



DISTRICT OF HUDSON'S HOPE

AGENDA

Council Chambers

Monday May 8th, 2017 at 6:00 PM

1. Call to Order:

2. Delegations:

3. Notice of New Business:

Mayor's List

Councillors Additions

CAO's Additions

4. Adoption of Agenda by Consensus:

5. Declaration of Conflict of Interest:

6. Adoption of Minutes:

M1 April 24, 2017 Regular Council Meeting

Page 1

M2 April 27, 2017 Special Council Meeting

Page 6

7. Business Arising From the Minutes:

8. Public Hearing:

PH1 Proposed Official Community Plan Amendment
Bylaw 872, 2017 and Proposed Zoning
Amendment Bylaw 873, 2017; and

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PH2 Proposed Subdivision Development Servicing
Amendment Bylaw 883, 2017

8. Staff Reports:

SR1 CAO Action and Other Updates

Page 36

SR2 Account Reserves Closure

Page 42

SR3 District of Hudson's Hope Purchasing Policy
Amendment

Page 45

SR4 Pool Boiler Replacement

Page 46

9. Bylaws:

B1	Bylaw 872- Official Community Plan Amendment	Page 49
B2	Bylaw 873- Zoning Plan Amendment	Page 49
B3	Bylaw 883- Subdivision Development Serving Amendment	Page 60
B4	Bylaw 884- Tax Rate Bylaw	Page 67
B5	Bylaw 885- Amending Annual Financial	Page 70
B6	Bylaw 886- Amended Fees and Charges	Page 74

10. Correspondence

C1	Hudson's Hope School	Page 80
C2	BC Hydro – Site C Construction Schedule	Page 81
C3	Child Find BC	Page 83
C4	Hudson's Hope Minor Soccer Association	Page 85
C5	FCM 2017 proposal	Page 86
C6	PRIMEcorp	Page 93
C7	MFABC Survey - Socially Responsible Investing (SRI)	Page 95

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

CR1	Mayors Report	Verbal
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12. Old Business:

14. Public Inquiries:

15. Adjournment:



REGULAR COUNCIL MEETING
April 24, 2017
6:00 P.M.
MUNICIPAL HALL COUNCIL CHAMBERS

Present: Council: Mayor Gwen Johansson
Councillor Nicole Gilliss
Councillor Travous Quibell
Councillor Dave Heiberg
Councillor Kelly Miller
Councillor Caroline Beam
Youth Councillor Tess Herrington

Absent: Councillor Heather Middleton

Staff: CAO, Tom Matus
Foreman of Public Works, Layton Bressers
Office Assistant, Becky Mercereau

Other:

1. **CALL TO ORDER:**
The meeting called to order at 6:00 p.m. with Mayor Gwen Johansson presiding.
2. **DELEGATIONS:**

D1 **District of Hudson's Hope Public Works Division**
Mr. Vandenberg, Mrs. Edgar and Miss Eastman were in attendance to express their appreciation from the public works crew for the new shop that is almost completed.
3. **NOTICE OF NEW BUSINESS:**

Mayors Additions:
Councillors Additions: Museum Report, Lions Van update and Go Fund information
Staff Additions:
4. **ADOPTION OF AGENDA AS AMENDED BY CONSENSUS**
5. **DECLARATION OF CONFLICT OF INTEREST**
6. **ADOPTION OF MINUTES:**

M1 **April 10, 2017 Regular Council Meeting** **0550-01**
RESOLUTION NO.099
M/S Councillors Heiberg and Miller
That

M1

"The minutes of the April 10, 2017 Regular Council Meeting be adopted."
CARRIED

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

BA1 **Disposal Well** **0400-20**
Mayor Johansson advised that their well went through very quickly and that she does not have any further updates.

BA2 **Acronyms**
Mayor Johansson requested that in all documents the full name be wrote out the first time and then the acronym after that, so that in the future people will know what it is.

8. **STAFF REPORTS:**

SR1 **CAO Report- Action and other Updates** **0110-01**
• **Solar Array** **0970-01**

- Received three solar array proposals
- No feedback from the committee as the committee was not struck yet
- Requested an amendment to grant to allow us to maximize grant, as proposals were less than expected
- Arena structural upgrades will be related work to this grant
- If we receive approval to increase the capacity to the grant we will do another RFP

RESOLUTION NO.

M/S Councillors Quibell and Gilliss

That

"That Council approve the proposal by Peace Energy Cooperative."
CARRIED

- **Wastewater Upgrade** **5340-01**
 - Bids were received by five companies and Urban Systems is reviewing the lowest bid for compliance.
 - Transfers from reserves will need to be completed
- **Omicron** **3320-01**
 - CAO is looking at the GST rebate options.
- **Site C Exempted 2017 Roll Folios and Pending Folios** **1950-01**
 - Requested the formula for calculating grants-in-lieu
- **Optometry Clinic** **4710-01**
 - Council thought this would be a good idea for residents who cannot get to town for this service.
 - Advise about advertising in Hudson's Hope, such as the PSA system, etc.

RESOLUTION NO.

M/S Councillors Quibell and Heiberg

That

"That Council approve the use of a municipal room for the use of an optometry clinic as needed."
CARRIED

- SR2 **Water and Sewer Rates Review** **1950-01**
Reviewed the proposed rate increases. Requested the numbers for 10% over ten years.
- SR3 **District of Hudson's Hope Purchasing Policy Amendment** **0340-01**
Council requested the proposed changes be changed throughout the entire document and brought back.
- SR4 **Capital Reserve/Flat Deck** **1200-00**
RESOLUTION NO.
M/S Councillors Heiberg and Beam
That
"That Council approve the \$5,000.00 increase to the General Capital Works, M&E Reserves Funds to allow for the purchase of a Flat Deck truck as opposed to a Pick-up Truck; and that Council approve the procurement of three written price quotes as opposed to a advertising and commencing a public tendering procedure for the purchase of a Flat Deck truck."
CARRIED
- SR5 **Facebook Workshop** **4710-01**
For Information.
- SR6 **Atkinson Quality Assurance Team Minutes** **0360-01**
After the contract has been signed a public consultation meeting will be scheduled.
- SR7 **C-Lynx Creek Boat Launch** **7010-01**
There will be approximately 2-5 years with no boat launch at Lynx Creek. Looking at emergency response access to the lake during this time frame.
- SR8 **BC Hydro Grants in Lieu Property Exemptions Update** **1855-02**
Council request clarification from BC Hydro.
- SR9 **Arena Floor Replacement** **0810-20**
RESOLUTION NO. **2320-01**
M/S Councillors Heiberg and Quibell
That
"Council approve the purchase of the floor product from Hi-Pro Sporting Goods Ltd. For the amount of \$155,490.00 (GST included), by invoking its right to purchase under its Purchasing Policy section 1.i.vi."
CARRIED
9.
B1 **BYLAWS:**
Bylaw 884 – Tax Rate Bylaw **3900-02**
RESOLUTION NO.
M/S Councillors Heiberg and Miller
That

"Council give First, Second and Third reading for Tax Rate Bylaw No. 884, 2017."
CARRIED

- B2 Bylaw 885 – Amending Annual RESOLUTION NO. 3900-02**
M/S Councillors Quibell and Beam
That
"Council approve First, Second and Third reading of the 2017 Amended Annual Financial Plan Bylaw No. 885, 2017."
CARRIED

10. CORRESPONDENCE:

- C1 BC Hydro – Construction Schedule 6660-20**
Information.

- C2 Salish Sea Trust 0340-01**
RESOLUTION NO.
M/S Councillors Helberg and Beam
That
"Mayor Johansson write a letter of support the Salish Sea Trust's application to Parks Canada to have the Salish Sea considered for inclusion on Canada's Tentative List of World Heritage Sites."
CARRIED

- C3 District of Coldstream Resolution 0340-01**
Information.

- C4 UBCM – Community to Community Forum 0400-01**
Information.

- C5 Travelling Eye Clinic 4710-01**
Information. Already made resolution.

- C6 Peace Energy Cooperative Invitation 0390-01**
Information.

- C7 Coal and Energy Forum in Tumbler Ridge 0390-01**
Diarize for a member of Council to attend.

- C8 Lighting and Electrical Upgrade for Saddle Club 1850-01**
Information.

- C9 Ministry of Aboriginal Relations 0400-20**
Diarize.

11. OLD BUSINESS:

- CR1 Positive Ticketing Campaign 4710-01**
RESOLUTION NO.
M/S Councillors Quibell and Miller
That

"Council support the positive ticketing campaign with 15 tickets which could be used for either skate sharpening, skating, or swimming up to a total maximum of \$100.00."
CARRIED

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

CR1 **Mayor's Report**

- Legacy Market looking for shop local support **6750-01**
- Mayor Johansson won't be able to attend the NCGLA, but she will give her notes to fellow Councillors that are attending **0400-01**

CR2 **Councillor Miller**

- The Museum will consider a solar array on their new building **0230-20**
- Meet with the Energy Manager for Northern Health and they are willing to look at solar for the clinic
- Would like to change up the sign at Mile 57 for a new advertisement for the 75th Anniversary of the Alaska Highway. Staff will determine if we still have a lease for this signage. **1475-01**
- Showed Council the photos of the new lions van.
- BC Hydro has asked the Museum to do test drilling on the site. The board has requested a presentation.

CR3 **Councillor Gilliss**

- Advised that the BC Hydro Go Fund received three applications from Hudson's Hope and that two were approved. **1850-01**

13. **NEW BUSINESS:**

14. **PUBLIC INQUIRIES:**

15. **ADJOURNMENT:**

Mayor Johansson declared the meeting adjourned at 7:50 pm

DIARY

Diaryzed

Conventions/Conferences/Holidays

<i>Beryl Prairie Playground</i>	<i>07/25/16</i>
<i>UBCM resolution - Alternate Director</i>	<i>10/11/16</i>
<i>Grant Writer Program Sponsorship</i>	<i>04/10/17</i>
<i>Coal and Energy Forum-Tumbler Ridge in Sept.</i>	<i>04/24/17</i>
<i>MARR-Dale Morgan follow-up</i>	<i>04/24/17</i>

Certified Correct:

CAO/Tom Matus

Chair/Mayor Gwen Johansson



SPECIAL COUNCIL MEETING

April 27, 2017

5:30 P.M.

MUNICIPAL HALL COUNCIL CHAMBERS

**Present: Council: Acting Mayor- Councillor Heather Middleton
Councillor Dave Helberg
Councillor Nicole Gilliss
Councillor Travous Quibell
Councillor Kelly Miller**

**Absent: Mayor Gwen Johansson
Councillor Caroline Beam**

**Staff: Deputy Treasurer, Rhonda Eastman
Corporate Officer, Tammy McKeown**

Other: 1 in gallery

1. CALL TO ORDER:

The meeting called to order at 5:37p.m. with Councillor Heather Middleton presiding.

2. DELEGATIONS:

D1 KPMG- Financial Statements

1830-01

- Review of Draft Financial Statement.
- Increase in purchase of tangible capital assets
- Change in refundable deposit relates to MFA debt
- A/P reduced due to Community Hall Society payable being removed.
- Long term Debt reduced due to final payment having been made on Adams St. Sewer extension.

5:44pm Councillor Gilliss left the room

- Tree grant to be shown as separate line item for 2017.
- Water utility and sanitary sewer is actually under budget once you remove amortization
- Total surplus line does not take into consideration reserves
- Notes to Financials
 - 6(f) to remain as is, reflects accurate position as of December 31, 2016.
 - 15(iv) remove reference to the rental of the doctor's office.
 - 15(vii) include reference to the Curling Rink

Discussion in regard to creation of new reserve fund for Community Hall.

6:00 Councillor Gilliss returned

RESOLUTION NO.108

M/S Councillors Quibell and Gilliss

That

"Council approve the 2016 Financial Statements as amended."

CARRIED

M2

3. **NOTICE OF NEW BUSINESS:**
Mayor's List: CAO absence
Councillors Additions
CAO's Additions
4. **ADOPTION OF AGENDA BY CONSENSUS:**
Discussion in regard to additional Agenda items
5. **DECLARATION OF CONFLICT OF INTEREST:**
6. **ADOPTION OF MINUTES:**
7. **BUSINESS ARISING FROM THE MINUTES:**
8. **STAFF REPORTS:**
- SR1 **Account Reserves Closure** **1610-01**
RESOLUTION NO.109
M/S Councillors Miller and Gilliss
That
"Council table agenda item until next meeting."
CARRIED
- SR2 **Wastewater Treatment Plant Upgrade Tender Award** **5340-01**
Discussion in regard to budget amount, request for actual expended to **2240-01**
date. Staff directed to provide actual vs budgeted, explanation in regard
to coverage of additional costs.
RESOLUTION NO.110
M/S Councillors Gilliss and Quibell
That
"Council accept the Bear Mountain Construction Ltd bid including all
options at a cost of \$2,548,082.25, and approve the total budget of this
Wastewater Treatment Plant Upgrade of \$2,740,745.00."
CARRIED
- SR3 **District of Hudson's Hope Purchasing Policy Amendment** **0340-01**
RESOLUTION NO.111
M/S Councillors Quibell and Miller
That
"Council table agenda item until next meeting."
CARRIED
9. **BYLAWS:**
10. **CORRESPONDENCE:**
11. **REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISON RESPONSIBILITIES**

12. **OLD BUSINESS:**

13. **NEW BUSINESS:**

- CAO away due to family emergency.
- Councillor Middleton, as Acting Mayor, to request Director of Protective Services, Robert Norton, to act in CAO absence.

14. **PUBLIC INQUIRIES:**

15. **ADJOURNMENT:**

Acting Mayor, Councillor Middleton, declared the meeting adjourned at 6:30pm.

DIARY

Conventions/Conferences/Holidays

Beryl Prairie Playground

UBCM resolution - Alternate Director

Grant Writer Program Sponsorship

Coal and Energy Forum-Tumbler Ridge in Sept.

MARR-Dale Morgan follow-up

Diarized

07/25/16

10/11/16

04/10/17

04/24/17

04/24/17

Certified Correct:

Corporate Officer/Tammy McKeown

Chair/Councillor Heather Middleton

LGA

Division 3 — Public Hearings on Planning and Land Use Bylaws

Requirement for public hearing before adopting bylaw

- 464** (1) Subject to subsection (2), a local government must not adopt
- (a) an official community plan bylaw,
 - (b) a zoning bylaw, or
 - (c) a bylaw under section 548 [early termination of land use contracts]
- without holding a public hearing on the bylaw for the purpose of allowing the public to make representations to the local government respecting matters contained in the proposed bylaw.
- (2) A local government may waive the holding of a public hearing on a proposed zoning bylaw if
- (a) an official community plan is in effect for the area that is subject to the zoning bylaw, and
 - (b) the bylaw is consistent with the official community plan.

Public hearing procedures

- 465** (1) A public hearing under section 464 (1) must be held after first reading of the bylaw and before third reading.
- (2) At the public hearing, all persons who believe that their interest in property is affected by the proposed bylaw must be afforded a reasonable opportunity to be heard or to present written submissions respecting matters contained in the bylaw that is the subject of the hearing.
- (3) Subject to subsection (2), the chair of the public hearing may establish procedural rules for the conduct of the hearing.
- (4) More than one bylaw may be considered at a public hearing and more than one bylaw may be included in a notice of public hearing.

PH

- (5) A written report of each public hearing, containing a summary of the nature of the representations respecting the bylaw that were made at the hearing, must be prepared and maintained as a public record.
- (6) A report under subsection (5) must be certified as being fair and accurate by the person preparing the report and, if applicable, by the person to whom the hearing was delegated under section 469.
- (7) A public hearing may be adjourned and no further notice of the hearing is necessary if the time and place for the resumption of the hearing are stated to those present at the time the hearing is adjourned.

Notice of public hearing

- 466** (1) If a public hearing is to be held under section 464 (1), the local government must give notice of the hearing
- (a) in accordance with this section, and
 - (b) in the case of a public hearing on an official community plan that includes a schedule under section 614 (3) [designation of heritage conservation area], in accordance with section 592 [giving notice to owners and occupiers].
- (2) The notice must state the following:
- (a) the time and date of the hearing;
 - (b) the place of the hearing;
 - (c) in general terms, the purpose of the bylaw;
 - (d) the land or lands that are the subject of the bylaw;
 - (e) the place where and the times and dates when copies of the bylaw may be inspected.
- (3) The notice must be published in at least 2 consecutive issues of a newspaper, the last publication to appear not less than 3 days and not more than 10 days before the public hearing.

(4) If the bylaw in relation to which the notice is given alters the permitted use or density of any area, the notice must

- (a) subject to subsection (6), include a sketch that shows the area that is the subject of the bylaw alteration, including the name of adjoining roads if applicable, and
- (b) be mailed or otherwise delivered at least 10 days before the public hearing
 - (i) to the owners, as shown on the assessment roll as at the date of the first reading of the bylaw, and
 - (ii) to any tenants in occupation, as at the date of the mailing or delivery of the notice,

of all parcels, any part of which is the subject of the bylaw alteration or is within a distance specified by bylaw from that part of the area that is subject to the bylaw alteration.

(5) If the bylaw in relation to which the notice is given is a bylaw under section 548 [early termination of land use contracts], the notice must

- (a) subject to subsection (6), include a sketch that shows the area subject to the land use contract that the bylaw will terminate, including the name of adjoining roads if applicable, and
- (b) be mailed or otherwise delivered at least 10 days before the public hearing
 - (i) to the owners, as shown on the assessment roll as at the date of the first reading of the bylaw, and
 - (ii) to any tenants in occupation, as at the date of the mailing or delivery of the notice,

of all parcels, any part of which is subject to the land use contract that the bylaw will terminate or is within a distance specified by bylaw from that part of the area that is subject to that land use contract.

- (6) If the location of the land can be clearly identified in the notice in a manner other than a sketch, it may be identified in that manner.
- (7) Subsection (4) does not apply if 10 or more parcels owned by 10 or more persons are the subject of the bylaw alteration.
- (8) The obligation to deliver a notice under subsection (4) or (5) is satisfied if a reasonable effort was made to mail or otherwise deliver the notice.

