

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

**Council Chambers** 

Mon	day, Jun	e 9, 2014 at 7:00 PM	
1.	Call t	o Order:	
2.		e of New Business:	
	Counc	r's List cillors Additions s Additions	
3.	Adop	tion of Agenda by Consensus:	
4.	Decla	ration of Conflict of Interest:	
5.	Adop	tion of Minutes:	
	M1	May 26, 2014 Regular Council Meeting	Page 1
6.	Busin	ess Arising Out of the Minutes:	
7.	Publi	c Hearing:	
	PH1	Road Closure and Highway Designation Removal Amendment Bylaw No. 837, 2014	
8.	Deleg	ations:	
	<b>D</b> 1	Remuneration Select Committee Presentation of Report	Page 6
9.	Staff	Reports:	
	SR1	Hudson's Hope Public Library Association Renovation Information Package	Page 13
	SR2	Action Items and Other Updates	Page 48
	SR3	Light Industrial Committee Meeting	Page 54
	SR4	2014 Leo & Ethel Rutledge Scholarship	Page 56

#### 10. Bylaws:

Page 57 Road Closure and Highway Designation Removal Amendment Bylaw No. **B**1 837, 2014

	B2	Hudson's Hope Garbage Collection Bylaw No. 838, 2014	Page 61
11.	Corre	espondence:	
	C1	Ministry of Community, Sports and Cultural Development: MOU	Page 71
	C2	Hudson's Hope Public Library: Invitation	Page 73
	C3	City of Pitt Meadows: BCEHS Resource Allocation Plan	Page 75
	C4	PRRD: Site C Clean Energy Project Review Panel Report Recommendations	Page 77
	C5	Morgan Forry: Help for those Suffering from Mental Illness	Page 79
	C6	Northern Health: News Release	Page 81
	C7	Speaking Opportunity to 6th NE BC Gas Summit	Page 83
12.	Кероі	ts by Mayor & Council on Meetings and Liaison Responsibilities	
12. 13.		usiness:	
13.	Old B	usiness:	
13.	Old B		
	Old B	usiness:	
13.	Old B	usiness:	
13. 14.	Old B	usiness:	
13.	Old B	usiness:	
13. 14.	Old B New E	usiness:	



### REGULAR COUNCIL MEETING May 26, 2014 7:00 P.M. MUNICIPAL HALL COUNCIL CHAMBERS

Present:

Council:

Mayor: Gwen Johansson Councillor: Kelly Miller Councillor: Richard Brown

Councillor: Travous Quibell Councillor: Dave Heiberg

Staff:

**CAO: Tom Matus** 

**Director of Protective Services: Robert Norton** 

**Director of Public Works: Mike Carter** 

**Deputy Clerk: Laurel Grimm** 

Other:

2 in gallery

1. CALL TO ORDER:

The meeting was called to order at 7:04 p.m. with Mayor Gwen Johansson presiding.

2. NOTICE OF NEW BUSINESS:

NB1

**Mayors List:** 

Additions:

- BC Hydro Visitor Center under New Business.

NB2 CAO Additions:

- BC Hydro Field Study be added as SR7 under Staff Reports.

3. ADOPTION OF AGENDA BY CONSENSUS:

The May 26, 2014 Regular Council meeting agenda was adopted by consensus.

4. DECLARATION OF CONFLICT OF INTEREST:

None

5. ADOPTION OF MINUTES:

0550-01

M1 May 12, 2014 Regular Council Meeting Minutes

**RESOLUTION NO. 133** 

M/S Councillors Quibell/Heiberg

THAT

"The minutes of the May 12, 2014 Council Meeting be adopted as amended."

CARRIED

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

BA1 C1 - Correspondence from Rose-Anne Kirkeeng

A letter is to be sent addressing her concerns.

0220-6-

7. STAFF REPORTS:

SR1 Tent Donation Ratification

1770-01

**RESOLUTION NO. 134** 

Councillors Heiberg/Quibell

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 Saturday, May 31, 2014."

CARRIED

SR2 Appoint Chief Elections Officer

4200-01-01

**RESOLUTION NO. 135** 

Councillors Heiberg/Miller

THAT:

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

CARRIED

SR3 Garbage Bylaw

3900-02

Referred to Staff.

SR4

**School Sites Acquisition Charge** 

0400-70

**RESOLUTION NO. 136** 

Councillors Quibell/Miller

THAT:

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

CARRIED

SR5 Light Industrial Conceptual Design

6440-01

**RESOLUTION NO. 137** 

Councillors Miller/Quibell

THAT

"Approves the purchasing of a conceptual design site plan for the proposed Light Industrial Area, located on Highway 29, east of Ross Street, from Urban Systems, at an expenditure of \$1000.00."

CARRIED

#### SR6 Action Items and Other Updates

6660-20

**RESOLUTION NO. 138** 

Councillors Miller/Brown

THAT:

"Staff to write a letter to BC Hydro inquiring into their intentions regarding Peace Canyon Visitor Center, and furthermore, that Council would like to see this attraction remain open for the public."

CARRIED

Peace Canyon Visitor Center offers a different experience than the W.A.C. Bennett Dam. Council would like to see Peace Canyon remain open.

BC Hydro is offering the museum the old exhibitions should they have room to house them.

#### SR7 BC Hydro Geotechnical Investigations License

6660-20

CAO, Tom Matus, had a reply from BC Hydro regarding the geotechnical investigation license application to reduce costs. BC Hydro has agreed to the terms set out by the District and has extended the agreement another 6 years.

#### 8. CORRESPONDENCE:

#### C1 HH Trappers Soccer Club: Donation of Tent

1770-01

**RESOLUTION NO. 139** 

Councillors Quibell/Heiberg

THAT:

"Council donate the Marquis Tent, garbage cans and picnic tables to the Hudson's Hope Trappers Youth Soccer Club for their annual soccer tournament on Saturday, May 31, 2014."

**CARRIED** 

#### C2 Christian Eschenburg: Golf Tuesdays for Seniors

5000-01

Councillor Miller informed Council that there is a "Keeping Senior Active" grant available that this event would qualify for. The cut off for applications is June 4, 2014.

**RESOLUTION NO. 140** 

Councillors Quibell /Miller

THAT:

"Authorize Staff to submit grant application, if approved, Council will support the Seniors Golf trips."

AMENDED

**RESOLUTION No. 141** 

Councillors Brown/Quibell

THAT:

"Council to support the Senior Golf trip and that Staff is to apply for the "Keeping Seniors Active" Grant."

CARRIED

#### C3 Greta Goddard: Fit for Life Report

5000-

**RESOLUTION No. 142** 

Councillors Heiberg/Miller

THAT:

"Council approve that Staff enter into an agreement with Mrs. Greta Goddard for Fit for Life classes running January to May, 2015 and September to December 2015.."

CARRIED

#### C4 Prince Rupert Gas Transmission Project: Update #12

6660-01

FOR INFORMATION

C5 Lenore Harwood Letter Re: Sewer Main Extension

5340-01

Mayor Johansson addressed the concerns outlines in Mrs. Harwood's letter.

Lenore Harwood spoke to her submission stating the following:

- Does not feel she got the answers she was looking for
- Does not feel a sewer extension should be put in for the "possibility" of a subdivision
- Does not like this area for a subdivision
- What did Council spend \$182,000 on? Spent tax dollars on what? For a "what if?"
- Council should get a legal opinion
- Asked Council if they will proceed with the project. Councillor Heiberg stated that the Municipality will proceed.

Robert Bach spoke to the proposed subdivision and the sanitary Sewer Main Extension:

This sewer line is a great thing to get done and personally thinks this is what the municipality needs.

#### Lenore Harwood:

10.

- Asked Council if there is a plan for this development? Size of lots?

CAO, Tom Matus, explained that the funding for the extension is from the reserve fund and is all user paid. This funding was put aside to be used for infrastructure upgrades to attract and retain new residents to the community. This area has been identified in our Official Community Plan and in a Housing Study done in 2012 as an area for residential development. Developers have shown interest once they heard that the sewer line was going in.

Tom Matus will put all the information into a letter addressed to Mrs. Harwood.

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

#### CR1 Mayor Johansson: BC Hydro Visitor Center Upgrades

6660-20

Was previously discussed in the meeting. No further comments.

Ben Jones of Canada Partners will be in Hudson's Hope next week and will provide an update on the company plans.

Clerk / Minute Taker

	NEW BUSINESS:		
1			
	<b>Tom Matus, CAO: BC Hydro Field Study</b> BC Hydro would like o do some archeological digs of Council's approval to commence.	on Clarke Ave for Site C mitiga	<b>6660-20</b> tion purposes. Needs
	RESOLUTION NO. 143		
	M/S Councillors Quibell/Brown THAT:		
	"Council approve the terms that BC Hydro outlined Ave. for the sum of \$4000.00 plus charges per dig." CARRIED		mall digs along Clarke
	GIRTID		
	PUBLIC INQUIRIES:		
	NONE		
	NONE		
	ADJOURNMENT:		
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	ADJOURNMENT: RESOLUTION NO. 144		
	ADJOURNMENT:  RESOLUTION NO. 144  M/S Councillors Miller/Quibell THAT:		
	ADJOURNMENT:  RESOLUTION NO. 144  M/S Councillors Miller/Quibell	adjourned" (8:17 p.m.)	
	ADJOURNMENT:  RESOLUTION NO. 144  M/S Councillors Miller/Quibell THAT: "The Regular Council Meeting for April 28, 2014 be		
	ADJOURNMENT:  RESOLUTION NO. 144  M/S Councillors Miller/Quibell THAT:  "The Regular Council Meeting for April 28, 2014 be CARRIED	adjourned" (8:17 p.m.)  Diarized	Last Review/Action
	ADJOURNMENT:  RESOLUTION NO. 144  M/S Councillors Miller/Quibell THAT: "The Regular Council Meeting for April 28, 2014 be CARRIED  DIARY		Last Review/Action
	ADJOURNMENT:  RESOLUTION NO. 144  M/S Councillors Miller/Quibell THAT: "The Regular Council Meeting for April 28, 2014 be CARRIED  DIARY Conventions/Conferences/Holidays	Diarized	Last Review/Action
	ADJOURNMENT:  RESOLUTION NO. 144  M/S Councillors Miller/Quibell THAT: "The Regular Council Meeting for April 28, 2014 be CARRIED  DIARY Conventions/Conferences/Holidays PRRD: Solid Waste Disposal	<b>Diarized</b> 05/12/14	Last Review/Action
}	ADJOURNMENT:  RESOLUTION NO. 144  M/S Councillors Miller/Quibell THAT: "The Regular Council Meeting for April 28, 2014 be CARRIED  DIARY Conventions/Conferences/Holidays PRRD: Solid Waste Disposal Airport Resurface and Redevelopment	<b>Diarized</b> 05/12/14 05/12/14	Last Review/Action
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Chair



#### DISTRICT OF HUDSON'S HOPE

#### **Delegation to Council Request Form**

Name of person or group wishing to appear before Council:
REALINERSTION SELECT COMMITTEE
BILL LINDSBY, ROBSET BACH & DAY BOUILLON
Subject of presentation: REVIEW OF COUNCIL REMUNERATION
Purpose of presentation:  information only  requesting a letter of support  requesting funding  other (provide details)
PRESENTATION OF REPORT
,
Contact person (if different than above):
Telephone number: (250) 783-5557
Email address: Cygne @ Pris.ca
Will you be providing supporting documentation? ☐ Yes ☐ No
If yes:  handouts at meeting publication in agenda (one original due by 4:30 the Wednesday prior to your appearance date) — submitted by email on Wednesday
Technical requirements:    flip chart   multimedia projector   laptop   other

#### Rules for Delegations:

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

#### Helpful Suggestions:

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

I understand and agree to these rules for delegations

June 4, 201
Date
Office Use
□ Rejected
☐ Mayor ☐ CAO
mile MOULD dryg market 1105 in 1962 SARTA
date):
Date:

REPORT TO:

**Mayor and Council** 

**SUBJECT:** 

**Council Remuneration** 

DATE:

June 4, 2014

FROM:

Remuneration Select-Committee Bill Lindsay, Bob Bach, Dan Bouillon

Hudson's Hope Council remuneration was last updated in 2000. In the interim 14 years Council has reviewed its remuneration on at least two occasions but in each case voted not to increase the annual stipend for the Mayor and Councillors. Council has historically been hesitant to address a monetary issue that impacts the members personally.

Currently, Bylaw No. 600 provides for the remuneration of Council and for the reimbursement of expenses. The portion of the bylaw that addresses meal allowance and mileage was amended in 2009 by Bylaw No. 779. The remainder of the bylaw has not been changed since 2000.

