



## DISTRICT OF HUDSON'S HOPE

### AGENDA

Council Chambers

Monday, June 22, 2015 at 6:00 PM

**1. Call to Order:**

**2. Notice of New Business:**

Mayor's List

Councillors Additions

CAO's Additions

**3. Adoption of Agenda by Consensus:**

**4. Declaration of Conflict of Interest:**

**5. Adoption of Minutes:**

M1 June 8, 2015 Regular Council Meeting Minutes

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**6. Business Arising Out of the Minutes:**

**7. Delegations:**

**8. Staff Reports:**

SR1 Annual Report 2015

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SR2 Dudley the Dinosaur Trademark Renewal

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**9. Correspondence:**

C1 Need Answers – letter

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C2 Jamieson Woods – email

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C3 NH letter - Lynx/Brenot Creek Advisory

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C4 Public Invited to Learn About Site C Construction

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C5 Advertising by Liquor Distribution Branch

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C6 For Meetings with Honorable Coralee Oakes-CSCD

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C7 Council of Forest Industries announces appointment of new President and CEO

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C8 Site C Clean Energy Project – Consideration Tracking Tables for the DOHH

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C9 West Moberly Days 2015

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C10 PRGT Project Activity Update #25

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

CR1 Councillor Dave Heiberg – PRRD Report

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**12. Old Business:**

**13. New Business:**

**14. Public Inquiries:**

**15. Adjournment:**



**REGULAR COUNCIL MEETING**  
**June 25, 2015**  
**6:00 P.M.**  
**MUNICIPAL HALL COUNCIL CHAMBERS**

**Present:** **Council:** Mayor Gwen Johansson  
Councillor Dave Heiberg  
Councillor Nicole Gilliss  
Councillor Kelly Miller

**Staff:** CAO, Tom Matus  
Deputy Clerk, Dwylla Moraice Budalich  
Public Works Foreman, Layton Bressers

**Absent:** Councillor Travous Quibell  
Councillor Heather Middleton  
Councillor Caroline Beam  
Director of Protective Services, Robert Norton

**Other:** 1 in gallery

1. **CALL TO ORDER:**  
The meeting was called to order at 6:21 p.m. with Mayor Johansson presiding.

2. **NOTICE OF NEW BUSINESS:**

**Mayors Additions:**

C12 Need Answers – Letter from Rhee Simpson  
C13 Jamieson Woods – email from Nancy and Edna  
C14 Lynx/Brenot Creek Advisory

**CAO Additions:**

SR8 Preliminary Field Reconnaissance Report

3. **ADOPTION OF AGENDA BY CONSENSUS:**  
The June 8, 2015 Regular Council meeting, agenda was adopted by consensus.

4. **DECLARATION OF CONFLICT OF INTEREST:**  
None

5. **ADOPTION OF MINUTES:**

0550-01

M1 **May 25, 2015 Regular Council Meeting Minutes**

**RESOLUTION NO. 122**

**M/S Councillors Gilliss/Miller**

**THAT:**

**"The minutes of the May 25, 2015 Regular Council Meeting be adopted as written."**

**CARRIED**

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

BA1 **State of Old and New Cemetery**

Mayor Johansson talked with the Public Works Foreman about the issues at the two cemeteries. Public Works Foreman indicated some of the issues – grass and grounds maintenance. Plan to start clean up this summer. Old cemetery – discussions with Westmo First Nations at maintaining their portion of the site. Also Public Works to clean up the branches and do some mowing to clean it up. Councillor Miller to look into the Historical Society possible helping with clean-up of site.

7. **DELEGATION:**

D1 **Hudson's Hope RCMP Policing Report for April and May 2015**  
Cpl Trevor Romanchych presented the report and answered any questions.

8 **STAFF REPORTS:**

SR1 **Corporate Strategic Plan 2015-2020**  
Council to defer until next meeting. Council to come with written comments or questions.

**RESOLUTION NO. 123**

M/S Councillors Heiberg/Gilliss

**THAT:**

"Council motion to adopt the District of Hudson's Hope Corporate Strategic Plan 2015-2020 as presented."

**CARRIED**

SR2 **Beryl Prairie Fuel Fire Treatment Operational Application**

**RESOLUTION NO. 124**

M/S Councillors Gilliss/Heiberg

**THAT:**

"Council supports the proposed 2015 Beryl Prairie fuel fire treatment project application, and the District of Hudson's Hope will provide overall grant management for the proposed project."

**CARRIED**

SR3 **Light Industrial Preliminary Field Reconnaissance (PFR)/Archeological Impact Assessment (AIA)**

CAO, Tom Matus briefed Mayor and Council on the report.

SR4 **Actions and other Updates**

Tom Matus, CAO, gave a synopsis of the report.

SR5 **Management Assistant**

Information – job to be posted June 10, 2015.

SR6 **2015 Leo & Ethel Rutledge Scholarship**

Committee of Johansson/Gilliss/Miller formed to go over applications. Scan and send documents to committee.

SR7 **Community Energy Leadership Program**

**RESOLUTION NO. 125**

M/S Councillors Miller/Heiberg

**THAT:**

"Council authorizes the project to proceed prior to the execution of a Contribution Agreement with the Province."

**CARRIED**

SR8 **Preliminary Field Reconnaissance Report**

Tom Matus, CAO gave a briefing on the report.

8. **BYLAWS:**

B1 **Cemeteries Management Amendment Bylaw No. 851, 2015**

RESOLUTION NO. 126

M/S Councillors Heiberg/Gilliss

THAT:

"Council give first, second, and third reading of the Cemeteries Management Amendment Bylaw No. 851, 2015."

CARRIED

B2 **Amendment to Property Tax Exemption Bylaw No. 834, 2014**

RESOLUTION NO. 127

M/S Councillors Gilliss/Heiberg

THAT:

"Council give first, second, and third reading of the Amendment to Property Tax Exemption Bylaw No. 834, 2014."

CARRIED

9. **CORRESPONDENCE:**

C1 **Lack of Action regarding cemetery**

Mayor to send a letter to respond to action that will be taken.

C2 **Prepare for upcoming 2015 UBCM - letter**

Council to come back with list of topics and thoughts of people that appointments should be requested of.

C3 **Tumbler Ridge Global Geopark Inaugural Event**

RESOLUTION NO. 128

M/S Councillors Gilliss/Miller

THAT:

"Council authorize up to 3 council members to attend the Tumbler Ridge Global Geopark Inaugural Event on June 29<sup>th</sup>, 2015."

CARRIED

C4 **2015 Open for Business Awards**

FOR INFORMATION

C5 **Williston Lake Resort Letter**

Progress to have meeting with Mayor on Sunday to discuss issues from RV Parks.

C6 **Event Invitation – BC Schizophrenia Society**

FOR INFORMATION

C7 **Aboriginal Day**

FOR INFORMATION

C8 **Prince Rupert Gas Transmission – Construction Update**

FOR INFORMATION

C9 **BC Hydro – WAC Bennett Dam crest road-expect delays June 8-Sept 8, 2015**

FOR INFORMATION

- C10      **Letter from Ben Jackson – request for Sponsorship**  
RESOLUTION NO. 129  
M/S Councillors Gilliss/Miller  
THAT:  
"Council authorize \$100 donation and 2 lawn chairs for Ben Jackson to assist for his trip to the Jr. Nationals Rodeo in Des Moines."  
CARRIED
- C11      **Call of Nominations for UBCM Executive**  
FOR INFORMATION
9.        **REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISONS RESPONSIBILITIES:**
- CR1      **Mayor Johansson – Letter to MOT "H" Signs in Hudson's Hope**  
FOR INFORMATION
- CR2      **Mayor Johansson – Letter to Progress concerning camps**  
FOR INFORMATION
- CR3      **Councillor Beam – Farmers Market**  
Staff to write letter of response in regards to use of Beattie Park and tent.
- CR4      **Councillor Heiberg – Shop Update**  
Updated council on staff requirements for new building as results of meeting held on June 1, 2015.
10.      **OLD BUSINESS:**
- OB1      **Community Hall – follow up on RFP**  
RESOLUTION NO. 130  
M/S Councillors Gilliss/Heiberg  
THAT:  
"Council authorizes the Community Hall Society to hire and complete the scope of work on the community hall – front porch, back deck/cover/wheel chair access."  
CARRIED
- OB2      **IT Partners Contract**  
Contract has been signed. Mayor needs new monitor in council chambers.  
Staff to follow up.
12.      **NEW BUSINESS:**
- NB1      **Upcoming Paving**  
Paving to take place month of June. Public works to make priority list of roads that need to be repaved. Councillor Gilliss would like full budget allotted for paving to be used.  
Staff to get back to council on recommendations of roads that could be done.
13.      **ADJOURNMENT:**  
Mayor Johansson declared the meeting adjourned (8:32 p.m.)

**Diarized**      **Last Review/Action**

**DIARY**

**Conventions/Conferences/Holidays**

DY1	<i>PRRD: Solid Waste Disposal</i>	<i>05/12/14</i>
DY2	<i>Airport Resurface and Redevelopment</i>	<i>05/12/14</i>
DY3	<i>Grubjesic Driveway</i>	<i>05/12/14</i>
DY4	<i>Co-Op Correspondence Re: Card Lock</i>	<i>11/12/13</i>
DY5	<i>Communications Expenditure</i>	<i>08/11/14</i>
DY6	<i>Premiers BC Natural Gas Forum</i>	<i>08/11/14</i>
DY7	<i>Capital Projects Meeting (every 6 months)</i>	<i>10/14/14</i>
DY8	<i>Financial Assistance Grant Policy</i>	<i>03/09/15</i>
DY9	<i>2015 Community Coal and Energy Forum</i>	<i>03/23/15</i>
DY10	<i>Special Events Contract</i>	<i>05/01/15</i>
DY11	<i>Herbicide/Pesticide Bylaw</i>	<i>05/01/15</i>
DY12	<i>2016 Budget Meetings to start in February</i>	<i>05/11/15</i>

Certified Correct:

\_\_\_\_\_  
Clerk / Minute Taker

\_\_\_\_\_  
Chair



**DISTRICT OF HUDSON'S HOPE**  
Annual Municipal Report

**SR 1 2015**

**Fiscal Year Ending December 31, 2014**



# **2015 Annual Municipal Report**

Fiscal Year Ending December 31, 2014

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# District of Hudson's Hope Council

## Mayor's Annual Report for 2014



**Mayor Gwen Johansson**

Mayor Johansson was elected as Mayor in December of 2012 following a By Election. She has served on Council since 1990.

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## Message from the Mayor

On behalf of Hudson's Hope Council, I am pleased to present the 2014 Annual Report, which provides a comprehensive review of the District's financial position as well as a snapshot of the year's activities and accomplishments.

2014 will ever be remembered as the year Hudson's Hope was evacuated. Fanned by west winds the McAllister Fire grew in size and ferocity until July 16<sup>th</sup> when the threat became too great and evacuation was ordered. The time spent on emergency planning proved invaluable and fire experts described the Hudson's Hope evacuation as "textbook." We continue with the ongoing wildfire protection program, utilizing provincial programs to remove dry pine beetle wood from settled areas. We have further improved our preparedness by doing GPS mapping and structural assessments of all outlying residences. Our Community Wildfire Operational Plan now details what equipment should be deployed to best protect each individual structure.

On the administrative front, Hudson's Hope completed several projects aimed at ensuring the office continues to run smoothly. A new Chart of Accounts was implemented to facilitate more refined accounting; asset management is being further developed; a Sustainability Plan was adopted; and a new Collective Agreement ratified.

To be ready for expansion of industry in this region, Hudson's Hope is working to acquire Crown Land for a light industrial park, as well as making available lands for residential development. In support of our *Playground of the Peace* logo, we have standardized our community signage, advertising, and stationery.

Tourists continue to enjoy the beauty and outdoor recreation of Hudson's Hope and the surrounding Peace Valley. Crowds gather for the annual "Paddle of the Peace," and for the hunting, fishing, canoeing, and snowmobiling. For the third year, Hudson's Hope hosted the Provincial High School Rodeo Championships.

In summary, 2014 was an exciting and positive year for Hudson's Hope and Council looks forward to more of the same in the future.

Sincerely,

A handwritten signature in blue ink that reads "Gwen Johansson" with a stylized flourish at the end.

Mayor Gwen Johansson

## Municipal Objectives and Progress Measures

### Council Strategic Plan and Progress Report 2014-2015

Department	Objective	Strategies	Measures	Progress
Administration	Chief Administrative Officer Position	Signed contract with new CAO - 2013	Position filled	Completed
	Financial Management System	Implement a new Chart of Accounts that is supportive of management planning - 2015	Operational by spring of 2015.	99%: in final testing phase.
	Collective Agreement Renewal	Negotiate renewal of Collective Agreement - 2014	Agreement reached with Local	Completed
	Public Private Partnership	Council review and adopt a policy for P-3s	Policy adopted	Not started
Planning and Development	Integrated Community Sustainability Plan	A Sustainability Plan to guide the development of the community over the next 10 year timeframe	Plan adopted	100% complete
	Site C Legacy and Related	Options for Legacy Projects to be identified	Legacy Options selected	On-going.
Government and Administration	Staff Resources Plan	Develop a staff resources plan to ensure adequate staffing levels to meet operational requirements for the next 5 years	Begin Staffing plan by end of 2014. To be budgeted for 2015.	Hired Intern in 2014 through NDIT contract to promote economic development - 1 year placement. Completed 2015.
	Site C Mitigation Agreement	Hired legal counsel to negotiate a better offer from BCH. Negotiating Community Measures Agreement with BC Hydro for matters related to Site C. Continuing success.	Discussions started with BCH in June 2014.	Expect to be signed by September 2015
Tourism	Increase visits from regional tourists	Promote District as Playground of the Peace	Rebranding with focus on community and region.	Signage 90% completed.
		Develop promotional brochure, new Visitors Guide, facility signage, update website	Website updated, brochures and guides available, facility signage in place	Website 100% complete, Visitor Guide updated for 2014, development panels 100% complete.
	Enhance museum, promote community living and business opportunities	Work with museum on expansion plans, promote opportunities in region	Museum expansion plans in place, promotion strategy in place	10% complete. Received quote 2014.
		Continue partnership with NPEDC/NDIT	Apply on grant opportunities	Internship Program; Grant Writing; Economic Development Capacity Building; Marketing Initiative

Taxation	Secure Grant in Lieu of taxes as per Formula	Meet with Minister of Finance to request correction of existing allocation	Meeting held and adjustment implemented.	Successfully negotiated new "2015-2034 Peace River (Fair Share) Agreement".
	Increase revenue from future resource development	Staff to report on impacts of boundary extension to include future resource development in area	Report completed and strategies adopted	Not started
	Increase attractiveness of community for business investment	Review tax ratios, ensure suitable land available for development	Tax rate for commercial reduced and land identified and available for commercial and service industrial	Two steps of tax rate implemented, OCP completed with land identified for future commercial and light industry
Advocacy Items	Promote activities that will enhance the social and economic well-being of the community	Utilization of the coal resource, promote locally including community benefits	Coal mines active in the immediate region	Letters of support issued for licenses and bulk sampling. Coal mining is on hold as of November 2014.
		Natural Gas resource including Liquefied Natural Gas, promote locally including community benefits	Export pipelines and LNG plants constructed	In progress, meetings with proponents on-going and participation in EA
		Enhancement of the agricultural industry and promotion through a regional agricultural plan through the PRRD	Regional Agricultural Plan adopted and promotion of the industry activity.	In Progress 25% complete
		North Peace Airport growth promotion with additional carriers	Additional carriers attracted to airport, promote usage	On-going.
		Promote and enhance partnerships with First Nations, PRRD, School District and Resource companies	Partnerships and agreement executed.	Agreements signed with West Moberly First Nation, remainder in-progress
		Encourage in-community housing for resource base company employees	Housing in place and occupied; encourage development in other housing zones	Multi-family dwelling units in place on Arena Road and Paquette Ave. on-going development with second parcel. Completed and on-going discussions with resource companies; to encourage CKD Mines and other developer to develop Atkinson property.
Operational Priorities	Water Valve Replacement	Valve insertion project for 2015	To have valves inserted by 2015.	100% Completed 2015.
	Install WTP back-up generator	Purchase generator through capital funding	To complete install in 2015	100% complete.
	Water Main Replacement Program 2013 to 2023	To apply for BCF grant to replace water and sewer mains		Engineering awarded. Assessment of pipes reflects additional 40 year life span.

