



DISTRICT OF HUDSON'S HOPE AGENDA

Council Chambers

Tuesday November 14, 2017 at 6:00 PM

1. Call to Order:

2. Delegations:

D1 Corporal Romanchych Page 1

D2 Shock Trauma Air Rescue Service Page 4

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 October 23rd, 2017 Regular Council Meeting Page 7

7. Business Arising From the Minutes:

8. Staff Reports:

SR1 CAO Action and Other Updates Page 15

SR2 Solar Array Display and Monitoring System Page 29

SR3 Valve Replacement Project Update Page 30

SR4 Water and Sewer Rates Calculation Page 32

SR5 Cemetery Mapping Page 38

SR6 Visitor Centre Year-end report Page 43

SR7 Marihuana Production Facilities Page 48

SR8 Surplus Trailer Disposal Page 67

SR9 Solar Array: Pool/Museum Page 68

9. Committee Meeting Reports:

CM1 North Peace Regional Airport Meeting- Councillor Heiberg Page 69

10. Bylaws:

B1 Officer Bylaw No. 891, 2017 Page 70

11. Correspondence

C1 Citizens for Safe Technology Page 76

C2 United Way Campaign Page 84

C3 Hudson's Hope Playschool final report Page 89

C4 Salish Sea Trust Page 92

C5 Site C Construction Page 93

C6 Letter from the Honourable Katrine Conroy Page 95

C7 Letter from Northern Health re: UBCM
meeting Page 97

C8 Letter from the District of Taylor Page 98

C9 Letter from the Village of Pouce Coupe Page 100

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

CR1 Peace River Regional District Meeting- Councillor
Heiberg Page 101

CR2 Ministry of Indigenous Relations and Reconciliation
Meeting- Councillor Heiberg Page 107

13. Old Business:

14. Public Inquiries:

15. Adjournment:



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Security Classification/Designation

Non-sensitive

Cpl. Trevor LN Romanchych
Detachment Commander
Hudson's Hope Detachment
RCMP

Your File

Mayor and Council
District of Hudson's Hope
9904 Dudley Drive
Hudson's Hope, BC

Our File

2017-11-09

Mayor and Council

**Hudson's Hope RCMP
Report to Mayor and Council**

Total Files to date for Hudson's Hope Detachment 2017: 379
Total file count for 2016: 456
Total file count for 2015: 480

Prisoners lodged to date 2017: 15
Total Prisoners lodged 2016: 13
Total Prisoners for 2015: 20

Domestic assaults to date for 2017: 2
Total for 2016: 4
Total for 2015: 5

Non - Domestic Assaults to date for 2017: 2

Impaired Drivers to date 2017: 3
Total for 2016: 14
Total for 2015: 15
Total for 2014: 7

Checkstop program road blocks:
2017 to date: 19
2016 total: 28
2015 total: 31
2014 total: 14

Non-sensitive

Road Safety: to date 2017: 428

Total # of written violations / warnings for 2016: 305

Total # of written violations / warnings for 2015: 229

Total # of written violations / warnings for 2014: approx 30

Total # of collisions for 2017: 20 / # Collisions involving fatality on Hwy: 2

Total # of collisions for 2016: 31 / # Collisions involving fatality on Hwy: 1

Total # of collisions for 2015: 28 / # Collisions involving fatality on Hwy: 0

1 fatal off road vehicle collision off public highway

Total # of collisions for 2014: 46 / # Collisions involving fatality on Hwy: 3 (six deaths)

Theft under \$5000: To date 2017: 2

Total 2016: 5

Total 2015: 5

Total 2014: 5

Theft Over \$5000 (does not include vehicles): To date 2017: 1

Total 2016: 2 (Gas Industry area)

Total 2015: 0

Total 2014: 1 (theft from remote construction site)

Theft of Auto / Truck: 2017 to date: 4 (1 Dirt Bike, 1 side x side, 1 vehicle, 1 utility trailer)

Total 2016: 1 and 1 recovered jet boat

Total 2015: 3 vehicles (one still missing) 1 heavy equipment (Rcvrd) 3 trailers (one still missing)

Total 2014: Two light generator trailers (one recovered) One sled (Still missing)

(2014 to date: 7 recovered stolen vehicles in HH from other areas (3 jet boats))

Mischief: 2017 to date: 15 (8 loss of enjoyment / 7 damages)

Total 2016: 16 (11 damage to property, 5 by act)

Total 2015: 17 (5 damaged gates along roads, 7 damage to property other, 4 by act)

Total 2014: 18 (9 damage to property, 9 by Act)

Break and Enter: 2017 to date: 4 (3 gas industry remote / 1 residence)

Total 2016: 6 (2 unable to prove or disprove as insecure residences, 3 gas industry area, 1 residence)

Total 2015: Two commercial (one remote compressor site) / One residential (estate dispute)

Total 2014: one residential (unable to prove or disprove) 1 commercial (Ski Hill equipment Hut)

Mental Health Act:

2017: 0

2016: 5

2015: 5

2014: 7

Non-sensitive

Operational:

Detachment has run at 2 members for most of June to date. Some reasons being, annual leave in June, July detachment sent member to assist Williams Lake with Interface Fires, Member transfer, training requirements and ODS. This has impacted police presence and proactivity.

Cst Saagar Prihar has been assigned to the Hudson's Hope Detachment and arrived this September. He has already been sent on the first of 3 training requirements to be able to operate the Detachment Jet Boat.

Cst William McKenna has agreed to extend for a 4th year.

Cpl Trevor Romanchych is expected to transfer this spring after 4 years in Hudson's Hope

Other:

Members continue to be engaged in speed / safety enforcement campaigns in the following areas, Beattie Drive School zone, Canyon Drive, Beryl Prairie Road, Farrell Creek Road and Highway 29 to Halfway River.

Larger signage has been approved for by Ministry of Transportation for Beattie Drive School zone. Members continuing with efforts to reduce impaired driving in the Detachment area.

Detachment and local emergency services have conducted a community information session in regards to the dangers of Fentanyl and also awareness information for Landlords renting to tenants. We would like to have another community presentation and also a presentation to the High School aged students at the Hudson's Hope School.

Hudson's Hope School Elementary intramural sports soon to start for the winter and also reading stories to the Kindergarten / Grade one class.

Detachment is still trying to replace the older 2007 pick up that had been identified for replacement a year and a half ago. Changes to contracting out by the Federal Gov't Guidelines and increased costs for up fit have dramatically slowed the vehicle replacement program down

Detachment has 2 new 2017 Polaris ATV's and they were utilized during the 2017 May Long Weekend

Upgrades for the detachment had been identified for summer 2017, safety and security, cell block upgrades along with the possibility of a chain link compound to be installed. These did not happen this summer.

Members will continue to work to be proactive and visible within the community.

Detachment Priorities for 2017-2018

- Traffic - Safety (motor vehicles, roads) Impaired driving
- Community Engagement - Youth / Community
- Reducing Property Crime
- Reducing the Total number of Criminal Code Offences
- Reducing Violent Crime in Northern British Columbia
- Recreational Vehicle enforcement / safety patrols / ORV



Cpl Trevor Romanchych
NCO i/c Hudson's Hope Detachment



DISTRICT OF HUDSON'S HOPE

Delegation to Council Request Form

Name of person or group wishing to appear before Council:

STARS - Shock Trauma Air Rescue Service

(1) Glenda Farnden, SR. Municipal Relations Liaison and

(2) Greg Schmidt, Base Director

Subject of presentation:

STARS Update to keep council well-informed of STARS activity and integration with area resources.

Purpose of presentation:

- ☒ information only
☐ requesting a letter of support
☐ requesting funding
☐ other (provide details)

* This is to coincide with all PRRD area councils.

Could we please request the Nov. 27th meeting.

Thank You!

(changed to Nov. 14th, see attached)

Contact person (if different than above):

Telephone number: 780-830-7006 or 780-512-6205 cell

Email address: gfarnden@stars.ca

Will you be providing supporting documentation? ☒ Yes ☐ No

If yes: ☒ handouts at meeting
☐ publication in agenda (one original due by 4:30 the Wednesday prior to your appearance date)

Technical requirements:

- ☐ flip chart
☐ multimedia projector
☐ laptop
☐ other _____

Rules for Delegations:

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

Helpful Suggestions:

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

I understand and agree to these rules for delegations

Glenda Farnden
Name of Delegate or Representative of Group

Glenda Farnden
Signature

Sept 19/17
Date

For Office Use	
<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected
By (signature): _____	<input type="checkbox"/> Mayor <input type="checkbox"/> CAO
Appearance date if applicable: _____	
Applicant informed of approval/rejection on (date): _____	
By (signature) _____	Date: _____

-----Original Message-----

From: Farnden, Glenda [<mailto:gfarnden@stars.ca>]

Sent: Wednesday, September 20, 2017 10:15 AM

To: Tammy McKeown <clerk@hudsonshope.ca>

Cc: Fallon, Wendy <wfallon@stars.ca>

Subject: RE: STARS Delegation Request for November 27, 2017

Hi Tammy,

It was so nice to speak with you and thank you so much for your willingness to accommodate us. It is much appreciated!

I have just confirmed that we will present to the Fort St. John Council on Tuesday, Nov. 14th @ 3:20 pm. We would like to request a delegation appointment to present to your council on the same day. I believe that your council meetings begin @ 6 p.m. and I am hoping that it will leave us plenty of time to arrive in Hudson's Hope on time.

I will look forward to your confirmation and the opportunity to meet you and council.

Sincerely,

Glenda

Glenda Farnden

Sr. Municipal Relations Liaison

STARS Foundation

10911 123 Street

Grande Prairie, AB T8V 7Z3



REGULAR COUNCIL MEETING
October 23, 2017
6:00 P.M.
MUNICIPAL HALL COUNCIL CHAMBERS

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

Absent: Councillor Caroline Beam

Staff: CAO, Tom Matus
Director of Protective Services, Robert Norton
Bylaw Officer/Safety Officer, Wallace Roach
Corporate Officer, Tammy McKeown

Other:

1. **CALL TO ORDER:**
The meeting called to order at 6:00 p.m. with Mayor Gwen Johansson presiding.
 2. **DELEGATIONS:**
 3. **NOTICE OF NEW BUSINESS:**

Mayors Additions: CR5
Councillors Additions: CR3 and CR4
Staff Additions: SR9
 4. **ADOPTION OF AGENDA AS AMENDED BY CONSENSUS**
 5. **DECLARATION OF CONFLICT OF INTEREST:**
 6. **ADOPTION OF MINUTES:**
- M1 **October 10, 2017 Regular Council Meeting** 0550-01
Correction: amend wording under CR5 to read '...how to improve Beryl Prairie cell service.
Correction: amend NB1 to read "...to highway 29 between Beams and Farrell Creek Road..."
RESOLUTION NO.196
M/S Councillors Heiberg/Miller
That
"The minutes of the October 10th, 2017 Regular Council Meeting be adopted as amended."
CARRIED

- 6:03pm Councillor Quibell arrived
7. **BUSINESS ARISING OUT OF THE MINUTES:**
- BA1 C6- **Letter from Valerie Paice** **0970-01**
[CAO to follow-up.](#)
- BA2 SR4 – **Crosswalks and Warning Devices** **5460-01**
 Mayor Johansson has been in contact with the Claire Trevena,
 Minister of Transportation and Infrastructure.
- BA3 C8- **Salish Sea Heritage & House of Commons E-Petition 1269** **0400-50**
 The e-petition needed to be signed individually, not as a Council
- BA4 **Roy Kelly** **0220-01**
 Diarize- requests made at August 14th, 2017 Regular Council meeting
 re: Community Hall Handrail, Garbage Dump Road and Cemetery Map
 Sign
8. **STAFF REPORTS:**
- SR1 **CAO Report- Action and other Updates** **0110-01**
 - Council requested that employees' names and not acronyms such as DPW and OA1 be used in the report. Requested that description of items such as CCN 0008 also be included in the report.
 - **Water Sewer Rates** **1820-00**
 - PRIS lines that were damaged during work were installed at a very shallow depth. The workers had done due diligence in locating the lines.
 - **Road Use Agreements/Road Haul Permits** **5400-01**
 - The pipes that are stored on Drew Road are not being moved until next summer. Pictures have been taken to verify existing road condition and will be included in the file.
 - Correction: report should read 'requested...an expected date of removal.'
 - **Remedial Action Requirement** **2210-00**
 - Once the testing is completed the hygienist will provide a lab report outlining the extent of any remaining contamination.
 - If still showing contaminated by Fentanyl, the property would be deemed uninhabitable and the building would have to be demolished.
 - Mold from water pipes bursting would not be District's responsibility. Issue was caused due to non-payment of hydro/gas bills.
 - [Safety Officer will inform Council of test results as soon as he receives them.](#)
 - **Solar Array** **0970-01**
 - **Monitoring system:**
 - How will it be monitored?
 - Will the monitoring be displayed at the District Office?
 - [Council has requested input on how it will be showcased.](#)

- Item to be diarized.
 - Staff directed to present report at next Regular Council Meeting.
 - **Invertors**
 - Expense is within the Grant Budget for the first five years, after which time they will have to be included as a separate line item.
- SR2 **Project Reports** **5260-01**
- Wastewater Treatment Plant
 - Concerns voiced in regard to delay
 - Report for Information purposes
- SR3 **Special Events Coordinator Posting** **2790-01**
- Discussion in regard to closing date of competition
 - Discussion in regard to screening criteria and salary.
 - Hiring a casual to perform the duties of the Special Events Coordinator until a permanent employee is hired was suggested.
 - Staff directed to revisit applications that have been received; screen using different criteria.
- SR4 **Valve Replacement Project Update Report** **5600-01**
- Quote of \$18,000 to replace the Valve on Jones Cres.
 - Discussion in regard to completed work needs to be had prior to agreeing on the installation of the other hydrant.
 - Current permit from Ministry of Transportation is more demanding than permits in prior years.
 - It is integral to replace the other five valves as they will give the District the ability to isolate areas of town when conducting shut-downs for repairs.
- SR5 **2018 Council Meeting Calendar** **1470-01**
- RESOLUTION NO.197
M/S Councillors Middleton/Miller
That
"Council adopt the meeting schedule for the 2018 Regular Council Meeting dates."
CARRIED
- SR6 **2018 Acting Mayor Schedule** **0530-01**
- RESOLUTION NO.198
M/S Councillors Heiberg/Miller
That
"Council approve the Acting Mayor schedule for the 2018 Calendar year."
CARRIED
- SR7 **Arena Road Watermain Loop** **0320-00**
- RESOLUTION NO.199
M/S Councillors Heiberg/Quibell
That
"Council approve the additional \$7,040.00 expenditure to Omicron Construction Management for the Arena Road Watermain Loop to the Water Capital Works, M&E Reserve Fund."

CARRIED

SR8 Sewer Treatment Plant Upgrades- Change Order 0400-20

RI basins =retention basins

- Urban Systems guarantees that the upgrade will be operational by the date specified.
- There will be a transitional period while we are moving from the existing to the new.
 - Staff will be trained in regard to the new system
 - Possibly will need to have someone available to perform the monitoring.
 - Consideration is needed in regard to staffing of the facility.

RESOLUTION NO.200

M/S Councillors Heiberg/Gilliss

That

"Council approve both Change Order #2 requesting the removal of the requirement for sand at the bottom of the RI basins; and Change Order #3 requesting an extension to the completion date of the Sewage Treatment Plant (Lagoon) Upgrades Project to November 30th, 2017."

CARRIED

SR9 Pool and Museum Solar Array Projects 0390-01

- Discussion in regard to the historical society and agreement to have solar array on both sides of the building- no one from the District followed up with the society.
- Discussion in regard to cost savings related to solar wave at the pool.
 - Council requested to see a realistic scale rendition of the 'wave'.
 - Discussion in regard to aesthetics of design and possibility to use a source of shade in the park.
 - Museum has a large number of visitors each year which would assist in promoting the project
- Staff directed to bring back the dimensions of both sizes of the 'wave' solar arrays.
- Staff directed to check into option of reducing the number of panels in the array and using the savings to purchase tables and benches.
- Staff directed to have outline of array (both sizes) staked into proposed location to provide a better visual aid for decision making.
- Staff directed to check into placement of 'wave' array, check if possible to build the array with the capability to increase number of solar panels at a future date.

9. COMMITTEE MEETING REPORTS:

10. BYLAWS:

B1 Officer Bylaw No. 891, 2017 3900-02

RESOLUTION NO.201

M/S Councillors Miller/Middleton

That

"Council approve First, Second and Third Reading of the "Officer Bylaw No. 891, 2017".
CARRIED

11. **CORRESPONDENCE:**

C1 **Invitation to participate in a workshop to improve effectiveness of our stakeholder engagement process in northeast BC** **0400-20**

- Staff directed to register Mayor Johansson and Councillor Heiberg
- Mayor Johansson to verify with Peace Regional District if there is also a meeting on October 27th, 2017.

RESOLUTION NO.202

M/S Councillors Gilliss/Miller

That

"Council authorize up to six members of Council to attend the workshop in Fort St John on November 7, 2017."

CARRIED

C2 **Board Appointments, Alaska Highway Community Society** **0540-01**
Councillor Miller has contacted Daryl Johnson and confirmed that they will both continue as board members.

RESOLUTION NO.203

M/S Councillors Gilliss/Miller

That

"Council re-appoint Councillor Miller and Mr. Daryl Johnson to the Alaska Highway Community Society Board."

CARRIED

C3 **NCLGA- Resolutions deadline** **0400-01**
Revisit at the December meeting.

C4 **2018 Community Achievement Awards** **0230-20**
For Information.

C5 **2016 Financial Grant Report- Hudson's Hope School** **1850-01**
For Information

12. **REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISON RESPONSIBILITIES**

CR1 **Council Remuneration Select-Committee-Councillor Middleton** **0540-01**

RESOLUTION NO.204

M/S Councillors Heiberg/Middleton

That

"Council directs staff to advertise committee positions as outlined in the Council Remuneration Policy."