It is generally accepted that the Mayor and the Councillors are performing a community service and the Council remuneration is a stipend only. A review of the minutes of past Council regular and special meetings is summarized below:

- 2011 21 regular + 11 special meetings.
- 2012 18 regular + 5 special meetings.
- 2013 21 regular + 7 special meetings.

The foregoing does not include meeting preparation time or traveling time to and from the meetings. Neither does it include in camera meetings or attendance at meetings/functions of local organizations where the Council members are appointed to represent the community.

In a small community such as Hudson's Hope, and in times of potentially significant growth or change, the demands on elected officials is often demanding and an updated stipend can help to ensure interested members of the public will submit nominations for a council position. It is in the community's best interest to maintain a stipend for mayor and councillors that continue to attract quality applications to run at each municipal election. Beginning this fall, the term for local government officials is increasing to four years.

Attached is a 2012 analysis by the UBCM summarizing council remuneration rates in neighbouring communities and for most other municipalities in British Columbia with populations between 1,000 and 1,999. Note that not all communities submit information to UBCM as it is discretionary.

The following is a summary of municipalities with populations between 1,000 and 1,999:

Name	Population	Mayor Annual Remuneration Including Expense Allowance	Mayor Expense Allowance	Councillor Annual Remuneration Including Expense Allowance	Full Day Per Diem	Mileage Rate Straight Vehicle Allowance	
100 Mile House	1885	13189	5	6600	50	0.5	
Cache Creek	1037	12014	5201	8606	120 or 150 in Vancouver or Victoria Areas	0.5	
Fort St. James	1355	12000	4000	8400	80	(#):	
Fruitvale	1952	9558	3186	4779	55 region/ 70 out of region	-	
Gold River	1362	12750		6375	65	(=):	
Harrison Hot Springs	1573	30000	10000	15000	100 – out of province + meals	0.5	
Highlands	1903	10000	1.5	6000	60	0.52	
Keremeos	1289	10115	3372	6354	60	0.5	
Montrose	1012	5885.56	1961.85	3395.49	70	<u>.</u> ₹%	
Salmo	1007	8301		4725	100	*	
Taylor	1384	22000	-	7750	75	0.52	
Tofino	1655	12000		7000	125	•	
Ucluetet	1487	16817	5606	9610	120	120	
Valemont	1018	16979	Paid at cost	7641	125		

The following is a summary derived from the CivicInfo Surveys & Statistics website for the neighbouring communities. Note that population was not included in the report but was added based on the 2011 Census under the name of the municipality in the first column:

Name	Population	Mayor Annual Remuneration Including Expense Allowance	Mayor Expense Allowance	Councillor Annual Remunera tion Including Expense Allowance	Full Day Per Diem	Mileage Rate Straight Vehicle Allowance
Chetwynd	2635	30293.02	41	9803.02	85	0.52
Dawson Creek	11583	55482	18494	17050	125	Mayor has vehicle for unrestricted use
Fort St John	18609	60926	1/3 of Annual Rate	22848	100	-
Hudson's Hope	1012	12000	Meals 45 + accommodation	6000	< 6hr 115 > 6hr 173	0.45
Taylor	1373	22000		7750	75	0.52
Tumbler Ridge	2710	23564		10245	85	54)

#### **Consumer Price Index**

Another estimate of expected remuneration can be calculated by applying the historical Canadian Consumer Price Index (CPI) over the 14 years since the stipend was last updated in 2000. Note that the CPI is not yet available for 2014. The table below shows the results.

CPI from 2000 to 2013 (source	: Statistics Canada):	Ma	yor	Cou	uncil
2000	2.7	\$	12,324.00	\$	6,162.00
2001	2.5	\$	12,632.10	\$	6,316.05
2002	2.2	\$	12,910.01	\$	6,455.00
2003	2.8	\$	13,271.49	\$	6,635.74
2004	1.8	\$	13,510.37	\$	6,755.19
2005	2.2	\$	13,807.60	\$	6,903.80
2006	2	\$	14,083.75	\$	7,041.88
2007	2.2	\$	14,393.60	\$	7,196.80
2008	2.3	\$	14,724.65	\$	7,362.32
2009	0.3	\$	14,768.82	\$	7,384.41
2010	1.8	\$	15,034.66	\$	7,517.33
2011	2.9	\$	15,470.67	\$	7,735.33
2012	1.5	\$	15,702.73	\$	7,851.36
2013	0.9	\$	15,844.05	\$	7,922.03

The table above shows the Consumer Price Index for 2000 through 2013. The analysis to the right shows mayor and council stipend, starting at \$12,000 and \$6,000 respectively, with the CPI applied each year. Based on this analysis, at the end of 2013 Mayor stipend would be \$15,844 and Councillor stipend would be \$7,922.

#### **Conclusions**

Hudson's Hope is a community facing significant growth if coal mines are developed in the area, significant impact from gas development if Liquefied Natural Gas (LNG) export is developed in British Columbia and significant change if the Site C hydro-electric development is approved. The community needs to keep pace with Mayor and Council stipends to ensure continued community interest to run for the Council.

The results of the two analyses above indicate that a provincially comparable rate of remuneration for a community such as Hudson's Hope facing significant change is approximately \$8,000 per year for Councillors and \$16,000 for the Mayor.

#### Recommendations:

The remuneration select-committee has prepared and / or reviewed the material above and makes the following recommendations:

- 1) Reimbursement of expenses including meals, travel and daily stipend not be changed as they were last updated in 2009 and the rates continue to be in line with other jurisdictions.
- 2) To ensure continued community interest to run for Council it is recommended that the following changes be made:
  - a) The Councillor's remuneration be increased from its current rate of \$6,000 per year to \$8,000 per year.
  - b) The Mayor's remuneration be increased from its current rate of \$12,000 per year to \$16,000 per year. The historical remuneration for the Mayor is twice that of a Councillor's and continues to be reasonable given the additional time and responsibilities involved.
- 3) The recommended increases would not take effect until after the next municipal election (i.e. December 2014).
- 4) A policy should be adopted to form a select committee at least one year in advance of each election to review remuneration and expenses for the succeeding Council.

#### THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** 

Mayor Gwen Johannson and Council

**SUBJECT:** 

Hudson's Hope Public Library Accessibility Renovation Information Package

DATE:

2 June 2014

FROM:

Laurel Grimm, Deputy Clerk

#### **RECOMMENDATION:**

That:

"Council grant permission to the Hudson's Hope Public Library Association to proceed with the Accessibility Renovation."

#### **ADMINISTRATORS COMMENTS:**

CAO recommends approval of the renovation by Council.

Tom Matus, Administrator

#### **STAFF REPORT:**

As per the Lease Agreement, between the District of Hudson's Hope and the Hudson's Hope Public Library Association, The Association must seek the permission of the District before making any structural changes to the building.

Any structural improvements that the Association makes to the Building become the property of the District and the Association forfeits any claim on the District for the cost of these improvements.

The attached information package outlines the project scope and overview.

Report prepared by:

Laurel Grimm, Deputy Clerk





# Hudson's Hope Public Library Accessibility Renovation Information Package

#### <u>Index</u>

- 3—Hudson's Hope Public Library Renovation Plan
- 6—Request for Proposals
- 7—Tier description
- 8—Washroom layout options
- 9— Washroom facility accessibility
- 10— Washroom fixtures
- 11—Flooring
- 12- Present condition of washroom facilities
- 13— Contractor estimate—Karlin Ent.
- 16— Letter of Support—Mayor Johansson, District of Hudson's Hope
- 17—Letter of Support—Elaine Ferguson, Hudson's Hope New Horizons Society
- 18— Letter of receipt for application for grant funding
- 19—Letter approving funding for \$25,000.00—New Horizons Seniors Program—British Columbia
- 22-New Horizons for Seniors Program (NHSP) Grant Application/Agreement

#### Hudson's Hope Public Library Renovation Plan

The Hudson's Hope Public Library is seeking Councils approval of the project described throughout this document. We appreciate the time that you are taking to review our project plan and look forward to your decision. Any inquiries for the project may be made to Amber Norton (Library Director and Project Lead) Nedra Forrester (Library Board Chair) or our Council Representative, Kelly Miller.

#### Senior Programming

Our library is striving to open up more program opportunities for the adult and senior population of our community. In addition to our children's programming, we are currently in the process of planning an adult program that offers learning opportunities as well as fun activities. Learning activities may include internet and computer training, arts and crafts, etc. Fun activities have already included an author workshop and there are further activities being planned for the fall. To paraphrase the Official Community Plan (OCP) of the District of Hudson's Hope "We are a [Library] that is open to accommodate a wide range of people, including families, youth and seniors." (Page 12)

In striving to increase our programming coverage to offer more opportunities to adults and seniors in the library, we applied to the New Horizons for Seniors Grant (see New Horizons for Seniors Program (NHSP) Grant Application/Agreement) with the focus on build library programming developed for (or by) local seniors as well as increasing accessibility (for seniors and persons with disabilities) within the library. As mer tioned under Education on page 48 of the OCP, is the priority of adding "diversity (to) educational opportunities for all ages in the community." The OCP also pledges "support(s) the development of services for people with special needs in Hudson's Hope." (Page 47) We believe that our new programming and renovation plan will meet these priorities.

#### **Funding**

Our act of applying for the funds for this project, (see both letters of community support within this information package) is in accordance with the OCP Heritage and Culture section on page 48 which states that the District would like to "ensure ongoing awareness and application to Federal, Provincial, Regional and other funding sources to partner in the Districts goals toward heritage preservation and presentation."

We were extremely fortunate to be granted \$25,000 from the New Horizons for Seniors Provincial funding envelope. Further funds for the remaining cost of the project will be taken from our past fundraising proceeds as well as our current sponsor letter campaign. The project is detailed throughout the remainder of this information package.

#### Time Requirement

We are about to start discussions with the chosen contractor once approval by Council has been confirmed. We are hoping to proceed with the project as soon as possible but of course will work within the Contractors schedule as well as what works best with our programming requirements. The maximum completion date for the grant is February 27, 2015. Further information can be found in the Karlin Ent. renovation quote.

#### Accessibility

The need for this project is evident upon entry in to the library. Our entry doors are old and heavy with no assist function that would be beneficial for elderly and young alike. The second door proves difficult to navigate if afflicted with limited mobility. The door opens in the opposing direction to the first door and this can prove quite difficult especially to persons in walkers or wheelchairs.

The HHPL Association would like to see that at least the minimum requirement is met for accessibility and in attaining this, we would have to see that all emergency exits meet the building code for accessibility. If further funding presents itself, we would like to see the front entryway converted in to a double door access and have new windows installed that might provide further protection from the cold weather in the winter months.

The interior doors also prove difficult with persons with mobility impairments. The washroom consists of a staggered access, to enter the washroom you have to enter through a very small hallway, make a slight turn left then a slight turn right to enter the washroom. We would like to see this access improved by providing only a single door access to the washroom facilities, with an open assist mechanism on the door as well. This modification would increase the amount of room in the washroom facility and allow for upgrades to meet the building code for accessibility.

Once the bathroom is expanded, the door to the staff/storage room will be blocked off, so a new door will have to be installed to regain access to this area. The third door in the project specifications is to the book drop/storage room which the furnace room joins on to. This door replacement is for cosmetic reasons so that the interior doors match as they are all along the same wall just inside on the right hand side of the entryway to the building.

The last door upgrade is to replace the patio (sliding glass) doors that provide entrance in to the Reading Room. We would like to see a more professional looking double door that matches in styling to the washroom and storage rooms. The removal of the current patio door will then allow wheel chair access to the room, as the current door only provides 30.5 inches of clearance through the door and obviously the track provides a further impediment to wheelchair accessibility.

The final aspect in our renovation is the flooring. It is the largest cost but it will also impart the largest impact. We would like to replace the carpeting to increase maneuverability for wheelchairs by decreasing the amount of friction the carpeting causes on the tires. The carpet in the high traffic areas is looking stained, well-worn, and is even starting to fail in areas. The reason we are replacing the carpet in the children's room and reading room is to cosmetically improve and update the appearance of the entire building.

#### Fire Code

Further improvements to the building that have been Board approved and are pending Council's decision are outlined in the following document. The most important of these items is bringing our furnace room up to current fire code. The door and frame are made of wood and a fire could quickly spread through to other rooms. Also the drywall is not the appropriate fire barrier and will not stop a fire from spreading throughout the rest of the building, making the egress time for the building in the case of an emergency much shorter. This is especially important when taking in to consideration of the extra amount of time that a person with mobility issues may encounter when exiting a building in an emergency situation.

