



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

Council Chambers

Tuesday, September 2, 2014 at 7:00 PM

- 1. Call to Order:**
- 2. Notice of New Business:**
 - Mayor's List
 - Councillors Additions
 - CAO's Additions
- 3. Adoption of Agenda by Consensus:**
- 4. Declaration of Conflict of Interest:**
- 5. Adoption of Minutes:**

M1 August 11, 2014 Regular Council Meeting

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

- 7. Staff Reports:**

SR1	Ratification for Aging Resource Communities Symposium in Tumbler Ridge	Page 6
SR2	Extended Pool Opening	Page 7
SR3	Philip and Donna Gould Land Purchase	Page 9
SR4	Administrator Action Items and Other Updates	Page 11
SR5	Community Recreation Grant Expenditure	Page 13
SR6	Swimming Pool Policy and Orientation Manual	Page 67



REGULAR COUNCIL MEETING
August 11, 2014
7:00 P.M.
MUNICIPAL HALL COUNCIL CHAMBERS

Present: Council: Mayor Gwen Johansson
Councillor Kelly Miller
Councillor Dave Heiberg
Councillor Travous Quibell

Staff:
Director of Protective Services: Bob Norton
Deputy Clerk: Laurel Grimm
Intern: Devon Flynn

Other: 2 in gallery

1. CALL TO ORDER:
The meeting was called to order at 7:03 p.m. with Mayor Gwen Johansson presiding.

2. NOTICE OF NEW BUSINESS:

Mayors List:

Mayor Johansson added a report the Real Estate Foundation of BC Tour, Mount McAllister Wildfire Update and Ambulance Update under New Business.

Council Additions:

None

CAO Additions:

None

3. ADOPTION OF AGENDA BY CONSENSUS:
The August 11, 2014 Regular Council meeting agenda was adopted by consensus.

4. DECLARATION OF CONFLICT OF INTEREST:
None

5. ADOPTION OF MINUTES:

0550-01

M1 July 14, 2014 Regular Council Meeting Minutes

RESOLUTION NO. 194

M/S Councillors Heiberg/Bouillon

THAT:

"The minutes of the July 14, 2014 Regular Council Meeting be adopted as amended."

CARRIED

M2 **July 28, 2014 Special Council Meeting Minutes**

RESOLUTION NO. 195

M/S Councillors Miller/Bouillon

THAT:

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

CARRIED

6. BUSINESS ARISING OUT OF THE MINUTES:

BA1 **UBCM Meeting Dates**

Staff gave a brief update on the booking of meetings with Ministers at UBCM for 2014.

BA2 **Municipal Signage**

Staff is waiting on correspondence from the Ministry of Transportation and Infrastructure before proceeding with any sign orders.

7. STAFF REPORTS:

SR1 **Administrator Action Items and Other Updates**

Discussion on Action Items. The Light Industrial Committee is to come back to Council with their recommendations. This should include a 2-phase development proposal and possible reconsideration of placement of buffer zone.

Amendment to the Water Treatment Plant report: should read 10,000 cubic feet.

SR2 **Support Letter to North Peace Economic Development Commission Application to Northern Development Initiative Trust Marketing Initiatives Grant**

RESOLUTION NO. 196

Councillors Heiberg/Bouillon

THAT:

"Council provides a support letter to the North Peace Economic Development Commission for their \$20K Grant request for the North Peace Branding \$ Marketing Strategy project from the Northern Development Initiatives Grant Fund. Council would like to send a letter of support for the grant but does not support any loan applications."

CARRIED

Council would like to request further information on this topic.

SR3 **Communications Expenditure**

Council diarize this item to be revisited after the election.

SR4 **NDIT Community Halls and Recreation Facilities**

RESOLUTION NO. 197

Councillors Miller/Heiberg

THAT:

"Council approve a resolution of support for applying to NDIT's Community Halls and Recreation Facilities funding application:

1. Provide a letter confirming this resolution of support

2. That the same letter confirm a financial match of up to \$30,000."

CARRIED

SR5 **Intern Updates**
FOR INFORMATION

SR6 **Proposed Rogers Cell Tower**
Staff to advertise and provide link on website and social media.

8. **BYLAWS:**
B1 **Council Remuneration and Reimbursement of Expense Bylaw No. 840, 2014**
RESOLUTION NO. 198
Councillors Bouillon/Miller
THAT:
"Council adopt the Council Remuneration and Reimbursement of Expense Bylaw No. 840, 2014."
CARRIED

9. **CORRESPONDENCE:**
C1 **BC Hydro: Invitation to the Peace Williston Advisory Committee Meeting**
FOR INFORMATION

C2 **Ministry of Forests, Lands and Natural Resource Operations: Groundwater**
Advertise via Public Service Announcement and Facebook

C3 **United Way: Request for Resolution**
RESOLUTION NO. 199
M/S Councillors Miller/Heiberg
That:
"The District of Hudson's Hope proclaim September as United Way of Northern British Columbia month."
CARRIED

Staff to hang a banner at the Municipal Office.

C4 **Elisabeth Haagsman: Gymkhana Series**
FOR INFORMATION

Staff to look at donating some t-shirts, mugs, etc.

C5 **United Steelworkers: Resolution Request**
FOR INFORMATION

C6 **Mayor Edward J. (Ted) Lewis Letter of Respect**
FOR INFORMATION

C7 **Premier's BC Natural Resource Forum: Save the Date**
Diarize this item.

C8 **Critical Issues for Local Government and First Nations Newsletter**
FOR INFORMATION

C9 **LGMA: Qualification of Local Government Building Officials**
FOR INFORMATION

- C10 **Notice of Exclusion Application: Kylo**
FOR INFORMATION
10. **REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISONS RESPONSIBILITIES:**
- CR1 **Real Estate Foundation of BC Tour**
Update by Mayor Johansson.
- CR2 **Meeting with BC Ambulance**
Councillor Heiberg and Mayor Johansson met with BC Ambulance regarding the proposed courses that were supposed to be offered on August 5 in Hudson's Hope. **A Medical Services Meeting Group meeting is to be scheduled**
- CR3 **New Garbage Truck Complications**
The new garbage truck has broken down. Is under warranty. Waiting on paperwork.
11. **OLD BUSINESS:**
OB1 **That Dam Run**
Council discussed entering in the run as a group.
12. **NEW BUSINESS:**
NB1 **Mt. McAllister Wildfire Update**
Robert Norton gave an update on the Mount McAllister Fire.
- NB2 **Clinic Renovations**
Councillor Miller informed Council that the clinic is under renovations and a Pharmasave will be opening in the next few weeks.
13. **PUBLIC INQUIRIES:**
PI1 **Bob Bach - Airstrip**
Mr. Bach stated that there are some advantages in putting up a sign at the airstrip saying you must report to the Municipal Office. And charge for the service. This could be a liability issue. Mr. Bachw as informed that we do have notices up.
14. **ADJOURNMENT:**
RESOLUTION NO. 200
M/S Councillors Miller/Bouillon
THAT:
"The Regular Council Meeting for July 14, 2014 be adjourned" (9:24 p.m.)
CARRIED

	DIARY	Diarized	Last Review/Action
	Conventions/Conferences/Holidays		
DY1	PRRD: Solid Waste Disposal	05/12/14	
DY2	Airport Resurface and Redevelopment	05/12/14	
DY3	Grubjesic Driveway	05/12/14	
DY4	Co-Op Correspondence Re: Card Lock	11/12/13	
DY5	Communications Expenditure	08/11/14	
DY6	Premiers BC Natural Gas Forum	08/11/14	

Certified Correct:

Clerk / Minute Taker

Chair

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Johansson and Council
DATE: August 28, 2014
FROM: Laurel Grimm, Deputy Clerk
SUBJECT: Ratification – Aging Resource Communities Symposium in Tumbler Ridge

RECOMMENDATION:

That: "Council ratify the recommendation to authorize travel and accommodation costs for Lenore and Wally Harwood to attend the International Symposium on Aging Resource Communities in Tumbler Ridge from August 26-27, 2014."

Administrator Comments:

Tom Matus, CAO

INFORMATION

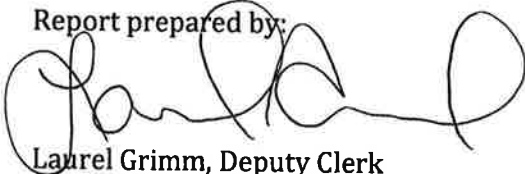
Council was not available to attend the symposium in Tumbler Ridge on Aging Resource Communities so an invitation was extended to Lenore and Wally Harwood to attend the Symposium in Tumbler Ridge. All the meals and registration costs were covered but Council needed to pass a resolution to cover travel and accommodation for two nights. An email survey was conducted on August 22, 2014 with the following recommendation:

"Council authorize travel and accommodation cost for Lenore and Wally Harwood to attend the International Symposium on Aging Resource Communities in Tumbler Ridge from August 26-27, 2014."

The following responses were received:

Mayor Johansson	Voted in Favor
Councillor Quibell	Voted in favor
Councillor Brown	Voted in favor
Councillor Miller	Voted in favor
Councillor Gilliss	Voted in favor
Councillor Bouillon	No Response
Councillor Heiberg	No Response

Report prepared by:



Laurel Grimm, Deputy Clerk

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: Extended Pool Opening
DATE: August 29, 2014
FROM: Mike Carter, Director of Public Works

Recommendation:

That if the schools remain closed, the pool should remain open till Sunday, September 7th. Hours of operation should be from 10 am to 3 pm. To facilitate the extended opening, a maximum of \$5,000.00 new money (beyond present budgeted amount) would be contributed to swimming pool operations for 2014. Should schools open during that week, the pool would automatically be closed for the season.

INFORMATION:

There is an interest in keeping the swimming pool open longer this season with the continuing warm dry weather and the potential that school will not be starting on schedule due to a labour dispute.

As we are getting close to the end of our operational season our budget may not cover an extended opening. Our current budget is \$126,062.00 for the 2014 operations and as of August 25, 2014 we have spent \$ 112,271.58 leaving a remainder of \$13,790.42.

At a glance it may look like there are plenty of funds available for an extended opening but we must keep in mind that all the bills for this season are not yet in. We still have to pay out another pay period to our pool crew as well as ongoing utility and operational costs with the biggest cost likely being natural gas which is the main component to keeping the pool heated. There are also the costs of end of season winterizing to consider.

Judging by past bills the best case scenario for weekly operational costs are about \$5,000.00 but could be higher depending on mainly the weather. Weather has the most significant effect on the operational costs of the pool as when it cools off, particularly at night, the natural gas used to heat the pool spike significantly.

User numbers were another question asked that was looked into. The only user numbers I could find came from the finance department in the form of till receipts. This gives good overall numbers but does not take into account the seasons and multiple pass users who may or may not have used them at any particular time. The highest daily average was 55.8 and the lowest daily average was 2.4. The highest was for a period in early July of 2012 and the lowest was for the only numbers I could find running into September from 2010. The average usage for the latest period checked for August 2014 were 29.5 which is pretty good when compared to the overall average of 20.3 people per day.