CARRIED

RESOLUTION NO.205

M/S Councillors Heiberg/Miller

That

"Council appoint Councillor Middleton to sit on the Remuneration Select-Committee"
CARRIED

- | | | |
|-----|--|---|
| CR2 | <p>Community Hall Report- Councillor Middleton</p> <ul style="list-style-type: none"> • Had requested an building replacement estimate but received an estimate for engineering/design work. • Council directed to submit any additional guidelines for the new building to Councillors Middleton and Quibell. • Report presented for information purposes • Follow-up report will contain funding options available such as: <ul style="list-style-type: none"> ○ Setting up reserve fund ○ Municipal Finance Authority of BC ○ Northern Development Initiative Trust Grant | 0230-20 |
| CR3 | <p>Hudson's Hope Library-Councillor Middleton</p> <p>Agenda item moved to In-Camera meeting</p> | 0230-20 |
| CR4 | <p>Atkinson Development- Councillor Heiberg</p> <ul style="list-style-type: none"> • Site Visit was recently conducted • Councillor Miller and the Historical Society are working together to chose three street names. The choices will be brought to the Atkinson Quality Assurance Committee and then back to Council. • Surveys are to be done. Final grading will be completed and then the lots will be appraised. • Marketing strategy options; possibly market in conjunction with light industrial site. • Revenue line item to be created in budget. Consideration to be given in regard to reinvesting proceeds of lot sales back into the subdivision. • BC Hydro has 18 months from the lot registration date to complete demo house. • Trees planted on each lot will need to have wire caging around them to protect them from the deer. • Marketing strategy will go through the Atkinson Quality Assurance Committee | 3320-01 |
| CR5 | <p>Mayor's Report</p> <ul style="list-style-type: none"> • Faye Lavalie thanked the District for the flowers and kind thoughts during this time of loss. <ul style="list-style-type: none"> ○ Council would like to recognize Johanna Dupuis for ordering the flowers. • The District of Chetwynd's Canada 150 challenge was very successful. The District of Chetwynd sent the District of Hudson's Hope a framed collection of photos from all the participating communities. • The Museum dedication plaque is quite nice. • Issues brought forward by Mr. Kelly: <ul style="list-style-type: none"> ○ Entrance to dump-discussed at UBCM ○ Cemetery plot map- staff directed to follow-up ○ Handrail at Community Hall- Councillor Quibell to follow-up. • Ambulance service | <p>0640-00</p> <p>7100-01</p> |

- Service has improved.
 - Regulations regarding to patient transfer has changed, reverted back to original regulation.
- North Peace Economic Development Commission GO Project **0540-20**
 - Study completed
 - Funding acquired, finalizing locations to place outhouses.
- North Peace Economic Development Commission-Horticulture **0540-20**
 - Report finalized in September
 - Meeting with consultant on October 24, 2017
 - Planned facility will have all-year farmer's market
- Water studies in the Hudson's Hope area **0540-20**
 - Well testing being done
 - UNBC monitoring slide area, student would like to do project on sediment movement and streams. Possibly will be in Hudson's Hope weekend of November 11, 2017.
 - Custodians of the Peace have become inactive but are reconsidering due to current interest being shown in regard to the water.

13. **OLD BUSINESS:**

14. **NEW BUSINESS:**

15. **PUBLIC INQUIRIES:**

16. **ADJOURNMENT:**

RESOLUTION NO.206

M/S Councillors Heiberg/Gilliss

That

"The meeting move into In-Camera."

CARRIED

Meeting moved in camera at 7:42 pm

Mayor Johansson declared the meeting adjourned at 8:52 pm

DIARY

Conventions/Conferences/Holidays

Beryl Prairie Septic Field

Grant Writer Program Sponsorship-September

Water and Tax Rates comparison

NDIT Community Halls and Recreation Facilities Program-

-to be brought forward at Strategic Planning Meeting

Solar Array Monitoring Display

Requests from Mr. Kelly-Entrance to dump, handrail

at Community Hall, Cemetery Plot Map

NCLGA resolutions for December meeting

Diarized

07/25/16

04/10/17

06/26/17

08/14/17

10/23/17

10/23/17

10/23/17

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:** November 13, 2017**FROM:** Tom Matus, CAO**Staff Travel:**

Office Staff:

Andrea: 2017 Safety Committee Conference, Langley

November 15th – 16th

Wallace: 2017 Safety Committee Conference, Langley

November 15th – 16th

DPW Staff:

Marcel: BCWWA Wastewater Collection Course, Kelowna

December 4th – 8th

Kevin: BCWWA Water Distribution Course, Kelowna

December 4th – 8th**Staff Tentative Travel:**

Tom: MATI The Successful CAO: Local Gov't Advanced Management: Bowen Island

Feb 15th – 20th

MATI Advanced Communication Skills for Local Government Professionals: Bowen Island

April 22nd - 27th

MATI Managing People in Local Government Organizations: Bowen Island

May 27th - Jun 1st

MATI Leadership in Local Government Organizations: Bowen Island

June 17th – 22nd**Valve Replacement Project Report**

On a separate report.

Wastewater Facility UpgradeOn a separate report: report week ending October 26th.**Atkinson Subdivision**

Survey commenced november 1st, by Vector Geomatics, to be completed by November 15th. BCH is to put live power to the Atkinson subdivision on December 7th.

Project is completed, list of deficiencies to be addressed by Omicron is attached. Omicron is awaiting further comment from their contractor LNB, as LNB initially has agreed to come back in the Spring to address deficiencies. A conference call will take place between Omicron, LNB, L&M and AQAT once LNB has replied fully with their deficiencies plan.

RFP Appraisal sent out November 7th, closing November 14th. Appraisal to be paid by District of Hudson's Hope funds. Will ask BC Hydro to share costs, proportionately.

Solar Array

PEC neglected to list the training component costs in their list that was presented at last meeting, (as per the attached "page 5 of 17" denotes), although the total figure did include this cost. Option 2a & 2b Pool & Museum is funded. The budget is attached.

Cost for monitoring display of Lagoon PVs is as follows: it would be 5 x \$100 = \$500 USD (\$600 CAD) for all 5 inverters for 5 years of monitoring. This is cheaper than installing internet as internet is a monthly charge and would probably cost \$600 in the first year.

A separate RFD for decision on Pool and Museum arrays is included in the agenda package.

One year extension has been granted for Strategic Priority Fund grant deadline to December 31, 2018.

Water Sewer Rates

Three scenarios have been submitted for Council direction: 1) increase of 5% on both water and sewer rates; 2) 10% increase on water rates only; 3) a reduction of sewer rates and an increase of water rates.

Road Use Agreements/Road Haul Permits

I've requested from Dave Kmet of TransCanada Pipeline a scheduled date for removal of the pipes from Drew Road, PRGT & North Montney pipelines will not be moving any pipes before June of 2018; have discussed with him entering into an agreement for road refurbishment once pipes have been removed, he is agreeable to the idea. It is not necessary to have a policy or bylaw in place to enter into an agreement of this nature with TransCanada Pipeline.

Dudley Drive Asphaltting

DGS Astro completed Dudley Drive, only. Shop and intersections will be deferred to summer of 2018.

Director of Public Works Position

Position may be filled on January 2nd, 2018. Presently negotiating employment agreement with prospective candidate – hoping to call a special in-camera meeting for Tuesday, November 14th to approve Director of Public Works employment agreement.

SEC

BizzyBody Events from FSJ will be contracted to coordinate, only, the Winter Carnival for \$10,000.00, all other expenses extra: labour on the ground, materials, etc. Discussions on scope of work with staff is currently proceeding. RFD for approval is included in this package.

Office Assistant

OA hired to start Tuesday, November 14th, for training, to replace Office Assistants on maternity leave – one-year term position.

Tom Matus, CAO

Atkinson Subdivision – October 27th 2017

Deficiency Field Review

REVIEW CALLED BY	Omicron Construction Ltd. (Construction Manager)
TYPE OF MEETING	Final Review (12:30pm-3:30PM)
REVIEWER	Dustin D. Alexander, ASCT (L&M Engineering)

1) HYDRO SEED

Hydro seeding was not complete.

Refer to note on Dwg C004.

NOTE: AFTER REMOVALS AND LOT GRADING
HYDRO SEED ALL DISTURBED AREAS.

ACTION ITEMS	BY	DEADLINE
Hydro-seed all disturbed areas within the site as well as ditches along Dudley Drive.	Omicron	Prior to Final Acceptance

2) NELSON BOX

Nelson box for water blow-off in ditch along Dudley Drive installed too high. Photo below.



ACTION ITEMS	BY	DEADLINE
Lower the nelson box so that the lid is flush with the surrounding ditchline grade.	Omicron	Prior to Final Acceptance

3) FINISH BOULEVARD GRADING

Boulevards were graded away from back of curb. See Typical Road Cross Section, Dwg C302.



ACTION ITEMS	BY	DEADLINE
Finish boulevard grading from back of curb and <i>rising up at 1 - 2% slope towards property line</i> . Place and compact material flush with top of curb to allow water to drain from public boulevards over curb <i>into</i> gutterline.	Omicron	Prior to Final Acceptance

4) **SANITARY INSPECTION CHAMBERS AND WATER SERVICE CURB STOPS**

All sanitary inspection chambers and water curb stops appear low.

ACTION ITEMS	BY	DEADLINE
Finish boulevard grading. Adjust all chambers and curb stops as required to be flush with final surface.	Omicron	Prior to Final Acceptance

5) **HYDRO AND TELUS BOXES**

All BC Hydro and Telus boxes appear recessed/protruding from boulevard grades.



ACTION ITEMS	BY	DEADLINE
Finish the boulevard grading. Adjust boxes as required to be flush with final surface.	Omicron	Prior to Final Acceptance

6) **SANITARY INSPECTION CHAMBERS**

Sanitary inspection chambers are not visible on lots 1, 18, 24, 25 and 27

ACTION ITEMS	BY	DEADLINE
Extend sanitary inspection chambers to final surface.	Omicron	Prior to Final Acceptance

7) **(OPTIONAL) WATER SERVICE ENDS**

Copper water services are protruding above grade.

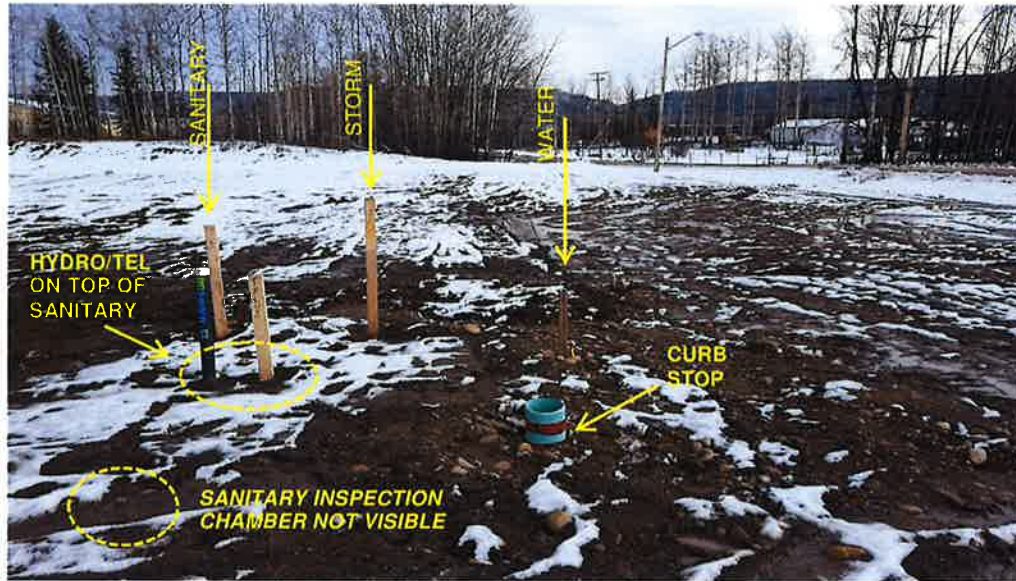
ACTION ITEMS	BY	DEADLINE
Recommended that copper services should be cut down to grade to prevent vandalism or theft. Pinch or cover ends with tape to prevent material entering.	Omicron	n/a

8) **ROAD SIGNS**

DISCUSSION	Road names and stop signs have not been installed at intersection of Road A & B and Intersection of Road A and Dudley Drive	
ACTION ITEMS	BY	DEADLINE
Install both road names and stop signs as shown on drawing C101 & C102.	Omicron	Prior to Final Acceptance

9) LOT 1 SERVICES

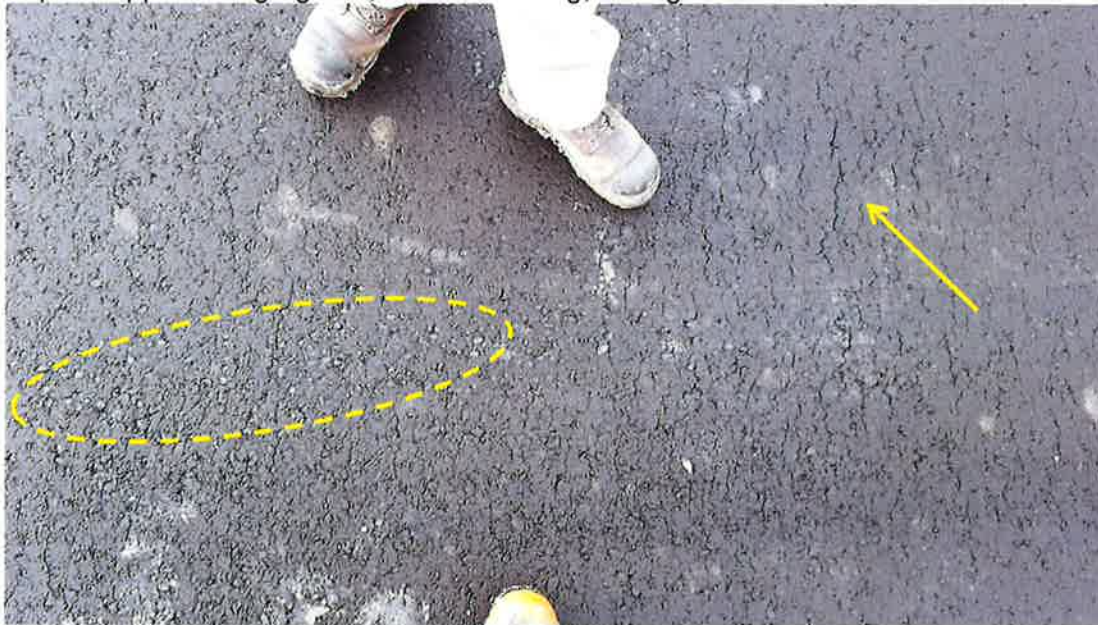
Sanitary inspection chamber is not visible, Hydro/Telus services installed on top of sanitary services.



ACTION ITEMS	BY	DEADLINE
Remove material so that the inspection chamber lid is visible. Relocate BC Hydro and Telus services to avoid conflict.	Omicron	Prior to Final Acceptance

10) ASPHALT – GENERAL COMMENTS

Asphalt appears segregated, shows cracking, low against curb face



COMMENTS	BY	DEADLINE
<ul style="list-style-type: none"> -Asphalt appears segregated and cracked in areas -Asphalt does not tie smoothly into Dudley drive -Asphalt appears low against curb in many locations allowing water to drain under curbs rather than into gutter -Asphalt needs to be adjusted around manhole lids and nelson boxes to prevent snow plows from hitting them. Specific locations are mentioned in other comments. 	Omicron & Northern Geo	Prior to Final Acceptance

11) DUDLEY DRIVE – EASTERN CURB AT CATCHBASIN

Curb surrounding catch basin has large gaps and appears to be failing.



ACTION ITEMS	BY	DEADLINE
Replace curb surrounding the catch basin.	Omicron	Prior to Final Acceptance

12) GRAVEL SHOULDERING AT ENTRANCE

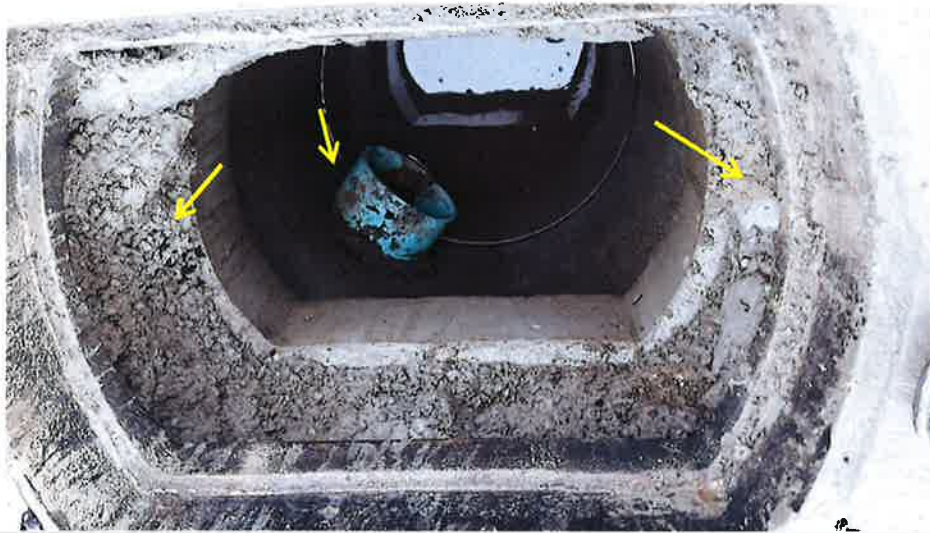
No gravel has been placed next to asphalt curve returns to Dudley Drive.



ACTION ITEMS	BY	DEADLINE
Place compacted gravel backing flush with newly placed asphalt along both sides of entrance to Dudley Drive.	Omicron	Prior to Final Acceptance

13) CATCH BASIN GROUTING

All catch basins require finish grouting under frames and around pipes



ACTION ITEMS	BY	DEADLINE
Grout around each pipe and under every frame at each concrete donut riser. Finish should be neat and smooth.	Omicron	Prior to Final Acceptance

14) CATCH BASINS

Catch basin concrete lid and frame are out of alignment. Resulting opening is too narrow.



ACTION ITEMS	BY	DEADLINE
Catch basin concrete lid should be cut/hammered out to align properly with frame opening so that they can be maintained properly with a vactor truck. Grouting is required around each pipe and each concrete donut riser.	Omicron	Prior to Final Acceptance

15) DMH #1

Storm manhole requires grouting, pipe trimming.



ACTION ITEMS	BY	DEADLINE
Place grout from bottom of frame to concrete lid at each concrete donut riser. Add additional grout to each pipe so that water cannot seep into manhole. Trim pipes so they extend max. 100mm into manhole.	Omicron	Prior to Final Acceptance

16) DMH # 2

Storm manhole requires grouting and cleaning



ACTION ITEMS	BY	DEADLINE
Place grout from bottom of frame to concrete lid at each concrete donut riser. Remove all debris from manhole. Trim pipes back to extend max 100mm into manhole. Add additional grout to each pipe so that water cannot seep into manhole.	Omicron	Prior to Final Acceptance

17) DMH # 3

Storm manhole lid protrudes from asphalt, requires grouting and cleaning

ACTION ITEMS	BY	DEADLINE
Cut asphalt square around lid. Lower elevation so that the lid is flush or slightly recessed. Recommended 8-15mm below grade. Replace and compact asphalt. Place grout from bottom of frame to concrete lid at each concrete donut riser. Remove all debris from manhole. Add additional grout to each pipe so that water cannot seep into manhole.	Omicron	Prior to Final Acceptance

18) DMH # 4

Storm manhole lid protrudes from asphalt and requires grouting.