#### Close

Schedule B of the OCP states that the Municipality would like to "Encourage the rehabilitation and retention of historically significant building and sites." (B3) We believe that our building and establishment are historically significant. You can find the story of our founding on the History of the Library page on our new website. (http://hudsonshope.bc.libraries.coop/about-us/library-information/history-of-the-library/)

We hope that these renovations will be yet another step to help our Library continue to provide exemplary services to our community and so that "we will ensure our community is built to last." (OCP Page 12) If approved, this renovation will help give the library an updated appearance to celebrate 50 years at our current location in November of 2016.

Thank you for your consideration.

Hudson's Hope Public Library
9905 Dudley Drive, PO Box 269
Hudson's Hope, BC V0C 1V0
Phone: (250)783-9414 Fax: (250)783-5272
Email: director@hh.bclibrary.ca
http://hudsonshope.bc.libraries.coop

Title: RENOVATION TO LIBRARY - HUDSON'S HOPE PUBLIC LIBRARY

Opportunity type: REQUEST FOR PROPOSALS

Organization: Hudson's Hope Public Library

April 10, 2014

Sealed bids from General Contractors are requested for the:

#### HUDSON'S HOPE PUBLIC LIBRARY ACCESSIBILITY RENOVATION

Located at the Hudson's Hope Public Library, 9905 Dudley Drive. This renovation will include an entire flooring replacement, bathroom renovation, interior and exterior door replacement.

Funding for these Services are to be made available from both a grant which stipulates that the renovation is to be completed no later than February 27th, 2015 and the Hudson's Hope Public Library. All payments for this project are to be paid directly from the Hudson's Hope Public Library.

RFP documents may be obtained April 23th, 2014 after 1:00 pm at the Hudson's Hope Public Library or can be emailed or faxed if accessibility is an issue. Documents may also be viewed at <a href="http://hudsonshope.bc.libraries.coop">http://hudsonshope.bc.libraries.coop</a> on or after the previously mentioned date.

Interested parties may apply to or contact Amber Norton, Library Director, for further information about the project.

Participation in this bidding process is open to all interested regional parties, commuting costs shall be kept to a minimum.

Proposals are to be delivered to the previously mentioned contact information on or before Monday, May 121h, 2014 by 5:00 pm. The Hudson's Hope Public Library Board will arrange for a selection committee to meet on or after this date.

The Hudson's Hope Public Library Association reserves the right to reject any or all proposals, waive informalities and to contract as the best interests of the Association may require. The lowest or any proposal will not necessarily be accepted. The Hudson's Hope Public Library Association is committed to the utilization of local supplies, contractors and services; proposal documents will be judged on their local component. Bidders should highlight components of their proposal that will be fulfilled locally. All inquiries shall be directed ONLY to the Library Director.

Location: Hudson's Hope

Date Posted: Thursday April 10, 2014

The Hudson's Hope Public Library Association has decided that they would like the bidders to include a tiered bid. The first tier will include all of the detail mentioned in the RFP document, regardless of further funding. The remaining tier is dependent upon the success of our current sponsor letter campaign.

#### Tier 1

Bathroom renovation

Bathroom door replacement

Storage room door replacement

Reading room door replacement

Entryway doors

3 additional exterior doors, emergency exits

Smooth doorway transitions and obvious slab imperfections

Flooring, entire building excluding storage and furnace areas (approximately 2600 square feet)

Replacing bathroom sink, toilet and fixtures

#### Tier 2

Closet in washroom or staff room area

Storage area flooring (additional 200 sq. ft.)

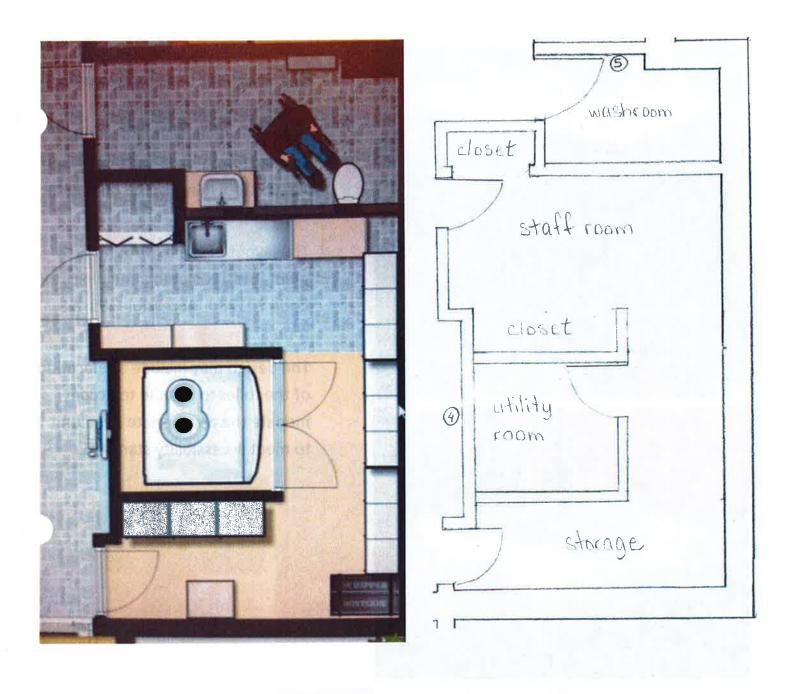
Enclose furnace

Replace hot water tank with hot water on demand system

Entryway window replacement

Automatic door activation controls

Upgrading bathroom sink, toilet and fixtures (motion sensing)



The layout of the bathroom may be configured as depicted in the above diagrams. The bidder may also choose to alter the design to allow for building code requirements or to allow for more cost effective design alternatives.





The design for the sink area must keep in mind accessibility for persons in a wheelchair and allow for storage for a step stool for children. A step stool may also be built in to the design.

The layout of the bathroom must meet British Columbia Building Code 2012 for Accessible Washrooms.

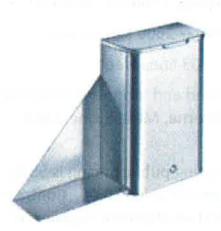
The design may include a relocation of the toilet to be able to accommodate the appropriate sized unit to meet accessibility standards.



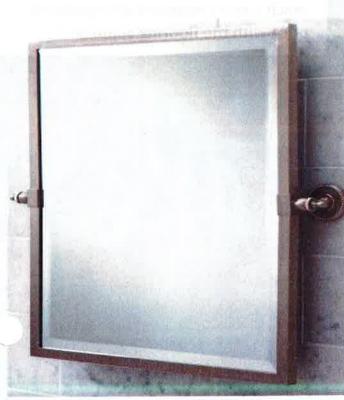






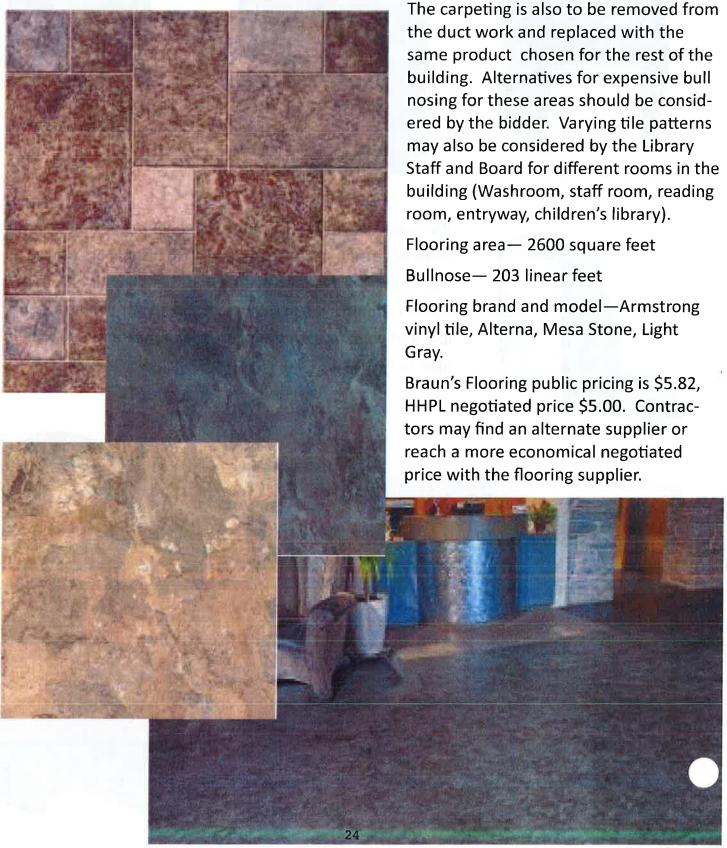


We would like to see a double roll toilet paper holder, and motion sensing paper towel and soap dispensers as well as a motion sensitive faucet. The door handle and lock to be chosen should keep in mind accessibility for children, seniors and persons with disabilities. The mirror needs to be able to be tilted.





We are interested in obtaining a vinyl tile type commercial grade flooring. We would like to stay away from flooring that appears monochromatic. It is preferred that the chosen product looks like a grouted tile but is easy to clean and maintain with the added benefit of the vinyl surface for sound absorption.

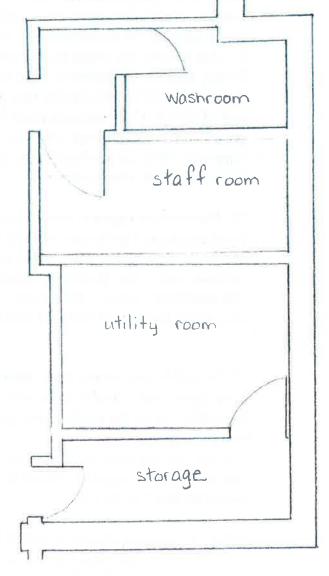








Depicted on this page are images of the current wall layout (not to scale) of the washroom staff, utility and storage rooms. Also included are images of the current condition of the washroom.



#### KARLIN ENTERPRISES BOX 576 HUDSON'S HOPE, BC

Cell: (250) 783-0578 Tel: (250) 783-5257 Fax: (250) 783-5281

V0C1V0

#### **Quote #497** Hudson's Hope Public Library

Date: May 20, 2014

Job Details: Install New Flooring, Renovations/Upgrade To Bath Rm. Area, New Interior And Exterior Doors, And Possible Misc. Other Work As Instructed By Project Rep. (Amber Norton)

#### Labor:

#1: Remove existing carpet including ledger step up area around the perimeter, prep sub-floor, floor level where needed, and install new specified tile flooring. The ledger areas will have the riser done as well as the very top. The 3/4" area on the front of the ledger will be left wood as discussed. Also the project rep has agreed that the library staff will be responsible for removing/re-installing the books on the shelves in the areas as we progress across the floor. We will then be responsible for removing and re-installing all shelving involved with the renovations to the floor. We should be able to carry out most of the renovations while the library is open for business. Everything mentioned in the above will be included in this price for the flooring end of things. (If at anytime there is a request from the project rep for additional work we would be more then happy to oblige at the hourly rate for two men of \$100.00 per hr. plus material.)

#2: Renovation/upgrade work to bathroom area for handicap access as discussed with project rep. Install handrails, new toilet, new vanity sink/counter, faucet, supplies and waste plumbing. Standard drywall finish and paint(specified) to bath room. All dimensions and clearances must meet code for handicap access.

#3: Install 4 exterior pre hung doors, 4 interior pre hung doors and 1 double door with hardware, trim, etc. (possibly one of the single doors and or exterior doors will be a double door.

All retro fitting and finish work required. All dimensions and clearances must meet code for handicap and fire access.

\*\*\*All flooring operation is a firm labor only price of \$13,000.00 and all other labor involved is approx.

All Flooring Labor Only (Includes all debris removal and hauling to land fill) \$ 13,000.00

Hourly rate for two men \$100.00 per hr. approx. 35hrs. of work estimated.

Hourly rate for two men \$100,00 per hr. approx. 50hrs. of work estimated

	85hrs. labor only or estimated at \$8,500.00
	The labor price may vary depending upon other add-
	ons and ease of finishing work.
	I believe this to be a very fair way for both myself and
i	keeping cost down for the work done on the library.

I believe this to be a very fair way for both myself and keeping cost down for the work done on the library. With firm quotes and with only general ideas to exactly what the renovations will consist of I would have to figure in all problems that may arise to give a firm quote. That would be way higher then doing the work by an hourly rate as estimated.\*\*\*

Flooring(firm quote)

Bath Room and Doors(estimate quote)

\$ 13,000.00 (LABOR)

\$ 8,500.00 (LABOR)

#### Material:

#1: Flooring Approx. 2600 sq. ft. at approx. \$5.00 per sq. ft. for new tile flooring as estimated from project rep. and given to me. (Price will vary depending on the exact tile chosen.) Also approx. \$500.00 for prepping supplies and glue. From inspection the existing glue should remove easily but if needed a commercial floor scraper may have to be rented at an additional rental cost.

