



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

### **AGENDA**

Council Chambers

Monday June 26<sup>th</sup>, 2017 at 6:00 PM

**1. Call to Order:**

**2. Delegations:**

**3. Notice of New Business:**

Mayor's List  
Councillors Additions  
CAO's Additions

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

**5. Declaration of Conflict of Interest:**

**6. Adoption of Minutes:**

M1 June 12, 2017 Regular Council Meeting

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**7. Business Arising From the Minutes:**

**8. Staff Reports:**

SR1	CAO Action and Other Updates	Page 7
SR2	District Office HVAC Upgrade	Page 9
SR3	Coal Licence Referral # 94271530-003	Page 11
SR4	Annual Report	Page 22
SR5	Contract Approvals	Page 43
SR6	Special Events- Grant Application update	Page 45
SR7	Water Main Looping Project	Page 47

**9. Committee Meeting Reports:**

**10. Bylaws:**

**11. Correspondence**

C1 E-mail from Cathy Peters

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C2 UBCM newsletter

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

CR1 Mayors Report

Verbal

CR2 Youth Councillor report

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**13. Old Business:**

OB1 Coal and Energy Forum-Tumbler Ridge in Sept

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OB2 Arena Concession

Page 76

**14. Public Inquiries:**

**15. Adjournment:**



**REGULAR COUNCIL MEETING**  
**June 12, 2017**  
**6:00 P.M.**  
**MUNICIPAL HALL COUNCIL CHAMBERS**

Present: **Council:** Mayor Gwen Johansson  
Councillor Nicole Gilliss  
Councillor Dave Heiberg  
Councillor Kelly Miller  
Councillor Travous Quibell  
Councillor Heather Middleton  
Youth Councillor Tess Herrington

**Absent:** Councillor Caroline Beam

**Staff:** CAO, Tom Matus  
Corporate Officer, Tammy McKeown

**Other:**

**CALL TO ORDER:**

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

2. **DELEGATIONS:**

3. **NOTICE OF NEW BUSINESS:**

**Mayors Additions:** Mayor's report

**Councillors Additions:**

**Staff Additions:**

4. **ADOPTION OF AGENDA AS AMENDED BY CONSENSUS:**

5. **DECLARATION OF CONFLICT OF INTEREST:**

6. **ADOPTION OF MINUTES:**

**M1 May 23, 2017 Regular Council Meeting**

**0550-01**

**Omissions:**

- SR3: Include the words "Arena Flooring"
- CR1: GeoScience- include the words "of heavy metals"
- B1/B2: include "Staff to notify Hocha's of their responsibility to have traffic study done, explaining rezoning of their land cannot be completed until Ministry of Transportation receives traffic study".

**M1**

**RESOLUTION NO.134/17**

**M/S Councillors Heiberg/Quibell**

**That**

***"The minutes of the May 23, 2017 Regular Council Meeting be adopted as amended."***

**CARRIED**

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

- BA1 Culverts on Beryl Prairie: 5400-01**
- New culverts need to be considered prior to paving. Ensure that consideration is given in regard to the necessity to increase the size of the culverts and the number of culverts being replaced.
- BA2 Public Works Projects**
- Discussion in regard to increased capacity of Public Works staff to ensure availability to complete signage project, slide install etc. Would create additional budgetary costs and would cause increased capacity for supervisors.
- BA3 Bylaw 886- Amended Fees and Charges**
- Discussion in regard to usage of spreadsheet for visitor tracking. Special Events Coordinator will monitor effectiveness of spreadsheet, may need to determine another tracking mechanism
- BA4 BC Assessment**
- **Tax in lieu properties:**
    - RCLC meeting cancelled, unable to bring concerns to them.

**8. STAFF REPORTS:**

- SR1 CAO Report- Action and other Updates**
- **Shop**

**0110-01**  
**0810-20**

    - Open House a great success. Council extends praise for the good job to those involved in all aspects of the event.
  - **Wastewater Facility**

**5340-01**

    - Work to commence shortly. Peace Energy Co-op/Moch Electric Ltd require bonding.
    - Staff directed to bring back information in regard to the student employment opportunity advertised
  - **Bylaw/Safety Officer**

**2770-01**

    - Position will report to CAO, interact with Foreman of Public Works and Director of Protective Services.
    - Council would like Foreman of Public Works and Director of Protective Services to be given discretion in regard to Bylaw/Safety Officer.

- CAO sees it as horizontal reporting; CAO, Foreman and Director will work together
  - **Campground Playground** **6130-20**  
**6200-00**
    - Discussion in regard to installation
    - Expected completion is Thursday June 15.
  - **Crown Land Tenure Renewals** **3020-01**  
**0870-00**
    - Lynx Creek Tenure had been renewed earlier this year
    - Rod & Gun Club Tenure renewal has been completed and is included as an Agenda item.
    - Elizabeth Creek Tenure renewal should be completed by June 16, 2017.
  - **Beattie Lift station** **5600-00**
    - Applying for funding for the complete upgrade rather than just for the feasibility study. If the additional funding is not received the project will not be done.
- SR2    **Employment of Relatives Policy** **0340-01**  
**2770-01**
- Discussion in regard to including a grandfathering clause vs. waiving the Policy in regard to existing employees.
  - *Staff directed to send back to Legal Counsel to have grandfathering clause included. Bring revised Policy to Council at next meeting.*
- SR3    **UBCM Meetings Discussion** **0400-01**
- Suggested UBCM meetings:
    - Northern Health
    - Ministry of Education
      - school bussing
    - Ministry of Transportation
      - Crosswalk by the post office
      - Washouts within the region
      - Falling rocks in Lynx Creek area
      - Highway reconfiguration
    - *Council to bring suggested meetings to staff.*
- SR4    **Work Clothing Purchasing Policy Amendment** **0340-01**  
**1060-00**  
**0810-20**
- RESOLUTION NO.135/17  
M/S Councillors Quibell/Gilliss  
That  
*"Council approves the Work Clothing Purchasing Policy Amendment."*  
CARRIED
- SR5    **Strategic Priority Fund-Beattie Lift Station** **5330-01**
- Discussion in regard to costs associated with Urban Systems.
  - Urban Systems was original designer of lift station.
  - This will be a new design.
  - If receive grant then project will be put out to tender.
  - Concern voiced in regard to staff capacity due to other projects already underway.
- RESOLUTION NO.136/17  
M/S Councillors Gilliss/Heiberg  
That

*"Council approves the submission, to the Union of British Columbia Municipalities, the Strategic Priority Fund application for the Beattie Lift Station Upgrade in the amount of \$464,438.00."*

**CARRIED**

**SR6 Crown Land Lease Renewal- Rod and Gun Club 3020-01  
0870-00**

- Lease will be sub-leased to Rod and Gun Club with same conditions
- Liability will transfer to Rod and Gun Club

RESOLUTION NO.137/17

M/S Councillors Gilliss/Quibell

That

"Council approve the signing of the Notice of Final Review and the new Crown Land Lease Agreement #815855, lands for use by the Hudson's Hope Rod & Gun Club."

**CARRIED**

**SR7 Baseball Field Upgrade Holdback 0720-01**

- Discussion on reasoning behind not having item included in budget
- Necessary to have process in place to account for liability, needs placeholder in budget

RESOLUTION NO.138/17

M/S Councillors Gilliss/Middleton

That

"Council approve the expenditure of the Holdback Payment to Wilson Concrete – Northern Vac Services Ltd in the amount of \$12,424.05 as recommended by our Project Engineer. This to be expensed through the General Capital Works, M&E Reserves Fund."

**CARRIED**

**9. COMMITTEE MEETING REPORTS:**

**CM1 Community Engagement Committee (CEC) Report 0360-01  
6660-20**

- Nancy Pepper provided briefs to answer some of the questions that committee members brought to CEC.
- Grant in Lieu properties:
  - the 42 new properties caused skepticism
  - requested map and data relating to these properties for budget purposes
  - Not sure how proceeding, Regional Community Liaison Committee (RCLC) meeting was cancelled which may be a sign.
  - Will wait to see if they are going to proceed with the reclassification of the lots.
- Alwin Holland Park
  - Request for permission to install a bat condo.
- Committee Minutes will be brought to Council once received.
- Discussion in regard to BC Hydro funds
  - Funds should be separate line item in budget
  - Details relating to Site C funds and where it is allocated to will be an Agenda item for September.

CM2	<b>Parks &amp; Recreation Committee</b> <ul style="list-style-type: none"><li>• Requests need to have budgets attached outlining capital costs and O&amp;M costs.</li></ul>	<b>0360-01</b> <b>7710-01</b>
10.	<b>BYLAWS:</b>	
11.	<b>CORRESPONDENCE:</b>	
C1	<b>North Montney Mainline</b> For Information	<b>6660-20</b>
C2	<b>Supportive Living Initiative</b> For Information	<b>0230-20</b>
C3	<b>BC Assessment Invitation</b> Staff directed to accept invitation on behalf of Council	<b>0400-30</b> <b>0400-01</b>
C4	<b>NCLGA</b> For Information	<b>0400-01</b>
C5	<b>Legion</b> For Information	<b>0320-00</b>
C6	<b>ICBC</b> Council extends thanks to the ICBC staff and Public Works staff in regard to their promotion of road safety within the organization.	<b>0230-20</b> <b>0400-30</b>
C7	<b>Salish Sea Trust</b> For Information Mayor is able to make proclamation without coming to Council	<b>0340-01</b>
C8	<b>The Alaska Highway</b> For Information	<b>0230-20</b> <b>1475-01</b>
12.	<b>REPORTS BY MAYOR &amp; COUNCIL ON MEETINGS AND LIAISON RESPONSIBILITIES</b>	
CR1	<b>Mayor's Report</b> <ul style="list-style-type: none"><li>• Recently gave tour to Governor General's Leadership Group</li><li>• <b>Meetings in Victoria</b><ul style="list-style-type: none"><li>○ Attended as individual, not as the Mayor</li><li>○ Made some contacts that will be beneficial in the future</li><li>○ Clarification in regard to trip to Victoria; personal trip, was not there representing the District of Hudson's Hope</li></ul></li></ul>	<b>0530-01</b>
13.	<b>OLD BUSINESS:</b>	
OB1	<b>Regional Adaptation Collaborative Program</b> <ul style="list-style-type: none"><li>• Regional District researched the program and chose not to participate after reviewing their findings</li><li>• Option still available to participate if Council so chooses.</li></ul>	<b>0400-01</b>

- Determine what other Provincial groups already monitor the risks.
- Need additional information prior to making a decision

OB2

**0400-01**

**UBCM Resolution-Alternate Director**

- Have already submitted three resolutions to UBCM
- Remove from diarized items

OB3

**5360-03**

**Transfer site signage**

- Staff directed to have 'NO SCAVENGING' sign removed and to install 'ENTER AT YOUR OWN RISK' sign.

14.

**NEW BUSINESS:**

15.

**PUBLIC INQUIRIES:**

16.

**ADJOURNMENT:**

Mayor Johansson declared the meeting adjourned at 7:20 pm and returned to the In-Camera meeting.

**DIARY**

***Diarized***

***Conventions/Conferences/Holidays***

*Beryl Prairie Playground*

*07/25/16*

*Grant Writer Program Sponsorship*

*04/10/17*

*Coal and Energy Forum-Tumbler Ridge in Sept.*

*04/24/17*

*MARR-Dale Morgan follow-up*

*04/24/17*

Certified Correct:

\_\_\_\_\_  
Corporate Officer/Tammy McKeown      Chair/Mayor Gwen Johansson



## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** MAYOR JOHANSSON and COUNCIL

**SUBJECT:** ACTION and other UPDATES

**DATE:** June 21, 2017

**FROM:** Tom Matus, CAO

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### Staff Anticipated Travel:

CO: MATI® Foundations - UBC-Okanagan Campus in Kelowna (confirmed)

August 13-18, 2017

CO: MATI® Community Planning- West Kelowna (confirmed)

October 1-6, 2017

CO: 2017 Clerks & Corporate Officers Forum, Victoria

October 11-13, 2017

CO: EMRG 1331 & 1332 Courses, Prince George

October 24-25, 2017

### Wastewater Facility Upgrade

Contract signed with Bear Mountain Construction: a start-up meeting was held on June 16<sup>th</sup> at 10:00 am with Bear Mountain, Urban Systems and Golder & Associates.

### Solar Array

Contract signed with Moch electric Ltd.: a start-up meeting was held June 20<sup>th</sup>

PEC has determined that there should be no need for additional structural upgrades on the buildings they have chosen to install solar panels at the: New DPW Shop, Arena, Curling Rink, District Office, Tourist Info Center and the Wastewater Facility - ground mounted.

I have requested an amendment to the solar agreement with UBCM to increase the watt capacity from 275,000 wats to 500,000 wats, the contract called for 350,000 wats, I have not received any word as yet. Though, a previous amendment I had requested and received was to increase the number of buildings (we could outfit with panels) from the four original buildings we had identified.

### Atkinson Subdivision

Contract signed with Omicron.

### Bylaw/Safety Officer

Agreement has been sent to Wallace Roach for his signature. He has signed and returned the document. His earliest start date is July 4<sup>th</sup>, 2017. The contract has been included in an In-camera meeting agenda on June 12<sup>th</sup> for Council perusal and approval.