Council has already voted on this issue via email - though to Saturday, September 6th – with results being 5 in favor 1 against and 1 with no response.


Mike Carter, Director of Public Works

ADMINISTRATORS COMMENTS:

As noted a budgetary amendment is required for the pool opening extension.


Tom Matus, Administrator

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Johansson and Council
SUBJECT: Philip and Donna Gould Land Purchase
DATE: September 2, 2014
FROM: Tom Matus, CAO

Philip and Donna Gould have approached the District inquiring as to the purchase of a "lot" within the Atkinson Property (AP).

They are proposing to build a 1600 square foot Bungalow. Their first choice is to purchase a lot in the larger area of the AP, measuring an area of 12,000 square feet, (150 x 80); the second choice is to purchase a lot in the smaller area (140 x 80), this "lot" would encompass two cement driveways.

Considerations:

1. We may need to have the land appraised so we can determine a cost/square foot, last appraisal was dated November 23, 2010, "SUBJECT TO EXTRAORDINARY ASSUMPTIONS AND LIMITING CONDITIONS";
2. What type of residential units we prefer be built in the AP;
 - a. Our Zoning Bylaw designates the AP as Multi-Residential:
 - i. Which permits
 - 8.1 Permitted Uses
 - In the RU3 zone, the following uses and no other uses are permitted:
 - .1 Accessory buildings and structures.
 - .2 Agriculture.
 - .3 Animal hospitals.
 - .4 Bed and breakfasts.
 - .5 Campgrounds.
 - .6 Commercial recreation.
 - .7 Guest ranches.
 - .8 Home occupations.
 - .9 Kennels.
 - .10 Resource development.
 - .11 Secondary suites.
 - .12 Single-detached dwellings.
 - b. Our OCP designates the AP as Core Residential:

2.1.1 Core Residential

Areas designated "core residential" are to be centrally located within the urban service boundary (see Section 2.4) and to be used for a broad mix of housing types ranging from single-detached homes to 3+ story townhomes and apartment buildings. The majority of the higher density residential development in Hudson's Hope is to occur on these lands.

Councils Policies:

.1 Encourage the infill, redevelopment and intensification of vacant and underutilized residential land designated "core residential" - especially parcels near the town centre.

.2 Direct multi-unit residential uses within the "core residential" designation to areas near major roads and/or adjacent to the town centre.

.3 Encourage multi-unit residential developments to contain ground-oriented housing units with 2 or more bedrooms to provide a family housing choice within the multi-units rental and ownership markets.

.4 Support secondary suites in single-detached homes in all areas designated "core residential".

.5 Discourage the use of manufactured homes in any area designated "core residential".

3. Do we want to sell to individuals by "lot" or the whole parcel to a Developer?

There are past reports on some of the above matters on the server, it may be advantageous to have a committee meeting to discuss further this subject matter.



Tom Matus, CAO

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Johansson and Council
SUBJECT: ACTION and other UPDATES
DATE: September 2, 2014
FROM: Tom Matus, CAO

Proposed Light Industrial Zone

I will be discussing with L&M the survey plan we commissioned them to do of the Light Industrial area.

Waterman Valve Insertion Project

Tenders have been sent out by Focus for both the valve insertion and excavation, closing August 29th, 2014. Apparently the BC Bid site did not advertise the bids, hence we received NO bids. We have received four bids so far for the new closing date.

BCH Complex Modules

The following email was received from Judith Reynier in regard to placing module for temporary storage at the Atkinson Property:

"BC Hydro is hereby requesting permission to have the modules delivered to the District of Hudson's Hope lands known as the Atkinson subdivision. If an arrangement can be made to use this land as a temporary staging area, the modules will be inspected there and remain there until the BC Hydro owned site is ready to receive them which we anticipate would be for a period of less than two months, but likely sooner. See attached route diagram. James Thomas, from this office, will assist us in arranging appropriate documentation for the use of the Atkinson subdivision should the District of Hudson's Hope approve this use of the land.

As discussed with you today, the delivery of modules (pre-built homes segments) to the BC Hydro owned land on Dudley Drive in Hudson's Hope is planned as follows:

1. There will be 30 modules shipped over 4 weeks starting during the week of 9th September. If there a change to the start date either Bob Gammer or Darin Thompson will provide you and the District of Hudson's Hope with an update.
2. Each module will be shipped on its own truck.
3. The maximum shipping load dimensions, which take into account the lowboy trailer height, are HxWxL (14'6" x 16'6" x 76'0").
4. Omicron's construction team has confirmed that there are no conflicts with BC Hydro's distribution lines.


If you could please contact James following your 2nd September Council Meeting and let him know the outcome of this information and request, he will then be able to send you the paperwork to document the District's approval.

It is my understanding that Gerry Bowdring from Omicron is in contact with the District of Hudson's Hope's Engineering department about other site activities.

The project team is aware of the changing fire situation in the area and will keep tabs on its status. We hope that you and the District keep safe and well during the next couple of weeks.

If you have any questions about the modular homes in my absence, please direct them to either James Thomas or Darin Thompson. They will do their best to provide you with timely response. And if you would like Bob Gammer to make a presentation to Council, please contact him directly.
Judy"

We do not have a fee for storage.



Tom Matus, CAO

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Johansson and Council
DATE: August 26, 2014
FROM: Laurel Grimm, Deputy Clerk
SUBJECT: Community Recreation Grant Expenditure

RECOMMENDATION:

THAT:

"Council approve an expenditure of up to \$25,000 to purchase garbage cans, benches and associated works, as laid out in the contribution agreement between the District of Hudson's Hope and the Ministry of Community, Sports, and Cultural Development."

And further that:

"Council award the purchase of the benches and picnic tables to Barco Products – Canada for the quoted price of \$13,230 and the purchase of the Metal Trash Cans and Recycling Receptacles to Canaan Site Furnishings for the quoted price of \$6,225.15."

Administrator Comments:



Tom Matus, CAO

Director of Public Works:

In order to be in compliance with the terms of the grant I agree with the recommendation.

Mike Carter

INFORMATION

The District of Hudson's Hope applied for a Community Recreation Grant through the Ministry of Community, Sports, and Cultural Development in 2012 and was approved for a total of \$80,000 based on a \$100,000 project cost. The Province approved the funding for the walking/cycling trails Project No. 16005 which would consist of the following:

- Paving of approximately 200 meters of cycling and walking trails;
- Installation of benches and waste receptacles; and,
- Associated Works

To date the total Gross Invoice Amount is \$79,529.00 for the trails located in Beattie Park. In order to comply with our contractual agreement we must still install benches and garbage cans along the trail and amend the 2014 budget to reflect those additional costs.

I have obtained quotes from three Canadian Companies on benches, picnic tables and garbage cans basing the numbers on recommendations from Public Works for product placement to ensure efficiency for grass maintenance and snow removal.

The product that is the most recommended is made from Plastic/Recycled Plastic for durability, maintenance and aesthetics.

These Benches are made from tough recycled plastic for lasting durability and UV, moisture and scratch resistance. Made to endure the outdoors for years with virtually no maintenance. Available bench frames are Metal and Recycled Plastic. Benches can be In-Ground or Surface Mounted. Colors are Blue, Brown, Cedar, Gray, Green, Red, Simulated Wood, and Tan.

I have included some pictures of the benches and garbage cans that are recommended by Staff based on durability and curb appeal, as well as a copy of the Community Recreation Program Application Form and the Contribution Agreement.

Three quotes were received from three Canadian Companies for the products as per our purchasing policy:

	Bench w/ back	Bench w/o back	Picnic table	Garbage Cans	Recycling Receptacles
Canaan Site Furnishings	675.00	572.40	1170.00	882.24	1296.00
Barco Products	878.85	245.70	959.31	882.64	1144.28
Global Industrial	622.00	494.95	1340.00	951.00	1581.00

***Plus taxes and shipping

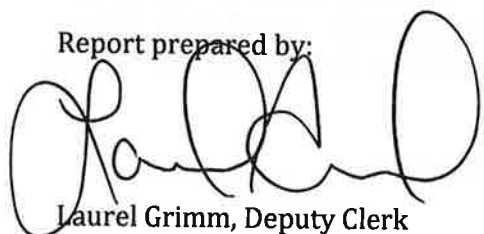
Prices may vary slightly due to quantity discounts given at time of purchase.

It is my recommendation that we purchase the garbage cans and recycling receptacles through Canaan Site Furnishings and the Picnic Tables and benches through Barco Products – Canada.

The Garbage and Recycling Receptacles closely match our current theme and are of high quality material. They are covered to keep out snow and rain to lessen complications for Public Works. The quoted price is within budget and matches our current theme.

The same Picnic tables and benches are available through different distributors at varying prices. Shipping is a large expense and Barco Products has offered the best price for the same product. The Director of Public Works has ordered products through Barco Products and recommends them as a supplier.

Report prepared by:



Laurel Grimm, Deputy Clerk



BRITISH
COLUMBIA

**INFORMATION
ONLY**

**COMMUNITY RECREATION PROGRAM
APPLICATION FORM**

PLEASE READ THE PROGRAM GUIDE before completing this Application Form. It is important for applicants to review the Program Guide for information pertaining to eligibility, selection criteria and supporting documentation.

The Application Form must be completed in full and submitted with all mandatory supporting documentation. See Program Guide 3.2 to 3.4 for more details. Applicants should be aware that information collected is subject to provincial freedom of information legislation.

If you require further assistance, please contact:
Phone: (250) 387-4060 Fax: (250) 356-1873
Email: infra@gov.bc.ca

For Administrative Use Only

A. Applicant Information

Legal Name of Applicant: District of Hudson's Hope	
Primary Contact Name: John Locher	Title of Primary Contact: CAO
Phone Number: 250-783-9901	Email Address: cao@hudsonshope.ca

B. Project Information

Project Title: Walking/Cycling Trails	
1. a) Estimated Project Start Date: April, 2012	b) Estimated Project End Date: September 2012
c) Estimated Construction Start Date: April 30, 2012	d) Estimated Construction End Date: September 30, 2012
d) Project timelines comments: These trails will have to be done during non-winter months	
2. a) Is the project in this application also the subject of another funding program application? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
b) If yes, what is the name of the funding program(s):	
c) Has this project received funding from another local government, provincial agency, or the federal government? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
d) If yes, please list all sources and the amount of funding.	
3. Provide a brief project description outlining the public health issues this project will address and the objectives that will be achieved. The primary health issue will be fitness levels for all citizens of Hudson's Hope. The trails will encourage people to walk and ride more and drive less and this will be made easier with the trails connecting key destination points in the community.	
4. Provide a description of the physical works that will be included in the project, including function, physical size, capacity, and location (physical address, UTM coordinates and/or start and end points) The primary physical works will be the walking and bike trail system that will be paved. The length of the trail will be 200 meters and it will connect key locations in the community together. The trail construction details are attached to this application.	
5. What is the population that will be served by this project? 1500	

C. Meeting Program Criteria

Please use the following questions to demonstrate how the proposed project benefits the community. Projects will be assessed on how they meet the criteria. The questions are designed to identify information that support the program criteria. Where applicable, provide quantitative data (e.g. number of residents who will use the facility, number of jobs created, etc).

