



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

Council Chambers

Monday, May 26, 2014 at 7:00 PM

1. Call to Order:

2. Notice of New Business:

Mayor's List

Councillors Additions

CAO's Additions

3. Adoption of Agenda by Consensus:

4. Declaration of Conflict of Interest:

5. Adoption of Minutes:

M1 May 12, 2014 Regular Council Meeting

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6. Business Arising Out of the Minutes:

7. Staff Reports:

SR1 Tent Donation Ratification

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SR2 Appoint Chief Elections Officer

Page 7

SR3 Garbage Bylaw Discussion

Page 9

SR4 School Sites Acquisition Charge

Page 21

SR5 Light Industrial Conceptual Design

Page 40

8. Correspondence:

C1 HH Trappers Soccer Club: Donation of Tent

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C2 Christian Eschenburg: Golf

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C3 Greta Goddard: Fit for Life Report

Page 44

C4 Prince Rupert Gas Transmission Project: Update #12

Page 45

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

10. Old Business:

11. New Business:

12. Public Inquiries:

13. Adjournment:



REGULAR COUNCIL MEETING
May 12, 2014
7:00 P.M.
MUNICIPAL HALL COUNCIL CHAMBERS

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

Staff: **CAO: Tom Matus**
 Director of Protective Services: Robert Norton
 Director of Public Works: Mike Carter
 Deputy Treasurer: Rhonda Eastman
 Deputy Clerk: Laurel Grimm

Other: 2 in gallery

- 1. CALL TO ORDER:**
The meeting was called to order at 7:03 p.m. with Mayor Gwen Johansson presiding.
- 2. NOTICE OF NEW BUSINESS:**

NB1 Mayors List:
Additions:
 - BC Ambulance Update under New Business
 - Chamber of Commerce report under New Business
 - BC Power Summit Update under Reports by Mayor & Council
NB2 Councillor Additions:
 - Councillor Heiberg: NCLGA Update under Reports by Mayor & Council
NB3 CAO Additions:
 - Fees and Charges Bylaw under Staff Reports
 - Action and Other Updates under Staff Reports
- 3. ADOPTION OF AGENDA BY CONSENSUS:**
The May 12, 2014 Regular Council meeting agenda was adopted by consensus.
- 4. DECLARATION OF CONFLICT OF INTEREST:**
None

5. **ADOPTION OF MINUTES:**

0550-01

M1 **April 28, 2014 Regular Council Meeting Minutes**

RESOLUTION NO. 116

M/S Councillors Gilliss/Miller

THAT:

"The minutes of the April 28, 2014 Council Meeting be adopted as amended."

CARRIED

M2 **May 5, 2014 Special Council Meeting Minutes**

RESOLUTION NO. 117

M/S Councillors Gilliss/Miller

THAT:

"The minutes of the May 5, 2014 Special Council Meeting be adopted as amended."

CARRIED

M3 **May 7, 2014 Special Council Meeting Minutes**

RESOLUTION NO. 118

M/S Councillors Gilliss/Miller

THAT:

"The minutes of the May 7, 2014 Special Council Meeting be adopted as amended."

CARRIED

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

BA1 **Regional District: Solid Waste Disposal**

This item to be diarized.

BA2 **Public Works Shop Design.**

This item to be diarized.

BA3 **Airport Resurfacing and Redevelopment**

This item to be diarized.

BA4 **Grubjesic Driveway**

This item to be diarized.

BA5 **Open House May 15, 2014**

Update on Open House preparation.

BA6 **Garbage Can Disbursement**

Staff to draft a policy for the disbursement and purchase of the new garbage cans and to add the charges to the fees and charges schedule.

7. DELEGATIONS:

- D1 **Urban Systems: Regulatory Bylaw Review** – Jake Hughson and Eric Sears
Urban Systems Ltd. Presented the first drafts of the following Bylaws:
- Water Regulations Bylaw
 - Sewer Regulations Bylaw
 - Fees and Charges Bylaw

And the following Manual:

- Development Procedures Manual

For Council review. The Development Procedures Manual is

8. STAFF REPORTS:

- SR1 **Staff Training Policy**

RESOLUTION NO. 119

Councillors Gilliss/Miller

THAT:

"Council adopt the revised Staff Training Policy effective date May 12, 2014."

CARRIED

- SR2 **BCG MOTI Meeting**
FOR INFORMATION

9. BYLAWS:

- B1 **Annual Financial Plan Bylaw No. 8325, 2014**

RESOLUTION NO. 120

Councillors Heiberg/Brown

THAT:

"Council adopt the Annual Financial Plan Bylaw No. 835, 2014."

CARRIED

- B2 **Tax Rate Bylaw No. 836, 2014**

RESOLUTION NO. 121

Councillors Heiberg/Gilliss

THAT:

"Council adopt the Tax Rate Bylaw No. 836, 2014."

CARRIED

B3 Road Closure Amendment Bylaw No. 837, 2014
RESOLUTION NO. 122

Councillors Brown/Gilliss

THAT:

"Council give 1st and 2nd readings to the Road Closure and Highway Designation Removal Amendment Bylaw No. 837, 2014."

And further that:

"A public Hearing is scheduled for June 9, 2014 for the Road Closure and Highway Designation Removal Amendment Bylaw No. 837, 2014."

CARRIED

10. CORRESPONDENCE:
C1 Rose-Ann Kirkeeng

Mayor Johansson to write a letter in response to Mrs. Kirkeeng's letter.

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

CR1 Mayor Johansson

BC Ambulance

- Had 7 interviews for potential applicants
- 3 have withdrawn
- 1 remaining to interview
- Full coverage for May Long weekend
- EMR courses will be offered
- 11 calls last month

Chamber of Commerce Meeting in Fort St. John

- CAPP message oil sands seeking social license
- Initiation of contact must come from the government
- June 30th is the deadline for option to purchase subsurface land

BC Power Summit Review

- Presentation went well
- Advertise Open House for May 15, 2014

Water Study

- Regional District is conducting a water study. If anyone would like further information please speak with Mayor Johansson.

CR2 Councillor Heiberg: NCLGA Update

- All of Hudson's Hopes' resolutions passed through the NCLGA and will be submitted to UBCM.

CR3 Councillor Gilliss: Northern Health Meeting at UBCM

- Discussed the importance of the X-Ray Lab tech position in Hudson's Hope.

- CR4 Councillor Gilliss: Medical Services Working Group**
- Mayor Johansson to schedule a meeting with Dr. Hubner to discuss any concerns.

- CR5 Councillor Bouillon: Remuneration Committee**
- Recommendation to be presented at the next Council Meeting

- 12. OLD BUSINESS:**
None

- 13. NEW BUSINESS:**

- NB1 District Jackets**

RESOLUTION NO. 123

M/S Councillors Miller/Gilliss

THAT:

"Councillors are to receive a Hudson's Hope Logo District Jacket."

CARRIED

- 14. PUBLIC INQUIRIES:**

- 15. ADJOURNMENT:**

RESOLUTION NO. 124

M/S Councillors Miller/Gilliss

THAT:

"The Regular Council Meeting for April 28, 2014 be adjourned"(9:50 p.m.)

CARRIED

		<i>Diarized</i>	<i>Last Review/Action</i>
	DIARY		
	Conventions/Conferences/Holidays		
DY1	PRRD: Solid Waste Disposal	05/12/14	
DY2	Airport Resurface and Redevelopment	05/12/14	
DY3	Grubjesic Driveway	05/12/14	
DY4	Co-Op Correspondence Re: Card Lock	11/12/13	

Certified Correct:

Clerk / Minute Taker

Chair

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: Tent Donation Ratification
DATE: 23 May 2014
FROM: Laurel Grimm, Deputy Clerk

RECOMMENDATION:

That:

"Council ratify the decision to approve the request from School District No. 60 to donate the Marquis Tent for the school's Sports Day on Friday, March 23, 2014."

INFORMATION:

Derrek Beam had requested the use of the Marquis Tent for the School District No. 60 Sports Day to be held on Friday, May 23, 2014. In the past, Council has waived the fees for the use of this tent. As the next Council meeting was not until Monday, May 26th, 2014 an email survey was conducted on Wednesday, May 21, 2014.

Recommendation:

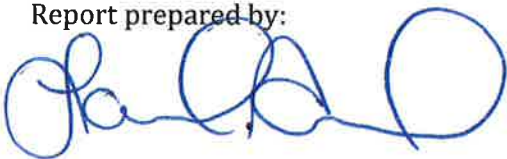
"That Council donate the Marquis Tent to School District No. 60 to use for their Annual Sport's Day on Friday, May 23, 2014."

Council responded either via email or phone.

The vote is shown below and a formal ratification is now required.

Mayor Johansson – In favour
Councillor Brown – In favour
Councillor Heiberg – In favour
Councillor Miller – Unavailable for comment
Councillor Bouillon – In favour
Councillor Gilliss – In favour
Councillor Quibell – In favor

Report prepared by:



Laurel Grimm, Deputy Clerk

REQUEST FOR DECISION

RFD#: 7SR	Date: May 14, 2014
Meeting#: CM052614	Originator: Tom Matus, CAO
RFD TITLE: Appoint Chief Elections Officer	

BACKGROUND:

Staff has advertised for the Chief Elections Officer position for the local elections being held in November 2014, Dwylla Moraice is the successful candidate.

As well, has selected an incumbent employee, Becky Mercereau to be the Deputy Chief Election Officer.

DISCUSSION:

Dwylla has attended the recent LGMA Elections workshop.

Council is required by the Local Government Act, section 41 to appoint the Chief and Deputy Chief Election Officers which reads as follows::

Appointment of election officials

41 (1) For the purposes of conducting an election, the local government must appoint a chief election officer and a deputy chief election officer.

