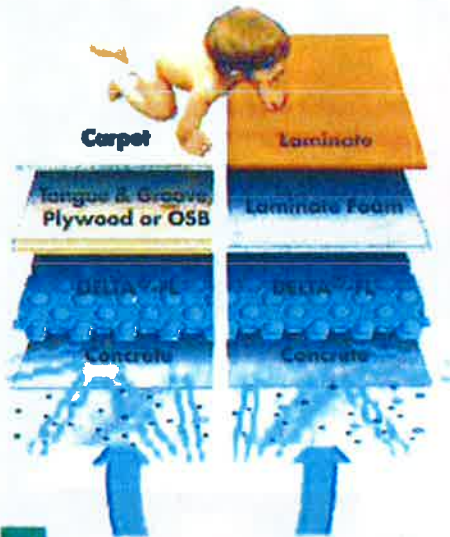
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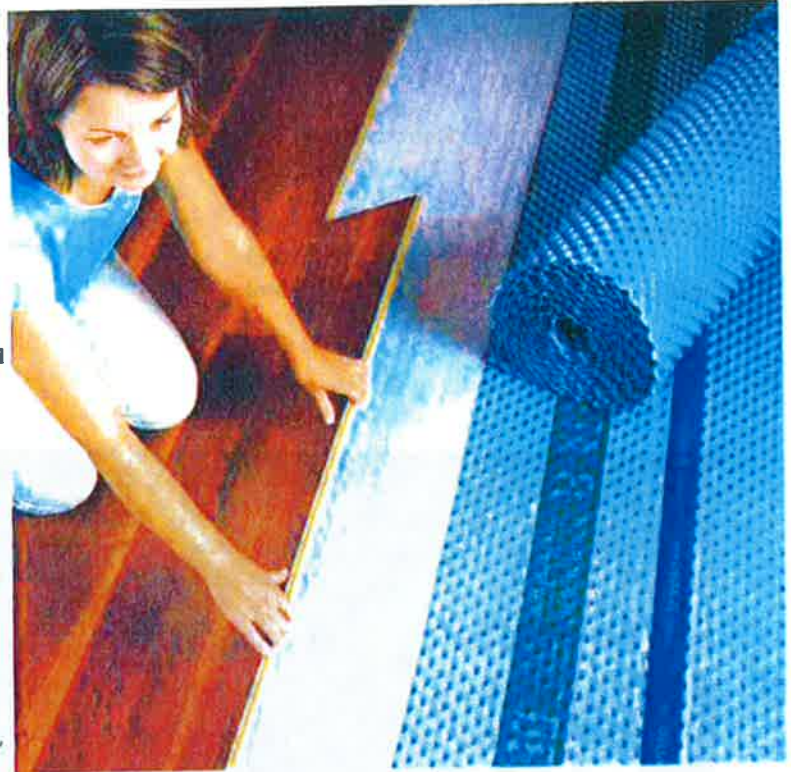




## ur subfloor system.

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- Laminate can be directly installed on DELTA®-FL.
- Instant comfort and warmth.
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- DELTA®-FL will never rot, unlike other subfloor systems.
- Unlike 2' x 2' panels, there are no open seams that could create mold.
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- Provides a strong even subfloor.
- Offers minimal reduction in head room, adds only 5/16" (8 mm) height to the floor.
- Provides a clear drainage path underneath the floor, to allow moisture to move to drains, if necessary.
- Allows airflow under the floor.
- Creates a vapor pressure equilibrium between the air-gap created by DELTA®-FL and the soil/concrete below, stopping the moisture drive into the interior and providing a healthier, less humid climate.

\*seams are sealed with DELTA®-MOISTURE PROOF TAPE.



Laminate can be placed directly on DELTA®-FL.