ACTION ITEMS	BY	DEADLINE
Cut asphalt square around lid. Lower elevation so that the lid is flush or slightly recessed. Recommended 8-15mm below grade. Replace and compact asphalt. Place grout from bottom of frame to concrete lid at each concrete donut riser. Remove all debris from manhole. Add additional grout to each pipe so that water cannot seep into manhole.	Omicron	Prior to Final Acceptance

19) WATER VALVE NELSON BOX

Nelson box at entrance from Dudley Drive protrudes from asphalt

ACTION ITEMS	BY	DEADLINE
Cut asphalt square around lid. Lower elevation so that the lid is flush or slightly recessed. Recommended 8-15mm below grade. Replace and compact asphalt.	Omicron	Prior to Final Acceptance

20) SMH # 1

Sanitary manhole requires grouting, cleaning and benching.



ACTION ITEMS	BY	DEADLINE
Place grout from bottom of frame to concrete lid at each concrete donut riser. Bench service. Remove all debris from manhole.	Omicron	Prior to Final Acceptance

21) SMH # 2

Sanitary manhole lid protrudes from asphalt, requires grouting and cleaning.

ACTION ITEMS	BY	DEADLINE
Cut asphalt square around lid. Lower elevation so that the lid is flush or slightly recessed. Recommended 8-15mm below grade. Replace and compact asphalt. Place grout from bottom of frame to concrete lid at each concrete donut riser. Remove all debris from manhole.	Omicron	Prior to Final Acceptance

22) SMH # 3

Sanitary manhole requires grouting, cleaning and benching around services



ACTION ITEMS	BY	DEADLINE
Place grout from bottom of frame to concrete lid at each concrete donut riser. Remove all debris from manhole. Add concrete benching to sanitary services entering the manhole too direct flow into main channel.	Omicron	Prior to Final Acceptance

23) EX –SMH SANITARY TIE-IN LOCATION

Existing sanitary manhole lid protrudes from asphalt, requires grouting, cleaning and benching around services.



ACTION ITEMS	BY	DEADLINE
Cut asphalt square around lid. Lower elevation so that the lid is flush or slightly recessed. Recommended 8-15mm below grade. Replace and compact asphalt. Place grout from bottom of frame to concrete lid at each concrete donut riser. Remove all debris from manhole. Add concrete benching to the sanitary services entering the manhole too direct flow properly into main channel.	Omicron	Prior to Final Acceptance

24) SMH # 3

Sanitary manhole requires grouting, cleaning and benching around services



ACTION ITEMS	BY	DEADLINE
Place grout from bottom of frame to concrete lid at each concrete donut riser. Remove all debris from manhole. Add concrete benching to sanitary services entering the manhole too direct flow into main channel.	Omicron	Prior to Final Acceptance

25) WATER VALVES – ROAD B

Water valves require cleaning

ACTION ITEMS	BY	DEADLINE
-Remove debris from hydrant valve in Road B cul-de-sac. -The south water valve of the 4 valves at station 1+110 on Road B was also full of water and valve key could not be operated. Remove water and/or debris from this valve riser so valve can be operated.	Omicron	Prior to Final Acceptance

26) EXISTING DRIVEWAYS ALONG DUDLEY DRIVE

Existing driveways and culverts along Dudley Drive have not been removed

ACTION ITEMS	BY	DEADLINE
Remove existing driveway access and culverts and re-establish the ditch after removal.	Omicron	Prior to Final Acceptance

27) CCTV #1

CCTV footage (October 1, 2017 CL Video Inspection) indicates a problem with the sanitary main pipe joint 16m downstream of SMH2.



ACTION ITEMS	BY	DEADLINE
Fix pipe joint and re-CCTV to confirm.	Omicron	Prior to Final Acceptance

28) CCTV #2

L&M sent an email to Omicron (Mr. A. Girdner) on August 22, 2017 requesting several items of follow-up regarding the original CCTV taken on August 11, 2017 by CL Video Inspections.

ACTION ITEMS	BY	DEADLINE
<p>Please provide responses to the following questions/requests:</p> <p>Storm System</p> <ul style="list-style-type: none"> Only 20 services were visible in the CCTV. <i>Please confirm that culdesac Lots 10, 11, 12 and Lots 20, 21, 22 were connected directly into manholes.</i> <p>Sanitary System</p> <ul style="list-style-type: none"> Only 21 services were visible in the CCTV. <i>Please confirm that culdesac Lots 1, 10, 12, 20, 21, 22 were connected directly into manholes.</i> 35.8m downstream of SMH3: Bell and spigot not completely pushed together. L&M are OK with this joint, <i>but District Public Works to confirm.</i> 23.1m downstream of SMH2: Bell and spigot not completely pushed together. L&M are OK with this joint, <i>but District PW to confirm.</i> 80-83 m downstream of SMH2: Minor ponding. <i>District PW to advise.</i> 125m - 129m downstream of SMH2, immediately upstream of Ex SMH: There is ponding of water at this location. <i>The existing manhole has debris that may be blocking flow and needs to be cleaned out and confirmed that this is not a sag.</i> 	Omicron	Prior to Final Acceptance



1204-103rd Ave., Dawson Creek, British Columbia, Canada V1G 2G9
 sales@peaceenergy.ca www.peaceenergy.ca ph: 250-782-3882

Oct 20, 2017

Contemplated Change Notice #HHSI-0006-M for the Museum New Building and #HHSI-0007-SP for the Swimming Pool ground mount:

Notes in regards to the Hudson's Hope Solar Initiative (HHSI) to date:

Peace Energy Cooperative - Moch Electric JV has been tasked with designing additional solar systems to work within the defined solar construction budget of \$1,280,000 for the Hudson's Hope Solar Initiative (HHSI) grant funding. The budget to date includes the following:

	<i>'Other RFP costs' →</i>	<i>51,550</i>
- The original RFP contract		\$ 706,046
- CCN-0001-A for the Arena upgrade		\$ 83,227
- CCN-0002-DO for the District Office upgrade		\$ 53,017
- CCN-0003-L for the Lagoon upgrade		\$ 224,308 <i>244,308</i>
- CCN-0004-BPFH for addition of the Beryl Prairie Fire Hall		\$ 19,657
- CCN-0005-BPFH for the Beryl Prairie Fire Hall upgrade		\$ 1,802
- CCN-0008-C for communications upgraded needed for the Lagoons and the Bullhead Curling Club		\$ 4,874
	Total to date	\$ 1,164,391 <i>1,164,481</i>
Budget remaining for other District solar arrays		\$ 115,519

Summary of proposed next steps:

Although there are a number of options for how the remaining budget is allocated to various sizes of solar arrays at two locations (as explained below), we suggest that the most impact would be to direct the remaining budget to install a signature array we are referring to as the 'Solar Wave' (Option 1), at the Hudson's Hope Swimming Pool location.

Options for the remaining budget:

Although solar systems have flexibility in their design elements, there are also design factors that will dictate the final project. Some of the factors that we consider for each location include: the solar resource, the structure to be installed on, the electrical usage and potential savings of that metered account, the size of the electrical service at the location, the design and availability of the solar components and of course, budgetary constraints.

In regards to the HHSI project we are also considering the opportunity for leadership by the District for education and public engagement to show that solar is not just functional, environmentally responsible and a financial benefit, but can also be beautiful, artistic and interactive.

Site #	Location Name	Est. % of power displaced	Retail with M/U
1a	Arena 320 PV with two x 33.3 inverters	40.1%	\$ 180,436.00
1b	Arena upgrade CCN-0001-A - APPROVED Add 90 PV w/ three x 33.3 Inverters	11.5%	\$ 83,226.28
2	Bullhead Curling Club 2 PV moved from New Public Works Shop to make 226 PV w/ two x 33.3 kW inverters	114.1%	\$ 129,432.00
3	New Public Works Shop moved 2 PV to Bullhead Curling Club which left 286 PV w/ four x 20 kW inverters	89.7%	\$ 159,745.00
4a	District Office / Fire Hall 111 PV w/ one x 14.4 kW and one x 9kW inverter	54.3%	\$ 76,382.00
4b	District Office / Fire Hall UPGRADE CCN-0002-DO - APPROVED Add 45 PV and change to three x 14.4 kW inverters	24.9%	\$ 53,017.35
5a	Lagoons appx 49 kW designed as two blocks of 72 PV with each block having one 20 kW inverter for a total of 144 PV and two x 20 kW inverters	22.1%	\$ 134,138.40
5b	Lagoons UPGRADE CCN-0003-L APPROVED Add 3 more blocks of PV and inverters for another 216 PV and 3 more 20 kW inverters	52.9%	\$ 244,308.19
6	Tourist Info Centre 32 PV w/ one 7.6 kW 1ph inverter	52.6%	\$ 25,913.00
	<i>Original 6 location total</i>		\$ 706,046.40
	<i>Original 6 locations w/upgrades</i>		\$ 1,086,598.21
7a	Beryl Prairie Fire Hall (291) - not proposed with original RFP		
7b	Beryl Prairie Fire Hall ADD ON Location CCN-0004-BPFH - APPROVED 19 PV w/ one 5 kW 1 ph inverter	70.3%	\$ 19,656.75
7c	Beryl Prairie Fire Hall UPGRADE CCN-0005-BPFH - APPROVED Add three more PV w/ new model 5 kW 1ph Inverter	9.5%	\$ 1,801.73
8	Swimming Pool CCN-0007-SP PROPOSAL to Add 32 PV w/ one x 9 kW 3ph inverter	12.0%	\$ 89,714.48
9	Museum NEW building CCN-0006-M PROPOSAL to Add 22 PV w/ 6 kW inverter	72.0%	\$ 25,524.91
	Communications CCN-0008-C PROPOSAL to Add at the Lagoon and Bullhead Curling Rink		\$ 4,874.44
	<i>Approved and Proposed Add-On location total</i>		\$ 141,572.31
Total of Original 6 locations plus Approved and Proposed upgrades to date			\$ 1,228,170.52
Other RFP costs			\$ 51,550.00
Total RFP budget to date			\$ 1,279,720.52
Maximum PV budget (from Tom) with original grant minus Urban System			\$ 1,280,000.00
Budget remaining			279.48

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Gwen Johannson and Council
SUBJECT: Report on the Solar Array Display and Monitoring System
DATE: November 6, 2017
FROM: Tom Matus, CAO

Having spoken to Greg Dueck in regard to the Solar Array Display and Monitoring System following is the info he gave me:

Screen would be located in the District office vestibule, above the entrance door, though this screen can be located in any of our buildings.

This data can also be accessed on line.

Data shown will be kwh produced by the solar system: can be daily, monthly, yearly though may need different screens to show this.

Data monitoring is free due to internet capabilities.

The lagoon does not have internet so we would have to pay for a data plan with SolarEdge, (the inverter manufacturer), it comes with the inverter equipment. We have five inverters and it would cost approximately \$100 US per inverter which gives us five years worth of cloud based monitoring data. If internet is installed at the Lagoon then we can tie the data monitoring into the internet at no cost. Though the cost for internet is much more than the SolarEdge cost. I am awaiting info from Urbans Systems to see if internet would be required to be installed at the lagoon for the aerators or any other equipment that would be installed there.

As long as a building has internet there is no extra cost for receiving the data monitoring.

Once all inverters are tied into the electrical grid then we will connect to the internet at the locations, and then we will be able to see the array on line.



Tom Matus, CAO

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Gwen Johannson and Council

SUBJECT: Valve Replacement Project Update Report

DATE: October 25, 2017

FROM: Tom Matus, CAO

Initial Project total: 14 valves, 3 fire hydrants;
 Amended Project total: 16 valves, 3 fire hydrants

Sites completed:

<u># of valves:</u>	<u>Valve locations:</u>	<u>Project Status:</u>
4	Water Treatment Plant:	valve install complete, paving to do.
3	Fredette Ave & Monteith St.:	valve install complete, paving to do: extra valve included
1	Dudley Drive & McDougal St:	valve install complete, paving to do – was not initially scheduled.

Valve and fire hydrant locations:

1@	Library on Dudley Drive	valve and hydrant install complete, paving to do.
1@	Bach residence on Dudley Drive	valve and hydrant install complete, paving to do.

Postponed valve and hydrant sites:

<u># of valves:</u>	<u>Valve locations:</u>	<u>Project Status:</u>
4	Kyllo and Beattie	to be deferred to next year
1	Holland & Beattie Drive St.	to be deferred to next year

Valve and fire hydrant locations:

1@	Jones Crescent;	to be deferred to next year.
----	-----------------	------------------------------

Since my last report LNB has now noted the total replacements this year has been limited to 10 valves and 2 hydrants out of a total of 16 valves and 3 hydrants. All 5 valves along Beattie Drive and the valve and fire hydrant at Jones Crescent have been deferred until next year – requiring a new budget. MoTI had issued a permit that was far more demanding than the permit that was issued to us last year, and that permit caused trepidation for LNB in scheduling the Kyllo St. & Highway 29 and Holland & Highway 29 (5) valve replacements for this year.

As noted in my previous CAO Update report project costs were more than the estimates due to issues found when valves were dug up and exposed i.e. digs were at least twice the size thus

the costs were more than they were budgeted for. The four valves at the WTP was especially challenging. We are staying within the 2017 Capital budget amount of \$160,000.00. we are also stating at the \$147,312.00 amended budget amount though we are deferring six valve replacements and one fire hydrant replacement, to next year. We did include a valve on Dudley Drive and McDougal St. and an additional valve at the Fredette Ave and Monteith St T-section which was not part of the initial scope of work or budget.

To recap: we have replaced 10 valves and two fire hydrants within the \$147,312.00 amended budget, recall we did initially budget \$160,000.00 for 10 valves and three fire hydrants, which budget was determined via a quote received from a contractor last summer.

I received an expense report from LNB which totaled \$158,568.75 plus Omicron's 4% consultant fee of \$6,342.75 plus GST a total which would be \$173,157.10. After discussions with Omicron and LNB, Omicron invoiced us the amount of \$147,312.00 plus GST, disregarding their additional consultant fees of 4%.

A handwritten signature in black ink, appearing to read 'Tom Matus', is written over a horizontal line.

Tom Matus, CAO

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Gwen Johannson and Council

SUBJECT: Water & Sewer Rates Calculation

DATE: November 8, 2017

FROM: Tom Matus, CAO

You will have been emailed with an Excel file entitled "**Wtr & Swr Rates Review**", this file allows you to experiment with rate percentage increases.

Schedule A comprises the non-metered rates for residential and commercial users, with respective discounts, only.

Schedule B includes:

1. all other revenues such as: Lagoon dumps, water stands commercial metered, water & sewer connections,
2. Schedule A's rates which are calculated separately from 1 above;
3. Schedule B also includes the yearly increased budgeted expenses, including the new lagoon electrical expense.
4. Schedule B provides the yearly Y/E Surplus / (-) Deficit balance over a ten-year period; and the yearly Accumulated Surplus / (-) Deficit over a ten-year period.

You may insert different percentages in schedule A and B, they do not necessarily have to match, as was previously stated due to the other revenues that are noted in Schedule B.

The following stipulations are to be noted:

This spreadsheet is set up so that you may change the percentage rates to see the resulting utility fund balance;

Schedule A is the client unmetered rate, only;

Schedule B is the utility fund balance though it includes all other operational revenues and expenses (which are calculated separately from Schedule A and do include the yearly budgeted increases for the respective revenue and expense components/accounts this is why Schedule B percentage rate can differ, should this be required, from the Schedule A percentage rates;

By changing the rate anywhere in the brown columns/rows in schedules A & B you will see the resulting change in client rates; or yearly surplus/deficit, and accumulated surplus/deficit respectively;

This sheet only relates to the utility funds, not the utility reserves;

The 2017 Schedule "B" utility balances row (and column D) includes the audited 2016 year-end balances;

The number of clients increase to 329 from 319 in 2023;

The discount rate for 2017 is the current rate at 2.85% which is calculated for all non-metered clients only, but is only reflected in Schedule B; as well, the discount rate is reduced to 2% in the following years - 2018 to 2027, hence the greater revenue amount starting in 2018.

Scenarios to consider:

Residential water and/or sewer yearly increase; and Commercial water and/or sewer yearly increase.

This would comprise of a uniform constant percentage rate increase across the board, compounded yearly for the next ten years.

Residential water and/or sewer intermittent year increase; and Commercial water and/or sewer intermittent year increase.

This would comprise of staggered uniform (or not uniform) percentage increases throughout the ten years.

Residential water increases by year or staggered year increases; without Residential sewer increase or a one time decrease until further notice;

This would comprise of a Residential constant or differing water rate increases staggered throughout the ten years with either no increases to sewer rates or a one time decrease to sewer rates, until further notice.

Commercial water increases by year or intermittent year increases; with Commercial sewer one-time decrease until further notice

This would comprise of Commercial constant or differing water rate increases staggered throughout the ten years with either no increases to sewer rates or a one time decrease to sewer rates, until further notice.

SCENARIOS:

Attached are three rate scenarios:

- 1 **5% increase** across the board (includes all water & sewer revenue accounts);:

Note:

There is no decline in the accumulated Water Utility Fund, the deficit continues to rise.

The Sewer Utility Fund surplus continues to rise;

- 2 **10% increase** for all water rates, only, **no increase** to sewer rates:

Note:

There is no decline in the accumulated Water Utility Fund, the deficit continues to rise.

The Sewer Utility Fund surplus continues to rise for two years then begins to decline the remaining 8 years but does maintain a surplus;

- 3 **20% increase** for all water rates, only, and a **one time 10% decrease** to Schedule A sewer rates, only, no other decreases to any other sewer revenue accounts:

Note:

There is no decline in the accumulated Water Utility Fund deficit until year 2023, at that point the deficit begins to decline.

The Sewer Utility Fund surplus begins to decrease immediately, to a deficit position in year 2027.

Tom Matus, CAO

NOTES:

THIS SPREADSHEET IS SET UP SO THAT YOU MAY CHANGE THE RATE BY PERCENTAGE SO THAT YOU MAY SEE THE RESULTING UTILITY FUND BALANCE.

SCHEDULE A IS THE CLIENT RATE; SCHEDULE B IS THE UTILITY FUND BALANCE

BY CHANGING THE RATE ANYWHERE IN THE BROWN COLUMNS/ROWS YOU WILL SEE THE CHANGE.

THE FOLLOWING ONLY RELATES TO THE UTILITY FUNDS, NOT THE UTILITY CAPITAL RESERVES

PLEASE TRY IT OUT: IF YOU HAVE QUESTIONS PLEASE CALL ME ON MY CELL.

THE 2017 SCHEDULE "B" UTILITY "Accum Surplus/deficit" balances INCLUDE THE AUDITED 2016 YEAR-END BALANCES

NUMBER OF CLIENTS INCREASE TO 329 FROM 319 IN 2023

THE DISCOUNT RATE FOR 2017 IS THE CURRENT RATE AT 2.85% WHICH IS CALCULATED FOR ALL NON-METERED CLIENTS (in Schedule A); AS WELL, THE DISCOUNT RATE IS REDUCED TO 2% IN THE YEARS 2018 TO 2027, HENCE THE GREATER REVENUE AMOUNT STARTING IN 2018.