### Rural Dividend Fund - Arena Reflooring Project

Installation of the new flooring project is expected to start around the first week of July and should take approximately 10 days to complete.

### Parks and Recreation

#### Cameron Lake Playground

Playground equipment installed.

### Pool

The new boiler for the pool is arriving week of June 12<sup>th</sup>. It should not be necessary to close the pool during the install.

Hocha Property

Daniel Hocha has been informed of the Ministry of MoTI's letter re the requirement of a Traffic Impact Study (TIS) prior to approving any OCP or Zoning amendments for his property. We are working with him to assist in this requirement. I have uploaded to MoTI eDAS the June to September 2015 TIS report done at the Clarke Ave and Highway 29 intersection that we received from MoTI in July of 2015, requesting that this will satisfy their requirement.



Tom Matus, CAO

## REQUEST FOR DECISION

<b>RFD#:</b>	<b>Date: June 16, 2017</b>
<b>Meeting#: CM062617</b>	<b>Originator: Tom Matus, CAO</b>
<b>RFD TITLE: District Office HVAC Upgrade</b>	

### **BACKGROUND:**

We have been having issues with the air conditioning and heating in the office over the last few years. We had Paul Bitner of Energetic Plumbing & Heating take a look at the equipment and ducting configuration, we've used him in the past and we are very satisfied with his work.

### **DISCUSSION:**

Paul has identified some disturbing issues, as per his attached report, which we should give our immediate attention:

Both the furnace which heats the south facing offices and the furnace which heats the boardroom need replacing – they are both 18 years old and have come to the end of their useful lifespan: the water heater which is 18 years old has come to the end of its useful lifespan. It is recommended that we replace them. The upstairs furnace for the offices will come with an air conditioner as one of the units we have for air conditioning we have outside the building no longer works.

The cost is \$20,000.00, all ducting work is included; any electrical will be extra.

### **BUDGET:**

Budget an extra \$22,000.00 to be charged to GGS Building O&M account: present budget is \$6,000.00, recommend increasing the budget to \$26,000.00.

### **RECOMMENDATION / RESOLUTION:**

That:

“Council approves the increase to the GGS Building O&M budget to \$26,000.00 to accommodate the HVAC upgrade to the District Administration building.”

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Tom Matus, CAO

**SR2**



# PROPOSAL

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

PROPOSAL SUBMITTED TO: <u>District of Hazelton Hope</u>			PHONE	DATE <u>June 5/17</u>
STREET			JOB NAME <u>Furnace + water Heater upgrade</u>	
CITY	PROV	PC	JOB LOCATION <u>District office building</u>	
ARCHITECT <u>Layton</u>	DATE OF PLANS		JOB PHONE	

- ① - Supply new 95% eff. furnace w/ air conditioner for main floor south facing offices + reception area.
- ② - Supply new 95% eff. furnace for downstairs boardroom area.
- ③ - Supply new 95% eff. On-demand water heater w/ re-circ. pump, to replace existing 18 year old water heater.

Includes removing existing return air ducting + dampers and installing new, w/ proper Filter racks, as the existing is not to proper standards, or ease of maintenance.

The new system would eliminate any existing potential for the circulation of combustion gases to the occupied spaces, as exists now the way they are installed.

The existing furnaces are 18 years old and close to or at their expected life.

Price is based on locating the A/C condensing unit in area of Gas meter. For a different area would require more piping. Electrical for the project not included.

G.S.T. not included.

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

Twenty Thousand dollars (\$ 20,000.00)

Payment to be made as follows:

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

Authorized Signature

Paul Pitt

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

20

days.

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

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_

## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor Gwen Johannson and Council  
**SUBJECT:** FrontCounterBC: Coal Licence Referral #94271530-002  
**DATE:** June 12, 2017  
**FROM:** Tom Matus, CAO

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Attached please find the above subject matter which includes the referral notification and maps.

There is a total of four coal licence applications under review:

- 1 Canadian Kailuan Dehua Mines Co. Ltd;
- 2 Canada Beneland Energy Inc.;
- 3 P. Burns Resources Ltd.; and
- 4 Richfield Minerals Inc.

These coal licence applications are available for viewing on the online Coal Map on the Mineral Titles system which can be accessed through: [www.mtonline.gov.bc.ca](http://www.mtonline.gov.bc.ca) though you need to have BCeID access as well as Mineral Tiles Online access - I am awaiting access approval.

FrontCounterBC is opening the referral for response. Should you have any queries please provide them to me or go online to file your response, instructions are noted in the attached email from FrontCounterBC.

I will endeavour to obtain a copy of the applications for our perusal.



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Tom Matus, CAO

## Tom Matus

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**From:** FrontCounterBC@gov.bc.ca  
**Sent:** June 12, 2017 1:48 PM  
**To:** Tammy McKeown; Tom Matus  
**Subject:** Province of BC Referral Request on Coal Licence applications

District of Hudson's Hope  
Tom Matus

Coal Licence  
Referral Number: 94271530 - 002  
Reference Number: 257648  
Request Sent: June 12, 2017  
Response Due: July 12, 2017

You are invited to comment on the following Coal Licence applications. A response is optional. If no response is received by the deadline, the application and adjudication process will move ahead.

We are seeking your comments or concerns related to potential impacts of these coal licence applications from your agency's perspective. Your responses will be shared with First Nations to inform consultation and to provide additional information regarding potential considerations.

A full list of the coal licence applications under review has been uploaded to the electronic referral along with maps, shapefiles and status reports. The applications under review are for four applicants: Canadian Kailuan Dehua Mines Co. Ltd, Canada Beneland Energy Inc., P. Burns Resources Ltd., and Richfield Minerals Inc.

These coal licence applications are available for viewing on the online Coal Map on the Mineral Titles system which can be accessed through: [www.mtonline.gov.bc.ca](http://www.mtonline.gov.bc.ca)

Please note that the issuance of a coal licence does not confer the right to carry out any activities on the licence location. If coal licences are granted, the Ministry will consider comments and/or concerns related to any subsequently proposed development activities within the licence location through separate referrals on permit applications. Attached is the Administration of Provincial coal rights (November 2013) document that will provide you with a brief background on coal tenure.

Thank you for your review.

Please [Click Here](#) to respond to this referral. You must be logged in using your BCeID account to view associated information. Note that forwarding or otherwise distributing this email will provide access to the associated information only if the receiver has a corresponding account.

For "how-to" instructions on how to respond to this request, please visit <http://www.frontcounterbc.gov.bc.ca/ereferrals.html> for instructional videos. To obtain a BCeID, please visit <https://www.bceid.ca/>

For technical assistance with e-Referrals, please contact FrontCounter BC at 1-877-855-3222.

For more information regarding this referral, please contact the "Email Coordinator" given within the referral.

Note that it can take an extended period of time to connect from the BCeID login to the e-Referrals website, this is normal. Avoid re-clicking the "Next" button or you could extend this connection time.

Please do not reply to this email.

Rhonda Marshall

FrontCounter BC

() -  
Rhonda.Marshall@gov.bc.ca



## ADMINISTRATION OF PROVINCIAL COAL RIGHTS

### MINISTRY OF ENERGY AND MINES

#### Mines and Mineral Resources Division, Mineral Titles Branch

In most areas of British Columbia, coal rights are held by the Province (Crown) and are administered by the Mineral Titles Branch of the Ministry of Energy and Mines. There are some exceptions where, as a result of historic land grants, coal rights are privately owned (Freehold). The Mineral Titles Branch administers the Provincial coal rights under the provisions of the *Coal Act* and Coal Act Regulations, and conveys rights to the resource through coal licences and coal leases.

A person may apply for a coal licence by submitting an application to the Chief Gold Commissioner, together with the application fee and the first year's annual rent. Before a coal licence is issued, a status of the coal rights is completed within the application area to determine whether the rights are privately held or held by the Province. If the status determines the coal rights are held by the Province, the application is referred to First Nations, local governments and government agencies for their review and comment. A licensee, under the *Coal Act* and licence, has the exclusive rights to explore for and develop Provincial coal resources on a licence location. A limited amount of coal can be produced from a coal licence, but for testing purposes only.

**Even with a coal licence, the licensee is still required to obtain additional authorizations to proceed with any mechanized work on the ground.** The licensee is required to obtain approval from the District Inspector of Mines prior to commencing any mechanized work on their coal licence. The District Inspector of Mines has an established referral and consultation process that must be completed prior to approving a work permit. This process includes referral to local governments and provincial agencies, and consultation with First Nations in the area and may coincide with the coal licence application referral. If exploration progresses to a point where a licensee wishes to produce more than the limit allowed on a coal licence, for testing purposes, the licensee would be required to convert their licence to a coal lease.

A person may apply for a coal lease by submitting an application to the Chief Gold Commissioner, together with the application fee and the first year's annual rent. The *Coal Act* and Regulations outline other information that is required to accompany the coal lease application. Coal lease applications are processed through the Mine Development Review (MDR) which also processes other authorizations for the mine. A coal lease application will not be processed until a MDR has been established. A lessee, under the *Coal Act* and coal lease, has the exclusive right to explore for, develop and produce coal on the lease location.

If you have any questions regarding the administration of provincial coal rights, please contact the Mineral Titles office at 1-866-616-4999 or [Mineral.Titles@gov.bc.ca](mailto:Mineral.Titles@gov.bc.ca).





NE Region  
Coal Licence Applications  
Batch 9  
P. Burns Resources Ltd.

- P. BURNS RESOURCES LTD.
- Coal Land Reserves
- Coal Licences
- Ungulate Winter Range
- Specified Area for Ungulate Species
- Wildlife Habitat Area - Core
- Road

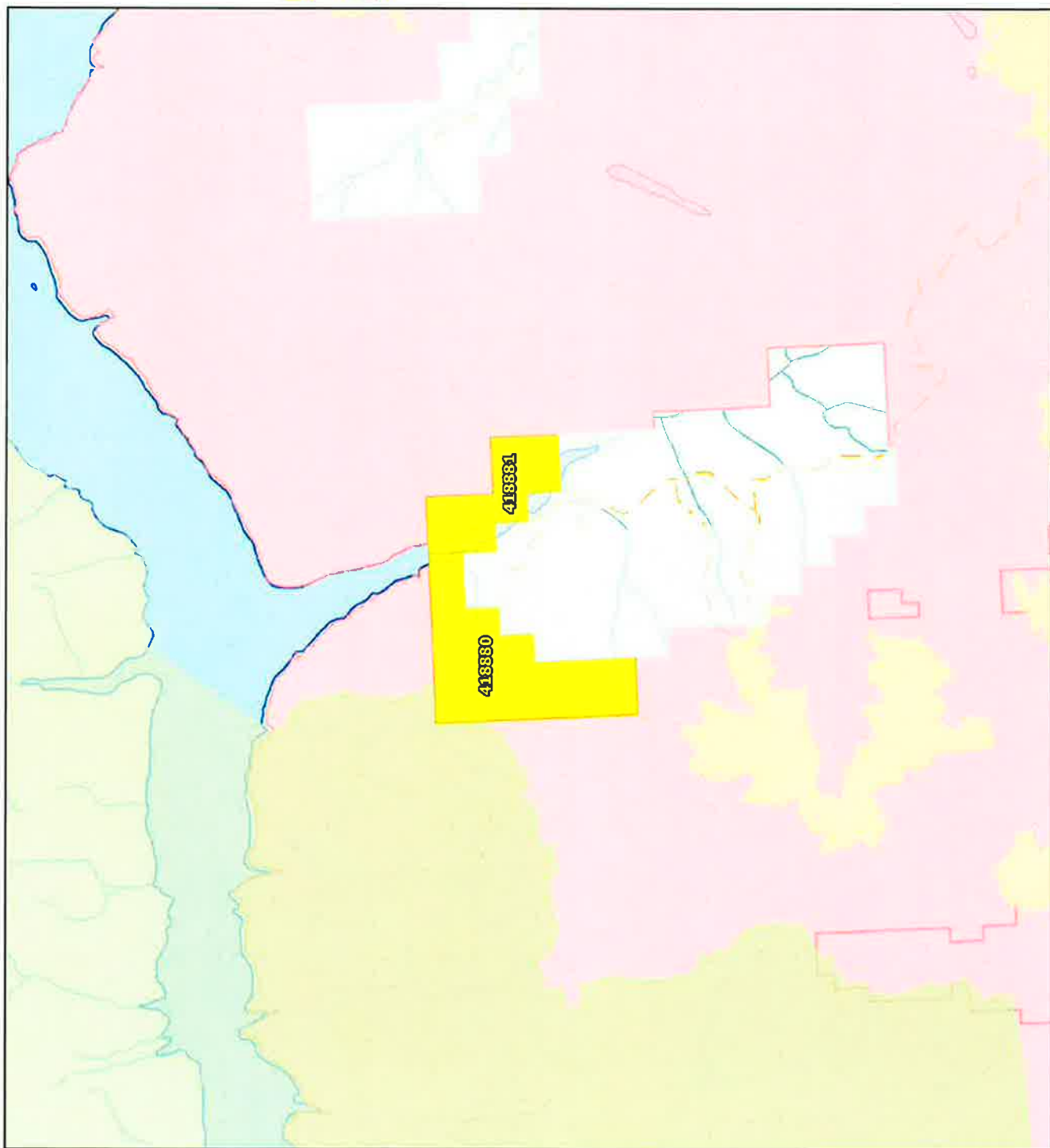
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WITHOUT PREJUDICE**

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**FOR INFORMATIONAL PURPOSES ONLY**  
Please refer to Mineral Titles Online for the latest information



February 27, 2017  
Projection: Albers - Datum: NAD83  
Data Source: BCGW  
Mineral Titles - Ministry of Energy and Mines



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NE Region  
Coal Licence Applications  
Batch 9  
P. Burns Resources Ltd.