(2) The chief election officer must appoint election officials required for the administration and conduct of the election.

(3) Without limiting the generality of subsection (2), the chief election officer must appoint the following:

- (a) presiding election officials for election proceedings where the chief election officer is not acting as presiding election official;
- (b) election officials to act as alternate presiding election officials for election proceedings;
- (c) election officials required to assist the presiding election official at election proceedings.

(4) The chief election officer may delegate the authority under subsection (3) (c) to the presiding election official for the election proceedings.

(5) The chief election officer may appoint peace officers as election officials to assist presiding election officials in fulfilling their duty to maintain peace and order at the election proceedings for which they are responsible.

(6) If an election official is absent or unable to act, a person appointed as deputy chief election officer or appointed under this section as alternate for the official must perform the duties and has the powers of the official.

(7) A candidate, candidate representative or financial agent may not be appointed as an election official.

(8) Before assuming duties, an election official must make a solemn declaration that the person

- (a) will faithfully and impartially fulfill the duties of the position to which the election official is appointed,
- (b) has not received and will not accept any inducement to perform the duties of the position

otherwise than impartially and in accordance with this Act or to otherwise subvert the election,
(c) will preserve the secrecy of the ballot in accordance with section 113, and
(d) is not and will not become a candidate, candidate representative or financial agent while holding the position of an election official.


BUDGET:

Approved amount in the 2014 fiscal year budget: \$1,925 for Chief Elections Officer.

RECOMMENDATION / RESOLUTION:

That Council:

Appoint Dwylla Moraice as the Chief Elections Officer for the 2014 local municipal elections.



Tom Matus, CAO

REQUEST FOR DECISION

RFD#: 7SR	Date: May 21, 2014
Meeting#: CM052614	Originator: Tom Matus, CAO
RFD TITLE: Garbage Bylaw	

BACKGROUND:

The use and distribution of the new garbage bins the District of Hudson's Hope has purchased needs to be governed by bylaw as well as discussion on new Collection Services rates.

DISCUSSION:

Attached, for Council perusal and discussion, is a draft bylaw to govern the use and distribution of the newly purchased garbage bins.

BUDGET:

N/A.

RECOMMENDATION / RESOLUTION:

Administration awaits direction from Council on the draft Garbage Bylaw.



Tom Matus, CAO



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

Box 330
9904 Dudley Drive
Hudson's Hope BC V0C 1V0
Telephone 250-783-9901
Fax: 250-783-5741

GARBAGE BYLAW DISCUSSION ITEMS

Due to Tipping fee and Pick-up charge/time, listed are issues to be considered in regard to passing a new garbage bylaw:

Limit of garbage cans per customer per pickup – 2?

Allow for multiple can/bag pick-up in month of May and October and xmas season?
Or Consider per excess bag/can charge to cover tipping and pick-up costs.

New Garbage fees?

DRAFT

DISTRICT OF HUDSON'S HOPE

Bylaw No. 8_____

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

1. Title

This Bylaw shall be cited as the "Hudson's Hope Garbage Collection Bylaw No. 8____, 2008".

2. Definitions

In this Bylaw:

- (a) "Director" means the Director of Works and Protective Services and any person authorized by the Director to administer this bylaw.
- (b) "District" means the District of Hudson's Hope.
- (c) "Garbage" means waste material other than automobile parts, construction, land clearing and demolition waste, animal carcasses and parts, furniture, or any other type of material or substance determined by the Director to be hazardous or unacceptable for handling in the District's waste material collection and disposal system.
- (d) "Garbage Container" means a receptacle used to hold waste material
- (e) "Premise" means a premise which is serviced by the District of Hudson's Hope for the purpose of "Collection Services".
- (f) "Transfer Station" means the Transfer station operated by the Peace River Regional District.

3. Administration

- (1) Where this bylaw directs a person to do anything or to comply with regulations, the Director and any person authorized by the Director to do so, may enter on any land or premises that are subject to the regulations to inspect and determine whether the regulations are being observed.

4. Collection Services

- (1) The District by this bylaw, establishes the service of collecting, removing and

disposing of garbage.

- (2) The service includes the provision of equipment and personnel for collection, removal and disposal of garbage at the times and intervals prescribed by the Director, and the maintenance and disposal of items other than garbage, from the transfer station.
- (3) Every occupier of premises within any of the collection areas shown on Schedules A, A-1, A-2, A-3, A-4 and A-5 to this bylaw must make use of the collection service established by this bylaw and pay the applicable fees imposed under Schedule B to this bylaw.
- (4) Every occupier of premises outside the collection areas shown on Schedules A, A-1, A-2, A-3, A-4 and A-5 to this bylaw must pay the applicable fees for access to and use of the transfer station imposed under Schedule B to this bylaw.
- (5) All garbage shall be contained in securely tied plastic bags and have a weight of less than 22 kilograms and shall be placed in a garbage container for collection adjacent to the boulevard, curb or shoulder of the roadway prior to 8:00 am on the day of collection.
- (6) A limit of two Garbage Cans per customer may be placed for collection service as per pick-up schedule.
- (7) The District shall be under no obligation to collect or remove garbage or any other waste material from any roadway if the occupier has not placed such material for collection in accordance with the requirements of this bylaw.
- (8) A Garbage Container provided by the District of Hudson's Hope is required in order to receive "Collection Services" as defined in this bylaw.
 - a) All Garbage Cans remain the property of the District of Hudson's Hope.

5. Fees and Charges

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

6. Transfer Station

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

7. Severability

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

8. Repeal

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

8. Effective Date

- (1) This bylaw comes into effect on _____, 2014.

Read a First Time this _____ day of _____, 2014.

Read a Second Time this this _____ day of _____, 2014.

Read a Third Time this this _____ day of _____, 2014.

Adopted this this _____ day of _____, 2014.

MAYOR

CLERK

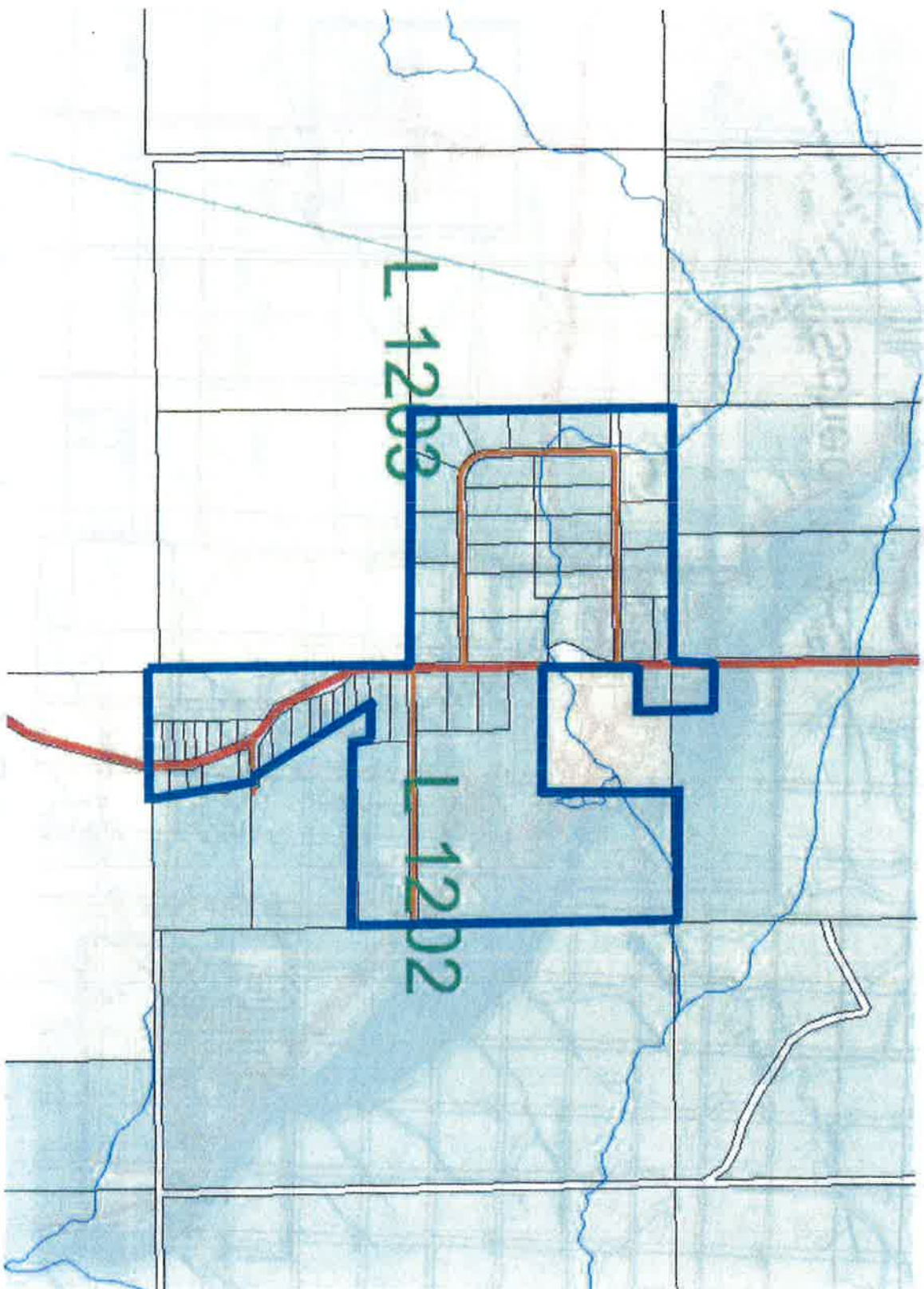
Certified a true copy of Bylaw No. _____ this _____ day of _____, 2014.