SCHEDULE A

RESIDENTIAL Client RATE

		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
	units	annually compounded increase:	105%	105%	105%	105%	105%	105%	105%	105%	105%	105%
2017-2022	319	WATER UTILITY	223.44	234.61	246.34	258.66	271.59	285.17	299.43	314.40	330.12	346.63
2023-2027	329	annually compounded increase:	1.00	100%	100%	100%	100%	100%	100%	100%	100%	100%
		SEWER UTILITY	202.86	202.86	202.86	202.86	202.86	202.86	202.86	202.86	202.86	202.86

COMMERCIAL Client RATE

Per year client % increase:

	units		105%	105%	105%	105%	105%	105%	105%	105%	105%	105%
14	WATER UTILITY	455.70	478.49	502.41	527.53	553.91	581.60	610.68	641.22	673.28	706.94	742.29
	SEWER UTILITY	217.07	227.92	239.32	251.29	263.85	277.04	290.89	305.44	320.71	336.75	353.58

Per year client % increase (100 = 0% increase)

105%

<<data entry field

SCHEDULE B

WATER UTILITY:

			105%	105%	105%	105%	105%	105%	105%	105%	105%	105%
All Revenues	-123,980		-130,886	-134,963	-139,244	-143,739	-148,459	-156,409	-161,762	-167,383	-173,284	-179,481
All Expenses	241,105		246,257	252,488	259,287	266,479	274,037	281,552	287,392	293,603	300,011	306,623
Y/E Surplus / (-)Deficit	- 117,124	-	115,371	- 117,525	- 120,043	- 122,739	- 125,578	- 125,143	- 125,630	- 126,221	- 126,727	- 127,141
ACCUM SURPLUS/(-)DEFICIT	83,116	-	32,255	- 149,780	- 269,823	- 392,562	- 518,140	- 643,283	- 768,914	- 895,134	- 1,021,861	- 1,149,002

SEWER UTILITY:

			105%	105%	105%	105%	105%	105%	105%	105%	105%	105%
All Revenues	- 93,491	-	116,681	- 116,841	- 117,008	- 117,184	- 117,369	- 119,592	- 119,795	- 120,009	- 120,234	- 120,469
All Expenses	144,644		111,554	114,279	117,038	120,497	124,108	125,604	128,408	131,304	134,296	137,386
Y/E Surplus / (-)Deficit	- 51,152		5,128	2,562	- 30	- 3,313	- 6,739	- 6,012	- 8,613	- 11,295	- 14,062	- 16,917
ACCUM SURPLUS/(-)DEFICIT	151,517		156,644	159,206	159,176	155,863	149,125	143,112	134,499	123,204	109,142	92,225

NOTES:

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PLEASE TRY IT OUT: IF YOU HAVE QUESTIONS PLEASE CALL ME ON MY CELL.

THE 2017 SCHEDULE "B" UTILITY "Accum Surplus/deficit" balances INCLUDE THE AUDITED 2016 YEAR-END BALANCES

NUMBER OF CLIENTS INCREASE TO 329 FROM 319 IN 2023

THE DISCOUNT RATE FOR 2017 IS THE CURRENT RATE AT 2.85% WHICH IS CALCULATED FOR ALL NON-METERED CLIENTS (in Schedule A); AS WELL, THE DISCOUNT RATE IS REDUCED TO 2% IN THE YEARS 2018 TO 2027, HENCE THE GREATER REVENUE AMOUNT STARTING IN 2018.

SCHEDULE A

RESIDENTIAL Client RATE

		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
	units	annually compounded increase:	110%	110%	110%	110%	110%	110%	110%	110%	110%	110%
2017-2022	319	WATER UTILITY	223.44	245.78	270.36	297.40	327.14	359.85	395.84	435.42	478.96	526.86
2023-2027	329	annually compounded increase:	1.00	100%	100%	100%	100%	100%	100%	100%	100%	100%
		SEWER UTILITY	202.86	202.86	202.86	202.86	202.86	202.86	202.86	202.86	202.86	202.86

COMMERCIAL Client RATE

Per year client % increase:

	units		110%	110%	110%	110%	110%	110%	110%	110%	110%	110%
14	WATER UTILITY	455.70	501.27	551.40	606.54	667.19	733.91	807.30	888.03	976.83	1,074.52	1,181.97
	SEWER UTILITY	217.07	217.07	217.07	217.07	217.07	217.07	217.07	217.07	217.07	217.07	217.07

Per year client % increase (100 = 0% increase)

110%

<<data entry field

SCHEDULE B

WATER UTILITY:

								increase to 329 from 319 clients				
								A				
All Revenues	-123,980	110%	110%	110%	110%	110%	110%	110%	110%	110%	110%	110%
		-137,119	-145,661	-155,058	-165,394	-176,764	-193,229	-207,382	-222,951	-240,076	-258,914	
All Expenses	241,105	246,257	252,488	259,287	266,479	274,037	281,552	287,392	293,603	300,011	306,623	
Y/E Surplus / (-)Deficit	- 117,124	- 109,138	- 106,827	- 104,229	- 101,084	- 97,273	- 88,323	- 80,010	- 70,652	- 59,935	- 47,708	
ACCUM SURPLUS/(-)DEFICIT	83,116	- 26,023	- 132,849	- 237,078	- 338,163	- 435,436	- 523,759	- 603,769	- 674,421	- 734,356	- 782,064	

SEWER UTILITY:

		100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
All Revenues	- 93,491	- 114,429	- 114,429	- 114,429	- 114,429	- 114,429	- 116,458	- 116,458	- 116,458	- 116,458	- 116,458	- 116,458
All Expenses	144,644	111,554	114,279	117,038	120,497	124,108	125,604	128,408	131,304	134,296	137,386	
Y/E Surplus / (-)Deficit	- 51,152	2,876	150	2,609	6,068	9,679	9,146	11,950	14,846	17,838	20,928	
ACCUM SURPLUS/(-)DEFICIT	151,517	154,392	154,543	151,934	145,866	136,188	127,042	115,092	100,245	82,407	61,479	

NOTES:

THIS SPREADSHEET IS SET UP SO THAT YOU MAY CHANGE THE RATE BY PERCENTAGE SO THAT YOU MAY SEE THE RESULTING UTILITY FUND BALANCE.

SCHEDULE A IS THE CLIENT RATE; SCHEDULE B IS THE UTILITY FUND BALANCE

BY CHANGING THE RATE ANYWHERE IN THE BROWN COLUMNS/ROWS YOU WILL SEE THE CHANGE.

THE FOLLOWING ONLY RELATES TO THE UTILITY FUNDS, NOT THE UTILITY CAPITAL RESERVES

PLEASE TRY IT OUT: IF YOU HAVE QUESTIONS PLEASE CALL ME ON MY CELL.

THE 2017 SCHEDULE "B" UTILITY "Accum Surplus/deficit" balances INCLUDE THE AUDITED 2016 YEAR-END BALANCES

NUMBER OF CLIENTS INCREASE TO 329 FROM 319 IN 2023

THE DISCOUNT RATE FOR 2017 IS THE CURRENT RATE AT 2.85% WHICH IS CALCULATED FOR ALL NON-METERED CLIENTS (in Schedule A); AS WELL, THE DISCOUNT RATE IS REDUCED TO 2% IN THE YEARS 2018 TO 2027, HENCE THE GREATER REVENUE AMOUNT STARTING IN 2018.

SCHEDULE A

RESIDENTIAL Client RATE

		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
	units	annually compounded increase:	120%	120%	120%	120%	120%	120%	120%	120%	120%	120%
2017-2022	319	WATER UTILITY	223.44	268.13	321.75	386.10	463.33	555.99	667.19	800.63	960.75	1,152.90
2023-2027	329	annually compounded increase:	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%
		SEWER UTILITY	202.86	182.57	182.57	182.57	#	182.57	182.57	182.57	182.57	#
												182.57

COMMERCIAL Client RATE

Per year client % increase:

	units		120%	120%	120%	120%	120%	120%	120%	120%	120%	120%
14	WATER UTILITY	455.70	546.84	656.21	787.45	944.94	1,133.93	1,360.71	1,632.86	1,959.43	2,351.31	2,821.57
			90%	90%	90%	90%	90%	90%	90%	90%	90%	90%
	SEWER UTILITY	217.07	195.36	195.36	195.36	#	195.36	195.36	195.36	195.36	195.36	#
												195.36

Per year client % increase (100 = 0% increase)

120%

<<data entry field

water only

-10%

for Schedule A revenues only

SCHEDULE B

WATER UTILITY:

								increase to 329 from 319 clients				
								^				
All Revenues	-123,980	120%	120%	120%	120%	120%	120%	120%	120%	120%	120%	120%
		-149,585	-168,222	-190,588	-217,426	-249,632	-294,951	-342,662	-399,915	-468,619	-551,063	
All Expenses	241,105	246,257	252,488	259,287	266,479	274,037	281,552	287,392	293,603	300,011	306,623	
Y/E Surplus / (-)Deficit	- 117,124	- 96,673	- 84,266	- 68,699	- 49,053	- 24,405	13,399	55,270	106,312	168,608	244,441	
ACCUM SURPLUS/(-)DEFICIT	83,116	- 13,557	- 97,823	- 166,523	- 215,575	- 239,980	- 226,582	- 171,312	- 65,000	103,607	348,048	

SEWER UTILITY:

		100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
All Revenues	- 93,491	- 107,654	- 107,653	- 107,653	- 107,653	- 107,653	- 109,479	- 109,479	- 109,479	- 109,479	- 109,479	- 109,479
All Expenses	144,644	111,554	114,279	117,038	120,497	124,108	125,604	128,408	131,304	134,296	137,386	
Y/E Surplus / (-)Deficit	- 51,152	- 3,899	- 6,626	- 9,385	- 12,844	- 16,455	- 16,125	- 18,929	- 21,826	- 24,817	- 27,907	
ACCUM SURPLUS/(-)DEFICIT	151,517	147,617	140,991	131,606	118,762	102,307	86,181	67,252	45,426	20,609	- 7,298	

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

SUBJECT: Cemetery Mapping

DATE: October 31, 2017

FROM: Becky Mercereau, Office Assistant

THAT: *"Council authorize staff to get a search engine created for the website and enter the cemetery information into it and to contact Mr. Kelly to see if he would be interested in doing the map with plot and section numbers only."*

ADMINISTRATOR COMMENTS:

Report Approved by: _____
Tom Matus, CAO

INFORMATION

Roy Kelly had offered to Council to build and donate a sign showing the names and locations of grave sites at our cemetery.

Staff has researched what other communities have at their cemeteries. Most of the small communities have the same as Hudson's Hope, with no mapping at the actual cemetery but access at the office for the information.

The City of Prince George uses a search engine within their website where you can search by Surname and you get the results for date of internment, name and where in the cemetery they are interred (see attached). Once you have the plot and section number you would be able to find the location using the maps online, plus they also have a physical map at the cemetery. The mapping does not show any names, or dates as it would be difficult to keep this updated.

Staff agrees that not having the personal information on a physical map at the cemetery would be the only way to do this project, as you may have up to 5 interments in one plot and the upkeep of this would not be possible, especially on bronze plaques as suggested.

We would be interested in the search engine on our website. If the website technicians would be able to set something up and we could enter all the information. We can then see if Roy Kelly would be interested in still doing the sign with Section, Plot Numbers. (He has indicated that he wants to do the bronze plaques with names, but as mentioned above it does not seem

feasible). People would still need to access the information either at the office or on our website. We can direct people to the free internet access spots in town if necessary when the District Office is not open.

Report prepared by: _____
Becky Mercereau, Office Assistant

Cemeteries

Cemetery Plot Search

Cemetery Questions and Answers

Interment Options

Accessibility

Animal Control Services

Bylaw Enforcement

cityofpg Mobile App

Emergency Response and Safety

Environment

Equipment for Hire

Garbage and Recycling

Grants and Financial Assistance

Search Criteria

Enter either a person's last name or interment year. Click the 'Submit Search' button and a list of all items that match your requested selection will be displayed.

Interment name (surname):

Smith

Interment year:

Interment year

Order results by:

☒ Name☐ Date

Submit Search

Clear Form

Search Results

Date	Interment Name	Section	Block	Plot	Loc
Aug 23, 1946	SMITH	W	02	005	NW
May 07, 1963	SMITH	F2	04	049	
Sep 30, 2002	SMITH ALBERT	43W	05	526	TC
Feb 06, 1957	SMITH ALLEN GORDON	A2	06A	002	
Jul 08, 1966	SMITH ANDREW ALEXANDER	E2	05	038	SW

All Maps

Overview

Section 13

Section 14

Section 15

Section 23

Section 24

Section 25

Section 33

Section 34

Section 35

Section 43

Section 44

Section 45

Section 53

Section 54

Section 63

Section 64

Section 73

Section A

Section A1

Section A2

Section B

Section B1

Section B2

Section C

Section C2

Section D

Section E

Section F

Section G

Section H

Section I

Section J

Section K

Section L

Section M

Section N

Section O

Section P

Section Q

Section R

Section S

Section T

Section U

Section V

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Section JZ

Section KA

Section KB

Section KC

Section KD

Section KE

Section KF

Section KG

Section KH

Section KI

Section KJ

Section KK

Section KL

Section KM

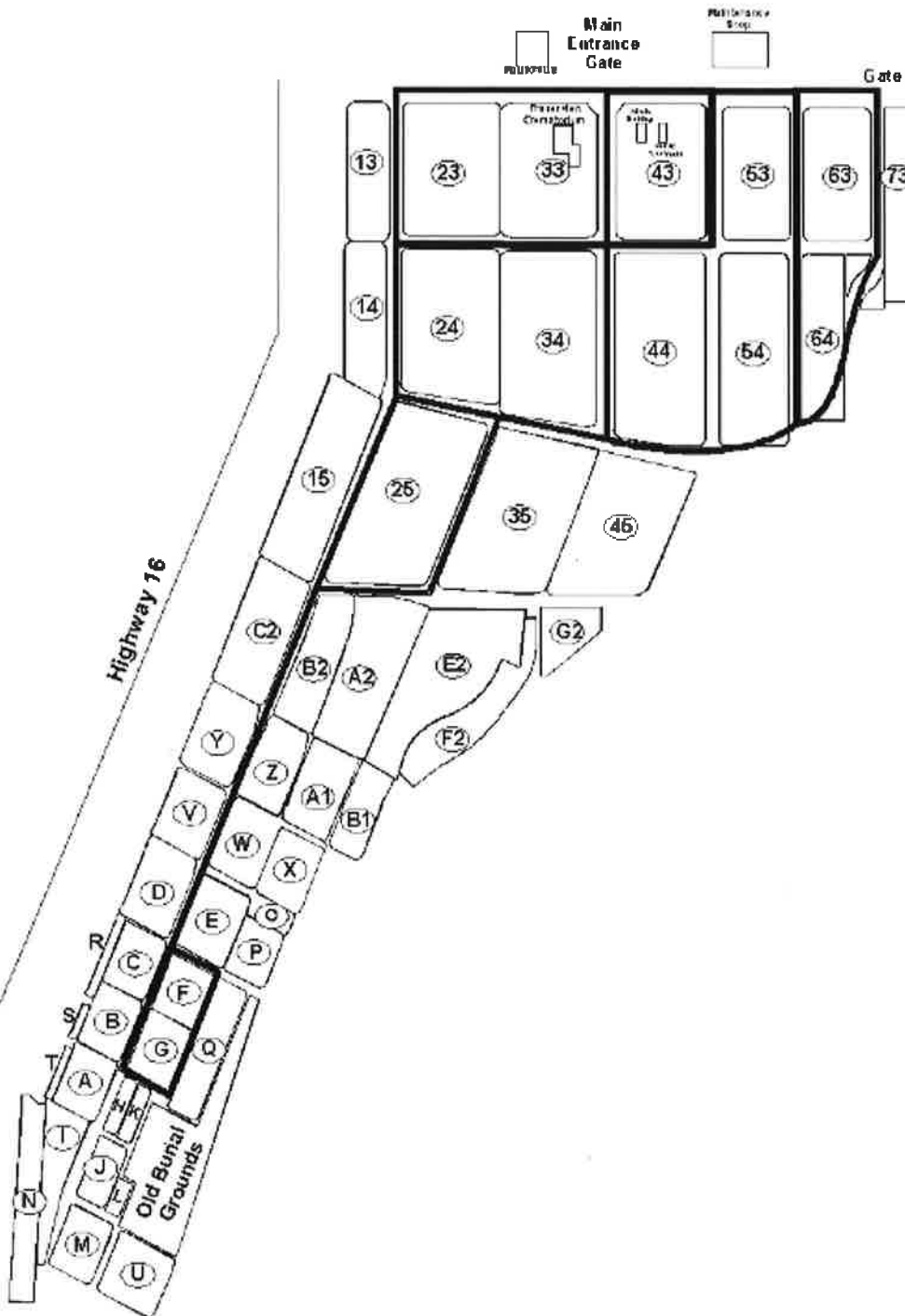
Section KN

Section KO

Section KP

Section KQ

Memorial Park Cemetery Overview





Grave Name
13W-01-103
Section 13 West
Block 1
Plot 103

[illegible]

Year end report

The staff at the Visitor Centre this season consisted of myself and two students – Austin Douglas employed for a second year and Celina Fequet her first year. Both employees were quite sociable and received many positive comments from the public.

Things definitely picked up with school getting out. Fires in Cariboo/ Chilcotin and area started up about July 7. As you know how the fires played out it will suffice to say that we had much route direction to administer and updates on the fire throughout the season right through September.

Many people head north to Alaska in the spring and south again in the fall. For visitors who had plans for summer vacation in the southern half of BC there was change of plans and some headed to the BC and Alberta Peace areas. Also some came this way just for a break from the smoke even after they were allowed back into their homes.

Emily Nusse introduced the roaming tent. We decided to cover local events first such as Farmer's market, pool then try campgrounds like Dinosaur and Cameron Lake.



It was a good platform for encouraging patrons to fill out recreational surveys in exchange for swag. The tent itself is of good quality with thick vinyl and heavy duty frame system and I am sure will withstand a hurricane. The down side of that is it is quite heavy and requires needs to be a two person set up. That said it is extremely attractive with the dual logo and purpose of using either the District logo panels or the Visitor Centre panels.

This year marked not only a birthday for Canada's 150th but also the Alaska Highway's 75th and

Mackenzie's 50th. It was a summer of celebration and exhibits.

The Farmer's Market this year was a resounding success with new vendors offering unusual and quality products. The market not only draws in locals but many visitors as well. It is very good for tourism. In July the Royal BC Museum had a travelling exhibit- Species at Risk - that we prearranged for them to set up at one of our Tuesday markets.



The exhibit stayed in the Peace Region for an extended stay.

We had international long distance bicycle riders that were travelling from Alaska and through Hudson's Hope to the US, sometimes even further. Some were doing it for charity and some were

doing it for adventure. Along the lines of bike rides we participate in the Peace Region Community to Community Motorcycle Poker Ride. It is a great day for the regional bike riders to get out to six local communities.

Statistics are entered into a Destination BC program and available for network viewing. Visitation month by month was up comparing 2016 over 2017 and stats are as follows. The month of May was down by 12%, June was up by 65%, July was up by 50%, August remained virtually the same. Our total count for visitors coming through the door this year was about 4000 visitors which is up substantially from previous years.