#2: 4 Exterior Doors. Perhaps one double entrance glass door/or a single 36" glass door with appropriate fire hardware. 3 side doors 36" all metal. Doors will include frames and all hardware.

#3: 4 interior maple or birch. I double interior door or possible 2 double interior doors. Interior doors are pre hung and will need staining.

#4: Plumbing Fixtures. 1 17" elongated bowl and automatic flush tank/ or dual flush if wanted. Automatic paper towel dispenser, automatic soap dispenser, and dual toilet paper dispenser. Depending on sink/ counter with under clearance chosen with

This is an estimated new tile floor and flooring supplies depending on the floor tile chosen.
\$ 13, 500.00 (what my contractor cost is.)

\$ 9,300.00 (SINGLE) #11,000 (35) ugles, ( Dable)

Price is approx. \$1,000.00 per pre hung single doors and approx. \$2,000.00 per pre hung double door/s. \$6,000.00 (est. for 4 singles and 1 double)

14

automatic faucet with high in faucet photo sensor. Also what chosen mirror is requested.	Approx. for all bath room fixtures as described to the left including special order freight. \$3,000.00 will vary most likely somewhat less depending on specific items chosen.
***Misc. finishing items such as changing existing items/fixtures may vary as well depending on budget for material.***	
This includes all other renovations then the flooring and is approx. material and supply cost.  (estimate quote)	\$ 31,800.00 (material
PST #1011-5604 GST B# 133111518	



Box 330 9904 Dudley Drive Hudson's Hope 8C. VOC IVO Telephone 250-783-9901 Fax 250 783-5741

26 June 2013

Hudson's Hope Public Library Box 269 Hudson's Hope, BC **VOC 1VO** 

Attention: Amber Norton

Dear Ms. Norton:

New Horizons for Seniors Program

The District of Hudson's Hope is pleased to be able to provide a letter of support for the proposed accessibility improvements to the washrooms at the library. We are a community with an aging population and thus an increase in the number of residents who are seniors. Accessibility to public venues for seniors and others with mobility issues must remain high on the priority list.

A significant focus in our last Official Community Plan was being age friendly and we commend you and the Library Board for this initiative:

We look forward to the library being more accessible for seniors and also to your plans for a seniors focused program.

Sincerely.

Mayor

## Hudson's Hope New Horizons Society Box 616 Hudson's Hope, BC V0C1V0

June 20, 2013

Hudson's Hope Public Library

Box 269

Hudson's Hope, BC, V0C 1V0

Dear Sir or Madam:

Our Society supports the library trustees in their endeavour to improve access to the library building and to make the washroom more useable for persons with disabilities.

Yours truly,

Elaine Ferguson

Secretary

Hudson's Hope New Horizons Society

July 26, 2013

Project Number: NBC 13

Hudson's Hope Public Library Box 269 Hudson's Hope, BC V0C 1V0

RE: "Improvements to Library"

Dear Bill Lindsay:

We have received your application for funding under the Community-based projects Call for Proposals under the New Horizons for Seniors Program.

We will advise you in writing of the status of your application once the approval process is completed in early 2014.

Thank you for your interest in our Program.

Sincerely,

Bridget Tansem New Horizons for Seniors Program – BC Region Service Canada 205 – 471 Queensway Avenue

Kelowna, BC V1Y 6S5



February 10, 2014

Bill Lindsay Hudson's Hope Public Library Box 269 Hudson's Hope, BC V0C 1V0 Project Number: 12342663 - NBC 13

Subject: "Improvements to Library"

Dear Bill Lindsay:

I am pleased to inform you that your application for funding has been approved for the amount of \$25,000 under the New Horizons for Seniors Program for the above-mentioned Community-Based project.

The grant funding will be paid in one instalment at the beginning of your project.

Enclosed is a signed copy of your funding application. It now becomes an agreement between your organization and Employment and Social Development Canada. This document includes the objectives, activities, expected results, and the articles of agreement of the grant.

The Department will contact you at a later date to discuss the progress of this project.

If your application included capital assets (items over \$1,000), your organization may either:

- keep the capital assets you bought with the funding and use them for other Community-Based activities; or
- donate them to other not-for-profit organizations in the community, with the approval of the Department.

These items cannot be kept for personal use. You will be asked to report on their disposal when discussing the progress of your project with the Department.

.../2



Within 30 days of your project's completion, please complete and submit the attached final report. The report can be submitted to the following address:

New Horizons for Seniors Program – British Columbia 205 – 471 Queensway Avenue Kelowna, BC V1Y 6S5

Should you have any questions about your agreement or the final report, please call Francine Coté at 1-855-249-2290 ext. 250-979-2445. I wish you success in your project.

Sincerely,

01:

Francine Coté Program Officer

francine.cote@servicecanada.gc.ca

Attachments: Final report

FOR COMPLETION	ON BY THE DEPARTMENT	Organization Name: Hudson's Hope Public Library CSGC File Number: 12342663 - NBC 13			
The above Application is:  Not Approved		Amount Requested: 25,000 Amount Approved: 25,000			
Date of Approv	ral (YYYY / MM / DD)	Project Start Date: (YYYY / MM / DD) 2014/03/03	Project End Date: (YYYY / MM / DD) 2015/02/27		
Department of	uly Authorized Representa HRSD (B)  McCaff Service Manager		(YYYY / MM / DD) /02/03		

Ressources humaines et Développement des compétences Canada

Official Use Only

CSGC Number: NBC 13





## NEW HORIZONS FOR SENIORS PROGRAM (NHSP) GRANT APPLICATION/AGREEMENT - 2013-2014 **COMMUNITY-BASED PROJECTS**

Please refer to the Applicant Guide to help you complete your application. Once completed, please send your application to the New Horizons for Seniors Program office for your province or territory identified in the "Contact Us" section of this document. Applications must be post marked by the Call for Proposals closing date listed for your province or territory. For the closing date of the Call, see our Web site at www.hrsdc.gc.ca/seniors.

PART A: YOUR	ORGANIZATION
1. a) Common name of your organization	
Hudson's Hope Public Library	
1. b) Legal name of your organization (if your organization)	anization is incorporated)
Hduson's Hope Public Library	
1. c) Your organization's mailing address	
Box 269, Hudson's Hope BC VOC 1V0	
1. d) Phone Number	1. e) Fax Number (optional)
250-783-9414	250-783-5272
1. f) Your organization's website address (options	al)
www.hudsonshope.bclibrary.ca	
2. a) Name of Executive Director or President	b) Phone Number
Bill Lindsay	
3. Organization contact information	
a) Name	
Amber Norton	
b) Position Title	c) Phone Number
Library Director	250-783-9414
d) Email Address	
director@hh.bclibrary.ca	
4. Preferred language of communication with you	will be
Verbal English French	Written  English French

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Canadä

	ited? Ves No
If yes, what is the incorporation	on number?
	118964774RR0001
. b) Canada Revenue Agency Busi	
	118964774RR0001
Frogram? Yes V No	y applied for funding from the New Horizons for Seniors  If yes, when? (year only)
. a) Please check the option that a This information will help us to de	pplies to your organization. etermine your organization's eligibility.
✓ Not-For-Profit Sector	Private Sector Public Sector
<ul> <li>b) Please indicate your organizat New Horizons for Seniors Pro- ocal community, charitable</li> </ul>	tion type as listed under Organization Types on page 15 of the gram Community-Based Projects Applicant Guide.
	e or purpose of your organization.

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pers below. act Number 250-783-5557 250-793-6691 250-783-5342 250-783-0763 the Government of Canada? e: Name of Government Department or Agency to Which the Amount is Owed
250-783-557 250-793-6691 250-783-5342 250-783-0763 the Government of Canada? e: Name of Government Department or Agency to Which the Amount is Owed
250-793-6691 250-783-5342 250-783-0763 the Government of Canada? e: Name of Government Department or Agency to Which the Amount is Owed
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T(ON
Service and the service and th
r (April 1, 2013 – March 31, 2014) cannot start before you r project has been approved for  End Date 2013/12/31 (YYYY / MM / DD)
<u> </u>
Dartel Code:
Postal Code:
V0C 1V0 this project <u>primarily</u> addresses

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p	or those projects that are primarily for renovations, repairs and purchase and/or eplacement of equipment (Program objective: Providing capital assistance for new and xisting community projects and/or programs for seniors), as identified in Question 15, lease respond to the following questions.
Е	riefly list your current or proposed programs and activities for seniors.
Me pro Sen 2. Pro 3. On- 4. Pro das gar 6. Sen domest 5. Ass senior 7. Set Intera 8. Com	vide the following programs and activities: iors book club vision of free internet line library services grams involving Girl Guides, a local IT Geek Squad for such activities dening and learning how to use a computer. iors teaching children, teens and young adults on how to do crafts, eading tasks and other skills. istance to seniors on how to search for health information and other programs and rescurces available outside the library. ting up a social area for seniors in the library so that they can cut on a more frequent basis. plimentary book home delivery program to seniors. ducting tours of area museums, local interest sites, other libraries i gion, author tours.
a	Thich New Horizons for Seniors Program objective is primarily met through those program od/or activities for seniors (listed under Q. 16. a)?  Promoting volunteerism among seniors and other generations  Engaging seniors in the community through mentoring of others
	Expanding awareness of elder abuse, including financial abuse
L	
	Supporting social participation and inclusion of seniors
6. c) If	
b	Supporting social participation and inclusion of seniors  your project is to do renovations or repairs to a building, does your organization own the building? Yes No N/A
6. d) F	Supporting social participation and inclusion of seniors  your project is to do renovations or repairs to a building, does your organization own the uilding?  Yes  No  N/A  or those projects that meet all three of the following conditions:  Primarily meet the objective of Providing capital assistance for new and existing community projects and/or programs for seniors;
6. d) F	Supporting social participation and inclusion of seniors  your project is to do renovations or repairs to a building, does your organization own thailding?  Yes  NO  N/A  or those projects that meet all three of the following conditions:  Primarily meet the objective of Providing capital assistance for new and existing community
6. d) F	Supporting social participation and inclusion of seniors  your project is to do renovations or repairs to a building, does your organization own the silding?  Yes  No  N/A  or those projects that meet all three of the following conditions:  Primarily meet the objective of Providing capital assistance for new and existing community projects and/or programs for seniors;  Involve renovation or repair work valued at more than \$10,000; and Your organization does not own the space to which you are proposing renovations or repairs
b 16. d) F	your project is to do renovations or repairs to a building, does your organization own the silding? Yes No N/A or those projects that meet all three of the following conditions:  Primarily meet the objective of Providing capital assistance for new and existing community projects and/or programs for seniors; Involve renovation or repair work valued at more than \$10,000; and

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# 19. Please provide details about your project, including the primary activities (e.g., steps to complete your project, timeframes, people involved, etc.)

The project will improve the library facilities so that seniors will be able to use the library in an easier and user friendly fashion. These improvements are:

- 1. Removal and replacement of all flooring in the public library. This means replacing old carpeting and flooring with new commercial grade vinyl plant that comes with a 10 year warranty.
- 2. Replacing an existing interior sliding door to provide access to a meeting room in the library.
- 3. Remodelling the public washroom so that it is wheelchair accessible and fixtures are replaced with mobility challenged fixtures.
- 4. Concrete slab for a bike rack at the front of the building for those seniors who are able to ride a bicycle to the library.

This work will be started as soon as possible and be completed by the end of October 2013. The library board consists of 10 members and three of those members are over the age of 60 (62,67,81). They will be part of the project committee to ensure that the project meets the goals of this project.

4. Increased programing and services to seniors in our community. This will be accomplished with the aid of Girl Guides and a local IT group who will provide them with activities in and outside of the library. Our new program will also increase interaction between seniors and youth of all ages.

## 20. Will your project support an activity that is new to your organization? Please explain.

Yes, we will be introducing new programs for seniors in our library. This will include new programs for teaching seniors on how to use computers, having seniors teach children and youth life skills and providing seniors with opportunities to visit both local and regional resources.

# 19. Please provide details about your project, including the primary activities (e.g., steps to complete your project, timeframes, people involved, etc.)

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Yes, we will be introducing new programs for seniors in our library. This will include new programs for teaching seniors on how to use computers, having seniors teach children and youth life skills and providing seniors with opportunities to visit both local and regional resources.