Criteria 1 - Extent to which the community is advancing the principle of being more physically active

- a) Describe how this project will increase physical activity levels in the community.
The trails will increase physical activity levels by providing walking and biking paths that will encourage people to walk and ride more and use vehicles less. This will increase physical activity levels for everyone using the paths.
- b) Describe how the project will improve access and participation for inactive or specific populations.
The trails will connect key destination points in the community and will provide an easy and accessible way for all citizens, regardless of physical abilities. As the trails will be paved, it will

make is easier for seniors and those in wheelchairs, walkers, etc. to use it.

- c) Describe how existing community facilities are used to capacity and therefore new infrastructure is required to increase sport and recreation activity.

We currently do not have paved trails in our community and this creates a disincentive for those who wish to walk or hike, pushing strolles or walkers or are in wheelchairs.

- d) Describe the strategy that will be used to maximize the long-term usage and accessibility of the infrastructure.

The trails will be paved so maintenance will be easier than gravel over the long term. The trails will be maintained throughout the year.

- e) Describe how the project encourages innovative approaches (e.g. new community partnerships, new technology or process, new construction methods, etc.).

We will be using modern techniques to build these trails, especially given that it has to hold up during our harsh winter months. We are also using social media (Facebook) to canvas the general public on trail priorities.

Criteria 2 - Provision of Community Health Benefits

- a) Describe the health and social benefits of the project (e.g. promote healthy living, increase community engagement, participation, promoting inclusive and accessible communities, etc.).

There are currently many studies showing that northern residents are prone more to obesity because of our climates and lack of facilities to encourage outdoor physical activity. These trails will be provide the venue and incentive for people to get out and walk and bike more than they have in the past.

- b) Describe how the project supports economic growth and/or creation of jobs.

This project will create jobs for the planning, contrsuction and maintenance of the trails. This all creates economic growth in a small community such as ours. We will use local companies to build the trails.

- c) Describe how this project will advance the long-term goals and vision of the community as identified in applicable community plans. Include a copy of the relevant sections of the community plan(s) as supporting documentation.

The trails are indentified in our OCP which was adopted in 2005. A copy of the relevant secitons of the OCP is attached to this applicaton.

- d) Describe the extent to which the project aligns with existing provincial community healthy living initiatives and strategies (eg Healthy Families BC, Age-friendly BC, Northern Sport Strategy, etc).

Because this project will encourage people to participate more in healthy, outdoor activities, it fits in with all of the strategies related to Healthy Familes, etc. The trails will encouage seniors and those who have limited mobilltiy to get out more and become more physcially fit. It will also encourage younger families with strollers, etc. to use the trails.

- e) Describe any environmental benefits and contribution of the project (e.g. reduced resource consumption, reduction in greenhouse gas emissions, etc.).

As the trails will encourage people to use their vehicles less, this will substantially reduce the environmental footprint of the community. The trails will also include park benches and waste recepticles to encourage use and to reduce littering, etc.

D. Additional Required Information

Financial

a) Total Gross Project Costs*:	\$100,000
b) Total Ineligible Project Costs:	\$
c) Total Eligible Project Costs:	\$100,000

d) Less Other Funding Sources:	\$
<i>All contributions by another local government, provincial agency, or the federal government must be deducted** (See Question B.2)</i>	
e) Total Net Project Costs/Cost-sharable Amount (c – d):	\$100,000
f) Requested provincial cost share ratio (maximum 80%):	80%
g) Total Grant Request:	\$80,000
h) Minimum Grant Request***:	\$80,000
<p><i>* Detailed cost estimates should be attached. See Program Guide 3.4.</i></p> <p><i>**This does not include monies from the GTA Community Works Fund or Small Community and Regional District Unconditional Grant Programs. See Program Guide 1.2.</i></p> <p><i>***Identify what the minimum amount of provincial funding is required to allow the project to proceed to completion.</i></p>	
<p>i) How will the local share of capital costs be financed? The District guarantees our share of the project.</p> <p>j) Who will own the completed project? District of Hudson's Hope</p> <p>k) Who will be responsible for the ongoing operational and maintenance costs of the project when complete? District of Hudson's Hope</p> <p>l) Identify the community's plan and/or policy (asset management plan, long term financial plan, business case, etc.) which details long term sustainable management of the community's infrastructure. The District has a long term financial plan that looks after the community's infrastructure.</p>	
Partnerships	
a) If this project involves a partnership, provide the legal name of all partner organizations and describe how they are supporting this project. (Note Partnerships under Optional Documentation see Program Guide 3.4)	
Risk Management	
a) What risk mitigation strategies do you have in place? (Social, financial, environmental, timeline) We are guaranting our share of the cost of this project as well as the long term maintenance of the trails.	
<p>Please email the completed Application Form, Application Checklist and all mandatory supporting documentation* to:</p> <p style="text-align: center;">infra@gov.bc.ca</p> <p>To complete the application process a signed copy of the Certification Form must be mailed to the Ministry. Applications are not eligible for assessment until the Certification Form is received by the Ministry.</p> <p><i>* Please see the Program Guide for a list of mandatory (3.4) and optional supporting documentation (3.5).</i></p>	



COMMUNITY RECREATION PROGRAM CERTIFICATION FORM

To complete the application process you must complete, print, sign and mail this Certification Form. This form is designed to be filled in electronically using word processing software.

Applicants should be aware that information collected is subject to provincial freedom of information legislation.

For Administrative Use Only

Applicant Certification

I/we certify that the information contained in the Application Form for Hudson's Hope, submitted on 25 November, 2011, is to the best of my/our knowledge, correct and complete and has been submitted with council/board concurrence, as authorized by a resolution dated November 7, 2011

Project Manager Signature:

(e.g. Engineer, Director of Parks & Recreation)

Date: 25 November 2011

Name: Mike Carter

Title: Director of Public Works

Financial Officer Signature:

(as per S.149 Community Charter)

Date: 25 November 2011

Name: John Locher

Title: CAO

Please mail the signed Certification Form to:

Ministry of Community, Sport and Cultural Development
Local Government Infrastructure and Finance Branch
PO Box 9838 Stn Prov Govt
Victoria, BC V8W 9T1

If you have any questions, please Phone: 250 387-4060; Fax: 250 356-1873 or Email: infra@gov.bc.ca

COMMUNITY RECREATION PROGRAM

To Be Included with Application

This Application Checklist is to assist you with your application. Submit the checklist with the application and check off items that are included in your application package.

Important Note: Applicants must submit sufficient information in order to process the application. Applications will be assessed based on the information provided. Insufficient information may negatively impact the assessment of the application. The mandatory checklist identifies information that is required at a minimum to make an application assessment. Application packages can also include other optional information and some suggestions have been provided.

YES		MANDATORY	For Administrative Use Only	
<input checked="" type="checkbox"/>		Completed Application Form		
<input checked="" type="checkbox"/>		Completed copy of this Application Checklist		
<input checked="" type="checkbox"/>		Completed and signed Certification Form (mailed original)		
<input checked="" type="checkbox"/>		Resolution from your board or council authorizing the project to proceed		
<input checked="" type="checkbox"/>		Detailed cost estimates with dimensions, unit costs, etc.		
<input checked="" type="checkbox"/>		Map showing the location of the project		
<input checked="" type="checkbox"/>		Documentation which verifies that your share of the project's funding is in place and that funding is available to cover ongoing operations and maintenance costs		
<input checked="" type="checkbox"/>		For sport or indoor recreation infrastructure the following are required as well (see Program Guide 3.4): <ul style="list-style-type: none"> • Use of infrastructure will be maximized and accessible • Demonstration that existing facilities are used to capacity • Letters/documentation demonstrating support from relevant user groups 		
Y	N	OPTIONAL	Document Name(s)	
<input type="checkbox"/>	<input type="checkbox"/>	Documentation to detail public health benefits and/or summarizing the community's healthy living strategies.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Copies of relevant long term management plans and/or community plans and/or demand management strategies (please note and or provide only the section(s) in the plan which relate directly to the project)	Official Plan Community Plan	

COMMUNITY RECREATION PROGRAM

To Be Included with Application

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Engineering/Feasibility study of options/reports		
Y	N	OPTIONAL	Document Name(s)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Documentation outlining strategic partnerships		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Documentation detailing the long term sustainable management of the community's infrastructure (financial plan and/or asset management plan/policy)		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Letters of support and/or documentation from relevant agencies		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Applicable information from project consultation (First Nations, Stakeholder, Public)	Use of Facebook for public input	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Reports, studies and plans/strategies with respect to community's climate change initiatives	Climate Action Revenue Incentive Program Carbon Tax Calculation	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other relevant information (please specify)		

CHECKLIST AND COUNCIL RESOLUTION



District of Hudson's Hope

9904 Dudley Drive, Box 330, Hudson's Hope, B.C. V0C 1V0

Telephone: (250) 783-9901 Fax: (250) 783-5741

E-mail: district@hudsonshope.ca www.hudsonshope.ca

November 23, 2011

File No. 1855-03

Ministry of Community Sport & Cultural Dev

To whom it may concern:

Re: Community Recreation Program

At a regular Council meeting held on November 7, 2011 Council discussed the Community Recreation Program and have passed the following resolution:

THAT:

"District Council authorizes application to be made for funding under the Community Recreation Program in the amount of \$100,000 for the construction of a community Bike path/Walkway."

AND THAT:

"Council commits to providing the local 20% share of the construction costs should the grant be approved."

Motion # 398/11

This letter is being certified as a true copy of the motion made by Council.

Yours truly,

John Locher, CAO
District of Hudson's Hope

This Application Checklist is to assist you with your application. Submit the checklist with the application and check off items that are included in your application package.

Important Note: Applicants must submit sufficient information in order to process the application. Applications will be assessed based on the information provided. Insufficient information may negatively impact the assessment of the application. The mandatory checklist identifies information that is required at a minimum to make an application assessment. Application packages can also include other optional information and some suggestions have been provided.