Material	High Density Polyethylene (HDPE)
Color:	Grey
Panel Height:	5/16" (8 mm)
Working temperature:	-22°F to + 176°F -30°C to + 80°C
Air-Gap Volume:	~ 0.13 gal/ft <sup>2</sup> (5.3 litres/m <sup>2</sup> )
Compressive strength:	~5200 psf (~250 kN/m <sup>2</sup> )
Toxicity:	Non-toxic, Non-polluting
Service Life Expectancy:	The Life Of The Structure
Panel Sizes:	3.5'(1.07m) x 30.0'(9.14m) 5.0'(1.52m) x 65.6'(20.0m)
Sheet Size:	4.0'(1.22m) x 8.00'(2.45m)

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Hudson's Bay Store (Circa 1939) Now our Museum

## Hudson's Hope Historical Society Museum and Gift Shop

9510 Beattie Drive (across from the info center)  
PO Box 98, Hudson's Hope, B.C. V0C 1V0

Ph. 250-783-5735 Fax. 250-783-5770  
Email: [hbmuseum@pris.ca](mailto:hbmuseum@pris.ca)  
Web Site: [www.hudsonshopemuseum.com](http://www.hudsonshopemuseum.com)

7<sup>th</sup> March, 2014

Mayor Johanson and Council Members  
District of Hudson's Hope  
9904 Dudley Drive  
Hudson's Hope, BC V0C 1V0

### **Re: Application for Financial Assistance 2013**

The Hudson's Hope Historical Society is presenting an application for financial assistance to the District of Hudson's Hope in the sum of \$51,000.00. This represents an increase on our 2013 request, which reflects inflationary pressures. Enclosed are both the proposed budget for 2014 and the 2013 financial statement.

Wages are the largest outlay in society funds. There is only limited money available through project grants for wages. The benefits of investing money in staff hours and professional development over the last couple of years have proven very beneficial. New projects have been initiated and the museum has become more involved in the local and regional communities. We are working on a display to open in June/July 2014, looking at the Gething Family, Hudson's Hope and Coal.

In past years, we have requested an additional \$6500 "Student fund" from the DOHH to ensure that we can recruit early for summer students in advance of notification of our Service Canada and Young Canada Works applications. We have been successful in receiving funding through YCW and Service Canada, for the last the years, and are confident that we will receive funding this year as well and as such are not requesting this funding.

We look forward to presenting our goals and budget proposal to Council in the near future.

Yours truly,

Elinor Morrissey Museum Manager/Curator

# Hudson's Hope Historical Society

Income Statement - 01/01/2013 to 12/31/2013

<b>Revenue</b>	<b>Actual 2013</b>	<b>Budget 2013</b>
Grant Income	69700.00	99,000.00
Gift Shop Income	16415.72	16,500.00
Fundraising Income	10461.04	22,500.00
Bank	886.83	600.00
<b>Total</b>	<b>97463.59</b>	<b>138,600.00</b>
<b>Expenses</b>	<b>Actual 2013</b>	<b>Budget 2013</b>
Personal	74052.62	86,550.00
Training/Conferences	643.74	4,500.00
Historical Society	771.09	1,400.00
Collections Management	826.81	8,000.00
Outreach	96.29	900.00
Museum/Grounds	730.42	3,000.00
Administration	7502.82	14,750.00
Utilities	4450.54	6,000.00
Special Project	6000.00	6,000.00
<b>Total Expense</b>	<b>95074.33</b>	<b>138,600.00</b>
<b>Net Income</b>	<b>2389.26</b>	<b>-</b>



**Hudson's Hope Historical Society  
Budget 2014**

<b>Revenue</b>	<b>Budget 2014</b>
Grant Income	104100.00
Gift Shop Income	17000.00
Fundraising Income	14500.00
Bank	600.00
<b>Total</b>	<b>136200.00</b>
<b>Expenses</b>	<b>Budget 2014</b>
Personal	80700.00
Training/Conferences	4500.00
Historical Society	950.00
Collections Management	11000.00
Outreach	800.00
Museum/Grounds	3000.00
Administration	12650.00
Utilities	5400.00
Gift Shop	12200.00
Special Project - Museum Expansion	5000.00
<b>Total Expense</b>	<b>136200.00</b>



PROVINCE OF BRITISH COLUMBIA  
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PURSUANT TO  
THE SOCIAL SERVICES TAX ACT