21. Will your project specifically target any of the following groups of people?  Very No	
If yes, please specify:	
Aboriginal persons, including First Nations, Métis and Inuit	
Anglophones in Quebec	
Francophones outside Quebec	
Low income persons	
Members of visible minority groups	
Persons with disabilities	
Ethno-cultural groups	
Isolated men or women	
Other (please specify)	
	to the planning and/
22. a) How are seniors involved in the project? (For example, identify their role	in the planning and
or running of the project.) We have three seniors on our Library Board and they will, as a	board, be
averaging the project. They have been involved in approval of	tue brolect and
to go forward with this application. We will also have more or	our seniors
help design the programs and services and carry them out.	

z. U) I	How many administrat	ors and	voluntee	ers. Do n	ot includ	le pald s	taff.			
	Seniors	3	Non-	-Seniors:	10					
3. a) \	Will your pr	oject inv	olve oth	er orgar	rizations,	networ	ks or par	tners? P	lease exp	plain their i
i	n the proje	ct.								
oriz uild	we are ir ons Socie ing) and		. 1 1 1	no 1 m	170 1700	1 71 K III	DIGHT	IIG (CII)	,	
enio	rs.									
			-							
					41	ind	liona (o c	schoo	L youth o	group), plea

24.	a)	Who	will	this	project	benefit,	and how	will it	benefit	them?

All the members of the community will benefit from the community. They use the library on a regular basis. Of particular benefit will be the seniors who will be able to use the library and our services in a manner that is beneficial to them. Seniors will also be interacting with children and youth of the community so this will be very beneficial to both young and old as the seniors share their skills with the youth and the youth with the seniors. This will benefit the entire community in the short and long term.

#### 24. b) How many people will benefit from the activities of the project?

Seniors: 300

Non-Seniors:

900

## 25. Please attach one or more original letters showing community support for your project.

#### 26. a) Please describe the expected results of your project.

The expected results are:

- 1. Increased participation of seniors in our programs and services.
- 2. Increased social interaction of our seniors with others in the community.
- Increased skills for seniors (e.g. using computers).
- 4. Increased long term relationships between seniors and the rest of the community.
- 5. Increased leadership of our seniors in developing and implementing the programs.

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#### 26. b) How will you know if your project is successful?

We will know if our project is successful by

- 1. The increase in numbers of seniors using the library and our programs and services.
- 2. The increased networking of seniors in the community.
- 3. The increased number of seniors more involved with developing and implementing programs for seniors.
- 4. Feedback from both seniors and the youth involved in the programs.
- 5. Feedback from the community in general.

#### PART C: PROJECT BUDGET

27. List in the table below all expected sources of funding for your project, both cash or in-kind.

	Sc	ource of Fund	ding		
	Identify Contributor	Cash	In-Kind	Confirmed	Anticipated
ent	HRSDC-NHSP	25,000			~
Government					
Gov					
ent					
Non- Government		1100			
Gov					
Your Orga	nization's Contribution	6,150		V	
	Total	31,150	0		

These totals should be the same as the total "Funds from Other Sources" in the Budget Details Chart.

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28. Please describe the main expenditures your organization plans to make with this grant in order to meet your project objectives. Be sure to explain how these expenditures relate to the proposed project activities.					
Capital Expenditures: We will be purchasing and in interior sliding door, upgra a cement pad for a bike rack these will provide seniors w exterior and from the interi	ades to the public of the second of the seco	washroom and the he library buil	ding. All of		
Capital Assets:	1				
Professional Fees:					
Staff Wages and MERCs (must not e Staff wages will not exceed develope and monitor the pr	\$500 in this proje	funding amount from	n NHSP): De to help		
Staff wages will not exceed	\$500 in this proje	funding amount from	n NHSP): De to help		
Staff wages will not exceed	\$500 in this proje	funding amount from	n NHSP): pe to help		
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Staff wages will not exceed	s500 in this projection ogram.	ct. This will	be to netp		
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DEFINITION OF THE PARTY OF THE	PART D: E	UDGET DE	AND THE RESERVE OF THE PARTY OF	on English	
Item (Please provide details for each) See Funding Guide for Details	Amount Requested from NHSP	Funds from C Cash \$	Other Sources In-Kind \$	Total cost for this category	HRSDC Approved (Dept. Use
Capital Expenditures: (Building Renovations and/or Repairs)	\$ 25,000	\$ 6,150	\$	\$ 31,150	
Capital Assets:	\$	\$	s	\$	
Professional Fees:	\$	\$	\$	\$	
Staff Wages & MERCs:	\$	\$ 500	\$	<b>\$</b> 500	
General Project Costs:	\$	\$ 900	\$	\$ 900	
Total	\$ 25,000	\$ 7,550	<b>\$</b> C	\$ 32,550	

Remember: When completing the Budget Summary, if your requested total exceeds \$25,000, your application will not be considered.

### PART E: CHECKLIST

In order for your application to be eligible for funding, you must include:

- The completed original application form signed by the authorized officer(s) of your organization (required);
- The names and addresses of your organization's board of directors or governing body. If your organization is a coalition, network or an ad-hoc committee, please provide the names and addresses of all of the committee members (required);
- Documents about your organization's legal status and governance structure (required);
- At least one original letter showing community support for your project (required);
- A copy of your lease agreement (with at least a five-year lease period remaining) with a letter from the property owner confirming they agree with the proposed renovation or repair, required if applicable (see question 16. d);
- A letter from your project partner(s) confirming their involvement, <u>required if applicable</u> (see question. 23 b);

How did you find out al	bout this Call for Proposal	s? (optional)	
Word of mouth  NHSP website  Info package rece		Previous grant experience Presentation by NHSP of Brochure or poster	
Member of Parliar	ment	Fax, internet, website	
Public notice/new	spaper	Another organization / se	eniors organization
A partner organiza	ation's newsletter	Other:	
Email			
P	ART F: DECLARATI	ON AND AGREEMENT	
I/We declare that:			
<ul> <li>I am/we are duly auth Application;</li> </ul>	horized to submit this Applic	cation on behalf of the Organiza	tion named in this
complete to the best	of my/our knowledge;	supporting documentation is true	
<ul> <li>may be required to re</li> <li>I/we understand and is subject to the Artic</li> </ul>	epay some or all of the gran agree that if the Application	above is false or misleading, I/ t received; is approved payment of the ap to this Application which shall be	proved grant amount
<ul> <li>I/we agree that when Resources and Skills agreement, effective named in this Applica</li> </ul>	ned Articles of Agreement on approved and signed below Development, this Applicate the date it is signed by the	ttached Articles of Agreement and behalf of the Organization narw by a representative of the Deption/Agreement shall constitute Department representative, beto Queen in Right of Canada as reported.	ned in this Application; partment of Human a legally binding ween the Organization
Applicant Name	Position/Title	Signature*	Date (YYYY/MM/DD)
Bill Lindsay	Chair	Weindson	2013-06-28
Caitlin Vince	Vice Chair	G.V.	2013-06-28
Winona Letendre	Treasurer	Wenne Litude	June 27/2013
Amber Norton	Library Director	Anda	Jane 27/2013
*Please ensure that thes	e signatories are the same	as those identified in question	0 of the application.

Page 13 of 24

#### THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** 

**Mayor Johansson and Council** 

**SUBJECT:** 

**ACTION and other UPDATES** 

DATE:

June 9, 2014

FROM:

Tom Matus, CAO

#### Local Government Management Internship Program

Devon Flynn, our Intern has arrived and began working in the office with us as of June 2, 2014 and will be with us for the next 11 months..

#### **Hydro PCD Visitor's Centre**

Bob Gammer of BCH dropped into my office and stated the following in regard to the Peace Canyon Dam Visitors Centre:

BCH is actively recruiting to staff the two positions needed open the PCDVC and that the 9 employees they have at the WACBD are all essential personnel to keep that visitor center open. They believe that once the school year is over they should be able to recruit the personnel they need to open the PCDVBC.

#### **Atkinson Property**

#### **Union Negotiations**

Ratification agreement expected to be presented by the first Regular Council Meeting in July.

#### **GIS Capabilities**

Intern-Devon Flynn and I attended a free ICIS conference in FSJ in regard to the cadastral spatial accuracy mapping and improvements thereof. We are applying for a Civic Spatial Grant from FLNRO and BCA to assist in a GPS Cad Tie program, this will establish 10-12 GPS Cadastral Tie survey control points that would reposition the spatial fabric "to a more accurate 0.50 – 5.0 meter GPS based ground position". Dale Sparrow of FLNRO is assisting us on this project. In 2011 Urban Systems had provided a proposal to assist in the GPS surveying. It will be prudent to issue an RFP for these services extrapolating and modifying the Scope of Work in the proposal.

#### **Proposed Light Industrial Zone**

Light Industrial Committee met on May 28<sup>th</sup>. Direction was given to the CAO as per the minutes of this meeting included in this agenda package to research the following: Light Industrial Zone issues:

- location of buffer zone;
- 2 can access road run adjacent to Hwy 29 ROW (sharing the ditch);
- 3 invite Moberly Development Corporation to Public Open House;
- 4 determine services location (front or back of building);
- 5 cost of running sewer line 115 meters or cost of running water & gas 115 meters;
- 6 3 phase electricity;
- 7 Total cost of all lines installation;
- 8 Determine ROW location between District and provincial highways;
- 9 Meter cost of water/sewer services.

Have discussed these items with Urban Systems and they will send a draft conceptual plans addressing/including the above items.

TransCanada Pipeline PRGT

PRGT will be conducting random public polling in regard to energy development vis-à-vis pipeline projects over the next few weeks. Also, will be holding another FYI Open House, tentative date being June 23<sup>rd</sup>; much the same as the last one held in November 2013. I will also meet with them to discuss the lagoon upgrade project.

**Sewer Main Extension** 

Earthworm and Jason Young have accepted the District's Change Order proposals.

**BC Hydro Row Housing** 

BC Hydro Building Permit issued but not delivered until payment is received.

**Building Maintenance Agreements** 

Starting on reviewing agreements that need to be renewed, requesting a template from MIABC lawyers for conformity and continuity.

**CKD Mines** 

West Moberly First Nation court petition dismissed without condition.

**ViaSport Application** 

Application for seniors' golf application submitted May 30th.

#### **Dinosaur Campground**

As per request by Council on the history of transfer of the Dinosaur ground to the District of Hudson's Hope, occurred as follows as per Darin Thompson of BC Hydro:

Tom, here is the reply I got back from Properties.

The Dinosaur Reservoir boat launch, camp site and day use parking was transferred to the District of Hudson's Hope in 1998 from BC Parks by way of the Licence of Occupation. The details of the tenure ownership since 1980 are as follows:

1. April 1980 Agreement between BCH and Province:

- a. BC Hydro constructed the original boat launch, camping sites, day use parking to BC Parks' standards in 1980-81.
- b. Access road was also constructed by BCH.
- c. Access road (4km) cost \$2.7M and the facilities cost \$653k.

2. October 1987 Transfer Agreement between BCH and Province:

- a. Ownership and responsibility for all reservoir recreation facilities developed under the 1980 Agreement were transferred to BC Parks.
- b. Park was closed for several years in early-mid 1980s due to shoreline instability on the reservoir and concern of landslide induced waves.
- c. Provisions to construct additional campsites including boat access sites were not implemented because usage criteria for existing sites had not been achieved by 1992.
- d. Ministry (BC Parks) exercised its option of transferring the facility to District of Hudson's Hope.

e. District of HH obtained a 10 year Licence of Occupation for the facility in 1998 – it has since been renewed.

#### Clean-up of ATV Park

To meet with Mike Mant, the PCN plant manager on Monday at the ATV Campground to discuss the cleanup of the area. BCH agrees to hire a contractor to clean-up all debris: old gravel, cinder blocks, concrete, refuse and level the whole area off.

#### **Letter sent to Lenore Harwood**

Attached for perusal.

#### Letter sent to Rose-Ann Kirkeeng

Tom Matus, CAO



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

May 29, 2014

Lenore M. Harwood P.O. Box 459 Hudson's Hope, BC VOC 1V0

Re: Your letter received May 26, 2014

Dear Lenore M. Harwood,

Council is in receipt of your letter which you are aware was discussed at the Regular Council Meeting of May 26, 2014. Council had also promised a written response to your letter addressing all your concerns contained in your letter. Council's response to your queries are as follows:

#### 1 May 15th, 2014 Public Open House at the Hudson's Hope Community Hall

This public meeting was held primarily to provide an opportunity for the lawyers to meet the residents of Hudson's Hope to extrapolate and understand the aspirations of the community in regard to achieving and receiving fair mitigation and compensation agreements from BC Hydro and the BC Government should Site C be approved for construction.