Clerk

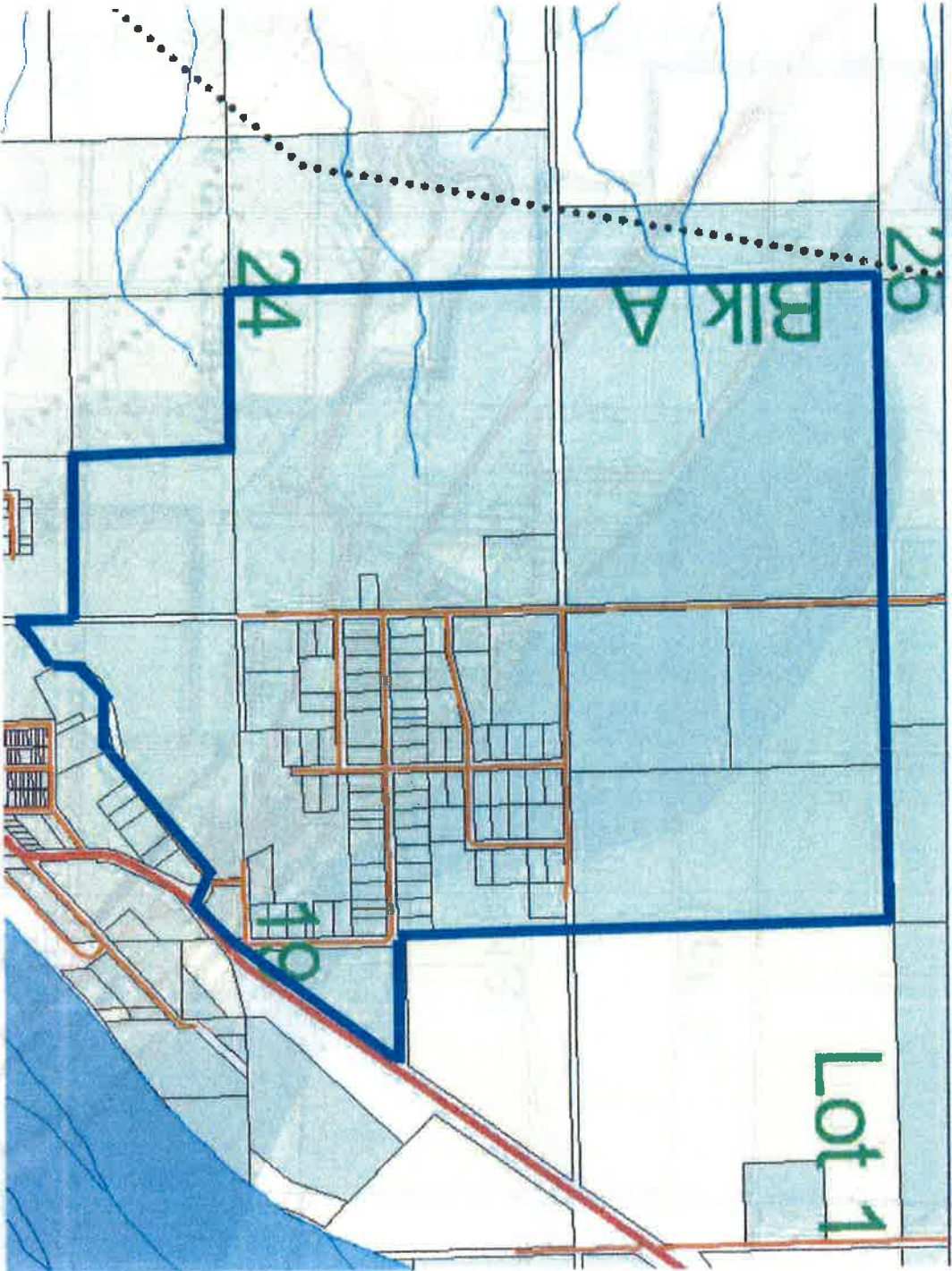
**Schedule B
Fees for Garbage Collection and
Use of Transfer Station**

Description	Annual Fee (except where stated)
Fees for Premises within Collection Areas Shown on Schedules A-1, A-2, A-3, A-4 or A-5	
Residential Dwellings – once weekly collection (a) For each single family residence (each manufactured home in a manufactured home park is considered as a single family residence and the owner/operator is charged (pro rata) on the basis of occupied units each month. (b) For each dwelling unit in a two-family residence or multi-family residence (c) For each bed and breakfast unit in a residence	\$118.00 \$118.00 \$118.00 plus \$9.00/unit
Commercial and Other (a) For premises that receive daily collection (excepting Saturdays and Sundays) (b) For premises that receive twice weekly collection (c) For premises that receive once weekly collection	\$716.00 \$243.00 \$148.00
BC Hydro and Power Authority – twice weekly collection (a) GMS Generating Station: Control Building General Trades Shop (b) Peace Canyon Generating Station Control Building General Trades Shop (c) Seasonal: Trappers Cabin Lookout Restaurant	\$2607.00 \$2607.00 \$2214.00 \$2214.00 \$37.00/month \$325.00/month
Fees for Premises outside of Collection Areas Shown on Schedules A-1, A-2, A-3, A-4 or A-5	
For access to and use of the transfer station by owners and occupiers of premises outside of collection areas shown on Schedules A-1, A-2, A-3, A-4 and A-5.	\$30.00
The District of Hudson's Hope will provide one "Garbage Container" free of charge to every premise which pays for "Collection Services". The replacement of or an additional Garbage Container will be charged at the cost for each at: The use of a District of Hudson's Hope issued "Garbage Container" is required in order to receive collection services.	\$65.00

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

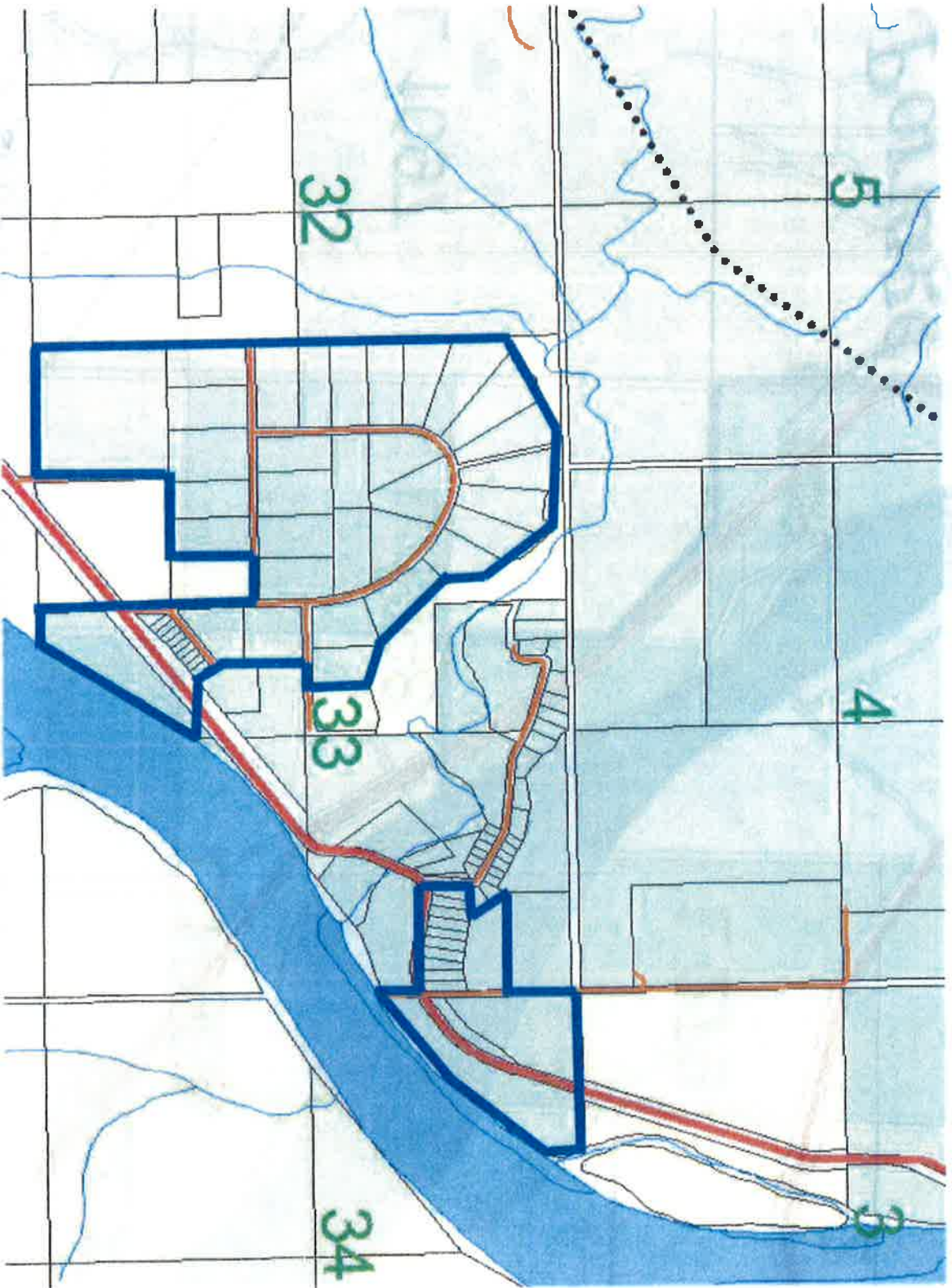


Jamieson Subdivision - Garbage Route Map (Schedule A-2)