Notice if public hearing waived

- 467** (1) If a local government waives the holding of a public hearing under section 464 (2) [waiver for certain zoning bylaws], it must give notice in accordance with this section.
- (2) The notice must state
 - (a) in general terms, the purpose of the zoning bylaw,
 - (b) the land or lands that are the subject of the bylaw, and
 - (c) the place where and the times and dates when copies of the bylaw may be inspected.
- (3) Section 466 (3), (4) and (5) to (8) applies to a notice under subsection (2) of this section, except that
 - (a) the last publication under section 466 (3) is to be not less than 3 days and not more than 10 days before the bylaw is given third reading, and
 - (b) the delivery under section 466 (4) (b) is to be at least 10 days before the bylaw is given third reading.

Posted notices respecting proposed bylaws

- 468** (1) In respect of public hearings being held under section 464 (1) or waived under section 464 (2), a local government may, by bylaw,
 - (a) require the posting of a notice on land that is the subject of a bylaw, and

- (b) specify the size, form and content of the notice and the manner in which and the locations where it must be posted.
- (2) Specifications under subsection (1) (b) may be different for different areas, zones, uses within a zone and parcel sizes.

Delegation of public hearings

- 469** (1) If a local government makes a delegation in relation to one or more public hearings,
- (a) that delegation does not apply to a hearing unless the notice of hearing under section 466 includes notice that the hearing is to be held by a delegate, and
 - (b) the resolution or bylaw making the delegation must be available for public inspection along with copies of the bylaw referred to in section 466 (2) (e).
- (2) If the holding of a public hearing is delegated, the local government must not adopt the bylaw that is the subject of the hearing until the delegate reports to the local government, either orally or in writing, the views expressed at the hearing.

Procedure after public hearing

- 470** (1) After a public hearing, the council or board may, without further notice or hearing,
- (a) adopt or defeat the bylaw, or
 - (b) alter and then adopt the bylaw, provided that the alteration does not
 - (i) alter the use,
 - (ii) increase the density, or
 - (iii) without the owner's consent, decrease the density
- of any area from that originally specified in the bylaw.
- (2) A member of a council or board who

(a) is entitled to vote on a bylaw that was the subject of a public hearing, and

(b) was not present at the public hearing

may vote on the adoption of the bylaw if an oral or written report of the public hearing has been given to the member in accordance with subsection (3).

(3) The report referred to in subsection (2) must be given to the member by

(a) an officer or employee of the local government, or

(b) if applicable, the delegate who conducted the public hearing.

(4) After a public hearing under section 464 (1) or third reading following notice under section 467 [notice if public hearing waived], a court must not quash or declare invalid the bylaw on the grounds that an owner or occupier

(a) did not see or receive the notice under section 466 or 467, if the court is satisfied that there was a reasonable effort to mail or otherwise deliver the notice, or

(b) who attended the public hearing or who can otherwise be shown to have been aware of the hearing, did not see or receive the notice, and was not prejudiced by not seeing or receiving it.



**HUDSON'S
HOPE**

PLAYGROUND OF THE PEACE

NOTICE OF PUBLIC MEETING

FOR PROPOSED SUBDIVISION AND DEVELOPMENT SERVICING AMENDMENT BYLAW AT THE DISTRICT OF HUDSON'S HOPE COUNCIL CHAMBERS

Located at 9904 Dudley Drive, at 6:00 p.m., on Monday, May 8th, 2017 to allow the public to make verbal or written representation to Council with respect to Council's intention to adopt a Subdivision and Development Servicing Amendment Bylaw No. 883, 2017.

Proposed Bylaw No. 883, 2017 is amending Subdivision and Development Servicing Bylaw No. 848 to change the following:

- a) In Schedule B, Table B-1, Road Classification Local Urban, Pavement Width Curb-to-Curb Including Median ten meters, amend as follows:

by replacing the number of meters from ten (10) to eight (8);
- b) In Schedule B, 3.5 Curb Return Radii: amend as follows:

by replacing the radii from "9 m" radius to "6 m" radius;
- c) In Schedule D' section "8.0 Minimum Grades" in the column "Pipe Diameter (mm)" wherein the third row reads "150-200", and in the column "Minimum Grade (m/100)" the third row reads "0.50":
amend as follows:

by replacing the minimum pipe grade from 0.5% to 0.4%;
- d) Schedule D, Section 12.0 Manholes, Table 12.1 Locations, Pipe Diameter (mm) 200-375, Maximum (spacing) Distance of 125m, amend as follows:

by replacing the maximum distance from "125" meters to "132" meters;
- e) Schedule B, Table B-1, Road Classification at row "Local" "Urban" and at column "No. of Sidewalks", amend as follows:

by replacing "1" with "N/A".

The above synopsis is not intended to be, nor should it be interpreted as the full text and content of the proposed Bylaw No. 883, 2017. A copy of the proposed bylaws and relevant background documents may be inspected between the hours of 8:30 a.m. to 4:30 p.m., Thursday, April 27, 2017 through Monday, May 8, 2017, excepting statutory holidays at the municipal office of the District of Hudson's Hope located at 9904 Dudley Drive, Hudson's Hope, BC.

All persons who believe that their property interests are affected by this proposed Bylaw may:

- deliver or fax written briefs to the District of Hudson's Hope prior to the Hearing; or
- present verbal or written briefs at the Hearing.

NOTICE is also given that the Council will not accept any written or verbal presentations subsequent to the close of the Public Hearing.



NOTICE OF PUBLIC HEARING

FOR PROPOSED OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW 872, 2016 AND FOR PROPOSED ZONING AMENDMENT BYLAW 873, 2016 AT THE DISTRICT OF HUDSON'S HOPE COUNCIL CHAMBERS

Located at 9904 Dudley Drive, at 6:00 p.m., on Monday, May 8th, 2017 to allow the public to make verbal or written representation to Council with respect to Council's intention to adopt an Amending Official Community Plan and Zoning Amendment.

Proposed Bylaw No. 872, 2016 is amending Official Community Plan Bylaw 822 to note the land use change from "Core Residential" to "General Residential" for the area of the District of Hudson's Hope described below.

Proposed Bylaw No. 873, 2016 is amending Zoning Bylaw 823 to change the zoning designation from "R2 Medium Density Residential" to "R1 Low Density Residential" for the area of the District of Hudson's Hope described below.

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

Lot A, Plan 16585 Part of the NW 1/4, Section 13, Township 81 Range 26 West of the 6th Meridian Peace River District (Atkinson Property – Addresses to be assigned).

Proposed Bylaw No. 872, 2016 is also amending Official Community Plan Bylaw 822 to note the land use change from "Light Industrial" to "General Residential" for the area of the District of Hudson's Hope described below.

Proposed Bylaw No. 873, 2016 is also amending Zoning Bylaw 823 to change the zoning designation from "M1 Light Industrial" to "R2 Multi-Unit Residential" for the area of the District of Hudson's Hope described below.

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

Once adopted, it will amend the current Official Community Plan, Bylaw No. 822, 2013 and Zoning Bylaw No. 823, 2013.

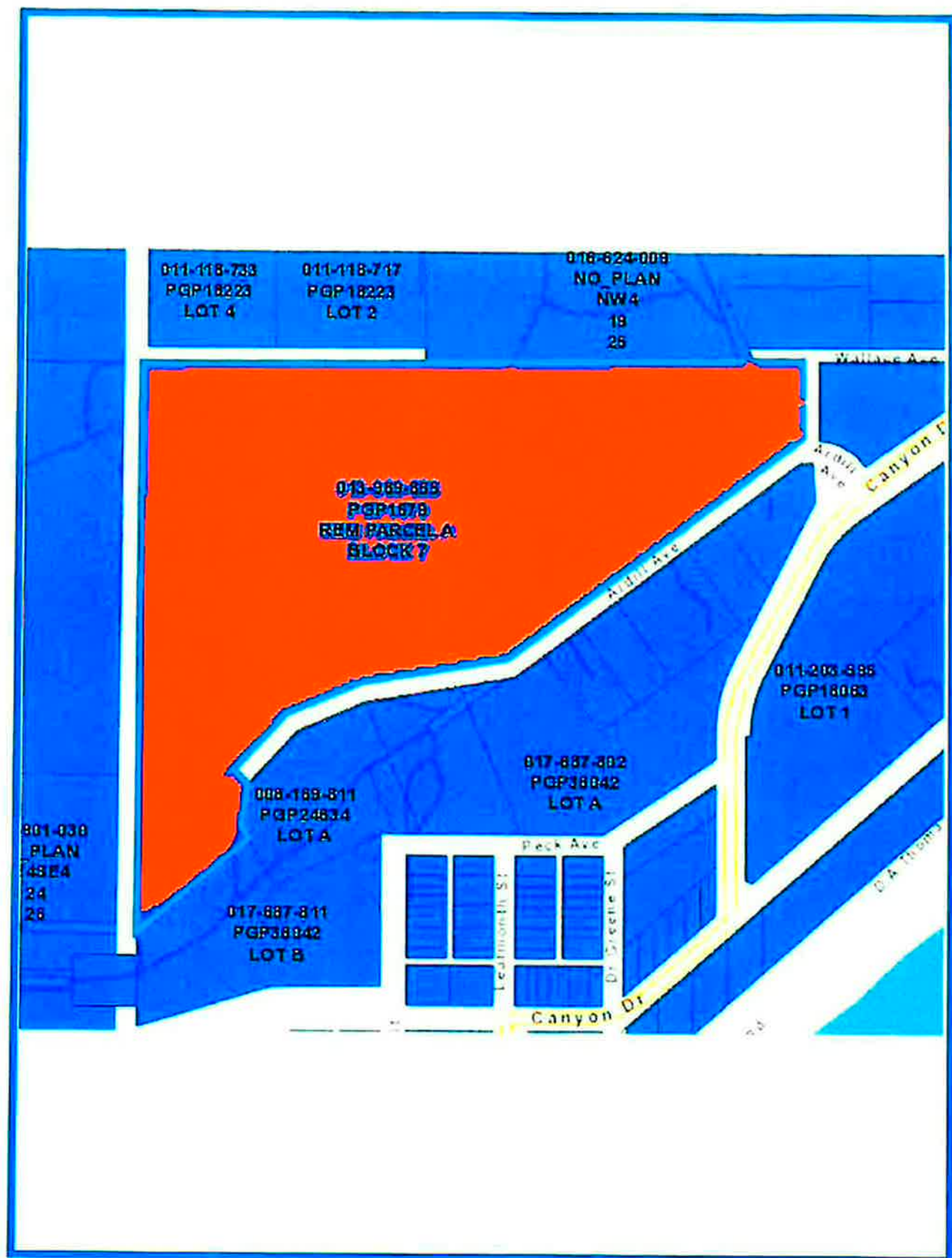
The above synopsis is not intended to be, nor should it be interpreted as the full text and content of the proposed Bylaw No. 872, 2016 or Bylaw No. 873, 2016. A copy of the proposed bylaws and relevant background documents may be inspected between the hours of 8:30 a.m. to 4:30 p.m., Thursday, April 27, 2017 through Monday, May 8, 2017, excepting statutory holidays at the municipal office of the District of Hudson's Hope located at 9904 Dudley Drive, Hudson's Hope, BC.

All persons who believe that their property interests are affected by this proposed Bylaw may:

- deliver or fax written briefs to the District of Hudson's Hope prior to the Hearing; or
- present verbal or written briefs at the Hearing.

NOTICE is also given that the Council will not accept any written or verbal presentations subsequent to the close of the Public Hearing.







Public Hearing Opening Statement

Official Community Plan Amendment Bylaw No. 872, 2017, Zoning Amendment Bylaw No. 873, 2017, and Subdivision Development Servicing Amendment Bylaw No. 883, 2017

At this Public Hearing, Council will consider applications for the following proposed bylaws, in order as presented:

- Official Community Plan Amendment Bylaw No. 872, 2017
- Zoning Amendment Bylaw No. 873, 2017
- Subdivision Development Servicing Amendment Bylaw No. 883, 2017

At this meeting, the public are invited to make presentations to Council, and all persons who believe their interest in property is affected by this proposal. Please direct all your comments to the Chair.

Members of Council may, if they wish, ask questions of you following your presentation. However, the main function of Council is to listen to the views of the public. It is not the function of Council during this Public Hearing to debate the merits of the proposal with individual citizens. Please observe these rules, and if you have any concerns with the manner in which the hearing is conducted, direct your comments to the Chair.

Everyone shall be given a reasonable opportunity to be heard at this hearing. No one will be, or should feel, discouraged or prevented from making his or her views known. No one, however, may repeat themselves when making a submission. Any person who wishes to present a written submission to Council may do so by presenting it to the Administrator. All those submissions will be retained by the Administrator and copies of submissions will be available at the District Office during regular office hours. **Any person making a verbal presentation must state their name and address for the record of the hearing before commencing.**

Your only opportunity to comment on this proposal will be during this hearing, as members of Council, are not permitted to receive further information after the close of this hearing.

Again, please direct all your comments to the Chair.



I will now request the Corporate Officer, *Tammy McKeown*, to provide a synopsis of the first application.

Public Hearing for OCP Amendment Bylaw #872, 2017, Zoning Amendment Bylaw #873, 2017 and Subdivision Development Servicing Amendment Bylaw # 883, 2017.

6:00 PM, May 8, 2017

BYLAW SYNOPSIS.

It is required that Council hold a Public Hearing when making amendments to the Zoning and OCP Bylaw as per Local Government Act Division 3 Public Hearing.

Due to a zoning application submission, Council requires an OCP Bylaw amendment to change the land use designation of Parcel A(R33952) of Block 7, Section 19, Township 81, Range 25 West of the 6th Meridian Peace River District Plan 1679 Except Plans H733, 27536, and PGP 36042 (Hocha's property) from Light Industrial to General Residential. Council also wishes to change the zoning of this property from M1 (Light Industrial) to R2 (Multi-unit residential).

Due to the BCH - Partnering Relationship Agreement and the Atkinson subdivision development project therein, the District of Hudson's Hope Council wishes to amend its current Official Community Plan and Zoning Bylaws to reflect a new subdivision development plan.

Council requires an OCP Bylaw amendment to change the land use designation of the following lands, commonly identified as Atkinsons Property:

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

And,

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

from Core Residential to General Residential.

Council requires an OCP Bylaw amendment to:

- a. Remove Paragraph 5 of Schedule A, 2.1.1 and 2.1.2 in order to remove the discouragement of manufactured homes in the core residential and general residential zones.

And Council wishes to:

Implement a new "R1b Zone- Low Density Residential". In contrast to the R1 and R1a zones, the new zone would only allow single-family dwellings and would incorporate the following restrictions:

1. Minimum width of the dwelling to 4.6 meters (16 feet), this will allow for double wide modular and larger single-wide modulars.
2. Maximum height of the dwelling to 10 meters (32 feet), we believe this is a sufficient height restriction as most two-story homes are between 6m (20 feet) and 7.6m (25 feet).
3. Maximum height of accessory buildings to 6.1 meters (20 feet).

4. Minimum floor plan to 111 m² (1195 sq. feet).
 5. Mandatory 1.83m high rear yard fence.
 6. Mandatory siding to ground for all modulars.
 7. Maximum parcel coverage at 40%. E.g. smallest lot is 997 m² (10732 sq. feet), total allowable combined building size would be 399m² (4293 sq. feet)
- b. Change the zoning of the aforementioned property from R2(multi-unit residential) to R1b(low density residential)
 - c. Amend Section 4.6 of Schedule 'A' of the Zoning Bylaw 823, 2013 to include all R1 zones, to ensure landscaping is completed for all new construction.
 - d. Amend 7.0 of Schedule 'B' of the Zoning Bylaw 823, 2013 to will include a maximum length of 12m in regard to the requirement for permanent surface for off-street parking for RU1 zones.

A Subdivision Development Servicing application has been submitted for the development of the subdivision known as the Atkinson Property. The following five amendments, to the Subdivision Development Servicing Bylaw, are necessary for to meet the requirements set out in the application:

a) Schedule B, Table B-1, Road Classification Local Urban, Pavement Width Curb-to-Curb Including Median ten meters, as follows:

by reducing the number of meters from ten to eight; Rationale:

- i) Facilitates minimum 1,000m² area for all lots;
- ii) Cost savings to stay within budget.

b) Schedule B, 3.5 Curb Return Radii: A minimum of 9 m curb return radii shall be provided at all intersections. The minimum property corner cut shall be 6 m x 6 m, as follows:

by reducing the radii from 9m radius to 6 m radius; Rationale:

- iii) Subdivision size/shape constraints;
- iv) Smaller curve radius promotes slower turns in residential areas;
- v) Cost savings to stay within budget.

c) In Schedule 'D' section "8.0 Minimum Grades" in the column "Pipe Diameter (mm)" wherein the third row reads "150-200", and in the column "Minimum Grade (m/100)" third row, replace "0.50" with "0.40" as follows:

To reduce the minimum pipe grade from 0.5% to 0.4%; Rationale:

- vi) A gentler grade is required to match the elevation of the District sanitary tie-in point while maintaining minimum frost cover;

- vii) 0.4% grade is used in many northern municipalities and will not impact drainage.

d) Schedule D, Section 12.0 Manholes, Table 12.1 Locations, Pipe Diameter (mm) 200-375, Maximum (spacing) Distance of 125m, as follows:

by increasing the maximum distance from 125 meters to 132 meters; Rationale:

- viii) Slight increase in spacing to accommodate subdivision size/shape;
- ix) To maintain an acceptable level of cover over the sanitary main;
- x) The grade is too steep to connect with the existing sewer main;
- xi) Cost savings to stay within budget.

e) Schedule B, Table B-1, Road Classification Local Urban, No. of Sidewalks, 1 sidewalk as follows:

by not requiring any sidewalk; Rationale:

- xii) Cost savings to stay within budget.