	Sewage treatment and disposal 2013 to 2018	Consultant developing application for BCF grant in 2014/15	Submission to and awarding of grant in 2014/15	Plan completed, awaiting Strategic Planning Fund outcome.
	Sewer Main Extension	To connect Ardill and Thompson subdivisions to sewer grid	Installation of 240 meter main service line	100% complete
	District office renovations (Council Chambers, file storage and meeting room)	To scan all sensitive documentation in office and categorize on server	When able to Hyperlink all documents on server	50% - Ongoing
	Road network (rural drainage and upgrades, urban major maintenance) 2012 to 2022			Inventory completed 2014
	Public Works Shop 2015	Design shop for current needs with ability to expand in future	Acquire consultant to design in 2015 with possible tendering and construction complete in 2016	Compiling steel building builders to construct; to determine design-build or design-bid-build method of delivery / construction.
	Install 2 de-humidifiers in Arena	Purchase and install through capital funding	Have installed in 2015	100% complete 2015.
	Solid Waste Collection and Disposal Plan including equipment		Purchase of new garbage truck	100% Complete 2014.
	Subdivision Servicing Bylaw	Tender/RFP	RFP awarded	RFP issued July 2013; 100% complete as of 2015.
	Administrative Procedures	Tender/RFP	RFP awarded	Development Procedures Standard and Manual contract awarded; 100% complete 2015.
	Emergency Operations Centre and EOC Training			Emergency Operation Plan Updated, EOC training on-going
	Emergency Social Services			Not started
	Warning Sirens - repair/replacement			Research on-going - deferred to 2018
	Wild Fire Protection Program	Apply to UBCM Grants for Fuel Fire Treatment Project Lynx Creek	Application for Lynx Creek submitted in 2015.	Jamieson project complete 2014; Lynx Creek - 100% complete 2015.
	Purchase of DPW capital equipment	Use Capital funds for purchase of: Land fill oil containment; Machinery & Equipment; 2 Pick-ups; Power Lift Tail-gate Pick-up; Street Sweeper; WTP Back-up generator; Office Back-up generator; Garbage Truck; Fire Truck - Beryl Prairie FH	Purchase all equipment in 2014/15	Items purchased: 2014:, 2 pickup trucks; 2015: Fire Truck, Street Sweeper, dual Fuel tank, Steamer, Pressure washer, 1 pick-up truck, ;

## 2015-2016 Anticipated Objectives and Measures

DEPARTMENT	OBJECTIVE	STRATEGIES	MEASURES	PROGRESS
Government and Administration	Staff Resources Plan	Develop a staff resources plan to ensure adequate staffing levels to meet operational requirements for the next 5 years  Hire permanent part-time and 1 year term fulltime position.	Staffing plan adopted by Council. 2015 Budgeted to hire 1 - 3 day part-time permanent Office Assistant; and budgeted 1 full-time 1 year term position. Permanent part-time hired - 2015	100% Complete: hired 1 - 3 day part-time permanent Office Assistant;  Spring 2015: Advertised for 1 full-time 1 year term position
	Collective Agreement	Negotiate an extension to the Collective Agreement with BCGEU local	Agreement signed 2015	Effective through 2016, completed.
	By law Enforcement	Implement enforcement through Bylaw Adjudication System	Priority Regulatory Bylaws enforced through adjudication	On-going
	Increase operational efficiencies through increased Policy Governance	Adopt policies that provide clear direction to staff and elected officials including – Council remuneration, grants to organizations, sponsorships, allocation of Grants including Fair Share, Gas Tax, Small Community, etc.	Policies adopted and updated	On-going
	Medical Services	Through the Medical Services Working Group and Dr. Hubner, complete a plan for additional medical support at the clinic. Initiate an undertaking similar to the Physician Recruiting Program to address the concerns with ambulance service in the District	Second physician or NP at the Clinic Improved ambulance service; alternatively acquire X-ray Technician and/or Lab Technician	Secured Xray/Lab Technician – 2015: 95% complete.
Planning and Development	Site C – Environmental Assessment and Mitigation Agreement	Continue to participate in the Community Measures Agreement to ensure local issues and concerns address. Complete a mitigation agreement with BC Hydro prior to September 2015.	Have contacted BCH and have hired lawyers to negotiate.	Mitigation and compensation discussions started and on-going. 65% complete.
	Natural Gas industry expansion	Participate in the Environmental Assessments for the proposed TransCanada and Spectra pipelines and the proposed Progress Gas Processing Plant to ensure community interests are addressed	EAs completed	Issued four Temporary Use Permits to TC – PRGT 2015. Nova Gas submitted land use application for road crossings 2015.
	Coal Industry	Continue to work closely with the four proposed mines to ensure their impacts on the community are positive and that in-community housing is realized	Mines to operate in a standard acceptable to the community and the workforce and their families to be residents of the community	No coal mining going on as of yet.
	Secondary Industry	Look for opportunities to attract secondary industries to diversify	Hire personnel to task this opportunity. Have	Hired 1 year term staff to implement 2010

		the economy from extraction activities only	four interested developers to acquire properties in the District of Hudson's Hope 2015.	EDP. Completed. To again hire 1 year term staff in 2015.
	To acquire Provincial Crown lands for Light Industrial Use	Discussion with Public through Public Hearings; have FLNRO to assist in acquiring land	Discussions started with FLNRO and FrontCounterBC. Have had informal discussions with public. Submitted land acquisition applications to FrontCounterBC – 1 <sup>st</sup> approval phase successful. Hire Archeological consultant to assess Light Industrial lands for archeological sites.	10% complete, identified area north of Hwy 29 east of town: 1.5km by 150 meter area; If ratified by Public, completion by August 2016. Noted 3 lots do not require AIA.
	Review zoning and land use policies to ensure appropriate infrastructure sizing	Prioritize and target immediately affecting operational policies and bylaws	To have amended and or repealed pertinent bylaws by Dec31/2016	15% complete
	Use District owned lands to create new housing opportunities	To engage public for their comments. And engage developers.	To target and identify corporations that this strategy can benefit and to have discussion on this matter by end of 2015	10% complete - have discussed this opportunity with one developer – discussions ongoing
	Conduct a recreational needs assessment to determine the long-term needs for community	Identify all user groups and develop a response form for the public at large	To have received all responses by summer 2015	100% complete
	Prepare a communications strategy that includes public engagement methods, social media, community satisfaction surveys and media relations	Obtain assistance from consultants	To have strategy finalized by end of 2026	Not started.
Tourism	Partnerships and Promotional Material	Continue expanding facility signage Develop a regional marketing plan Prepare trade show booths targeting tourism and economic opportunities Implement the agreement with the West Moberly First Nation and start discussions with the Saulneau FN	Marketing Plan adopted Panels for trade booth competed. Regular meetings established with WMFN and Saulneau FN Discussions with NDIIT and applying for grants to assist local business	On-going.
	ATV Campgrounds	To develop two ATV campgrounds around the Dinosaur Campground area.	Received Licence of Occupation and Offer of Tenure from FLNRO for one ATV campground area;	In the process of acquiring a 2 <sup>nd</sup> ATV campground area: to be completed by 2015
Economic Development	Continue a partnership with North Peace Economic Development Commission to	Engage the EDO of NPEDC to provide strategies through the facilitation of Action Planning	To deliver the first workshop by end of 2015	10% complete - discussion started

	enhance the museum and to promote community living and business opportunities in the District of Hudson's Hope (action led by Council).	workshops		
	Develop a marketing strategy to help stimulate population growth in the community, including downtown improvements	Create strategy to communicate and market Atkinson residential property, airstrip and Light Industrial Area to bring in large business to make use of these areas	To identify and target corporations that this strategy can benefit and to have discussion on this matter by end of 2015	10% complete - Have targeted consultant to begin developing this marketing communications strategy
	Meet with resource companies to encourage locating resource-based housing for their staff within the District of Hudson's Hope boundaries where services exist (action led by Mayor and CAO)	Create strategy to communicate and market Atkinson residential property and other privately owned properties for subdivision development	To identify and target developers and industry to develop aforementioned areas by end of 2015	10% have discussed this opportunity with one developer - discussions ongoing
	Participate in discussion promoting additional air carriers at Fort St John Airport (action led by Council)	Continue to maintain a Councillor on the North Peace Airport Society representing Council and its concerns	Increasing new carriers and or more flights at FSJ airport	On-going.
Taxation	Fairness and Equity	Continue negotiations with province on GIL Tax ratio issues	To realize increased GIL revenues.	On-going.
	Meet with the Province to discuss continuation of provincial grants in lieu of District of Hudson's Hope taxes for general purposes and inclusion of grants in lieu of school taxes (led by Mayor and CAO)	Build a business case to present to Province that underlines the need for sustainable tax revenue outside of increasing of property tax - due to low population.	To realize increased GIL revenues.	On-going.
Operational Priorities	Resurface airstrip Advance construction of ATV park Construct Public Works Shop Access issues District Office Landscape Plan Downtown Enhancements Sidewalks and Trails Water Main Replacement Reservation Systems for Campgrounds Recycling Program Enhancements Facilities Signage Lynx Creek Fuel Fire Treatment	Access NDIT facade program Access Trails program Defer to 2040?	Surface airstrip not started. ATV Park Deferred.  Shop constructed by 2016. To construct in 2015.	2015 - 100% complete.  Signage 90% complete to complete in 2015. Fire Treatment 100% complete.
	Construct new Public Works Shop	Canvass steel building builders	To have several quotes by end of summer 2015	On-going discussion with several steel builders. To determine design-

				build or design-bid-build method of delivery / construction.
	Water Main Replacement Program 2013 to 2023	To apply for BCF grant for 2014/15 intake to replace water and sewer mains; consultations with public through draft borrowing bylaw;		Engineering awarded. This project is deferred to 2040. We have determined that the piping assets have a lifespan of 40 more years.
	Undertake an infrastructure inventory and update regularly to use in decision making about new investments as part of the asset management plan	To apply for Federal Gas Tax – Strategic Priorities Funding for Capacity Building to complete an Asset Management Plan including training. Intend to train an individual regardless of receiving funding as per staffing plan.	Apply by deadline of April 17, 2015. Hire staff by summer of 2015	Application submitted on time. Personnel hired.
	Develop a road management plan as part of the asset management plan	To apply for Federal Gas Tax – Strategic Priorities Funding for Capacity Building to complete an Asset Management Plan including training. Intend to train an individual regardless of receiving funding as per staffing plan.	Have the road management plan competed by 2016	Application submitted on time. Personnel hired.
	Ensure that there is a replacement plan for all new infrastructure and consider operating costs in developing that plan	To apply for Federal Gas Tax – Strategic Priorities Funding for Capacity Building to complete an Asset Management Plan including training. Intend to train an individual regardless of receiving funding as per staffing plan.	Have all historical data of each asset entered in a Works Management software program by 2016 with preventive maintenance schedule complete for each asset	Application submitted on time. Personnel hired.
	Evaluate cost recovery methods for existing and new infrastructure	To apply for Federal Gas Tax – Strategic Priorities Funding for Capacity Building to complete an Asset Management Plan including training. Intend to train an individual regardless of receiving funding as per staffing plan.	Have all historical data of each asset entered in a Works Management software program by 2016 with preventive maintenance schedule complete for each asset	Application submitted on time. Personnel hired.
	Ensure utility rates cover the cost of delivery	To apply for Federal Gas Tax – Strategic Priorities Funding for Capacity Building to complete an Asset Management Plan including training. Intend to train an individual regardless of receiving funding as per staffing plan.	Have all historical data of each asset entered in a Works Management software program by 2016 with preventive maintenance schedule complete for each asset	Application submitted on time. Personnel hired. Data entry to begin fall of 2015.
	Undertake an acquirer study for the community and actively monitor and maintain the aquifer for the health of residents. Continue to provide high-quality water through the operation of the water treatment plant. The District of Hudson's Hope	To maintain close communications with Ministries of FLNRO and Environment on updated current info on water quality in aquifers, streams and rivers.	Ministries to provide bi-annual reports.	On-going.

	will be ready to respond on an as-needed basis to questions from residents on wells about the water quality in the aquifer.			
	Wild Fire Protection Program	Apply to UBCM Grants for Fuel Fire Treatment Project for Beryl Prairie	Apply for funds for Beryl Prairie in 2015. Expect approval in July of 2015; expect project completion by year-end 2015.	Application submitted in spring of 2015.
	Qualify department to the BC Exterior Fire Fighter Training Standard	Develop new lesson plans, skills competency checklists, and exams Qualify in-house instructors Improve training record processes Develop training schedules	Percentage of mandatory competencies completed	24% complete as of 01 June 2015.
	Improve rural fire fighting water supply	Obtain new water tender apparatus  Improve access to rural water supply sites by installing dry hydrants In Beryl Prairie and Lynx Creek	Water delivery rates in litres per minute to rural areas.	0%
	Reduce wildfire risk to community	Conduct strategic fuel fire treatment projects in Jamieson Woods, Lynx Creek, and Beryl Prairie  Develop wildfire response plan for Fire Department  Train fire department to BC wildfire SPP-WFF 1 standard  Conduct structural risk assessments of all residences outside of town core.	Percentage of fuel treatment projects completed.  Response plan completion  Percentage of department trained to WFF-1 standard  Percentage of risk assessments completed	66%  100%  4%  100%

## Statement of Tax Exemptions

### PERMISSIVE TAX EXEMPTIONS

#### Reference Bylaw No. 754, 2008

The following buildings and land received exemption from taxation for the 2014 taxation year as per sections 220 & 224 of the *Community Charter*.