One of the most exciting additions to the Visitor Centre this season has to be the solar panel installation on not just the visitor centre but other municipal buildings. I do feel this could be a tourism draw especially with enhanced info. This leads me to the topic of Hudson's Hope related info signs.

In the parking lot of the visitor centre there is a kiosk with roof that at the moment has pics of Hudson's Hope and area. I would like to see this replaced with an information panel on the Solar Array in the community. There is a second sign in the parking lot that has a town map that should be replaced. Both signs are viewed by the visitor when they have parked and get out of their vehicle to stretch their legs.

A few other signs of concern would be

- Beattie Park wooden router signs sitting in the flower at each end of the park
- the signs at the Halfway rest area
- I haven't seen but understand the signs at Mile 56 of the Alaska Highway still need to be removed or replaced.

Hudson's Hope continues to astound people that have not visited before and brings back visitors that cherish this community almost as much as we do.

Kathy Burseth

Hudson's Hope Visitor Centre

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Johansson and Council

SUBJECT: Marihuana Production Facilities

DATE: November 6, 2017

FROM: Wallace Roach, Safety/Bylaw Enforcement Officer

DEFINITIONS

"Medical Marihuana"

Means a substance used for medical purposes authorized by a licence issued under the federal government's Marihuana for Medical Purposes Regulations, or any subsequent legislation which may be enacted in substitution.

"Medical Marihuana Facility (MMF)"

Means any building in which an activity authorized by the medical marihuana production regulations (Marihuana for Medical Purposes Regulations SOR/2013-119), or any successor or replacement legislation or regulation, is or may be conducted including such activities as growing, processing, labeling and packaging, storing, and transporting of marihuana."

MEDICAL MARIHUANA PRODUCTION FACILITIES

A development permit is required.

A medical marihuana production facility shall operate only under applicable Federal licensing. Proof of valid Federal licensing and the activities as approved thereunder shall be provided to the District.

All licensed processes and functions shall be fully enclosed within a building(s).

No odour, smoke or air borne particles inherent to the nature of operations shall be determinable beyond the legal boundaries of the Parcel.

An applicant shall demonstrate the ability to comply with municipal water allotments or prove a licensed source of water:

- a) Water modeling may be required.
- b) Landscaping and screening shall be completed to the satisfaction of the District.

The District may impose the following conditions pertaining to a medical marihuana facility:

- a) Setbacks from roads, residential uses, and other developments;
- b) Delivery route requirements and location of access to the lands; and
- c) Provision of a waste management plan, completed by a qualified environmental engineering professional that includes detail on:
 - i. the incineration of waste products and airborne emissions, including smell;
 - ii. the quantity and characteristics of liquid and waste material discharged by the facility; and
 - iii. the method and location of collection and disposal of liquid and waste material.

Impact of Incompatible Uses in Residential Areas

The District may require the applicant for a development permit for a proposed commercial or industrial use that is in close proximity (as determined by the District) to a residential area to submit an impact statement as part of the development permit application indicating the measures to be taken to ensure that noise, visual, and other possible impacts will be addressed so that the proposed development will not negatively affect the adjoining residential areas.

Zoning

Zoning Bylaws may be used to regulate the location of production facilities within the District. This requires the creation of a specific land use for this sort of production facility. The land use should be carefully defined (*legal advice is highly recommended*) to accurately reflect the use to be regulated.

Once an appropriate land use has been defined the use may be included as either a 'permitted' or 'discretionary' use within the particular zones (for example residential, commercial or industrial) where the District is content to have production facilities located.

If the use is not listed as either a permitted or discretionary use in any particular zone then there is no possibility of a production facility in that zone.

In addition to regulating the location of production facilities within the District zoning Bylaw may also be used to impose ancillary restrictions such as setbacks, fencing and even a limitation on the number of such production facilities in any given zone.

A weakness in the use of zoning Bylaw is that it may not be used retroactively against an otherwise valid use already in existence before the specific zoning Bylaws are put in place. Therefore the District,

anticipating the possibility of a production facility in the future will need to have its zoning legislation in place beforehand.

If the production facility is in place before the specific land use has been defined then it will generally be considered a 'legal' non-conforming use and allowed to remain in place (subject to a number of other factors).

Business Licensing

Business licensing Bylaws may be used to regulate the conduct of production facilities within the District. This requires the creation of a specific definition (*legal advice is highly recommended*) for the business carried on by this sort of production facility. The District may then attach a license fee to the particular business. This fee may be set in an amount that recovers any cost to the District from having the production facility operating within its boundaries, or in an amount that exceeds any such costs as long as it is reasonably related to a regulatory scheme operated by the District. In certain cases the fee may even be set in an amount that is intended to discourage the operation of the business within the District.

In addition to any license fee the District may include conditions pertaining to the operation of the production facility. These conditions form part of the license and a failure on the part of the business to comply with the conditions can lead to the license being revoked. Further, the number of licenses for any particular business to be carried on within the District may be capped.

An advantage in the use of business licensing is that it need not be in place prior to the business commencing operation. Even if a particular type of business is in operation prior to being specifically defined as requiring a certain license that license will be required on a go-forward basis.

Signage and Physical Barriers

If the site is a stand-alone building, or a space within a building that shares walls, then physical barriers and signage posted at the perimeter and entrance to the building/space can assist in ensuring that the site is secure. The main purpose is to prevent unauthorized access and to act as a definite demarcation. Physical barriers are required for securing all areas within a site where cannabis is present. Physical barriers should provide sufficient resistance to impede unauthorized access to the premises where cannabis is present.

For example, a physical barrier of some kind (e.g. a fence surrounding the site) and a sign stating that it is private property or a restricted area and that unauthorized access is prohibited are appropriate.

Entrances, Doors and Frames

Minimizing the number of entranceways to the site and areas within a site where cannabis is present will assist in securing and monitoring the space; however, it should remain consistent with fire and building safety codes. Securing all entrances to the building, site or areas within a site where cannabis is present would prevent unauthorized access.

For example, entranceways to areas within a site where cannabis is present could be equipped with commercial steel doors and frames. Doors may be specified as fire rated where required. The doors could also be equipped with the appropriate locking hardware, door closers, contact switches, and electronic access control mechanisms, to assist in providing appropriate security against unauthorized access.

Keeping entranceways closed and locked to the extent possible given the business operations can assist in ensuring that the site and areas within a site where cannabis is present are secure.

Keeping doors and entrances to the areas within the site where cannabis is present closed at all times with an operational intrusion detection system on (alarm system that operates at all times) would further prevent unauthorized access.

Openings, Ducts and Mechanical/Electrical Pass-Through

Minimizing the number of openings, ducts and pass-through in the site and areas within the site where cannabis is present will assist in preventing unauthorized access.

Protecting all other openings with security screens, steel bars or equivalent material, welded to steel frames will assist in preventing unauthorized access to the site. The screens and bars are most effective in preventing unauthorized access including quick entry, grab and exit type intrusions.

Where appropriate to accommodate pipe or conduit movement or expansion, pipes and conduits can be enclosed in a close-fitting sheet metal sleeve and fastened to a frame to provide appropriate security.

Wall Construction

The walls of the site should be constructed to assist in ensuring that unauthorized access to the site and areas within the site where cannabis is present is prevented.

For example, slab-to-slab construction and steel mesh sheets attached to the underside of structural joists can assist in ensuring wall security.

Glazing Panel Security

Appropriate use of glazing panels can assist in ensuring that unauthorized access to the site is prevented.

For example, any glazing panels used in roofing (in a greenhouse for example) should be attached directly to the roof structure in such a manner as to preventing removal from the outside.

Building security can be further ensured by using appropriate electronic equipment to monitor glazing elements, including sensors that can detect breakage of glazing panels.

Mechanisms that can provide secure monitoring of glazing elements include at least one of the following:

Glass-break sensors of sufficient number may be appropriately installed to provide 100% coverage of the glazing area.

Electrically conductive foil or wire can be incorporated in the glazing elements to provide detection of breaks.

Volumetric or beam-break detection systems can be employed to provide 100% coverage of the interior surface area of the glazing.

Perimeter of the Site

The perimeter of the licensed producer's site must be visually monitored at all times by visual recording devices to detect any attempted or actual unauthorized access.

The [visual recording] devices must, in the conditions under which they are used, be capable of recording in a visible manner any attempted or actual unauthorized access.

The perimeter of the licenced producer's site must be secured by an intrusion detection system that operates at all times and that allows for the detection of any attempted or actual unauthorized access to or movement in the site or tampering with the system.

The system must be monitored at all times by personnel who must determine the appropriate steps to be taken in response to the detection of any occurrence [of attempted or actual unauthorized access].

If any such occurrence is detected, the personnel must make a record of: the date, time of the occurrence; and the measures taken in response to it and the date and time when they were taken.

Areas within a Site Where Cannabis is Present

Those areas [within a site where cannabis is present] must be visually monitored at all times by visual recording devices to detect illicit conduct.

The devices must, in the conditions under which they are used, be capable of recording in a visible manner illicit conduct.

The intrusion detection system must be monitored at all times by personnel who must determine the appropriate steps to be taken in response to the detection of any occurrence [of illicit conduct, any attempted or actual unauthorized access to or movement in those areas or tampering with the system].

If any such occurrence is detected, the personnel must make a record of: the date, time of the occurrence; and the measures taken in response to it and the date and time when they were taken.

Video Coverage

Visual monitoring of the perimeter of the site, as well as the areas within the site where cannabis is present can be achieved using closed circuit video equipment (CCVE). Appropriate lighting equipment in conjunction with CCVE can assist in the detection, classification, assessment, and recognition of the images recorded.

Camera should be in sufficient number and appropriately located to cover the area to be monitored.

Redundancy and Back-Ups

Keeping all cameras recording 24/7, and having appropriate back-up mechanisms in place can achieve the appropriate coverage to detect illegal activity, unauthorized access and any attempts to breach the security of the site and of the areas within the site where cannabis is present.

Back-up mechanisms must ensure that all visual recordings and records of a detected occurrence be retained for two years. These back-up mechanisms may include storing the visual recordings on multiple media devices.

Regulatory Provisions Relating to Access Control

The licensed producer's site must be designed in a manner that prevents unauthorized access.

Access to each area within a site where cannabis is present must be restricted to persons whose presence in the area is required by their work responsibilities.

The responsible person in charge or, if applicable, the alternate responsible person in charge must be physically present while other persons are in those areas.

A record must be made of the identity of every person entering or exiting those areas.

Securing access to the site perimeter and areas within a site where cannabis is present

There is a wide range of appropriate electronic access control systems, including intrusion detection mechanisms and CCVE that may be employed to ensure that access to the site, and areas within the site where cannabis is present, is restricted to the appropriate personnel and that a record is kept of each person entering or exiting those areas.

The system that is installed must be capable of identifying each individual who enters or leaves restricted areas to comply with regulatory requirements. A personal identification number (PIN) credential system alone is not sufficient for access control because PINs can be purposefully or inadvertently disclosed.

For example, a security system that requires a PIN and an identification card, or biometrics and visual monitoring are examples of ways to prevent both unauthorized access to those areas within a site where cannabis is present, and keep track of the movements of personnel that enter and leave those areas.

Security System Control Mechanisms

Steps should be taken to ensure the appropriate control of codes, keys, combinations and other elements of the security system.

For example, to ensure appropriate security, only senior personnel including the senior person in charge, the responsible person in charge and any alternate responsible persons in charge should have access to alarm codes, vault combinations and other security elements for the site. Changing combinations and codes on a regular basis and when there are any changes with any senior personnel will assist in ensuring appropriate control of the security system.

REGULATORY PROVISIONS RELATING TO INTRUSION DETECTION

Perimeter of the Site

The perimeter of the licenced producer's site must be secured by an intrusion detection system that operates at all times and that allows for the detection of any attempted or actual unauthorized access to or movement in the site or tampering with the system.

The system must be monitored at all times by personnel who must determine the appropriate steps to be taken in response to any occurrence of an attempted or actual unauthorized access to or movement in the site or tampering with the system.

If any such occurrence is detected, the personnel must make a record of: the date, time of the occurrence as well as all measures taken in response to it and the date and time when they were taken.

Areas within a site where cannabis is present

Those areas [within a site where cannabis is present] must be secured by an intrusion detection system that operates at all times and that allows for the detection of any attempted or actual unauthorized access to or movement in those areas or tampering with the system.

The intrusion detection system must be monitored at all times by personnel who must determine the appropriate steps to be taken in response to the detection of any occurrence [of illicit conduct, any attempted or actual unauthorized access to or movement in those areas or tampering with the system].

Monitoring

Monitoring the site's perimeter and areas within the site where cannabis is present via an intrusion detection system with personnel in a central location will allow personnel to detect any unauthorized attempts to enter those areas; or to tamper with security equipment. Appropriately trained personnel will assist in responding to any incident involving detected unauthorized activity.

When there are no responsible personnel present, a link to a monitoring station will enable notification to the appropriate personnel and law enforcement.

A response plan should be designed to ensure quick action when detection has occurred.

Records of Detected Matters

Keeping all cameras recording 24/7, and having appropriate back-up mechanisms in place can achieve the appropriate coverage to detect illegal activity, unauthorized access and any attempts to breach the security of the site and areas within the site where cannabis is present.

Back-up mechanisms must ensure that all visual recordings and records of a detected occurrence be retained for two years. These back-up mechanisms may include storing the visual recordings on multiple media devices.

Tampering

The effectiveness of any system is dependent on the signal reaching the individuals responsible for the monitoring of the signal and the response to its warning. Depending on how the signal is carried,

tampering with the line carrying the signal may result in the signal not reaching its intended destination. An acceptable system should be able to identify, record, and notify if the lines are tampered with or if an attempt has been made.

A response plan should be designed to ensure quick action when tampering occurs.

Power Supply

In order to comply with regulations, the security system must include visual recording devices, access control and an intrusion detection system which must operate on a continuous basis.

For example, supporting the security system and all components (e.g., sensors, control units and communicators/enunciators, volumetric sensors, glass-break detectors, beam-break sensors) with an uninterruptible power supply sufficient for 24/7 continuous operation would effectively maintain the integrity of the security system.

Regulatory Provision Relating to Air Filtration

Those areas [within a site where cannabis is present] must be equipped with a system that filters air to prevent the escape of odours and, if present, pollen.

Air Filtration

To assist in the prevention of the escape of pollen, odours, and other particles, all exhaust air from the cultivation area and other areas within the site where cannabis is present can be filtered through appropriate air filtration systems.

For example, a high-efficiency particle air filter such as a H13 HEPA filter can ensure appropriate ventilation and filtration of exhaust air.

ALR

Directive on Physical Security Requirements for Controlled Substances”. Minimum security standards for the storage of a variety of controlled substances, including marihuana, are included. These standards are intended to allow for flexibility as technology and materials change over time. Other elements of MMPR that may be of note include provisions to import and export medical marihuana with other countries

where appropriate agreements are in place. Sales of medical marihuana must be handled through bonded couriers and not directly to the consumers at the production facility. The MMPR also requires testing of the product to verify that it meets the specifications of the product and product quality. These requirements may distinguish medical marihuana from some other agricultural crops.

Scientific information on medical marihuana production is limited. Indoor marihuana production can be assumed to use energy, water and nutrients intensively. According to one research paper, energy use includes lighting, dehumidification, ventilation, air conditioning, heating, irrigation and generation of CO₂. From another, nearly one-third of medical marihuana production costs can be energy costs. This crop, just like any other commercially produced indoor crop, is susceptible to plant pests such as insects or diseases.

Indoor production of medical marihuana is generally similar to greenhouse production of plants. In both cases the growing environment can be highly controlled. Production concerns regarding irrigation water, waste water and pesticide use for medical marihuana will also be similar to greenhouse production of other plants. Water and nutrients are generally conserved through recirculation. Pesticides are considered registered for use on medical marihuana when medical marihuana is clearly listed on each pesticide label which always has a registration number on the main panel as well as pests controlled and how to use the product. Pesticide labels are considered legal documents. All pest control products currently registered for use on medical marihuana have been reviewed and approved for registration by Health Canada as biopesticides. These products are the only ones that can be legally used to control pests on this crop.

For a product to be classified as a biopesticide by Health Canada, it must:

- 1) have a very low toxicity to humans and to other non-target organisms such as birds and fish,
- 2) have low potential for contamination of groundwater, surface water or other valued environmental resources and
- 3) be highly compatible with integrated pest management.

From a production area perspective, the production of medical marihuana takes place on a relatively small acreage when compared to other agricultural crops produced indoors (e.g. greenhouse vegetables, nursery stock, landscaping plants) in Canada or in British Columbia. Currently a very small portion of the Canadian population (0.166%) consumes medical marihuana. The average consumption is estimated at 2 grams per day.

Assuming that 75 grams of marihuana is produced per square foot of building space (excluding storage and distribution), then the combined production area required for medical marihuana in British Columbia is estimated at 0.7 ha (1.7 acres) and for Canada is 5.2 ha (12.9 acres). Even if the consumption of medical marihuana were to increase ten-fold, the production area requirements are small for this very high value crop relative to greenhouse agricultural crops.

Farm building conformation to codes:

The requirement and authority for ensuring that farm buildings within the province are designed and constructed to a minimum standard originates within the 2012 British Columbia Building Code (BCBC).

Article 1.1.1.1. (4), of the BCBC states the following:

“Farm buildings are to conform to the requirements in the National Farm Building Code of Canada 1995.”

Antecedent to this authority is the legislative authority granted within the Local Government Act and local government bylaws in their application to building code regulations.

Farm building definitions Articles 1.4.1.2., and 1.2.1.2. of the 2012 BC Building Code and the National Farm Building Code of Canada 1995, respectively, define farm buildings as follows:

“Farm building means a building or part thereof that does not contain a residential occupancy and that is associated with and located on land devoted to the practice of farming, and used essentially for the housing of equipment or livestock, or the production, storage or processing of agricultural and horticultural produce or feeds.”

The appendices within the BCBC and the NFBCC expand on the definition of a farm building as follows.

“Farm buildings include, but are not limited to, produce storage and packing facilities, livestock and poultry housing, milking centres, manure storage facilities, grain bins, silos, feed preparation centres, farm workshops, greenhouses, farm retail centres, and horse riding, exercise and training facilities.

Farm buildings may be classed as low or high human occupancy, depending on the normal human occupant load. Examples of farm buildings likely to be classed as low human occupancy are livestock and poultry housing, manure and machinery storage facilities, and horse exercise and training facilities where no bleachers or viewing areas are provided.”

“It is possible to have areas of both high and low human occupancy in the same building provided that the structural safety and fire separation requirements for high human occupancy are met in the part thus designated.”

Low human occupancy definition:

The second filter which constitutes whether a structure can be considered a farm building after assessing the purposes for which a building is being utilized is an examination of the building’s occupant load. If it is subjected to a low human occupancy load, it can be viewed as a farm building and may therefore be permitted under the governing Codes to be constructed to reduced design loads. Low human occupancy is defined in the National Farm Building Code of Canada 1995 as one where occupant load is not more than one person per 40 square metres (430 square feet) of floor area during normal use.