Tammy McKeown, Corporate Officer

Bylaw No. 872, 2017

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

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

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

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

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

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

And,

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

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

(Atkinson Property – Addresses to be assigned)

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

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

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

4. Schedule "A", Part 2, Section 1, Subsection 1 of "*District of Hudson's Hope Official Community Plan Bylaw No. 822, 2013*" is hereby amended by striking out Paragraph 5- Discourage the use of manufactured homes in any area designated "Core Residential".
5. Schedule "A", Part 2, Section 1, Subsection 2 of "*District of Hudson's Hope Official Community Plan Bylaw No. 822, 2013*" is hereby amended by striking out Paragraph 5- Discourage the use of manufactured homes in any area designated "General Residential".
6. If any section, subsection, paragraph, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.

Read for a First Time on the 10th day of April, 2017.

Read for a Second Time on the 10th day of April, 2017.

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

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

Adopted on the day of , 2017.

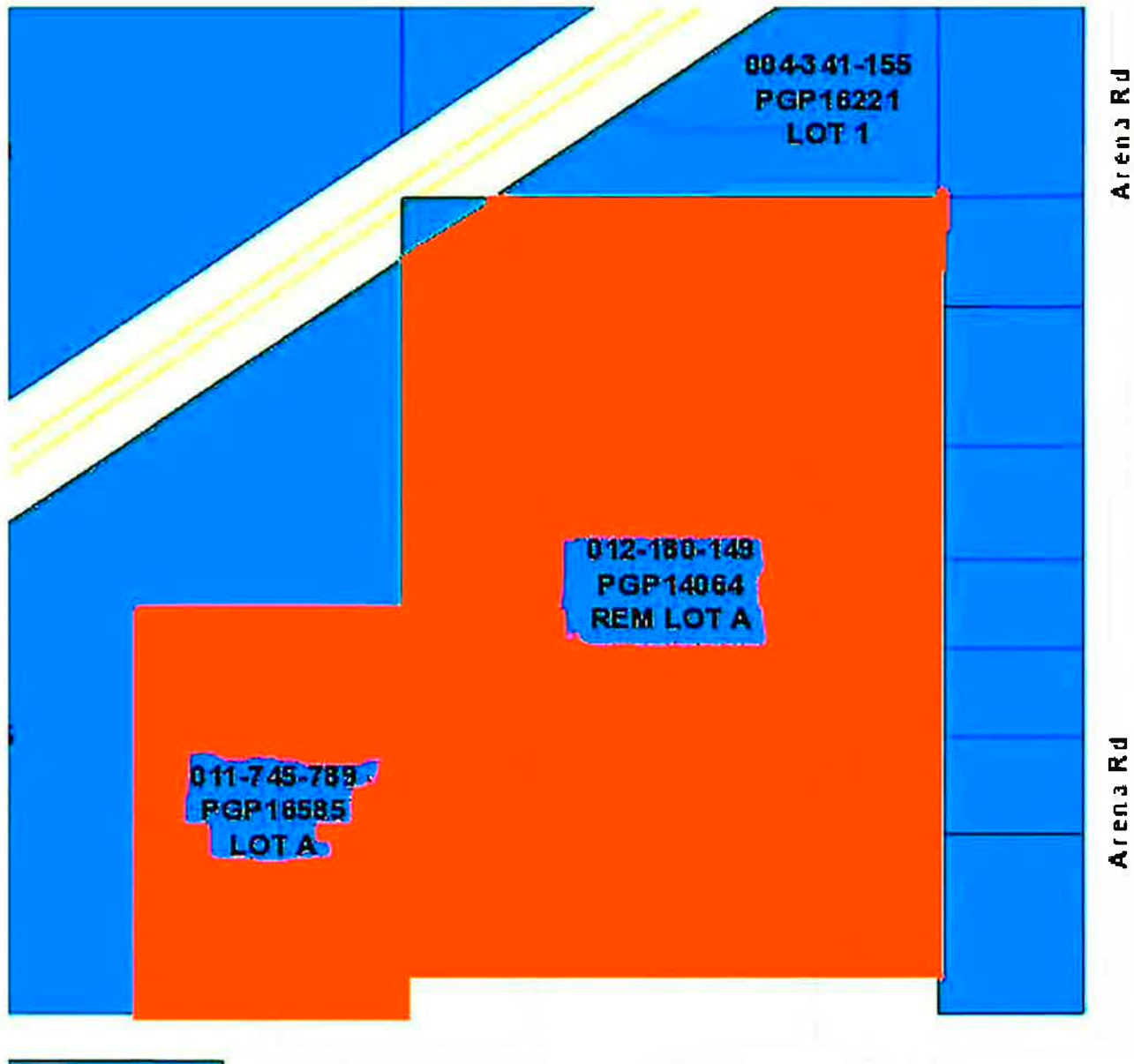
Gwen Johansson,
MAYOR

Tammy McKeown
Corporate Officer

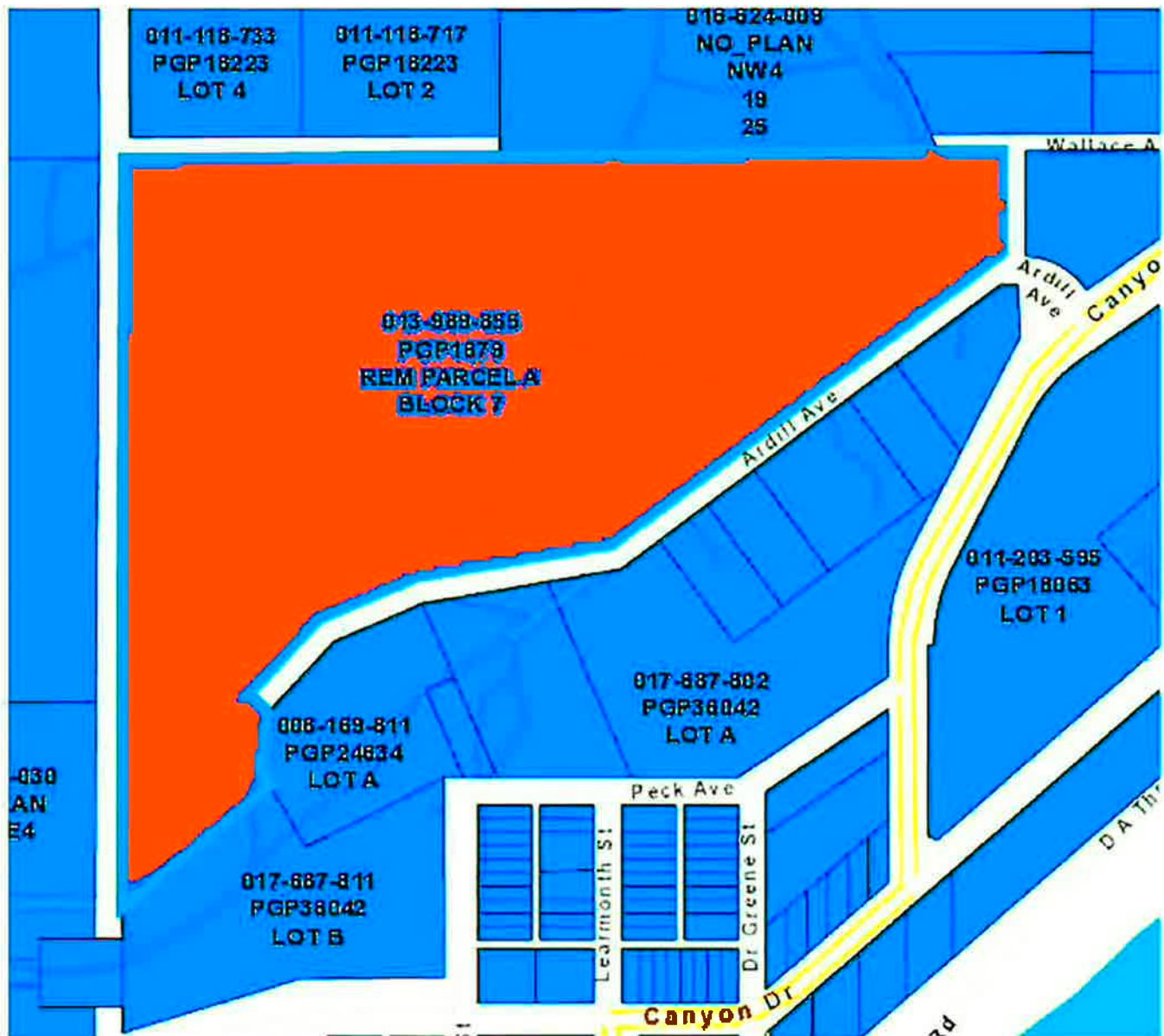
Certified a true copy of Bylaw No. 872
this ____ day of _____ 20__.

Clerk

APPENDIX "A"



APPENDIX "B"





BYLAW NO. 873, 2017

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

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

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

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

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

R1b Zone: Low Density Residential (Atkinson)

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

Permitted Uses

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

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

Zone Specific Regulation

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

COLUMN 1	COLUMN 2
1. Maximum number of: <ul style="list-style-type: none"> Principal buildings Accessory buildings 	1 per parcel 3 per parcel
2. Maximum height of: <ul style="list-style-type: none"> Principal buildings Accessory buildings 	10 m 6.1 m
3. Minimum width of principal buildings	6.7 m
4. Minimum floor area of principal buildings	111 m ²

5. Minimum parcel size	997 m ²
6. Minimum frontage	15 m
7. Minimum setback of principal buildings from:	
• Front parcel line	4 m
• Interior side parcel line	1.5 m
• Exterior side parcel line	3 m
• Rear parcel line	6 m
8. Mandatory rear yard privacy fence	1.83m in height
9. Maximum parcel coverage	40%

3. Schedules "D", "E", and "F" of the "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*" are hereby amended by changing the zoning of the area identified in Appendix "A" attached to and forming part of this bylaw from "R2 (Multi-unit Residential)" to "R1b(Low Density Residential)."
4. Schedules "D", "E", and "F" of the "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*" are hereby amended by changing the zoning of the area identified in Appendix "B" attached to and forming part of this bylaw from "M1 (Light Industrial)" to "R2 (Multi-unit Residential)."
5. Schedule "A", Section 4, Subsection 6, Paragraph 6 of the "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*" is hereby amended to insert reference to all R1 zones;
6. Schedule "B", Section 7, Paragraph 6 of the "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*" is hereby amended to read:

All required off-street parking and loading areas in an R-zone, C-zone, P-zone or RU1-zone (to a maximum length of 12 m) must:

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

Read a first time this 10th day of April, 2017

Read a second time this 10th day of April, 2017

Public hearing held on this ____ day of ____, 2017

Read a third time this ____ day of ____, 2017

Adopted this ____ day of ____, 2017

Gwen Johansson,
MAYOR

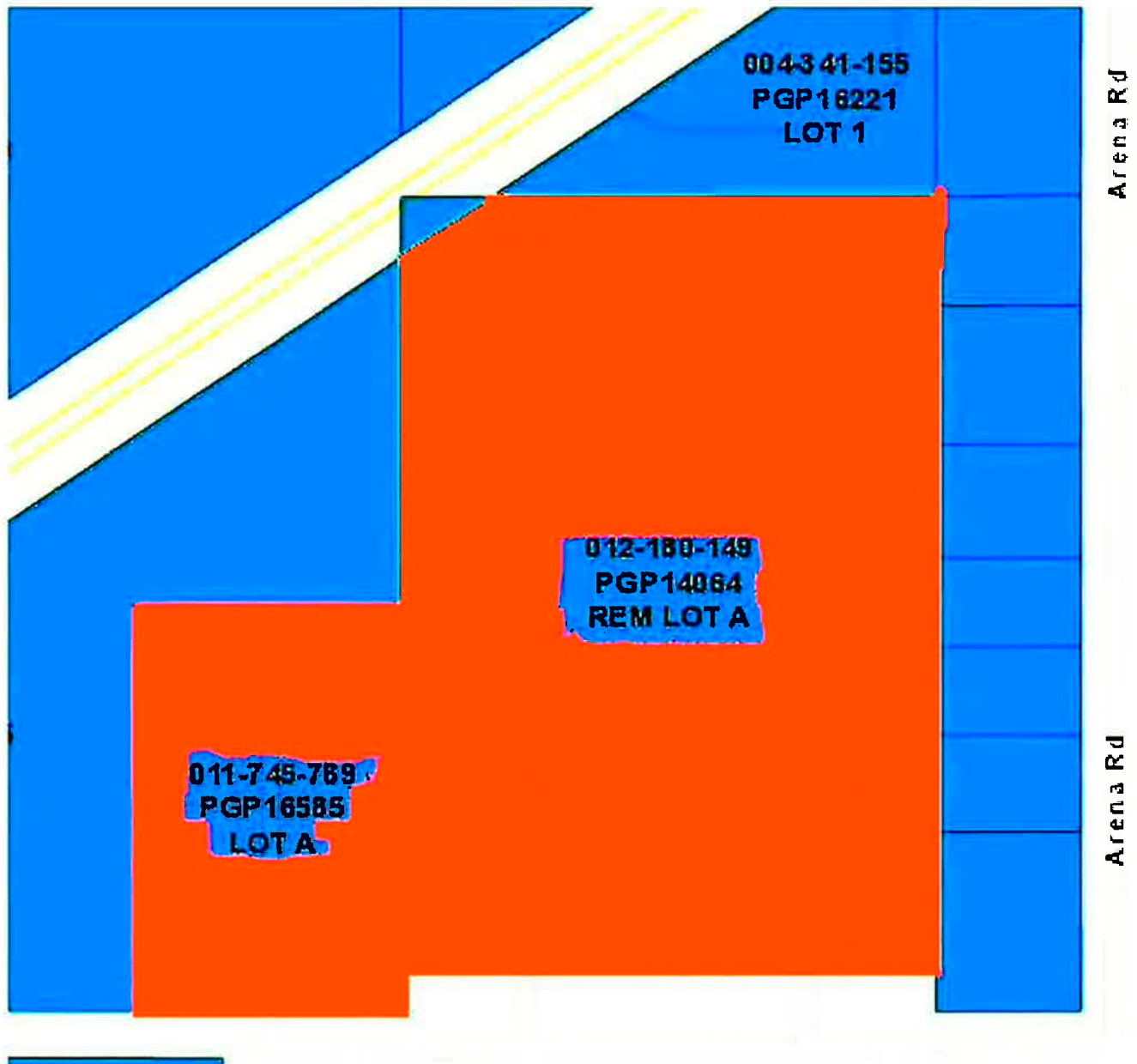
Tammy McKeown
Corporate Officer

Certified a true copy of Bylaw No. 873

this ____ day of _____, 20__.

Clerk

Appendix "A"



Appendix B



Bylaw No. 883, 2017

A bylaw to amend the "District of Hudson's Hope Subdivision and Development Servicing Bylaw No. 848, 2015".

WHEREAS the Council of the District of Hudson's Hope wishes to amend "District of Hudson's Hope Subdivision and Development Servicing Bylaw No. 848, 2015";

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

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

1. This bylaw will be cited as "District of Hudson's Hope Subdivision and Development Servicing Amendment Bylaw No. 883, 2017."
2. "District of Hudson's Hope Subdivision and Development Servicing Bylaw No. 848, 2015" is hereby amended as per the following:
 - a. Delete in Schedule 'A' in section "1.0 ESTABLISHMENT OF SERVICE LEVELS" where it reads :

Description	RU1	RU2	RU3	R1	R1a	R2	R3	C1	C2	M1	M2	M3	P1	P2	OR	
1. Water Service																
✓ District of Service	N/A	R	R	R	R	R	R	R	R	R	R	N/A	R			
2. Sanitary Service																
✓ District Service	N/A	R		R	R	R	R	R	R	R	R	N/A				
✓ Private Service			A										A			
3. Drainage																
✓ Enclosed Pipe System	N/A	R	N/A	R	R	R	R	R	R	N/A	N/A	N/A	N/A			
✓ Open Channel (Ditch)			R							R	R	R	R			
4. Highways																
✓ Collector/Local Curbs &	N/A	R	N/A	R	R	R	R	R	R	N/A	N/A	N/A	N/A			
✓ Rural			R							R	R	R	R			
5. Sidewalks																
✓ Both Sides	N/A	N/A	N/A	N/A	N/A	N/A	N/A	R	R	N/A	N/A	N/A	N/A			
✓ One Side	N/A	R	N/A	R	R	R	R	N/A	N/A	N/A	N/A	N/A	N/A			
6. Street Lighting	N/A	R	R	R	R	R	R	R	R	R	R	R	R			

And replace it with the following, to include R1b zone:

Description	RU1	RU2	RU3	R1	R1a	R1b	R2	R3	C1	C2	M1	M2	M3	P1	P2	OR
1. Water Service																
-District Service	N/A	R	R	R	R	R	R	R	R	R	R	R	N/A	R		
2. Sanitary Service																
-District Service	N/A	R		R	R	R	R	R	R	R	R	R	N/A			
-Private Service			A											A		
3. Drainage																
-Enclosed Pipe System	N/A	R	N/A	R	R	R	R	R	R	R	N/A	N/A	N/A	N/A		
-Open Channel (Ditch)			R								R	R	R	R		
4. Highways																
-Collector/Local Curbs &	N/A	R	N/A	R	R	R	R	R	R	R	N/A	N/A	N/A	N/A		
-Rural			R								R	R	R	R		
5. Sidewalks																
-Both Sides	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	R	R	N/A	N/A	N/A	N/A		
-One Side	N/A	R	N/A	R	R	N/A	R	R	N/A	N/A	N/A	N/A	N/A	N/A		
6. Street Lighting	N/A	R	R	R	R	R	R	R	R	R	R	R	R	R		

- b. Delete Table B-1 in Schedule 'B' and replace with the following, to include Atkinson subdivision:

Road Classifications	Right-of-way Width (m)	Pavement Width Curb-to Curb including Median	Curb Type	No. of Sidewalks	Parking
Arterial					
Undivided- 4 Lane	25	15	Barrier	2	N/A
Rural	20	7.2 + Shoulders	N/A	N/A	N/A
Collector					
Commercial and Industrial	25	15	Barrier	2	Both Sides Off-Peak
Multi-Family Residential	22	12.2	Barrier	2	Both Sides
Single Family Residential					
Urban	20	11	Barrier	2	One Side
Rural	20	7.2 + Shoulders	N/A	N/A	N/A
Local					
Commercial and Industrial	20	11	Barrier	2	Both Sides
Multi-Family Residential	20	11	Barrier	2	Both Sides
Single Family Residential					
Urban	20	10	Rollover	1	Both Sides
Rural	20	7.2 + Shoulders	N/A	N/A	N/A
Atkinson	20	8	Rollover	N/A	Both Sides
Lane	6	5.2	Rollover	N/A	N/A
Walkway and Bike Path	3	2.5	N/A	N/A	N/A

Table B-1-Road Classification

- c. In Section "1.1 Zoning at subsection f)":

Insert a new subsection f) that reads:

"R1b – Low Density Residential (Atkinson)" and renumber the following subsections values accordingly from g) to p).