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<input checked="" type="checkbox"/>		Completed Application Form		
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<input checked="" type="checkbox"/>		Completed and signed Certification Form (mailed original)		
<input checked="" type="checkbox"/>		Resolution from your board or council authorizing the project to proceed		
<input checked="" type="checkbox"/>		Detailed cost estimates with dimensions, unit costs, etc.		
<input checked="" type="checkbox"/>		Map showing the location of the project		
<input checked="" type="checkbox"/>		Documentation which verifies that your share of the project's funding is in place and that funding is available to cover ongoing operations and maintenance costs		
<input checked="" type="checkbox"/>		For sport or indoor recreation infrastructure the following are required as well (see Program Guide 3.4): <ul style="list-style-type: none"> • Use of infrastructure will be maximized and accessible • Demonstration that existing facilities are used to capacity • Letters/documentation demonstrating support from relevant user groups 		
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<input type="checkbox"/>	<input type="checkbox"/>	Documentation to detail public health benefits and/or summarizing the community's healthy living strategies.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Copies of relevant long term management plans and/or community plans and/or demand management strategies (please note and or provide only the section(s) in the plan which relate directly to the project)	Official Community Plan	

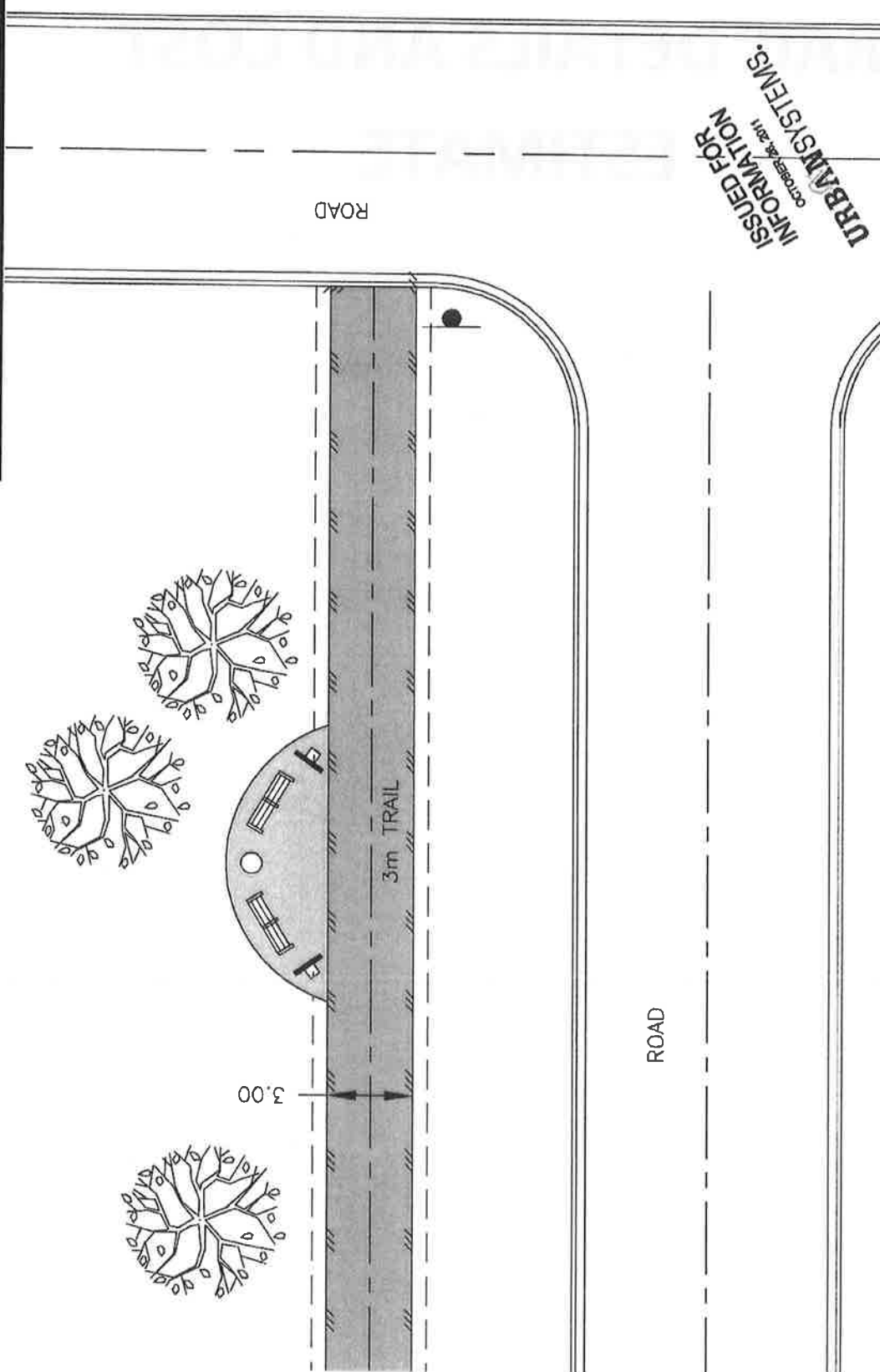
COMMUNITY RECREATION PROGRAM

To Be Included with Application

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Engineering/Feasibility study of options/reports		
Y	N	OPTIONAL	Document Name(s)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Documentation outlining strategic partnerships		
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<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other relevant information (please specify)		

TRAIL DETAILS AND COST ESTIMATE

TRAILS GRANT APPLICATION



URBAN SYSTEMS.

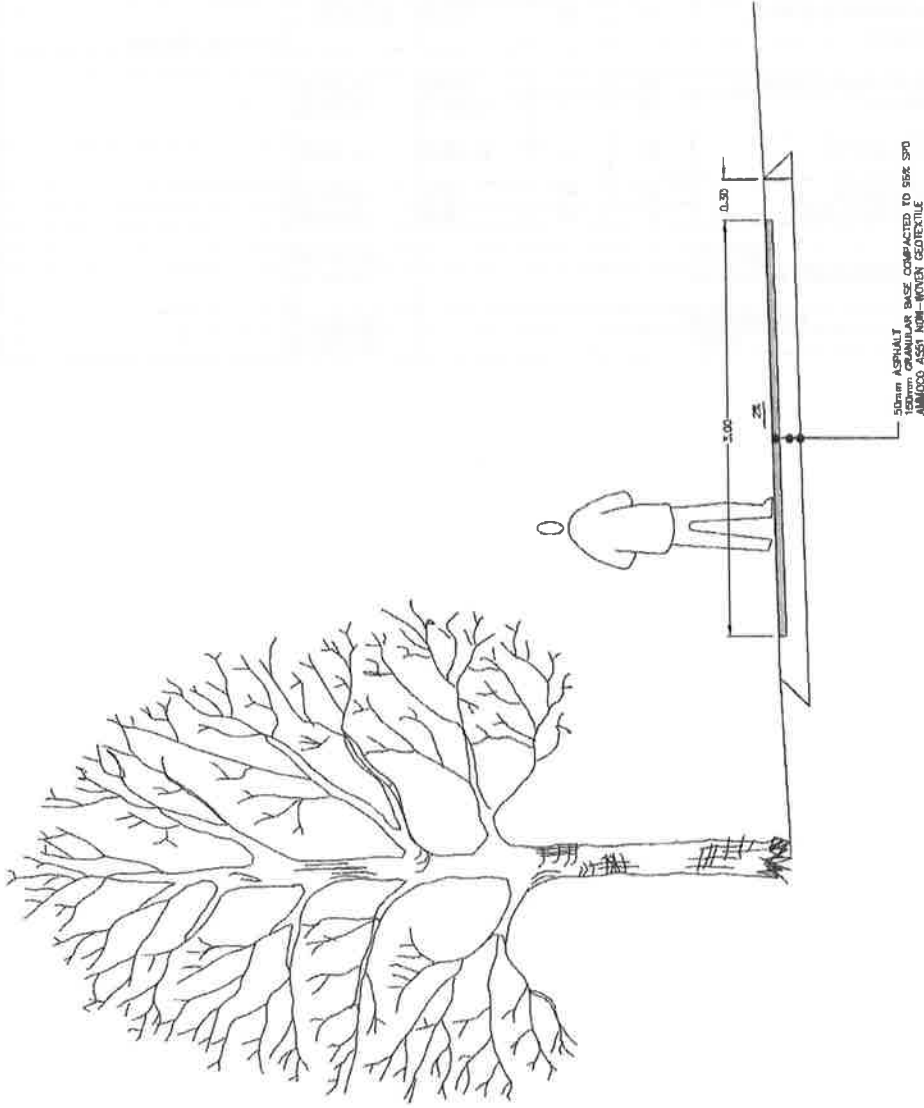
10808 - 100th STREET
FORT ST. JOHN, BC, CANADA V1J 3Z6
Tel. 250.785.9697
www.urban-systems.com

Client/Project
DISTRICT OF HUDSONS HOPE

Scale	Date	Figure
NTS	11-10-26	2
06664.0015.11		Title

TRAILPLAN VIEW

TRAILS GRANT APPLICATION



ISSUED FOR INFORMATION
OCTOBER 26, 2011
URBANSYSTEMS.



URBANSYSTEMS.

10808 - 100th STREET
FORT ST. JOHN, BC, CANADA V1J 3Z6
Tel. 250.785.9697
www.urban-systems.com

Client/Project
DISTRICT OF HUDSONS HOPE

Scale	Date	Figure
NTS	11-10-26	1
0664-0015-11		Title

TRAIL CROSS SECTION

DISTRICT OF HUDSON'S HOPE

2011-10-26

Trails Cost Estimate (DRAFT) - Based on a 200m Trail
0664.0015.11

ITEM NO.	DESCRIPTION	UNIT	EST. QTY	2010 UNIT PRICE	AMOUNT	Notes
ROADWORKS						
1	Common Excavation (including top soil stripping)	m ³	160	\$35.00	\$5,600.00	4m wide by 0.20m deep by 200m long
2	Over excavation and replacement of suitable material	m ³	16	\$75.00	\$1,200.00	10%
3	Subgrade Finishing	m ²	800	\$6.00	\$4,800.00	4m wide by 200m long
4	Geotextile Filter Fabric	m ²	800	\$2.50	\$2,000.00	
5	Granular Base - 150mm thick	m ²	800	\$23.00	\$18,400.00	
6	50mm Hot-Mix Asphalt Paving - Upper Course	m ²	600	\$45.00	\$27,000.00	3m wide by 200m long
LANDSCAPING						
7	Supply & Installation of Bollards	ea	2	\$750.00	\$1,500.00	
8	Park Benches	ea	2	\$3,000.00	\$6,000.00	
9	Waste Receptacles	ea	1	\$1,500.00	\$1,500.00	
10	Hydraulic Seeding	m ²	400	\$5.00	\$2,000.00	
11	Top Soil (100mm thick)	m ²	400	\$9.00	\$3,600.00	
SUBTOTAL					\$73,600.00	
CONTINGENCY ALLOWANCE					\$7,360.00	
ENGINEERING					\$17,000.00	
TOTAL					\$97,960.00	

LETTERS OF SUPPORT

November 24, 2011

J. Locher, CAO
District of Hudson's Hope
Box 330
Hudson's Hope, BC V0C 1V0

Dear Mr. Locher

Please accept this letter of support from the Hudson's Hope Visitor Centre, in regards to the grant application for asphalt trail development.

At this visitor centre, we get frequent requests for walking and hiking trails from our visitors. It would be such a pleasure to have a system of trails in place for the visitor and would great increase the amount of time a visitor stays in our community. Studies have shown that encouraging the visitor to stay for even a few hours can result in an overnight stay as well.

Hudson's Hope benefits from asphalt trails would be immense.

Yours truly



Kathy Burseth

Hudson's Hope Visitor Centre Supervisor

Greta Goddard
BCRPA Fitness Instructor
DOHH Special Events Coordinator
Box 330
9904 Dudley Drive
Hudson's Hope, BC
V0C 1V0
Tel: 250-783-5338
Email: rgfequet@pris.ca

To whom it may concern:

Hudson's Hope is a small scenic community nestled on the banks of the beautiful Peace River. It has an abundance of wildlife, it's surrounded by unique vegetation and has incredible natural potential. To realize that potential, the community has often come together to form partnerships or to lend support for opportunities to move the community forward in a positive manner.