Farm building design loads By virtue of the fact that one of a farm buildings typical attributes is that it experiences low human occupancy, engineers and contractors are permitted to relax the standards

normally applied to residential, commercial and industrial buildings using wood, steel or concrete as the primary building material. The importance factor (a measure of a factor of safety) in limit states design applied to live loads such as snow, rain, and wind can be reduced by 20%, for example.

Greenhouses are generally viewed differently from other farm buildings from the perspective of applicable design loads.

Article 2.2.2.4. of the National Farm Building Code states that “where a heating and drainage system is installed to prevent the accumulation of snow and water, the supporting structure for the light-transmitting roof areas of greenhouses of low human occupancy shall be designed for a uniform snow load of not less than 0.7 kPa.”

From the point of view of reducing construction costs, growers would likely consider greenhouse construction as a strong option for medical marihuana facilities. If a more secure building is desired, a grower may consider a wood or steel building along the lines of a mushroom or livestock barn if the definition of a farm building can be satisfied.

Fire safety considerations:

In some local government consultations, it has been suggested that medical marihuana facilities should be constructed to non-combustible standards.

From the BC Building Code, the definition of a combustible material is one that fails to meet the acceptance criteria of the CAN/ULC-S114 standard entitled Test for Determination of Non-Combustibility in Building Materials. For facilities containing such materials, it is obvious that designs can be incorporated to satisfy this standard. It should be noted, however, that if a given medical marihuana facility is classified as a farm building, conformance with respect to fire safety or egress can be addressed as outlined in the National Farm Building Code of Canada. The NFBCC makes reference to a number of subject areas on this front insofar as they apply to floor areas, spatial separations, fire stopping, fuel storage tanks, fire separations, exposed foamed plastic insulation, electrical installations, lightning protection, exits, and ladders. Several of these considerations are more applicable than others in a medical marihuana setting and are expanded upon as follows.

Combustibility of Contents:

In the BC Building Code, separate definition is given to the use of materials as they apply to operations in and around a building. In this context, the term combustible fibres is used, and means finely divided, combustible vegetation or animal fibres and thin sheets or flakes of such materials which, in a loose, unbaled condition, present a flash fire hazard, including cotton, wool, hemp, sisal, jute, kapok, paper and cloth.

Stringent fire safety requirements are not necessarily imposed on farm buildings by the National Farm Building Code simply because combustible materials are part of a farm enterprise. The use of dry bedding materials for livestock and poultry barns are examples of combustible materials which if exposed to flame or an ignition source can result in a rapidly spreading fire.

Moisture contents of sawdust and kiln-dried shavings for floors, stalls and pens can be as low as 15%, for example. Common sense in the use of welding equipment, heat lamps, heaters and other potential fire sources must be considered at all times.

It is arguable whether a medical marihuana facility presents a high fire hazard. Factors that come into play are modes of construction and the types of other combustible materials that may be utilized. During the growing phase, the plants and growing media are considerably less combustible than other materials often used in other types of farm buildings.

General Requirements for Industrial Types of Buildings:

It has been suggested by a number of local governments that medical marihuana facilities should be considered under a category different from farm buildings for a variety of reasons, among them being the expected requirement for additional security. It has been proposed that standards similar to those for industrial kinds of buildings should be applied.

The 2012 BC Building Code dictates an extensive and comprehensive variety of requirements for a host of different types of buildings, many of them defined by the type and degree of human occupancy expected. If marihuana facilities are to be considered as non-farm buildings, an appropriate designation could be what the BC Building Code refers to as an industrial occupancy.

The BC Building Code identifies these types of buildings as Group F buildings and lists three categories of such occupancies: high hazard, medium hazard and low hazard. If medical marihuana production facilities, for the sake of argument, were to be designated as industrial facilities, it is likely that they would fit under the one-storey; low hazard definition for a Group F, Division 3 building.

Requirements for different classifications of low hazard industrial occupancies also exist within the BC Building Code and these vary considerably, depending on whether, for example, fire suppression sprinkling systems are incorporated.

Carbon Dioxide enrichment in growing facilities Concerns have been expressed in a variety of local government responses about the practice of diverting building-generated carbon dioxide gas (CO₂) to optimize plant growth in medical marihuana production facilities, and the potential hazard higher concentrations of the gas pose to emergency personnel.

Carbon dioxide enrichment involves increasing the concentrations of CO₂ to 4 - 5 times the normal atmospheric levels, to concentrations in the order of 1200-1500 parts per million (ppm) in an enclosed space. Enrichment has been shown to promote faster growth, higher yields, and stronger, healthier plants. Levels higher than 2000 ppm have been shown to retard plant growth. Low levels of CO₂ (below 200 ppm) have been shown to halt vigorous growth, even when all other conditions are ideal.

Because of this, any enclosed space requires replenishment of the internal CO₂ as it is used by plants, either through ventilation or by way of CO₂ supplementation. For medical marihuana production facilities that may incorporate some means by which to increase carbon dioxide concentrations to levels higher than the atmospheric concentration of 340 ppm, danger from human exposure is not a factor.

It is common practice for workers to spend the entire working day in CO₂-enriched vegetable-growing greenhouse facilities throughout the province. Section 5.48 of the British Columbia Occupational Health and Safety (OHS) Regulation provides established limits for a worker's exposure to hazardous chemical substances. WorkSafeBC publishes an exposure limit table in accordance with its mandate under the Workers Compensation Act to provide information and promote public awareness. For carbon dioxide, the TWA exposure limit is 5000 ppm and the STEL/ceiling limit is 15,000 ppm, well above the elevated concentrations typical in greenhouse growing environments. TWA is an acronym for time weighted average, and typically refers to an eight-hour-day period. STEL stands for short-term exposure limit.

Examples

Three existing Local Government zoning bylaws are provided below as examples for review. They include the City of Kamloops, District of Maple Ridge and the City of Armstrong.

City of Kamloops Zoning Bylaw (Bylaw No. 5-1-2001 Section 311A)

- Medical Marihuana Grow Operations (MMGOs) will not be detrimental to the health or general welfare of the people living or working in the surrounding area or negatively affect other properties or potential development in the surrounding area;
- MMGOs shall be permitted in I-2 (General Industrial) and I-3 (Heavy Industrial) zones subject to the following regulations:
 - MMGOs are required to provide a description of all discharges to air, sanitary sewer, storm sewer, streams, or groundwater;
 - MMGOs will require a Building Permit, pursuant to City of Kamloops Building Bylaw, as amended;
 - MMGOs will meet all other applicable municipal, provincial, and federal regulations;
 - A ventilation plan must be filed with the City and must include how the system prevents any offensive odour from leaving the building;
 - MMGOs shall be permitted in stand-alone buildings only;
 - No ancillary uses shall be permitted in a building containing a MMGO.
 - MMGOs shall be located no closer than 150 m from any residential zone, daycare facility, playground, community centre, school, public park, or any use catering to individuals under the age of 18;

- The practice of diverting building-generated CO2 gas or otherwise provided CO2 gas to feed plants is prohibited.
- Licensed MMGOs shall be decommissioned if inactive for more than one year and the structure/site remediated in accordance with City of Kamloops Controlled Substances Property Remediation Bylaw, as amended.
- Formerly-licensed MMGOs under the Marihuana Medical Access Program (MMAP) shall be decommissioned by the current property owner and the structure/site remediated in accordance with City of Kamloops Controlled Substances Property Remediation Bylaw, as amended.
- MMGOs will require a municipal Business Licence before operation may begin.

District of Maple Ridge Zoning Bylaw (No. 3510-1985)

- MMPF are only permitted in Agricultural, Intensive Greenhouse District, Residential, and Agriculture-Only Zones
- Buildings and structures for Medical Marihuana, Commercial Production as authorized under Federal legislation shall be sited not less than:
 - 60 metres from front and exterior side lot lines;
 - 30 metres from all wells and streams;
 - 30 metres from all buildings used for one family residential use, accessory employee residential use or temporary residential use.
- Shall be located not less than 200 metres from an elementary or secondary school, measured from the nearest point of the lot line of the Medical Marihuana, Commercial Production use to the nearest point of the lot line of the elementary or secondary school.
- Shall be located not less than 1000 metres from the nearest point of any lot on which another Medical Marihuana, Commercial Production use is occurring, or on which such a use has been authorized under Federal legislation.

City of Armstrong Zoning Bylaw (No. 1268)

- Medical Marihuana Production Facilities shall be located only on properties with a minimum parcel size of one (1) hectare, within the Agricultural Land Reserve.
- Buildings used for the production of Medical Marihuana shall be sited not less than:
 - 60 metres from lot lines abutting a residential zone;

- 30 metres from lot lines abutting a zone other than residential;
 - 15 metres from all wells and streams;
- All activities associated with Medical Marihuana Production Facilities shall be housed completely within an enclosed building and there shall be no outdoor storage or display.
- Nothing shall be done which is or will become an annoyance or nuisance to the surrounding areas by reason of unsightliness, the emission of odours, liquid effluence, dust, fumes, smoke, vibration, noise or glare, nor shall anything be done which creates or causes a health, fire, or explosion hazard, electrical interference or undue traffic congestion.
- The height of buildings and structures shall not exceed the lesser of 12 metres (39.37 feet) or three (3) storeys for Medical Marihuana Production Facilities.
- Lot coverage shall be not greater than thirty five percent (35%) for all other uses including Medical Marihuana Production Facilities.

The following questions are intended to provoke further discussion:

- Should additional bylaw criteria be required?
- Would a local government want to enforce elements of MMPR themselves? What are the risks and benefits? Which ones should they consider including in their bylaws?
- More specifically, what are the risks and benefits of proposing bylaw standards that reflect the security and construction expectations that are within Federal jurisdiction? Should the set of criteria refer to specific Federal documentation or particular regulations within the MMPR? What are the consequences of repeating Federal information verbatim and potentially interpreting it incorrectly? Could this potentially generate confusion among producers and possibly incur liability?
- If a licensed operator follows the MMPR, there should be no odour or dust escaping from the MMPF. This may be the first farm use in BC where no level of odour is acceptable. Should the proposed set of criteria include provisions to require minimal odour or dust escape as well? This is a Federal requirement, not a Provincial one.
- What are the risks and benefits of proposing criteria for vegetative buffers around an MMPF? What consequences would arise in this subsequent interaction with the required Federal security regulations?

- Some local governments have specified setback distances from particular land uses, such as schools, or places of worship, or other MMPFs. What are the risks and benefits of proposing criteria that include these types of setbacks?

Rationale for Bylaw Guide criteria Existing Bylaw Standard criteria There are five criteria identified in AGRI's current Bylaw Guide that align with medical marihuana production. These include minimum lot size, lot coverage, stormwater and agricultural liquid waste management plans, height limitations, and setbacks.

https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/strengthening-farming/local-government-bylaw-standards/840000-1_guide_for_bylaw_development_in_farming_areas.pdf

Applying these five criteria to medical marihuana production will assist in bringing this type of farm use into a well-established framework of existing standards.

Minimum Lot Size:

A provision often employed by local governments to regulate subdivision is a minimum lot size requirement. Local governments may also be motivated to apply it to a specific farm commodity use such as MMPFs. AGRI, however, has explored this particular tool in the past, and does not support a bylaw standard for this provision.

As stated in Section 2.4.4.2 of the Guide for Bylaw Development in Farming Areas:

Minimum lots size requirements for a specific commodity in the ALR should not be required. Concerns regarding specific commodities can be addressed by the existing lot size and by meting criteria such as adequate setbacks, maximum lot coverage, and adherence to normal farm practices and environmental standards established through legislation such as the Environmental Management Act, Integrated Pest Management Act, and Public Health Act. In that way, a wider range of options for agricultural activities is possible.

Bylaw Guide Lot Coverage and Stormwater and Agricultural Liquid Waste Management Plans:

Similar to Minimum Lot Size, Guide for Bylaw Development in Farming Areas Section 2.4.5 Lot Coverage provides existing guidance that aligns in accordance with medical marihuana production. Providing a maximum 35% lot coverage for buildings involved in medical marihuana production positions this use with already existing farm uses. Furthermore, including the related criteria found in Section 2.4.5.2 requiring Stormwater and Agricultural Liquid Waste Management Plans can also address important

environmental and public infrastructure concerns. Height Limitations and Setbacks from Property Lines and Watercourses

Guide for Bylaw Development in Farming Areas Section 2.4.7 Height Limitations:

Recommends a maximum height of 15 metres for all agricultural buildings other than grain bins, silos, combination silo and grain storages and principal livestock buildings. Adding medical marihuana production facilities to this list will help provide consistency and standardization for local government integrating this new farm use with other agricultural activities. Similarly, maximum building distance setbacks from property lines and minimum watercourse setbacks (Section 2.4.8) can do the same.

New Bylaw Standard criteria Local government business licenses:

Municipalities have historically not required business licences for traditional farming operations in BC. As agricultural activity on ALR land continues to develop, with on-farm processing, product preparation, and cidery and winery operations becoming more prominent, local government involvement through authority provided under the Community Charter can be expected. Given the relatively atypical history and hesitancy by many communities to embrace this sector, establishing a municipal business license requirement bylaw standard for medical marihuana production could assist in easing these concerns and provide greater confidence for local governments in accepting them into their communities.

Setbacks from Parks and Schools:

Local governments during the consultation process indicated a strong intent to separate MMPFs in the ALR from parks and schools. A review of proposed and existing bylaws resulted in a calculated distance setback range from 100 to 250 metres with an average measurement being close to a 150 metre setback for each of these land uses. Analysis by AGRI staff of a large agricultural dominate community indicates that a very small percentage of ALR land would be removed from MMPF placement with these setbacks.

Establishing a new bylaw standard criteria setback with this measurement for these land uses would address local government concerns. Local governments would not be required to regulate to this maximum distance setback.

Setbacks from Non-ALR Residential Uses:

Local governments during the consultation process also indicated a strong intent to separate MMPFs in the ALR from residential uses. A 30 metre setback from non-ALR residential uses with a buffer as defined in the Bylaw Guide, or a 60 metre setback if no buffer is employed, is identified. Establishing these new bylaw standard provisions will assist to address local government concerns. Local governments would not be required to regulate to this maximum distance setback.

Existing Farm Bylaw Standard criteria Farm-Side Edge Planning:

BC's Local Government Act provides the ability for local governments to make special bylaws, or Farm Bylaws, in relation to farming areas with the Minister of Agriculture's approval. The Act also allows for the Minister to establish Farm Bylaw standards for the guidance of local governments.

One of these Farm Bylaws standards can be found in the publication "Guide to Edge Planning" and recommends setback distances for buildings on the farm-side of the ALR/urban boundary.

Farm uses currently identified in the 100 metre setback distance with comparable nuisance concerns to medical marihuana production include manure storage, incinerators, and composting storage. Adding medical marihuana production facility to this list makes available another option for communities looking to implement greater restrictive authority regarding this use.

REQUEST FOR DECISION

RFD#:	Date: November 10, 2017
Meeting#: CM111417	Originator: Tom Matus, CAO
RFD TITLE: SURPLUS TRAILER DISPOSAL	

BACKGROUND:

The District of Hudson's Hope has a trailer that is a surplus item for sale by sealed bid "as is, where is."

DISCUSSION:

Reason for disposal:

Neither the Department of Public Works nor the Department of Protective Services has any use for this trailer. The trailer is in poor condition and not worth refurbishing.

The trailer is an old double wide built around 1980. Its identifying marks are as follows:

Make: Glendale;
 Model #: M5624
 Registration #: 94043;
 Serial #: M3428

BUDGET:
RECOMMENDATION / RESOLUTION:

That:

"Council approve the sale of the following surplus equipment Trailer by sealed bid 'as is, where is' process."

Tom Matus, CAO

SR8

REQUEST FOR DECISION

RFD#:	Date: November 10, 2017
Meeting#: CM111417	Originator: Tom Matus, CAO
RFD TITLE: Solar Array: Pool / Museum	

BACKGROUND:

At the Committee of the Whole meeting held on November 6, 2018 discussion ensued on the feasibility of providing both a pool photovoltaic (PV) solar array and a museum PV solar array. Further there was question as to whether the Strategic Priorities Fund grant was able to cover the costs of this project.

DISCUSSION:

Recommendation was made at the CoW meeting to accept the Peace Energy Co-op “Option 2a & 2b” which is a combination project comprising of the Pool (32 PV panels) and the Hudson's Hope Museum (22 PV panels), and to move the recommendation forward to the next Regular Council meeting for resolution.

Further, it was found that PEC neglected to “list” the training component cost in their list that was presented at last meeting, (as per “page 5 of 17” of the back-up presented), although the total figure did include this cost. Option 2a & 2b Pool & Museum is funded. The budget, “page 5 of 17” showing the listing discrepancy, and Options 2a & 2b are attached to this document.

BUDGET:

No cost to the District of Hudson's Hope – this project is paid for through the Strategic Priorities Fund grant.

RECOMMENDATION / RESOLUTION:

That:

“Council accept the Peace Energy Co-op “Option 2a & 2b” Pool and Museum building photovoltaic solar panel arrays.”

Tom Matus, CAO

SR9

North Peace Regional Airport Meeting, Nov 1, 2017, FSJ.

Bob Norton and I were in attendance.

There was a lot of information shared at this meeting.

Mike Whalley ((Managing Director) gave a status update to various organizational activities and services within the airport.

- Budget numbers appear to be in good shape and reflect predicted revenue and expenses.
- Passengers to date is 182,623, up from 179,209 from the same time last year. WestJet continues to show significant gains over last year, while Air Canada remains about the same.
- There was discussion regarding Terminal Renovations and expansion to meet the needs of future growth. It appears that the current facility is at near capacity in terms of handling passenger traffic and actually exceeds capacity at peak periods. Mike suggested that the society authorize an \$517,180 expenditure to provide a self ready design project. Having a design ready to go may be beneficial if future funding becomes available. The Directors wished to put this project on hold until the first of the year.
- Also discussion regarding the current Fire Infrastructure, particularly the location of a new facility. Apparently the current facility is very expensive to heat and is reaching its expected life span.
- Electrical Upgrade for the main terminal. This is about a \$250,000 project taking about two weeks that Mike is having trouble finding someone to respond to his RFP. Direction from the directors was to look harder.
- On the planning side of things, the Directors asked Mike and his staff to put together a short/long term capital infrastructure plan. There was a feeling that the society needed this information to properly plan for and prioritize major upcoming projects. Mike is to have this information and present it to the board by early next year, Feb or Mar first.
- Also, the board is beginning to look at their procedures and policies and beginning to update them, a few at a time, on a regular basis.

Dave

CM1

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

SUBJECT: Officer Bylaw No. 891, 2017

DATE: October 24, 2017

FROM: Tammy McKeown, Corporate Officer

RECOMMENDATION:

THAT:

"Council adopt the "Officer Bylaw No. 891, 2017".

AND THAT:

"Council repeal Officer Bylaw No. 771, 2009."