- d. Schedule 'B', delete the first paragraph in 3.5 Curb Return Radii and replace with:

A minimum of 6 m curb radii shall be provided at all intersections.

- e. In Schedule 'D' section "8.0 MINIMUM GRADES" in the column "PIPE DIAMETER (mm)" wherein the third row reads "150-200", in the column "MINIMUM GRADE (m/100)" third row, replace "0.50" with "0.40"

PIPE DIAMETER(mm)	MINIMUM GRADE (m/100)
100	2.00
150-200	0.40
250-350	0.30
375-450	0.15

- f. Delete Table 12.1 in Schedule D and replace with the following, to increase the maximum manhole spacing distance for a 200-375 mm pipe to 132m from 125m:

PIPE DIAMETER (mm)	MAXIMUM DISTANCE (m)
200-375	132
450-750	155
900 and larger	185

Table 12.1: Maximum Manhole Spacing

Read for a First Time on the 10th day of April, 2017.

Read for a Second Time on the 10th day of April, 2017.

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

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

Adopted on the day of , 2017.



**Subdivision Development Servicing Amendment
Bylaw No. 883, 2017**

**Gwen Johansson,
MAYOR**

**Tammy McKeown
Corporate Officer**

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

Clerk

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: MAYOR JOHANSSON and COUNCIL
SUBJECT: ACTION and other UPDATES
DATE: May 8, 2017
FROM: Robert Norton, Acting CAO

Staff Anticipated Travel:

CAO: MATI: Leadership in Local Government Organizations (tentative)	June 18-23, 2017
CO: LGMA-AGM: Penticton – (confirmed)	May 16-19, 2017
CO: EOC Information Officer: Taylor (confirmed)	May 24-25, 2017
CO: MATI® Foundations - UBC-Okanagan Campus in Kelowna (confirmed)	Aug 13-18, 2017
CO: MATI® Community Planning- West Kelowna (confirmed)	October 1-6, 2017

Shop

Building supplier is working with District building inspector to address a number of minor deficiencies identified on the latest inspection, but these will not delay occupancy. We are still awaiting the Schedule Cs from the Coordinating Registered Professional, and once we have those an occupancy permit will be issued. I anticipate this will be completed NLT 10 May 2017.

Groundwork has begun to get the lot ready for paving. This work includes hauling the required gravel and compacting it to produce a stable base for the paving contractor to work from. This work is being conducted by District staff as well as a local contractor to haul the gravel.

Solar Array RFP and Wastewater Facility Upgrade Tender

We have received the template (draft) contracts from Urban Systems, which were forwarded to you last week for your review. We have included, with this report, Urban Systems updates for both of these projects.

Paving

We have received the signed contract back from DGS Astro. The intention is to undertake the paving in mid to late summer as there is some valve replacement work which needs to be completed along Dudley, and this would also allow further time for the newly completed shop pad to settle prior to paving. The Beryl Prairie subdivision may be completed earlier than this if the contractor's schedule allows.

Bylaw/Safety Officer

We received 34 applications for the position, and from these management met to shortlist applicants down to a field of 3 on 02 May 2017, and are anticipating conducting interviews with those shortlisted on 10 May 2017.

Arena Reflooring Project

We have received the signed contract back from the successful proponent. The contractor is expecting to begin the removal of the old floor on the 9th of May, and should take approximately 5 days to complete. The floor area will need some prep work including grinding of the concrete surface which is expected to be completed between the 9th of June and the 15th of June. Installation of the new flooring project is expected to start around the first week of July and should take approximately 10 days to complete.

Public Works

The stainless steel piping upgrade for the water treatment plant will be conducted on 11 May 2017 by Precision North. The install will be completed in one day and will have no effect of water distribution operations.

Parks and Recreation

Playground equipment has been ordered for Cameron Lake and installation will commence on 05 June 2017. Public works will remove the old equipment and conduct the required site prep prior to the arrival of the installer

Staff is currently exploring options for covering the grass area within the pool enclosure. Astro turf has been identified as a possible cost effective and simple solution that would facilitate easy removal in the event of further development of the pool facilities in that area. The plan will be to order the product shortly and Public Works anticipates the install by them would only take a day or two. A total of \$50,000 has been allocated within the 2017 budget for this project, however given the current plan we anticipate only a fraction of the allocated amount will be required for completion.



Robert Norton A/CAO

Tammy McKeown

From: Eric Sears <ESears@urbansystems.ca>
Sent: Wednesday, May 03, 2017 2:30 PM
To: Tammy McKeown
Cc: Tom Matus; Robert Norton
Subject: Solar Contract

Hi Tammy,

Solar Project Update

For the Solar project he have notified the successful contractor, Peace Energy Co-op, and I am planning to meet with them early next week to go over some of the contract details. As PEC doesn't have a ton of experience with this type of contract I want to walk through it with them.

The Contract will be CCDC design build contract and I will send it via an ftp site. It is a standard contract for this type of work.

Peace Energy will have to provide their insurance and other documents required and once both parties have agreed to the contract terms it can be signed and they can proceed. They will be providing a schedule shortly that will help us understand the process.

Please let me know if you have any other questions.

Regards,

Eric

From: Tammy McKeown [<mailto:clerk@hudsonshope.ca>]
Sent: May 2, 2017 12:19 PM
To: Eric Sears <ESears@urbansystems.ca>
Cc: Tom Matus <cao@hudsonshope.ca>; Robert Norton <bob@hudsonshope.ca>
Subject: Contracts

Good afternoon Eric;

I am just wondering If the Draft contracts for the Solar Project and for the Wastewater Project are available for Council's review? We are hoping to get both these projects underway as soon as possible due to the building season constraints.

Thank-you,

Tammy McKeown, Corporate Officer

District of Hudson's Hope
9904 Dudley Drive, PO Box 330
Hudson's Hope, BC V0C 1V0
Office: 250-783-9901
Fax: 250-783-5741
Email: clerk@hudsonshope.ca

www.hudsonshope.ca

www.lovehudsonshope.com



If you are not the intended recipient or agent, do not rely on, distribute, or copy any part of this e-mail. If you received this e-mail in error, please delete the message, and if possible let me know it has been received in error. Many thanks.

Tammy McKeown

From: Eric Sears <ESears@urbansystems.ca>
Sent: Wednesday, May 03, 2017 2:22 PM
To: Tammy McKeown
Cc: Tom Matus; Robert Norton
Subject: RE: Contracts
Attachments: 2017-05-03 - District of Hudsons Hope - Notice of Award.pdf

Hi Tammy,

I will send you an update for each project but unfortunately the contract is larger than the email allowance so I will have to send it via an ftp site. Feel free to include my email in the council package as a summary.

Wastewater Treatment Upgrade Update

Attached is the notice of award that has been provided to the contractor. The contractor now has 15 day to provide a number of items such as:

- Insurance
- Bonding
- A project Schedule
- WCB compliance letter.

Once all this info is received it will be included in the project contract for signatures. In the ftp folder is the contract front end. There are a ton (300 plus pages) of other project specifications on material and procedures that will form part of the contract as well.

The main section of the contract is a CCDC document. This is an industry standard contract for this type of work. The blank bid form in this document will be replaced by the specific bid form the contractor submitted.

Once the contractor has submitted all of his documentation the contracts will be sent to the District for signatures. Once the contracts have been signed the contractor is free to start.

AS noted above the contractor will need to submit his schedule for completion. Once he has done this it will give us a better idea of what to expect.

Please let me know if you have any other questions.

Regards,

Eric

From: Tammy McKeown [mailto:clerk@hudsonshope.ca]
Sent: May 2, 2017 12:19 PM
To: Eric Sears <ESears@urbansystems.ca>
Cc: Tom Matus <cao@hudsonshope.ca>; Robert Norton <bob@hudsonshope.ca>
Subject: Contracts

Good afternoon Eric;

I am just wondering if the Draft contracts for the Solar Project and for the Wastewater Project are available for Council's review? We are hoping to get both these projects underway as soon as possible due to the building season constraints.

Thank-you,

Tammy McKeown, Corporate Officer

District of Hudson's Hope
9904 Dudley Drive, PO Box 330
Hudson's Hope, BC V0C 1V0
Office: 250-783-9901
Fax: 250-783-5741
Email: clerk@hudsonshope.ca

www.hudsonshope.ca

www.lovehudsonshope.com



If you are not the intended recipient or agent, do not rely on, distribute, or copy any part of this e-mail. If you received this e-mail in error, please delete the message, and if possible let me know it has been received in error. Many thanks.

REQUEST FOR DECISION

RFD#:	Date: April 13, 2017
Meeting#: CM042417	Originator: Tom Matus, CAO
RFD TITLE: District of Hudson's Hope Purchasing Policy Amendment	

BACKGROUND:

In that the District of Hudson's Hope Purchasing Policy is becoming out of date, (due to the New West Partnership Trade Agreement and the new and pending inter provincial trade agreement entitled the Canada Free Trade Agreement), and needs other revisions to facilitate the purchasing procedures for Staff, Staff is recommending immediate amendments to the Purchasing Policy.

DISCUSSION:

In that the New West Partnership Trade Agreement requires certain procurement processes at certain thresholds be met, as per Article 14, section 1 (c) reads:

(c) regional, local, district or other forms of municipal government, school boards, publicly-funded academic, health and social service entities, as well as any corporation or entity owned or controlled by one or more of the preceding entities where the procurement value is:
 (i) \$75,000 or greater for goods; (ii) \$75,000 or greater for services; or (iii) \$200,000 or greater for construction.

Staff suggests an immediate amendment to section 1. Policy Objectives ss. b. which reads:

- a. The District will advertise public tenders for works and services that are estimated to exceed \$5,000 in value, other than professional and consulting services which may be selected after proposal calls for one or more years.

Amount	Type
Over \$50,000	Tenders by Resolution
Between \$10,000 - \$50,000	Tenders approved by CAO
Between \$5, 000 - \$10,000	Written Quotations
Between \$500.00 - \$5,000	Telephone Quotations

We propose that Council amend the Purchasing Policy above with the following:

- a. The District will advertise either public tenders, request for proposals or provide three written price quotes as determined by the Chief Administrative Officer for works and services that are estimated to exceed \$5,000 in value but are below the procurement thresholds of the New West Partnership Trade Agreement, other than professional and consulting services which may be selected after proposal calls for one or more years.

Amount for Services:	Type
Above the NWPTA thresholds	Tenders or Request for Proposals be determined by Council Resolution
Below the NWPTA threshold but above \$5,000	Tenders, RFPs or three written price quotes as determined by the CAO
Between \$500.00 - \$5,000	Telephone Quotations

The New West Partnership Trade Agreement can be found at this link:

[http://www.newwestpartnershiptrade.ca/pdf/NewWest Partnership Trade Agreement 2016.pdf](http://www.newwestpartnershiptrade.ca/pdf/NewWest_Partnership_Trade_Agreement_2016.pdf)

We also propose to:

- 1 to delete section 1.f. i. and replace it with:
“District Council will consider tenders by resolution where the procurement value exceeds:
a) \$75,000 or greater for goods;
b) \$75,000 or greater for services; or
c) \$200,000 or greater for construction.”
- 2 to delete section 1.g. and replace it with:
“In other cases where the procurement value is under:
a) 75,000 or greater for goods;
b) \$75,000 or greater for services; or
c) \$200,000 or greater for construction
and the recommendation is to award to the low tender, the Chief Administrative Officer is authorized to award the contract and to report such decisions to Council.”
- 3 to delete section 1.h. and replace it with:
“The District will obtain, if possible, three written quotations for procurement values under:
a) \$75,000 for goods;
b) \$75,000 for services; or
c) \$200,000 for construction.
It is the responsibility of the Chief Administrative Officer to assign approving authority for written and telephone quotations with those assignments provided formally to all Department heads.”

BUDGET:

N/A

RECOMMENDATION / RESOLUTION:

That:

“Council approve the following amendments to the Purchasing Policy by deleting the following subsections in 1. Policy Objectives and replacing them with:

- 1) To delete subsection b. and replace it with:
 - b. The District will advertise either public tenders, request for proposals or provide three written price quotes as determined by the Chief Administrative Officer for works and services that are estimated to exceed \$5,000 in value but are below the procurement thresholds of the New West Partnership Trade Agreement; other than professional and consulting services which may be selected after proposal calls for one or more years.

Amount for Services:	Type
Above the NWPTA thresholds	Tenders or Request for Proposals be determined by Council Resolution
Below the NWPTA threshold but above \$5,000	Tenders, RFPs or three written price quotes as determined by the CAO
Between \$500.00 - \$5,000	Telephone Quotations

2) To delete subsection f. i. and replace it with:

“District Council will consider tenders by resolution where the procurement value exceeds:

- d) \$75,000 or greater for goods;
- e) \$75,000 or greater for services; or
- f) \$200,000 or greater for construction.”;

3) To delete subsection g. and replace it with:

“In other cases where the procurement value is under:

- d) 75,000 or greater for goods;
- e) \$75,000 or greater for services; or
- f) \$200,000 or greater for construction

and the recommendation is to award to the low tender, the Chief Administrative Officer is authorized to award the contract and to report such decisions to Council.”;

4) to delete subsection h. and replace it with:

“The District will obtain, if possible, three written quotations for procurement values under:

- d) \$75,000 for goods;
- e) \$75,000 for services; or
- f) \$200,000 for construction.

It is the responsibility of the Chief Administrative Officer to assign approving authority for written and telephone quotations with those assignments provided formally to all Department heads.”



Tom Matus, CAO

REQUEST FOR DECISION

RFD#:	Date: April 26, 2017
Meeting#: SCM042717	Originator: Tom Matus, CAO
RFD TITLE: Account Reserves Closure	

BACKGROUND:

The District of Hudson's Hope, in its Audited Financial Statements, has two "Reserves set aside by Council" reserve funds for quite a few years: Boat ramp - unexpended funds and General operating.

DISCUSSION:

Our Auditors, and Staff, recommend closing out these two reserve funds and transferring the funds to the General O&M Fund.

Reserves set aside by Council: General fund:	
Boat ramp - unexpended funds	1,047
General operating	134,018

Transfer to GGS Miscellaneous Revenue	135,065
	=====

BUDGET:

Debit to each of the reserve funds:


Boat ramp - unexpended funds:	\$ 1,047
General operating:	\$134,018; and
credit to GGS Miscellaneous Revenue:	\$135,065

RECOMMENDATION / RESOLUTION:

That:

"Council close out the two reserve funds:

Boat ramp - unexpended funds:	\$ 1,047
General operating:	\$134,018; and
credit these funds to GGS Miscellaneous Revenue:	\$135,065"



Tom Matus, CAO

REQUEST FOR DECISION

RFD#:	Date: 08 May, 2017
Meeting#:	Originator: Robert Norton, A/CAO
RFD TITLE: Pool Boiler Replacement	

BACKGROUND:

Energetic Plumbing and Heating has been tasked with completing preventative maintenance on the heating, ventilation and air conditioning equipment throughout the District infrastructure. During this process, it was determined that the current boiler system utilized at the pool is beyond economical repair and requires replacement.

DISCUSSION:

Downtown (recently identified unit):

The current gas-fired boiler system being utilized at the pool has shown considerable degradation of the heat exchange elements within the boiler and is now at the end of its service life.

Replacement of the boiler would improve reliability but would also allow us to capitalize on newer boiler technology which would provide much better energy efficiency in terms natural gas consumption by the pool.

Energetic Plumbing and Heating have given us some assurances that they can make some low cost interim repairs to the current boiler to allow us to open the pool on time, but the mid to long-term reliability of the current unit presents considerable risk to operations.

As the timeline to order and install a new boiler will be approximately 3-4 weeks, and the pool is expected to open in approximately 3 weeks, time is certainly of the essence.

Staff would propose that we sole source the purchase of the boiler to Energetic Plumbing and Heating to expedite the replacement process. We have utilized this vendor for a number of heating appliance replacement projects throughout the District in the past, and have always received a high level of customer service, and value for our money.

Energetic Plumbing and Heating have a sound knowledge of the current boiler configuration and the requirements of the new installation process and would be in a position to order the new boiler and associated fittings as soon as Council approves the sole sourcing, and this would remove the delays associated with seeking an additional two quotes from other vendors.

The replacement of the boiler is included in the 2017 budget at a cost of \$20,000. The quote we received is for an additional \$7,300, inclusive of GST, above budget (total cost of \$27,300). We are able to cover these costs by utilizing funds that were allocated in the budget for the grass removal at the pool. We have \$50,000 allocated in the budget for grass removal, based on initial quotes received, in regard to replacement material, there will be approximately \$35,000 to \$40,000 still available for other projects. Based on this information, the additional

cost associated to the replacement of the boiler could be covered through the allocation of \$7,300 of the grass removal budget.