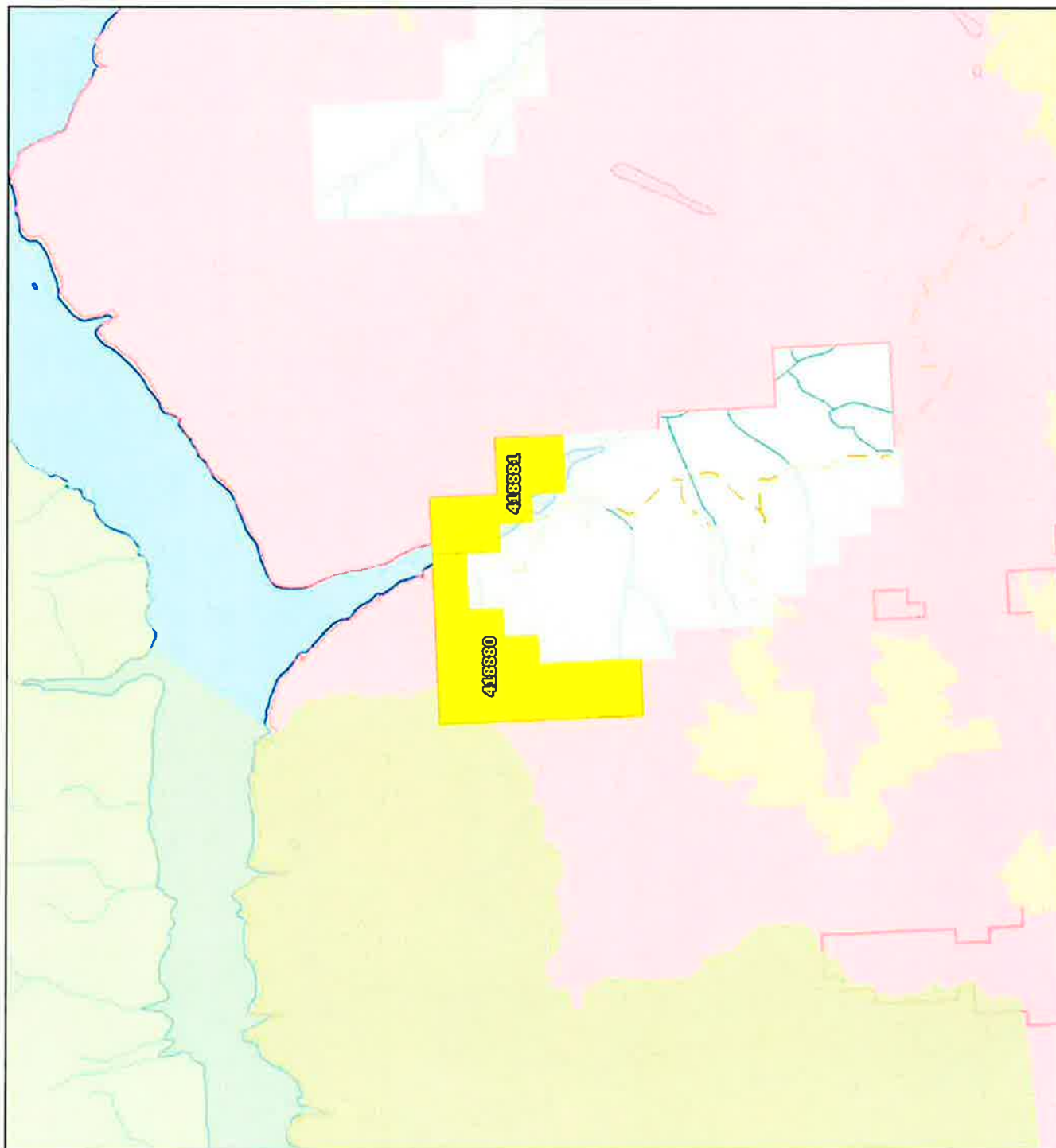
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February 27, 2017  
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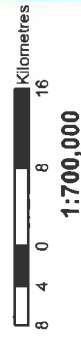




# NE Region Coal Licence Applications Batch 9

- CANADA BENELAND ENERGY LTD
- CANADIAN KAILUAN DEHUA MINES CO., LTD
- P. BURNS RESOURCES LTD
- RICHFIELD MINERALS INC
- Coal Land Reserves
- Coal Licences
- Indian Reserves
- Municipalities
- Ungava Winter Range
- Specified Area for Ungulate Species
- Wildlife Habitat Area - Buffer
- Wildlife Habitat Area - Core
- Provincial Parks
- Road
- Main Road
- Rail Line

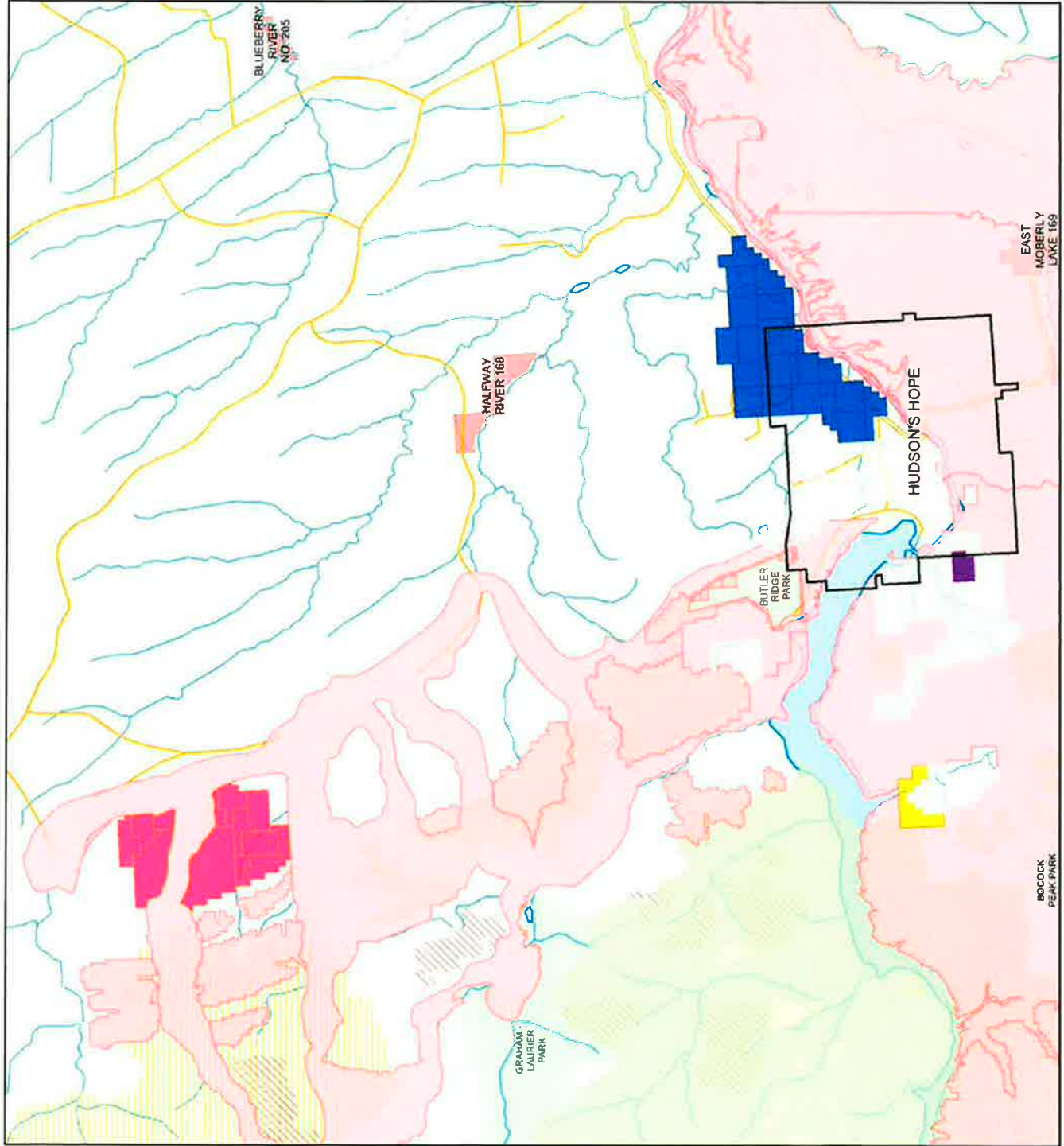
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May 10, 2017  
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Mineral Titles - Ministry of Energy and Mines





NE Region  
Coal Licence Applications  
Batch 9  
Canadian Kailuan Dehua  
Mines Ltd.

- CANADIAN KAILUAN DEHUA MINES CO., LTD
- CENTERPOINT RESOURCES INC.
- Coal Land Reserves
- Coal Licences
- Municipalities
- Uniquate Winter Range
- Wildlife Habitat Area - Core
- Road
- Electrical Line
- Pipeline

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WITHOUT PREJUDICE**

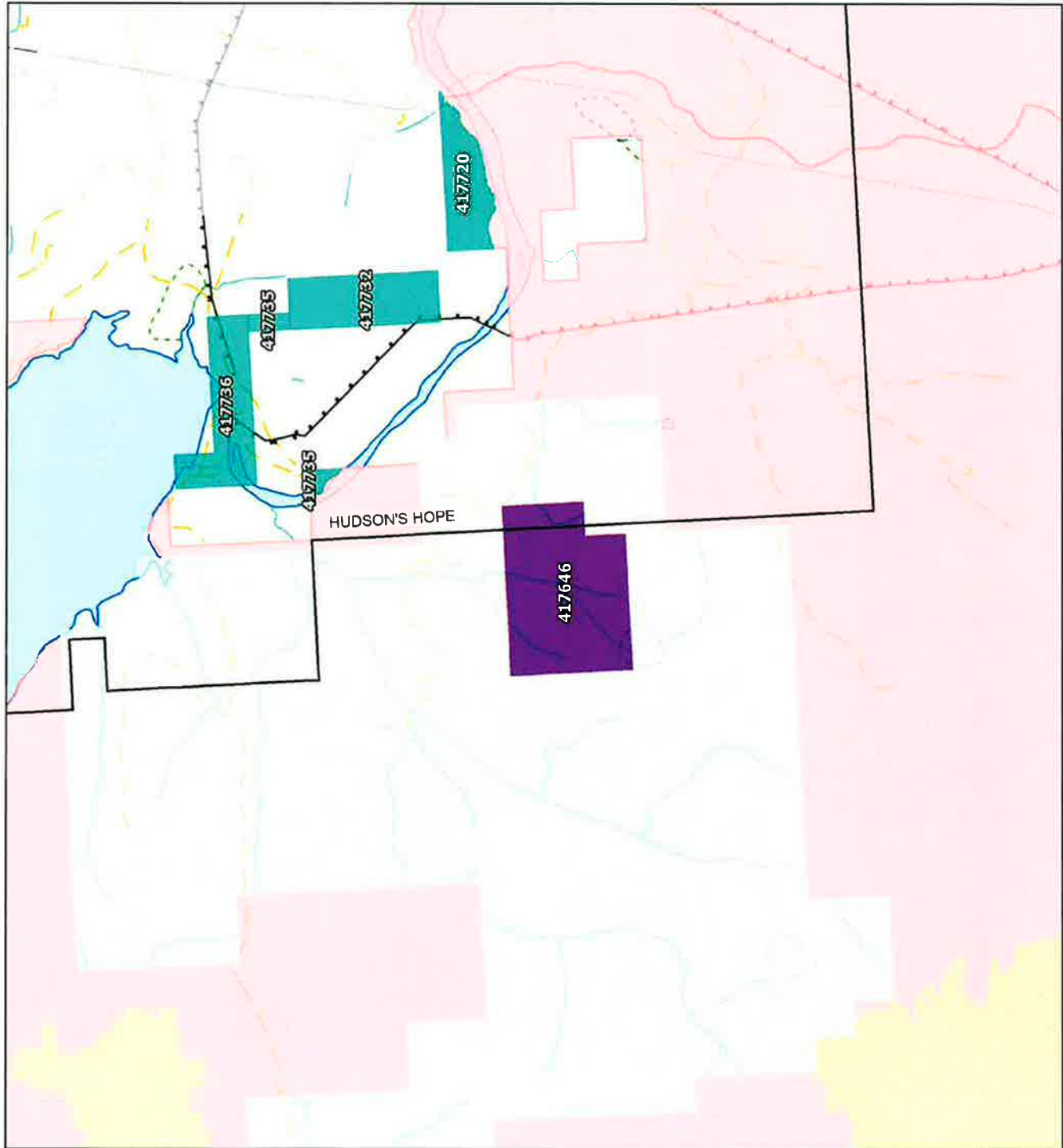
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**FOR INFORMATIONAL PURPOSES ONLY**  
Please refer to Mineral Titles Online for the latest information