We also added the District of Hudson's Hope 2014 fiscal year budget for community perusal and it was mentioned at the meeting that should anyone have queries in regard to the budget they were welcome to discuss them with the CAO whom was present at the meeting.

It was noted that only few copies of the budget where available but they are easily attainable from the District office during working hours.

#### 2 Sewer Main Extension Project

The District is installing a sewer main extension from Kyllo St., traversing under the highway and ending at a location just north of the cemetery. This project is being funded from the Sewer Capital Reserve Fund: Reserve funds are governed by ss. 188-189 of the Community Charter and so long as the reserve funds are used for the purpose for which the fund was established in accordance with s. 189(1), the expenditure is legal; and is subject to Latecomers Fees and Local Service Taxes: as the District has paid all of the costs of the excess or extended services, it may recover costs in accordance with s. 939(6) of the Local Government Act by (a) latecomer charges under subsection (5)(c); (b) a Local Service Tax in



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

Fax: 250-783-5741

accordance with Div. 5 of Part 7 of the *Community Charter* (without the approval of local ratepayers); or (c) a fee imposed in accordance with s. 194 of the *Community Charter*.

This project was undertaken in the expectation that it would service and encourage more development at the southwest end of Ardill Ave and in the Thompson subdivision. As it turned out a developer did enquire, once having heard of the project, about a subdivision application and is currently planning to build a subdivision consisting of 9 lots at the southwest end of Ardill Ave., I believe this project is now in the conceptual design stage. We have received other development enquiries regarding the north end of the Thompson subdivision.

In regard to the prep work the District staff undertook for this project: it consisted of hiring L&M Consultants out of Prince George to engineer and oversee the project; a housing needs study was completed via the Integrated Community Sustainability Plan and the zoning areas for residential development were identified in the Official Community Plan. The expenditures for this project were approved in the 2013 Financial Planning Bylaw.

The District took the most economical route for this main and with efficiencies, effectiveness and economics in mind this is the route the District chose.

Please do not hesitate to contact the undersigned should you have any other questions.

Yours truly,

Tom Matus, CAO



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

June 5, 2014

Rose-Ann Kirkeeng Hudson's Hope, BC VOC 1V0

Re: Letter Dated April 25, 2014

Dear Rose-Ann,

Firstly, I would like to apologize for the tardy reply to your letter.

Your letter was presented at the Council meeting of May 12, 2014; Council and I thank-you for your letter and we appreciate your recommendations.

I wish to note that each of your following recommendations on improvements for our community:

- 1 The esthetics of the Poplar Trees on Paquette Ave and the removal and replacement of such; The removal and replacement of the poplar trees will require a budget and work maintenance plan and schedule prepared by staff for tabling at a future meeting.
- 2 Carving covers;
- 3 Junk yards removal of derelict vehicles on Beattie and Dudley Drives;
- 4 Learmounth St. ditch filled and bushes removed;
- 5 Ross St. ditches filled in;
- 6 Restructure west end of ditch in front of Post Office for easier access to Post Office;
- 7 Leveling the gravel on the curb on the south side of Canyon Drive thus reducing gravel spill into the road;
- 8 Office suggestion box;
- 9 Recycling bin are cleanliness & more gravel;

have been forwarded to our staff for their investigation, action and report to Council.

In regard to the:

10 All season public washroom;

This recommendation poses a much more challenging resolve. The VIC you mention is closed in the winter and would pose a challenging addition to our budget to keep open during the winter months as we would need to staff the center while it is open, (plus the additional utilities costs). We could



# LIGHT INDUSTRIAL COMMITTEE MEETING May 28, 2014 3:30 P.M. MUNICIPAL BOARD ROOM

Council:

Councillor: Richard Brown Councillor: Dave Heiberg Committee Member Bob Bach

Staff:

**CAO: Tom Matus** 

Other:

None

#### **CALL TO ORDER:**

The meeting was called to order at 3:30 p.m. with Deputy Mayor Dave Heiberg presiding.

#### **NOTICE OF NEW BUSINESS:**

#### ADOPTION OF AGENDA BY CONSENSUS:

The May 12, 2014 Regular Council meeting agenda was adopted by consensus.

#### **DECLARATION OF CONFLICT OF INTEREST:**

None

#### **ADOPTION OF MINUTES:**

None

#### **STAFF REPORTS:**

Light Industrial Area: Highway 29

Discussion on the feasibility and logistical factors of a light industrial zone located on Highway 29 east of Jamieson Ave crossing stretching 1.5 kilometers east along Highway 29. The following observations were made:

- location of buffer zone: either north or south of newly constructed ROW or buffer zone being part of the lot;
- 2 can ROW run adjacent to Hwy 29 ROW (sharing the ditch);
- 3 invite Moberly Development Corporation to Public Open House;
- 4 determine location of services (front or back of building);
- 5 determine the cost of running sewer line 115 meters or cost of running water & gas lines 115 meters;
- 6 will need 3 phase electricity;
- 7 Total cost of all service lines installation for 1 kilometere and 1.5 kilometres
- 8 Determine length of industrial zone: end at Powell St for now or continue on the full length of the 1.5 kilometres;

- 9 Determine ROW location between District and provincial highways: locate road surface adjacent to highway or locate buffer zone between Highway 29 and newly constructed ROW;
- 10 Determine meter cost of water/sewer services
- 11 Intersection will need to be constructed where Taylor Ave would intersect Highway 29 approximately \$600K+ should turning lanes be required.

CAO to convey and discuss issues with Urban Systems.

Adjourn:

4:50pm

Tom Matus, CAO

#### THE DISTRICT OF HUDSON'S HOPE

REPORT TO:

Mayor Johansson & Council

DATE:

06 June 2014

FROM:

Laurel Grimm, Deputy Clerk

**SUBJECT:** 

2014 Leo & Ethel Rutledge Scholarship

#### **RECOMMENDATION:**

THAT:

"Council form a committee to determine who will be this year's recipient of the

District's Leo & Ethel Rutledge Scholarship."

AND THAT:

"The committee select the recipient prior to the June 20, 2014."

#### INFORMATION:

Staff has received several applications for the District's Leo & Ethel Rutledge Scholarship. Once committee members are chosen staff will distribute application packages to each member.

Graduation day is scheduled for Friday, June 20, 2014.

Report Prepared by:

Laurel Grimm, Deputy Clerk

#### THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** 

**Mayor Johansson and Council** 

DATE:

05 June 2014

FROM:

Laurel Grimm, Deputy Clerk

**SUBJECT:** 

Road Closure and Highway Designation Removal Amendment Bylaw

No. 837, 2014

#### **RECOMMENDATION:**

That:

"Council give 3rd reading and adoption to the Road Closure and Highway

Designation Removal Amendment Bylaw No. 837, 2014."

#### **ADMINISTRATOR COMMENTS:**

CAO recommends approval of 3<sup>rd</sup> Reading as the amendment to the bylaw allows compliance with the registering of the required survey map with the LTSA.

Tom Matus, CAO

#### INFORMATION:

This Amendment will be to remove the original map and replace it with the current one attached to and forming a part of the bylaw.

This bylaw was to close that potion of Ardill Avenue abutting Lot A Plan 24634 and to dedicate approximately 0.234 hectares of land as road through District owned Lot 1 Plan 27536 and Lot A Plan PGP36042. Council resolution No. 184/13 was in favor of the recommendation.

There are no operators of utilities whose works will be affected by the closure.

The closure does not completely deprive an owner of access to his/her property.

The Ministry of Transportation supports the proposed municipal road closure of that portion of Ardill Avenue within the District of Hudson's Hope as submitted. The proposed closure is located along the north boundary of Lot A Plan 24634. The new road accessing Lot A Plan 24634 will be dedicated through the adjacent District owned lots located to the east (Lot 1, Plan 27563 and Lot A Plan PGP36042). The proposed closure will facilitate a proposed new subdivision with road dedication.

Once the lane closure and removal of highway dedication bylaw are adopted, and the removal of highway dedication bylaw is filed in the appropriate Land Title Office, the property ceases to be a highway, its dedication as a highway is cancelled and title to the property will be registered in the name of the municipality, in accordance with section 120 of the Land Title Act.

Report Prepared By:

Laurel Grimm, Deputy Clerk



#### Bylaw No. 837, 2014

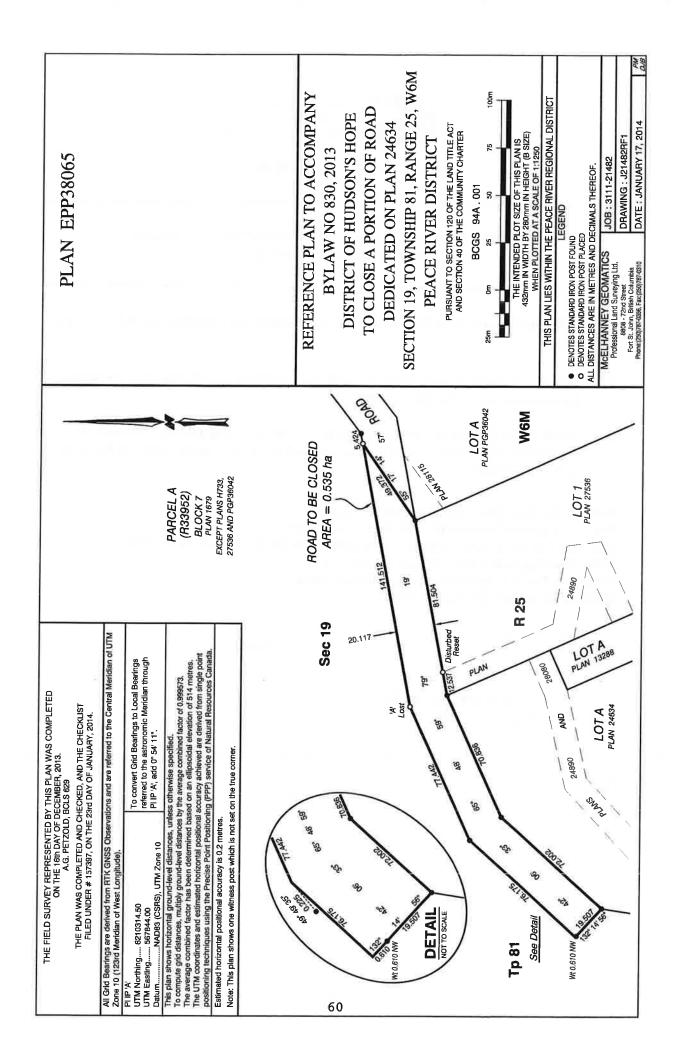
#### A Bylaw to Amend the Road Closure and Highway Designation Removal Bylaw No. 830, 2013

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

- 1. This Bylaw shall be cited as the "Road Closure and Highway Designation Removal Amendment Bylaw No. 837, 2014".
- 2. "Road Closure Bylaw No. 830, 2013" is hereby amended by deleting Schedule "A" attached thereto and substituting a new Schedule "A" attached hereto and forming part of this bylaw.

Read for the First Time on the 12<sup>th</sup> of May, 2014
Read for a Second Time on the 12<sup>th</sup> day of May, 2014
Advertised in the Alaska Highway News on the May 29, 2014 and June 5, 2014.
Public Meeting held on the 9th day of June, 2014.
Read for a Third Time on the 9th day of June, 2014.
Adopted on the 9th day of June, 2014.

MAYOR	CLERK	
Certified a true copy of Bylaw No. 837 This day of, 20		



#### THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** 

**Mayor Johansson and Council** 

DATE:

05 June 2014

FROM:

Laurel Grimm, Deputy Clerk

**SUBJECT:** 

Hudson's Hope Garbage Collection Bylaw No. 838, 2014

#### **RECOMMENDATION:**

That:

"Council give  $1^{\text{st}}, 2^{\text{nd}}$  and  $3^{\text{rd}}$  readings to the Hudson's Hope Garbage

Collection Bylaw No. 838, 2014."

#### **ADMINISTRATOR COMMENTS:**

Tom Matus, CAO

#### **INFORMATION:**

Staff is currently waiting on adoption of the attached bylaw before they begin disbursement of the new garbage waste receptacles. Council provided feedback at the Council meeting on May 26, 2014 which was implemented into the attached bylaw.

Report Prepared By:

Laurel Grimm, Deputy Clerk



#### BYLAW NO. 838, 2014

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. 838, 2014".