The proposed trail system by the District of Hudson's Hope is one of those opportunities. It allows residents of all ages to take advantage of the great outdoors, to enjoy its natural wonders, and reap all the health benefits in the process. As a fitness instructor, I have realized that the gains of regular physical activity benefit not only the individual but the whole community. It adds up to a higher quality of life for the individual, less stress on the caregivers, and a reduced medical bill for the rest of us. Trails support these gains.

The safety factor alone is immeasurable. An asphalt sidewalk would be much safer than walking the edges of the existing road; especially now with the increased traffic due to increased exploration in the area. Folks, especially new moms, pregnant women and seniors, are more inclined to take advantage of even winter weather when the route is accessible, cleared and safe. In this small town, where all the amenities are in walking distance, folks would consider running errands and visiting using the sidewalk as opposed to starting up the car. Again, it adds up to more savings in the long run for the environment and the individual.

In addition, this proposed trail could set the foundation for a network of trails. This sidewalk could potentially provide a link to the Jamieson Woods Nature Preserve. It could be the impetus for a biking/hiking trail that would run parallel to the existing highway and link the town to Dinosaur Lake recreational area. This route would also allow workers to choose a safer more environmentally friendly way of getting to work at the Peace Canyon Dam.

In short, a trail system supports all segments of our community. It provides environmental, economic and health benefits. And that's a good thing.

Sincerely,

A handwritten signature in cursive script, appearing to read "Greta Goddard".

Greta Goddard

BCRPA Fitness Instructor & DOHH Special Events Coordinator

Commit to being fit!

Hudson's Hope School

Box 390, Hudson's Hope, BC V0C 1V0

Phone (250) 783-9994

Fax (250) 783-5465

November 24, 2011

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

Attention: Mr. Locher, Chief Administrative Officer

Dear Mr. Locher:

RE: Support in Your Application for Funding for Asphalt Trails in Hudson's Hope

Please accept this letter of support for the development of asphalt trails in the community of Hudson's Hope.

The opportunity to have these trails throughout the community would be beneficial in many ways not only to the students and staff of Hudson's Hope School, but also to all citizens of Hudson's Hope. Trails throughout our community would be a welcome additional alternative to Hudson's Hope School's Daily Physical Activity program as well as our Science programs. In Physical Education classes, trails would allow for outdoor walking, jogging or running in the Spring and Fall, and skiing or snowshoeing in the Winter. In Science classes, trails would allow for classroom learning to be easily and quickly extended to the outdoors all year. Currently, Hudson's Hope has some sidewalks, but these are in residential and business areas that are mainly restricted to Highway 29, not a route that any of our staff often consider using.

The staff at Hudson's Hope School supports this initiative as it would provide numerous opportunities for alternate fitness programs and ways to make classroom learning meaningful.

If you have any questions please do not hesitate to contact me.

Sincerely,

(Signature) Theresa Dantuma

Theresa Dantuma
Principal, Hudson's Hope School

November 23, 2011


District Of Hudson's Hope
Box 330
Hudson's Hope
BC V0C1V0

RE: Asphalt Trails

To whom it may concern,

I am sending this letter, in support of asphalt trails in Hudson's Hope.
We are in need of these trails, for children on their bikes.. Seniors will find it easier, to get out and about.. People of this community enjoy getting out, for a walk or run.. I think the trails would add a lot to our town Thankyou for your time.

Yours truly,


"On The Rim" restaurant
owner/operator

Debbie Green

OFFICIAL COMMUNITY PLAN AND CARIB

4.9 – PARKS, RECREATION, OPEN SPACE, GREENBELT AND TRAILS

It is good to consider the term “Park” in its broadest sense. Parks do not only include playgrounds, trails and sports fields, but also encompass steep slope embankments, wetlands and street boulevards. Parks contribute greatly not only to social well being, but also to the ecological health and integrity of our community.



A healthy community (physically, mentally, socially and environmentally), functions for its own good as well as its neighbours.

Hudson's Hope is a healthy community, a community of parks. Large stands of trees, turf grass boulevards and vibrant floral display all add to this mosaic of parks designation.



The “Playground of the Peace” is an easy assimilation to pin on Hudson's Hope for its park facilities within the townsite and on into the surrounding countryside.

It is the intention of the Council to build on this “Playground of the Peace” and “Front Door to the Back Country”, as well as, “The

Land of Dinosaurs and Dams” for the future programming and promotion for the benefit of residents and visitors alike through:

- Preservation of the natural environment;
- Developing a system of trails, walking and bicycle paths, cross country ski tracks, and bridle paths that link neighbourhood centres, parks and other community amenities. These trails will fan out from the townsite to link with the neighbouring subdivisions in an interconnected system which are depicted in Schedule E;

- Greater access to the waterfront, both physical and visual, through trails, boat launch, lookouts and view corridors to achieve a greater connectivity to the river;
- The integration of art, culture and special events in parks and recreation settings as a means to create a more liveable community;
- Setting operational requirements so that levels of maintenance are compatible with community needs and resources in the conservation and enhancement of these facilities;
- The establishment of greenbelts, not only as linear avenues of trees through the townsite and subdivisions, but acting as wildlife corridors for song birds and small mammals. Greenbelts contribute vastly to physical screening of visual pollution and act as wind breaks;
- Ensuring that existing subdivisions are adequately provided with neighbourhood park facilities, either as open space, treed area or both;
- Encouraging a landscape plan to be provided and forming part of any development plan proposal;
- Permitting public parks and playgrounds in areas designated as residential or commercial;
- Continuing to work in cooperation with the School District for joint use of school recreation facilities by all members of the community;



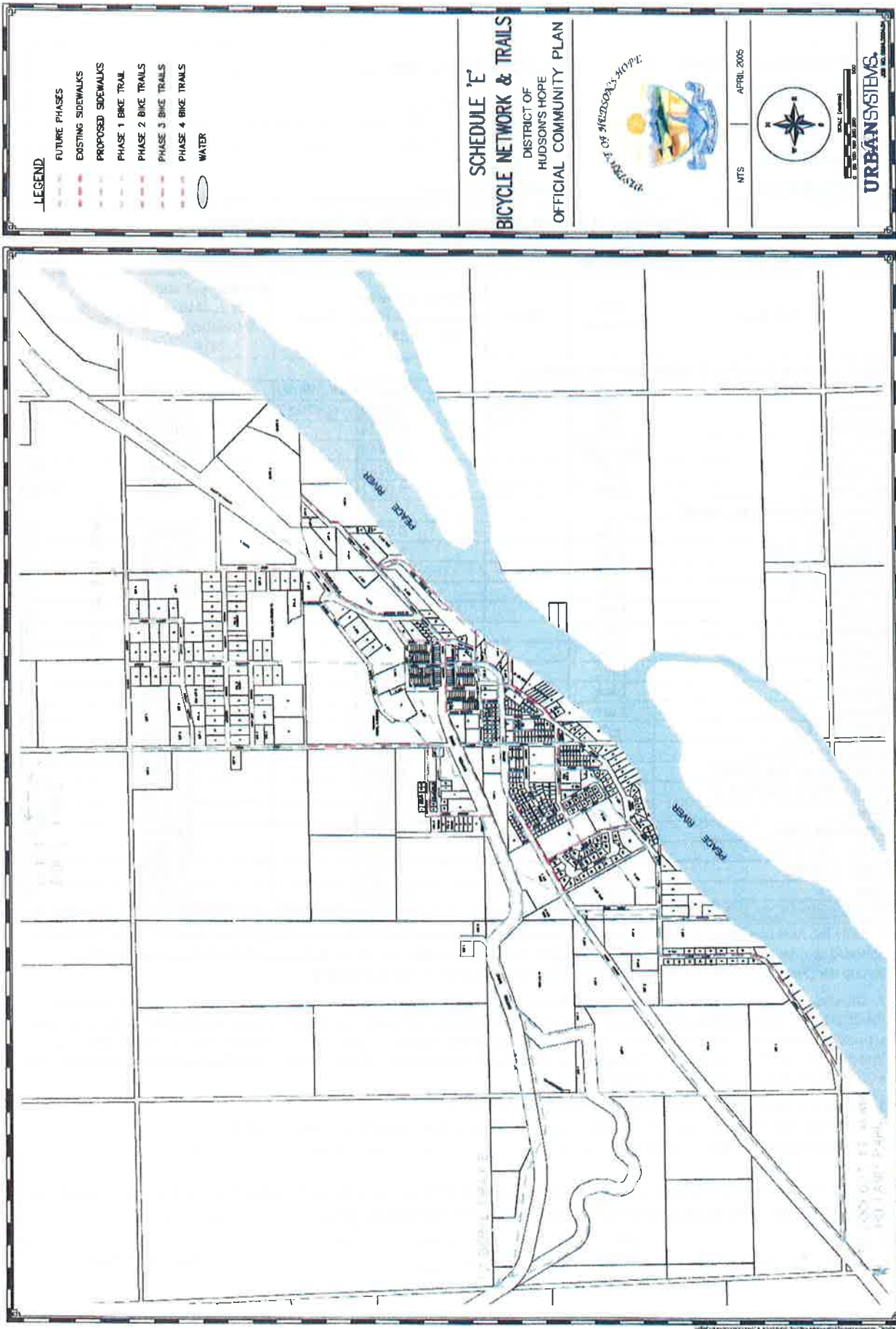
- Designing, maintaining and operating parks and recreation facilities to provide the opportunity for residents to interact with one another;
- Exploring the opportunity for a multi-use skate board / roller blade / scooter park as an outdoor recreation facility in conjunction with the youth of Hudson's Hope;
- Enhancing the physical appearance of the arena through graphics, lighting and delineation of the pedestrian realm;
- Upgrading the existing ball diamonds regarding drainage, shale surfacing and fencing;
- Development of interpretive District wide signage used at trail heads, points of interest and community facilities;
- Provision of pedestrian scale lighting along trails and paths;
- Providing recreational programs and facilities for all age groups and levels of ability;
- Continuing to encourage local service clubs, community groups and industry to assist in the development of parks and recreation type facilities;
- The development of a Parks and Recreation Master Plan for the District. As existing facilities are coming up for extensive refurbishment or replacement, combined with calls for additional items as facilities, a needs assessment and layout plan should be undertaken to organize this planning process for these infrastructure types;



- Exploiting the river as a recreational opportunity by providing a public boat launch are examples that could be organized through a planning type document;
- Negotiating with the Tyrell Museum and the Royal Ontario Museum to develop protocols for repatriating dinosaurs' footprints currently held. To review the opportunity to house known and future find fossil specimens at a local facility, and
- Those areas identified as:
 - Swimming Pool;
 - Curling Rink;
 - Ice Arena
 - Skateboard Park;
 - Ball Diamond;
 - Portage Mountain Ski Area, and
 - Tennis Courts.

These are included under the Schedule B and C mapping as parks, recreation, greenspace, greenbelt and trails.