February 27, 2017  
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Mineral Titles - Ministry of Energy and Mines







NE Region  
Coal Licence Applications  
Batch 9  
Canada Beneland Energy Ltd

- CANADA BENELAND ENERGY LTD
- Coal Land Reserves
- Ungulate Winter Range
- Wildlife Habitat Area - Buffer
- Wildlife Habitat Area - Core
- Road
- Pipeline

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AND  
WITHOUT PREJUDICE**

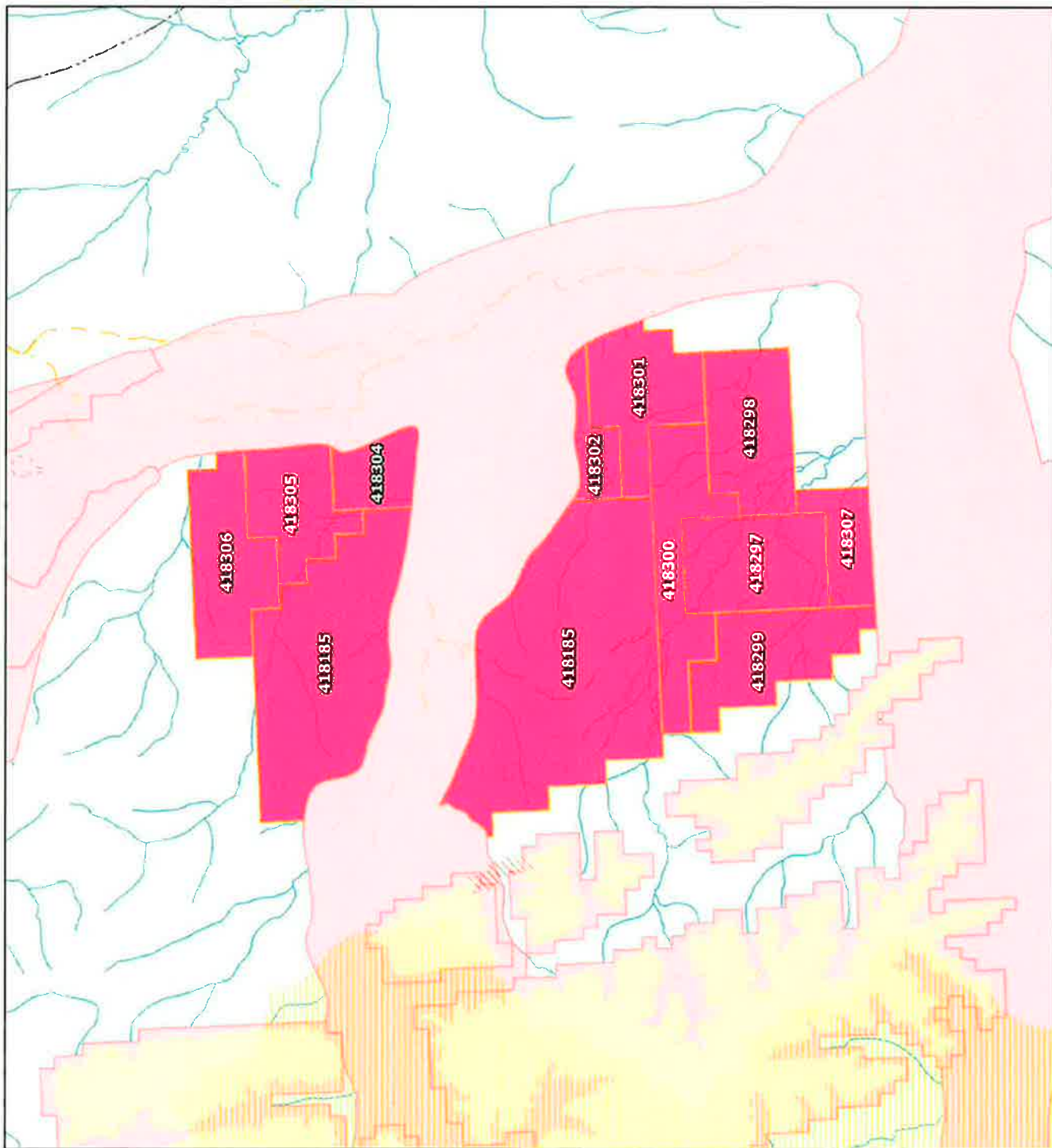
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FOR INFORMATIONAL PURPOSES ONLY  
Please refer to Mineral Titles Online for the  
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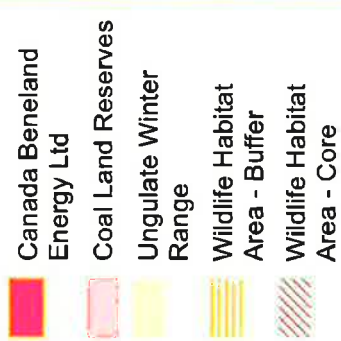
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NE Region Coal  
Licence Applications  
Batch 9 - Canada  
Beneland Energy Ltd



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May 26, 2017

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**Data Source:** BCGW  
**Mineral Titles - Ministry of Energy and Mines**



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NE Region  
Coal Licence Applications  
Batch 9  
Richfield Minerals Inc.

- RICHFIELD MINERALS INC
- Coal Land Reserves
- Coal Licences
- Municipalities
- Road
- Electrical Line
- Pipeline

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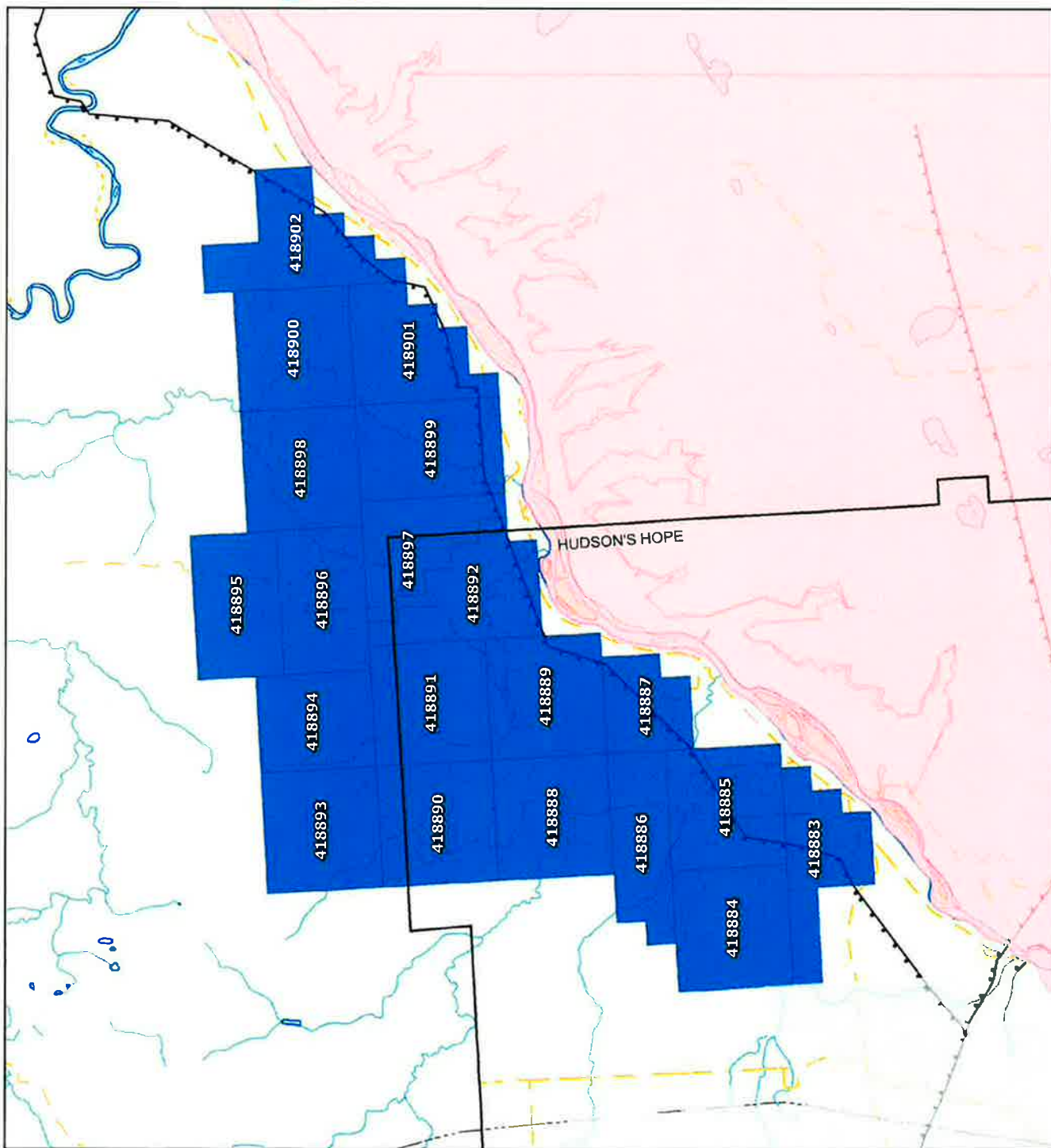
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February 27, 2017  
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## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor Gwen Johansson and Council  
**SUBJECT:** 2017 Annual Report  
**DATE:** June 23, 2017  
**FROM:** Tammy McKeown

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For Information:

The 2017 Annual Report has been completed and has been sent to KPMG. A copy of the report is attached for your perusal.

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Tammy McKeown, Corporate Officer





# **DISTRICT OF HUDSON'S HOPE**

## **Annual Municipal Report**

# **2017**

**Fiscal Year Ending December 31, 2016**





# **2017 Annual Municipal Report**

**Fiscal Year Ending December 31, 2016**

**Phone: 250-783-9901**

**Fax: 250-783-5741**

**9904 Dudley Drive, Hudson's Hope, BC V0C 1V0**

**[www.hudsonshope.ca](http://www.hudsonshope.ca)**

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# District of Hudson's Hope Council



**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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# Mayor's Annual Report for 2017

## Message from the Mayor

On behalf of Hudson's Hope Council, I am pleased to present the 2017 Annual Report which provides a summary of the prior year's activities and accomplishments as well as an overview of the District's financial position.

2016 was the year of the Public Works Shop. After many years of hoping, saving and planning, dreams became reality as land was purchased, plans were finalized, and a contractor engaged. A new 14,400 square foot post and beam metal-clad building at a new location replaced the one that had served us since the 1960's. We anticipate the new one serving the District for at least that long, hopefully longer. Public Works also installed two campground-style bathrooms, the first of several planned for our parks.

Hudson's Hope Fire Rescue continued to build upon its wildfire firefighting capabilities by purchasing various wildfire suppression equipment including a purpose-built side by side off road vehicle which carries water and a pump for fire suppression, and continuing to conduct provincially-recognized wildfire firefighting training for staff.

We have worked with the medical service providers to obtain the services of a permanent doctor as well as ensure continued operation of the tele-pharmacy.

Council has expanded its role in recreation in the District with appointment of a Recreation and Special Events coordinator. A campground reservation system was introduced. The District took over maintenance of the curling club and improved the arena with new compressors and switching to high-efficiency lighting in the arena. Work to uncover and document a dinosaur trackway of international significance west of Hudson's Hope was undertaken by local and international paleontologists during the summer months.

For the first time, the District recognized a Youth Volunteer of the Year in addition to the adult award. We also recognized two youths who grew up in Hudson's Hope, Angharad Ward for her success in international curling competitions, and Jake Watson, for his success on the international rodeo circuit.

Planning for the future, the District purchased a strip of land adjacent to Highway 29 to be designated as light industrial to serve present and future demand. Planning is also underway for the installation of a large solar array to help reduce electricity costs and for renovation of the outdated sewage treatment plant, both of which will be completed in 2017.

2016 has been a busy year, one that has positioned us well going forward.