THIS IS TO CERTIFY THAT THE HOLDER OF THIS CERTIFICATE WHOSE NAME APPEARS HEREIN, IS A  
REGISTERED VENDOR UNDER THE ACT ABOVE CITED THE VENDOR IS DEEMED TO BE AN AGENT FOR THE  
MINISTER OF FINANCE AND AS SUCH IS DULY AUTHORIZED TO COLLECT THE TAX IMPOSED BY THIS ACT

DEPARTMENT OF FINANCE

NAME AND ADDRESS

FUDSONS HOPE HISTORICAL SOCIETY  
FUDSONS HOPE MUSEUM  
BOX 93  
FUDSONS HOPE BRITISH COLUMBIA

513

DATE OF ISSUANCE			ACCOUNT NO. 613011
DAY 13	MONTH JULY	YEAR 09	

*R.C. McPherson*  
COMMISSIONER

THIS CERTIFICATE SHALL BE DISPLAYED AT THE PRINCIPAL PLACE OF BUSINESS OF THE VENDOR IN THE PROVINCE AND IS

**NOT TRANSFERABLE**

IN THE EVENT OF ANY CHANGE IN ADDRESS OR NAME OR NATURE OF THE VENDOR'S BUSINESS, AND FURTHER  
IN THE EVENT OF THE VENDOR'S BUSINESS BEING DISCONTINUED OR CHANGING OWNERSHIP, SURRENDER THIS CERTIFICATE TO  
THE COMMISSIONER, SOCIAL SERVICES TAX, PARLIAMENT BUILDING, VICTORIA, B.C.



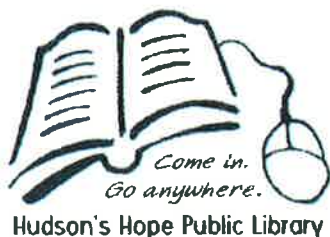
HUDSON'S  
HOPE  
PLAYGROUND OF THE PEACE

## DISTRICT OF HUDSON'S HOPE

### Application for Assistance

Name of Organization: <i>Hudson's Hope Public Library Association</i>	
Mailing Address: <i>Box 269 Hudson's Hope BC V0C1V0</i>	
Contact: <i>Amber Norton</i>	Telephone: <i>(250) 783-9414</i>
Purpose and form of requested assistance: (provide details of the event or project) <i>Please see attached letter.</i> <i>Thank you.</i>	
Where applicable, include a copy of your annual budget, latest financial statement, etc.	
Date: <i>February 14, 2014</i>	Authorized Signatory: <i>[Signature]</i>

To assist with the preparation of the financial plan, this application should be received by the municipality by **February 14, 2014**.



## Hudson's Hope Public Library

9905 Dudley Drive  
P.O. Box 269  
Hudson's Hope, BC  
V0C 1V0

Telephone: (250) 783-9414  
Fax: (250) 783-5272  
E-mail: hh.ill@pris.ca

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

February 14, 2014

Mayor Gwen Johansson and Council,

### Re. 2014 Operating Budget Hudson's Hope Public Library

Please find enclosed the proposed 2014 budget for the Hudson's Hope Public Library as well as our December 2013 financial statement.

Regrettably, our 2013 Draft financial statement has not yet been completed. As soon as our accountant provides us with this information, it will be presented to be added to our file. We expect the draft SOFI to be ready in the next two weeks.

Our total estimated budget for 2014 is \$127,979.50. We would like to request the amount of \$109,984.50 in financial assistance granted from the District of Hudson's Hope to use towards our annual operating budget for 2014.

Thank you for your consideration of this application. Should you require any clarification or additional information, please do not hesitate to contact me.