Carbon Tax Calculation Form
 Under the Climate Action Revenue Incentive Program

Local Government Name:	District of Hudson's Hope
Contact Information:	
Name:	Charles S. Nash
Position:	Chief Financial Officer
Telephone Number:	250-783-9901
Email address:	cao@hudsonshope.ca

**Calculation of carbon tax paid directly by the local government
 for fuel purchased between January 1 and December 31, 2010:**

Fuel Type	Unit measure	Units	Tax Rate per unit, January 1, 2010 to June 30, 2010	Units	Tax Rate per unit, July 1, 2010 to December 31, 2010	Carbon Tax paid
Most common fuels in a local government context:						
Gasoline	Litre	16,316.28	0.0333	18,298.39	0.0445	1,357.60
Diesel	Litre	5,366.94	0.0384	6,426.57	0.0511	534.48
Bio-Diesel ²	Litre		0.0384		0.0511	0
Natural Gas	Gigajoule ³		0.7449		0.9932	0
Natural Gas	m ³		0.0285		0.038	0
Propane	Litre	77.2	0.0231	767.97	0.0308	25.43
Other fuels which are taxed:						
Heating Oil	Litre		0.0384		0.0511	0
Locomotive Fuel	Litre		0.0384		0.0511	0
Heavy Fuel Oil	Litre		0.0473		0.063	0
Aviation Fuel	Litre		0.0369		0.0492	0
Jet Fuel	Litre		0.0392		0.0522	0
Kerosene	Litre		0.0381		0.0522	0
Naphtha	Litre		0.0383		0.051	0
Methanol	Litre		0.0164		0.0218	0
Butane	Litre		0.0264		0.0352	0
Ethane	Litre		0.0147		0.0196	0
Refinery Gas	m ³		0.0264		0.0352	0
Coke Oven Gas	m ³		0.0242		0.0322	0
Coal -- Low Heat Value ⁴	Tonne		0.2666		0.3554	0
Coal -- High Heat Value ⁴	Tonne		0.3116		0.4154	0
Coke	Tonne		0.3731		0.4974	0
Petroleum Coke	Litre		0.0551		0.0734	0
Tires -- shredded ⁵	Tonne		0.3587		0.4782	0
Tires -- whole ⁵	Tonne		0.312		0.416	0
Peat	Tonne		0.1533		0.2044	0
						1,917.51

1. Only list fuels that were purchased for the local government's own use, on which carbon tax was paid, and where that carbon tax was not refunded or recovered from another party (e.g., through a lease arrangement). Also do not include any fuels that were exempted from carbon tax (for more information on exemptions see the *Carbon Tax Act* and its Regulations)

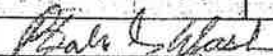
2. Bio-diesel blends must be prorated in order to claim the diesel and bio-diesel portions on the appropriate line. The proportion of the blend (B5, B10, B15 etc) that is conventional hydrocarbon-based diesel is included on the diesel line; consequently, the bio-diesel pro-rated amount must entered on the bio-diesel line. For example, a 10,000 litre purchase of B10, which is 10% bio-diesel and 90% hydrocarbon-based diesel, would be recorded as 9,000 litres hydrocarbon-based diesel (90% of 10,000 purchased litres) and bio-diesel would be recorded as 1000 litres (10% of purchased bio-diesel).

3. Marketable Natural Gas may be recorded at either Gigajoules or m³

4. Low Heat Value Coal includes Sub-Bituminous Coal; High Heat Value Coal includes Bituminous Coal

5. Only include tires if they are combusted

I declare that the information contained in this Carbon Tax Calculation Form is true and correct and based on actual accounting records and not estimates. I am also aware of the requirement to report publicly by December 31, 2011.

Signature of Financial Officer		Date	02/02/2011
--------------------------------	---	------	------------

This Contribution Agreement dated for reference the 26 day of March, 2012.

BETWEEN

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA,
represented by the Minister of Community, Sport and Cultural Development
(the "Province")

AND

the DISTRICT OF HUDSON'S HOPE (the "Recipient")

for the Walking/Cycling Trails Project No. 16005

WHEREAS:

- A. The Province created the **Community Recreation Program** to advance community recreation infrastructure (the "Program").
- B. The Province has approved funding under the Program for the Project defined in this Agreement and such funding is to be paid by the Province to the Recipient pursuant to the Stipulations of this Agreement.
- C. The Recipient has met the Eligibility Criteria established in the Community Recreation Program Guide in order to qualify for funding under the Program.

NOW THEREFORE, in consideration of the sum of One Dollar and other valuable consideration, the receipt and sufficiency of which is acknowledged by each party, the parties agree as follows:

DEFINITIONS

1. In this Agreement and its recitals the following definitions apply:

"Agreement" means this Contribution Agreement and any schedules attached hereto;

"Commencement Date" means the date identified in Schedule A on which the application of the Recipient was received by the Province;

"Completion Date" means the date identified in Schedule A upon which the Recipient will complete the Project and such date must not be later than March 31, 2015;

"Contract" means a contract between the Recipient and a Third Party whereby the latter agrees to contribute a product or service to the Project in return for financial consideration which may be claimed as an Eligible Cost;

"Eligible Costs" means all the direct costs properly and reasonably incurred by a Recipient or a Third Party on behalf of the Recipient with respect to the Project, including the capital costs (as defined and determined by the generally accepted accounting principles which are in effect in Canada) of acquiring, constructing or renovating a fixed capital asset or a capital asset that is integral to the Project and is for public use or benefit and are incurred between the project Commencement Date and the Completion Date with the exception of design costs that are eligible for reimbursement provided construction has not commenced;

"Eligibility Criteria" means the terms imposed by the Province and set out in the Community Recreation Program Guide which must be met in order to qualify for funding under the Program;

"Fiscal Year" means the period beginning April 1 of a year and ending March 31 of the following year;

"Program Staff" means employees of the Ministry of Community, Sport and Cultural Development who are directly involved in the administration of the Program, and includes anyone authorized to act on their behalf;

"Project" means the project described in Schedule A;

"Stipulations" mean the terms and conditions set out in this Agreement that must be met in order for the Recipient to retain the funds it receives under the Program; and

"Third Party" means any person or entity or its officers, employees or agents, other than a party to this Agreement that is involved in the implementation and construction of the Project.

SCHEDULES

2. The Schedules to this Agreement are:

Schedule A	Project Description and Dates
Schedule B	Payment and Reporting Requirements

TERM OF AGREEMENT

3. Notwithstanding the actual date of execution of this agreement, the term of this agreement begins on the Commencement Date, and expires on March 31, 2016, one year after the construction substantive Completion Date.

OBLIGATIONS OF THE RECIPIENT

4. The Recipient agrees to:
 - (a) carry out the Project in a diligent and professional manner;
 - (b) commence carrying out the Project within six months of the date of reference of this Agreement;
 - (c) complete the Project no later than the Completion Date; and,
 - (d) provide evidence satisfactory to the Province that the Recipient has commenced the Project in accordance of section 4(b) of this Agreement. Such evidence may consist of verification that construction has started, or other evidence deemed appropriate by the Province.
5. If, in the opinion of the Province, the Recipient has failed to provide evidence satisfactory to the Province in accordance with section 4(d) of this Agreement to demonstrate the Project has commenced, the Province may terminate this Agreement, effective immediately and require the refund of all funds advanced to the Recipient.
6. The Recipient will comply with all applicable laws, statutes, and regulations of British Columbia and as applicable Canada and the bylaws of any local government.
7. In accordance with the requirements of the Program, the Recipient agrees to:
 - (a) establish and maintain books of account, administrative records, invoices, receipts and vouchers for all expenses incurred in a form and content satisfactory to the Province;
 - (b) permit the Province to inspect at all reasonable times, any books of account or records (both printed and electronic, including, but not limited to, hard disk or diskettes), whether complete or not, that are produced, received or otherwise acquired by the Recipient as a result of this Agreement;
 - (c) maintain all such accounts and records for a period of six years after the Completion Date;
 - (d) ensure that all Contracts entered into by the Recipient with any Third Parties contain the provision in section 6 above; and
 - (e) permit the Province to inspect the project site at all reasonable times including before, during and after Project completion.

8. The Recipient is solely responsible for all aspects of the Project, including without limitation, the planning, design, construction, operation, maintenance, worker and public safety, completion and ownership of the infrastructure, and nothing in this Agreement shall be deemed to give the Province interest in, or responsibilities for the Project, unless otherwise provided in this Agreement.
9. Upon completion of the Project the Recipient, or if the Recipient is not the owner of the Project the Recipient's application partner that is the owner, will retain title to and ownership of the assets resulting from the Project and will maintain and operate the assets for a minimum of 10 years after the Completion Date.
10. The Recipient will ensure that the financial contribution of the Province is to be used solely for the purpose of defraying the Eligible Costs incurred by the Recipient in carrying out and completing the Project as described in Schedule A.
11. The Recipient acknowledges that Eligible Costs that have received funding from any other federal or provincial sources may not be reimbursed under this Agreement, and that the Recipient agrees to promptly notify the Province through Program Staff in writing of any such funding received.
12. The Recipient acknowledges that it is not the agent of the Province and will do no act which might be construed as authorizing any contract or permitting any other liability or obligation to be incurred on behalf of the Province.
13. The Recipient will obtain prior written approval from the Province for any significant changes to the scope of the Project.
14. No sub-contract entered into by the Recipient will relieve the Recipient from any of its obligations under this Agreement or impose upon the Province any obligation or liability arising from any such sub-contract.

OBLIGATIONS OF THE PROVINCE

15. Provided the Recipient is in compliance with its obligations under this Agreement, the Province will pay the Recipient the amount and in the manner set out in Schedule B of this Agreement.
16. The Province will not have any obligation to make a contribution under section 15 unless the Recipient has complied with the provisions set out in Schedule B.

COMMUNICATIONS

17. The Recipient agrees that all public information material pertaining to the Project will clearly indicate that the Project is funded through the Program. The recipient acknowledges that

the Province would like at least 15 working days notice of any scheduled communications material or public events relating to the Project.

18. The Province may provide temporary signage to the Recipient and the Recipient agrees to install the signage at a prominent location where there is visible activity related to the Project indicating that the Project is funded under the Program.
19. The Recipient agrees that temporary signs will be removed within 90 days of Project completion.
20. Upon completion of the Project and where feasible, the Recipient will install a plaque or permanent sign with an appropriate inscription acknowledging that the Project was funded under the Program.
21. The Recipient will pay the costs of the permanent signage and such costs are deemed to be Eligible Costs under this Agreement.

INDEMNIFICATION

22. The Recipient will be solely responsible for and shall indemnify and save harmless the Province, and its ministers, officers, servants, employees and agents from and against all losses, claims, liabilities, suits, damages, actions, causes of action, costs and expenses, and demands of any kind ("losses"), or other proceedings by whomsoever brought or prosecuted in any manner based upon, or occasioned by any injury to persons, damage to or loss or destruction of property, economic loss or infringement of rights, caused by or arising directly or indirectly, from:
 - (i) the Recipient's performance under this Agreement or the breach of any term or condition of this Agreement by the Recipient, its officers, servants, employees and agents, or by any Third Party's performance of its contract with the Recipient and any officers, employees, servants or agents of the Third Party;
 - (ii) the on-going operation, maintenance and repair of the infrastructure resulting from the Project;
 - (iii) any omission or other willful or negligent act of the Recipient, a Third Party, their respective employees, officers, or agents; and
 - (iv) anything arising in connection with this agreement or the Project, including the delivery or implementation of the Project.