Sincerely,

A handwritten signature in blue ink, reading "Gwen Johansson". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Mayor Gwen Johansson

## Municipal Objectives and Progress Measures

### Council Strategic Plan and Progress Report 2016 (-2017)

Department	Objective	Strategies	Measures	Progress
<b>Administration</b>	Financial Management System	Implement automatic account reallocation batches	Operational by fall of 2017.	On-going; Partially complete.
		Implement a new financial variance report specification for periodic budgeting	Operational by fall of 2016.	Complete.
		Dissolve Deputy Clerk position; install Corporate Officer position	Obtain BCGEU approval; hire Corporate Officer by summer 2016	Obtained BCGEU approval for one year try-out spring 2016; posted CO position; reviewing resumes
		Develop a staff resources plan to ensure adequate staffing levels to meet operational requirements for the next 5 years. Exploring assigning support staff to senior management: 3-day position, to be assigned to Foreman.	Begin Staffing plan by end of 2016 - budgeted in 2016.	Hired one permanent part-time person to assist with asset management, assist Foreman and Director of Protective Services and do CARIP tracking and reporting.
	Collective Agreement Renewal	Negotiate renewal of Collective Agreement - 2017	Commence negotiation late 2016	Completed: effective January 1, 2017 to December 31, 2019
	Public Private Partnership	Council review and adopt a policy for P-3s.	Policy adoption.	Not started
	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.	Completed policies: Work Clothing Purchasing; Insurance Expansion Coverage; Tent Rental; Freedom of Information Requests; Financial Assistance Grants; Internet Reservation System; Swimming Pool Orientation; Tree Planting; Youth Volunteer of the Year; Volunteer of the Year; Employee Fitness Rebate; Ice Making Policy; Youth Councillor; Transfer Site Recovery; Council Attendance; Appreciation; Vaping.	Completed policies: Work Clothing Purchasing; Insurance Expansion Coverage; Tent Rental; Freedom of Information Requests; Financial Assistance Grants; Internet Reservation System; Swimming Pool Orientation; Tree Planting; Youth Volunteer of the Year; Volunteer of the Year; Employee Fitness Rebate; Ice Making Policy; Youth Councillor; Transfer Site Recovery; Council Attendance.
		Adopt and update bylaws: Garbage Collection; Subdivision Services; Council Procedures;	To develop new bylaws adopted and update existing	Completed Bylaws: Garbage Collection; Subdivision and

		Zoning and OCP amendments; Fees and Charges; Local Area Service; Local Area Service Parcel Tax; Ticket Information; Inter-Community Business Licence;	bylaws: Garbage Collection; Subdivision Services; Council Procedures; Zoning and OCP amendments; Fees and Charges; Ticket Information; Inter-Community Business Licence; Local Area Service; Local Area Service Parcel Tax;	Development Servicing; Council Procedures; Fees and Charges; Local Area Service; Local Area Service Parcel Tax; Ticket Information; Inter-Community Business Licence;  On-going Bylaws: OCP and Zoning amendments.
<b>Planning and Development</b>	Prepare an economic development and marketing strategy to support investment in the District, including downtown improvements	Commissioned the assistance of Integrated Economic Solutions Inc. to help with developing a strategy to stimulate the use of the airport runway, Atkinson Property and Light Industrial Zone: marketing video of the areas has been completed.	Provide Action Plan.	Implementation plan provided 2015. Inquiring to interested businesses about: locating to Light Industrial Zone; developing the Atkinson Property subdivision. Develop airport runway.
	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.	On-going, to sign a BCH Partnering Relationship Agreement in 2017: includes the development of a subdivision at the Atkinson Property and signed agreement to sell 10 of these lots.
	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.	Received Crown Grant Offer from FLNRO. Purchased in June 2016.
	Use District owned lands to create new housing opportunities	To engage public and developers for their comments.	To target and identify corporations that this strategy can benefit them and to have discussion on this matter by end of 2015.	On-going though have discussed this opportunity with BCH – completed in 2017 re Atkinson Property.
	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 2016.	100% complete



<b>Government and Administration</b>	Staff Resources Plan	Develop a staff resources plan to ensure adequate staffing levels to meet operational requirements for the next 5 years, specifically an Office Assistant / Asset Management Data Entry Clerk.	Staffing plan adopted by Council. 2015 Budgeted to hire one, 3-day part-time permanent position.	2016, 100% Complete: hired 1 - 3 day part-time permanent Office Assistant / Asset Management Data Entry Clerk.
		Develop a combined Safety Officer & Bylaw Enforcement Officer JD	Hire a full-time non-unionized position	To hire in 2017
		Develop a one-year temporary Special Events Coordinator JD	To hire non-unionized 1-year term position	Signed 1-year term contract September, 2016
		Dissolve Deputy Clerk position; Develop a Corporate Officer JD	To hire permanent non-unionized position	Signed indeterminate contract August 2, 2016.
<b>Medical Services</b>		Through the Medical Services Working Group 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: 100% complete. Technician hired in 2015 left in 2016. Rehired 4-day week Lab Tech / X-ray Tech.
		Acquire new doctor through Locum; and X-ray/Lab Tech	In place by year-end. Inquiring through Ministry of Health Rural General Practitioner Program	Hired locum for 4 months in 2016, as well as, hired a permanent doctor in December 2016.
<b>Tourism</b>	Increase visits from regional tourists	Promote District as Playground of the Peace	Rebranding with focus on community and region.	Signage 90% completed.
	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.	Awarded substantial grant to complete expansion through District of Hudson's Hope Grants to Communities Policy.
		Continue partnership with NPEDC/NDIT	Apply on grant opportunities: Grant Writing; Economic Development Capacity Building; Community Hall and Recreation Facility Program	2015 and 2016: applied to Grant Writing; Economic Development Capacity Building; Community Hall and Recreation Facility Program all successful outcomes. All approved.
<b>Taxation</b>	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: no action taken in 2015.
<b>Advocacy Items</b>	Promote activities that will enhance the social and	Utilization of the coal resource, promote locally including community benefits	Coal mines inactive in the immediate region	Letters of support issued for licenses and bulk sampling. Coal



	economic well-being of the community			mining is on hold as of November 2014. No action taken in 2015.
		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. No action taken in 2015.
		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 – PRRD lead on this item.
		North Peace Airport growth promotion with additional carriers	Additional carriers attracted to airport, promote usage	FSJ. PRRD lead on this item. 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, remaining organizations in-progress. Other indicatives and discussions on-going.
		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 development of Atkinson property.
		Develop Atkinson Property	Identify and discuss with developer	5% complete - Discussions in progress
<b>Operational Priorities</b>	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.
	Water waste facility upgrade	To secure funding through the Building Canada Fund	To tender and award contract.	Complete construction in 2017.
	Sewer Main installation project for Jamieson Subdivision, Thompson Subdivision and Light Industrial Zone.	Apply for BCF grant funding	Application submitted May 2016	Application unsuccessful.
	Upgrade of sewage treatment and disposal 2013 to 2018	Develop Engineering and Planning documents, tender and construct in 2016.	Submission to and awarding of grant in 2015. To begin tendering in July 2016.	Application approved. Engineering documents complete, tendering document

				complete. Project 10% complete.
	Access issues District Office	Construct new back stairs with own funds.	Complete by 2016.	Completed.
	District office records keeping.	To scan all sensitive documentation in office and categorize on server	When able to Hyperlink all documents on server	80% - Ongoing
	New Public Works Shop 2016	RFP for Bid, Build Shop Yard Site	Initial RFP process halted due to non-compliance. RFP Reissued June 2016. To complete in 2016	sole sourced contract in 2016, to complete construction in 2017.
	Solid Waste Collection and Disposal Plan including equipment		Purchase of 2 <sup>nd</sup> new garbage truck	Ordered - 90% Complete 2016.
	Purchase of DPW capital equipment	Use Capital Works Reserve 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 of crush gravel; steamer, high efficiency lighting for arena, 4 high efficiency furnaces for arena, cardboard recycle bin, two portable generators for lift station and other operational needs, alarm system for Kendrick lift station, bulk fuel tank for vehicles, repair office cement stair case, completion of ball field, installation of washroom at ball field, 1 kilometre of paving, installation of hydrant at Montieth St., installation of security cameras at: Shop, VIC, Office and Arena, installation of computer tracking systems at pool and arena, computerized campground reservation system, Ice resurfacer,	Purchase all equipment in 2014/15	Items purchased: 2014: 2 pickup trucks; tennis backboard,  2015: Fire Truck, Street Sweeper, dual Fuel tank, Steamer, Pressure washer, 1 pick-up truck, crush gravel, back-up generators for water treatment plant, Beryl Prairie Fire Hall and Office, high efficiency lighting for arena, 4 high efficiency furnaces for arena, bulk fuel tank for vehicles, repair office cement stair case, purchase of crush gravel; alarm system for Kendrick lift station, two portable generators for lift station and other operational needs, completion of ball field, installation of washroom at ball field, 1 kilometre of paving, installation of hydrant at Montieth St.,  2016: pick-up truck, 2 <sup>nd</sup> garbage truck, ice resurfacer, installation of security cameras at: Shop, VIC, Office and Arena, installation of

				computer tracking systems at pool and arena, computerized campground reservation system,
	Trails: Jamieson Subdivision	Apply to BC Bike and 150 Canada Fund for bike trail.	Application submitted	Awaiting approval fall of 2016, application unsuccessful.
	Trails: Canyon Drive	Apply to Rural Dividend Fund for walking trail	Application submitted	Awaiting approval fall of 2016. Application unsuccessful.
	Library	Computer and building upgrades	New server sharing with District office; furnace and water heater upgrade	Completed 2016
<b>Protective Services</b>	Emergency Operations Centre and EOC Training	Apply for funding; continue to identify training opportunities		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 Beryl Prairie	Application for Beryl Prairie submitted in 2015. Grant awarded in 2015.	Project 80% complete, completion in 2017.
	Reduce wildfire risk to community	Conduct strategic fuel fire treatment projects in Jamieson Woods, Lynx Creek.	Percentage of fuel treatment projects completed.	100% complete
	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.	80% complete 2016. Training ongoing.

## 2017-Anticipated Objectives and Measures

DEPARTMENT	OBJECTIVE	STRATEGIES	MEASURES	PROGRESS
<b>Government and Administration</b>	Staff Resources Plan	Combine Safety Officer & Bylaw Enforcement Officer position.	Advertise for 1 full-time.	To hire in 2017.
		(possibly reclassify Foreman position back to Director of Public Works), or hire additional Assistant Foreman position.	To determine by end of June.	In initial stages of discussion.
	By law Enforcement	Implement enforcement through Bylaw Adjudication System	Priority Regulatory Bylaws enforced through adjudication	To affect once Safety Officer / Enforcement Bylaw Officer is hired in July, 2017

	Purchase SUV, Trade in Prius	Advertise tender offers in spring	Award tender in summer	Purchase SUV late summer.
	Ensure Water & Sewer utility rates cover the cost of delivery.	To assess rates and develop a financial revenues plan to recover costs, over time.	Implement this plan in 2017 over five to ten years until surplus is realized.	On-going.
<b>Planning and Development</b>	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. Received in June 2017 FrontCounterBC referral, for coal licence applications review. The four applications under review are: Canadian Kailuan Dehua Mines Co. Ltd, Canada Beneland Energy Inc., P. Burns Resources Ltd., and Richfield Minerals Inc.
	Use District owned lands to create new housing opportunities	To engage public and developers for their comments.	To target and identify corporations that this strategy can benefit them.	On-going.
	Secondary Industry	Look for opportunities to attract secondary industries to diversify the economy from extraction activities only	Contracted Integrated Economic Solutions to assist in this project. Have four interested developers to acquire properties in the District of Hudson's Hope.	On-going.
	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 2016	Not started.
	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.	BCH Partnering Relationship Agreement to be signed in January 2017: includes the development of a subdivision at the Atkinson Property and signed agreement to sell 10 of these lots.

<b>Tourism</b>	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 Saulteau FN.	Marketing Plan adopted Panels for trade booth competed. Regular meetings established with WMFN and Saulteau FN Discussions with NDIT and applying for grants to assist local business	Some trade show participation with BCH in Hudson's Hope and in FSJ.
	ATV Campgrounds	Plan 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. To approve and sign.	On-going: in the process of acquiring a 2 <sup>nd</sup> ATV campground area: to be completed in 2018.
	Pool Upgrades	Purchase patron items to enhance experience at pool.	Purchase before 2018 season start.	Install before 2018 season close.
		Replace natural grass with turf	Tender and award during pool season	Complete installation at end of pool season.
	Cameron Lake Playground	Upgrade playground at Cameron Lake	To complete by summer of 2017	Project completed in 2017
	Advance construction of ATV park.	Access grant funding.	ATV Park Deferred.	Complete by 2018/19.
	Sidewalks and Trails		Resubmit applications in 2017/18.	2016: unsuccessful submissions of grant applications to BC Bike, Rural Dividend Fund and 150 Canada Fund.
	Curling Rink Light Replacement	Tender for bids summer of 2018	Award tender summer 2018	Complete replacement by early fall 2018.
	Facilities Signage	Access NDIT Trails program	Install all signs (19).	Signage 90% complete to complete in 2017
	Skateboard Park	Tender for skateboard park design	Award design tender. Construct in 2019.	Complete design by end of 2018.
<b>Economic Development</b>	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 2018.	10% complete - Have commissioned consultant, Integrated Economic Solutions to begin developing this marketing and communications strategy, on-going.