#### 2. Definitions

In this Bylaw:

- (a) "Director" means the Director of Public Works or 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 240 litre receptacle used to hold waste material which is provided by the District of Hudson's Hope.
- (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.
- (9) The use of a District of Hudson's Hope issued "Garbage Container" is required in order to receive collection services.

#### 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

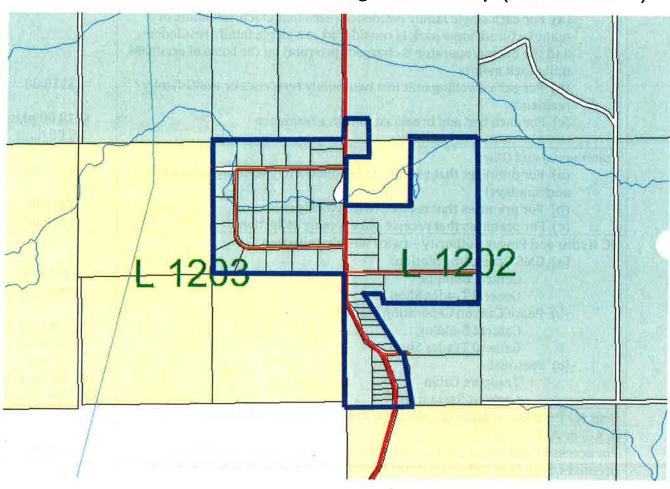
- (1) The District of Hudson's Hope Bylaw No. 758, 2008, and Bylaw 778, 2009, are hereby repealed.
- **8.** This Bylaw shall come into effective on the date this bylaw is adopted.

read a First Time this day of, 20	14.
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. 838, 2014 this day of	
Clerk	

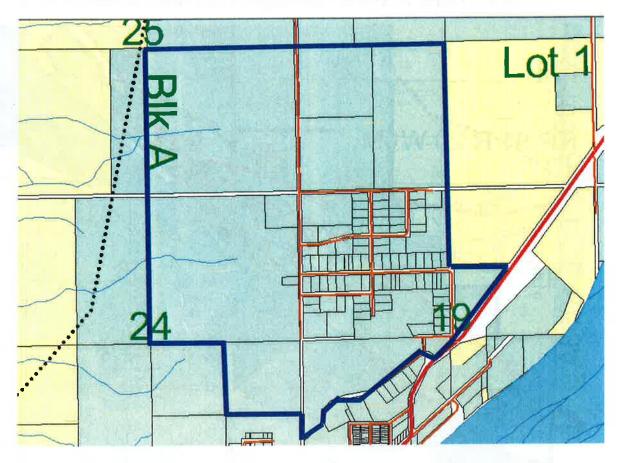
#### Schedule B Fees for Garbage Collection and Use of Transfer Station

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.	\$118.00
(b) For each dwelling unit in a two-family residence or multi-family residence	\$118.00
(c) For each bed and breakfast unit in a residence	\$118.00 plus \$9.00/unit
Commercial and Other (a) For premises that receive daily collection (excepting Saturdays and Sundays)	\$716.00
(b) For premises that receive twice weekly collection (c) For premises that receive once weekly collection	\$243.00 \$148.00
BC Hydro and Power Authority – twice weekly collection	
<ul> <li>(a) GMS Generating Station:         <ul> <li>Control Building</li> <li>General Trades Shop</li> </ul> </li> <li>(b) Peace Canyon Generating Station</li> </ul>	\$2607.00 \$2607.00
Control Building General Trades Shop	\$2214.00 \$2214.00
(c) Seasonal: Trappers Cabin Lookout Restaurant	\$37.00/month \$325.00/month
Fees for Premises outside of Collection Areas Shown on Schedules A-1, A-2, A-2, A-4 or A-5	
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 loss, replacement or an additional Garbage Container will be charged at the cost for each of:	\$65.00

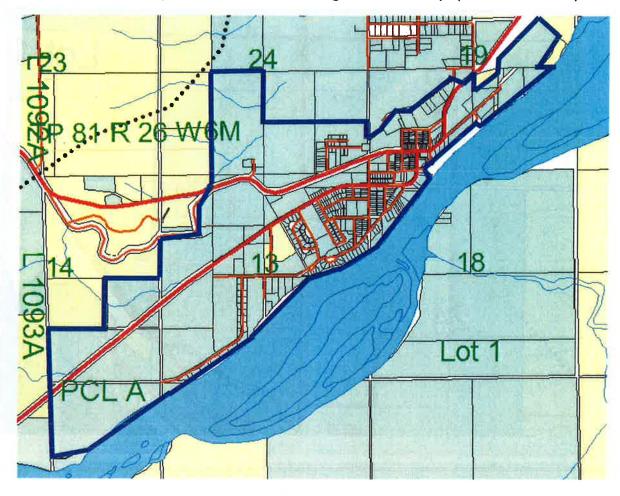
# Beryl Prairie Subdivision - Garbage Route Map (Schedule A-1)



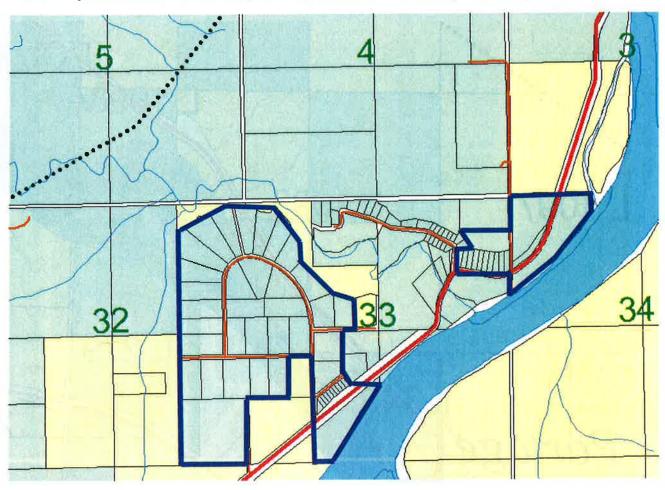
# Jamieson Subdivision - Garbage Route Map (Schedule A-2)



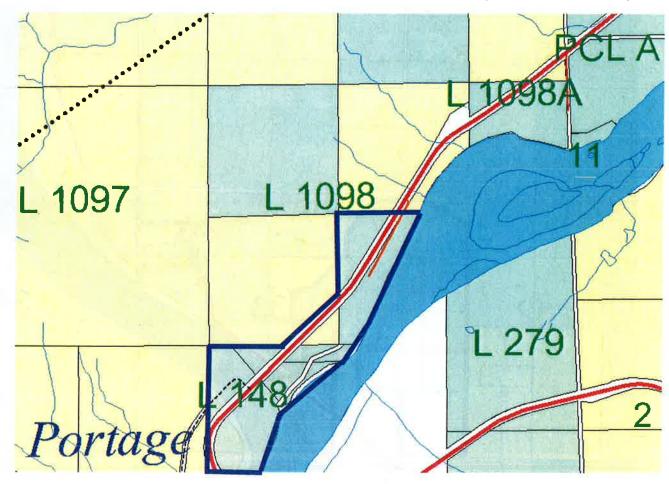
Hudson's Hope Townsite - Garbage Route Map (Schedule A-3)



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



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





MAY 2 7 2014

Ref: 154701

Her Worship Mayor Lori Ackerman City of Fort St. John 10631 100<sup>th</sup> Street Fort St. John, BC V1J 3Z5

His Worship Mayor Dale Bumstead City of Dawson Creek PO Box 150 Dawson Creek, BC V1G 4G4 His Worship Mayor Fred Jarvis
District of Taylor
PO Box 300
Taylor, BC VOC 2K0

Ms. Karen Goodings, Chair Peace River Regional District PO Box 810 Dawson Creek, BC V1G 4H8

Dear Mayors Ackerman, Bumstead and Jarvis and Chair Goodings:

I appreciated the opportunity to meet with you on March 31, 2014, and discuss the Peace River Memorandum of Understanding (MOU) as well as future opportunities for joint collaboration.

I also wish to thank the Mayors for their joint letter of December 3, 2013, and the follow-up email of February 18, 2014, from Mayor Jarvis to Honourable Christy Clark, Premier, regarding the MOU and associated economic impact planning related to natural gas development in the Peace River region.

First, let me assure you that government is committed to supporting the Peace River Region to prepare for the growth and economic opportunity arising from LNG development. As you point out in your letter, there are still approximately five years remaining in the current MOU agreement between the Province of British Columbia and the Peace River communities.

In the spring of 2013, Premier Clark committed to beginning discussions to extend the agreement. This provides a unique opportunity to continue our engagement and to better understand the service and core infrastructure needs related to natural gas development within the Peace River communities.

The Province of British Columbia fully recognizes the new opportunities that LNG and natural gas investments are expected to bring to your region, and appreciates your interest in us joining you in a joint planning activity to bring a better understanding of the needs and benefits associated with those investments.

However, you can appreciate that the Ministry's resources are limited and at the moment are fully committed to a wide range of strategic initiatives including establishing the readiness of Northwest communities to support liquid natural gas facilities, negotiation of the New Building Canada agreement

.../2

Her Worship Mayor Lori Ackerman His Worship Mayor Dale Bumstead His Worship Mayor Fred Jarvis Ms. Karen Goodings, Chair Page 2

with the federal government, implementing the new Gas Tax Agreement and preparing for the 2014 general local government elections which will be the first conducted under the newly adopted legislative framework. As a consequence I do not expect that we will be able to engage fully with you until closer to the end of the calendar year.

In the meantime, I encourage you to initiate work on your own so that local governments and the industry are better prepared to have an informed engagement with the Province in a forward-looking discussion about the future impacts of new LNG facilities on the Peace.

I encourage you to make this discussion inclusive of the region as a whole. Looking ahead to our discussions, the Province will only pursue a joint activity if it is conducted as a partnership with all local governments in the region. This must include representation from the regional district and electoral areas.

In conclusion, the Ministry of Community, Sport and Cultural Development will continue to strategically invest in opportunities that enable communities in the Peace River Region to be prepared for future growth and to create vibrant and healthy communities that effectively respond to local needs.

Thank you again for coming to Victoria to meet me and for writing. I look forward to working with you after the general local government elections.

Sincerely,

Coralee Oakes

Minister

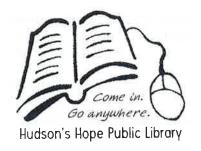
Honourable Christy Clark, Premier pc:

(Sonale Jakes

Honourable Rich Coleman, Minister of Natural Gas Development

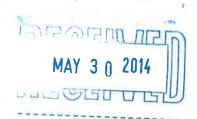
Honourable Norm Letnick, Minister of Agriculture Honourable Bill Bennett, Minister of Energy and Mines

Honourable Mike de Jong, Minister of Finance Mr. Mike Bernier, MLA, Peace River South



Hudson's Hope Public Library 9905 Dudley Drive P.O. Box 269 Hudson's Hope. BC V0C 1V0 Telephone: (250) 783-9414

Fax: (250) 783-5272 E-mail: director@hh.bclibrary.ca



May 22, 2013

Dear Madam Mayor and Coucil,

You are invited to attend the Hudson's Hope Public Library's Friends of the Library BBQ dinner, to be held on Tuesday June 10th at 5:00 pm at the Hudson's Hope Public Library.

Our focus for this event is primarily to express our appreciation for all of the individuals and sponsors who have helped our library to grow and evolve throughout the recent past.

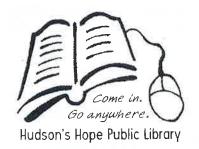
Please let us know if are planning to attend so that the HHPL Association can prepare an appropriate amount of food and refreshments.

We are currently in conversation with our contractor to proceed with our efforts to increase accessibility for our patrons and modernize our facility to improve the overall customer experience.

Our renovation will include upgrading all emergency exits, upgrading interior doors, renovating our bathroom, smoothing thresholds and replacing flooring to make our building more accessible for seniors.

We have currently received enough funds to proceed with the minimal requirement for our accessibility renovation but are hoping that our "Friends" might be able to help us upgrade our current renovation plan so that we could increase the quality of the renovation as well as upgrading the status of the renovation from Senior accessibility to accessibility for persons with physical disabilities. These upgrades include the following:

- Automatic entrance door opening mechanism
- Upgrade main entrance from a single door to a double door
- Interior washroom door assist mechanism
- Automatic washroom dispensers, taps and lavatory



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

Telephone: (250) 783-9414 Fax: (250) 783-5272

E-mail: director@hh.bclibrary.ca

Other upgrades that are not directly associated with the accessibility renovation but are features of the renovation that we would like to see accomplished at the same time include the following:

- Upgrade hot water tank to an on-demand hot water system in line with our goal to become more energy efficient and earth friendly
- Renovating our staff kitchen area to make it more user friendly
- Remodeling our storage areas to provide built-in and more functional storage as well as increasing the size of the storage area.
- Upgrading the computer server to a more space conservative option
- Enclosing our furnace area and updating the room to modern fire code standards
- Hiring additional temporary staff to help with the burden of the renovation as well as maintaining our provincial interlibrary loan standard. This will be a student position and the employee will also offer much needed help during the summer months in aid of the Summer Reading Program for children.
- Purchasing additional furniture pieces to increase office area storage to provide a more professional atmosphere to our open concept office area.