Kind Regards,

Amber Norton  
Library Director  
Hudson's Hope Public Library

# Hudson's Hope Public Library Operating Budget 2014

Revenues		2013	2013	2014
		projected	actual	projected
<b>Municipal Grant</b>		<b>88,698.00</b>	<b>88,698.00</b>	<b>109,984.50</b>
2012 Revenue Surplus		8,289.00	8,289.00	
Provincial Book Grant		4,093.00	4,093.00	4,093.00
BC One Card		6,350.00	6,350.00	6,350.00
LSB - ILL Grant		1,585.00	2,052.00	2,052.00
Interest Income		900.00	945.74	1,900.00
Other Revenue		2,000.00	2,907.14	3,000.00
Other Grants		0.00	2,500.00	0.00
Book club admin		1,200.00	500.00	600.00
<b>Total Revenue</b>		<b>113,115.00</b>	<b>116,334.88</b>	<b>127,979.50</b>

<b>Expenses</b>				
<b>Personnel</b>				
Director		34,160.00	33,966.00	38,676.00
Library Clerk/Bookkeeper		16,852.00	19,262.44	21,264.50
Library Clerk/Programs		16,852.00	15,647.45	21,016.00
Custodian		2,418.00	2,434.75	2,769.00
EI		1,872.00	1,874.64	2,362.00
CPP		3,521.00	2,875.50	4,327.00
WCB		93.00	88.10	140.00
New Director		0.00	0.00	0.00
Summer Student		847.00	0.00	0.00
<b>Sub Total</b>		<b>76,615.00</b>	<b>76,148.88</b>	<b>90,554.50</b>
<b>surplus</b>			<b>466.12</b>	

<b>Staff Expenses</b>				
Staff Conferences & Mtgs.		600.00	505.00	500.00
Staff Travel		3,000.00	2,290.14	2,300.00
Staff Training		700.00	476.10	475.00
<b>Sub Total</b>		<b>4,300.00</b>	<b>3,271.24</b>	<b>3,275.00</b>
<b>surplus</b>			<b>1,028.76</b>	

<b>Library Board Expenses</b>				
Board Conferences & Mtgs.		500.00	1,660.68	1,250.00
Board Travel		2,000.00	2,206.28	1,750.00
Library Memberships		300.00	276.88	300.00
<b>Sub Total</b>		<b>2,800.00</b>	<b>4,143.84</b>	<b>3,300.00</b>
<b>shortfall</b>			<b>-1,343.84</b>	

# Hudson's Hope Public Library Operating Budget 2014

	2013 projected	2013 actual	2014 projected
<b>Reading Materials</b>			
Adult Fiction HC	8,000.00	7,783.35	3,200.00
Adult Fiction PB	2,000.00	2,630.38	940.00
Adult Non-Fiction			1,560.00
Periodicals	1,500.00	1,364.60	1,500.00
Adult Audiobooks	300.00	273.98	300.00
Children's Books			3,800.00
Adult DVD	500.00	621.16	400.00
Children's DVD			300.00
Databases	400.00	388.32	1,100.00
devices (eBook, magazine)	600.00	0.00	300.00
Book Replacement	0.00	332.42	0.00
Book covers & spine labels			500.00
<b>Sub Total</b>	<b>13,300.00</b>	<b>13,394.21</b>	<b>13,900.00</b>

**shortfall**

**-94.21**

<b>Administration</b>			
Office Supplies	2,000.00	2,420.27	2,400.00
Postage & Freight	1,000.00	1,273.30	1,450.00
Computer Supplies	750.00	266.50	1,300.00
Computer Software	1,400.00	1,318.46	350.00
Advertising & Promotion	400.00	356.35	400.00
Reading Programs	300.00	289.74	500.00
Accounting	2,200.00	2,771.80	2,500.00
Misc.	100.00	530.40	200.00
Technical Support	1,200.00	1,073.24	1,200.00
Insurance - liability	600.00	600.00	600.00
Custodial supplies	250.00	350.28	300.00
Bank charges	300.00	124.68	150.00
Hiring expenses for new Director	0.00	0.00	0.00
deposit return		40.00	
<b>Sub Total</b>	<b>10,500.00</b>	<b>11,415.02</b>	<b>11,350.00</b>

**shortfall**

**-915.02**

<b>Utilities</b>			
Electricity	2,500.00	2,254.12	2,400.00
Gas	1,600.00	1,481.16	1,600.00
Telephone/Fax	1,500.00	1,579.18	1,600.00
<b>Sub Total</b>	<b>5,600.00</b>	<b>5,314.46</b>	<b>5,600.00</b>

**surplus**

**285.54**

**Total 2013 shortfall**

(compensated by fundraising)