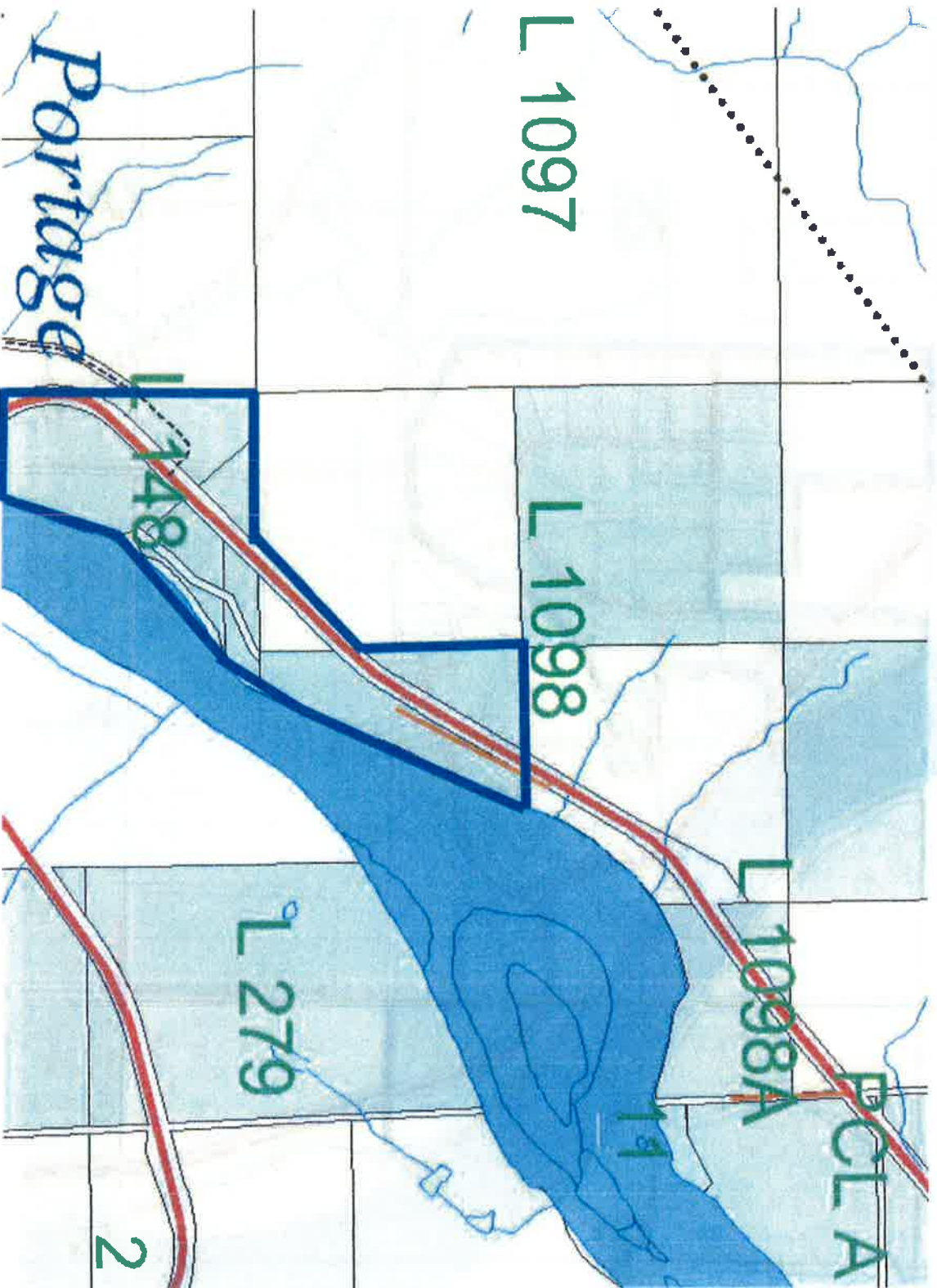


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Lynx Creek Subdivision - Garbage Route Map (Schedule A-4)



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



REQUEST FOR DECISION

RFD#: 7SR	Date: May 21, 2014
Meeting#: CM052614	Originator: Tom Matus, CAO
RFD TITLE: 2014 SCHOOL SITES ACQUISITION CHARGE	

BACKGROUND:

Excerpted from the Introduction section of the “DRAFT 2014 Future Residential Growth and School Sites Acquisition Charge Calculations” document:

THE SCHOOL SITES ACQUISITION CHARGE

“The School Sites Acquisition Charge (SSAC) is a charge per dwelling unit to be paid by residential developers throughout the school districts where the charge is justified. The charge is collected by local government and transferred to school districts. The money collected is used to help pay for new school sites needed as a result of new residential development.

In May 2011 a document was prepared by the School District and submitted to the Provincial Government for SSAC approval. This document, titled *Eligible School Site Proposal, May 2011*, encompassed Steps 1 to 3 of the process for implementing a SSAC in the Peace River North School District (PRN). Step 1 was to estimate the number of eligible residential development units that will be built in PRN over the next ten years. Step 2 was to estimate the number of students that are expected to live in the new eligible development units by 2020, the end of the ten-year period. Step 3 was the preparation of the document, the Eligible School Sites Proposal, that incorporated all the information required to calculate SSAC for PRN including:

- 1 Enrolment estimates to 2020;
- 2 The definition of new schools and new school sites required in response to anticipated enrolment growth;
- 3 Estimates of the cost of new land for new school sites.

In March of 2014 PRN received approvals to implement a SSAC bylaw from the provincial government. This letter is included in Appendix C. While the information that was included in the 2011 report is still valid, due to changes on the local markets it was necessary to revise the enrollment and development estimates to reflect 2014 numbers and provide a basis to implement a realistic SSAC charge.

The following document includes revised 2014 to 2024 enrollment numbers, 2014 to 2024 estimated development unit values, and 2014 land prices. These revised values are then used to calculate a SSAC based on the current information. It should be noted Hudson’s Hope has been excluded from the calculations as it is going to be looked at on a separate basis.”

DISCUSSION:

The Honourable Minister of Education Peter Fassbender has approved the implementation of the SSAC scheme and has noted to Janet Thompson, Chair of School District 60 (Peace River North) that Hudson’s Hope be exempted from this charge, as per the third paragraph of his attached letter which reads:

“An important aspect of the SSAC scheme for the PRNSD is the need to exempt the District of Hudson’s

Hope from the collection of SSAAC on behalf of the Board. Given its distance from the Fort St. John/Taylor area, it is reasonable to expect that residential development in the Hudson's Hope will not generate additional enrolment demands in relation to the three identified school sites".

As the Minister notes: BCG may adopt a regulation that enables a Board to calculate a different SSAC for its local governments.

The Ministry letter identifies that they will be working on a resolution that will set the dollar per unit in Hudson's Hope at zero.

Also, School District 60 requires a letter from the District that will reference that it is our understanding that our community will be exempt from SSAC and therefore the SSAC calculation of zero has our agreement.

BUDGET:

\$0.00

RECOMMENDATION / RESOLUTION:

To approve the 2014 School Site Acquisition Charge being \$0.00.



Tom Matus, CAO



March 6, 2014

Ref: 171750

Jaret Thompson, Chair
Board of Education
School District No. 60 (Peace River North)
10112 – 105 Ave
Fort St John BC V1J 4S4
Email: jthompson@prn.bc.ca

Dear Mr. Thompson:

I am writing to you in regards to the establishment of School Site Acquisition Charges (SSAC) for School District No. 60 (Peace River North). I appreciate your patience in waiting for a formal response on this matter.

I am pleased to inform you that I hereby approve the implementation of a SSAC scheme for the School District, based on the Eligible School Site Proposal (ESSP) that was submitted in conjunction with the Board's 2011/12 Capital Plan submission to the Ministry.

An important aspect of the SSAC scheme for the Peace River North School District is the need to exempt the District of Hudson's Hope from the collection of SSAC on behalf of the Board. Given its distance from the Fort St. John/Taylor area, it is reasonable to expect that residential development in Hudson's Hope will not generate additional enrolment demands in relation to the three identified school sites.

Under the *Local Government Act*, Government may adopt a regulation that enables a board to calculate a different SSAC for its local governments. In this case, the regulation would allow the Peace River North Board to calculate an SSAC that will be \$0 per each new dwelling unit built in Hudson's Hope. Ministry staff will keep the School District apprised of progress for the drafting and adoption of this new regulation.

Under section 937.5 (1) of the *Local Government Act*, the Board of Education will have 60 days in which to adopt a capital bylaw that sets the SSAC applicable to the prescribed categories of eligible development for the School District. The SSAC for these categories must be calculated according to the formula provided in section 937.5 (1) of the Act.

The Act also provides that the SSAC may not come into effect until 60 days after the day on which the SSAC bylaw is adopted. The Board may wish to adopt the bylaw as soon as possible to initiate this 60-day grace period. A copy of the adopted SSAC bylaw should be forwarded to each local government in the School District, notifying them of the commencement of the 60-day grace period and the date upon which they must begin the required collection of the SSAC from residential developers on behalf of the Board.

... /2

**Ministry of
Education**

Office of the Minister

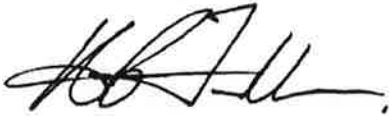
Mailing Address:
PO Box 9045 Stn Prov Govt
Victoria BC V8W 9E2

Location:
Parliament Buildings
Victoria

Please ensure that the Board's SSAC capital bylaw reflects the details provided in its resolution regarding its ESSP. This should include estimates of new development units and the number of school-aged children expected to be generated, along with the general location and value of the new school sites required to accommodate those students. In particular, it is expected that land values will be updated, as agreed upon by your four local governments, for the two elementary school sites and one middle-secondary school site and used in the calculation of the per-dwelling unit charges.