	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.	Have discussed this opportunity with a few developers – discussions ongoing.
	Participate in discussion promoting additional air carriers at Fort St John Airport (action led by Council)	Continue to maintain a Councillor / Representative on the North Peace Airport Society representing Council and its concerns	Increasing new carriers and or more flights at FSJ airport	On-going. North Peace Airport Society lead on this venture. Director of Protective Services appointed as Representative.
	To sign Purchase and Sale Agreement with BCH, sell 10 lots to BCH at Atkinson Subdivision.	Subdivision development to begin May 2017, complete in September of 2017.	Once subdivision is completed to invoke Purchase and Sale Agreement with BCH	To sell properties by end of September 2017.
<b>Taxation</b>	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.
	Work with BCH and BC Assessment in regards to newly exempted GIL properties for Site C.	To increase one time payment BCH is offering	To resolve by end of 2017	On-going. To resolve in 2017.
<b>Operational Priorities</b>	Resurface airstrip Landscape Plan		Surface airstrip not started.	On-going.
	Assess need for 3-way vacuum truck	If required assess design during the year.	To advertise tender offers in 2019.	On-going.
	Downtown Enhancements	Access NDIT facade program	Complete by 2018.	On-going.
	Recycling Program Enhancements	Better organize Transfer Site. tender new contract.	Complete by 2017.	Completed 2017.
	Waste water facility upgrade	Secured funding from BCF	Tendered and awarded contract	Completion by fall of 2017.
	Beattie Sewer lift station upgrade	To secure funding through the Strategic Priorities Fund	Should we receive funding will tender and award contract.	Scheduled completion by 2018
	Solar panels:	2015: identified grant funding for this project.	2015: grant submitted to Strategic Priorities Fund for Arena,	2016: Approved grant of \$1,350,000, acquired project

			Community Hall, curling rink, Shop among other buildings.	engineers to manage project – 100% complete: awarded contract in 2017, expect project completion 2017.
	Construct new Public Works Shop	Sole sourced late 2016.	Enter into contract.	Construction completed 2017.
	Atkinson Subdivision	Sign Agreement with BCH to develop subdivision at the Atkinson property.	Begin construction and complete in 2017.	On-going. Completion in September of 2017.
	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 – deferred to later date.		This project is deferred to 2040. We believe the piping assets have a remaining lifespan of 40 more years.
	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. To research EK35 product in 2016 for inclusion in 2017 budget.	Application to SPF unsuccessful. To continue road management planning in 2017.
	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 to SPF submitted on time. 2016 application denied. Personnel hired in 2016. 2016 Asset management program populating of SmartTools computer program on-going.
	Purchase Gravel Truck	Call for tenders	Award by spring 2018	On-going to complete by late summer 2018.
	10 water valve Replacement	To tender and award by July 2017	Construction complete by September 2017	On going.
	Wood Burner	Receive quotes by August 2017	Purchase by fall of 2017	On-going.
	Beryl Prairie Well Upgrade	Receive quotes by August 2017	Complete work by fall of 2017	On-going.
	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 to SPF unsuccessful. Personnel hired in 2015. Asset management program on-going.
	Undertake an aquifer study for the community and	To maintain close communications with Ministries	Ministries to provide bi-annual reports.	On-going. Major is leading this venture.



	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 will be ready to respond on an as-needed basis to questions from residents on wells about the water quality in the aquifer.	of FLNRO and Environment on updated current info on water quality in aquifers, streams and rivers.		
<b>Protective Services</b>	Wild Fire Protection	Conduct strategic fuel fire treatment project in Beryl Prairie	To complete in 2017.	Completed in 2017.
		Train fire department to BC wildfire SPP-WFF 1 standard	Percentage of department trained to WFF-1 standard	85%. Ongoing.
		Procure additional wildfire fire fighting equipment including approved forestry coveralls and additional structural protection sprinkler kits.	Procure equipment and initiate training.	75% complete. Ongoing.
	Structural Fire Training	Implement lesson plans, qualify in-house instructors, improve training record keeping, deliver approved curriculum.	Percentage of required modules completed	76%. Ongoing.
	Improve fire department infrastructure	Replace unserviceable and inefficient building services equipment. Address building maintenance issues.	Replace hot water heater downtown, replace space heaters downtown and BP fire halls. Replace current septic field at BP hall. Refinish bay floors downtown hall.	80%. To be completed 2017.
		Tender work for 2 <sup>nd</sup> floor addition in downtown Fire Hall	Close tender bidding by end of spring and install before end of fall.	On-going.
	Purchase Fire Department Rescue Truck	Award tender by summer 2018	Purchase by December 31, 2018	On-going.
	Emergency Operations Centre and EOC Training	Apply for funding; continue to identify training opportunities, and train staff for EOC roles	Training level of EOC staff.	EOC training on-going
	Warning Sirens – repair/replacement	Research alternatives to current system.		Ongoing. In communications with PRRD to discuss their research, and feasibility of utilizing a mass

				notification system vice physical sirens.
--	--	--	--	--

## Statement of Tax Exemptions

### PERMISSIVE TAX EXEMPTIONS

#### Reference Bylaw No. 754, 2008

The following buildings and land received exemption from taxation for the 2017 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 04304.000	Peace Valley Community Church	8	43,800 (land)	7.8707	344.74
		8	54,700 (bldg)	7.8707	430.53
		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 40420.020	Hudson's Hope Historical Society	6	14,800 (bldg)	19.3270	286.04
		8	163,000 (land)	7.8707	1,282.92
	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
00568.000 00569.100	Hudson's Hope Evangelical Free Church	6	40,500 (land)	19.3270	782.74
		8	40,400 (land)	7.8707	317.98
	Hudson's Hope Evangelical Free Church	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 41091.010	Hudson's Hope Rod & Gun Club	6	43,300 (bldg)	19.3270	836.86
		8	51,900 (land)	7.8707	408.49
		8	88,300 (land)	7.8707	694.98
41027.100	Hudson's Hope Ski Association	8	165,000 (land)	7.8707	1,298.66

## 2016 Statement of Disqualifications

There were no Councillors disqualified during 2016.

## 2016 Audited Financial Statements

There were audited Financial Statements for 2016.

## REQUEST FOR DECISION

<b>RFD#:</b>	<b>Date: June 21, 2017</b>
<b>Meeting#: CM062117</b>	<b>Originator: Tom Matus, CAO</b>
<b>RFD TITLE: Contract Approvals</b>	

### BACKGROUND:

The District of Hudson's Hope has entered into contract negotiations for the following projects:

- 1 Wastewater Facility Upgrade;
- 2 Atkinson Subdivision Development;
- 3 Photovoltaic Solar Panel Installation.

### DISCUSSION:

The District of Hudson's Hope has successfully negotiated, and signed the following contracts with the respective contractors:

- 1 Wastewater Facility Upgrade: Bear Mountain Construction Ltd. for the price of \$2,548,082.25, (includes GST of \$121,337.25).
- 2 Atkinson Subdivision Development: Omicron Construction Management Ltd. for the price of \$2,036,300.00 excluding taxes.
- 3 Community Solar Initiative: Moch Electric Ltd. for the price of \$795,475.80 excluding taxes.

### BUDGET:

\$2,548,082.25 charged to Sewer Capital Works, M&E Reserve Fund;  
\$2,831,558.05 charged to General Capital Works, M&E Reserve Fund.  
Above amounts approved in the 2017 Financial Plan.

### RECOMMENDATION / RESOLUTION:

That:

"Council approve the following contracts:

- 1 Wastewater Facility Upgrade: contractor Bear Mountain Construction Ltd. in the amount of \$2,548,082.25, (includes GST of \$121,337.25).

**2 Atkinson Subdivision Development: contractor Omicron Construction Management Ltd. in the amount of \$2,036,300.00, excluding taxes.**

**3 Community Solar Initiative: contractor Moch Electric Ltd. in the amount of \$795,475.80, excluding taxes."**

  
\_\_\_\_\_  
**Tom Matus, CAO**



## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor and Council  
**SUBJECT:** Special Events-Grant Application Update  
**DATE:** June 23<sup>rd</sup>, 2017  
**FROM:** Emily Nusse, SEC

---

### INFORMATION

The District of Hudson's Hope has applied for several Grants and Funding to assist with Recreation Facility Upgrades, Special Events and current Recreation Programs. Below is an update on the Grant Applications.

#### **NDIT-Community Halls & Recreation Facilities**

**Project: Arena Flooring Replacement**

**Asking Amount: \$30,000**

**Status: Successful**

The District of Hudson's Hope had Andy Ackerman complete the initial application and the Special Events Coordinator worked with NDIT employees to revise the application to make it stronger by obtaining a letter of support from West Moberly First Nations which outlines their weekly use of our facility. The District of Hudson's Hope received initial correspondence of the successful application from NDIT on June 23<sup>rd</sup>, 2017.

#### **BC Rural Dividend Fund**

**Project: Arena Flooring Replacement**

**Asking Amount: \$100,000**

**Status: In-Progress**

The District of Hudson's Hope had Andy Ackerman complete the initial application. Recently Tom Matus forwarded correspondence from the Program Office to the Special Events Coordinator indicating:

..."Upon the initial review of your application, it was noted that the following documents were not completed according to program guidelines:

- Budget form was completed using the 2<sup>nd</sup> intake Rural Dividend Budget form – please submit a completed budget using the 3<sup>rd</sup> intake Rural Dividend Budget form (*see attached*)."

The Special Events Coordinator is going to make necessary revisions and resubmit so the application will be considered.

**Celebrate Canada Funding**

**Amount: \$1,300**

**Status: Successful**

The District of Hudson's Hope was successful with its application to receive funding support from the Government of Canada for this year's 150<sup>th</sup> Anniversary Celebrations.

**New Horizons for Seniors Program**

**Project: Bi-monthly Senior Swim trip to Chetwynd**

**Asking Amount: \$2,000**

**Status: In-Progress**

The Special Events Coordinator recently submitted an application with the support of the Hudson's Hope New Horizons Society and the Hudson's Hope Lions Club for Assistance with the Senior/Adult Swim trip to Chetwynd. This program began with the previous Special Events Coordinator Greta Goddard. The estimated cost to run this program is \$2500 plus staff time.



Bob Norton, Acting CAO

## REQUEST FOR DECISION

**Date:** 26 June 2017

**Originator:** Robert Norton, A/CAO

**RFD TITLE:** Water Main Looping Project Arena Road/Dudley Drive

### **BACKGROUND:**

During the construction of the original Atkinson subdivision and the addition of the Adams Street residences, the water main feeding this area has been a single un-looped water main without any consideration given to connecting this branch back into other portions of the existing municipal water distribution system.

This issue has been discussed numerous times in the past 5 years, however up to this point no corrective actions have been initiated.

### **DISCUSSION:**

The current water distribution layout has proven problematic in that the water supply fire flows to the Adams Street area are lower than other portions of the community due to the single main configuration.

By connecting the water main that passes through the new Atkinson project back to the existing water main on Arena Road we can see a considerable increase in the amount of water being delivered to both Adams Street as well as the new development area.

In addition to improving the quantity of water available for fire fighting, by creating a true grid system in the area of the Atkinson Subdivision, the increased circulation of water will assist Public Works in maintaining chlorination levels within that area.


There is certainly some economy of scale by undertaking the project at this time as the contractors for the Atkinson project will be installing new water mains in the area in which the tie-in would happen, and would save us considerable time and effort over having to re-visit the issue again at a later date, and duplicate much of the ground work.

### **Budget and Timeline:**

Estimated cost for the installation of a tie-in water main between Arena Road and Atkinson would be approximately \$20,000 allocated to the Water Capital budget. This work would be completed in the month of July and would not affect project timelines for Atkinson.

### **RECOMMENDATION / RESOLUTION:**

*"Council approve the expenditure of \$20,000 to construct a water main connection between Arena Road and the Atkinson project."*



Robert Norton, A/CAO

**Subject:** FW: Best Practices to address human trafficking/sexual exploitation: Ottawa, Peel Region, Houston Texas

**Importance:** High

**Subject:** Best Practices to address human trafficking/sexual exploitation: Ottawa, Peel Region, Houston Texas

**Importance:** High

Dear Mayors and City Councillors of British Columbia (urgent),  
Here is recent news on the issue of human trafficking/sexual exploitation in Canada and information on **Best Practices**.  
Together we can stop this crime.  
Sincerely, Mrs. Cathy Peters #302-150 W. 15<sup>th</sup> St., North Vancouver, BC V7M 0C4

Latest Cases from Edmonton

<http://www.cbc.ca/news/canada/edmonton/home-made-child-porn-exploding-with-aid-of-technology-alert-investigator-says-1.4156794>

And a current case from Ottawa:

<http://ottawacitizen.com/news/local-news/a-murky-misunderstood-hell-on-the-front-lines-of-human-trafficking-in-ottawa>  
Sgt. Damien Laflamme, a former drug squad investigator who now heads the human trafficking unit in Ottawa would be a good contact for police training/education in BC.

**Best Practices:** I encourage Cities/Police to bring in team leaders from Ottawa, Peel Region (Brampton, Ontario) and Houston Texas to share their expertise and experience. For example: Houston, Texas:

- Ms. [Minal Patel Davis](#), Special Advisor to Houston's Mayor on Human Trafficking: Ms. Davis shapes long-term, systematic collaboration with Houston stakeholders to prevent human trafficking in Houston. **The city of Houston has institutionalized its response to human trafficking across departments: including the health department, the municipal court, the police, procurement, the airport, and the informational services hotline.** Ms. Davis launched an anti-human trafficking media campaign, and regularly holds public events in collaboration with leaders in the field. Partnerships with the travel and transportation industries have helped increase victim identification in Houston, while public outreach events have helped decrease demand. The city of Houston's anti-Human Trafficking team has coordinated its victim services response to ensure efficient, comprehensive service delivery. **The city of Houston is one of the first cities in the United States to adopt a comprehensive, citywide approach to preventing human trafficking.** More information about the City of Houston's Task-Force for Anti-Human Trafficking: <http://humantraffickinghouston.org>. On this website you will find [toolkits](#) that are free and "contain resources, tools, and information that can be easily adopted and used in your own campaigns and initiatives."