**-572.65**

**Capital Reserve Acquisitions**

**4,784.77**

**Total Expenses**

**113,115.00**

**118,472.42**

**127,979.50**

Hudson's Hope Public Library  
Income Statement (Cash Basis)  
Comparison Statement of Actual to Budget  
Month End: December 2013

	Actual	Budget	Difference	Percent
<b>REVENUE</b>				
Municipal Grant	88,698.00	88,698.00	0.00	100%
Provincial Book Grant	4,093.00	4,093.00	0.00	100%
BC One Card Grant	6,350.00	6,350.00	0.00	100%
LSB - ILL Grant	2,052.00	1,585.00	467.00	129%
Interest Income	945.74	900.00	45.74	105%
Other Grants	2,500.00	0.00	2,500.00	
<b>Subtotal Revenue</b>	<b>104,638.74</b>	<b>101,626.00</b>	<b>3,012.74</b>	<b>103%</b>
<b>Other Revenue</b>				
Book Club Reinbursement	500.00	1,200.00		33%
Fines	402.10			0%
Photocopy	500.45			0%
Fax	202.75			0%
Sales	77.75			0%
Donations	827.08			0%
Deposits	130.00			0%
Miscellaneous	715.00			0%
Lost Books	52.01			0%
<b>Subtotal Other Revenue</b>	<b>3,407.14</b>	<b>2,000.00</b>	<b>1,407.14</b>	<b>170%</b>
<b>TOTAL REVENUE</b>	<b>108,045.88</b>	<b>104,826.00</b>	<b>3,219.88</b>	<b>103%</b>
<b>2012 Revenue Surplus</b>		<b>8,289.00</b>		
		<b>113,115.00</b>		
<b>EXPENSE</b>				
<b>Personnel</b>				
Director	33,966.00	34,160.00	(194.00)	99%
Library Clerk/Programmer	16,549.31	16,852.00	(302.69)	98%
Bookkeeper	2,713.13	2,457.00	256.13	110%
Library Clerk/Bookkeeper	15,647.45	14,395.00	1,252.45	109%
Janitor	2,434.75	2,418.00	16.75	101%
Summer Student Employee	0.00	847.00	(847.00)	0%
EI Expense	1,874.64	1,872.00	2.64	100%
CPP Expense	2,875.50	3,521.00	(645.50)	82%
WCB Expense	88.10	93.00	(4.90)	95%
Staff Conferences & Meetings	505.00	600.00	(95.00)	84%
Staff Travel	2,290.14	3,000.00	(709.86)	76%
Staff Training	476.10	700.00	(223.90)	68%
<b>Total Personnel Expenses</b>	<b>79,420.12</b>	<b>80,915.00</b>	<b>(1,494.88)</b>	<b>98%</b>
<b>Library Board</b>				
Board Conferences & Meetings	1,660.68	500.00	1,160.68	332%
Library Memberships	276.88	300.00	(23.12)	92%
Board Travel	2,206.28	2,000.00	206.28	110%
<b>Total Library Board Expenses</b>	<b>4,143.84</b>	<b>2,800.00</b>	<b>1,343.84</b>	<b>148%</b>
<b>Reading Materials</b>				
Books (Hard Cover)	7,783.35	8,000.00	(216.65)	97%
Paperbacks	2,630.38	2,000.00	630.38	132%
Periodicals / Magazines	1,364.60	1,500.00	(135.40)	91%
Audio Books	273.98	300.00	(26.02)	91%
DVD	621.16	500.00	121.16	124%
Database Expense	388.32	400.00	(11.68)	97%
Devices (eBook, magazine)	0.00	600.00	(600.00)	0%
ILL - Lost Books	332.42		332.42	0%
<b>Total Reading Materials Expense</b>	<b>13,394.21</b>	<b>13,300.00</b>	<b>94.21</b>	<b>101%</b>

Hudson's Hope Public Library  
Income Statement (Cash Basis)  
Comparison Statement of Actual to Budget  
Month End: December 2013