Thank you for your attention to these matters.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Fassbender', with a stylized flourish at the end.

Peter Fassbender
Minister

pc: Honourable Coralee Oakes, Minister of Community, Sport and Cultural Development
Her Worship Mayor Lori Ackerman, City of Fort St. John
His Worship Mayor Fred Jarvis, District of Taylor
Her Worship Mayor Gwen Johansson, District of Hudson's Hope
Fred Banham, Chief Administrative Officer, Peace River Regional District
Dave Sloan, Superintendent of Schools
Doug Boyd, Secretary-Treasurer

SCHOOL DISTRICT NO. 60

Peace River North



DRAFT

2014 Future Residential Growth and School Sites Acquisition Charge Calculations

April 2014

1. Introduction

1.1 THE SCHOOL SITES ACQUISITION CHARGE

The School Sites Acquisition Charge (SSAC) is a charge per dwelling unit to be paid by residential developers throughout the school districts where the charge is justified. The charge is collected by local government and transferred to school districts. The money collected is used to help pay for new school sites needed as a result of new residential development.

In May 2011 a document was prepared by the School District and submitted to the Provincial Government for SSAC approval. This document, titled *Eligible School Site Proposal, May 2011*, encompassed Steps 1 to 3 of the process for implementing a SSAC in the Peace River North School District (PRN). Step 1 was to estimate the number of eligible residential development units that will be built in PRN over the next ten years. Step 2 was to estimate the number of students that are expected to live in the new eligible development units by 2020, the end of the ten-year period. Step 3 was the preparation of the document, the Eligible School Sites Proposal, that incorporated all the information required to calculate SSAC for PRN including:

- Enrolment estimates to 2020.
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The following document includes revised 2014 to 2024 enrollment numbers, 2014 to 2024 estimated development unit values, and 2014 land prices. These revised values are then used to calculate a SSAC based on the current information. It should be noted Hudson's Hope has been excluded from the calculations as it is going to be looked at on a separate basis.

1.2 ORGANIZATION OF REPORT

In addition to the Introduction, the document is organized into two other sections:

- Section 1, Residential and Enrolment Growth, presents the forecasts for residential growth and the impact on enrolment in PRN.
- Section 2, Preliminary SSAC Calculations, presents the five tables required to calculate the school site acquisition charge.

2. FUTURE RESIDENTIAL GROWTH

2.1 OBJECTIVES AND APPROACH

The reason for estimating the future number of new residential units to be built in PRN is to provide two pieces of necessary data for calculating SSAC:

- Estimate of the total eligible residential development units over the next ten years.
- Estimate of the number of students that will be living in the new eligible development units built over the next ten years.

In addition, we can use the estimated number of students that will be living in new housing to provide a way to corroborate PRN's enrolment forecasts.

Our approach to estimating the number of new housing units that will be built in PRN over the next years began with reviewing current local government plans and policies to provide current estimates. We then balanced these initial estimates with previous estimates, Baragar projections, BC Statistics projections and review of past numbers to generate our best estimates of future residential units.

2.2 FUTURE RESIDENTIAL DEVELOPMENT

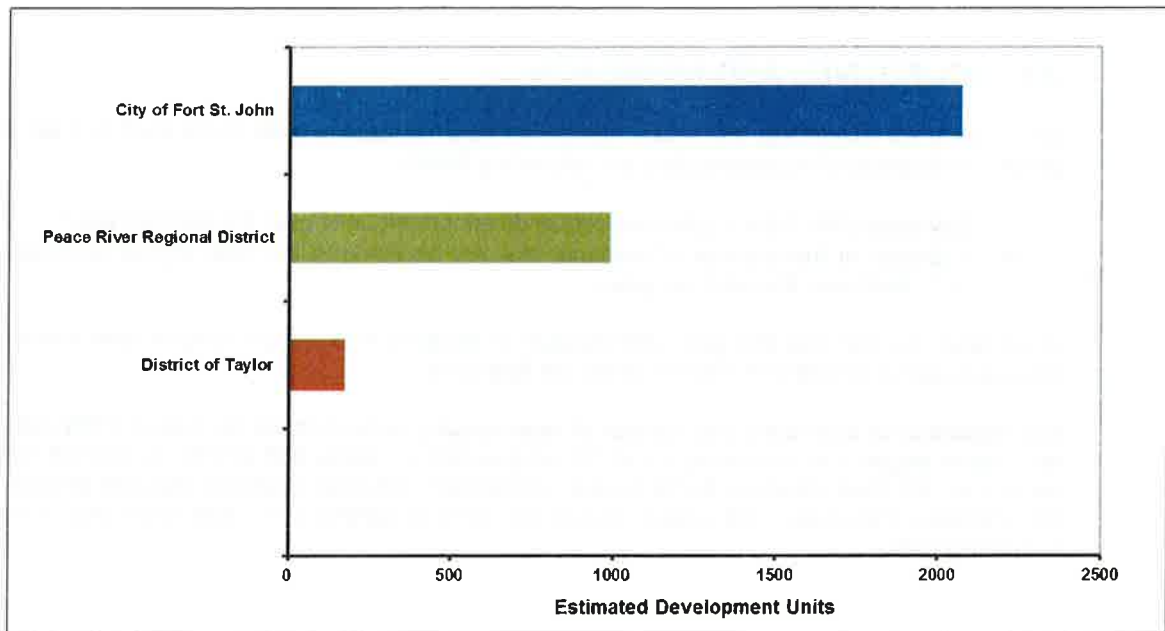
Figure 1 (next page) summarizes the estimates of future residential development. As illustrated in Figure 1, over half of the estimated 3,236 residential units that will be built in PRN over the next ten years will be in Fort St John. We anticipate very few new housing units to be built in Hudson's Hope over the next decade, though developments in the Energy and Mining sectors in the area may bring about significant expansion. PRN will keep a close eye on developments in this region in the months and years to come.

As mentioned, the estimates summarized in Figure 1 began with estimates from local government officials, but were adjusted when necessary. We estimate that 71% of the future units built in PRN will be in the form of single detached units with the remaining 29% being various forms of multi-family unit developments, including apartment buildings and townhomes. The estimated proportion of single detached units varies depending on the jurisdiction:

- The City of Fort St John = 59% single detached units with the remaining 41% of expected growth coming from multi-family dwellings, such as duplexes and row houses.
- The District of Taylor = 50% single detached units, with the remaining 50% of expected growth coming from multi-family dwellings, such as duplexes and row houses.
- The Peace River Regional District do not track building type (all EDUs are assumed to be single detached units).

As with all estimates related to real estate development, timing is the biggest unknown. It is very likely that the estimated number of residential units will be built in the North Peace area. The timing of those developments is much less predictable. If the developments are delayed, the plans for new and expanded schools may be delayed, but not cancelled.

Figure 1: Estimated New Residential Units (between 2014 and 2024)



2.3 ELIGIBLE DEVELOPMENT UNITS

Eligible Development Units (EDU) that are to be included as part of the SSAC calculation are defined as new residential development that occurs as any new construction, alteration or extension of a building that increases the number of self-contained dwelling units on a particular parcel of land.

SSAC are enabled through provincial legislation (Part 26 of the Local Government Act). Therefore, SSACs will not apply to residential development on Indian Reservations (e.g. Halfway River, Doig River, Blueberry River) as those lands fall under federal jurisdiction.

Figure 2 (next page) presents an estimate for EDU's in School District No. 60 over the next ten years. An estimated 3,234 EDUs will be built in School District No. 60 over the next decade.

Figure 2: Estimated Eligible Development Units (EDUs)

Jurisdiction	Total EDU		
	Single Detached	Multi-Family	Total
City Fort St. John	1226	847	2,073
Peace River Regional District	991	0	991
District of Taylor	85	85	170
Total	2,302	932	3,234

2.4 STUDENTS FROM NEW ELIGIBLE DEVELOPMENT UNITS

Figure 3 presents an estimate of the number of PRN students that will be living in new eligible housing by 2024. The yield rates are for PRN students in Grades K-12, and are based on census results detailing previous average yield rates across PRN.

Figure 3: Estimates of Students from Future Housing

Type of Housing	Units	Yield Factors	EDU Students
Single detached house	2,302	0.71	1,635
Multi-family dwelling	932	0.48	447
Total	3,234	0.64	2,082

3. PRELIMINARY SSAC CALCULATIONS

3.1 COST OF NEW SCHOOL SITES

Figure 4 provides a preliminary estimate of the cost to acquire all the sites needed by 2024. Please note that there are also plans for replacement and expansion of Ecole Central Elementary and Charlie Lake Elementary but these will not require the acquisition of new land. All projects are outlined in Section 3.4 of the 2011 SSAC proposal document.

Figure 4: Estimated Cost of New School Sites

	New Northwest Elementary	New Northeast Elementary	New Middle / Secondary School	Totals
Grade Level	Elementary	Elementary	Middle	
Existing Capacity				
Long Term Capacity	350	350	600	1,300
Increase in Capacity	350	350	600	1,300
Standard Site Size (ha)	1.90	1.90	3.40	7.20
Cost Per Hectare	\$1,606,000	\$1,606,000	\$1,606,000	\$1,482,000
Cost of New Property	\$3,051,400	\$3,051,400	\$5,460,400	\$11,563,200

The long-term capacity for each site is the estimated size of the school planned for that site. The size of the site is the area specified by the Ministry of Education. It is possible that the actual property could be smaller or, more likely, larger depending on the exact land available.