Roll#	Organization	Class	Assessment	Tax Rate	Total Tax Exempted
01035.000	Double H Saddle Club	6	9,600 (bldg)	19.3270	185.24
		8	46,100 (land)	7.8707	362.84
04303.000	Peace Valley Community Church	8	43,800 (land)	7.8707	344.74
		8	54,700 (bldg)	7.8707	430.53
04304.000		6	18,900 (land)	19.3270	365.28
04955.000	Double H Saddle Club	6	49,200 (bldg)	19.3270	950.89
		8	40,500 (land)	7.8707	318.76
40420.010	Hudson's Hope Historical Society	6	14,800 (bldg)	19.3270	286.04
		8	163,000 (land)	7.8707	1,282.92
40420.020	Hudson's Hope Historical Society	6	57,000 (bldg)	19.3270	1,101.64
		8	21,700 (land)	7.8707	170.79
01655.000	Helen Rand Ruxton	6	16,600 (land)	19.3270	320.83
00569.100	Hudson's Hope Evangelical Free Church	6	40,500 (land)	19.3270	782.74
		8	40,400 (land)	7.8707	317.98
		8	292,000 (bldg)	7.8707	2,298.24
40420.040	The Anglican Synod of the Diocese of Calendonia	8	104,100 (land)	7.8707	819.34
		6	192,200 (bldg)	19.3270	3,714.65
17101.510	Hudson's Hope Health Care Housing	6	2,133,000 (bldg)	19.3270	41,224.49
		6	67,000 (land)	19.3270	1,294.91
00594.000	Bullhead Mountain Curling Club	6	1,140,000 (bldg)	19.3270	22,032.78
		6	95,100 (land)	19.3270	1,838.00
00586.000	Hudson's Hope Community Hall	6	255,000 (bldg)	19.3270	4,928.38
		6	47,300 (land)	19.3270	914.17
41090.010	Hudson's Hope Rod & Gun Club	6	43,300 (bldg)	19.3270	836.86
		8	51,900 (land)	7.8707	408.49
41091.010		8	88,300 (land)	7.8707	694.98
41027.100	Hudson's Hope Ski Association	8	165,000 (land)	7.8707	1,298.66

## 2014 Statement of Disqualifications

There were no Councillors disqualified during 2014.

## 2014 Audited Financial Statements


There were audited Financial Statements for 2014.

**District of Hudson's Hope  
Financial Information Regulation  
December 31, 2014**


Schedule 1(1)(d)

**District of Hudson's Hope  
Schedule of Guarantee and Indemnity Agreements**

This organization has not given any guarantees or indemnities under the Guarantee and Indemnities Regulation.

  
\_\_\_\_\_  
Gwen Johansson  
Mayor

  
\_\_\_\_\_  
Rhonda Eastman  
Deputy Treasurer/Collector

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

**District of Hudson's Hope  
Financial Information Regulation  
December 31, 2014**

Schedule 6(8)

**District of Hudson's Hope  
Statement of Severance Agreements**

There were no severance agreements made between the District of Hudson's Hope and its non-unionized employees during fiscal year ending December 31, 2014

  
\_\_\_\_\_  
Gwen Johansson  
Mayor

  
\_\_\_\_\_  
Rhonda Eastman  
Deputy Treasurer/Collector

Date: June 16/15

**District of Hudson's Hope  
Financial Information Regulation  
December 31, 2014**

Schedule 9(2)

**District of Hudson's Hope  
Statement of Financial Information Approval**

The undersigned, as authorized by the Financial Information Regulation Schedule 1, subsection 9(2), approves all statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

  
\_\_\_\_\_  
Gwen Johansson  
Mayor

  
\_\_\_\_\_  
Rhonda Eastman  
Deputy Treasurer/Collector

Date: June 16/15

DISTRICT OF HUDSON'S HOPE  
SCHEDULE SHOWING PAYMENTS MADE FOR PROVISION OF GOODS AND SERVICES  
31-Dec-14

**SUPPLIERS WITH AGGREGATE PAYMENTS EXCEEDING \$25,000**

<b>SUPPLIER NAME</b>	<b>AMOUNT</b>
B.C. ASSESSMENT	40,135.06
B.C. HYDRO AND POWER AUTHORITY	143,613.43
BI PURE WATER CANADA INC.	31,495.95
CAPITAL MOTORS (1985) LTD.	70,419.46
CLOVER POINT CARTOGRAPHICS LTD.	30,769.95
CREATIVE SIGNWORKS INC.	116,724.79
EARTHWORM HORIZONTAL DRILLING LTD.	118,197.66
FAS GAS OIL LTD.	74,476.43
FOCUS	37,325.93
FORTISBC - NATURAL GAS	46,477.55
FRASER VALLEY REFRIGERATION LTD.	157,539.54
GODDARD, GRETA	51,154.54
I.T. PARTNERS	34,423.53
ICBC	33,101.00
JASON YOUNG CONTRACTING LTD.	77,305.21
KPMG LLP, T4348	39,233.25
L & M ENGINEERING LTD.	39,784.93
LEASES	69,857.70
LIDSTONE & COMPANY	143,474.89
MASON, RICHARD	33,261.51
MASTER CARD	81,141.67
MINISTER OF FINANCE SCHOOL TAX	2,622,482.21
MUNICIPAL PENSION PLAN	187,291.12
NORTHERN VAC SERVICES	95,691.05
PACIFIC BLUE CROSS	62,704.14
PEACE RIVER REGIONAL DISTRICT	229,206.06
PEACE RIVER REGIONAL HOSPITAL DISTRICT	221,693.89
PRO HARDWARE & BUILDING SUPPLIES	45,107.51
RECEIVER GENERAL FOR CANADA	359,373.36
ROLLINS MACHINERY LIMITED	244,621.80
RURIK HUBNER INC.	99,999.96
TDB CONSULTANTS INC.	89,233.75
TELUS COMMUNICATIONS (B.C.) INC.	44,360.71
URBAN SYSTEMS	197,472.04
WILLIS CANADA VANCOUVER	42,780.00
WYNKER ELECTRIC & CONTROLS LTD.	125,982.68
Payments Made (Vendors Over \$25000)	<u>6,137,914.26</u>
CONSOLIDATED TOTAL PAID TO SUPPLIERS WHO RECEIVED AGGREGATE PAYMENTS OF \$25,000 OR LESS	847,945.28
CONSOLIDATED TOTAL OF GRANTS AND CONTRIBUTIONS EXCEEDING \$25,000	160,984.50
CONSOLIDATED TOTAL OF GRANTS AND CONTRIBUTIONS UNDER \$25,000	28,705.53
	<u><u>1,037,635.31</u></u>

**RECONCILIATION****TOTAL OF ALL PAYMENTS ABOVE**

7,175,549.57

**RECONCILING ITEMS**

DEDUCT TRANSFERS TO OTHER GOVERNMENTS NETTED AGAINST TAXATION REVENUE (F/S NOTE 8)	-3,233,189.00	
ADD RENUMERATION PAID TO EMPLOYEES AND GOVERNMENT APPOINTED OFFICIALS	1,397,471.50	
DEDUCT AMTS PAID TO GOV OFFICIALS INCLUDE IN PYMTS TOTAL	-59,598.32	
ADD CAPITAL EXPENDITURES FINANCED DIRECTLY BY DEBT		223,588.00
ADD HOMEOWNER GRANT DEDUCTIONS INCLUDED IN TRANSFERS DEDUCTIONS (PER T4/44A SUMMARY)	-379,424.61	
ADD WCB PAYMENTS EFT	13,306.15	
DEDUCT RECOVERABLE GST INCLUDED IN PAYMENTS ABOVE	-217,357.88	
ADD MASTER CARD AUTO DEBITED	81,141.67	
DEDUCT 2013 ACCOUNTS PAYABLE	-402,961.00	
DEDUCT PAYMENTS ON 12 MILE EXTENSION	-1,764.00	
DEDUCT LOAN PRINCIPAL	-7,521.00	
DEDUCT PREPAID EXPENSES	-14,850.00	
ADD BANK CHARGED AUTOMATICALLY DEBITED	8,133.73	
UNRECONCILED DIFFERENCE	-540.16	
ADD 2014 ACCOUNTS PAYABLE	255,457.00	
	<u>-2,338,107.92</u>	
<b>ADJUSTED TOTAL PAYMENTS</b>		<u><b>4,837,441.65</b></u>
TOTAL EXPENDITURES PER CONSOLIDATED STATEMENT FINANCIAL ACITIVITIES		4,472,203.00
ADD EXPENSE REIMBURSEMENT (employee exp)		16,615.65
LESS AMORITIZATION EXPENSE		-602,378.00
ADD CAPITAL EXPENDITURES		951,001.00
		<u><u>4,837,441.65</u></u>

**DISTRICT OF HUDSON'S HOPE  
SCHEDULE OF REMUNERATION AND EXPENSES  
31-Dec-14**

**ELECTED OFFICIALS**

NAME	POSITION	REMUNERATION	EXPENSES	TOTAL
GWEN JOHANSSON	MAYOR	\$ 12,000.00	\$ 7,653.70	\$ 19,653.70
DAVE HEIBERG	COUNCILLOR	6,000.00	3,489.47	\$ 9,489.47
TRAVOUS QUIBELL	COUNCILLOR	6,000.00		\$ 6,000.00
NICOLE GILLIS	COUNCILLOR	6,000.00	1,052.51	\$ 7,052.51
KELLY MILLER	COUNCILLOR	6,000.00	3,723.08	\$ 9,723.08
RICHARD BROWN	COUNCILLOR	6,000.00		\$ 6,000.00
DAN BOULLION	COUNCILLOR	6,000.00		6,000.00
		<u>\$ 48,000.00</u>	<u>\$ 15,918.76</u>	<u>\$ 63,918.76</u>

**OTHER EMPLOYEES**

EMPLOYEES OVER \$75,000

THOMAS MATUS	122,185.32	8,374.39	130,559.71
EDWARD RESCHKE	81,170.99		81,170.99
RHONDA EASTMAN	80,718.81	815.43	81,534.24
ROBERT NORTON	78,844.93	1,085.82	79,930.75

CONSOLIDATED TOTAL OF OTHER  
EMPLOYEES AND EXPENSES  
UNDER \$75,000

997,118.47	6,634.99	1,003,753.46
<u>1,360,038.52</u>	<u>16,910.63</u>	<u>1,376,949.15</u>

**RECONCILIATION**

TOTAL REMUNERATION - ELECTED OFFICIALS	48,000.00
TOTAL REMUNERATION - EMPLOYEES	1,360,038.52
DISTRICT PORTION OF EI AND CPP	<u>72,164.09</u>
SUBTOTAL	\$1,480,202.61
RECONCILING ITEMS	
SUPERANNUATION AND WCB PYMNTS INCLD IN EXPENSE ACCTS BELOW	177,120.52
BENEFIT PAYMENTS INCLUDED IN BELOW	24,221.35
UNRECONCILED DIFFERENCE	<u>849.14</u>
	<u>\$ 1,682,393.62</u>

TOTAL PER STATEMENT OF REVENUE  
AND EXPENDITURE

NOTE 15	WAGES AND BENEFITS	1,643,709.00
	WAGES NOT INCLUDED IN F/S NOTE 15:	38,684.62
		<u>\$ 1,682,393.62</u>

Consolidated Financial Statements of the



*DISTRICT OF HUDSON'S HOPE*

Year ended December 31, 2014



*DISTRICT OF HUDSON'S HOPE*

**Consolidated Financial Statements**

**Year ended December 31, 2014**

<b>Management's Responsibility for the Consolidated Financial Statements</b> .....	<b>1</b>
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**HUDSON'S  
HOPE**  
PLAYGROUND OF THE PEACE

### **MANAGEMENT'S RESPONSIBILITY FOR THE CONSOLIDATED FINANCIAL STATEMENTS**

The accompanying consolidated financial statements of the District of Hudson's Hope (the "District") are the responsibility of the District's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of The Canadian Institute of Chartered Professional Accountants. A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The District's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by the District. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the District's consolidated financial statements.

Mrs. Gwen Johansson  
Mayor

Mrs. Rhonda Eastman  
Deputy Treasurer





**KPMG LLP**  
**Chartered Accountants**  
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Prince George BC V2L 5R8  
Canada

Telephone (250) 563-7151  
Fax (250) 563-5693  
Internet [www.kpmg.ca](http://www.kpmg.ca)

## **INDEPENDENT AUDITORS' REPORT**

To the Mayor and Council

### *Report on Financial Statements*

We have audited the accompanying consolidated financial statements of the District of Hudson's Hope (the "District"), which comprise the consolidated statement of financial position as at December 31, 2014 and the consolidated statements of operations and accumulated surplus, change in net financial assets and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risk of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

KPMG LLP is a Canadian limited liability partnership and a member firm of the KPMG network of independent member firms affiliated with KPMG International Cooperative ("KPMG International"), a Swiss entity. KPMG Canada provides services to KPMG LLP.