ADMINISTRATOR COMMENTS:

Report Approved by: _____
Tom Matus, CAO

INFORMATION:

First, Second and Third Readings were approved at the October 23, 2017 Regular Council Meeting. No amendments have been made to the Draft Bylaw.

Upon reviewing Officer Bylaw No. 771. 2009, the Chief Administrative Officer determined that a new Bylaw was required to incorporate the new officer positions within the District and to update the roles of the existing positions.

Officer Bylaw No. 891, 2017 incorporates the following new positions powers, duties and responsibilities:

Corporate Officer:

- Responsible for corporate administration, whose powers, duties, and functions include those set out in Section 148 of the Act.

Bylaw Enforcement/Safety Officer:

- Appointed under Section 146 of the Community Charter
- Shall have the power to enforce any Bylaw of the district

- Responsible for bylaw enforcement, building permits and inspections and assisting the Administrator with development applications.
- Responsible for all aspects of safety training, program/ policy development, and management systems implementation and maintenance for the District.
-

With the inclusion of these two new Officer positions the following responsibilities have been removed from the existing officers:

Administrator:

- The Administrator is the Corporate Officer, assigned the responsibility of corporate administration, whose powers, duties, and functions include those set out in Section 148 of the Act.

Director of Protective Services:

- Appointment as a Bylaw Enforcement Officer under Section 36 of the *Police Act* of the Province of British Columbia, and shall have the power to enforce any Bylaw of the District

The following additional changes have been made:

Administrator:

- Appointed as the Approving Officer under Section 77 of the *Land Title Act*.

Director of Protective Services:

- Included reference to Section 66 of the Community Charter and changed the Bylaw reference from 532 to 775.

Report prepared by: _____
Tammy McKeown

DISTRICT OF HUDSON'S HOPE

Bylaw No. 891

A bylaw to replace Bylaw No. 771 establishing officer positions and set out the administrative structure under which the business of the District shall be conducted.

WHEREAS under section 146 of the Community Charter the Council must establish officer positions in relation to the powers, duties and functions under sections 148 [Corporate Officer] and 149 [Financial Officer]; and

WHEREAS under section 146 of the Community Charter the Council may establish other officer positions; and

WHEREAS under section 146 of the Community Charter the Council may assign powers, duties and functions to its officer positions;

NOW THEREFORE the Council of the District of Hudson's Hope, in an open meeting assembled, enacts as follows:

1. This Bylaw shall be cited as the "Officer Bylaw No. 891, 2017".

DEFINITIONS

2. In this bylaw, unless the context otherwise requires:
 - a. " Act " means the Community Charter Act of the Province of British Columbia
"Administrator" means the Chief Administrative Officer of the District
"District" means the District of Hudson's Hope.
"Council" means the Council of the District of Hudson's Hope.
 - b. Words used shall have the same meaning assigned to them by the Community Charter Act.

MUNICIPAL DEPARTMENTS

3. The business of the District, under the direction of the Chief Administrative Officer with and by the authority invested in him/her by Council, shall be conducted by the departments hereby established:
 - a. Administrative Department
 - b. Public Works Department
 - c. Protective Services Department

OFFICER AND DEPARTMENT HEAD POSITIONS

4. Officers of the District shall be:
 - a. Administrator
 - b. Director of Public Works
 - c. Director of Protective Services
 - d. Corporate Officer
 - e. Bylaw Enforcement / Safety Officer
5. Each officer shall be the department head of their respective departments as outlined in Section 3 (a), (b), and (C).
6. Each Officer of the District shall be the person from time to time appointed as such and includes the person employed as such on the date of adoption of this bylaw.

APPOINTMENT, TERMINATION, AND SUSPENSION

7. Officers shall be appointed by resolution of Council. Appointments to all other positions shall be made by the Administrator or his/her designate.
8. Officers may be terminated in accordance with section 152 of the Act.
9. Officers may be suspended in accordance with Section 151 of the Act.

POWERS, DUTIES AND RESPONSIBILITIES OF THE ADMINISTRATOR

10. The Administrator is the Chief Administrative Officer whose powers, duties, and functions include those set out in Section 147 of the Act.

11. The Administrator is the Financial Officer, assigned the responsibility of financial administration, whose powers, duties, and functions include those set out in Section 149 of the Act.
12. The Administrator is assigned the responsibility as Collector of Taxes for the District as set out in the Act.
13. The Administrator is appointed as the Approving Officer under Section 77 of the *Land Title Act*.

POWERS, DUTIES, AND RESPONSIBILITIES OF THE DIRECTOR OF PUBLIC WORKS

14. The Director of Public works shall be responsible for the District's public works, utilities and facilities.

POWERS, DUTIES AND RESPONSIBILITIES OF THE DIRECTOR OF PROTECTIVE SERVICES

15. The Director of Protective Services is appointed as the Fire Chief, and shall have the powers, duties and functions pursuant to Section 66 of the Act, the *Fire Services Act* of the Province of British Columbia and the District of Hudson 's Hope Fire Protection and Life Safety Bylaw No. 775, 2009.
16. The Director of Protective Services shall be responsible for the fire department and the Districts emergency program.

POWERS, DUTIES AND RESPONSIBILITIES OF THE CORPORATE OFFICER

17. The Corporate Officer shall be responsible for corporate administration, whose powers, duties, and functions include those set out in Section 148 of the Act.

POWERS, DUTIES AND RESPONSIBILITIES OF THE BYLAW ENFORCEMENT/SAFETY OFFICER

18. The Bylaw Enforcement/Safety Officer is appointed under section 146 of the Act and shall have the power to enforce any Bylaw of the District.
19. The Bylaw Enforcement/Safety Officer shall be responsible for bylaw enforcement, building permits and inspections and assisting the Administrator with development applications.
20. The Bylaw Enforcement/Safety Officer shall be responsible for all aspects of safety training, program/ policy development, and management systems implementation and maintenance for the District.

PERSONNEL ADMINISTRATION

21. The Council hereby delegates to the Administrator
- a. The power, duty and function to assign additional responsibilities to an Officer, including acting on behalf of another officer in his/her absence, to ensure efficient operation of the District.
 - b. The power, duty and function to appoint, assign responsibilities to, promote, discipline and dismiss employees other than officers.
22. Any Officer may act in the place of the Administrator during his/her absence, except that the acting Administrator may not exercise the powers stated under Section 21 (a) of this Bylaw in relation to the Administrator or him/ herself. All Officers are deemed to be deputies to the Administrator.

REPEAL

22. Upon adoption of this bylaw, the Officer Bylaw No. 771, 2009 is hereby repealed.

Read for a First Time on the 23rd day of October, 2017.
Read for a Second Time on the 23rd day of October, 2017.
Read for a Third Time on the 23rd day of October, 2017.
Adopted on the ____ day of ____, 2017.

Gwen Johansson,
MAYOR

Tammy McKeown
Corporate Officer

Certified a true copy of Bylaw No. 891
this ____ day of _____ 20__.

Clerk



Citizens for Safe Technology

ACTION REQUIRED: Microcell Resolution & Notice of Wireless Harm

Dear Mayors and Councillors,

At last month's UBCM, BC municipalities voted in favour of a Resolution mandating that land use authorities and the public be consulted when microcells are placed within 100 metres of schools, hospitals, and residences. This requested change to existing policy closes a federal loophole that allows microcells to be placed on existing structures with no public consultation whatsoever. Over the next several months, the FCM (*Federation of Canadian Municipalities*) will be discussing the content of the UBCM resolution with the federal government.

Microcell placement and municipal rights is a hot topic. While some individuals perceive microcells as benign or even benevolent transmitters that are essential to improving connectivity and achieving economic prosperity, a growing number of civic leaders are concerned about the many issues arising from installing microcells in the public right of way. (See Section 3: **Why Local Governments are Concerned about Microcells** below.) On October 15th 2017, SB 69 - a bill giving telecoms free rein to install microcells on California rights of way, [which 300 Californian cities opposed](#) - was vetoed by state Governor Jerry Brown.

High-speed connectivity is not dependent on microcells. Safe and data-secure technological options are available. (See Section 4: **Tech-Wise-Solutions for Connectivity** below.)

The material below summarizes the concerns about microcells and outlines important actions you may take **now** to insure that as a local government you are as fully engaged as current federal policy allows in the placement of microcells in your community.

Suggested Approach:

- 1) Put the brief **Notice of Wireless Harm** in Section 2 below on the agenda of your next council meeting.
- 2) Review all permits, antenna siting policies, and agreements currently in place between your government and telecommunication companies. (See Section 5: **Action Check List** below.)
- 3) Take a few moments to read the material below so that you may make informed telecommunications decisions. This letter and that material are also attached as a PDF,

With Best Wishes,

Citizens for Safe Technology

cst.citizensforsafetechnology@gmail.com

Section 1: Overview

The Resolution that was passed:

WHEREAS public consultation on the placement of cell towers is mandated; and

WHEREAS new technology is moving away from these large towers to micro-transmitters which do not require local government or public consultation;

THEREFORE BE IT RESOLVED that the AKBLG request the UBCM petition relevant provincial and federal governments to mandate consultation with the land use authorities and the public regarding microcell transmitter siting within 100 metres of residences, schools and hospitals.

Why this Resolution Matters

ISED (*Innovation, Science and Economic Development*, formerly *Industry Canada*) allows microcells, or small cell antennas, to be placed on existing structures without any public input or often knowledge. In their 2014 [Guide to](#)

[Assisting Land-Use Authorities in Developing Antenna Siting Protocols](#), Industry Canada makes an assumption that: “certain proposals ... have minimal impact on the local surroundings and so are excluded from public and land-use consultations.”

The UBCM’s support for the microcell placement resolution shows that ISED has underestimated and overlooked the impact microcells have on municipalities and their residents.

Section 2: Microcells - Notice of Wireless Harm

Although there is no scientific research proving microcells are safe, the widespread installation of microcell technology is based on the misconception that wireless transmitters cause no harm. [Thousands of independent scientific studies](#), however, link the RFR (radiofrequency radiation) microcells emit to increased cancer risk, neurological disorders, and infertility. Even low levels of RFR exposure over time have been linked to adverse effects on plants and [insects, especially pollinators](#)

- As of October 2017, 235 scientists from 41 countries have signed the [International EMF Scientists Appeal](#) urging world leaders to “protect mankind and wildlife from the dangers of EMFs and wireless technology.”

ISED says microcells are safe as long as they comply with Health Canada’s Safety Code 6. Health Canada, however, continues to ignore the non-thermal effects of artificial electromagnetic frequencies as well as the science which shows that exposure to these frequencies, [even at levels lower than those deemed safe by Safety Code 6](#), cause potential biological harm.

- On September 28, 2014, over [50 Canadian physicians](#) condemned Safety Code 6. On July 9, 2014, [fifty-three scientists from eighteen countries](#) called on Health Canada to intervene to “help avoid an emerging health crisis.”

Microcells are establishing the infrastructure for “5G” (fifth generation) technology which the telecom industry is poised to install across the nation.

“5G” microwave frequencies have never been independently tested to prove they will not cause adverse biological and/or health effects. By allowing telecoms to install microcells, local governments currently have no recourse over how many transmitters are placed and if these microcells will be used to transmit “5G.”

- On Sept. 13, 2017, over 180 scientists from 35 countries sent a [declaration to the European Commission](#) calling for a moratorium on the rollout of microcell transmitters and “5G” saying that fifth generation technology “could lead to tragic, irreversible harm”

In 1998, Canada adopted the Wingspread Precautionary Principle, which states: “When an activity raises threats of harm to human health or the environment, precautionary measures should be taken, even if some cause and effect relationships are not fully established scientifically.”

Rethinking the indiscriminate installation of microcells in our communities supports this principle and protects local governments from being liable for damage and injury resulting from wireless harm.

Section 3: Why Local Governments are Concerned about Microcells

- **Public and Environmental Health and Safety** - as discussed in the above **Microcells - Notice of Wireless Harm**
- **Liability**

Once a municipal government has been made aware that microcells may cause personal injury or environmental harm, (the **Notice of Wireless Harm** above informs you of this) permitting microcell transmitters to be installed in your ROWs may be deemed an act of negligence, and you may be held liable for any environmental damage or personal injury resulting from this equipment having been installed. Telecommunication workers (“linemen”) are at particular risk.

In 2013, the *CRTC* and the *FCM* established this liability criterion in their **Model Municipal Access Agreement**, which may be downloaded here: <http://crtc.gc.ca/cisc/eng/ciscmanu.htm>.

- **Local Authority & Urban Planning**

The [Antenna Siting Systems Protocol Template](#) developed in 2013 by the FCM and the *Canadian Wireless Telecommunications Association* (CWTA) offers municipalities examples of how they may add their input to antenna siting in their communities, specifying design preferences, for instance, or naming preferred and discouraged locations for antenna siting. However, once a land use authority gives its permission for microcells to be installed, telecommunication companies have the final say in where microcells are placed.

This Lack of Local Authority over microcells negatively impacts:

- **Public Health and Safety** Transmitters in the public right of way are affecting pole integrity, creating increased distraction for drivers, and causing sidewalk and roadway crowding.
- **Urban Planning:** There is no limit to the number of small cells allowed per property, and no consideration for competing demands, noise, size, lighting, design, or fiscal impacts.
- **Aesthetics & Property Values:** Universal deployment of microcells degrades intentionally designed neighborhoods and historic buildings, and negatively affects property values.
- **The Public's Use and Enjoyment of the ROW:** Street-side gardening, block parties, neighbours visiting across the fence, children riding their bikes on the road by their homes... So many pastimes that add colour to a community and pleasure to life may be curtailed as citizens experience legitimate concern about lingering under the microcells and being exposed to radio frequencies.

Section 4: Tech-Wise - Solutions for Connectivity

Safe and data-secure technological options are available.

For mobile connectivity we could emulate Paris, France's pilot project and install small cells with signals that are adequate for mobile use but do not penetrate buildings or peoples' homes. For home and business internet access, wired networks of fiber optic and Ethernet cables or of fiber optic, copper wire and Ethernet cables (G-Fast) provide safe, fast, reliable, and cyber-secure connection, and will not blemish or obstruct local rights of way.

Section 5: Microcells - Municipal Rights and Responsibilities

Action Check List

- ☐ Have microcells been installed on existing structures in your municipality?
- ☐ If not, do you want to discuss other connectivity options with telecom providers before giving them access to your ROWs?
- ☐ Do you have an Antenna Siting Protocol in place? If so, does it require that notification is required for all new transmitters? If not, consider writing one that does, even for microcells being installed on existing structures.
- ☐ If microcells are installed in your ROWs:
 - ☐ Has written consent been given to the telecom by local land use authorities for each transmitter installed?
 - ☐ Have you asked the company who installed the microcell network for RF exposure level data?
 - ☐ Have you asked this company what strategies they have employed to keep the ambient RF radiation levels in residential areas as low as possible, and what strategies could still be implemented?

- ☐ Have you negotiated a Municipal Access Agreement with the telecom who has installed these microcells?
- ☐ Has the telecom submitted detailed before and after plans to your municipal engineer for each microcell installation?

The Model Municipal Access Agreement and You

The **Model Municipal Access Agreement** negotiated between the CRTC and the FCM in 2013 (<http://crtc.gc.ca/cisc/eng/ciscmanu.htm>) defines the parameters of local governments' current rights and responsibilities in relation to microcell placement. Most significantly:

1. **Consent:** Pursuant to section 43 of the Telecom Act a company must have a municipality's written consent prior to constructing equipment within the ROW.
2. **Permits:** Work within the ROWs by the company is subject to the authorization requirements established by the municipality. Municipalities determine if permits are required for each and every microcell.
3. **Plans:** Unless otherwise agreed to by the municipality, prior to installing microcells the company must submit the following to the municipal engineer:
 - Construction plans of the proposed work showing the locations of the proposed and existing equipment and other facilities, and specifying the boundaries of the area within the municipality within which the work is proposed to take place;And
 - All other relevant plans, drawings and other information as may be normally required by the municipal engineer from time to time for the purposes of issuing permits.
4. **Refusal to issue Permits.** In case of conflict with any *bona fide* municipal purpose, including reasons of public safety and health and conflicts with existing infrastructure, the municipality may request amendments to the plans provided by the company or may choose to refuse to issue a permit.

5. **Utility co-ordination committee.** The company shall participate in a utility co-ordination committee established by the municipality and contribute to its equitable share of the reasonable costs of the operation and administration of the committee as approved by such committee.
6. **“As-built” drawings.** The municipality may request that, no later than a given number of days after completion of any work, the company shall provide the municipal engineer with accurate “as-built” drawings sufficient to accurately establish the plan, profile, and dimensions of the equipment installed within the ROWs.
7. **Liability.** The municipality is responsible for any damage to the natural environment and any injury to any person arising from the presence of electromagnetic radiation in connection with the company’s use of the ROWs if such damage was caused directly or indirectly, in whole or in part, by the negligence of the municipality.

Tammy McKeown

Subject: FW: District of Hudsons Hope UW Campaign 2017
Attachments: 3 PillarsPicturePoster.docx; Sign large.docx; Hudsons Hope Community Programs.pdf

From: Niki Hedges [<mailto:nikih@unitedwaynbc.ca>]
Sent: Tuesday, October 24, 2017 12:27 PM
To: Gwen Johansson <mayor@hudsonshope.ca>
Cc: Tom Matus <cao@hudsonshope.ca>
Subject: District of Hudsons Hope UW Campaign 2017

Good day Mayor Gwen Johansson and Tom,

I wanted to connect with you and possibly your HR department to let you know that this year The City of Prince George and Mayor Lynn Hall are leading the way in the North with their United Way of Northern BC workplace campaign. Mayor Lyn Hall's Support Letters went out in June to all Mayors across Northern BC with a call to action, encouraging other municipalities across Northern BC to support United Way of Northern BC and demonstrate their leadership. Could we be funding more in Hudsons Hope? Yes, but we can't achieve this without a collective call to action, where everyone's support (small or large) can make a difference to ensuring local programs remain available to community citizens in Hudsons Hope. Following their call I would like to offer that District of Hudsons Hope employees can choose to contribute through their payroll deductions as well, using Paper Pledge Forms and/ or to also choose to donate through workplace Special Events. In line with this appeal I would like to also drop materials off and Paper Pledge Forms again this year with your department. How many employees work for the District and how many Pledge Forms will be needed?

We appreciate that the District of Hudsons Hope supports the work of United Way of Northern BC as an essential organization and a catalyst of social change. Our mission is to make a real difference in the communities where employees live and do business as we are committed to investing in local community initiatives that are important to local people. We can't do this without our donors.

Mayor Lyn Hall recognizes there is a significant need in their community, with one in three people accessing the services that United Way funds. "It's a cause the city is happy to support and it's important for groups to get on board. We want all our employees to participate in any way they can as we care about the communities where we live, work and raise our families. United Way of Northern BC can better understand social issues facing our city and United Way helps create strategies to confront issues and helps boost local community programs to deliver much needed services."