Land values in the Peace Region have increased dramatically in the last few years. The 'cost per hectare' values in Figure 11 were based on recent discussions with realtors and developers. Of course, in the current environment, estimating real estate values is highly speculative and a likely to change over time.

3.2 PENT-UP AND FUTURE DEMAND

The following is the basic method of calculating pent-up demand for PRN as of April 2014. The current enrollment and capacity are based on the tables presented in; Appendix A – Enrollment Forecasts, and Appendix B – Capacity Utilization.

Figure 5: Pent-up Demand

Current Enrolment (2014)	5,523
Less: Current Capacity*	5,505
Pent-up Demand	18

* Note: The capacity figure of 5505 includes the Energetic Learning Campus, which opened in September of 2011 and has a capacity of 200 students.

As outlined in Appendix A, Appendix B and Figure 6, the estimated net increase in enrolment between 2014 and 2024 is 967 students.

Figure 6: Ten-year Enrolment Increase

Current Enrolment (2014)	5,523
2024 Enrolment	6,490
Ten Year Increase	967

It should be noted that the 2024 enrollment numbers and the estimated students from proposed developments (Figure 3) vary significantly. The numbers

3.3 SSAC CALCULATIONS

Figure 7 outlines the calculations necessary to establish the average SSAC per eligible residential unit.

Figure 7: SSAC Calculations

Factor	Estimate
1 Ten-Year Enrolment Increase	967
2 Plus Pent-up Demand	18
3 Net Increase Requiring New Facilities	985
4 Students from Eligible Development Units	2,082
5 Enrolment Increase Proportion	98%
6 New Development Proportion	98%
7 Estimated Net Cost of New Property	\$11,563,200.00
8 Attributable to Eligible Development Units	\$11,331,936.00
9 Proportion to be Paid through SSAC	35%
10 Estimated Share to be Paid through SSAC	\$3,966,177.00
11 Total Eligible Development Units	3,236
12 Average Charge per Unit	\$1226.40

The calculated charge per unit is higher than the maximum charge for each density that has been set by the *School Site Acquisition Regulation*, under provision of the *Municipal Act*. Based on this the maximum charge will be applied to the bylaw

Figure 8 presents the charges (the center column highlighted in the grey) as applied to specific housing densities.

Figure 8: School Site Acquisition Charge

Density	Factor	Unit Charge	Maximum Allowable Unit Charge
Low (less than 21 new units/ha)	1.250	\$1000.00	\$1,000
Medium low (21 to 50 new units/ha)	1.125	\$900.00	\$900
Medium (51 to 125 new units/ha)	1.000	\$800.00	\$800
Medium high (126 to 200 new units/ha)	0.875	\$700.00	\$700
High (more than 200 new units/ha)	0.750	\$600.00	\$600
BASE RATE		\$800.00	

The column on the far right is provided for reference only. It shows the maximum unit charge allowable under the current provincial legislation, which will be used in this circumstance.



Enrolment Forecasts

Figure 16: District Enrolment Projections

Zone	School	Actual	Projected Enrolments					
		2013	2014	2016	2018	2020	2022	2024
In-Town Elementary	Alwin Holland Elementary	334	364	385	393	402	396	394
	Baldonnel Elementary	122	130	127	125	121	117	120
	Bert Ambrose Elementary	337	354	406	461	505	526	548
	C M Finch Elementary	269	282	287	276	268	262	268
	Charlie Lake Elementary	341	342	349	360	354	356	353
	Duncan Cran Elementary	275	307	329	344	341	349	363
	Ecole Central Elem School of the Arts	354	386	449	504	526	526	526
	Robert Ogilvie Elementary	305	317	330	346	353	367	379
	Taylor Elementary	158	157	161	179	170	167	175
		2495	2639	2823	2988	3040	3066	3126
In-Town Middle	Bert Bowes Junior Secondary	455	481	459	435	508	539	522
	Key Learning Center	10	9	8	8	8	8	8
	Dr Kearney Junior Secondary	541	507	532	582	669	731	751
		1006	997	999	1025	1185	1278	1281
In-Town Secondary	North Peace Secondary	1172	1113	1084	1112	1127	1221	1362
Rural and Neighboring Communities	Buick Creek Elementary	24	24	27	24	22	20	22
	Clearview Elem-Jr Secondary	145	151	137	138	133	130	126
	Prespatou Elem-Secondary	330	335	339	350	357	369	379
	Upper Halfway Elem-Jr Secondary	39	37	32	33	35	35	36
	Upper Pine Elem-Jr Secondary	192	190	175	149	130	124	124
	Wonowon Elementary	39	37	35	35	37	35	34
		769	774	745	729	714	713	721
PRN Total		5442	5523	5651	5854	6066	6278	6490

B

Capacity Utilization Projections

Figure 17: Current and Future School Utilization Levels

Zone	School	Official Capacity	Enrolment 2014	Utilization 2014	Enrolment 2024	Utilization 2024
In-Town Elementary	Alwin Holland Elementary	275	364	132%	394	143%
	Baldonnel Elementary	135	130	96%	120	89%
	Bert Ambrose Elementary	251	354	141%	548	218%
	C M Finch Elementary	251	282	112%	268	107%
	Charlie Lake Elementary	289	342	118%	353	122%
	Duncan Cran Elementary	340	307	90%	363	107%
	Ecole Central Elementary	340	386	114%	526	155%
	Robert Ogilvie Elementary	251	317	126%	379	151%
	Taylor Elementary	181	157	87%	175	97%
		2,313	2639	114%	3126	135%
In-Town Middle	Bert Bowes Junior Secondary	400	481	120%	522	131%
	Key Learning Center	20	9	45%	8	40%
	Dr Kearney Junior Secondary	525	507	97%	751	143%
		945	997	106%	1281	136%
In-Town Secondary	North Peace Secondary	1100	1113	101%	1362	124%
Rural and Neighboring Communities	Buick Creek Elementary	46	24	52%	22	48%
	Clearview Elem-Jr Secondary	256	151	59%	126	49%
	Prespatou Elem-Secondary	300	335	112%	379	126%
	Upper Halfway Elem-Jr Secondary	93	37	40%	36	39%
	Upper Pine Elem-Jr Secondary	183	190	104%	124	68%
	Wonowon Elementary	69	37	54%	34	49%
		947	774	82%	721	76%
PRN Total		5305	5523	104%	6490	122%

Notes:

- For the purposes of calculating the SSAC, an additional capacity of 200 students has been added to North Peace Secondary to account for the Energetic Learning Campus.
- Numbers highlighted in red show schools 20% or more over capacity.
- Numbers highlighted in blue show schools 20% or less under capacity.



SSAC Approval Letter



March 6, 2014

Ref: 171750 -

Jaret Thompson, Chair
Board of Education
School District No. 60 (Peace River North)
10112 – 105 Ave
Fort St John BC V1J 4S4
Email: jthompson@prn.bc.ca

Dear Mr. Thompson:

I am writing to you in regards to the establishment of School Site Acquisition Charges (SSAC) for School District No. 60 (Peace River North). I appreciate your patience in waiting for a formal response on this matter.

I am pleased to inform you that I hereby approve the implementation of a SSAC scheme for the School District, based on the Eligible School Site Proposal (ESSP) that was submitted in conjunction with the Board's 2011/12 Capital Plan submission to the Ministry.

An important aspect of the SSAC scheme for the Peace River North School District is the need to exempt the District of Hudson's Hope from the collection of SSAC on behalf of the Board. Given its distance from the Fort St. John/Taylor area, it is reasonable to expect that residential development in Hudson's Hope will not generate additional enrolment demands in relation to the three identified school sites.

Under the *Local Government Act*, Government may adopt a regulation that enables a board to calculate a different SSAC for its local governments. In this case, the regulation would allow the Peace River North Board to calculate an SSAC that will be \$0 per each new dwelling unit built in Hudson's Hope. Ministry staff will keep the School District apprised of progress for the drafting and adoption of this new regulation.

Under section 937.5 (1) of the *Local Government Act*, the Board of Education will have 60 days in which to adopt a capital bylaw that sets the SSAC applicable to the prescribed categories of eligible development for the School District. The SSAC for these categories must be calculated according to the formula provided in section 937.5 (1) of the Act.

The Act also provides that the SSAC may not come into effect until 60 days after the day on which the SSAC bylaw is adopted. The Board may wish to adopt the bylaw as soon as possible to initiate this 60-day grace period. A copy of the adopted SSAC bylaw should be forwarded to each local government in the School District, notifying them of the commencement of the 60-day grace period and the date upon which they must begin the required collection of the SSAC from residential developers on behalf of the Board.

... /2

**Ministry of
Education**

Office of the Minister

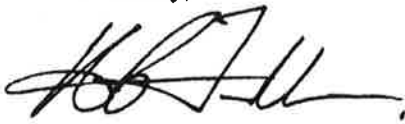
Mailing Address:
PO Box 9045 Stn Prov Govt
Victoria BC V8W 9E2

Location:
Parliament Buildings
Victoria

Please ensure that the Board's SSAC capital bylaw reflects the details provided in its resolution regarding its ESSP. This should include estimates of new development units and the number of school-aged children expected to be generated, along with the general location and value of the new school sites required to accommodate those students. In particular, it is expected that land values will be updated, as agreed upon by your four local governments, for the two elementary school sites and one middle-secondary school site and used in the calculation of the per-dwelling unit charges.

Thank you for your attention to these matters.

Sincerely,

A handwritten signature in black ink, appearing to read 'P. Fassbender', with a stylized flourish at the end.