*Opinion*

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the District of Hudson's Hope as at December 31, 2014, and the results of its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

*KPMG LLP*

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Chartered Accountants

April 27, 2015

Prince George, Canada



# DISTRICT OF HUDSON'S HOPE

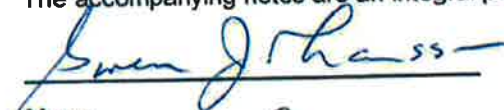
## Consolidated Statement of Financial Position

December 31, 2014, with comparative information for 2013

	2014	2013
<b>Financial assets:</b>		
Cash and cash equivalents	\$ 7,479,513	\$ 6,891,865
Accounts receivable (note 2)	530,854	702,088
Deposit - Municipal Finance Authority	2,337	2,271
	<u>8,012,704</u>	<u>7,596,224</u>
<b>Financial liabilities:</b>		
Accounts payable and accrued liabilities	255,457	402,961
Unearned revenue	38,278	280,330
Reserve - Municipal Finance Authority	2,337	2,271
Long-term debt (note 3)	32,784	40,305
Obligations under capital lease	-	48,024
	<u>328,856</u>	<u>773,891</u>
<b>Net financial assets</b>	<u>7,683,848</u>	<u>6,822,333</u>
<b>Non-financial assets:</b>		
Tangible capital assets (note 4)	12,466,689	12,118,066
Prepaid expenses	14,580	10,221
	<u>12,481,269</u>	<u>12,128,287</u>
<b>Accumulated surplus (note 5)</b>	<u>\$ 20,165,117</u>	<u>\$ 18,950,620</u>

Commitments and contingencies (note 6)

The accompanying notes are an integral part of these consolidated financial statements.



Mayor



Deputy Treasurer



## DISTRICT OF HUDSON'S HOPE

### Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2014, with comparative information for 2013

	Budget	2014	2013
<b>Revenue:</b>			
Net taxation revenue (note 8)	\$ 2,048,490	\$ 2,049,954	\$ 1,915,842
Grants in lieu of taxes	1,350,974	1,409,516	1,350,972
Sales of services and user charges (note 9)	617,816	719,673	627,346
Other revenue from own sources	146,000	124,176	133,521
Government transfers (note 10):			
Provincial	2,055,526	995,472	956,809
Federal	1,202,353	387,909	562,308
<b>Total revenue</b>	<b>7,421,159</b>	<b>5,686,700</b>	<b>5,546,798</b>
<b>Expenses:</b>			
General government services and administration (note 11)	1,433,838	1,792,889	2,004,876
Protective services	314,974	294,473	313,977
Public works services	820,465	666,035	637,852
Environmental and public health services	252,843	281,288	177,941
Environmental development services	73,546	41,007	26,694
Recreation and cultural services	787,961	779,996	783,112
Planning, development and bylaw services	294,556	170,470	209,417
Water utility and sanitary sewer systems	297,823	446,045	352,240
<b>Total expenses</b>	<b>4,276,006</b>	<b>4,472,203</b>	<b>4,506,109</b>
<b>Annual surplus</b>	<b>3,145,153</b>	<b>1,214,497</b>	<b>1,040,689</b>
<b>Accumulated surplus, beginning of year</b>	<b>18,950,620</b>	<b>18,950,620</b>	<b>17,909,931</b>
<b>Accumulated surplus, end of year</b>	<b>\$ 22,095,773</b>	<b>\$ 20,165,117</b>	<b>\$ 18,950,620</b>

The accompanying notes are an integral part of these consolidated financial statements.



## DISTRICT OF HUDSON'S HOPE

### Consolidated Statement of Change in Net Financial Assets

Year ended December 31, 2014, with comparative information for 2013

	Budget	2014	2013
Annual surplus	\$ 3,145,153	\$ 1,214,497	\$ 1,040,689
Acquisition of tangible capital assets	(6,033,187)	(951,001)	(1,274,105)
Amortization of tangible capital assets	-	602,378	550,355
	(2,888,034)	865,874	316,939
Acquisition of prepaid expenses	-	(14,580)	(10,221)
Use of prepaid expenses	-	10,221	10,221
	-	(4,359)	-
Change in net financial assets	(2,888,034)	861,515	316,939
Net financial assets, beginning of year	6,822,333	6,822,333	6,505,394
Net financial assets, end of year	\$ 3,934,299	\$ 7,683,848	\$ 6,822,333

The accompanying notes are an integral part of these consolidated financial statements.



## DISTRICT OF HUDSON'S HOPE

### Consolidated Statement of Cash Flows

Year ended December 31, 2014, with comparative information for 2013

	2014	2013
Cash provided by (used in):		
<b>Operating activities:</b>		
Annual surplus	\$ 1,214,497	\$ 1,040,689
Item not involving cash:		
Amortization of tangible capital assets	602,378	550,355
Change in non-cash operating assets and liabilities:		
Accounts receivable	171,234	(234,432)
Accounts payable and accrued liabilities	(147,504)	(71,395)
Unearned revenue	(242,052)	76,694
Prepaid expenses	(4,359)	-
	<u>1,594,194</u>	<u>1,361,911</u>
<b>Capital activities:</b>		
Acquisition of tangible capital assets	(951,001)	(1,274,105)
<b>Financing activities:</b>		
Repayment of long-term debt	(7,521)	(7,184)
Repayment of obligations under capital lease	(48,024)	(10,644)
Net change in cash from financing activities	(55,545)	(17,828)
Increase in cash and cash equivalents	587,648	69,978
Cash and cash equivalents, beginning of year	6,891,865	6,821,887
Cash and cash equivalents, end of year	<u>\$ 7,479,513</u>	<u>\$ 6,891,865</u>

The accompanying notes are an integral part of these consolidated financial statements.



# DISTRICT OF HUDSON'S HOPE

## Notes to Consolidated Financial Statements

Year ended December 31, 2014

---

The District of Hudson's Hope (the "District") was incorporated in 1965 as a District Municipality under the Community Charter, formerly the Municipal Act, a statute of the Province of British Columbia. Its principal activities include the provision of local government services to residents of the incorporated area. These include administrative, protective, transportation, environmental, recreational, water, sanitary sewer and fiscal services.

### 1. Significant accounting policies:

The consolidated financial statements of the District are prepared in accordance with Canadian generally accepted accounting principles for governments as recommended by the Public Sector Accounting Board ("PSAB") of the Canadian Institute of Chartered Professional Accountants. Significant accounting policies adopted by the District are as follows:

(a) Basis of consolidation:

(i) Consolidated entities:

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity. The reporting entity is comprised of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the District and which are owned or controlled by the District.

(ii) Accounting for Region and School Board transactions:

The taxation, other revenues, expenses, assets and liabilities with respect to the operations of the Region and the School Board are not reflected in these consolidated financial statements.

(iii) Trust funds:

Trust funds and their related operations administered by the District are not included in these consolidated financial statements.

(b) Basis of accounting:

The District follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.



# DISTRICT OF HUDSON'S HOPE

## Notes to Consolidated Financial Statements

Year ended December 31, 2014

---

### 1. Significant accounting policies (continued):

#### (c) Revenue recognition:

The District recognizes revenue in accordance with the provisions of the Community Charter. The District is required to act as the agent for the collection of certain taxes and fees imposed by other authorities. Collections for other authorities are excluded from the District's taxation revenues.

Revenue unearned in the current period is reported on the statement of financial position as unearned revenue or deposits.

#### (d) Investment income:

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

#### (e) Cash equivalents:

Cash equivalents include short-term highly liquid investments with a term to maturity of 90 days or less at acquisition.

#### (f) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.



# DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2014

## 1. Significant accounting policies (continued):

### (i) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful life - years
Buildings and site improvements	10-50
Machinery and equipment	5-25
Water and sewer infrastructure	10-50
Engineering structures	15-40
Assets under capital lease	20

Annual amortization is charged in the year that an asset becomes available for productive use and in the year of disposal.

Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets are tested annually for any impairment in value, continued usefulness of the assets and related carrying values. Any impairment in carrying value would be recorded in the period that the impairment occurs.

### (ii) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

### (iii) Interest capitalization:

The District does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.



## DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2014

### 1. Significant accounting policies (continued):

#### (g) Use of estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Items subject to such estimates and assumptions include the carrying values of tangible capital assets. Actual results could differ from these estimates.

### 2. Accounts receivable:

	2014	2013
Grants	\$ 184,430	\$ 384,949
Sales tax	181,976	119,238
Other	157,421	80,148
Taxes	53,027	117,753
	<b>576,854</b>	<b>702,088</b>
Less: Provision for doubtful accounts	46,000	-
	<b>\$ 530,854</b>	<b>\$ 702,088</b>



# DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2014

### 3. Long-term debt:

The District issues debt instruments through the Municipal Finance Authority of British Columbia ("MFA"), pursuant to security issuing bylaws under authority of Section 178 of the Community Charter, to finance certain capital expenditures.

Bylaw Number	Purpose	Rate %	Maturity Date	Debenture Debt	Sinking Fund Assets	Net debt 2014	Net debt 2013
General fund: 711	Local improvements	4.60 %	2022	\$ 22,986	\$ 1,585	\$ 21,401	\$ 23,634
Sewer fund: 539	Local improvements	7.75 %	2016	34,761	23,378	11,383	16,671
					\$ 57,747	\$ 24,963	\$ 40,305

Debt is reported net of sinking fund balances on the statement of financial position.

a) Aggregate repayments of principal over the next five years and onward are estimated as follows:

	General Fund	Sewer Fund	Total
2015	\$ 1,765	\$ 2,307	\$ 4,072
2016	1,765	2,307	4,072
2017	1,765	-	1,765
2018	1,765	-	1,765
2019	1,765	-	1,765
Onward	5,295	-	5,295
	14,120	4,614	\$ 18,734
Estimated sinking fund income	7,281	6,769	14,050
	\$ 21,401	\$ 11,383	\$ 32,784



# DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2014

### 3. Long-term debt (continued):

b) The District has the following un-issued loan authorizations at December 31, 2014.

Bylaw Number	Date	Purpose	2014
539	June 7, 1996	Sewer extension	\$ 44,910
711	January 15, 2008	12 mile road extension	\$ 45,742

c) Sinking fund instalments are invested by the MFA and earn income which, together with principal payments, are expected to be sufficient to retire the sinking fund debt at maturity. For sinking fund agreements, the MFA has established either a normal sinking fund or a capital repayment equalization fund.

d) The District has established a \$400,000 operating line of credit, which bears interest at prime and is secured by term deposits and accounts receivable. As at December 31, 2014 borrowing against the operating line was nil (2013 - nil).



# DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2014

## 4. Tangible capital assets:

	2014							
	Land improvements	Building and site improvements	Machinery and equipment	Engineering structures	Water infrastructure	Sewer infrastructure	Assets under capital lease	Total
<b>Cost:</b>								
Balance, beginning of year	\$ 1,007,433	\$ 6,965,694	\$ 3,609,624	\$ 3,835,999	\$ 4,764,703	\$ 734,233	\$ 189,590	\$ 21,107,276
Additions	11,978	271,509	353,400	-	67,029	247,085	-	951,001
Purchase of assets under capital lease	-	-	189,590	-	-	-	(189,590)	-
Balance, end of year	1,019,411	7,237,203	4,152,614	3,835,999	4,831,732	981,318	-	22,058,277
<b>Accumulated amortization:</b>								
Balance, beginning of year	-	2,257,798	1,571,688	3,035,153	1,654,177	369,165	101,229	8,989,210
Amortization	-	162,970	223,723	78,995	113,575	23,115	-	602,378
Purchase of assets under capital lease	-	-	101,229	-	-	-	(101,229)	-
Balance, end of year	-	2,420,768	1,896,640	3,114,148	1,767,752	392,280	-	9,591,588
<b>Net book value, end of year</b>	<b>\$ 1,019,411</b>	<b>\$ 4,816,435</b>	<b>\$ 2,255,974</b>	<b>\$ 721,851</b>	<b>\$ 3,063,980</b>	<b>\$ 589,038</b>	<b>\$ -</b>	<b>\$ 12,466,689</b>



# DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2014

## 4. Tangible capital assets (continued):

	2013						Total
	Land	Building and site improvements	Machinery and equipment	Engineering structures	Water infrastructure	Sewer infrastructure	
<b>Cost:</b>							
Balance, beginning of year	\$ 809,367	\$ 6,622,555	\$ 3,554,037	\$ 3,783,310	\$ 4,202,234	\$ 672,078	\$ 19,833,171
Additions	198,066	343,139	55,587	52,689	562,469	62,155	1,274,105
Balance, end of year	1,007,433	6,965,694	3,609,624	3,835,999	4,764,703	734,233	21,107,276
<b>Accumulated amortization:</b>							
Balance, beginning of year	-	2,118,621	1,372,335	2,947,646	1,556,154	351,706	8,438,855
Amortization expense	-	139,177	199,353	87,507	98,023	17,459	8,836
Balance, end of year	-	2,257,798	1,571,688	3,035,153	1,654,177	369,165	101,229
<b>Net book value, end of year</b>	<b>\$ 1,007,433</b>	<b>\$ 4,707,896</b>	<b>\$ 2,037,936</b>	<b>\$ 800,846</b>	<b>\$ 3,110,526</b>	<b>\$ 365,068</b>	<b>\$ 88,361</b>
							<b>\$ 12,118,066</b>



## DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2014

### 5. Accumulated surplus:

	2014	2013
<b>Surplus:</b>		
Invested in tangible capital assets	\$ 12,455,307	\$ 12,053,371
General fund	3,717,896	2,592,400
Water utility fund	410,755	319,044
Sanitary sewer fund	104,315	110,078
	<u>16,688,273</u>	<u>15,074,893</u>
<b>Reserves set aside by Council:</b>		
General fund:		
Boat ramp - unexpended funds	1,020	1,009
General operating	-	132,877
	<u>1,020</u>	<u>133,886</u>
Water utility fund:		
Unexpended funds:		
MFA debt reserve	115,046	113,806
MFA sinking fund surplus	69,556	68,807
	<u>184,602</u>	<u>182,613</u>
<b>Reserve funds set aside for specific purposes by Council:</b>		
Capital works, machinery and equipment	1,791,696	1,822,022
Water capital works, machinery and equipment	925,767	915,793
Sewer capital works, machinery and equipment	259,152	510,196
Tax sale properties	201,679	199,506
Land sale properties	112,928	111,711
	<u>3,291,222</u>	<u>3,559,228</u>
	<u>\$ 20,165,117</u>	<u>\$ 18,950,620</u>

### 6. Commitments and contingencies:

- (a) The District is responsible, as a member of the Peace River Regional District, for its portion of any operating deficits or capital debt related to functions in which it participates. Management does not consider payment under this contingency to be likely and therefore no amounts have been accrued.



## DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2014

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### 6. Commitments and contingencies (continued):

- (b) The District issues debt instruments through the MFA. As a condition of these borrowings, the MFA requires that 1% of gross proceeds are deposited by the District into a debt reserve fund. The District is also required to execute demand notes in connection with each debenture whereby the District may be required to loan certain amounts to the MFA. These demand notes are contingent in nature and are not reflected in the accounts. The demand notes issued at December 31, 2014 totaled \$4,732 (2013 – \$4,732).
- (c) The District and its employees contribute to the Municipal Pension Plan ("the Plan"), a jointly trustee pension plan. The Board of Trustees, representing Plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The Plan has about 182,000 active members and approximately 75,000 retired members. Active members include approximately 21 contributors from the District.

The most recent actuarial valuation as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015, with results available in 2016. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

The District paid \$100,390 (2013 - \$78,740) for employer contributions to the Plan in fiscal 2014.

- (d) The District leases various pieces of equipment with total monthly lease payments of \$1,731 with the last lease expiring in 2015.



## *DISTRICT OF HUDSON'S HOPE*

Notes to Consolidated Financial Statements

Year ended December 31, 2014

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### **6. Commitments and contingencies (continued):**

- (e) The District is obligated to collect and transmit property taxes levied on Hudson's Hope taxpayers in respect of the following bodies:

Ministry of Finance, Province of B.C.  
Peace River Regional District  
B.C. Assessment Authority  
Municipal Finance Authority  
Peace River Hospital District  
Royal Canadian Mounted Police

- (f) The District is a participant in the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible that the District, along with the other participants, would be required to contribute towards the deficit. Management does not consider external payment under this contingency to be likely and therefore no amounts have been accrued.

### **7. Trust fund:**

The District maintains a cemetery perpetual care fund in accordance with the Cemeteries and Funeral Services Act. As at December 31, 2014 the trust fund balance for both the fund and its corresponding term deposit is \$15,162 (2013 - \$14,989).



# DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2014

## 8. Net taxation revenue:

The District is required to collect taxes on behalf of and transfer these amounts to the government agencies noted below:

	2014	2013
Taxes collected:		
General purposes	\$ 2,053,145	\$ 1,911,039
Collections for other governments	3,229,998	3,244,728
	5,283,143	5,155,767
Less transfers to other governments:		
Province of British Columbia - school taxes	2,682,417	2,708,447
Peace River Regional District	178,505	175,823
Peace River Hospital District	221,694	215,678
Royal Canadian Mounted Police	110,363	101,746
B.C. Assessment Authority	40,135	38,162
Municipal Finance Authority	75	69
	3,233,189	3,239,925
	\$ 2,049,954	\$ 1,915,842

## 9. Sales of services and user charges:

The District recognizes sales of services and user charges as revenues in the period in which the services are provided. The sales of services and user charges reported on the Statement of Operations and Accumulated Surplus are as follows:

	2014	2013
Water utility	\$ 163,838	\$ 175,395
Sewer system	76,920	95,663
General government services	245,546	178,676
Planning, development and bylaw services	65,244	17,197
Environmental and public health services	74,908	74,298
Recreation and cultural services	93,217	86,117
	\$ 719,673	\$ 627,346



## DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2014

### 10. Government transfers:

The District recognizes the transfer of government funding as expenses or revenues in the period that the events giving rise to the transfer occurred. The government transfers reported on the Statement of Operations and Accumulated Surplus are as follows:

	2014	2013
<b>Revenue:</b>		
Provincial grants:		
Stimulus	\$ 581,578	\$ 555,702
Unconditional	201,105	202,365
Site C	125,000	125,040
Miscellaneous	87,789	73,702
	<u>995,472</u>	<u>956,809</u>
Federal grant:		
Mountain pine beetle	87,059	562,308
Gas tax	300,850	-
	<u>387,909</u>	<u>562,308</u>
	<u>\$ 1,383,381</u>	<u>\$ 1,519,117</u>

### 11. General government services and administration:

The District recognizes government services and administration as expenses in the period in which the services are provided. The general government services and administration reported on the Statement of Operations and Accumulated Surplus are as follows:

	2014	2013
Legislative	\$ 94,323	\$ 104,500
Grants in aid	20,706	17,003
General government services	1,581,925	1,268,245
ICBC	5,951	5,594
Contracts	89,984	609,534
	<u>\$ 1,792,889</u>	<u>\$ 2,004,876</u>



## DISTRICT OF HUDSON'S HOPE

### Notes to Consolidated Financial Statements

Year ended December 31, 2014

#### 12. Comparative figures:

Certain comparative figures have been reclassified to conform with the financial presentation adopted per the current year.

#### 13. Budget data:

The budget data presented in these consolidated financial statements is based upon the 2014 operating and capital budgets approved by Council on May 12, 2014. Amortization was not contemplated on development of the budget and, as such, has not been included. The chart below reconciles the approved budget to the budget figures reported in these consolidated financial statements.

	Budget amount
<b>Revenues:</b>	
Operating budget	\$ 9,279,092
Capital operations budget	6,033,187
<b>Less:</b>	
Collections for other governments	(3,242,973)
Transfers from other funds	(2,804,951)
Proceeds on borrowing	(1,843,196)
	<u>7,421,159</u>
<b>Expenses:</b>	
Operating budget	\$ 9,279,092
Capital operations budget	6,033,187
<b>Less:</b>	
Payments to other governments	(3,242,973)
Transfers from other funds	(1,760,113)
Capital expenditures	(6,033,187)
	<u>4,276,006</u>
	<u>\$ 3,145,153</u>



# DISTRICT OF HUDSON'S HOPE

## Notes to Consolidated Financial Statements

Year ended December 31, 2014

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### 14. Significant tax payers:

The District derives a significant portion of its taxation revenue from the utility sector. Any changes in this sector could have an impact on the ongoing operations of the District.

### 15. Segmented information:

Segmented information has been identified based upon lines of service provided by the District. District services are provided by departments and their activities are reported by functional area in the body of the financial statements. Certain lines of service that have been separately disclosed in the segmented information, are as follows:

#### (i) General Government:

The general government operations provides the functions of corporate administration and legislative services, along with any other functions categorized as non-departmental in the District.

#### (ii) Protective Services:

Protective services is comprised of the fire department and other community protection costs, incurred by the District.

#### (iii) Public Works Services:

The public works department is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, the maintenance of parks and open space, and street lighting in the District.

#### (iv) Environmental and Public Health Services:

Environmental public health services is responsible for environmental programs such as waste management, which encompasses garbage collection and recycling. This segment is also responsible for rental of the doctor's office in the District.

#### (v) Environmental Development Services:

Environmental development services is responsible for community and economic development, in regard to community development projects.



## DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2014

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### 15. Segmented information (continued):

(vi) Planning, Development and Bylaw Services:

Planning, development and bylaw services is responsible for community planning (OCP), zoning, bylaw enforcement, animal control and building inspection in the District.

(vii) Recreational and Cultural Services:

Recreational and cultural services provides various recreational and cultural opportunities to the residents and visitors of the District, including the library, pool, arena, community hall, tourism information centre and museum.

(viii) Water, Utility and Sewer System:

The water utility installs and maintains water mains, pump stations and the water treatment plan. The treatment and distribution of water in the District is included in this segment. The sewer utility installs and maintains sewer mains, lift stations and the sewage treatment facility. The collection and treatment of sewage in the District is included in this segment.

Certain allocation methodologies are employed in the preparation of segmented financial information. Taxation and payments-in-lieu of taxes are allocated to the segments based on the segment that generated the revenue. Government transfers have been allocated to the segment based upon the purpose for which the transfer was made. Development charges earned and developer contributions received were allocated to the segment for which the charge was collected.

The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in Note 1.



# DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2014

**15. Segmented information (continued):**

	2014								
	General Government	Protective Services	Public Works Services	Environmental and Public Health Services	Environmental Development Services	Planning, Development and Bylaw Services	Recreational and Cultural Services	Water Utility and Sewer System	Total
Revenues:									
Taxation	\$ 2,049,954	-	-	-	-	-	-	-	\$ 2,049,954
Government transfers	1,383,381	-	-	-	-	-	-	-	1,383,381
Grants in lieu	1,409,516	-	-	-	-	-	-	-	1,409,516
User charges	245,546	-	-	74,908	-	65,244	93,217	240,758	719,673
Other	124,176	-	-	-	-	-	-	-	124,176
<b>Total revenues</b>	<b>5,212,573</b>	<b>-</b>	<b>-</b>	<b>74,908</b>	<b>-</b>	<b>65,244</b>	<b>93,217</b>	<b>240,758</b>	<b>5,686,700</b>
Expenses:									
Salaries, wages and employee benefits	580,147	107,566	407,899	87,716	24,202	4,221	307,840	124,118	1,643,709
Operating	652,297	40,534	254,039	155,634	16,805	166,249	472,156	173,720	1,931,434
Legislature	94,323	-	-	-	-	-	-	-	94,323
Amortization	456,096	-	-	-	-	-	-	146,282	602,378
Interest	10,026	-	4,097	-	-	-	-	1,925	16,048
Insurance	-	93,400	-	-	-	-	-	-	93,400
Professional services	-	52,973	-	-	-	-	-	-	52,973
Garbage disposal	-	-	-	37,938	-	-	-	-	37,938
<b>Total expenses</b>	<b>1,792,889</b>	<b>294,473</b>	<b>666,035</b>	<b>281,288</b>	<b>41,007</b>	<b>170,470</b>	<b>779,996</b>	<b>446,045</b>	<b>4,472,203</b>
<b>Annual surplus (deficit)</b>	<b>\$ 3,419,684</b>	<b>\$ (294,473)</b>	<b>\$ (666,035)</b>	<b>\$ (206,380)</b>	<b>\$ (41,007)</b>	<b>\$ (105,226)</b>	<b>\$ (686,779)</b>	<b>\$ (205,287)</b>	<b>\$ 1,214,497</b>



# DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

Year ended December 31, 2014

## 15. Segmented information (continued):

	2013							Total
	General Government	Protective Services	Public Works Services	Environmental and Public Health Services	Environmental Development Services	Planning Development and Bylaw Services	Recreational and Cultural Services	Water Utility and Sewer System
<b>Revenues:</b>								
Taxation	\$ 1,915,842	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Government transfers	1,519,117	-	-	-	-	-	-	-
Grants in lieu	1,350,972	-	-	-	-	-	-	-
User charges	178,676	-	-	74,298	-	17,197	86,117	271,058
Other	133,521	-	-	-	-	-	-	-
<b>Total revenues</b>	<b>5,098,128</b>	<b>-</b>	<b>-</b>	<b>74,298</b>	<b>-</b>	<b>17,197</b>	<b>86,117</b>	<b>271,058</b>
<b>Expenses:</b>								
Salaries, wages and employee benefits	487,569	135,152	390,093	79,674	6,245	11,073	332,432	113,037
Operating	980,089	13,200	247,759	51,172	20,449	198,344	450,680	112,801
Legislature	104,500	-	-	-	-	-	-	-
Amortization	425,278	-	-	-	-	-	-	-
Interest	7,440	-	-	-	-	-	-	125,077
Insurance	-	91,705	-	-	-	-	-	1,325
Professional services	-	73,920	-	-	-	-	-	-
Garbage disposal	-	-	-	47,095	-	-	-	-
<b>Total expenses</b>	<b>2,004,876</b>	<b>313,977</b>	<b>637,852</b>	<b>177,941</b>	<b>26,694</b>	<b>209,417</b>	<b>783,112</b>	<b>352,240</b>
<b>Annual surplus (deficit)</b>	<b>\$ 3,093,252</b>	<b>\$ (313,977)</b>	<b>\$ (637,852)</b>	<b>\$ (103,643)</b>	<b>\$ (26,694)</b>	<b>\$ (192,220)</b>	<b>\$ (696,995)</b>	<b>\$ (81,182)</b>
								<b>\$ 1,040,689</b>

## REQUEST FOR DECISION

<b>RFD#:</b>	<b>Date: 22 June 2015</b>
<b>Meeting#:</b>	<b>Originator: Robert Norton, Director of Protective Services</b>
<b>RFD TITLE: Dudley the Dinosaur Trademark Renewal</b>	

**BACKGROUND:**

The Patent and Trademark Organization has sent a trademark renewal application to the District, as the District's trademark will expire this year on the Dudley the Dinosaur trademark.

The District has held this trademark since 2000, and the proposed renewal would extend the District's ownership of the trademark to 2030.

**DISCUSSION:**

While the District has moved away from the "Land of Dinosaurs and Dams" theme during the rebranding process, there may still be opportunities to utilize the "Dudley" imagery in future promotional activities. Given the renewed interest in the archeological discoveries in the Peace region this dinosaur-themed trademark could potentially be utilized in conjunction with these future activities.

**BUDGET:**

Renewal of the trademark for 15 years would cost \$1450.00.

**RECOMMENDATION / RESOLUTION:**

*"Council direct staff to renew the trademark TMA530866 Dudley Dinosaur" for a 15 year period ending 2030.*



Robert Norton, Director of Protective Services



Canadian Intellectual  
Property Office  
An Agency of  
Industry Canada

Office de la propriété  
intellectuelle du Canada  
Un organisme  
d'Industrie Canada

Canada

## Canadian Intellectual Property Office

### Canadian trade-mark data

#### Third-Party Information Liability Disclaimer

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The database was last updated on: 2015-06-16

**APPLICATION NUMBER:**

0835071

**REGISTRATION NUMBER:**

TMA530866

**STATUS:**

REGISTERED

**FILED:**

1997-01-30

**FORMALIZED:**

1997-02-17

**ADVERTISED:**

1999-10-13

**REGISTERED:**

2000-08-08

**REGISTRANT:**

DISTRICT OF HUDSON'S HOPE  
9904-100TH AVENUE  
HUDSON'S HOPE  
V0C 1V0  
BRITISH COLUMBIA

**REPRESENTATIVE FOR SERVICE:**

MS. SUSAN BEN-OLIEL  
6311 Adera Street  
Vancouver  
BRITISH COLUMBIA V6M 3J7

**TRADE-MARK (Word):**

**DUDLEY DINOSAUR**

**DISCLAIMER TEXT:**

The right to the exclusive use of the word DINOSAUR is disclaimed apart from the trade-mark.

**INDEX HEADINGS:**

DUDLEY DINOSAUR

**GOODS:**

- (1) Mens, womens and childrens clothing namely shirts, t-shirts, sweatshirts, and hats.
- (2) Souvenirs namely, key chains, key rings, pins, buttons, badges, rings, collar pins, charms, decals, stickers, bumper stickers, balloons, emblems, flags, pennants and crests.
- (3) Printed, lithographed and engraved material namely, brochures, pamphlets, maps, pictures and posters.