INSURANCE

23. The Recipient will, without limiting its obligations or liabilities herein, provide and maintain insurances with insurers licensed in Canada with coverage of a type, and in amounts, that any similar business, acting reasonably, would procure for a project of the scope, size and

exposure of this Project, during the term of this Agreement and for any subsequent ongoing operations and maintenance of the resulting infrastructure.

24. The Recipient shall require and ensure that each Third Party maintains insurances comparable to those required above.

DEFAULT

25. Any of the following events will constitute an Event of Default whether any such event be voluntary, involuntary or result from the operation of law of any judgment or order of any court or administrative or government body:
- (a) the Recipient fails to comply with any provision of this Agreement;
 - (b) any representation or warranty made by the Recipient in connection with this Agreement is untrue or incorrect;
 - (c) any information, statement, certificate, report or other document furnished or submitted by or on behalf of the Recipient pursuant to or as a result of this Agreement is untrue or incorrect; or,
 - (d) the Recipient fails to provide positive confirmation that the project has been completed by the Completion Date.

TERMINATION

26. Upon the occurrence of any Event of Default and at any time thereafter the Province may, notwithstanding any other provision of the Agreement, at its sole option, elect to do any one or more of the following:
- a) terminate this Agreement and request a full repayment of all funding paid under this Agreement;
 - b) pursue any other remedy available at law or in equity.
27. If the Province terminates this Agreement under paragraph 26 (a), then such termination may take place on ninety (90) days' written notice.

REMEDIES NON-EXCLUSIVE

28. The rights, powers and remedies conferred on the Province under this Agreement or any statute or law are not intended to be exclusive and each remedy shall be cumulative and in addition to and not in substitution for every other remedy existing or available to the Province.

29. The exercise of any one or more remedies available to the Province will not preclude the simultaneous or later exercise by the Province of any other right, power or remedy.

APPROPRIATION

30. Notwithstanding any other provision of this Agreement, the payment of money by the Province to the Recipient under this Agreement is subject to:
- (a) there being sufficient monies available in an appropriation, as defined in the *Financial Administration Act* to enable the Province, in any fiscal year or part thereof when any payment by the Province to the Recipient falls due under this Agreement, to make that payment; and
 - (b) Treasury Board, as defined in the *Financial Administration Act*, not having controlled or limited expenditure under any appropriation referred to in subsection (a) of this section.

NO FURTHER OBLIGATIONS

31. The Recipient acknowledges that nothing in this Agreement will bind the Province to provide any financing for any addition or improvement to the Project, or any cost overruns of the Project and that no partnership, joint venture or agency will be created or will be deemed to be created by this Agreement or any action of the parties under this Agreement.

JOINT AND SEVERAL OBLIGATIONS

32. In the event the Recipient is comprised of more than one entity, then the covenants and obligations of each of such entities with the others will be both joint as well as several.

AMENDMENTS

33. Unless otherwise specified in this agreement, this Agreement may be amended only by further written Agreement between the parties.

SURVIVAL OF TERMS

34. Sections 7(b), (c) and (e), 9, 17, 22, and 23, continue in force indefinitely, even after this agreement ends.

NOTICE

35. (a) Any written communication from the Recipient to the Province must be mailed, personally delivered, faxed, or electronically transmitted to the following address:

Ministry of Community, Sport and Cultural Development
Local Government Infrastructure and Finance Division
Mailing Address: P.O. Box 9838, STN PROV GOVT
Victoria, British Columbia V8W 9T1

Attention: Director, Infrastructure Management

Fax No. 250 – 356 – 1873

- (b) Any written communication from the Province to the Recipient must be mailed, personally delivered, faxed or electronically transmitted to the following address:

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

Attention: Chief Administrative Officer

Fax No. 250-783-5741

- (c) Any written communication from either party will be deemed to have been received by the other party on the tenth business day after mailing in British Columbia; on the date of personal delivery if personally delivered; or on the date of transmission if faxed.
- (d) Either party may, from time to time, notify the other by notice in writing of a change of address and following the receipt of such notice, the new address will, for the purposes of paragraph 35 (a) or 35 (b) of this Agreement, be deemed to be the address or facsimile of the party giving such notice.

MISCELLANEOUS

36. This Agreement will be governed by and construed in accordance with the laws of the Province of British Columbia.
37. The Schedules to this Agreement are an integral part of this Agreement as if set out at length in the body of this Agreement.
38. If any provision of this Agreement or the application to any person or circumstance is invalid or unenforceable to any extent, the remainder of this Agreement and the application of such provision to any other person or circumstance will not be affected or impaired thereby and will be enforceable to the extent permitted by law.

39. Nothing in this Agreement operates as a consent, permit, approval or authorization by the Province or any ministry or branch thereof to or for anything related to the Project that by statute, the Recipient is required to obtain unless it is expressly stated herein to be such a consent, permit, approval or authorization.
40. The Recipient will not, without the prior, written consent of the Province, assign, either directly or indirectly, this Agreement or any right of the Recipient under this Agreement
41. All disputes arising out of or in connection with this Agreement will be referred to and finally resolved by arbitration pursuant to the Commercial Arbitration Act.

IN WITNESS WHEREOF each of the parties has executed this Agreement on the dates set out below.

SIGNED by the Minister of Community, Sport
and Cultural Development or his or her
duly authorized representative on behalf
of HER MAJESTY THE QUEEN IN
RIGHT OF THE PROVINCE OF
BRITISH COLUMBIA:

Ministry's Authorized Signatory

Date: _____

the DISTRICT OF HUDSON'S HOPE:

Per:

Boyd Eastman
Authorized Signatory

Deputy Treasurer
Name/Title

Date: MARCH 29/2012

Schedules to the Agreement between the Province and the DISTRICT OF HUDSON'S HOPE dated for reference March 26, 2012.

Schedule A: PROJECT DESCRIPTION AND DATES

- A.1 Project Title: Walking/Cycling Trails Project No. 16005.
- A.2 The Commencement Date is December 6, 2011.
- A.3 The Completion Date is no later than March 31, 2015.
- A.4 The Walking/Cycling Trails Project will consist of the following:
- Paving of approximately 200 meters of cycling and walking trails;
 - Installation of benches and waste receptacles; and,
 - Associated works.

Schedule B: PAYMENT AND REPORTING REQUIREMENTS

B.1 Financial Contribution by the Province:

The Recipient having met the Eligibility Criteria and agreeing to the Stipulations in this Agreement, the Province will make a financial contribution toward the Eligible Project Costs of the Recipient equal to Seventy Eight Thousand, Three Hundred and Sixty Eight Dollars and Zero Cents (\$78,368) being the maximum amount of contribution funding approved by the Province.

B.2 Timing of Payment to the Recipient:

The Province will make one payment for its portion of the Eligible Costs that will become due and payable upon the signing of this Contribution Agreement.

B.3 Quarterly Progress Reports:

The Recipient will deliver to the Province through Program Staff quarterly progress reports ending March 31, June 30, September 30, and December 31 of each year of the term of this Agreement commencing on the first quarter following the date of execution of this Agreement. The quarterly progress reports will be in a form established by the Province and submitted within 30 days of the end of the quarter.

B.4 Interim Report:

The Recipient will deliver to the Province through Program Staff an interim Financial and Progress Report in a form established by the Province to be completed when the Project reaches 50% completion (either from a financial perspective or construction perspective) or by September 30, 2014 whichever comes first.

B.5. Final Report:

The Recipient agrees to provide to the Province through Program Staff a Final Project Status Report, in a form established by the Province.

B.6 Other Information:

The Recipient will provide the Province through Program Staff, upon request, all such other information concerning the progress of the Project to completion and payment of Eligible Costs, as may be required by the Province.

Clerk

From: Barco Products <info@barcoproducts.ca>
Sent: Friday, August 29, 2014 8:00 AM
To: Clerk
Subject: Barco Products Canada: New Quote # QBPC00001629-003



Hello, Laurel Grimm

Thank you for your quote from Barco Products Canada. You can check the status of your quote by [logging into your account](#). If you have any questions about your quote please contact us at info@barcoproducts.ca or call us at 1-866-538-5848 Monday - Friday, 8am - 5pm PST.
Your quote confirmation is below. Thank you again for your business.

Your quote #QBPC00001629-003 (placed on 2014-08-28 17:47:02)

Shipping Information:

Attn: Laura
Hudsons Hope
9904 Dudley Dr
Hudson's Hope, British Columbia, V0C1V0
Canada
T: 250-783-3028

Billing Information:

Product	Qty	Price	Subtotal	SKU
BarcoBoard Square Pedestal Picnic Table/ 48" Table (surface mount)/ Cedar	6	\$797.00	\$4,782.00	KBM1215-CD
BarcoBoard Steel Backless Benches/ 6' Bench/ Cedar	6	\$193.50	\$1,161.00	KBM1145-CD
Sterling Bench/ 4' Bench/Cedar	5	\$773.14	\$3,865.70	KBC1360-CD
				Quote Totals
Subtotal			\$9,808.70	
Shipping & Handling Total			\$2,004.11	
Tax			\$1,417.54	
Grand Total			\$13,230.35	

Thank you, **Barco Products Canada**

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Shopping Cart

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Sterling Bench

SKU: KBC1350-CD

[Edit Product](#)[Options](#)

Length 6 Foot

Color Options

Cedar 101

Price: \$1,011.00

Sale:
\$878.85

Quantity:

[Remove](#)

5

Item Total:

\$4,921.56



BarcoBoard™ Steel Frame

Backless Benches

SKU: KBM1145-CD

[Edit Product](#)[Options](#)

Length 6 Foot

Color Options

Cedar 110

Price: \$283.00

Sale:
\$215.00

Quantity:

[Remove](#)

6

Item Total:

\$1,444.80



BarcoBoard™ Square

Pedestal Picnic Tables

SKU: KBM1215-CD

[Edit Product](#)[Options](#)

Color Options

Cedar 110

Mount Type

Surface Mount

Price: \$1,103.00

Sale:
\$839.00

Quantity:

[Remove](#)

6

Item Total:

\$5,638.08



Two-Tone Panel Design

Recycling Containers - Two Units

SKU: KRC0864-CD/BK

[Edit Product](#)[Options](#)

Left Engraved

Price: \$1,316.00

Sale:
\$1,144.28

Quantity:

[Remove](#)

4

Item Total:

\$5,126.37

Message
Trash
Right Engraved Message
Recycle
Color Options
Cedar 101
Frame Color
Black 150
Configuration
Side Load

Subtotal: \$15,295.37

Shipping Total: \$2,441.44

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Sales Tax: \$2,128.42

[Get Shipping Costs](#)

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Grand Total \$19,865.23

Estimate Shipping and Tax

Enter your destination to get a shipping estimate.