**Administration**

Bank Adjustments	-0.02			
Office Supplies	2,420.27	2,000.00	<b>420.27</b>	<b>121%</b>
Postage & Freight	1,273.30	1,000.00	<b>273.30</b>	<b>127%</b>
Computer Supplies	266.50	750.00	<b>(483.50)</b>	<b>36%</b>
Computer Software	1,318.46	1,400.00	<b>(81.54)</b>	<b>94%</b>
Advertising & Promotion	356.35	400.00	<b>(43.65)</b>	<b>89%</b>
Deposit returns	40.00			
Reading Programs	289.74	300.00	<b>(10.26)</b>	<b>97%</b>
Janitorial Expense	350.28	250.00	<b>100.28</b>	<b>140%</b>
Accounting	2,771.80	2,200.00	<b>571.80</b>	<b>126%</b>
Miscellaneous	530.40	100.00	<b>430.40</b>	<b>530%</b>
Technical Support	1,073.24	1,200.00	<b>(126.76)</b>	<b>89%</b>
Bank Charges	124.68	300.00	<b>(175.32)</b>	<b>42%</b>
Insurance	600.00	600.00	<b>0.00</b>	<b>100%</b>
<b>Total Administration Expense</b>	<b>11,415.00</b>	<b>10,500.00</b>	<b>915.00</b>	<b>109%</b>

**Utilities**

Electricity	2,254.12	2,500.00	<b>(245.88)</b>	<b>90%</b>
Gas	1,481.16	1,600.00	<b>(118.84)</b>	<b>93%</b>
Telephone/FAX/Internet	1,579.18	1,500.00	<b>79.18</b>	<b>105%</b>
<b>Total Utilities Expense</b>	<b>5,314.46</b>	<b>5,600.00</b>	<b>(285.54)</b>	<b>95%</b>

**Capital Reserve Expense**

Capital Reserve Acquisitions	4,784.77			
<b>Total Capital Expense</b>	<b>4,784.77</b>			
<b>TOTAL EXPENSE</b>	<b>118,472.40</b>	<b>113,115.00</b>	<b>5,357.40</b>	<b>105%</b>

**\$4784.77 needs to be transferred from the Capital Reserve 201 acct into the main Chequing Account 101**

**Chequing Accounts**

	<b>Balance</b>
Main Account Chequing #101	9,646.22
Platinum Plan Organization 200	47,113.07
Platinum Plan Capital Reserve 201	13,672.61
Fund Raising #107 Chequing	11.84
Fund Raising #203 Savings	10,211.49
Building Grant #108 Chequing	7,736.46
Building Grant #204 Savings	58,277.41
Literacy Grant #102 Chequing	11.12
literacy Grant #202 Savings	6,272.21
<b>Total Chequing</b>	<b>152,952.43</b>



# SCHOOL DISTRICT 60 SPONSOR RECOGNITION AND AWARDS RECEPTION

*Date: Wednesday, May 7, 2014*

*Location: N.P.S.S. Cafeteria*

*Dinner service 6:30*

*Awards and Presentations: 7:30*



*Please join us in Congratulating*

*S.S.A. Scholarship  
and*

*Spectra Bursary Recipients*



*And to recognize  
the sponsors who support the students in the workplace.*

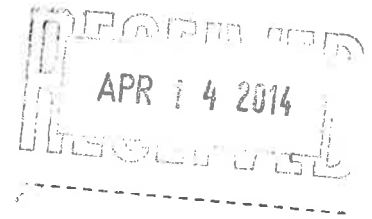
*(Award recipients may bring two guests,  
sponsors may bring one guest).*

*Welcome and slide show 6:00*



*Please RSVP Sheri Fulton at NPSS  
sfulton@prn.bc.ca, (2350) 785-4429 ext 328  
by May 5, 2014*

Peace River Liard Region  
Box 1000, 9820 – 120<sup>th</sup> Avenue  
Fort St. John, BC V1J 6K1  
Telephone: (250) 787-6220  
Fax: (250) 785-9665  
Email: [pri-info@unbc.ca](mailto:pri-info@unbc.ca)



7 April 2014

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

Dear Gwen:

RE: Northeast Regional Advisory Council Meeting – May 9, 2014

We will be holding a Northeast Regional Advisory Council Meeting in Fort St. John on Friday, May 9, 2014 from 11:00 am to 2:00 pm, with lunch provided. The meeting will be held in Room 179 UNBC Campus, Northern Lights College, 9820 – 120<sup>th</sup> Avenue.