RECOMMENDATION / RESOLUTION:

That:

“Council approve the immediate capital expenditure of \$26,000 plus GST (\$27,300) for the installation of a replacement boiler for the pool from Energetic Plumbing and Heating”

Robert Norton, A/CAO



PROPOSAL

Box 384, Charlie Lake, BC V0C 1H0
Ph: (250) 785-9464
Fax (250) 785-9447
energetic56@gmail.com

PROPOSAL SUBMITTED TO: <i>District of Hudson Hope</i>		PHONE: <i>250 785 9901</i>	DATE: <i>May 4/17</i>
STREET: <i>9904 Dudley Drive</i>		JOB NAME: <i>Pool Boiler Replacement</i>	
CITY: <i>Hudson Hope</i>	PROV: <i>BC</i>	PC	JOB LOCATION: <i>Municipal Pool</i>
ARCHITECT:	DATE OF PLANS:	JOB PHONE:	

*Remove existing Boiler and supply & install new boiler
c/w all necessary piping connections and start-up, and permit.
Boiler will be equipped with automatic by-pass system to
avoid condensing conditions from low return water temperatures.
This unit is approx 10% more efficient than existing unit
when new.*

*Price is based on District staff help to remove existing and
place new unit in position for hook-up.*

*Price includes Freight and P.S.T.
GST extra
Delivery approx 3 weeks from Date of Ordering.*

We propose hereby to furnish material and labour - complete in accordance with above specifications, for the sum of:

Twenty Six Thousand dollars (\$ *26,000.00*)
Payment to be made as follows:

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 Worker's Compensation Insurance.

Authorized Signature: *Paul Bick*

NOTE: This proposal may be withdrawn by us if not accepted within *10* 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: _____

REQUEST FOR DECISION

RFD#:	Date: April 27, 2017
Meeting#:	Originators: Tom Matus & Tammy McKeown
RFD TITLE: Atkinson Property OCP & Zoning Bylaws	

BACKGROUND:

First and Second Readings of the *District of Hudson's Hope OCP Amendment Bylaw No. 872, 2017* and the *"District of Hudson's Hope Zoning Amendment Bylaw No. 873, 2017"*.

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

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

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

DISCUSSION:

At the Atkinson Quality Assurance Team (AQAT) meeting, it was determined that the maximum height of the accessory buildings should be changed from 5m to 6.1m in order to accommodate the storage of larger recreational vehicles.

Local Government Act, Part 26, Division 4 Section 890

(9) Despite section 135 (3) [at least one day between third reading and adoption] of the Community Charter, a council may adopt an official community plan, a zoning bylaw or a bylaw under section 914.2 at the same meeting at which the plan or bylaw passed third reading.

Administration has reviewed the current OCP and Zoning bylaws and have found that the OCP bylaw Land Use Plan must be changed from Core Residential to General Residential; or

develop a new Land Use Plan category and/or develop a new Development Permit Area. Also, a new Zone should be developed to allow for the type of housing that the District of Hudson's Hope and BCH agreed to during the Partnering Relationship Agreement process.

The attached Draft OCP Amending Bylaw changes the land designation of the Atkinson property to General Residential and changes the land designation of Hocha's property to Multi-residential. It also removes Paragraph 5 of Schedule A, 2.1.1 and 2.1.2 in order to remove the discouragement of manufactured homes in the core residential and general residential zones.

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

The attached Draft Zoning Bylaw would implement a new "R1b Zone- Low Density Residential". In contrast to the R1 and R1a zones, the new zone would only allow single-family dwellings and would incorporate the following restrictions:

1. Minimum width of the dwelling to 4.6 meters (16 feet), this will allow for double wide modular and larger single-wide modulares.
2. Maximum height of the dwelling to 10 meters (32 feet), we believe this is a sufficient height restriction as most two-story homes are between 6m (20 feet) and 7.6m (25 feet).
3. Maximum height of accessory buildings to 6.1 meters (20 feet).
4. Minimum floor plan to 111 m² (1195 sq. feet).
5. Mandatory 1.83m high rear yard fence.
6. Mandatory siding to ground for all modulares.
7. Maximum parcel coverage at 40%. E.g. smallest lot is 997 m² (10732 sq. feet), total allowable combined building size would be 399m² (4293 sq. feet)

Section 4.6 of Schedule 'A' of the Zoning Bylaw 823, 2013 stipulates:

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

Paragraph 6 will be amended to include all R1 zones, to ensure landscaping is completed for all new construction.

Section 7.0 of Schedule 'B' of the Zoning Bylaw 823, 2013 stipulates:

Section 7.0- Standards

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

(a) Be surfaced with a permanent surface of asphalt, concrete or similar pavement, or other hard surface such as interlocking paving stones, so as to provide a surface that is durable and dust-free and must be graded and drained so as to properly dispose of all surface water; and

(b) Have fences or curbs to prevent the crossing of sidewalks and boulevards except at authorized entrances and exits.

The RU1 zone will include a maximum length of 12m in regard to the requirement for permanent surface for off-street parking, as discussed at the February 15th, 2017 Regular Council Meeting in order to take into consideration the diversity of the community.

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

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

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

ADMINISTRATOR COMMENTS:

Recommended and approved as per the above comments.

Report Approved by:

Tom Matus, CAO

BUDGET:

n/a

RECOMMENDATION / RESOLUTION:

That:

“Council approve Third Reading and adopt “*District of Hudson’s Hope Official Community Plan Amendment Bylaw No. 872, 2017*”;

And That:

“Council approve Third Reading and adopt “*District of Hudson’s Hope Zoning Amendment Bylaw No. 873, 2017*”.

Tammy McKeown, Corporate Officer

Bylaw No. 872, 2017

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

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

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

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

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

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

And,

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

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

(Atkinson Property – Addresses to be assigned)

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

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

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

4. Schedule "A", Part 2, Section 1, Subsection 1 of "*District of Hudson's Hope Official Community Plan Bylaw No. 822, 2013*" is hereby amended by striking out Paragraph 5- Discourage the use of manufactured homes in any area designated "Core Residential".
5. Schedule "A", Part 2, Section 1, Subsection 2 of "*District of Hudson's Hope Official Community Plan Bylaw No. 822, 2013*" is hereby amended by striking out Paragraph 5- Discourage the use of manufactured homes in any area designated "General Residential".
6. If any section, subsection, paragraph, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.

Read for a First Time on the 10th day of April, 2017.

Read for a Second Time on the 10th day of April, 2017.

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

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

Adopted on the day of , 2017.

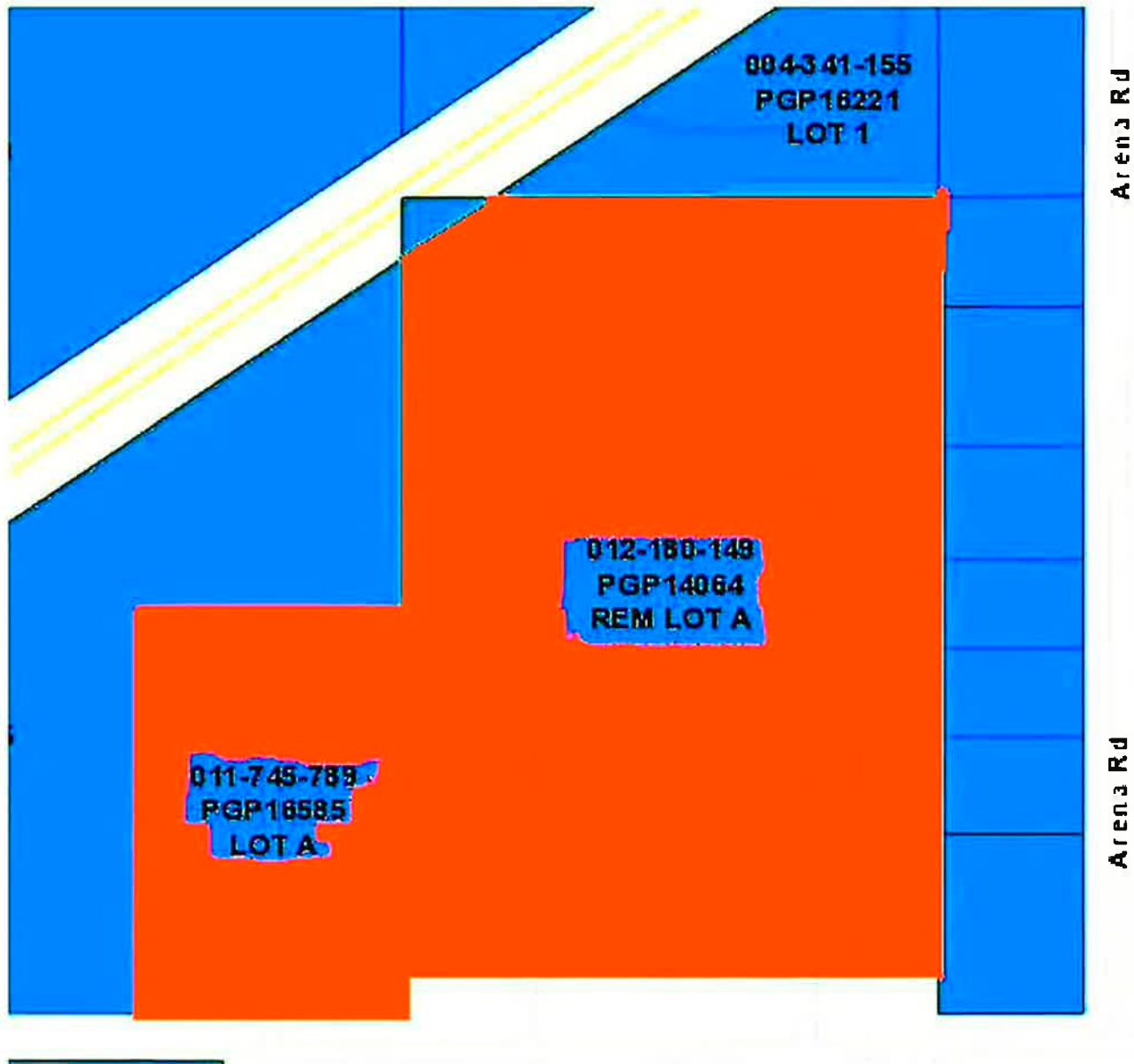
Gwen Johansson,
MAYOR

Tammy McKeown
Corporate Officer

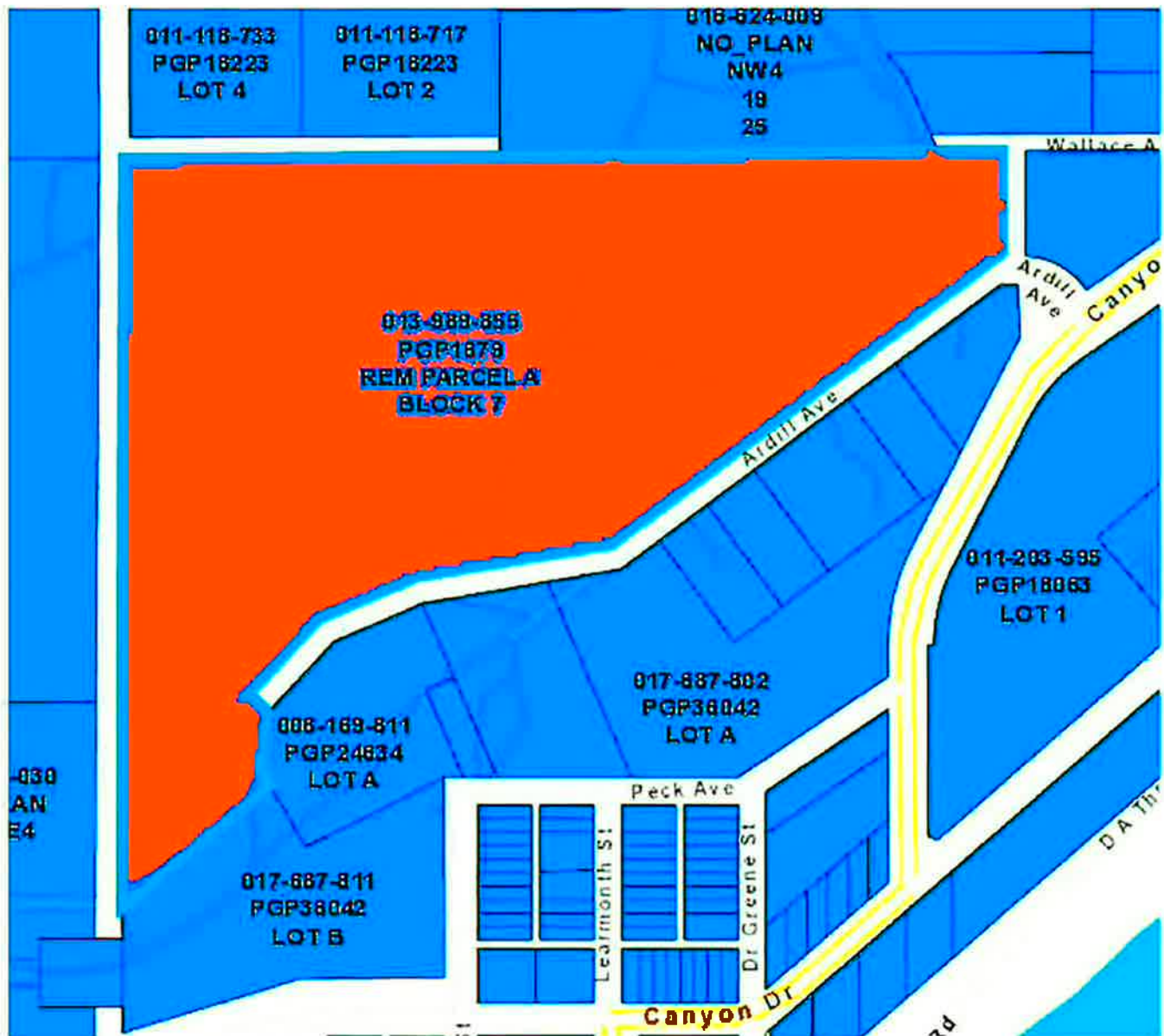
Certified a true copy of Bylaw No. 872
this ____ day of _____ 20__.

Clerk

APPENDIX "A"



APPENDIX "B"





BYLAW NO. 873, 2017

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

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

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

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

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

R1b Zone: Low Density Residential (Atkinson)

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

Permitted Uses

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

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

Zone Specific Regulation

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

COLUMN 1	COLUMN 2
1. Maximum number of: <ul style="list-style-type: none">• Principal buildings• Accessory buildings	1 per parcel 3 per parcel
2. Maximum height of: <ul style="list-style-type: none">• Principal buildings• Accessory buildings	10 m 6.1 m
3. Minimum width of principal buildings	6.7 m
4. Minimum floor area of principal buildings	111 m ²

5. Minimum parcel size	997 m ²
6. Minimum frontage	15 m
7. Minimum setback of principal buildings from:	
• Front parcel line	4 m
• Interior side parcel line	1.5 m
• Exterior side parcel line	3 m
• Rear parcel line	6 m
8. Mandatory rear yard privacy fence	1.83m in height
9. Maximum parcel coverage	40%

3. Schedules "D", "E", and "F" of the "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*" are hereby amended by changing the zoning of the area identified in Appendix "A" attached to and forming part of this bylaw from "R2 (Multi-unit Residential)" to "R1b(Low Density Residential)."
4. Schedules "D", "E", and "F" of the "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*" are hereby amended by changing the zoning of the area identified in Appendix "B" attached to and forming part of this bylaw from "M1 (Light Industrial)" to "R2 (Multi-unit Residential)."
5. Schedule "A", Section 4, Subsection 6, Paragraph 6 of the "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*" is hereby amended to insert reference to all R1 zones;
6. Schedule "B", Section 7, Paragraph 6 of the "*District of Hudson's Hope Zoning Bylaw No. 823, 2013*" is hereby amended to read:

All required off-street parking and loading areas in an R-zone, C-zone, P-zone or RU1-zone (to a maximum length of 12 m) must:

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

Read a first time this 10th day of April, 2017

Read a second time this 10th day of April, 2017

Public hearing held on this ____ day of ____, 2017

Read a third time this ____ day of ____, 2017

Adopted this ____ day of ____, 2017

Gwen Johansson,
MAYOR

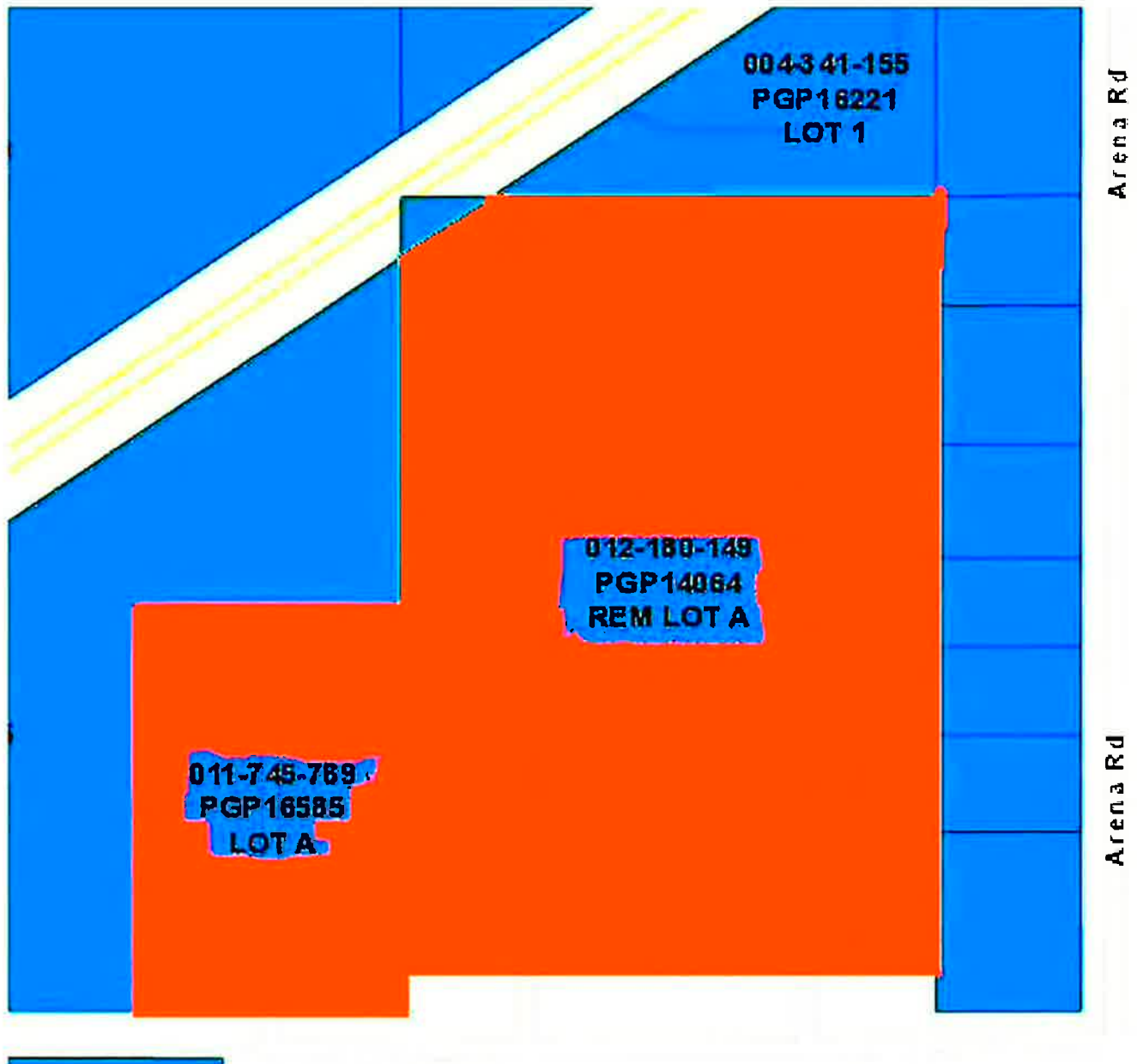
Tammy McKeown
Corporate Officer

Certified a true copy of Bylaw No. 873

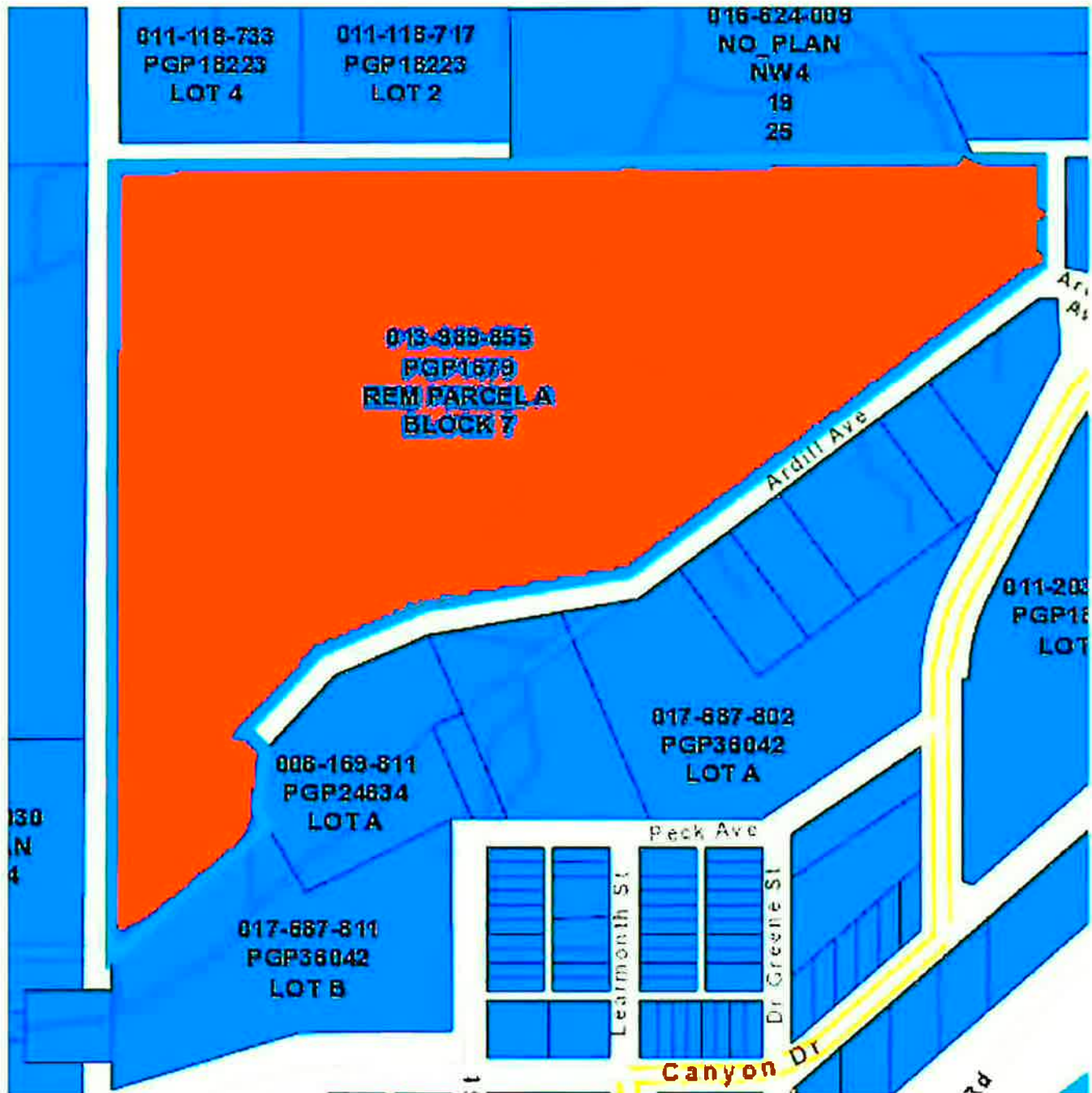
this ____ day of _____, 20__.

Clerk

Appendix "A"



Appendix B



REQUEST FOR DECISION

RFD#:	Date: April 27, 2017
Meeting#: CM041017	Originator: Tom Matus, CAO
RFD TITLE: Atkinson Subdivision Development Variance Permit (DVP) / Subdivision Development Servicing Bylaw Amendments	

BACKGROUND:

First and Second Readings of Subdivision Development Servicing Bylaw were given on April 10th, 2017.

The District of Hudson's Hope CAO has recently submitted a Subdivision Development Servicing application to the District of Hudson's Hope Approving Officer with the assistance of Omicron (and L&M Engineering) for the development of a subdivision for what is known as the Atkinson Property, in regard to the District of Hudson's Hope and BCH Partnering Relationship Agreement. Within this application, the District of Hudson's Hope had identified five areas that require a decision from Council to consider/allow Development Variance Permits to the District of Hudson's Hope. The development variance reasoning follows.

DISCUSSION:

The legal description of the properties governed by the Development Variance Permits are:

- 1) Parcel Identifier: 011-745-789

Lot A, Plan 16585, Section 13, Township 81, Range 26, West of the 6th Meridian, Peace River Land District; and

- 2) Parcel Identifier: 012-180-149

Lot A, Plan 14064, Except Plan H830, Section 13, Township 81, Range 26, West of the 6th Meridian, Peace River Land District.

The Development Variance Permit varies the regulation of the Subdivision and Development Servicing Bylaw 848, 2015:

- a) Schedule B, Table B-1, Road Classification Local Urban, Pavement Width Curb-to-Curb Including Median ten meters, as follows:

by reducing the number of meters from ten to eight; Rationale:

- i) Facilitates minimum 1,000m² area for all lots;
- ii) Cost savings to stay within budget.

- b) Schedule B, 3.5 Curb Return Radii: A minimum of 9 m curb return radii shall be provided at all intersections. The minimum property corner cut shall be 6 m x 6 m, as follows:

by reducing the radii from 9m radius to 6 m radius; Rationale:

- iii) Subdivision size/shape constraints;
- iv) Smaller curve radius promotes slower turns in residential areas;
- v) Cost savings to stay within budget.

c) In Schedule 'D' section "8.0 Minimum Grades" in the column "Pipe Diameter (mm)" wherein the third row reads "150-200", and in the column "Minimum Grade (m/100)" third row, replace "0.50" with "0.40" as follows:

To reduce the minimum pipe grade from 0.5% to 0.4%; Rationale:

- vi) A gentler grade is required to match the elevation of the District sanitary tie-in point while maintaining minimum frost cover;
- vii) 0.4% grade is used in many northern municipalities and will not impact drainage.

d) Schedule D, Section 12.0 Manholes, Table 12.1 Locations, Pipe Diameter (mm) 200-375, Maximum (spacing) Distance of 125m, as follows:

by increasing the maximum distance from 125 meters to 132 meters; Rationale:

- viii) Slight increase in spacing to accommodate subdivision size/shape;
- ix) To maintain an acceptable level of cover over the sanitary main;
- x) The grade is too steep to connect with the existing sewer main;
- xi) Cost savings to stay within budget.

e) Schedule B, Table B-1, Road Classification Local Urban, No. of Sidewalks, 1 sidewalk as follows:

by not requiring any sidewalk; Rationale:

- xii) Cost savings to stay within budget.

Since the submission of the DVP application: Staff and Committee have determined that incorporating the above variances as amendments to the Subdivision Development Servicing Bylaw would better suit our requirements in accommodating the above development variances as amendments to the SDSB and have proceeded to draft the following amendments to the SBSD.

BUDGET:

N/A.

RECOMMENDATION & RESOLUTION:

That:

"Council approve Third Reading of the *"District of Hudson's Hope Subdivision and Development Servicing Amendment Bylaw No. 883, 2017"*.

Tom Matus, CAO

Bylaw No. 883, 2017

A bylaw to amend the "District of Hudson's Hope Subdivision and Development Servicing Bylaw No. 848, 2015".

WHEREAS the Council of the District of Hudson's Hope wishes to amend "District of Hudson's Hope Subdivision and Development Servicing Bylaw No. 848, 2015";

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

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

1. This bylaw will be cited as "District of Hudson's Hope Subdivision and Development Servicing Amendment Bylaw No. 883, 2017."
2. "District of Hudson's Hope Subdivision and Development Servicing Bylaw No. 848, 2015" is hereby amended as per the following:
 - a. Delete in Schedule 'A' in section "1.0 ESTABLISHMENT OF SERVICE LEVELS" where it reads :

Description	RU1	RU2	RU3	R1	R1a	R2	R3	C1	C2	M1	M2	M3	P1	P2	OR	
1. Water Service																
✓ District of Service	N/A	R	R	R	R	R	R	R	R	R	R	N/A	R			
2. Sanitary Service																
✓ District Service	N/A	R		R	R	R	R	R	R	R	R	N/A				
✓ Private Service			A										A			
3. Drainage																
✓ Enclosed Pipe System	N/A	R	N/A	R	R	R	R	R	R	N/A	N/A	N/A	N/A			
✓ Open Channel (Ditch)			R							R	R	R	R			
4. Highways																
✓ Collector/Local Curbs &	N/A	R	N/A	R	R	R	R	R	R	N/A	N/A	N/A	N/A			
✓ Rural			R							R	R	R	R			
5. Sidewalks																
✓ Both Sides	N/A	N/A	N/A	N/A	N/A	N/A	N/A	R	R	N/A	N/A	N/A	N/A			
✓ One Side	N/A	R	N/A	R	R	R	R	N/A	N/A	N/A	N/A	N/A	N/A			
6. Street Lighting	N/A	R	R	R	R	R	R	R	R	R	R	R	R			

And replace it with the following, to include R1b zone:

Description	RU1	RU2	RU3	R1	R1a	R1b	R2	R3	C1	C2	M1	M2	M3	P1	P2	OR
1. Water Service																
-District Service	N/A	R	R	R	R	R	R	R	R	R	R	R	N/A	R		
2. Sanitary Service																
-District Service	N/A	R		R	R	R	R	R	R	R	R	R	N/A			
-Private Service			A											A		
3. Drainage																
-Enclosed Pipe System	N/A	R	N/A	R	R	R	R	R	R	R	N/A	N/A	N/A	N/A		
-Open Channel (Ditch)			R								R	R	R	R		
4. Highways																
-Collector/Local Curbs &	N/A	R	N/A	R	R	R	R	R	R	R	N/A	N/A	N/A	N/A		
-Rural			R								R	R	R	R		
5. Sidewalks																
-Both Sides	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	R	R	N/A	N/A	N/A	N/A		
-One Side	N/A	R	N/A	R	R	N/A	R	R	N/A	N/A	N/A	N/A	N/A	N/A		
6. Street Lighting	N/A	R	R	R	R	R	R	R	R	R	R	R	R	R		

- b. Delete Table B-1 in Schedule 'B' and replace with the following, to include Atkinson subdivision:

Road Classifications	Right-of-way Width (m)	Pavement Width Curb-to Curb including Median	Curb Type	No. of Sidewalks	Parking
Arterial					
Undivided- 4 Lane	25	15	Barrier	2	N/A
Rural	20	7.2 + Shoulders	N/A	N/A	N/A
Collector					
Commercial and Industrial	25	15	Barrier	2	Both Sides Off-Peak
Multi-Family Residential	22	12.2	Barrier	2	Both Sides
Single Family Residential					
Urban	20	11	Barrier	2	One Side
Rural	20	7.2 + Shoulders	N/A	N/A	N/A
Local					
Commercial and Industrial	20	11	Barrier	2	Both Sides
Multi-Family Residential	20	11	Barrier	2	Both Sides
Single Family Residential					
Urban	20	10	Rollover	1	Both Sides
Rural	20	7.2 + Shoulders	N/A	N/A	N/A
Atkinson	20	8	Rollover	N/A	Both Sides
Lane	6	5.2	Rollover	N/A	N/A
Walkway and Bike Path	3	2.5	N/A	N/A	N/A

Table B-1-Road Classification

- c. In Section "1.1 Zoning at subsection f)":

Insert a new subsection f) that reads:

"R1b – Low Density Residential (Atkinson)" and renumber the following subsections values accordingly from g) to p).

- d. Schedule 'B', delete the first paragraph in 3.5 Curb Return Radii and replace with:

A minimum of 6 m curb radii shall be provided at all intersections.

- e. In Schedule 'D' section "8.0 MINIMUM GRADES" in the column "PIPE DIAMETER (mm)" wherein the third row reads "150-200", in the column "MINIMUM GRADE (m/100)" third row, replace "0.50" with "0.40"

PIPE DIAMETER(mm)	MINIMUM GRADE (m/100)
100	2.00
150-200	0.40
250-350	0.30
375-450	0.15

- f. Delete Table 12.1 in Schedule D and replace with the following, to increase the maximum manhole spacing distance for a 200-375 mm pipe to 132m from 125m:

PIPE DIAMETER (mm)	MAXIMUM DISTANCE (m)
200-375	132
450-750	155
900 and larger	185

Table 12.1: Maximum Manhole Spacing

Read for a First Time on the 10th day of April, 2017.

Read for a Second Time on the 10th day of April, 2017.

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

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

Adopted on the day of , 2017.



**Subdivision Development Servicing Amendment
Bylaw No. 883, 2017**

**Gwen Johansson,
MAYOR**

**Tammy McKeown
Corporate Officer**

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

Clerk

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Gwen Johannson and Council
SUBJECT: Tax Rate Bylaw No. 884, 2017
DATE: 27 April 2017
FROM: Rhonda Eastman, Deputy Treasurer

RECOMMENDATION:

That: "Council adopt the Tax Rate Bylaw No. 884.2017. "

ADMINISTRATORS COMMENTS:

Tom Matus, Administrator

STAFF REPORT:

Report prepared by:

Rhonda Eastman, Deputy Treasurer

B4



**DISTRICT OF HUDSON'S HOPE
Tax Rate Bylaw No. 884, 2017**

A bylaw to levy rates for municipal, regional district and regional hospital district purposes for 2017

WHEREAS section 197 of the *Community Charter* directs the Council to adopt a bylaw, before May 15 in each year, to impose property value taxes, subject to the Charter, on all taxable land and improvements according to their assessed values;

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

1. This Bylaw shall be cited as the "2017 Tax Rates Bylaw No. 884, 2017".
2. The following property value taxes are imposed and levied for 2017 :
 - (a) for purposes of the District of Hudson's Hope on the assessed value of land and improvements taxable for general municipal purposes, the tax rates appearing in column "A" of the Schedule attached to and made part of this Bylaw;
 - (b) for purposes of the Peace River Regional District on the assessed value of land and improvements taxable for regional district purposes, the tax rates appearing in column "B" of the Schedule attached to and made part of this Bylaw;
 - (c) for the 911 emergency telephone service of the Peace River Regional District on the assessed value of improvements taxable for regional district purposes, the tax rates appearing in column "C" of the Schedule attached to and made part of this Bylaw; and
 - (d) for purposes of the Peace River Regional Hospital District on the assessed value of land and improvements taxable for regional hospital district purposes, the tax rates appearing in column "D" of the Schedule attached to and made part of this Bylaw.

Read a First Time on this 24th day of April, 2017.

Read a Second Time on this 24th day of April, 2017.

Read a Third Time on this 24th day of April, 2017.

Adoption of Bylaw on this day of, 2017

Gwen Johansson,
MAYOR

Tammy McKeown
Corporate Officer

Certified a true copy of Bylaw No. 884, 2017

this ___ day of _____

Clerk

District of Hudson's Hope
Schedule to 2017 Tax Rates Bylaw No. 884, 2017

	Tax Rates (dollars of tax per \$1,000 of taxable value)			
	"A" District of Hudson's Hope	"B" Peace River Regional District	"C" Peace River Regional District (9-1-1)	"D" Peace River Regional Hospital District
Property Class				
1. Residential	3.5	0.1624	0.3222	0.6019
2. Utilities	24.0	0.5685	1.1278	2.1066
4. Major Industry	16.0	0.5523	1.0955	2.0464
5. Light Industry	16.0	0.5523	1.0955	2.0464
6. Business/Other	9.7	0.3980	0.7894	1.4746
8. Recreational/ Non Profit	3.0	0.1624	0.3222	0.6019
9. Farm	3.0	0.1624	0.3222	0.6019

REQUEST FOR DECISION

RFD#:	Date: April 27, 2017
Meeting#:	Originator: Rhonda Eastman, Deputy Treasurer
RFD TITLE: Amending Financial Plan Bylaw #885, 2017	

BACKGROUND:

First, Second and Third Readings of Amending Financial Plan Bylaw 885, 2017 were given on April 24, 2017.

2017 Annual Financial Plan Bylaw 881, 2016 was adopted February 27, 2017.

DISCUSSION:

Changes to Schedule A of the Financial Bylaw were necessary to update Municipal tax and Collection of other Government tax amounts based on data provided by the Provincial Government.