June 21, 2017

## Federal Abandoned Boats Funding Program

Applications and project proposals are currently being accepted for the federal government's new \$6.85 million national, five-year Abandoned Boats Program. Funding is available for the assessment and removal of small, high priority abandoned boats; as well as education, awareness and research initiatives. [Read more](#)



## Community Excellence Awards Deadline Extended

The deadline to apply for the [2017 Community Excellence Awards](#) has been extended to Friday, June 30<sup>th</sup>. The Awards are designed to profile excellence in local government and to create successful pathways and incentives for others to follow. The Awards will be presented at a breakfast at the UBCM Convention in September.



## Regional Climate Advisors

The Community Energy Association (CEA) staff are now recognized as regional climate advisors with FCM-ICLEI *Partners for Climate Protection program (PCP)*. As advisors for BC and Yukon, the CEA climate advisory team will deliver tailored resources and one on one support to PCP members to help advance their commitments to climate action. [Read more](#)



## Climate and Energy Action Awards

The [Climate and Energy Awards](#) recognize communities that are taking action through initiatives such as electric vehicles, building energy retrofits, and organic recycling. The Awards will be presented at the UBCM Convention this September, and winners profiled in *Municipal World* magazine. The application deadline is 5:00 p.m. Monday, July 10.

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To council,

I would like to express my appreciation for the opportunity of being part of council. I found the process interesting and learned that council has to plan and budget for any new town upgrades. I found some of the conversations complicated but I do feel this program is beneficial to students and I hope it continues. I believe students who get the opportunity to be part of council will get a better understanding of how council works and learn the process of going through old and new items on the agenda.

Talking and listening to my peers I learned that the following items is what they would like to see for our town and themselves.

- Improvements on Arena (Rec Center)
- Biking trails
- Skate Park
- Shuttle Bus during winter for ski hill
- Running Track
- Indoor Pool
- Job Opportunities for Students

Sincerely,

Youth councillor, Tess Herrington

Tammy McKeown

---

**From:** Stephanie Rowe <SRowe@dtr.ca>  
**Sent:** Wednesday, May 03, 2017  
**To:** Tammy McKeown  
**Subject:** 2017 Northeast British Columbia Coal & Energy Forum



May 01, 2017

District of Hudsons Hope  
(250) 783-9901  
clerk@hudsonshope.ca

**RE: 2017 NORTHEAST BRITISH COLUMBIA COMMUNITY COAL & ENERGY FORUM**

Dear *Tammy McKeown*:

**Time to mark your calendar and join us in Tumbler Ridge this September!**

The following is a personal invite to attend the 12<sup>th</sup> Annual Northeast British Columbia Community Coal & Energy Forum. The 2017 Coal & Energy Forum will be co-hosted by the Districts of Chetwynd and Tumbler Ridge on September 7<sup>th</sup> and 8<sup>th</sup>, 2017 in Tumbler Ridge.

The inclusive theme of the forum is “***TAKING CARE OF BUSINESS THROUGH UNITY IN ENERGY***” which speaks directly to how we strive to work together to strengthen, unify the energy industry, and foster community development.

Over the two days together, we will forge new relationships, gain an appreciation of the common interests of all energy sectors and strengthen existing ties through informative workshops, global presentations, and an abundance of networking opportunities.

September 7<sup>th</sup> will be a day of experiencing the splendor of the Tumbler Ridge area with the opportunity to socialize and celebrate. Tours will be available to places of interest around the area and the evening will conclude with a special dinner celebrating the return of coal mining to Northeast BC.

September 8<sup>th</sup> will involve information sessions, a tradeshow, and key note speakers. Topics will embrace discussing the coal mining industry and related topics including the regulatory environment, First Nation and community impacts, markets, opportunities and the role of coal and energy industries within the Tumbler Ridge UNESCO Global Geopark and careers.

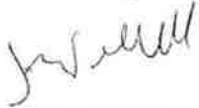


The local committee has secured rooms at a favorable rate. So make sure you book early to take advantage and stay after the Forum to experience the grandeur of Tumbler Ridge. Take a virtual tour of the District of Tumbler Ridge and the surrounding area at [www.tumblerridge.ca](http://www.tumblerridge.ca).

We hope that you are able to find time on your busy calendar to join us in Tumbler Ridge in September! If you have any questions and to RSVP, please contact Chairperson of the Organizing Committee, Stephanie Rowe at (250) 242-4246 or email [coalforum@dtr.ca](mailto:coalforum@dtr.ca)

Thank you

Sincerely,



John Powell  
Chairperson

TO FIND OUT MORE ABOUT THE FORUM, PLEASE CHECK OUR WEBSITE AFTER MAY 15, 2017 FOR  
COMPLETE DETAILS ON SPEAKERS AND MORE

[www.coalforum.ca](http://www.coalforum.ca)

**SPONSORSHIP OPPORTUNITIES ARE AVAILABLE!!**

As a sponsor you will have an opportunity to help our two communities to host a successful event! As a company it will provide an opportunity for you to position yourself as leader, built relationships and maximize your brands' reach by investing in the Forum with us!

**Please have a read of our enclosed Sponsorship Package**

# SPONSORSHIP PACKAGE



Northeast British Columbia  
**COAL & ENERGY FORUM**

Tumbler Ridge, BC  
September 7 & 8, 2017



**Sponsor Inquiries:** Stephanie Rowe  
(P): 250-242-4246  
(E): [coalforum@dtr.ca](mailto:coalforum@dtr.ca)



Dear Friend of the Forum

The communities of Tumbler Ridge and Chetwynd are proud to host the 12<sup>th</sup> Annual Community Coal & Energy Forum on September 7-8, 2017.

Hosted in Tumbler Ridge, sponsors and guests will have the opportunity to explore and tour mine sites, dinosaur trackways, and other spectacular attractions located in and around Tumbler Ridge. The Forum is a great opportunity for members of the public, mining, oil & gas, wind industries and service companies, local government and economic development representatives to meet and learn about the coal and energy industries; to discuss employment opportunities and potential for business growth and development.

As a sponsor, you will have the ability to partake in getting your company in front of the industry leaders and to support a worthy event. The education sessions will include reports about the status of the regulatory environment, community impacts, new technologies, markets, First Nations involvement and impact on the industries, career opportunities and the role of coal and energy industries within the Tumbler Ridge's UNESCO Global Geopark.

You will meet and dine with company representatives and local government, learn and understand more about innovations being made in the coal mining and energy sector.

We would like to request your sponsorship in this exciting and educational networking opportunity. Through sponsors like you, we will be able to make this a rewarding and unforgettable event. Enclosed you will find our sponsorship package outlining the various participation opportunities available.

Thank you for your consideration and be pleased to have you join us as we aim to inform and provide networking opportunities with community partners like yourselves. If you have any questions, please contact Stephanie Rowe at 250-242-4246 or at [coalforum@dtr.ca](mailto:coalforum@dtr.ca)

Sincerely,

John Powell  
Chairperson



# SPONSORSHIP PACKAGE

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River Boat Tour Sponsor

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Bronze Sponsor  
Bag Sponsor

Flatbed Falls Sponsor ..... pg. 7

Dinosaur Trackway Tour  
Friends of the Forum



# SPONSORSHIP PACKAGE

## KINUSEO FALLS SPONSORS

Kinuseo Falls is the largest of the falls in Tumbler Ridge area. It is considered by some to be our crown jewel. The falls are one of the most outstanding features in Monkman Provincial Park; the falls measure 197 feet (60 Metres) and are slightly taller than Niagara Falls.

### Diamond Sponsor .....\$5,000

- Banner in forum room (sponsor to provide)
- Promotional piece in registration packages.
- Logo on delegate bags
- Logo on website
- Social media promotion
- Logo on forum agenda packages
- Recognition from Emcee at forum
- Display space at the forum.
- Four (4) Complimentary forum registrations
- Four (4) Complimentary banquet tickets.
- Four (4) Complimentary activity passes of your choice



### Boat Tour Sponsor (exclusive) .....\$4,000

- Banner displayed at boat launch site (sponsor to provide)
- Logo on website
- Logo on delegate bags
- Social media promotion
- Logo on forum agenda packages
- Display space at the forum
- Four (4) Complimentary forum registrations
- Four (4) Complimentary banquet tickets.
- Four (4) Complimentary boat tours



# SPONSORSHIP PACKAGE

## BULLEY GLACIER FALLS SPONSORS

The Bulley Glacier Falls feed into a creek leading to a stunning turquoise lake. This remote Geosite is located 15 kilometers out of Tumbler Ridge and accessible only by foot. The mountain above the falls is the highest in the region and is the source of the Murray River.

### Platinum Sponsor .....\$3,500

- Banner in forum room (sponsor to provide)
- Promotional piece in registration packages
- Logo on delegate bags
- Logo on website
- Social media promotion
- Logo on forum agenda packages
- Recognition from Emcee at banquet
- Display space at the forum.
- Two (2) Complimentary forum registrations
- Two (2) Complimentary banquet tickets
- Two (2) Complimentary activity passes of your choice



### Helicopter Ride Sponsor (exclusive) .....\$3,000

- Banner displayed at helicopter launch site (sponsor to provide)
- Logo on website
- Social media promotion
- Logo on forum agenda packages
- Display space at the forum
- Two (2) Complimentary forum registrations
- Two (2) Complimentary banquet tickets
- Two (2) Complimentary helicopter tour



# SPONSORSHIP PACKAGE

## MONKMAN FALLS SPONSORS

Monkman Falls is one of a series of ten waterfalls located on Monkman Creek. It is known collectively as the cascades.

Gold Sponsor .....\$2,500

- Banner in forum room (sponsor to provide)
- Logo on website
- Social media promotion
- Logo on forum agenda packages
- Recognition from Emcee at lunch
- Two (2) Complimentary forum registrations
- Two (2) Complimentary banquet tickets
- Two (2) Complimentary passes for golf or dinosaur trackway/museum tour



Golf Sponsor (exclusive) .....\$1,500

- Signage at golf course
- Logo on website
- Social media promotion
- Logo on forum agenda packages
- Display space at the forum
- Two (2) Complimentary banquet tickets
- Two (2) Complimentary golf passes





# SPONSORSHIP PACKAGE

## BABCOCK FALLS SPONSORS

Sub-alpine meadows lead to Babcock Falls and its trails which are located just a kilometre away from the Peace River Coal Mine site. The fact that the trail and mine have harmoniously co-existed is testament to the co-operation between volunteers of the Wolverine Nordic and Mountain Society, Recreation Sites & Trails BC, and the mining industry.

### Silver Sponsor .....\$1,500

- Banner in forum room (sponsor to provide)
- Logo on website
- Social media promotion
- Logo on forum agenda packages
- Recognition from Emcee at breakfast
- Two (2) Complimentary banquet tickets
- Two (2) Complimentary passes for golf or dinosaur trackway/museum tour



### Shuttle Sponsor (exclusive) .....\$1,000

- Banner at shuttle pick-up locations (sponsor to provide)
- Logo on website
- Social media promotion
- Logo on forum agenda packages

# SPONSORSHIP PACKAGE

## WOLVERINE SPONSORS

The Wolverine Valley and its falls are located in very beautiful remote wilderness, and accessible only by a tough 4 kilometre hike. In winter this is a popular location for snowmobilers.

### Bronze Sponsor .....\$1,000

- Banner in forum room (sponsor to provide)
- Logo on website
- Social media promotion
- Logo on forum agenda packages
- Recognition from Emcee at snack time



### Bag Sponsor .....\$1,000

- Logo on delegate bags
- Logo on website
- Social media promotion
- Logo on forum agenda packages



# SPONSORSHIP PACKAGE

## FLATBED FALLS SPONSORS

Here the waters of Flatbed Creek tumble over a resistant layer of sandstone. This and the overlying flat rock layers form a great place to bask in the sun, while the softer layers below the falls have been eroded into a deep swimming hole. Upstream from the falls is where the first dinosaur footprints were discovered.

### Dinosaur Trackway/Museum Sponsor (exclusive)....\$1,000

- Signage at trackway site (sponsor to provide)
- Logo on website
- Social media promotion
- Logo on forum agenda packages
- Two (2) Complimentary passes to dinosaur trackway/museum tour



### Friends of the Forum (unlimited sponsors) .....\$500

- Logo on website
- Social media promotion
- Logo on forum agenda packages



# SPONSORSHIP BENEFITS

	KINUSED FALLS	RIVER BOAT	BULLEY GLACIER FALLS	HELICOPTER	MONKMAN FALLS	GOLF	BABCOCK FALLS	WOLVERINE	BAG	DINO TRACK/ MUSEUM TOUR	SHUTTLE	FRIENDS OF FORUM
Banner in forum room	X		X		X		X	X				
Logo on delegate bag	X	X	X						X			
Promotional item in registration packages	X		X									
Recognition by Emcee at forum	X											
Recognition by Emcee at dinner			X									
Recognition by Emcee at lunch					X							
Recognition by Emcee at breakfast							X					
Recognition by Emcee at snack								X				
Logo on forum agenda packages	X	X	X	X	X	X	X	X	X	X	X	X
Social media Promotion	X	X	X	X	X	X	X	X	X	X	X	X
Logo on website	X	X	X	X	X	X	X	X	X	X	X	X
Complimentary forum registrations	4	4	2	2	2							
Complimentary banquet tickets	4	4	2	2	2		2			2		
Trade Show Booth	X	X	X	X		X						
Boat Tour		4										
Helicopter				2								
Dinosaur Track/ Museum Tour										2		
Golfing						2						
Signage at activity sites		X		X		X				X	X	
Complimentary Activities: <i>Riverboat Tour</i> <i>Helicopter Tour</i> <i>Dino Trackway Tour</i> <i>Museum Tour</i>	4 Your choice		2 Your choice		2 Golf Or Dino Trackway Tour		2 Golf Or Dino Trackway Tour					

# SPONSORSHIP OPPORTUNITIES

A limited number of exclusive sponsorships opportunities are available

Sign up now!