We would very much appreciate your input towards important discussions that will have implications for the regions now and in the future. Please confirm your attendance, with Betty Powers either by fax (250) 785-9665 or by email [powersb@unbc.ca](mailto:powersb@unbc.ca) by April 25, 2014. If you are unable to attend in person and would like to connect via teleconference please let Betty know so that arrangements can be made. A final agenda will be sent out at a later date and if you have any items to add please forward them to Betty by April 25, 2014.

Thank you and we look forward to seeing you.

Yours sincerely,

Blanca Schorcht  
Acting Dean of Regional Programs

## Mike Carter

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**From:** PNG Referral MNGD:EX [PNGReferral@gov.bc.ca]  
**Sent:** April 24, 2014 3:57 PM  
**To:** Mike Carter  
**Cc:** PNG Referral MNGD:EX  
**Subject:** Referral Package for the July 16, 2014 Proposed PNG Rights Disposition  
**Attachments:** Jul2014\_detailed\_referral\_1407001.pdf

Hello Mike Carter:

Please find below the referral information for the **July 16, 2014** petroleum and natural gas rights disposition. This information is being provided to you for your review and comment. In order to meet the published deadline for the Notice of Public Tender of Crown Petroleum and Natural Gas Rights, we ask that you provide your response by **May 26, 2014**. Your response can be sent directly to the Tenure and Geoscience Branch either by fax to 250-952-0331 or by email to [PNGReferral@gov.bc.ca](mailto:PNGReferral@gov.bc.ca).

Based on the referral boundary we have on file your comments are requested for the following parcel(s):

1407001

Detailed referral map(s) are attached. Posting request map(s), GIS files and parcel descriptions are available online at: [www.empr.gov.bc.ca/Titles/OGTitles/Pages/PostingRequestMaps.aspx](http://www.empr.gov.bc.ca/Titles/OGTitles/Pages/PostingRequestMaps.aspx)

If you require further information or are unable to meet the above deadline, please contact me by email at [PNGReferral@gov.bc.ca](mailto:PNGReferral@gov.bc.ca), or by phone at:

**Richard Bader, P.Ag.** | Senior First Nations Consultant  
Tenure and Geoscience Branch, Upstream Development Division  
Ministry of Natural Gas Development  
**(250) 952-0426**

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Additional information on Petroleum and Natural Gas Rights and disposition is also available online:

Oil and Gas Titles Branch main page: [www.empr.gov.bc.ca/Titles/OGTitles/Pages/default.aspx](http://www.empr.gov.bc.ca/Titles/OGTitles/Pages/default.aspx)

Petroleum Titles Online (PTO): a web-based mapping application which displays active tenure and the requested tenure included in this package:  
[www.ptonline.gov.bc.ca/](http://www.ptonline.gov.bc.ca/)