- (4) Paper products and office supplies namely, business cards and writing paper, pens and pencils.
- (5) Costumes.
- (6) Signage, namely municipal signs for services and amenities.
- (7) Fancy goods namely, embroidered, crocheted, moulded and sewn ornaments and embroidered badges.

**SERVICES:**

- (1) Providing tourism promotion and promotion of municipal recreational and entertainment activities and celebrations, namely festivals, parades, picnics and sporting events.
- (2) Public relations.

**CLAIMS:**

Used in CANADA since at least as early as October 1985 on goods (1), (2), (4), (7).  
 Used in CANADA since at least as early as June 1987 on goods (6).  
 Used in CANADA since October 1985 on goods (3) and on services.  
 Used in CANADA since at least as early as May 1987 on goods (5).

**Action Information**

<b><u>ACTION</u></b>	<b><u>DATE</u></b>	<b><u>BF</u></b>	<b><u>COMMENTS</u></b>
Filed	1997-01-30		
Created	1997-02-04		
Formalized	1997-02-17		
Search Recorded	1997-05-23		
Examiner's First Report	1997-07-09	1997-11-09	
Correspondence Created	1998-05-21	1998-09-21	
Correspondence Created	1999-01-12	1999-05-12	
Agent Changed	1999-09-08		From: 2967 To:
Approved	1999-09-08		
Extracted for Advertisement	1999-09-29		Vol.46 Issue 2346 1999/10/13
Advertised	1999-10-13		Vol.46 Issue 2346
Allowed	1999-12-30		
Allowance Notice Sent	1999-12-30	2000-06-30	
Registered	2000-08-08		
Rep for Service Name Change	2001-05-14		
Rep for Service Name Change	2010-07-26		

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Last updated: 2015-06-16

## Gwen Johansson

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**From:** Rhee Simpson <rsimpson@live.ca>  
**Sent:** Sunday, June 07, 2015 8:50 PM  
**To:** charl.badenhorst@northernhealth.ca  
**Cc:** Gwen Johansson; ldsummer@pris.ca  
**Subject:** need answers

June 7, 2015

Dear Mr. Badenhorst,

My name is Rhee Simpson, I live on the end of Powell Road in Hudson's Hope, Lynx Creek runs through my farm. I have lived here for 61 and 1/2 years. This was my family farm where I, my sister and brothers were raised: AND where I have raised 4 of my sons: AND my Grandchildren have played lots.

Last summer there was an advisory put on Lynx Creek and Brenot Creek due to a slide on Brenot Creek that prevented any stock from drinking the water which also meant that the children could not play in it (and why would they want to, it is a mud hole), a contaminated mud hole. There has been nothing done as to all the contaminates that have gotten into the creek water, which have gone into the Peace River?

I am not the only family that relies on the water from Lynx Creek, there are a lot of us that are effected and I believe that something should be done. We are not just a bunch of hicks that will continue to put up with this, some one has to pay to clean it up. It is NOT Natural as was told to us in a letter from the Environment.

I am aware that you are probably not responsible, (No one is, it is always someone else's problem) but, someone has to be responsible.

It is an expense to me personally to have my drinking water tested to make sure it is still safe to drink. This Site C is only going to make it worse on the water, WHICH I might add is starting to give out on us, we ARE running out of clean water. Site C will make the river sluff as we are told is natural.....No more drinking water...

The OIL & GAS close to communities has got to stop, putting all the contaminated water into the ground, it has to come out some where, and it has come out, on Bernot Creek and there we have, the slide. NOT NATURAL at all. Again, I have lived here, (Lynx Creek below my house), for almost 62 years, and NOTHING, like this has EVER happened before.... NATURAL slide??????

My question to you is: What is being done to the damage on Lynx Creek from the slide up Brenot Creek?

I have sent copies to, Gwen Johansson, Mayor of Hudson's Hope and to Leigh & Darcy Summer, my neighbours down the creek.

Await a reply from you soon.

Your Truly,

Rhee Simpson  
250-783-5444

## Gwen Johansson

---

**From:** Nancy <nsmith@pris.ca>  
**Sent:** Monday, June 08, 2015 10:18 AM  
**To:** Gwen Johansson  
**Subject:** Jamieson Woods

Honourable Mayor Gwen Johansson, and Council

We think that putting a industrial park in front of a graveyard is very disrespectful. As a people with a father/husband, brother/son in the graveyard we find highly offensive and hurtful.

Also as taxpayers we don't think that we should pay for someone to come into our town and build a business. If they want to build a business here they need to pay for sewer and water to be extended not us.

Nancy and Edna

To be read at council meeting.

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June 8, 2015

Mayor Gwen Johansson  
District of Hudson's Hope  
Box 330, 9904 Dudley Drive  
Hudson's Hope, BC V0C 1V0  
mayor@hudsonshope.ca

RE: Lynx/Brenot Creek Advisory

Honourable Mayor Johansson,

Thank you for your letter and request for follow up on the Lynx and Brenot Creeks Advisory.

Unfortunately, Northern Health (NH) is not in a position to review and/or lift the advisory as it was issued by Hudson's Hope.

NH collaborated initially with the other stakeholders in order to determine if there was a public health concern. The investigation that followed and the subsequent report, as stated on the linked website, concluded that the concerns of the water quality were a result of natural changes in the environment in and around the creeks.

<http://hudsonshope.ca/residents/water-services/>

It may be helpful to consult with the Ministry of Environment (MoE) in regards to further steps to be taken and/or future testing of the creeks.

Sincerely,



**Dr. Charl Badenhorst, MD**  
Medical Health Officer to the Northeast  
*BSc, BScHons, BScHons (Epi & Biostats), MMedSc, MBChB*

C3

FOR IMMEDIATE RELEASE

June 8, 2015

## PUBLIC INVITED TO LEARN ABOUT SITE C CONSTRUCTION

Site C open houses in Chetwynd, Dawson Creek, Fort St. John, Hudson's Hope and Taylor

FORT ST. JOHN – BC Hydro is hosting a series of open houses in July to provide information to the public about construction planning for Site C. The open houses will take place in the following communities:

OPEN HOUSE SCHEDULE		
Community	Date and Time	Location
Taylor	Wednesday, July 8, 2015 6:00PM to 8:30PM	Taylor Community Hall 9896 Cherry Ave W Taylor, BC
Fort St. John	Thursday, July 9, 2015 6:00PM to 8:30PM	Pomeroy Hotel and Conference Centre 11308 Alaska Road Fort St. John, BC
Hudson's Hope	Tuesday, July 14, 2015 6:00PM to 8:30PM	Pearkes Centre 10801 Dudley Drive Hudson's Hope, BC
Chetwynd	Wednesday, July 15, 2015 6:00PM to 8:30PM	Recreation Centre 4552 North Access Road Chetwynd, BC
Dawson Creek	Thursday, July 16, 2015 6:00PM to 8:30PM	Fixx Urban Grill (Stonebridge Hotel) 512 Highway 2 Dawson Creek, BC

The open houses will include information on BC Hydro's proposed construction information and notification program and will seek input on how to best communicate construction-related information to residents of the Peace region.

BC Hydro is committed to providing the public, stakeholders and Aboriginal groups with information about Site C construction activities in a timely manner. To accomplish this, BC Hydro will:

- Communicate construction information on the Site C website at: [sitecproject.com](http://sitecproject.com)
- Deliver construction updates by email (sign up at [sitecproject.com](http://sitecproject.com))
- Send out construction-related updates on Twitter
- Provide information on a construction telephone line at: 1-877-217-0777
- Respond to inquiries by email at: [sitec@bchydro.com](mailto:sitec@bchydro.com)
- Provide information at BC Hydro's Site C community consultation offices in Fort St. John and Hudson's Hope

While the open houses focus on construction planning, BC Hydro will be holding job fairs in the coming months in Chetwynd, Fort St. John and Tumbler Ridge focussing on employment opportunities. Up-to-date information about jobs and business opportunities associated with Site C is available on the project website at: [www.sitecproject.com](http://www.sitecproject.com).

-30-

61

-more-

C4

**About Site C**

The Site C Clean Energy Project will be a third dam and hydroelectric generating station on the Peace River in northeast B.C. Site C will provide 1,100 megawatts (MW) of capacity, and produce about 5,100 gigawatt hours (GWh) of electricity each year — enough energy to power the equivalent of about 450,000 homes per year in B.C. Construction of Site C is scheduled to start in summer 2015 and be completed in 2024.

**About BC Hydro**

BC Hydro has been providing clean, reliable power to British Columbians for more than 50 years while maintaining among the lowest rates in North America. BC Hydro is a provincial Crown corporation that serves 1.9 million customers and invests in the electrical system and in energy conservation to deliver a safe and reliable supply of electricity for today's customers and for generations to come.

**Media inquiries**

BC Hydro Media Relations

Tel: 604 928 6468

Date: June 9, 2015

To: All LCLB Staff  
Liquor Distribution Branch  
All Industry Associations  
All Local Government, First Nations, and Police Agencies

Re: Advertising by Liquor Distribution Branch

### Introduction

Liquor advertising is regulated under the *Liquor Control and Licensing Act* and regulations. Currently, liquor advertising is permitted for all private liquor retail stores and licensed establishments. Under the current regulation the authority for advertising by the Liquor Distribution Branch (LDB) for government liquor stores is unclear.

### New Policy

Effective immediately, regulatory amendments now clarify that the General Manager of LDB may place advertisements respecting government liquor stores.

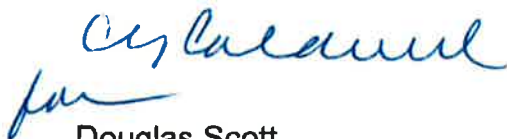
The advertising requirements for government liquor stores are now the same as those for private liquor retail stores and licensed establishments, meaning that government liquor store advertising may contain information about the government liquor stores, the liquor for sale, manufacturers, and prices.

Also consistent with the treatment of licensed establishments and private liquor stores, all LDB advertising must comply with the *Code for Broadcast Advertising of Alcoholic Beverages* published by the Canadian Radio-television and Telecommunications Act (Canada), available at the following link:

<http://www.crtc.gc.ca/eng/general/codes/alcohol.htm>

### Further Information

Further information regarding liquor control and licensing in British Columbia is available on the Liquor Control and Licensing Branch website at <http://www.pssg.gov.bc.ca/lclb/>. If you have any questions regarding these changes, please contact the Liquor Control and Licensing Branch toll free in Canada at 1-866-209-2111 or 250 952-5787 if calling from the Victoria area.



Douglas Scott  
Assistant Deputy Minister and General Manager



June 10, 2015

Dear Mayors and Chairs:

It is my pleasure to write to you regarding scheduling appointments at the upcoming annual UBCM Convention taking place in Vancouver, September 21 to 25, 2015.

You will have recently received a letter from Honourable Christy Clark, Premier, containing information about the online process for requesting a meeting with Premier Clark and other Cabinet Ministers. I am pleased to provide you with information regarding the process for requesting a meeting with me, as well as with provincial government, agency, commission and corporation staff.

If you would like to meet with me at the Convention, please complete the online form available from **June 15** at: [CSCD Minister's Meeting](#) and submit it to the Ministry of Community, Sport and Cultural Development before **August 14, 2015**. Meeting arrangements will be confirmed by early September. I will do my best to accommodate as many meeting requests as possible. In the event I am unable to meet with you, arrangements may be made for a meeting post-Convention.

Ministry staff will email the provincial appointment book. This lists all government, agency, commission and corporation staff available to meet with delegates at the Convention, as well as details on how to request a meeting online.

I look forward to my third Convention as Minister and meeting with many of you in the year ahead.

Sincerely,

Coralee Oakes  
Minister

pc: Honourable Christy Clark, Premier  
Mr. Sav Dhaliwal, President, Union of British Columbia Municipalities

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# Ministry of Community, Sport and Cultural Development



## For Meetings with Honourable Coralee Oakes, Minister of Community, Sport and Cultural Development

September 21 - 25, 2015

Room 20, Second Level, Vancouver Convention Centre, East Building

For questions, please contact Doreen Brydges at 250-387-4013 or via email at [UBCM.MeetingRequests@gov.bc.ca](mailto:UBCM.MeetingRequests@gov.bc.ca).

### LOCAL GOVERNMENT INFORMATION Fields marked \* are required

\* Name of Your Local Government:

or  Other Organization Not Listed Above

#### Primary Contact Person

\* Name:

\* Office Phone Number: (       )       -

Cell Number: (       )       -

\* email:

\* confirm email:

#### Primary Contact Person at Convention

Check if same as Primary Contact

\* Name:

\* Office Phone Number: (       )       -

Cell Number: (       )       -

\* email:

\* confirm email:

### REQUEST A MEETING

\* Please list the people from your organization attending the meeting:

\* Briefly outline the topic(s) to be discussed by providing specific details, e.g. name of grant/funding program (infrastructure, small community, sports or arts) and/or name of project.

\* Issue #1:  200 characters left

\* Issue #2:  200 characters left

\* Issue #3:  200 characters left

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 **CivicInfo Registration Services**



**Council of  
Forest Industries**

1501 – 700 West Pender Street  
Pender Place | Business Building  
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E-mail: [info@cofi.org](mailto:info@cofi.org)  
Website: [www.cofi.org](http://www.cofi.org)

Tuesday, June 16, 2015  
For Immediate Release

**Council of Forest Industries announces appointment of new President and CEO**

Vancouver, BC – The Council of Forest Industries' (COFI) Board of Directors is pleased to announce the appointment of Susan Yurkovich as President and Chief Executive Officer effective September 14, 2015. She will also serve as President of the BC Lumber Trade Council.

Yurkovich brings more than 20 years of experience working in BC's resource sectors. She comes to COFI from BC Hydro where she has been Executive Vice President responsible for leading the development of the Site C Clean Energy Project. Prior to joining BC Hydro, Yurkovich spent ten years at Canfor Corporation, one of Canada's largest forest products companies, where she was Vice President of Corporate Affairs. While at Canfor she served as Chair of the Public Affairs Section of the Forest Products Association of Canada and COFI's Aboriginal Affairs Committee. She was also a member of the joint industry/federal government committee that developed and executed the "US Canada Partnership for Growth" initiative to help support resolution of the softwood lumber dispute.

"We are exceptionally pleased to have Susan joining us," stated Ted Seraphim, COFI Board Chair and CEO of West Fraser. "Her experience at the highest levels of corporate management in both the forest sector and public sector will be of critical importance in shaping an exciting future for our industry and the employees and communities that depend upon it."