**Sponsor Inquiries:**

Stephanie Rowe

Ph.: 250-242-4246

E: [coalforum@dtr.ca](mailto:coalforum@dtr.ca)



**REGISTER ACCOMMODATIONS EXPLORE SPONSORS**

**(250) 242-  
4246**

**CONTACT US**

Northeast British (

**COAL & EN**

Energy Through Sy

**September 7 & 8 2017 / Tumbler F**

Register Now >

# The 12th Annual Coal & Energy Forum



## What is Unity in Energy?

**We can accomplish more by working together. We want to see heavy industry maximize efforts that are mutually beneficial.**

This forum is an opportunity to network, share ideas and find areas where we can help each other achieve our goals.

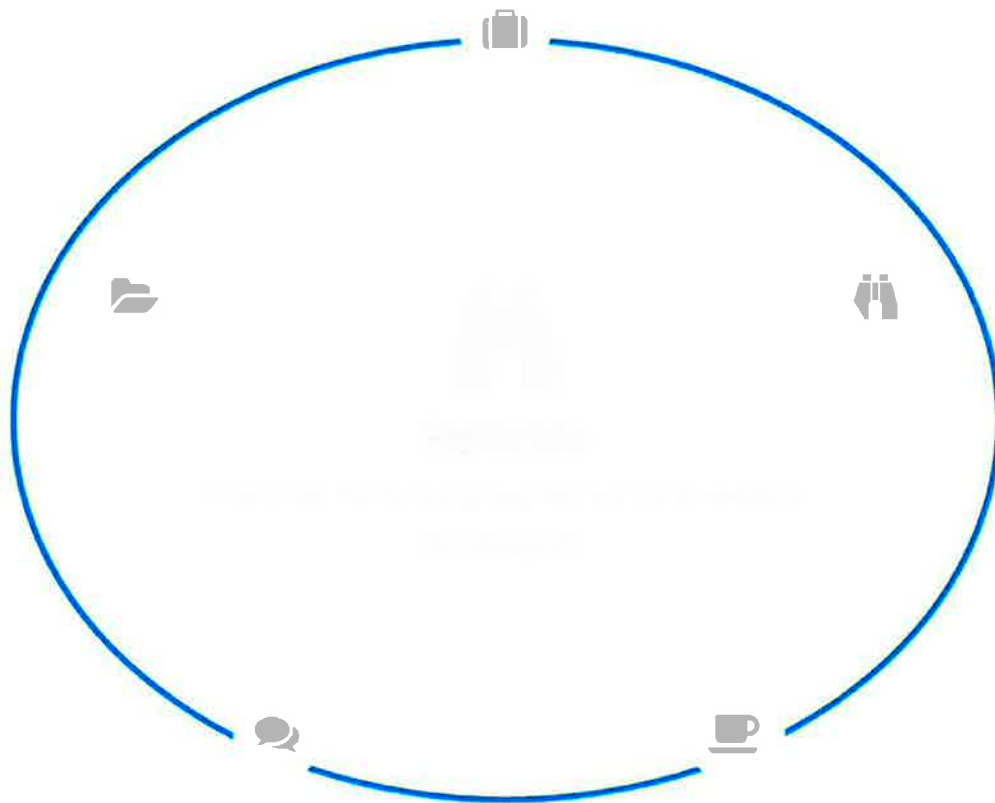
We will be starting with a day of exploring the area together either by foot, by boat or by helicopter. Thursday evening will feature a Gala dinner and an optional lantern tour to Tumbler Ridge's famous Dino Trackway site. On Friday we will reconvene with a series of seminars and workshops highlighting the innovation shown by industry in the area.

## Basic Schedule:

Thursday Sept 7th we'll be touring the area together (See optional tours)

Thursday evening gala dinner & Optional lantern tour to the Dinosaur Trackway Site

Friday we'll get down to business with several seminars – stay tuned for schedule



**Energy and persistence conquer all things.**

-Benjamin Franklin

ONLINE REGISTRATION

# SPONSORS & PARTNERS





# Sponsorship packages available!

**We have several levels of sponsorship available for the Coal & Energy Forum.**

All packages include registration. Other perks vary – please take a look at our [sponsorship package](#).

 [Sponsor Package](#)

## SCHEDULE

THURSDAY SEPT 7TH, 2017

**10:00am - 4:00pm Registration Package Pick-up @ Curling Arena**

### **Activities Departing from the Visitor Info Centre**



Boat Trips on the Murray River (Kinuseo Falls or Murray River Canyon)

Helicopter Trips (Multiple Destinations)

Golfing

Dinosaur Trackway & Dinosaur Gallery Tour

**10:00am – 4:00pm**

**6:00pm - 8:30pm Gala Dinner & Drinks @ TR Golf Course**

### **Keynote Speaker**

**8:00pm – 8:30pm**



### **Lantern Tour to Dino Trackway**



(Bring warm clothes and appropriate footwear)

**8:30pm – 10:00pm**

**FRIDAY SEPT 8TH, 2017**

### **Breakfast & Late Registration Package Pick-up**

Location: [Curling Arena](#)

(Community Centre)

**7:00am – 8:00am**



## **Welcome & Blessing**



Master of Ceremonies & First Nations Representatives

8:00am – 8:30am

## **Keynote Speaker**

8:30am – 9:30am



## **Concurrent Sessions - Metallurgical Coal // Biofuels**

Both 9:40am – 10:25am

10:25am - 10:40am Coffee Break

## **Concurrent Sessions - Oil & Gas // Hydro**

Both 10:40am – 11:40



## **Concurrent Sessions - Fracking // Wind**

Both 11:35am – 12:20

12:25pm - 1:35pm Lunch @ Curling Arena

## **Keynote Speakers**

12:25pm – 1:25pm





## **First Nations in the Energy Sector**

**1:40pm – 2:25pm**

## **Closing Ceremonies**

**2:25pm – 3:00pm**



# **WHY CHOOSE NEBC COAL & ENERGY CONFERENCE**



## **Incredible Scenery**

Our scenery is interactive! You can look at it, explore it, or get right into it. With our optional tours we want to give participants an opportunity to have a unique experience.



## **Insights**

Related topics that will be covered include: decisions in the regulatory environment, community impacts, coal markets, industry opportunities and alternative energy projects.



## **Industry Trends**

Stay informed locally and globally as our industry leaders speak about their challenges and accomplishments.



# **Exploring the Area - Thursday**

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## Ridge Rotors

**Astounding tours at over 100 miles per hour.**

[Ridge Rotors](#) has been flying in the area for over a decade. Whisking people to waterfalls, cliff faces, canyons, coal mines, mountain vistas, and all other destinations in the area.

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## Wild River Adventure Tours

**Randy makes sure everyone has a day on the river they will never forget**

Kinuseo Falls and the Murray River Canyon are just a couple of the amazing destinations near Tumbler Ridge that [Wild River Adventure Tours](#) can help you experience to the maximum. Owner Randy Gulick is arguably the most knowledgeable person when it comes to TR back country.

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## **Tumbler Ridge UNESCO Global Geopark**

**Supporting Industry & Recognized Internationally**

A Geopark is an area recognized by the Global Geoparks Network with geological heritage of international significance. Geoparks also inform about the sustainable use and need for natural resources.

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## **Kinuseo Falls**

**Unforgettable**

If you haven't been to Tumbler Ridge's top destination then you had better get registered for this forum or at least plan to make it here – you won't be disappointed. The Falls can be accessed by Boat, Helicopter or via the Murray FSR.

# Register for the Coal & Energy Forum today!

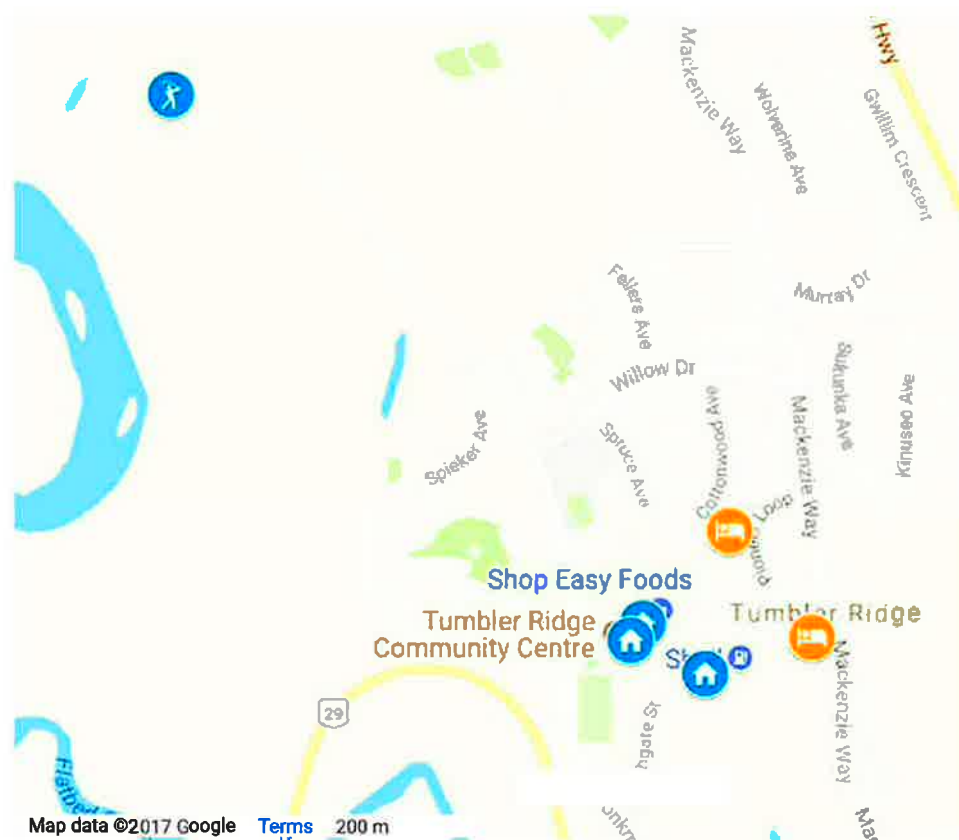
## Contact us:

Stephanie Rowe - Forum Coordinator

**(250) 242-4246**

[coalforum@dtr.ca](mailto:coalforum@dtr.ca)

Coal & Energy Forum 2017 ☆



**Venues (Blue) & Accommodations (Orange)**



## Registration Info & Tips:

We're collecting info on which concurrent session topics registrants are interested in so we can allocate space and resources correctly.



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### **Dietary Needs**

We're happy to accommodate your needs for Thursday Dinner, Friday Breakfast and Friday Lunch

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### **Thursday Tour Add-Ons**

Boat Tours provided by Wild River Adventure Tours

Heli Tours provided by Ridge Rotors

Golfing at the Tumbler Ridge Golf & Country Club

Daytime Guided tours of the Cabin Pools Trackway Site & Dinosaur Discovery Gallery

## Registration:

**\$50/Person – Sponsors get in free (Become a Sponsor)**

## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor Gwen Johansson and Council

**SUBJECT:** Arena Concession

**DATE:** June 23, 2017

**FROM:** Tammy McKeown

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Cindy Edgar and Tammy Cope attended as delegates at the June 12, 2017 Regular Council Meeting and requested the creation of a new Casual position to operate the Arena Concession. The wages associated to this position would be \$20.00 per hour.

One of the concerns presented by Council was in regard to the additional cost to the District if they opted to have the Concession staffed by a District employee.

The overhead costs associated to the concession location and the liability insurance would be Nil, as these costs are already recognized under Arena O & M. The cost of food and paper products will be recognized in the pricing of the menu items. The wages will be covered by the concession's profit margin.

An example of the profit margin is as follows:

product		cost to make		sale price		profit
Hamburger		\$ 2.76		\$ 4.50		\$ 1.74
French Fries		\$ 0.69		\$ 2.00		\$ 1.31
Gatorade		\$ 1.36		\$ 3.00		\$ 1.64
<b>total</b>		<b>\$ 4.81</b>		<b>\$ 9.50</b>		<b>\$ 4.69</b>

The costs include everything associated to the product, such as condiments, containers, and napkins. Based on our profit margin, the wages associated to the position would easily be covered by sales.

Having a reliable concession would be a great service to the community. It would be beneficial to families that are participating in our skating and hockey programs. It would not be directly competing with other food service providers in town due to the different clientele. The people who are in attendance at the arena are looking for a quick and convenient food provider, on location. Normally this clientele do not leave the arena to go to the local restaurants, due to time constraints, instead they either purchase what is available at the arena or bring their own food to the events.

After a year of operations we will be able to provide more complete data in terms of profit. A further decision could be made at that time in regard to whether or not to continue the arrangement in future years.

### **RECOMMENDATION / RESOLUTION:**

That:

"Council approve the hiring of a casual employee, at the rate of \$20.00/hour, to operate the arena concession."

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Tammy McKeown, Corporate Officer