BUDGET:

As per Schedule A.

Noted changes:

Municipal Tax Revenue:

Residential Taxes	346,973
Utilities Taxes	1,342,272
Major Industry Taxes	182,716
Business Taxes	166,632
Recreational/Non Profit Taxes	602
Farm Taxes	7,230
Total Municipal Tax Revenue	-2,046,426

COLLECTION FOR OTHER GOVERNMENT (Revenue / Expense)

School Tax	2,684,763
Peace River Region District General	168,938
Peace River Region Hospital	226,478
BC Assessment Authority	36,946
Municipal Finance Authority	76
Police Tax	106,002
TOTAL COLLECTION FOR OTHER GOVERNMENT	3,223,202

RECOMMENDATION / RESOLUTION:

That Council:

"Adopt the 2017 Amended Annual Financial Plan Bylaw# 885, 2017".

Rhonda Eastman, Deputy Treasurer

Tom Matus, CAO



BYLAW NO. 885, 2017

A Bylaw to Adopt an Amended Financial Plan for 2017

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

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

- 1 This Bylaw shall be cited as the "Amended Annual Financial Plan Bylaw No. 885, 2017".
2. Annual Financial Plan Bylaw No. 881, 2017 is hereby amended by deleting Schedule "A", and adding a new Schedule "A" which is attached to and forms part of this Bylaw, is adopted as the Financial Plan of the District of Hudson's Hope for the years 2016 to 2021.

Read a First Time on this 24th day of April, 2017.

Read a Second Time on this 24th day of April, 2017.

Read a Third Time on this 24th day of April, 2017

Adoption of Bylaw on this day of , 2017.

Gwen Johansson, Mayor

Tammy McKeown, Corporate Officer

Certified a true copy of Bylaw No 885, 2017
this day of .

Corporate Officer

Bylaw 885, 2017 - Schedule A					
General Operations	2017	2018	2019	2020	2021
General Revenue					
Water O&M	- 123,042	- 126,733	- 130,535	- 134,451	- 138,485
Water Utility Fund	- 137,435	- 60,000	- 30,000	- 25,000	- 20,000
Sewer O&M	- 79,753	- 81,348	- 82,975	- 84,635	- 86,327
Sewer Utility Fund	- 53,589	- 30,000	- 25,000	- 20,000	- 15,000
Property Taxes	- 2,088,742	- 2,088,742	- 2,088,742	- 2,088,742	- 2,088,742
grants in lieu	- 1,498,141	- 1,498,141	- 1,498,141	- 1,498,141	- 1,498,141
grants other	- 925,349	- 722,984	- 722,984	- 722,984	- 722,984
General Government Services	- 57,098	- 57,098	- 57,098	- 57,098	- 57,098
collection Other Gov'ts	- 3,223,202	- 3,255,434	- 3,287,988	- 3,320,868	- 3,354,077
ICBC	- 149,250	- 149,250	- 149,250	- 149,250	- 149,250
protective services	- 1,000	- 1,000	- 1,000	- 1,000	- 1,000
Bylaw/Lands	- 17,900	- 17,900	- 17,900	- 17,900	- 17,900
Public Works	- 8,000	- 8,000	- 8,000	- 8,000	- 8,000
Environmental & Public Health	- 254,385	- 256,929	- 259,498	- 262,093	- 264,714
Recreation	- 158,950	- 160,540	- 162,145	- 163,766	- 165,404
EDO	- 60,200	- 50,000	- 50,000	- 50,000	- 50,000
to/(-)from General Fund					
General Operations Revenue	-\$ 8,836,037	-\$ 8,564,099	-\$ 8,571,257	-\$ 8,603,929	-\$ 8,637,122
General Expenditure					
water	260,477	265,687	271,000	276,420	281,949
sewer	133,342	136,009	138,729	141,504	144,334
Legislative	145,470	148,380	151,347	154,374	157,462
Grants	52,046	53,087	54,149	55,232	56,336
GGS	696,802	710,738	732,060	754,022	776,643
Collection Other Gov'ts	3,223,202	3,287,666	3,353,419	3,420,488	3,488,897
ICBC	85,095	85,095	85,095	85,095	85,095
Protective Services	352,743	359,798	366,993	374,333	381,820
Bylaw/Lands	164,492	167,782	171,137	174,560	178,051
Public Works	1,047,813	1,068,769	1,090,145	1,111,948	1,134,187
Environmental & Public Health	158,464	161,633	164,866	168,163	171,526
Recreation	975,842	995,359	1,015,266	1,035,571	1,056,282
EDO	59,200	50,000	50,000	50,000	50,000
TRANS TO CEMETERY FUND	375	15	15	15	15
TRANS TO GENRL OPTG M&E FUND	72,401	72,401	72,401	72,401	72,401
TRANS TO DPW M&E RESERVE	231,854	231,854	231,854	231,854	231,854
TRANS TO PROTEC SERV M&E RESERVE	126,100	126,100	126,100	126,100	126,100
to/(-)from General Fund	1,050,318	643,727	496,679	371,848	244,169
Total General Operations Expense	\$ 8,836,036	\$ 8,564,099	\$ 8,571,257	\$ 8,603,929	\$ 8,637,122
Surplus/(deficit) must be 0	-\$ 0	\$ 0	-\$ 0	-\$ 0	-\$ 0
CAPITAL OPERATIONS					
Transfer from Funds, Reserves; Capital Revenue					
Water Capital Fund	- 175,716	- 25,000	- 25,000	- 25,000	- 25,000
Sewer Capital Fund	- 611,653	- 200,000	-	-	-
General Capital Reserve	- 1,526,412	- 200,000	- 200,000	- 200,000	- 200,000
General Capital Revenue	- 4,028,000	-	-	-	-
BCF Grant Funding	- 1,404,057	-	-	-	-
Protective Services Fund	- 105,700	-	-	-	-
from: Gas Tax Deferred Revenue	-	-	-	-	-
Gas Tax Fund	- 90,376	-	-	-	-
Borrowing	-	-	-	-	-
to/(-)from General Operating Fund	-	- 20,000	- 200,000	- 200,000	- 275,000
Total Capital Revenue	- 7,941,914	- 445,000	- 425,000	- 425,000	- 500,000
Capital Operations Expenditure					
Water Capital Reserve	175,716	25,000	25,000	25,000	100,000
Sewer Capital Reserve	2,106,086	-	-	-	-
General Capital Reserve	5,660,112	420,000	400,000	400,000	400,000
Debt Payment (Sewer Capital)	-	-	-	-	-
to/(-)from General Fund	-	-	-	-	-
Total Capital Operations Expense	7,941,914	445,000	425,000	425,000	500,000
Surplus/(deficit) must be 0	-	-	-	-	-

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: Bylaw No. 886, 2017
DATE: May 4, 2017
FROM: Emily Nusse, Special Events Coordinator

RECOMMENDATION:

THAT: *"Council give first, second and third reading to Bylaw No. 886, 2017."*

ADMINISTRATOR COMMENTS:

Report Approved by: _____
Robert Norton, acting CAO

INFORMATION:

Clear Definition of "Family" for pool rate revenue tracking.

Currently there is no definition in place of how many individuals and the relationships members hold in a "family" at the Hudson's Hope pool. Most swimming facilities define a family as up to 2 adults or seniors with dependent children living under the same household. Pool staff have not been given clarity on who can qualify under a family pass. I feel it is important for the District of Hudson's Hope to clearly define the eligibility of a family member under a family pass as the following:

Family consists of 2 adults or seniors with dependent children living in the same household.

Aquafit Program

During the pool operation season, a 1 hour aquafit program is offered 7 days a week and alternates between a morning session and an evening session. During aquafit, the pool is closed to public swim. Currently there is an aquafit drop-in rate of \$5 which is the same fee as an Adult Drop-in admission.

Elisha Waldie confirmed that the majority of participants who regularly attend aquafit are season passholders and they do not pay any additional fees to offset the costs incurred of the program. If they hold a season pass, they participate in the aquafit program for free. I propose the District implement the following fees to help offset the costs of the aquafit program:

B6

AQUAFIT	Drop-in	10 x Punch Pass	Annual
Adult	\$6.00	\$55.00	\$130.00
Senior/Youth	\$4.50	\$40.00	\$90.00

These small increments in fees will help offset the cost to run the aquafit program, pay for the instructors, as well as assist in the overall O&M costs of keeping the pool operating. Incorporating a fee to offset this program is in par with the surrounding facilities in Fort St. John, Chetwynd, and Dawson Creek.

Attendance: This program is well attended. We do not have any updated tracking of attendance, however during the 2017 pool operations, we will be monitoring all program attendance closer.

New “Daily” Drop-in Rate

Elisha Waldie has indicated that due to the central location of the pool, as well as it being one of the major attractions for Hudson’s Hope during the summer, patrons will often use the facility multiple times throughout a day (coming and going). We have a drop-in rate which is the fee that patrons have traditionally paid for the above scenarios. I would like the District of Hudson’s Hope to incorporate a new “daily fee” which will be a slight fee increase and will be monitored by placing a water proof wristband on the patron once this transaction occurs. Please see below rate suggestions.

	Drop-in	Daily Rate
Family	\$10.00	\$12.00
Adult	\$5.00	\$6.00
Senior/Youth 13-18 yrs	\$3.50	\$4.50
Child 12 and under	\$2.50	\$3.50
Infant 3 and under	Free	Free

Report prepared by: _____
Emily Nusse, Special Events Coordinator



BYLAW NO. 886, 2017

A Bylaw to amend the District of Hudson's Hope Fees and Charges Bylaw No. 843, 2014

WHEREAS pursuant to Section 194 of the *Community Charter*, Council may, by bylaw impose a fees and charges payable in respect of any service it considers necessary or desirable;

AND WHEREAS Council deems it necessary and desirable to exercise the authority provided by the *Local Government Act* to cover costs or providing various services and information;

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

1. This bylaw shall be cited as the "Amended Fees and Charges Bylaw No. 886, 2017."
2. "District of Hudson's Hope Fees and Charges Bylaw No. 843, 2014" is hereby amended by deleting a Schedule "D" and replacing with Schedule "D" attached to this bylaw.
3. This bylaw shall come into force and effect upon the date of the Adoption of this Bylaw.

Read a First Time on this day of , 2017.

Read a Second Time on this day of , 2017.

Read a Third Time on this day of , 2017.

Adoption of Bylaw on this day of , 2017.

Gwen Johansson, Mayor

Tammy McKeown, Corporate Officer

Certified a true copy of Bylaw No. 886, 2017

this ____ day of _____, _____.

SCHEDULE D

Pool Fees & Charges

1.0 FACILITY RATES

Base Rates	Single	Daily	10 Pass	30 Pass	1 Month	Season Pass
Child	\$2.50	\$3.50	\$20.00	\$60.00	\$25.00	\$60.00
Youth	\$3.50	\$4.50	\$30.00	\$80.00	\$35.00	\$70.00
Adult	\$5.00	\$6.00	\$45.00	\$100.00	\$45.00	\$110.00
Senior	\$3.50	\$4.50	\$30.00	\$80.00	\$35.00	\$70.00
Family	\$10.00	\$12.00	\$80.00	\$200.00	\$85.00	\$200.00

** Family consists of 2 adults or seniors with dependent children living in the same household.

2.0 POOL RENTAL BASE RATES

Base Rates	Hours	Pool Base	Staff	Sub Total	GST	PST	Total
2 Staff	1 hour	\$70.00	\$50.00	\$120.00	\$6.00		\$126.00
3 Staff	1 hour	\$70.00	\$75.00	\$145.00	\$7.25		\$152.25
4 Staff	1 hour	\$70.00	\$100.00	\$170.00	\$8.50		\$178.50
2 Staff	1.5 hours	\$100.00	\$75.00	\$175.00	\$8.75		\$183.75
3 Staff	1.5 hours	\$100.00	\$112.50	\$212.50	\$10.62		\$223.12
Extra Staff	1 hour		\$25.00	\$25.00	\$1.25		\$26.25

3.0 SCHOOL BOARD LESSONS

Base Rates	Hours	:Pool Base	Staff	Sub Total	GST	PST	Total
2 Staff	1 hour	\$25.00	\$50.00	\$75.00	\$3.75		\$78.75
2 Staff	.5 hour	\$12.50	\$25.00	\$37.50	\$1.88		\$39.38
2 Staff	.75 hour	\$18.75	\$37.50	\$56.25	\$2.81		\$59.01
Additional Staff	1 hour		\$25.00	\$25.00	\$1.25		\$26.25
Progress Card	1	\$2.23		\$2.23	\$0.11		\$2.50

4.0 PRIVATE LESSONS

Base Rates	Hours	Staff	Sub Total	GST	PST	Total
1 Staff	0.5 hour	\$12.50	\$12.50	\$0.63		\$13.13
1 Staff	0.75 hour	\$18.75	\$18.75	\$0.94		\$19.69
1 Staff	1 hour	\$25.00	\$25.00	\$1.25		\$26.25
Progress Card	1		\$2.23	\$0.11		\$2.50

5.0 SWIMMING LESSONS

Base Rates	Hours	Sub Total	GST	PST	Total
Level Pre-5	0.5 hour	\$33.25	\$1.75		\$35.00
Level 5-10	0.75 hour	\$42.75	\$2.25		\$45.00

6.0 PRIVATE LANE RENTAL

Base Rates	Hours	Pool Base	Sub Total	GST	PST	Total
1 lane Adult	1 hour	\$9.00	\$9.00	\$0.45		\$9.45
1 lane Youth	1 hour	\$6.00	\$6.00	\$0.30		\$6.30
Half Pool Lanes	1 hour	\$30.00	\$30.00	\$1.50		\$31.50

7.0 PRIVATE RENTALS

Non Profit Rentals	Less 25% Base Rate
Private Functions	100% Base Rate
Fundraising Functions	Less 40% Base Rate (Pool Only)
Special Events	Less 40% Base Rates (Pool Only)

*** Fun Leaders available for Birthday Parties at \$25.00 per hour total with GST \$26.25***

8.0 AQUAFIT

Base Rates	Daily Drop-In	10 x Punch Pass	Season Pass
Adult	\$6.00	\$55.00	\$130.00
Senior/Youth	\$4.50	\$40.00	\$90.00

April 27th, 2017

RE: District "Tent" Usage - Partnership

Dear Mayor, District Staff, and Councillors;

Each year our school submits a grant request to cover the cost of set up, take down, and rental of the District Tent for our annual "sports day" in May.

I am writing this letter to ask council to consider providing the above on an annual basis as a partnership with Hudson's Hope School. Each year our school provides a variety of supports to the District of HH including stage/lights/sound equipment/facility usage, etc. at no charge.

Thank you for your consideration.

Derrek Beam,
Principal, Hudson's Hope School.

C1

From: Project Team, Site C <sitec@bchydro.com>
Sent: Friday, April 28, 2017 3:03 PM
To: Project Team, Site C
Subject: Site C Construction Bulletin - April 28, 2017

Site C Construction Schedule: May 1 – 14

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

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

- The main civil works contractor will continue to mobilize crews, material and equipment, and will construct site infrastructure.
- Drilling and the installation of geotechnical instrumentation will continue on the north and south banks.
- A remediation plan is being implemented to safely resolve the tension crack on the north bank. For more information, please visit sitecproject.com.
- Excavation will continue on the north and south banks. This will include blasting on the south bank.
- Curtain grouting may begin on the north bank.
- Work will occur on the north bank inlet cofferdam.
- Work will continue on the underground portion of the south bank drainage tunnel.
- Excavation will continue for the south bank approach channel and powerhouse buttress.
- Work will occur on the south bank to construct the diversion channel.
- Excavation will continue for the Site C substation.
- Aggregate will be crushed on the south bank and work will continue to commission the concrete batch plants. Additional concrete aggregate crushing facilities will be constructed on the south bank.
- Work will continue to construct storage sites for excavated surplus material at various locations.
- Access roads will be constructed on the south bank and road maintenance activities will continue, as required. Upgrade work will occur on the east end of the north bank access road.
- The turbines and generators contractor will continue excavation and foundation preparation for their temporary on-site manufacturing facility.
- Work will continue for the Septimus rail siding offloading area and connecting access road.

Other work areas

- Street lights may be installed at the entrance to the viewpoint on the north bank.
- Construction of the viewpoint will resume on the north bank, above the dam site.
- Brushing may occur along Old Fort Road to support the extension of an existing distribution line.
- The Ministry of Transportation and Infrastructure's contractor may recommence work on Old Fort Road.
- Work will recommence on 271 Road.
- The main civil works contractor will continue surveying the 85th Avenue Industrial Lands and conveyor corridor. Clearing and mulching will continue along the conveyor belt corridor.
- Visual investigations will occur in the vicinity of the Peace River, downstream from the dam site, to prepare for the fish habitat enhancement project.
- Aggregate and riprap production will continue in Wuthrich Quarry. Trucks will haul material to the dam site.
- Aggregate, riprap production and clearing will occur in West Pine Quarry. Materials will be transported by rail to the dam site.
- Geotechnical investigations will occur along the transmission line right-of-way.
- Geotechnical investigations and site survey work will occur in Hudson's Hope for the shoreline protection project.
- Geotechnical investigations and survey work will occur for the Highway 29 realignment at Halfway River.

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

What to expect

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

- There will be truck traffic on public roads as construction crews mobilize, material and equipment is delivered and the hauling of rock and timber continues. This will include increased industrial traffic on resource roads and public roads from Chetwynd leading to the dam site on the south bank.
- Some noise will occur in the vicinity of the dam site and in other work areas as a result of the scheduled construction activities and geotechnical investigations.
- There may be minor traffic delays while work occurs on public roads.
- Some noise and vibration will result from the periodic blasting that is planned in Wuthrich Quarry. Material hauling may occur at night.
- Some noise and vibration will result in the vicinity of West Pine Quarry as a result of scheduled work.
- Some noise will occur in and around the transmission line right-of-way as a result of the planned work.
- Day and night shifts will be scheduled, as well as shifts on the weekends.
- For boater and worker safety, boats will need to stay clear of active in-river work areas. These areas are clearly identified with signage and markings.
- Helicopters may be used to support investigative works.