Born and raised in British Columbia, Ms. Yurkovich holds both a Bachelor of Arts and Masters of Business Administration from the University of British Columbia and a Diploma in International Business from Erasmus University, Netherlands. She currently serves as a Director of the Business Council of BC and member of the Faculty Advisory Board for the Sauder School of Business and Dean's Advisory Committee for the Faculty of Applied Science at UBC. In the past she has served on the Board of Governors at UBC, Pharmasave Drugs National, Vancouver Coastal Health Authority, General Insurance Ombudservice, UBV/VGH Hospital Foundation and the Vancouver Board of Trade. In 2015 Business in Vancouver named her one of BC's most Influential Women in Business.

The Council of Forest Industries (COFI) is the voice of the BC interior forest industry. COFI members vary in size and produce lumber, pulp and paper, panels and engineered wood products at more than 60 facilities across the interior. All share a commitment to a future based on employee safety, sustainable forestry and manufacturing practices, and innovative product development.

For further information: Cam McAlpine (250) 961-6611

**Site C Clean Energy Project  
Consideration Tracking Tables for the District of Hudson's Hope**

District of Hudson's Hope Comments and BC Hydro Responses  
for Draft Mitigation and Management Plans submitted to the District of Hudson's Hope on  
October 17, 2014 and April 7, 2015

**List of Tables**

Construction Environmental Management Plan (CEMP) .....	2
Construction Safety Management Plan .....	4
Emergency Services Plan .....	5
Health Care Services Plan .....	6
Business Participation Plan.....	7
Labour and Training Plan.....	8
Vegetation and Wildlife Mitigation and Monitoring Plan (Draft dated October 17, 2014) .....	10
Revised Vegetation and Wildlife Mitigation and Monitoring Plan (Draft dated April 7, 2015).....	10

**Construction Environmental Management Plan (CEMP)**

Construction Environmental Management Plan (CEMP)		
Plan Section #	Comment	BC Hydro Consideration of Comment
General	The District would ask that the project specific Environmental Protection Plans (EPP's) for the berm project and highway realignment project within the District boundary be sent to the District for review and comment prior to approval by BC Hydro.	The CEMP provides direction to contractors and specifies the requirements that EPPs must meet. BC Hydro has developed and submitted the CEMP for review and comment in accordance with the conditions of the Environmental Assessment Certificate for the Project. These conditions do not require that EPPs also be submitted to local or regional governments for review and comment prior to the commencement of construction.  For information on the review and revision process for EPPs, please refer to Section 2.4.4 of the CEMP.
General	For the berm project and the highway realignment project, The District would ask that copies of the project environmental monitoring reports are distributed to the District for information during construction.	BC Hydro will provide the District of Hudson's Hope with the monthly reports (described in CEMP S. 2.1) for the berm project and Highway 29 realignment.
General	With respect to construction activities, including noise and dust considerations, it should be noted that all District bylaws will need to be followed by BC Hydro and any of the contractors working on the project at all times. This should be noted in any project specific EPP's.	Contractors will be required to adhere to all applicable regulatory requirements, including municipal bylaws pertaining to noise and dust.

Site C Clean Energy Project – Consideration Tracking Table

Construction Environmental Management Plan (CEMP)		
Plan Section #	Comment	BC Hydro Consideration of Comment
General	The District would ask that the air quality monitoring baseline data that is to be collected at the berm site is made available to the District for information.	BC Hydro will share the air quality data collected at the berm site with the District of Hudson's Hope.
General	The District would ask that the Peace River water quality monitoring data that is to be collected upstream and downstream of the District is made available to the District for information.	BC Hydro will share the water quality data collected upstream and downstream of the District with the District of Hudson's Hope.

**Construction Safety Management Plan**

Construction Safety Management Plan		
Plan Section #	Comment	BC Hydro Consideration of Comment
General	1) The District would ask that the project specific Construction Safety Management Plans (CSMP's) for the berm project and highway realignment project within the District boundary be sent to the District for review and comment prior to approval by BC Hydro.	Contractor Public Safety Management Plans will be provided to Aboriginal groups and to local and regional governments. Section 5.3 has been revised to reflect this.
	2) With respect to construction activities, it should be noted that all District bylaws will need to be followed by BC Hydro and any of the contractors working on the project at all times. This should be noted in any project specific CSMP's.	Contractors will be required to comply with all applicable statutory requirements, including municipal bylaws.
	3) The traffic Management plan discusses monitoring of traffic volumes. BC Hydro will complete traffic counts and monitoring of traffic operations at intersections within the District boundary. The District would ask that this data is made available to the District for information.	BC Hydro will provide traffic count data to the District of Hudson's Hope for roads within the District.

**Emergency Services Plan**

Emergency Services Plan		
Plan Section #	Comment	BC Hydro Consideration of Comment
All	The District would ask that the project specific Emergency Services Plan for the Berm project and highway realignment project within the District Boundary be sent to the District for review and comment prior to approval by BC Hydro.	<p>The Emergency Services Plan (ESP) is applicable to all aspects of work in all locations, including berm construction and highway realignment within the District of Hudson's Hope. The ESP was provided to the District for review and comment on October 17, 2014.</p> <p>The ESP in Section 6.2 states that BC Hydro will provide local emergency responders, which includes the District of Hudson's Hope, with current emergency management plans at Project construction sites.</p>

**Health Care Services Plan**

Health Care Services Plan		
Plan Section #	Comment	BC Hydro Consideration of Comment
6.2.1	Are the workers that will be involved with the Berm project and highway realignment project anticipated to be housed in the BC Hydro work camp, or housing closer to the project site?	Housing of workers for the berm project and the Highway realignment will be determined by the contractors performing the work, however they are not anticipated to be housed in the dam site camp due to travel time.
6.1	Will the provisions for onsite health care for project workers include the workers for the berm project if they are not housed at the BC Hydro work camp?	All Project workers, including those working on the berm, will have access to the medical clinic at the dam site regardless of if they are housed in the dam site camp.
	The District would like to see a partnership be struck between the Ministry of Health and BC Hydro regarding the placement of a resident doctor in the District of Hudson's Hope for the duration of the project construction.	Health care services for the Project workforce will be provided at the dam site medical clinic, and are being planned with the input from Northern Health. The environmental assessment (Section 30) did not identify a Project impact which would require a resident doctor in the District of Hudson's Hope.

**Business Participation Plan**

Business Participation Plan		
Plan Section #	Comment	BC Hydro Consideration of Comment
	<p>1) The District would ask that where possible that a Business Incentive Program/Plan/Policy be implemented for businesses within the District Hudson's Hope, whereby, businesses within the District of Hudson's Hope would have a preferred status in the offering of contracted work for the project.</p>	<p>As a Crown corporation BC Hydro cannot place a preferred status for local businesses in procurement under the New West Partnerships and Trade Agreement.</p> <p>The procurement strategy for the Project provides opportunities for small and medium sized businesses, and local businesses have expertise and capacity to be competitive for Project contracts. Further, BC Hydro has held a Business Information Session in the District of Hudson's Hope to communicate future business opportunities.</p>
	<p>2) The District would like to request that there is a feedback mechanism to indicate what contract work is awarded to District companies so as to measure the effectiveness of the program with respect to companies registered in the project business directory.</p>	<p>BC Hydro will require major contractors to provide information about the local businesses which they have engaged as part of Project work which includes the address of the local business. This will allow BC Hydro to quantify how many local businesses are being employed on Project work and BC Hydro will provide the requested information to the District.</p>

**Labour and Training Plan**

Labour and Training Plan		
Plan Section #	Comment	BC Hydro Consideration of Comment
	1) The District would ask that as update to the three partnerships indicated in the plan is made available to the District. The District would like to share this information with residents to provide awareness of the programs.	Section 3.2 of the Construction Communications Plan (Appendix C of the CEMP) lists the information and notification tools that will be used to keep the public and local and regional governments informed about the Project during construction. Updates on construction and on programs and partnerships will be provided through a number of measures, including email updates, mailings, information materials, media relations, social media, neighbourhood meetings, open houses, council presentations, community liaison committees.
	2) The District would also ask for any program enrollment information that would help the District monitor to ensure that school students and local residents access this funding and if they are not accessing this funding find out why.	BC Hydro does not have consent from students or the training providers to disclose enrollment information to other agencies such as the District.  BC Hydro's bursaries are called the BC Hydro Trades & Skilled Training Award, and the BC Hydro Trades & Skilled Training Award (Aboriginal). Information is available on these awards through the Northern Lights College website.  Northern Lights College has in place staff and communication channels to communicate these opportunities to the local area students. They include copies of bursaries information in the

Site C Clean Energy Project – Consideration Tracking Table

Labour and Training Plan		
Plan Section #	Comment	BC Hydro Consideration of Comment
		<p>application package as a way of informing students of this funding.</p> <p>Please see Northern Lights College Student Awards/Grants: <a href="http://www.nlc.bc.ca/About-NLC/NLC-Foundation/Student-Awards-Grants">http://www.nlc.bc.ca/About-NLC/NLC-Foundation/Student-Awards-Grants</a></p>
	<p>3) The District of Hudson's Hope currently does not have a full time ambulance service, (it relies on a volunteer service), which could be an issue during construction of the project. The District understands that currently the Ambulance Paramedics of BC is looking for a rural municipality to test a new rural concept for emergency health services. The District asks that BC Hydro inquire to APBC of the feasibility of a partnership being formed between BC Hydro, the District and APBC and that BC Hydro request to the APBC that Hudson's Hope is chosen for this test municipality as it will help the District and provide support during the construction of the project.</p>	<p>In the Emergency Services Plan, BC Hydro identifies that Prime contractors on Project construction sites are required to meet regulatory requirements for provision of first aid and transportation of injured workers. BC Hydro and its contractors will work with Northern Health to develop a protocol for the direct transfer to hospital. This will reduce demand on local emergency services such as BC Ambulance Service, and provide an effective response to support worker safety and health.</p> <p>The environmental assessment (Section 30) did not identify a need for mitigation in the form of ambulance services in the District of Hudson's Hope.</p>

**Vegetation and Wildlife Mitigation and Monitoring Plan (Draft dated October 17, 2014)**

Vegetation and Wildlife Mitigation and Monitoring Plan (Draft dated October 17, 2014)		
Plan Section #	Comment	BC Hydro Consideration of Comment
General	The District would ask that burning schedules and updates are shared with the District.	Appendix A of the Construction Environmental Management Plan (CEMP) describes the Smoke Management Plan for the Project. Section 7 of the Smoke Management Plan describes Notification and Reporting procedures, including burn notification to communities on the notification list.

**Revised Vegetation and Wildlife Mitigation and Monitoring Plan (Draft dated April 7, 2015)**

Vegetation and Wildlife Mitigation and Monitoring Plan (Draft dated April 7, 2015)		
Plan Section #	Comment	BC Hydro Consideration of Comment
General	<p>Noting that BC Hydro was responding specifically to the recommendations of the JRP with this document, we were disappointed to see that some species of local importance were left out:</p> <p>1. Though provisions for winter habitat for ungulates have been included, nothing is provided to compensate or mitigate the loss of the islands as birthing places and nurseries. Would it be possible to include something to improve their fawn survival rates? Although they are not listed as threatened, our ungulates are under huge pressure from hunters (the influx of southern BC</p>	<p>The effects of the Project on ungulates, including loss of habitat on islands in the Peace River, were assessed in Volume 2, Section 14 of the EIS and during the Panel Hearings.</p> <p>The works suggested in the comment are not required in either the provincial or federal conditions.</p>

Site C Clean Energy Project – Consideration Tracking Table

Vegetation and Wildlife Mitigation and Monitoring Plan (Draft dated April 7, 2015)		
Plan Section #	Comment	BC Hydro Consideration of Comment
	hunters each year is significant) as well as natural predators. The impact of this reservoir on their population numbers could be decreased by providing them some type of safe zone in which to give birth and keep their babies for the first few weeks, just as the islands do now.	
General	2. Birds that feed heavily on fish, ie: bald eagles, osprey, kingfishers. It is expected that methyl mercury levels in fish will increase during the initial flooding. Is there a plan to monitor its bioaccumulation in these at-risk species, or any idea how to minimize or mitigate it? I saw no mention of such in this document.	BC Hydro will collect data on the breeding population of Kingfisher along the Peace River and monitor the population in years 6 and 10 of operations to determine if mercury bioaccumulation in fish affecting them.
General	One note on the garter snake artificial den sites: while it is logical to arrange the sites well in advance of the filling of the reservoir, this by no means suggests that the snakes will find them while the current dens are available. Considering the general lack of knowledge concerning current den locations, manual relocation of the snakes seems unlikely. It seems that, if BC Hydro is truly concerned with minimizing impact on wildlife, the water level should be increased as gradually as possible, during a less crucial time, such as late summer. A commitment to a strict timeline would inspire more confidence in the veracity of this plan.	Reservoir filling will be undertaken in accordance with approvals from the Comptroller of Water Rights, and will take into account many relevant factors such as dam safety, public safety and environmental considerations.

Site C Clean Energy Project – Consideration Tracking Table

Vegetation and Wildlife Mitigation and Monitoring Plan (Draft dated April 7, 2015)		
Plan Section #	Comment	BC Hydro Consideration of Comment
General	Also, I was confused by section 17 in Table 7.2, where it begins to define a number of sensitive times for particular birds, but does not seem to provide any instruction. Was this an accidental omission?	The plan has been restructured and Section 7.2 is no longer included.
General	Overall, the document seems to address many valuable issues. Of concern is the number of artificial nest and den sites being planned. It is very important that these are monitored regularly and a strong commitment is made to modify these efforts in accordance with wildlife response to them.	Follow-up monitoring for each mitigation structure installed is outlined in each section of the plan as follows:  Sections 8.9 monitoring of Bald Eagle nest platforms, Section 8.9 monitoring of artificial snake dens, 8.7 monitoring of fisher dens and Section 7.4.4 monitoring of bat roost boxes



# WEST MOBERLY FIRST NATIONS

Box 90 Moberly Lake BC V0C 1X0  
Telephone: 250-788-3663 Facsimile: 250-788-9792



June 17, 2015

To Whom It May Concern:

Re: West Mo Days 2015

West Moberly First Nations will be holding our annual West Moberly Days 2015 on July 24,25,26 at this time we are seeking any contributions to help assist with the cost to make this another successful celebration. In the past many contributions have been made by financial donations contributions that have been greatly appreciated by the Chief and council, staff and all members of the community. This year West Moberly Days we will be hosting a theme to "Honour the Youth" of our community and to celebrate our theme your generous contribution will help with making this year 2015 a great event.