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State/Province

British Columbia ▼

City

Hudson's Hope

Zip/Postal Code

V0C 1V0

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Sterling Bench

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6' recycled plastic bench



Price From:

~~Price~~
Special Price \$859.04

See Quantity Pricing Below

Cast aluminum frame adds extra structural support.

Seat/Back: Recycled plastic

Seat Length: 4ft. ,6 ft.

Frame: Powder-coated cast aluminum

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BarcoBoard™ Steel Frame Backless Benches

[Be the first to review this product](#)



Click to zoom

6' cedar plastic backless bench

**Guaranteed
Against
Breakage**



~~499.99~~

Special Price \$200.07

See Quantity Pricing Below

Perfect for paved installation.

Seat: Plastic is injection molded,

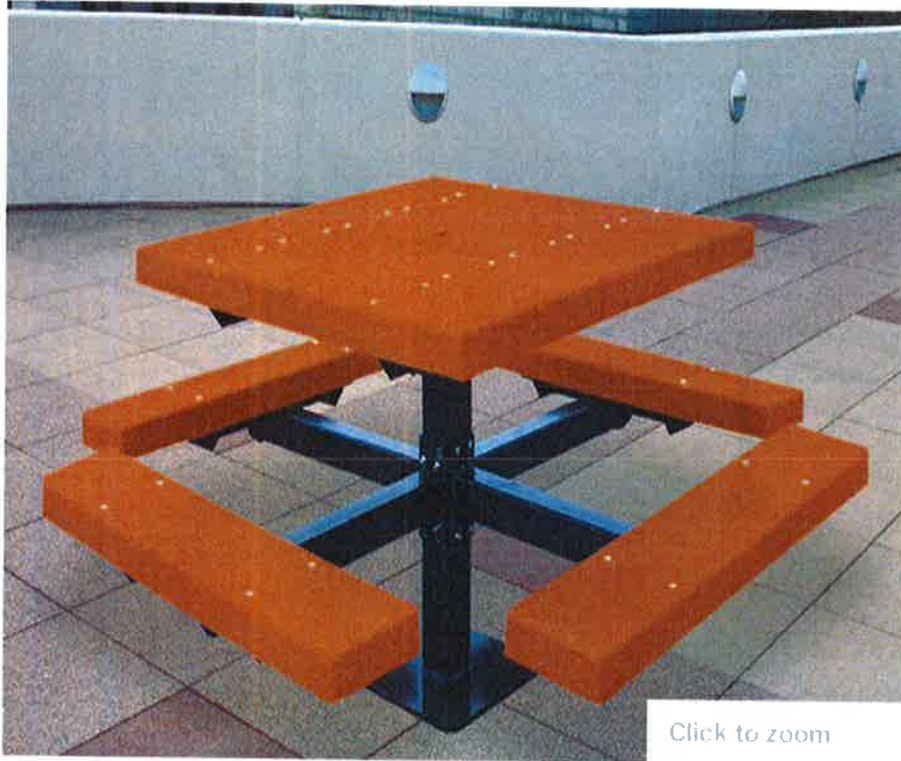
59

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BarcoBoard™ Square Pedestal Picnic Tables

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4' square surface mount picnic table

**In-Stock for
Quick Delivery**

**Guaranteed
Against
Breakage**

Best Seller



Special Price \$959.31

See Quantity Pricing Below

Square steel support tubing adds extra strength to tabletop and seats.

Quote To:
Laurel

Ship To:
Hudson's Hope, BC

QUANTITY	DESCRIPTION	UNIT PRICE (CAD)	TOTAL (CAD)
3	Metal Trash Can With Rain Cap CAYC-208 23-5/8" L x 23-5/8"W x 41-1/3"H Lead Time: 7-9 weeks 	\$882.24 \$949.00	\$2,646.72
2	Metal Recycling Receptacles CAR-178 60" L x 20" W x 40" H Lead Time: 7-9 weeks 	\$1,296.00 \$1,350.00	\$2,592.00
GST NO.: 835997925 PST NO.: 02599112			
		SUBTOTAL	\$5,238.72
		SHIPPING	\$689.99
		SALES TAX(5%)	\$296.44
		TOTAL DUE	\$6,225.15

COMMENTS: The prices are valid in 30 days only.

Conditions for Site Furnishings Supply & Delivery Only:

Products are not assembled, assembling will be needed. Off loading is the customer's responsibility.

The Transport Company will provide a 1/2 hour allowance to complete offloading. If offloading requires more time, rerouting, or alternative vehicle (ie: truck with Liftgate), additional charges may apply.

If you have any questions concerning this quotation, please contact **Shane** at sales@canaansf.com

Thank you for choosing Canaan Site Furnishings!

Quote To:
Laurel

Ship To:
Hudson's Bay, BC

QUANTITY	DESCRIPTION	UNIT PRICE (CAD)	TOTAL (CAD)
6	Recycled Plastic Picnic Table CAT-200 Table Top : 48" L x 48" W x 27-1/2" H Seat: 48"L x 15-3/4"W x 16-3/4"H Lead Time: In Stock	\$1,170.00 \$1,300.00	\$7,020.00
			
3	Metal Trash Can With Rain Cap CAYC-208 23-5/8" L x 23-5/8"W x 41-1/3"H Lead Time: 7-9 weeks	\$827.10 \$919.00	\$2,481.30
			
2	Metal Recycling Receptacles CAR-178 60" L x 20" W x 40" H Lead Time: 7-9 weeks	\$1,215.00 \$1,350.00	\$2,430.00
			

6	Recycled Plastic Backless Bench CAB-849 59"L x 19-11/16" W x 17" H Lead Time: In Stock 	\$572.40 \$636.00	\$3,434.40
5	Recycled Plastic Park Bench w/ Back CAB-820 59" L x 24" W x 30-3/4" H Lead Time: In Stock 	\$675.00 \$750.00	\$3,375.00
GST NO.: 835997925 PST NO.:02599112			
		SUBTOTAL	\$18,740.70
		SHIPPING	\$2,800.00
		SALES TAX(5%)	\$1,077.04
		TOTAL DUE	\$22,617.74

COMMENTS: The prices are valid in 30 days only.

Conditions for Site Furnishings Supply & Delivery Only:

Products are not assembled, assembling will be needed. Off loading is the customer's responsibility.

The Transport Company will provide a ½ hour allowance to complete offloading. If offloading requires more time, rerouting, or alternative vehicle (ie: truck with Liftgate), additional charges may apply.

If you have any questions concerning this quotation, please contact **Shane** at sales@canaansf.com

Thank you for choosing Canaan Site Furnishings!

Clerk

From: celicks@globalindustrial.com
Sent: Thursday, August 28, 2014 1:04 PM
To: Clerk
Subject: Sales Quotation # 60248011



Sales Quote






Account #: 2585763	Quote #: 60248011	Quote Issued: 08/28/2014
District of Hudson's Hope	clerk@hudsonshope.ca	*Quote Expires 30 Days from Issue
LAUREL GRIMM	Phone: (250) 783-9901	
9904 DUDLEY DRIVE	Fax:	
HUDSON'S HOPE, British Columbia V0C1V0		
CLICK HERE TO LOGIN AND PLACE THIS ORDER ONLINE.		

Part#	Description	Shipping	Quantity	Price	Extended
B264421	T-Table, Recycled Plastic, 4 ft, Cedar	YRC - TRUCKING	6	\$1,276.65	\$7,659.90
B264128	Heritage Backless Bench, Recycled Plastic, 6 ft, Black Frame, Cedar	YRC - TRUCKING	6	\$463.26	\$2,779.56
B264199	Heritage Bench, Recycled Plastic, 4 ft, Black Frame, Cedar	YRC - TRUCKING	5	\$584.20	\$2,921.00
Item Total:					\$13,360.46
Tax:					\$1,765.35
Estimated Freight:					\$1,350.75
PLEASE BE SURE TO REVIEW OUR TERMS AND CONDITIONS					*Total: \$16,476.56

Notes	<p>Thank you for the opportunity to help with your needs. To place your order or for further assistance please contact me.</p> <p>Name: CHRISTOPHER ELICKS Email: celicks@globalindustrial.com Phone: (516) 608-7479 x7479 Fax: (516) 608-3583</p>
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*Applicable taxes and shipping charges will be added to invoice. Global's standard terms and conditions apply. Please see our website www.globalindustrial.ca for details.

**Call To Order: 1.888.645.0878****Fax #: 1.888.645.0881****Shopping Cart**

	Product Description	Item #	Quantity	Price	Total
	T-Table, Recycled Plastic, 4 ft, Cedar Shipping: 17 Days	T9AB264421	6	\$1,340.00	\$8,040.00
	Wydman 36 Gallon Metal Receptacle w with Dome Top Lid - Black Shipping: 14 Days	T9A260936BK	2	\$951.00	\$1,902.00
	UltraPlay (2) 36 Gallon UltraBlue Lexington Receptacle w /Ash Urn Lid & Liner - LX-72AU-UBL Shipping: 20 Days	T9AB1587801	2	\$1,581.00	\$3,162.00
	Heritage Backless Bench, Recycled Plastic, 6 ft, Black Frame, Cedar Shipping: 17 Days	T9AB264128	6	\$494.95	\$2,969.70
	Heritage Bench, Recycled Plastic, 4 ft, Black Frame, Cedar Shipping: 17 Days	T9AB264199	5	\$622.00	\$3,110.00

Total does not include shipping & tax **Total: \$19,183.70****Need More Information?**

Information about our 30 Day Satisfaction Guaranteed Return Policy, Shipping, Rebates and more is available through [help](#). For further assistance, please call 1-888-645-2986 or email service@globalindustrial.ca.

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Shipping Charges

Shipping charges are based upon weight, dimensions, distance traveled and type of shipping service you specify (ground, next day, second day).

All shipments are F.O.B. shipping point. Shipping method is determined by size and weight of each item. Items of differing size and weight may ship independently, by different methods, even if ordered together. Items that are too large or too heavy for UPS will be shipped motor freight. Someone must be present to accept truck deliveries. Standard truck delivery is to a facility with a dock designed to receive freight. Twenty-four hour notification, residential deliveries, lift gate, or inside deliveries are available each with an additional charge.

To view shipping charges, use the Shipping Calculator featured in the Shopping Cart. Unless otherwise stated, freight and shipping fees will be charged for shipments to anywhere in the contiguous United States, using a carrier of our choice. Other terms apply to Alaska, Hawaii, Puerto Rico, and export orders. Any extra charges incurred for additional services, such as customer's carrier or special handling by the carrier, must be paid by the consignee. Items backordered from an order qualifying for prepaid shipping charges will be shipped prepaid. Title and risk of loss pass to the customer upon tender of shipment to the carrier. Certain restrictions apply to Free Shipping promotions. These include use of our choice of carriers and shipping methods as well as other limitations.

Collect Shipments - We will gladly ship via your specified carrier however; we will not ship with certain carriers due to poor experience.

TRANSIT TIME:

UPS Ground: 3 - 8 Business Days

UPS Second Day: 2 Business Days

UPS Next Day Air: 1 Business Day

Truck: 3-8 Business Days