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

Learn more

- Visit the project website: sitecproject.com
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Serving British Columbia Since 1984
Provincial Toll Free: 1.888.689.3463 www.childfindbc.com

April 28, 2017

Victoria Office
2722 Fifth Street, 208
Victoria, BC V8T 4B2
(250) 382-7311
Fax (250) 382-0227
Email:
childviche@shaw.ca

*"A charitable non-profit
organization working with
searching families and law
enforcement to reduce the
incidence of missing and
exploited children."*

*A Missing Child is
Everyone's
Responsibility*



Dear Mayor and Councilors,

**Re: Proclamation for National Missing Children's Month and
Missing Children's Day**

I write today on behalf of Child Find British Columbia. Child Find BC requests that your local government proclaim May as Missing Children's Month and May 25th as missing Children's Day.

Child Find BC provides "ALL ABOUT ME" ID Kits with child finger printing and photos, to at no cost to families and Child Find BC hosts these Child Find ID Clinics throughout BC. Child Find BC provides education, including public speakers, literature and tips for families to assist them in keeping all of our children safe.

We hope that you will raise this proclamation for consideration to your Council and your community at your next meeting.

Most recent reporting from the RCMP show that over 7,529 cases of missing children were reported in British Columbia. Through the support of municipal governments like yours we are able to educate and bring awareness to thousands of BC families on this important issue.

Thank you so much for your consideration of this request and your continuing commitment to Community Services in BC and the children and families of BC. If you have any questions regarding this request please contact the Child Find BC office at 1-888-689-3463.

Yours truly,

Crystal Dunahee
President, Child Find BC

If you or your organization would like to host an "All About Me" ID clinic, have an idea for an event in your community or would like literature and information on becoming a member and supporter of Child Find BC, please call us at 1-888-689-3463.

C3

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Your Letterhead here

National Missing Children's Month and Missing Children's Day

WHEREAS Child Find British Columbia, a provincial member of Child Find Canada is a non-profit, registered charitable organization, incorporated in 1984; **AND**

WHEREAS The Mandate of Child Find British Columbia is to educate children and adults about abduction prevention; to promote awareness of the problem of missing children, and to assist in the location of missing children; **AND**

WHEREAS Child Find has recognized Green as the colour of Hope, which symbolizes a light in the darkness for all missing children; **AND**

WHEREAS Child Find's annual Green Ribbon of Hope Campaign will be held in the month of May and May 25th is National Missing Children's Day; **AND**

THEREFORE BE IT RESOLVED THAT

I, (Mayors Name) of the (city, town, municipality), do hereby proclaim May as Child Find's Green Ribbon of Hope month and May 25th as National Missing Children's day. I urge our citizens to wear a green ribbon as a symbol of Hope for the recovery of all missing children; and to remain vigilant in our common desire to protect and nurture the youth of our Province.

Mayor

Signed at _____ this _____ day of May, 2017



From: Hudson's Hope Minor Soccer

To: District of Hudson's Hope

Request: Materials for home soccer tournament June 3-4, 2017

Greetings, this letter is a request for the materials for our annual home soccer tournament. Our club missed the application deadline for "2017 Financial Grant Application" so this is a late request. If required our soccer club will pay for the cost of materials and labour for this year, and then request grant funding to cover this year's costs, with a "2018 Financial Grant Application".

Here is our request list for June 3-4, 2017:

- Sun tent installed June 2, 2017 and taken down June 5, 2017
- 10 picnic tables
- 10 garbage cans
- Dudley mascot

Thanks,

Jason Naisby

HH Minor Soccer President

Naisby@pris.ca

250-783-0753 (cell)

250-783-5112 (work)

C4

Tammy McKeown

From: David Marshall <dmarshall@fraserbasin.bc.ca>
Sent: Wednesday, May 03, 2017 2:23 PM
To: Tammy McKeown
Subject: Climate Adaptation Strategies
Attachments: FCM 2017 proposal_one pager[1].pdf; Workshop summary report.pdf

Hi Tammy,

As discussed, I am attaching the outline to draft a proposal for the upcoming funding opportunity with the Federation of Canadian Municipalities to establish a Northeastern BC Climate Risk Network and community adaptation strategies. I have also included a Workshop Summary Report from the workshop that took place in March in Fort St John where this idea surfaced.

I look forward to discussing this with you after you have had a chance to review it with your Acting CAO and your Council.

Best regards,

David



FCM 2017-2018 PROPOSAL OUTLINE NORTHEAST CLIMATE RISK NETWORK

Background: Fraser Basin Council in the Northeast

Fraser Basin Council (FBC) has been engaged as a project facilitator in the Northeast BC region since 2012. FBC has facilitated strategic planning processes for Dawson Creek, Hudson's Hope, and the Peace River Regional District and has forwarded watershed planning through a workshop in Fort St. John. Other past activities in the region include a human health risk assessment, a paramedics project, and a vulnerability assessment of the oil and gas sector.

BC Regional Adaptation Collaborative Program

FBC manages the BC Regional Adaptation Collaborative (BC RAC) program, which is one of a number of similar collaborations across the country within Natural Resource Canada's national program. BC RAC aims to strengthen regional capacity and increase action to advance adaptation planning and implementation in local governments, First Nations governments, and the natural resource sector.

Under the BC RAC program, on March 15, 2017, FBC hosted the "Floods and Drought: Tackling Wild Weather" workshop in Fort St. John. The purpose of the workshop was to highlight climate change adaptation and address the extreme events that have impacted communities and critical infrastructure in the Northeast region. During the workshop, participants emphasized that they would like to see more collaboration and communications between communities and organizations on adaptation. From the workshop, a recommendation emerged to bring municipalities together under the FBC and Peace River Regional District (PRRD) through a working group on adaptation.

Proposal: Northeast Climate Risk Network

FBC is proposing to establish a Northeast Climate Risk Network in partnership with the PRRD and Northeastern municipalities, with support from the Federation of Canadian Municipalities (FCM). The network's main objective will be to create an adaptation strategic framework for communities, which local governments in the Northeast can utilize and accommodate to their specific context such as the preparation of community adaptation plans. The development of local and regional adaptation frameworks can lead up to a regional strategy and allow for cross-jurisdictional collaboration. The Northeast Climate Risk Network would also provide a space for peer learning, raising awareness of adaptation initiatives across sectors, and data sharing. Participants in the Fort St. John workshop identified that data currently exists in silos and there is the need to identify what data exists and make it accessible across organizations.

FCM has expressed its interest in this proposal and noted that it would prefer the project lead is a non-profit organization with the support of various local governments within a specific region. FCM has specifically indicated its interest in Northeastern BC and would be willing to receive a proposal in mid to late May. The FCM funding opportunity would offer up to \$250,000 for a regional facilitator to coordinate an adaptation network and to assist the Northeastern communities and region to prepare adaptation plans.

To initiate the preparation of such a proposal, FBC is contacting the PRRD, Peace River Regional communities and the Northern Rockies Regional Municipality to explore their interest in participating in and collaborating with FBC in developing a proposal to FCM.



FLOODS AND DROUGHT

TACKLING WILD WEATHER

WORKSHOP SUMMARY REPORT

On March 15, 2017, Fraser Basin Council hosted the "Floods and Drought: Tackling Wild Weather" workshop in Fort St. John. The purpose of the workshop was to reflect upon and address the extreme events that have impacted communities and critical infrastructure in the Northeast region. This introductory workshop highlighted the future climate trends for Northeast BC and how existing online tools can support adaptation. Presenters shared their experiences with climate risk assessments of highway infrastructure, community flood response and collaborative drought management.

This workshop is part of Fraser Basin Council's BC Regional Adaptation Collaborative program, supported by Natural Resources Canada and the BC Ministry of Environment.

This report is a summary of the key issues and ideas that the workshop participants identified and discussed.

For more information about this event or the BC RAC program, please contact: Eliana Chia at 604-488-5377 or echia@fraserbasin.bc.ca.





WHAT MORE CLIMATE INFO OR KNOWLEDGE DO WE NEED?

CLIMATE AND ENVIRONMENTAL DATA

There is the need for more monitoring data, including a better established weather monitoring network across the Peace region as well as increased monitoring of stream flow, especially of small tributaries. Participants are looking for increased access to data on climate forecasts. The data that exists is currently in silos through different sectors and organizations. The interpretation of climate results by separate groups has led to inconsistent messaging. Participants want up-to-date mapping of the cumulative impacts of industrial activity on land and feel that all industries need to be more active in contributing data.

GLOBAL CONTEXT

Participants identified that it would be useful to know how local mitigation efforts fit into the larger global picture, particularly within the context of the Paris Agreement.

EMERGENCY MANAGEMENT

Additional education is needed on how to plan for large extreme events, such as 1 in 100 year events. Participants are looking for more information on the most effective protective measures against flooding.

PUBLIC OUTREACH STRATEGIES

There needs to be better communication of existing regulations to the general public. For example, water restrictions are seen as automatic so they become largely ignored. Participants want more opportunities to learn about how to effectively engage residents on climate change.



WHAT IS ALREADY HAPPENING IN THE NORTHEAST FOR ADAPTATION?



AGRICULTURE SECTOR

The agricultural sector is engaged in weather monitoring through placing weather stations around the Peace region in order to help farmers make management decisions. Other agriculture monitoring activities include analyzing irrigation and pests and diseases. The sector has created prediction models for pests and diseases.

WATERSHED MANAGEMENT

Dawson Creek is working on identifying new priorities for watershed management. The region is active in ground water modeling to identify risks and Geoscience BC is working on mapping aquifers in the North Peace.

OIL AND GAS INDUSTRY

Oil and Gas companies are evaluating ice road access in the context of climate change. When there are no ice roads, some campsites are unable to operate. They are exploring paying for the building of permanent roads to decrease their reliance on ice roads.

PLANNING AND ENGINEERING

The Peace River Regional District is updating their development permit areas to create set back requirements along the Peace River (eg. Old Fort) for erosion. There have been changes to engineering bylaws to allow for larger storm drains.

FORESTRY SECTOR

On the provincial level, the Ministry of Forests, Lands and Natural Resources Operations is working on their Strategic Monitoring Plan.



HOW DO WE MOVE FORWARD IN NORTHEAST BC TO ADAPT?

COLLABORATION BETWEEN SECTORS

Participants would like to see more collaboration between sectors and communication about each sector's initiatives in adaptation. This can increase understanding of the diverse challenges faced by different sectors. We need to strengthen connections between key staff working on climate risk across organizations. It can be difficult to know who to contact in an organization due to high turnover of staff, and so it would be helpful to maintain an updated staff directory so that people are aware of who they need to talk to. One recommendation to facilitate collaboration is to bring municipalities together under the PRRD and FBC through a staff and politically driven working group, which would implement action at the staff level.

UNDERSTANDING OUR VULNERABILITY

We need an improved understanding of the cumulative effects in the region from industrial practices. This is an ongoing process explored in the region. One suggestion for a next step is to conduct a vulnerability assessment of Highway 97 using the PIEVC Protocol process, which would be co-led by MOTI and Engineers Canada.

ENGAGE THE PUBLIC

Engage in creative communications strategies to get the public excited about adaptation. Make elected officials more aware and responsible for climate change impacts so that they can communicate these risks to the public and prioritize adaptation. Explore social media as a channel for communications. Address barriers for people who want to help with emergencies but are not allowed to. Build the capacity of rural resident volunteers to respond to extreme events through a partnership with the Province.

ACCESS TO DATA

Identify what data people want, where it is, and have it compiled in one portal or accessible through one point person. Create an outline or map on how to find data. Gather more data on cumulative effects and ensure all necessary sectors are contributing.

Tammy McKeown

From: Melissa Yeo <Melissa.Yeo@PrimeBC.ca>
Sent: Wednesday, May 03, 2017 3:37 PM
To: Tammy McKeown
Subject: PRIMECorp Budget

May 4, 2017

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

Dear Mayor Gwen and Council,

As reported to local government and police leadership over the past four years through our Annual Report and other outreach, the Board of Directors has been focused on advancing PRIMECorp in key areas such as financial stewardship, technological resiliency, service and security. We have made substantial advancement in all areas. On behalf of the Board of Directors, I write to you today with the purpose of providing updates on two key items in advance of the publication of PRIMECorp's 2016-2017 Annual Report, which will come later in the year.

At its most recent Board of Directors meeting, the Board passed Operating and Capital budgets for the period April 1, 2017-March 31, 2018. The provincial per officer levy will be \$1093.00, which represents a 3% increase in the current levy (approximately \$32 per officer). This is in alignment with the three-year forecasts PRIMECorp first communicated to you in 2014. At that time, the Board committed to maintaining a maximum 3% per officer levy through to the end of fiscal 2017-2018 and I am very pleased to report this has occurred each year. The levy includes 2% to cover current operating costs and 1%, which will continue to be put toward a reserve (accumulated surplus) for future required investments.

The Board's support of the reserve approach, combined with the operating surpluses from the past few years, has had a significant positive impact on our ability to undertake critical projects such as a geo-redundant data centre outside the Lower Mainland and a new Data Extraction Service without requiring a substantial increase in levies. PRIMECorp continues on its positive financial path and we remain committed to our goal to provide funders with certainty and stability with regard to projected levies so that they can be contemplated in future municipal budget cycles.

I also write with regard to the recent release of the report of the Office of the B.C. Auditor General on a 2016 IT security audit of PRIME-BC. As noted in our response letter to the Auditor General and published in its report, securing and protecting the information that British Columbia's police agencies enter into the PRIME-BC system is PRIMECorp's top priority.

The OAG advised PRIMECorp in 2013 that PRIME-BC was protected from external cyberattacks and we were pleased that the OAG again concluded in its 2016 audit that there are adequate perimeter controls protecting PRIME-BC from external attacks launched from the Internet. We have further work to do with regard to internal controls and have appreciated the OAG's acknowledgment of the significant improvements made over the past few years. We will continue to work to maintain vigilance with regard to the prevention, early detection and swift mitigation of any threat, internal or external, that may impact PRIME-BC.

The PRIMECorp board of directors has accepted all the recommendations of the OAG, and will, on a quarterly basis, monitor the progress of the implementation of the remaining recommendations, which are anticipated to be complete by the end of 2017.

As the custodians of the police information entered into the PRIME-BC shared system, PRIMECorp understands the special role it plays in maintaining the security of that information for both public safety and officer safety. The work completed by the Auditor

General will help PRIMECorp and all British Columbia police agencies face the increasing, and always evolving, security threats that face all organizations and governments in today's cyber world.

We look forward to providing you a more fulsome report and all financial highlights in our 2016-2017 Annual Report.

Sincerely,



Clayton J.D. Pecknold
Chair, PRIMECorp Board of Directors

Cc: Chief Superintendent Ray Bernoties, Chair, BC Association of Chiefs of Police
Deputy Commissioner Brenda Butterworth-Carr, RCMP E-Division
Municipal Police Chiefs
Officers in Charge, RCMP Detachments
PRIMECorp Board of Directors

- Denis Boucher, Chief Superintendent, RCMP
- Brenda Butterworth-Carr, Deputy Commissioner, RCMP
- Derek Corrigan, Mayor, City of Burnaby
- Bob Downie, Chief Constable, Saanich Police Department
- David Guscott, CEO, E-Comm
- Dave Jones, Chief Constable, New Westminster Police Department
- Peter Milobar, Mayor, City of Kamloops
- David Stuart, CAO, District of North Vancouver
- Daryl Wiebe, Superintendent, Vancouver Police Department

Subject: FW: MFABC Survey - Socially Responsible Investing (SRI)

:

From: "Municipal Finance Authority of BC" <noreply@surveypal.net>

Date: May 4, 2017 at 11:04:52 AM PDT

To: mayor@hudsonshope.ca

Subject: MFABC Survey - Socially Responsible Investing (SRI)

INSTRUCTIONS

The Municipal Finance Authority of British Columbia requests feedback from all Regional Districts and Municipalities as to their interest in an SRI-type pooled investment fund option. This survey has been sent to every Regional District and Municipality and addressed to each MFA Member representative, Mayor, Chair, CAO, CFO, and to selected local government investment professionals. We ask that there be only one submission per municipality/regional district. Please discuss this issue within your municipality or regional district and select one individual to submit a response on behalf of your organization. The deadline to complete the survey is 6PM PST June 16, 2017.

Please click here to complete the survey: [Socially Responsible Investing Survey](#).

BACKGROUND

In common with many public institutions, the MFA has been approached with requests to divest our Pooled Investment Fund Program of fossil-fuel related investments. As previously communicated (see: <http://bit.ly/2pLx1EG>), the MFA believes that the narrow approach of divesting from fossil-fuel related investments is not feasible. However, the MFA is open to exploring a broader, "Socially Responsible Investing" (SRI) based approach to investment management.

Socially responsible investing may be defined as an investment strategy which seeks to consider both financial return and social good to bring about social change. SRI funds may use negative and/or positive screens of environmental, social, and governance risks to align a portfolio to specific values. This approach does come with potential negative financial trade-offs, as discussed in detail at a panel discussion on Socially Responsible Investing at our 2017 Financial Forum on March 29th (see: <http://bit.ly/2q34JX2>). These negative trade-offs can include, but are not limited to:

- Increased cost and complexity of managing an SRI type fund
- Reduced diversification
- Reduced liquidity
- Uncertainty surrounding the concept of "fiduciary responsibilities" in this context

At the 2017 Financial Forum and Annual General Meeting, it was announced that the MFA would be evaluating the possibility of creating a new SRI-based pooled investment fund. As a follow-up to that announcement, this survey has been designed to gauge the general level of interest in the establishment of an SRI-based pooled investment fund.

Questions? Please contact:

**Renata N. Hale, BAccS, CPA, CGA
Manager of Strategic Initiatives
Municipal Finance Authority of British Columbia
Unit 217 – 3680 Uptown Boulevard, Victoria, BC V8Z 0B9
P: 250.419.4770 | Web: mfa.bc.ca**

CivicInfo BC, 203 - 4475 Viewmont Avenue, V8Z 6L8 Victoria, Canada
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