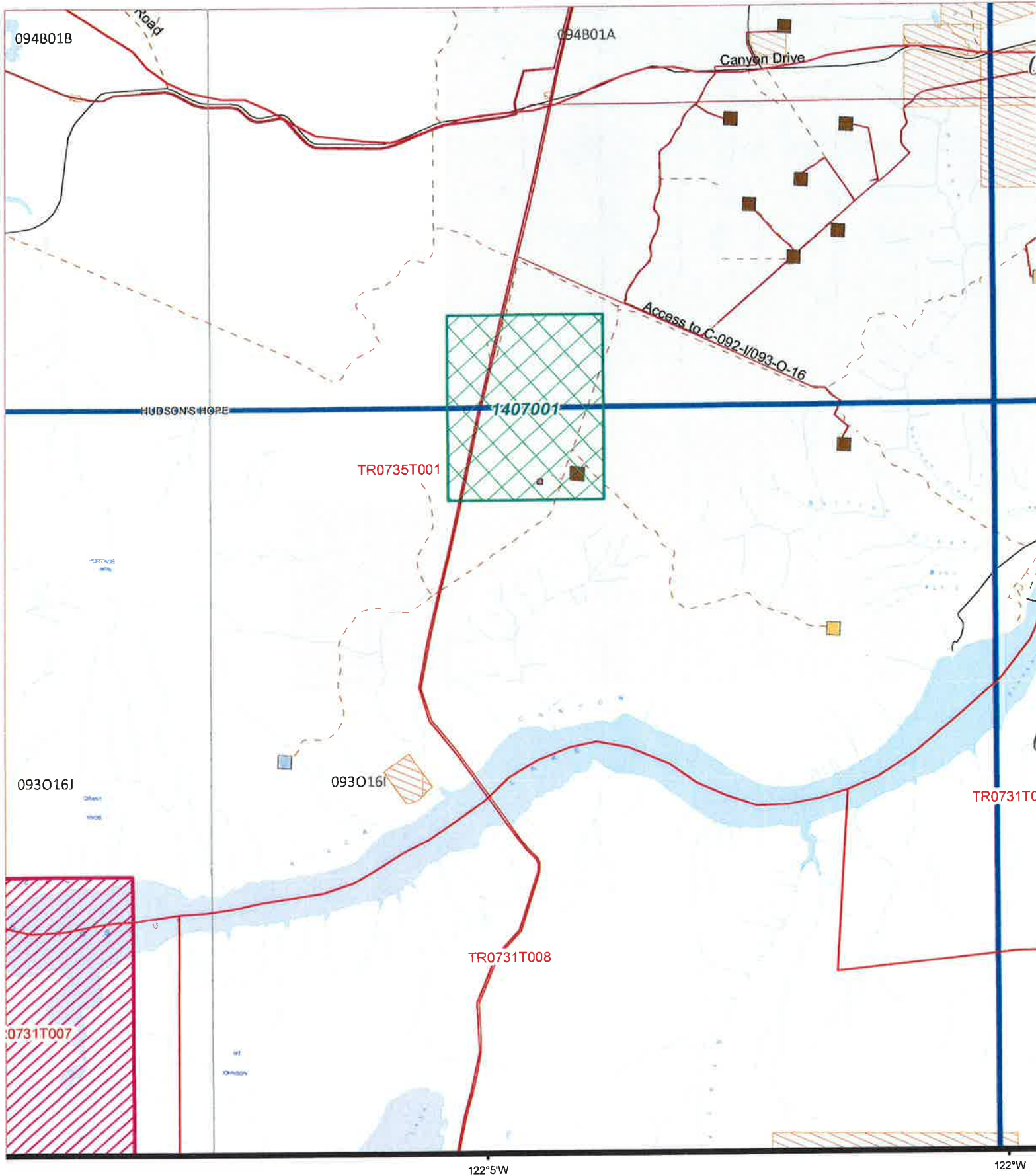
PTO User Manual: [www.empr.gov.bc.ca/Titles/OGTitles/Pages/PetroleumTitlesOnline.aspx](http://www.empr.gov.bc.ca/Titles/OGTitles/Pages/PetroleumTitlesOnline.aspx)

Disposition (Sales) Notices: [www.empr.gov.bc.ca/Titles/OGTitles/SalesNotices/Pages/default.aspx](http://www.empr.gov.bc.ca/Titles/OGTitles/SalesNotices/Pages/default.aspx)

Disposition (Sales) Results: [www.empr.gov.bc.ca/TITLES/OGTITLES/SALERESULTS/Pages/default.aspx](http://www.empr.gov.bc.ca/TITLES/OGTITLES/SALERESULTS/Pages/default.aspx)

All disposed tenure GIS files: [ftp://ftp.mem.gov.bc.ca/CSGISS/PNG\\_Tenure/](ftp://ftp.mem.gov.bc.ca/CSGISS/PNG_Tenure/)





# I Referral Map July 2014 PNG Disposition

Ministry of Natural Gas  
Upstream Development  
Tenure and Geoscience

14 PNG Disposition  
d Parcels  
reserve

**Well Activity**  
 Abandoned  
 Active

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