Peter Fassbender
Minister

pc: Honourable Coralee Oakes, Minister of Community, Sport and Cultural Development
Her Worship Mayor Lori Ackerman, City of Fort St. John
His Worship Mayor Fred Jarvis, District of Taylor
Her Worship Mayor Gwen Johansson, District of Hudson's Hope
Fred Banham, Chief Administrative Officer, Peace River Regional District
Dave Sloan, Superintendent of Schools
Doug Boyd, Secretary-Treasurer

REQUEST FOR DECISION

RFD#: 7SR	Date: May 22, 2014
Meeting#: CM052614	Originator: Tom Matus, CAO
RFD TITLE: Light Industrial Conceptual Design	

BACKGROUND:

Council has considered the idea of acquiring a conceptual design site plan for a proposed Light Industrial area located on Highway 29 east of Ross St. Quotes have been offered by L&M Engineering Ltd., Focus and Urban Systems.

DISCUSSION:

Scope of work for the conceptual design site plan is as follows:

To create a conceptual site plan for the crown lands selected for light-industrial development. The creation of a conceptual site plan will determine the space required to accommodate the intended uses (existing features, roads, lots, buildings, etc.) and show the inter-relationship between the uses.

Work Program

- Create a base plan using aerial images from the provincial mapping data base if available. Insert legal plan and scale to match cadastre. This base plan will be suitable for conceptual level site layouts.
- The site layout will show the following proposed uses:
 - 25m Industrial Road Right-of-Way
 - Typical light-industrial sized lots
 - Typical light-industrial building and/or warehouse footprints
 - Proposed road access locations
 - Approximate setback distances to the "dunes" walking trails and the existing cemetery
- Submit a draft copy of the site plan for your review and input
- Revise the site plan as required and provide you with PDF and hard copies of the site plan

BUDGET:

Bid offers are as follows:

1 Urban Systems	\$1,000
2 L&M Engineering Ltd.	\$3,000
3 Focus	\$4,500 to \$5,500

Coded to: Lands

RECOMMENDATION / RESOLUTION:

That Council:

Approves the purchasing of a conceptual design site plan for the proposed Light Industrial area, located on Highway 29, east of Ross St., from Urban Systems, at the expenditure of \$1,000.00.

A handwritten signature in black ink, appearing to read 'T. Matus', is written over a horizontal line.

Tom Matus, CAO



May 23, 2014

To: District of Hudson's Hope

From: Hudson's Hope Trappers Youth Soccer Club

Hello,

First I would like to let the District of Hudson's Hope know that the HH Trappers Soccer Club will be holding their annual soccer tournament on Saturday May 31, 2014. This annual event normally attracts up to 300 soccer players from around the Peace Region.

This event not only showcases our local soccer stars, but also the facilities and infrastructure that Hudson's Hope has to offer. This includes the grass fields around the tennis court, our local pool, working bathrooms and infrastructure such as garbage cans and picnic tables.

For this reason we would like to request a few items from the District of Hudson's Hope to help out during our event:

- Freshly mowed grass around the tennis courts
- 10 garbage cans
- 10 picnic tables

Finally, the Trappers would also like to request the use of the large sun tent. We would request that the fee be waived for the use of all the requested items. We have had these items in the past and it has really helped with the garbage/recycle as well as shade since the fields are in full sun.

Thanks,

Jason Naisby

HH Trappers President

Clerk

Subject: FW: Proposal for Senior Golfing on Tuesdays

From: Christian Eschenburg [<mailto:canadian.explorer@gmail.com>]

Sent: Friday, May 16, 2014 04:56 PM

To: Gwen Johansson

Subject: Proposal for Senior Golfing on Tuesdays

Dear Gwen,

to follow up our conversation from last evening I like to bring in the proposal for a Senior Bus Trip to the Moberly Lake Golf Club on Tuesdays in exchange for the Chetwind Swimming which has been terminated last Week. Tuesdays are the Senior Days in Moberly anyway, so it would fit perfectly. To my knowledge we have a substantial number of seniors in HH who like to take part on such a program.

I am looking forward to hear from you.

Have a nice Weekend.

Best Regards

Christian

Christian Eschenburg

Canadian Explorer

Box 431

Hudson's Hope BC

V0C 1V0

Canada

Tel. +1 250 783 3366

Mob.Intern.: +49 (0)170 66 48 275

e-mail: canadian.explorer@gmail.com

skype: eschi05



Fit For Life Report 2014: January –May Session

Submitted by: Greta Goddard, BCRPA Fitness Instructor

The Fit for Life is a low key exercise class designed to accommodate folks who have low mobility and a limited range of motion. It's an excellent program and fulfills a need in the community. Classes are held each Monday and Thursday for four weeks for a total of 32 classes per session. Session 1 runs from January to May. Session 2 runs from September to December. The program is definitely working. The measure of success is obvious from the comments. Thank you on behalf of all the participants for offering a program with such benefits. This contract should be considered for renewal for classes to run in January.

Participant Comments:

"I am more flexible." "Finally something I can do!"

"This is different than just walking, it works everything. I can move better."

"It keeps me standing straighter."

"I use to have problems with my legs. They would just shake and keep me awake at night. Since I have started this class, I don't have any more problems."

"I can get out of my bathtub." "It gives you energy. I can do things."

"I had to climb a mountain and I did it!"

"I feel good." "It's fun!" "More people should do it." "I need this."

"I lost something under my couch and I just bend down and picked it up. I couldn't do that before."

"It's important to stay active. That's how you stay young."

"You have been more help to me than all the doctors I have seen."

There are now ten regular participants.

On occasions there are folks who drop in to participate.

Session 1 fees collected

\$682 in full fares 10 full time participants

\$105 from drop in 5 participants

Expenses:

Rental fee \$547.00 per session

Equipment purchases and replacement costs: \$150 annually

Insurance costs: \$140 annually

BCRPA renewal and membership: \$600 per year

Note: This is an estimate. Amount depends on the costs of renewal courses and travel costs.

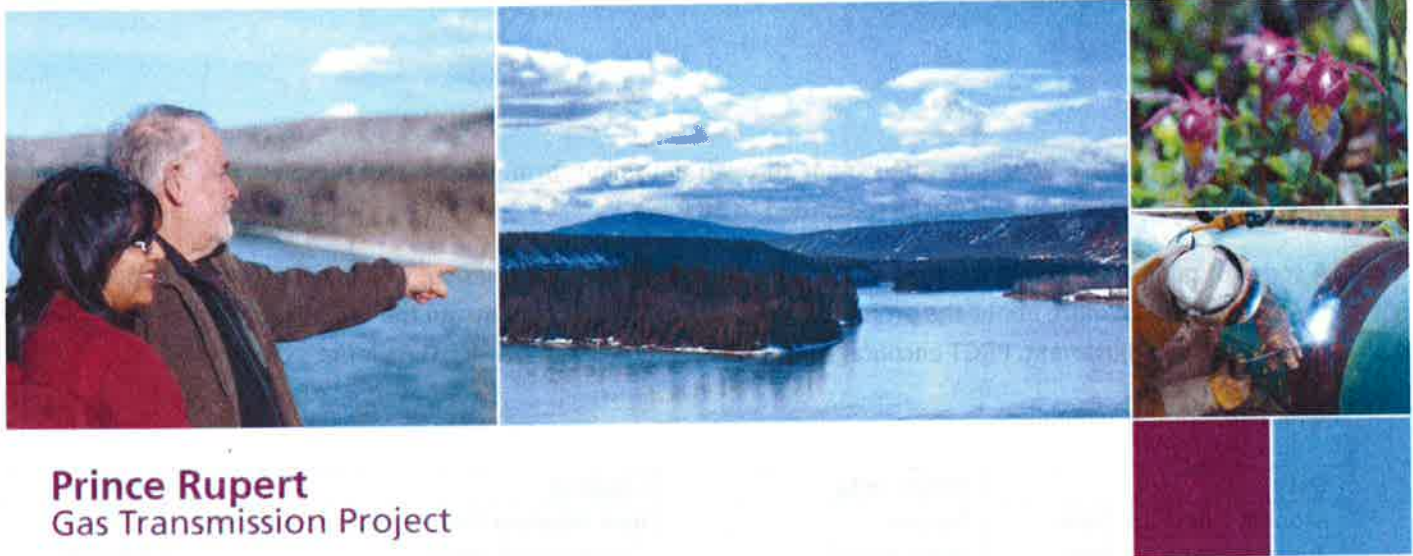
Participant rates:

\$112 for adults, \$64 for seniors, \$5.00 per drop in

District costs:

\$320 per 8 classes = \$1280 per session. Insurance costs: \$50 per year.

The District of Hudson's Hope has supported this program for five consecutive years now. Thank you for ongoing support for this much needed community program.



Prince Rupert Gas Transmission Project

Project Activity Update #12 May – June 2014

The proposed Prince Rupert Gas Transmission (PRGT) Project is an approximately 900-kilometre natural gas pipeline to be routed from north of Hudson's Hope, B.C. to the proposed Pacific NorthWest LNG export facility on Lelu Island within the District of Port Edward.

The project team has been conducting extensive environmental and engineering field studies, and is continuing to engage Aboriginal groups and stakeholders such as local governments, landowners and the general public to further refine the proposed pipeline route. Our application for an Environmental Assessment Certificate includes marine route alternatives as identified on our route map [\[link to map\]](#).

Ongoing assessment of the route, include environmental field work, is continuing. Where required, applicable permits are obtained from appropriate regulatory authorities. Recent and upcoming activities are noted below.