"Honour the Youth" is to recognize and honor the youth of our community as they are the future leaders, the future cultural teachers, the future vision leaders, and to celebrate the youth it gives them the strength, the courage and the wisdom to be proud of their community and who they are and where they come from. The youth will be the ones to continue to celebrate and pass on our culture and traditions but in return they must be recognized and honored to show that we as adults have not forgotten who they are.

On behalf of West Moberly First Nations thank you for taking the time to read my letter, you may contact at me at:

1-250-788-3663 or [wmfnevents@westmo.org](mailto:wmfnevents@westmo.org)  
Monday to Thursday  
8:00am to 4:00pm

I look forward to your response and I am open to any questions, ideas or any request you may have in regards to West Mo Days events.

Sincerely,

Theresa Davis  
Events Coordinator



**Prince Rupert**  
Gas Transmission Project

PRGT Project

# Activity Update #25

June – July 2015



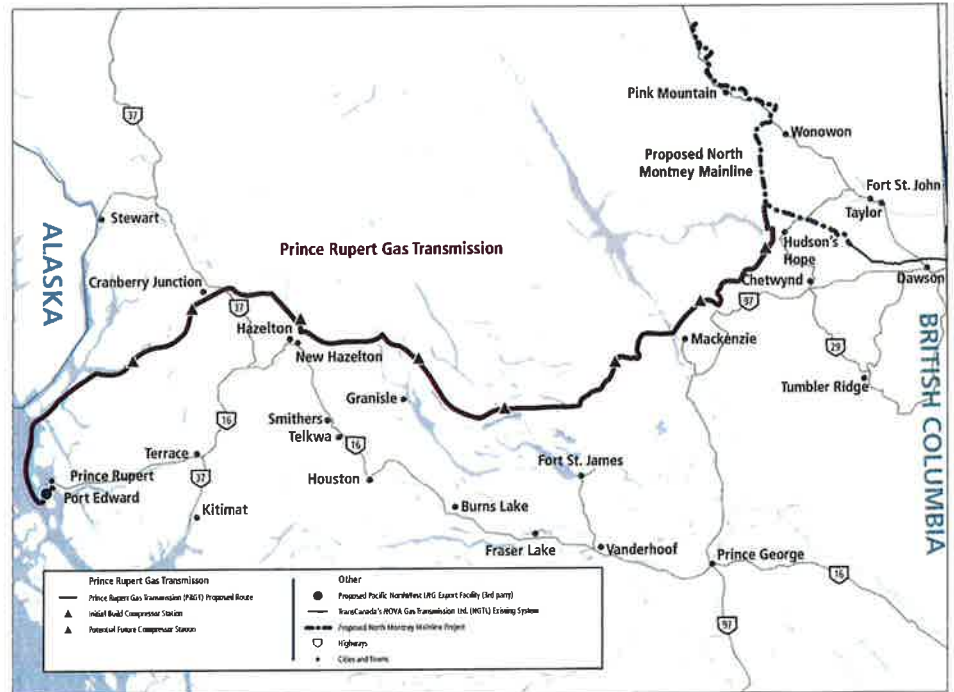
CIO

## PRGT Project Activity Update #25

### About the Project

The proposed Prince Rupert Gas Transmission (PRGT) Project is an approximately 900 kilometre natural gas pipeline to be routed from north of Hudson's Hope B.C. to the proposed Pacific NorthWest LNG export facility on Lelu Island within the District of Port Edward. Upon receiving all approvals, PRGT will be constructed and operated with safety and environmental stewardship as top priorities.

Once it's operating, the project will generate an estimated \$25 million each year in property taxes. This revenue will help support school and hospital districts, emergency services, recreation services, recycling programs and other local programs vital to sustaining strong communities.



### Project Updates

PRGT continues to progress project development activities, including community and First Nations engagement, in preparation for the commencement of pipeline construction activities. The start of this construction activity is dependent on PRGT's receipt of all required permits and is aligned with Pacific NorthWest LNG's (PNW LNG) federal regulatory approvals. The start date of this initial construction activity is also dependent on PNW LNG making a final decision to proceed.

Once these approvals have been granted, PRGT will begin site preparation at camp locations and other ancillary sites. Following this initial construction activity, right-of-way clearing would begin with commencement of pipeline construction activities shortly thereafter.

Over the coming months, PRGT will be directly engaging with First Nations and local businesses to share information about opportunities in advance of pipeline construction activities. Please visit our website for more information on local contracting opportunities at: <http://www.princerupertgas.com/jobsandbenefits/contracting-and-jobs/>.

### Regulatory Update

Since the beginning of May, PRGT has continued to receive construction permits for the project from the BC Oil and Gas Commission (BC OGC). The permits include conditions related to notification and reporting, heritage conservation, First Nations, land clearing, wildlife, terrain stability, stream crossings, and engineering. The two permits received thus far represent approval for construction work stretching from the northeastern end of the route near Hudson's Hope to roughly 50km north of Fort St. James. In total, TransCanada has applied for 11 pipeline and facilities permits from the BC OGC and anticipates a decision on the remaining permits in the coming weeks.

In addition to permits required from the OGC, PRGT has started to secure Temporary Use Permits where necessary related to the project's camp, stockpile, and laydown sites from Regional Districts and municipalities across the route. We will continue to engage and work with these stakeholders to ensure all conditions of the permits are met as we move into construction.

## PRGT Project Activity Update #25



### Project Agreements

Over the last two years, PRGT has engaged with First Nations along our route related to anticipated benefits as a result of the project. To date, we have signed Project Agreements with seven First Nations and continue this work as we move towards construction. While these agreements are not a pre-requisite to starting construction, they are part of PRGT's comprehensive approach to working with First Nations along our route and provide for the development of skills training and business opportunities. Additionally, these agreements will provide financial and other benefits related to the pipeline project, ensuring benefits from the project will be fully realized. PRGT is optimistic that we will be in a position to announce the signing of further Project Agreements in the coming months.

### Field Work

Geotechnical and geophysical work to evaluate the crossing at Shegunia River is ongoing and is expected to continue throughout the coming weeks. PRGT has begun a field survey of required access infrastructure and expects this work to wrap up near the end of June. Crews will also be conducting survey work at Nasoga Gulf to evaluate temporary workspace requirements for the offshore pipeline layout.

In addition to the technical activities taking place, work continues to complete outstanding archaeology and fisheries studies in the field. An aerial wildlife reconnaissance and habitat assessment survey kicked off on June 2 and wrapped up on June 5. Finally, field training programs for First Nation Construction Monitors and Environmental Field Assistants are currently being developed and will be implemented as construction work begins.

For questions related to this and any field work, please don't hesitate to contact us at the phone number or e-mail address provided at the end of the newsletter.

### Management Plans

Over the past several months, PRGT has been developing a series of management plans in accordance with the commitments made in PRGT's Environmental Assessment Certificate (EAC) and the Conditions attached to the EAC certificate. These plans, designed to manage potential effects identified in the EA, address various topics related to traffic and access, socio-economic effects, and environmental management among many others. We have been engaging with the community on many of these plans and continue to work with Aboriginal groups and affected stakeholders to incorporate their input into plan development.

PRGT has now distributed the Socio-Economic Effects Management Plan (SEEMP) to First Nations, Nisga'a Nation, local governments and service providers to elicit feedback as a condition of our Environmental Assessment Certificate (EAC). This plan will describe how PRGT will be monitoring and reporting on our efforts to manage effects and will outline how PRGT will address concerns from First Nations, Nisga'a Nation, local governments, and service providers throughout the course of construction. The SEEMP must be approved by the BC EAO prior to time of highest impact to infrastructure and services (ie. prior to construction camps being occupied with the larger workforce for the purposes of mechanical construction). The SEEMP will govern how we report and engage on our efforts to reduce and monitor effects of our project throughout the course of mechanical construction.

In addition to circulating an early draft, upcoming engagement with communities and First Nations on the SEEMP development will include meeting with interested stakeholders throughout the development of the draft until the SEEMP is finalized.

## PRGT Project Activity Update #25

### Did you know?

14 Municipalities and 5 Regional Districts engaged

\$184M spent in BC to date

\$2.24M Community Investment and Sponsorship dollars committed to date

\$2.25M Skills Training and Education dollars committed to date

For more information on our Community Investment program, or to apply for funding to the program, please visit:

<http://www.transcanada.com/community-investment.html>

To see how Community Investment and Skills Training initiatives have benefited communities along the route, visit our website at: <http://www.princerupertgas.com/community-engagement/community-investment/>

To register your business as a local vendor, fill out our Vendor Registration Form at: <http://www.princerupertgas.com/jobs-and-benefits/contracting-and-jobs/>

## Investing in the Community

### Federation of Canadian Municipalities

Representatives from PRGT participated as part of a group from TransCanada to attend the Federation of Canadian Municipalities Annual Conference and Trade Show, held June 5-8 in Edmonton, AB. The exceptionally well-attended event featured captivating keynote speakers representing leaders from politics to industry, interesting workshops geared towards various topics affecting Canadian communities, and numerous study tours. With nearly 2000 delegates in attendance from across Canada, we greatly appreciated the opportunity to be part of this exciting event!

### NWCC's 2nd Annual Golf Tournament and Student Bursary Fundraiser

Northwest Community College held their 2nd Annual Golf Tournament and Student Bursary Fundraiser on Friday, May 29 at the Skeena Valley Golf and Country Club. As a sponsor of one of the holes, TransCanada had a great time golfing with the other approximately 60 attendees and enjoyed the reception in the evening which included prizes such as Longest Drive. For those unable to attend in Terrace, NWCC will be hosting another tournament in Smithers on June 19 starting at 12:30.



Catie Underhill, Community Relations Liaison, Prince Rupert Gas Transmission Project, presents Councilor Ray Prevost from Bonnyville with a draw prize sponsored by TransCanada.



Adrian Carlick, Community Relations for PRGT, golfs in the 2nd Annual NWCC Golf Tournament and Student Bursary Fundraiser in Terrace.

### Skills Training and Education

#### UA Piping Industry College of BC

TransCanada is excited to expand our Skills Training and Education program in Northeast BC through a partnership with the UA Piping Industry College of BC (UAPICBC). This investment will be used to financially support students in Treaty 8 Territory as they attend the Introduction to Construction course. This course will introduce students to a variety of different trades such as carpentry, drywalling, electrical, automotive, and piping trades, in addition to the essential skills, safety training, and career planning necessary to be successful as they complete the program.

The first cohort for this six-week course began at the beginning of May at the Fort St. John campus. A member of PRGT's construction team will be visiting the class on June 19th to lead a Pipeline 101 session and provide further information on careers in construction.

#### Tribal Resources Investment Corporation

TransCanada is proud to announce a partnership with Tribal Resources Investment Corporation (TRICORP), Service Canada and Employment & Social Development Canada. The investment of \$250,000 will contribute to the development and delivery of various essential skills and trades preparation programs, as well as various industry certification materials and training, for Aboriginal peoples in Northwest BC.

TRICORP, located in Prince Rupert, is contracted by Service Canada to be the delivery agent for the Northwest BC region for Aboriginal Skills and Employment Training Strategy (ASETS). Using an integrated approach, TRICORP Employment, Skills & Training Services (TESTS) links training needs to labour market demands.

## Clerk

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**From:** Dave Heiberg  
**Sent:** Sunday, June 14, 2015 9:30 AM  
**To:** Clerk

Could you add the following PRRD report to the next agenda.

Thanks

Dave

June 11 2015 PRRD Meeting.

This was a long meeting dealing mostly with house keeping issues such as Strategic Plan, Annual Performance Plan and ALR applications.

Four Delegations presented:

(1) Trans Canada Coastal Gaslink Project.

- From Groundbirch to Kitamat. Shell and Petro China LNG Project.
- Question and Answer session. Key concerns:
  - (a) Self contained camps. Concerns over water, sewer, and security.
  - (b) Stay in camp policy, affects local business. ( ie RV campgrounds)
  - (c) Local hire. Encourage Project Primes to include hiring locally and have clear and easy access to the bid process.
  - (d) Cumulative impacts. Many projects going on at the same time in isolation of each other.

(2) 911 System

- Pomax consulting was contracted by the PRRD to evaluate the efficiency of the current system and suggest alternatives.
- Current system ran by RCMP. They want out.
- Very expensive. 17,000 calls last year costing 445,000 dollars. Should be in the range of 17,000 dollars, using private contractors.
- Report accepted and an Expression of Interest is to be sent out and reviewed by the PRRD before any further decisions are made.
- Currently, RCMP are dispatched from Prince George, Ambulance from Kamloops, and Fire from Dawson Creek and FSJ.

(3) UNBC Roadshow. Dr Sean Maurice.

- Project to take UNBC Health Care students " on the road" into northern communities to get a first hand experience of living in these communities.
- This year they are visiting FSJ, Taylor, and Tumbler Ridge.
- Purpose: To keep young talent working in the north.

(4) Swan Lake Enhancement Society. Al Watson is the chair.

- Requested support for stopping fracturing under Swan Lake stressing environmental concerns.
- PRRD to provide a letter of support and forward it to associated ministries.

Dianne Hunter submitted a letter inviting Electoral Areas B and C as well as Taylor to a meeting with ministry officials to discuss infrastructure and service issues on June 19th in FSJ. I suggested that Hudson's Hope would also appreciate an invitation to attend as we share similar concerns.

Chetwynd mayor, Merlin Nichols proposed a plan to share the 100,000 dollars in the PRRD budget to help recruit and retain Doctors in northern communities. Last year the funds were given to FSJ to help address their Doctor situation. Merlin suggests that this year the money should be allocated to the Key Partners: PRRD, Chetwynd, Tumbler Ridge, and Dawson Creek. I suggested that Hudson's Hope would also like to be included. The proposal was tabled until the July 9th PRRD meeting.

FYI

There were three wind energy park applications. Each consisted of a maximum of seven wind turbines.

- TowerLake: Electoral Area E. South Peace Hutterian Brethren Church.
- Montney: Electoral Area B. High and Brian Dunn.
- Sunset Prairie: Electoral Area E. South Peace Hutterian Brethren Church.

All three received approval by the PRRD to proceed to the ALC. All three used Renewable Energy Systems Canada Inc. as their agent.

Dave

Sent from my iPhone