Please consider a monetary donation in lieu of or in addition to your attendance. Thank you so much for considering our request.

Sincerely,

Amber Norton Library Director



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May 26, 2014

Honourable Terry Lake Minister of Health Room 337, Parliament Buildings Victoria, BC V8V 1X4

Dear Minister Lake,

Re: BCEHS Resource Allocation Plan

Recent changes within the British Columbia Emergency Health Services and BC Ambulance Service have highlighted a systemic and long-standing shortfall in the number of BC Ambulance resources province-wide. There is a critical shortage of both ambulances and trained paramedics to staff them.

The Resource Allocation Plan (RAP) modifications instituted in fall 2013 have impacted the citizens of BC. However, it is only the most recent example of the Province trying to extract more work out of an exceedingly saturated system. Local Government has for too long propped up the inadequate resource levels of BC Ambulance through use of local first responder resources; primarily firefighters. While it is recognized and applauded that emergency (Code 3) response times have improved, it is also a fact that times for ambulances to attend to other less critical patients have lengthened, sometimes to entirely unacceptable periods of time. This "give and take" type of methodology does not serve the citizens appropriately.

It is a fact that BC Ambulance resource levels have not been enhanced to meet the rapid growth in call volume since the late 1990's. It is also a fact that ongoing ambulance delays at hospitals are further lengthening ambulance response times to citizens. The hospital wait issue has existed for over 20 years with very little change and it is not going away.

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#119655v1

Paramedics, dispatchers, BC Ambulance management and virtually every other citizen in the Province explicitly recognize the problem – we need more paramedics and ambulances on the road immediately. It is incumbent on the Province to meet the expectations of their Legislation to provide effective and efficient ambulance services to the citizens of BC. The BC Ambulance is not meeting that mandate in any reasonable fashion.

The solution is not to rely upon first responders or to facilitate local government doing more. The Province has tried many "fixes" to improve ambulance response capability for many years with no success. The RAP is only the latest example. It is time to put health care first and properly fund and resource the BC Ambulance Service as a critical public safety agency.

Yours truly,

Deb Walters

Mayor

cc: Doug Bing, MLA

Dellie Walters

**UBCM Member Municipalities** 



# PEACE RIVER REGIONAL DISTRICT



Via email: premier@gov.bc.ca

Office of: Chair

May 26, 2014

The Honourable Christy Clark Premier of BC P.O. Box 9041 Stn. Prov. Govt. Victoria, B.C. V8W 9E1

Dear Premier Clark:

Re: Site C Clean Energy Project Joint Review Panel Report Recommendations

Peace River Regional District Directors have reviewed the recently released Site C Clean Energy Project Joint Review Panel Report and we discussed the Panel's recommendations at our May 15, 2014 regular meeting. The Regional District Board subsequently resolved:

"That a letter be forwarded to the Premier of BC requesting that the British Columbia Utilities Commission be involved in the Site C Clean Energy Project approval process, in keeping with several recommendations of the Site C Clean Energy Project Joint Review Panel and in the interest of open and transparent decision making. Further, that the letter be copied to all BC cabinet ministers, leaders of opposition parties, Member of Parliament Bob Zimmer, South Peace MLA Mike Bernier, North Peace MLA Pat Pimm, and all UBCM members."

We request that our Provincial government endorse the Joint Review Panel's recommendations 47, 48, and 49. We believe the public's interests will be best served if, prior to any final decision being made, the Site C Project is referred to

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the British Columbia Utilities Commission for public hearings and Commission review of the Project's costs and impacts on ratepayers.

We look forward to your reply.

Yours truly,

Karen Goodings, Chair

cc. Executive Council of BC:

Honourable Amrik Virk

Honourable Andrew Wilkinson Honourable Bill Bennett

Honourable Coralee Oakes

Honourable Don McRae

Honourable John Rustad

Honourable Mary Polak

Honourable Michael de Jong

Honourable Naomi Yamamoto

Honourable Norm Letnick

Honourable Peter Fassbender

Honourable Rich Coleman

Honourable Shirley Bond

Honourable Stephanie Cadieux

Honourable Steve Thomson

Honourable Suzanne Anton

Honourable Teresa Wat

Honourable Terry Lake

Honourable Todd Stone

Official Opposition Party of BC

Mr. Bob Zimmer, MLA Prince George - Peace River

Mr. Mike Bernier, MLA - South Peace

Mr. Pat Pimm, MLA - North Peace

**UBCM Membership** 

# Help for those suffering from a Mental Illness

Allow me to introduce myself, my name is Morgan Forry. I would like to present this petition to you, with the hopes of helping to create a Healthier Harm Reduction Canada. Due to the fact that there are few after hour or weekend support programs for people suffering from Mental Health issues. It would be easier for all if the same policies were set throughout the country. (Federal).

For many people, their only option is a hospital visit. In many areas the focus has/is on addiction issues. Yes addiction is a serious problem but so is mental illness. It needs the same attention and options that are offered to Addicts. A safe place to go, in the moment, besides a hospital. We need someone to talk to, human contact — an understanding ear/voice. Not just a prescription or a hospital bed.

I understand it will be a challenge to put programs into place federally, so all policies in all provinces and territories are consistent. Weekend and after hour support is a vital need and severely lacking in the majority of this country. I am on a fixed income and at the moment have no home, by choice, to try to have this issue brought to the forefront.

If you would like more info I may be reached at

778-871-2330 or morganforry@yahoo.ca

After the petition is filled it may be forwarded postage free to:

Jinny Sims MP 604 598 2200

North Delta & Surrey BC

# Ministry for People with Disabilities and Mental Health Issues

To the House of Commons in Parliament Assembled: The Undersigned, residents of Canada, State that

Where as there are very limited services afterhours for people with disabilities and mental health issues, we urge the government of Canada to create a Ministry for pèople with Disability and Mental Health issues. This would build a healthier harm reduction solution much like the support for people with addictions. It would also ensure that there are after hours and weekend programs, for a safe place to go besides a hospital visit, with Outreach workers providing people policy fact sheets in every community, district and city throughout Canada so people know their rights.

Your Petitioners respectfully request that the Honourable House

# Create a Ministry for People with Disabilities and Mental Health Issues

ated: 2014,

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# **NEWS RELEASE**

For Immediate Release May 30, 2014

# New IMAGINE: Legacy Grants are now available to community groups, schools and organizations

For the sixth year in a row, Northern Health is looking for community partners who have great ideas for a health promotion project that will help improve the health and well-being of those living, working, learning and playing in northern B.C. With the 2015 Canada Winter Games nearing and creating excitement across the north, we want to encourage people to submit health promotion projects that will play a role in increasing physical activity and creating long-lasting legacies across northern BC for healthier communities.

From February 13 to March 1, 2015, Prince George and Northern British Columbia will be host to the 2015 Canada Winter Games. Northern BC communities are presented with a once-in-a-lifetime opportunity to leverage the positive impact of the Games in fostering a sustainable legacy of increased health and wellness for northern communities and their residents that lasts beyond the two-week event. We hope that the Games will inspire and motivate communities, schools, organizations and individuals of all ages to take action towards efforts to improve health through physical activity.

"The 2015 Canada Winter Games are fostering an exciting opportunity to promote the importance of physical activity, not only in sport, but in health and well-being," says Kelsey Yarmish, Regional Manager, Population Health. "We know that health happens in the community so to combine the excitement of the Games with our IMAGINE grants is a really great opportunity for us. We want groups in northern communities to think about how they can leverage the Games, and all that they bring, to create sustainable projects around physical activity that will help make their community healthier."

Northern Health aligns the grants to showcase our community health philosophy that health happens in the community and prevention is everyone's responsibility. The IMAGINE grants build on the work of Northern Health's position statements focusing on key modifiable risk factors to support grassroots to government solutions to improving health and wellness by supporting action and partnerships at the community level. You can learn more about this work our <u>Position</u> Statements Addressing <u>Risk Factors</u> website.

"The 2015 Canada Winter Games are much more than 18 days of sporting events and cultural activities, they are about creating long-term legacies in the region," said 2015 Games CEO Stuart Ballantyne. "IMAGINE grants are an excellent way for community groups to leave a lasting legacy of healthier communities across northern BC in the spirit of the Canada Games."

IMAGINE: Legacy Grants will provide funding to community groups and organizations who are successful in illustrating their vision of a health promotion or disease or injury prevention project. In the spirit of the 2015 Canada Winter Games, health promotion or disease or injury prevention



projects will focus on physical activity and at least one other key health promotion goal including: Injury Prevention, Tobacco-Free Communities, Healthy Eating (HE), Active Living (AL), HEAL for Your Heart, Prevention of Problematic Substance Use, HIV Prevention, Harm Reduction and Chronic Disease Prevention.

# Projects should:

- Have a focus on physical activity, considering the upcoming 2015 Canada Winter Games and how the Games can be leveraged to inspire community health
- Have a good chance of living on after the funding ends
- Broadly impact the community in a positive way
- Help those who are disadvantaged or marginalized improve their access to better health
- Help people connect to each other and their community
- Encourage different groups to work together toward a common goal
- Reduce the risks and impacts of chronic illnesses and injuries through education, awareness and action

We are accepting all Grant applications from May 30 to July 7, 2014 and successful candidates will be notified in early October 2014.

Information and application forms for IMAGINE Grants can be found at <a href="http://www.northernhealth.ca/yourhealth/healthylivingcommunities/imaginegrants.aspx">http://www.northernhealth.ca/yourhealth/healthylivingcommunities/imaginegrants.aspx</a>. Information can also be obtained via e-mail at <a href="mailto:imagine.grants@northernhealth.ca">imagine.grants@northernhealth.ca</a> or by phone at 1-855-645-6555 or 250-645-6407.

Media contact: NH media line - 250-961-7724

# **Gwen Johansson**

From:

Victor Pogostin < VPogostin@alm.com>

jent:

Friday, June 06, 2014 9:17 AM

To:

Gwen Johansson

**Subject:** 

RE: Speaking opportunity to 6th NE BC Gas Summit- Road Ahead for LNG, Sept. 18-19,

2014, Vancouver

**Attachments:** 

OGC13901\_Northeast\_BC\_Natural\_Gas\_Summit.pdf

Importance:

High

# Dear Mayor Johansson,

First, I want to thank you once more for speaking to the 9th BC Power Summit on May the 9th.

I already started working on the draft program for the 6<sup>th</sup> annual NE BC GAS SUMMIT/Road Ahead for LNG that will be presented on Sept. 18-19, 2014 at the Morris J. Wosk Centre for Dialogue, Vancouver, B.C.

The 5<sup>th</sup> NE BC GAS SUMMIT presented in Sept. of 2013 attracted close to 200 attendees. The PDF for that Summit is attached for your reference.

This year the Co-chairs of the 6<sup>th</sup> Summit will be Susannah Pierce, General Manager at LNG Canada Ltd. and VP Upstream International Communications at Royal Dutch Shell and Karen Ogen Chief, Wet'suwet'en First Nation. As in 2013, this year program will include participation of Sr. Government Representatives, industry and First Nations leaders.

The upcoming 6<sup>th</sup> Summit's program will focus on key LNG issues, including the feasibility of shipping LNG in 2020. The main elements from my perspective and LNG Canada perspective are described below. Please kindly advise me about your availability to speak on the First Nations – LNG and LNG pipelines related topic – perhaps "Mitigating the Impacts or "Community infrastructure gaps and how to address them".

## Gwen Johansson

Mayor, District of Hudson's Hope

- •What cumulative impact looks like on the ground
- •Effect on community
- •Cumulative impact under Canadian Environmental Assessment 2012

As you know, Insight Information/ALM is North America's premier conference provider, offering current business information to senior executives and professionals, in the oil & gas industry, NGOs and First Nations across North America. Insight Information produces high quality, informative events with a commitment to excellence in every aspect of our programming including content, delivery and service.

Due to time constraints in producing the program and printing the conference brochure please kindly review the proposed topics and indicate what session you may be interested in speaking to.

Your soonest advice, if possible by June 10 will be much appreciated.

Yours truly,