1. Regulatory

PRGT has submitted an application for an Environmental Assessment Certificate (EAC) to the BC Environmental Assessment Office (BC EAO). This application addresses the topics and issues that were identified in the application information requirements. The BC EAO has now made the EAC application public. For more information, please go to the [PRGT EAC Application](#) located on the BC EAO's Project Information website. A 45-day comment period related to the EAC application will commence on May 26, 2014 and will conclude on July 10, 2014. People are welcome to submit comments to the BC EAO on the EAC application in writing:

- Via the BC EAO website (www.eao.gov.bc.ca; look for the Prince Rupert Gas Transmission Project),
- By fax to 250-387-0230, or
- By email to Nathan Braun at the BC EAO, PO Box 9426, Station Prov Govt, Victoria, V8W 9V1.

PRGT is also preparing a Park Boundary Adjustment application for the Nisga'a Memorial Lava Bed Park. An adjustment to the park boundary will be required if the project is to proceed along the proposed route adjacent to Highway 113 through the park. A summary of the application as well as additional information will be made available at www.princerupertgas.com, no later than May 23, 2014. Visit the web site between May 26 and July 10 to

comment on the Park Boundary Adjustment through an online form. Comments received will be used to inform PRGT's Stage 2 Application and will be forwarded to BC Parks.

A series of public open houses will be held during the public comment period, which will provide an opportunity for the public to learn more about the project so they may provide comments on the EAC application and the proposed park boundary adjustment. PRGT encourages you to attend the open houses. Details are as follows:

Public Open House Schedule

Date	Community	Location	Time
Monday, June 16, 2014	Terrace	Best Western Terrace, Skeena Ballroom	4-8 p.m.
Tuesday, June 17, 2014	Port Edward	Community Centre	4-8 p.m.
Wednesday, June 18, 2014	Hazelton	New Hazelton Elementary School	4-8 p.m.
Thursday, June 19, 2014	Smithers	Hudson's Bay Lodge, Ferguson Room	4-8 p.m.
Monday, June 23, 2014	Hudson's Hope	Community Hall	4-8 p.m.
Tuesday, June 24, 2014	Mackenzie	St. Peter's Church	4-8 p.m.
Wednesday, June 25, 2014	Fort St. James	Music Maker's Hall	4-8 p.m.

2. Environmental Studies

PRGT is continuing to undertake biophysical field studies in spring and summer of this year to support information needed for the application process for BC Oil and Gas Commission (OGC) and other regulators. Additionally, we are continuing to look at small deviations in the application corridor in response to First Nations and community input and are collecting data to assess the potential effects of a pipeline through these areas.

3. Geotechnical Investigation

PRGT recognizes the importance of streams and rivers to Aboriginal groups and other stakeholders in northern B.C. Protecting these water bodies is important to us as well. In an effort to minimize the environmental effects associated with constructing a pipeline across water bodies, PRGT is currently undertaking geotechnical investigations to help design safe and environmentally responsible water crossings. Where technically feasible, PRGT will cross major rivers along the route using Horizontal Directional Drilling (HDD) technology, which reduces the construction impacts of traditional cut and fill trenched pipeline crossings considerably. An HDD would start hundreds of meters back from the river itself and is located 20 to 50 feet beneath the river bottom, typically through solid rock. This removes the risk of scour and exposure of the pipe within the river from high water situations and avoids sensitive riparian habitat. The geotechnical investigations being conducted will aid PRGT in determining the suitability of the subsurface condition for an HDD crossing. In 2013, PRGT conducted nineteen such investigations and an additional thirteen permit applications have been submitted for the 2014 geotechnical drilling program.

Geotechnical drilling at the Cranberry River, Ksi Sii Aks, Kispiox River, Skeena River and Tseax has been completed. Permits have been received for geotechnical drilling at Callazon Creek and Middle River, and work will begin shortly. Geotechnical investigation will continue into the summer months upon receipt of the remaining permits.

4. Ground Survey/Route Assessment

PRGT's survey crew continues to collect routing survey information along the project corridor as needed and where access is available. This information is required for Engineering Alignment documentation and pipeline constructability assessment work.

5. Timber Assessment

The purpose of this program is to scale and assess timber volumes on the project to support regulatory permit applications and to develop construction clearing, salvage operation, and fiber utilization plans.

This timber assessment continues along the project corridor, verifying accessibility to the project right-of-way, confirming deck space locations, and counting trees by test blocks. The team has completed assessment of 534km to date. This work is expected to continue until August 2014.

6. Helipad Site Clearing Program

The Project team has identified several helipad locations for accessing the proposed pipeline corridor. The BC Oil and Gas Commission (OGC) helipad and cutting permit applications have been submitted.

Helipad clearing for permitted sites is on-going within the Nadine Forest District and the Skeena Stikine Forest District. Clearing has been completed on permitted sites within the Mackenzie Forest District, the Fort St. James Forest District, and the Kalum Forest District. The permits that the OGC issues grants clearing are for up to a 20 m radius for each helipad site. Not all sites will require this amount of clearing because sites are strategically chosen for their accessibility.

The project team is waiting for remaining permit approvals to commence clearing the remainder of the helipad sites.

7. Deep Water Marine Survey

The Phase 2 deep water marine survey was completed in March. The purpose of the Phase 2 deep water marine survey was to collect data to support detailed engineering. The deep water marine survey examined depth, subsea topography, nature of seabed soils, and location of flora, fauna and marine life to ensure the route does not endanger protected species.

The Phase 3 deep water marine survey is being planned for the third quarter 2014 to collect geotechnical data for shore approaches.

8. In the Community

TransCanada continues to attend conferences and tradeshow along the project corridor sharing information about the Prince Rupert Gas Transmission project, answering questions about how local businesses can benefit from the project and interacting with community members. The upcoming conferences include:

- May 21-23, 2014 – LNG in B.C. Conference, Vancouver
- May 21-23, 2014 – LNG in B.C. Conference- Youth Experience, Vancouver
- May 22-24, 2014 – B.C. Chamber of Commerce 62nd Annual General Meeting & Conference, Richmond

9. Investing in the Community

TransCanada is proud to invest in the communities along our proposed route. We do so by partnering with community groups, supporting local initiatives and encouraging our employees to be involved in their neighborhoods. Our goal is to support strong and vibrant communities.

Since the announcement of the project, PRGT has invested in more than 50 community groups and local initiatives. Below are a couple of examples of how PRGT has invested in the communities along the project corridor.

Winter Carnival – Hudson's Hope

PRGT team members spent a wintery day outside at Cameron Lake near Hudson's Hope serving hot chocolate, handing out PRGT gloves and helping families choose their snow shoe and cross country ski equipment at the annual Winter Carnival Fun Day. A formal cheque presentation took place under the rustic picnic hut with TransCanada employees joined by representatives from School District 60, the District of Hudson's Hope and a group of kids enjoying the winter activities. PRGT's donation to the Centre means full classroom sets of outdoor equipment are available to expand the program to more school groups and increase the opportunities for recreation and environmental education in a unique outdoor setting.



Introduction to Trades 10 – Coast Mountain School District 82



At TransCanada, skills training is a pillar of our community investment programs and PRGT has put its money to work with the Coast Mountains School District 82, serving Kitimat, Terrace, Hazelton and surrounding communities. The School District is striving to improve overall graduation rates for high school students in the region and prepare them for anticipated employment opportunities. A donation to provide specific equipment to round out the Introduction to Trades course offered in Grade 10 will help School District 82 make trades training accessible to all students, especially those in smaller communities.

Upper Skeena Recreation Centre (USRC)

In April, PRGT proudly announced our contribution of \$1 million dollars towards the USRC, a facility out of which recreational opportunities, programs and services will be offered to the community. This project represents an unprecedented collaboration between local and regional governments, the Gitksan leadership and community, and a number of other local organizations. All of these parties recognize that the key to a healthy, sustainable community are programs which offer opportunities to learn, grow and gather. PRGT is proud to have entered into this long-term partnership and look forward to working jointly with the community to see this project succeed.

10. Myths and Facts

Over the course of the last year, we have encountered misconceptions about the impact a pipeline and its related facilities might have on the environment and communities.

Myth: TransCanada is conducting borehole testing beside rivers in the Kispiox area without permission.

Fact: In the Kispiox area, the B.C. Oil & Gas Commission recently granted investigative permits to conduct borehole drilling well back of riverbanks at several locations. It should be emphasized that no testing is done under or in the rivers, and there is no impact on the rivers during the testing. The testing is to assess slope stability and determine the technical feasibility of constructing a pipeline at the selected crossings. PRGT completed testing near the Skeena River in April, and completed testing near the Kispiox River in May. We have applied for permits for the Utsun Creek and Shegunia River. If approved, we expect to begin testing around the Utsun Creek in June and the Shegunia River in July. We expect to apply for similar testing near the Natlan Creek later this spring. The procedure involves a crew of 10 to 12 workers, who drill two vertical boreholes at each site to obtain samples for further testing. We expect this process to take between 20 – 30 days at each site. The boreholes are typically drilled 75 to 100 metres vertically into the ground. OGC is the approving authority, however notification is given to local Aboriginal groups prior to commencement.

Myth: TransCanada's activities are putting the Kispiox River at risk.

Fact: The geotechnical work being conducted in relation to a number of proposed water crossing locations, including the Kispiox River (now complete) is well back of the rivers, typically 50 to 70 metres from the riverbanks. Rivers and riverbanks are not affected by the work. Water is being drawn from rivers to support the geotechnical drilling and the amount required is extremely small. To put this in context, according to the Water Survey of Canada gauge on the Kispiox River, the current discharge is about 160 cubic meters per second, or 13.8 million cubic meters per day. TransCanada utilized no more than 5 cubic meters per day with no more than a total of 150 cubic meters required for the duration of the program.

More information on this and other myths can be found at <http://www.princerupertgas.com/news/myths-facts/>.

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