I am able to provide any materials to help inspire and encourage others to better understand what UWNBC does for the community. I look forward to speaking with you to see what the District of Hudsons Hope wish to do?

Make it fun and memorable! Consider using these activities to not only raise funds but inspire others.

'Fun'draising Ideas for Workplace Giving Campaign - Put a little pizzazz in your campaign! It's easy to do. Here are some proven ideas, NEW and Fresh suggestions for a Special Event. Pinterest has dozens of fun ideas.

Even workplace campaigns with limited time and no budget can be fun for everyone.

- Re-Gifting Sale
- Silent Auction - Secure items from vendors, co-workers, clients and organizations.
- Wine or Gift Card Survivor (use gift cards to raise funds)
- Lottery Ticket Tree
- Decorate the Christmas Tree
- Change for Christmas
- Balloon Pop – Place gift cards or small prizes inside balloons and sell raffle tickets to get a chance to pop the \$5, \$10, \$20, \$50 etc. balloon at your campaign wrap up celebration.
- Jail Break
- Raffles
- 50/50
- Chase the Ace
- Staff Lunch Time Meals – Sponsor a lunch of spaghetti, chili, barbecue or another favorite food. Charge a flat fee for all you can eat, enough to cover expenses and a small contribution.

- A Little More than Jeans Day

Establish a LIVE UNITED week and encourage co-workers to dress according to a theme each day. Charge a small amount to participate. Some daily themes could be: Stupid Hat Day Outrageous Socks Day Sports Fanatic Day Mismatch Day Dress Like 'Insert-Executive-Name-Here' Day Bathing Suite Day (on top of regular clothing) Pajama Day Hawaiian Luau Day Favorite Rock Star Costume Party

Thank you so much for your attention and I look forward to hearing from you as our relationship with the District of Hudsons Hope is very important to us as are other municipalities in the Peace Region.

Niki Hedges

North East Regional Community Development
& Campaign Officer

United Way of Northern British Columbia

Helping each other...the northern way.

200 – 10704 97 Ave, Fort St.John, BC, V1J 6L7

P 250.263.9266 | Cell 250.793.0530

nikih@unitedwaynbc.ca

Reg. Charity Number: 122679699RR0001

Give. Volunteer. Act.

unitedwaynbc.ca | [Facebook](#) | [Twitter](#) | [Youtube](#)

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United Way of Northern BC's Community Involvement in Hudsons Hope

Investments in areas of identified community need: Our region is our community. We're lucky to live in a good region, where many of us have what we need to realize a healthy future. Some of our friends and neighbors, however, aren't so fortunate—lacking the very necessities, such as food and shelter and employment, that we often take for granted. Through our work, powered by the generosity of our donors and supporters, we are making our region a place where everyone can access opportunity and reach their full potential, no matter where they live or where they're from.

Pillar: All that kids can be <i>Supporting families with children ages 0-6 through interactive and learning activities starting at the earliest possible age, and continuing through to adulthood. Supporting youth to reach their potential and engaging citizens in building child and family friendly communities.</i>		
Organization	Information	Program
Success By 6	Success By 6 supporting children ages 0-6. Engaging citizens in building child and family friendly communities and funding programs. Partners . United Way of Northern BC . Credit Unions of BC . BC Government (through the Ministry of Children and Family Development)	Success By 6 Funding Stream Children First Funding Stream . Hudson's Hope Families First Initiative . Family Friendly Website . Early Learning radio ads
Success By 6	Success By 6 Aboriginal Stream of Funding	Traditional Supported Child Development Programs Teaching children ages 0–6 through traditional cultural learning activities.
Pillar: Healthy people, strong communities <i>We help people and families get the health and social services they need to stay strong and connected to their communities.</i>		
North Peace Seniors Housing Association	Supporting seniors to age in place with dignity, stay socially connected, prevent social isolation & loneliness. Non-medical services are provided to assist seniors with; transportation to appointments, grocery shopping, light yard work, grass cutting, snow shoveling, regular visits with clients in their home or in the community, light housekeeping and to utilize volunteer drivers.	Better at Home . Light housekeeping . Friendly visits . Transportation to medical appointments Providing regular Better at Home service delivery to seniors in the Fort St John surrounding area who are living on a low fixed income and face many barriers.

Spinal Cord Injury BC	There are over 12,000 people living with a spinal cord injury and other disabilities including but not limited to MS, CP, stroke, etc. in BC. (500 new cases each year) The North East Regional SCI BC coordinator is Lori Slater.	Northern Peer Program Individuals with spinal cord injuries along with their family and friends, have access to social gatherings, special events, and educational sessions that will help them to adapt, adjust, and thrive in their new lives.
Spinal Cord Injury BC	Individuals in Fort St. John with a spinal cord injury or other physical disabilities have access to an Information Services Program that provides answers to questions they may have related to their injury.	Rehabilitation & Information Services Program
Northern Brain Injury Association	The Northern Brain Injury Association is working to build community capacity in communities across northern BC to provide support to survivors of brain injury as well as to facilitate activities which raise awareness to injury prevention.	Fort St John Northern Brain Injury support groups and workshops
CNIB	Services supporting clients living with vision loss in Northern BC. Community members who are blind or partially sighted have access to rehabilitation support services which help them to live a more independent, active, and confident life.	Rehabilitation Support Services <ul style="list-style-type: none"> . Independent Living Skills . Children and Families Services . Counselling . Low Vision Services . Information and Resources
Northern BC 24 Hour Crisis Line	Community members have access to the 24 Hour Crisis Line that provides peer support to people in crisis, experiencing emotional distress, or suicidal thoughts and feelings.	24 Hour Crisis Line
Northern BC 24 Hour Crisis Line	Youth in the community have access to a crisisline that helps them to diffuse crisis situations and strong emotions as well as provides resources and referrals.	Youth Support Line
Pillar: Poverty to possibility <i>We help people who may be struggling do the things necessary to get back on their feet and support themselves.</i>		
Friends of Hudsons Hope Society	The program will run in conjunction with the Food Bank Program for vulnerable low-income citizens identified to receive fresh produce to supplement the food they receive from the food bank.	Food Bank Fresh Produce Program

Pillar: Community Development <i>The local UWNBC Community Development Officer attends community group discussions to help identify community needs.</i>		
United Way of Northern BC	Employees volunteering their time and skills to giving back to the community with company efforts.	Days of Caring Initiative Campaign and Corporate Employees dedicate their time to Days of Caring Initiatives and work projects in their community.
United Way of Northern BC	Items are given to residents of Fort St John with the greatest need and those with very little income; seniors, people with disabilities, the homeless and many families and individuals trying making ends meet throughout the winter.	Food, Clothes & Personal Care Kit/Hygiene Kits Drives Donations mean people will be protected against the cold all winter long! & personal care kit/hygiene kits to aid individuals and families to provide that simple comfort when in crisis or homeless.
United Way Success by 6 Partners	Partners: <ul style="list-style-type: none"> . United Way of Northern BC . Credit Unions of BC . BC Government (through the Ministry of Children and Family Development) <p>Our vision is connecting families to their neighborhood, so they can build relationships and create a network in which will support their children.</p>	North Peace Family Friendly Coalition is an Early Childhood Development Initiative dedicated to providing all children with a good start in life. The United Way works with a number of organizations to raise awareness of the importance of the early years It helps ensure that children ages 0-6 develop the emotional, social, cognitive and physical skills they need as they enter school.
United Way of Northern BC	The United Way plays a facilitative role in connecting businesses that have excess new or used resources, be it technologies, furniture, volunteers or other resources.	Making Connections Donating useful items to not-for-profit provides a sustainable solution and an opportunity for a company to keep very usable office equipment from being sent to local landfills and fulfil the needs of not for profit organizations.
United Way of Northern BC	A service to help people find information on community, social and government resources for; Addiction, Abuse, Employment assistance, Financial Assistance, Housing, Language Classes, Legal Assistance, Resources for Parents, Seniors Services, Support Groups, Youth Services and so much more...	BC211.ca is an information and referral nonprofit that connects people with the information they need, online and through provincial phone lines. Available online or by web chat.
UWNBC Annual Fire Truck Pull & 18 Wheels Food Drive (Saturday, 16 th Sept 2017) Entry Fee: \$250 Team of up to 10 people.		7th Annual Golf Tournament Fundraiser (Thursday, June 22nd, 2017) Texas Rules (Best Ball) any skill level welcome. Fee: \$150 per individual player or \$600 per team of 4 (18 Holes of Golf)



Hudson's Hope Playschool

November 14, 2017 Regular Council Meeting

PO Box 611, 10112 Macintosh Crescent, Hudson's Hope, BC V0C 1V0

250-783-5505



October 19, 2017

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

Dear Mayor & Council:

Re: Playschool Grant Final Report for 2017 Funding


The Hudson's Hope Playschool would like to thank the District of Hudson's Hope for once again giving us grant funding.

In 2017 we received a \$1500 grant. These funds allowed us to lower the tuition for our summer camps to as low a cost as reasonable in order to enable participation from as broad socioeconomic demographic as possible. These camps provide educational and enriching activities that promote discovery and physical activity.

This year we ran three camps starting at the beginning of July for 3 weeks. With low enrollment we combined the age groups so that we did not have to cancel on any of the already enrolled students. Although enrollment was somewhat disappointing we are still determined to offer these camps. Some years family vacations, financial restraints and other factors contribute to the low enrollment. We are considering running camps in August, instead of July as an option to try and increase numbers.

Utilizing the District funding we were able to make a profit on the summer camps. Because of this we will not be asking for a grant in 2018 for the summer camps and will be using the profits for 2017 to help subsidize these camps next summer.

We thank you again for your continued support of our Society. We are a non-profit group which is run by volunteer parents and we hope to continue providing the only licensed childcare option in Hudson's Hope for years to come.


Yours truly,

Craig Stephenson


President

Hudson's Hope Playschool
Income Statement
31-Aug

	2017			2016		
	Playschool	Summer Camps	Total	Playschool	Summer Camps	Total
Tuition	39,201.26	1,796.00	40,997.26	21,127.00	3,216.00	24,343.00
Child Development Center Funding	6,440.04	-	6,440.04	3,155.80	-	3,155.80
Fundraising	4,886.06	-	4,886.06	3,896.01	-	3,896.01
Contributions	3,400.00	1,500.00	4,900.00	3,650.00	1,500.00	5,150.00
Interest	18.52	-	18.52	22.09	-	22.09
Total revenue	53,945.88	3,296.00	57,241.88	31,850.90	4,716.00	36,566.90
Wages	40,012.01	1,505.04	41,517.05	25,091.61	3,168.14	28,259.75
Supplies and Programming	652.08	136.61	788.69	487.14	266.42	753.56
Start-up Purchases	188.80	-	188.80	999.97	-	999.97
Fundraising expenses	700.00	-	700.00	450.26	-	450.26
Insurance	1,388.00	-	1,388.00	1,084.90	-	1,084.90
Telephone and Internet	234.40	-	234.40	246.40	-	246.40
Worksafe BC	305.11	-	305.11	253.67	-	253.67
Professional Development	-	-	-	789.03	-	789.03
Building Maintenance and Repairs	2,069.62	-	2,069.62	261.15	-	261.15
Miscellaneous	844.02	-	844.02	460.98	-	460.98
Office	136.16	-	136.16	-	-	-
Playground	-	-	-	503.55	-	503.55
Consummables	214.81	-	214.81	225.20	-	225.20
Registration and Licenses	50.00	-	50.00	75.00	-	75.00
Total expenses	46,795.01	1,641.65	48,436.66	30,928.86	3,434.56	34,363.42
Excess revenue over expenses	7,150.87	1,654.35	8,805.22	922.04	1,281.44	2,203.48


Craig Stephenson, President

Sept 20 2017
Date


Becky Mercereau, Treasurer

Sept 20, 2017
Date

Summer Camp Report for 2017

2017

3 camps

Tuition

1,796.00

Contributions

BC Hydro Social Club

District of Hudson's Hope Grant

1,500.00**Total revenue****3,296.00**

Wages

1,505.04

Supplies and programming

136.61**Total expenses****1,641.65****Excess revenue over expenses****1,654.35**



The SalishSea

...World Heritage

To: Mayors & Councils, and Regional Directors in the Province of BC

re: A Grande Finale for 2017,
...Sustainable Development, & Our Local & World Heritage

October 27, 2017

Dear Mayor & Councils, and Regional Directors,

We have two requests which would greatly benefit from your personal consideration ...and your formal support as representatives of local government in British Columbia.

1) Recognition for December 11th, A Day For Our Common Future, this year being the 30th anniversary of the Brundtland Report's presentation to the United Nations. The BC Government, and many local governments have supported this designation since 2012.

<<http://viccs.vcn.bc.ca/all-nations-and-peoples-proclamation-a-day-for-our-common-future/>>

2) Praise and recognition of the 41 UNESCO World Heritage Site applications submitted in 2017, from across Canada; Minister McKenna to announce ten successful bids this December.

<<http://salishseatrust.ca/2016/10/31/updating-canadas-tentative-list-for-world-heritage-sites/>>

As 2017 comes to an end we find a wonderful opportunity before us, a chance to provide leadership and commitment to the very best our communities, province and country have to offer. And as respected and honourable representatives of local government - Mayors & Council Members and Directors in the Province of BC, we are then approaching you - to champion the spirit and strength that vitalizes and runs throughout our communities in British Columbia, and Canada.

In the near future, over the next month, we hope you might then find a chance to support the 30th anniversary of UNCED and sustainable development. And as you debate our legacy, and future, please consider support for UNESCO and our rich cultural and natural World Heritage ...in your neighbourhoods and regions, and across our great province and country.

Additional information is available, at your request. As non-profit organizations we are working together to encourage efforts locally which reflect national and global goals. These requests highlight new and ongoing work in the community of communities that is B.C. and Canada, and the benefits that follow from such initiatives.

Thank you for your time and consideration.

Laurie Gourlay
Interim Director, Salish Sea Trust
President, V.I. Coast & Conservation Society

c.c. - MP Rachel Blaney, MP, North Island - Powell River,

**sponsor of House of Commons Salish Sea World Heritage Petition E-1269*

From: Project Team, Site C
To: [Project Team, Site C](#)
Subject: Site C Construction Bulletin - October 27, 2017
Date: Friday, October 27, 2017 3:29:21 PM

Site C Construction Schedule: October 30 – November 12

The provincial government has asked the British Columbia Utilities Commission (BCUC) to review the Site C project. The review began on Aug. 9, 2017. As per the terms of reference, the BCUC delivered its preliminary report on the project on Sept. 20, 2017, and will release a final report within 12 weeks (by Nov. 1, 2017). Construction and procurement activities will continue during the review; however, no major contract awards will be made until the review has been completed and the government has made a decision.

Dam site area and reservoir – north (left) bank and south (right) bank

- Drilling and the installation of geotechnical instrumentation will continue.
- Excavation will continue on the north and south banks.
- Work will continue on the north bank cofferdams.
- Excavation and rock work will continue on the south bank cofferdam as part of the construction of the tailrace wall.
- Curtain grouting will continue on the north bank.
- Excavation will continue for the south bank approach channel.
- Work will continue to prepare the foundation for the powerhouse buttress.
- Work will continue on the south bank drainage tunnel. This includes drilling and blasting.
- The turbines and generators contractor will continue operations at their on-site manufacturing facility. The contractor will continue to mobilize material and equipment to this work area.
- Excavation and site preparation will continue for the Site C substation.
- Work may continue to lower an abandoned wellbore on the south bank.
- Aggregate will be crushed on the south bank. Aggregate crushing facilities will be commissioned on the south bank.
- Storage sites will be constructed for excavated surplus material at various locations.
- In-river excavation for material storage areas will occur. Riprap will be placed.
- Road maintenance activities will continue, as required.
- Work will continue for the Septimus rail siding offloading area and connecting access road.
- Utility poles may be temporarily relocated to accommodate work on roads and the reservoir.
- Wood waste will be chipped at the dam site and the lower and eastern reservoir areas. Wood waste will be transported by truck off site.
- Archaeological impact assessments will continue at the dam site and other project areas, including the reservoir and areas along Highway 29, as required.

Other work areas

- Work will continue to complete upgrades and maintenance for existing access roads and resource roads that provide access to the transmission line right-of-way.
- Work may begin to remove wood waste from the transmission line right-of-way.

- Upgrade work may begin inside the substation building at Peace Canyon generating station.
- Site preparation activities will continue at the 85th Avenue Industrial Lands, including fence installation.
- Aggregate and riprap production will continue in West Pine Quarry, where material will be transported by rail.

What to expect

While this work takes place, local residents can expect the following:

- There will be truck traffic on public roads as the hauling of materials, equipment, rock and timber continues. This will include increased industrial traffic on resource roads and public roads from Chetwynd leading to the dam site on the south bank.
- Some noise and vibration may occur in the vicinity of the dam site and in all other work areas, including Wuthrich Quarry and West Pine Quarry.
- Day, night and weekend shifts are anticipated for the duration of the project.
- For boater and worker safety, boats will need to stay clear of active in-river work areas. These areas are clearly identified with signage and markings.
- Helicopters and commercial drones may be used to support investigative works.

Note: In BC Hydro's technical documents, the north bank may be referred to as the left bank and the south bank may be referred to as the right bank.

Learn more

- Visit the project website: sitecproject.com
- Follow the Site C Twitter account: [@sitecproject](https://twitter.com/sitecproject)
- Call the toll-free project line: 1-877-217-0777
- Email the project team: sitec@bchydro.com

Please [click here](#) to view a print-ready PDF in your web browser.

You are receiving this Construction Bulletin because you subscribed to receive email updates on construction for the Site C Clean Energy Project. To unsubscribe, please reply to this email with 'UNSUBSCRIBE' in the subject line.

This email and its attachments are intended solely for the personal use of the individual or entity named above. Any use of this communication by an unintended recipient is strictly prohibited. If you have received this email in error, any publication, use, reproduction, disclosure or dissemination of its contents is strictly prohibited. Please immediately delete this message and its attachments from your computer and servers. We would also appreciate if you would contact us by a collect call or return email to notify us of this error. Thank you for your cooperation.

From: MCF Info MCF:EX
To: [Tammy McKeown](#)
Subject: Letter from the Honourable Katrine Conroy
Date: Friday, November 03, 2017 4:14:49 PM
Attachments: [image001.png](#)

Ref: 234366

Her Worship Mayor Gwen Johannson and Council
District of Hudson's Hope
E-mail: district@hudsonshope.ca

Dear Mayor Johannson and Council:

As the new Minister of Children and Family Development, I am honoured and delighted to proclaim November as Adoption Awareness Month. This annual proclamation offers an opportunity to celebrate the many families in the province who have opened their hearts and their homes through adoption, and to highlight the need for more families to consider adopting.

In your community and across the province, there are young people hoping for a permanent home to call their own. There are approximately 1,000 children and youth in foster care waiting for a permanent home. Some are part of a sibling group, some have special needs, and some are teens. Regardless of their personal circumstances, each and every child deserves a family to belong to, a stable place to grow up, help and guidance preparing for the challenges of adulthood, and someone to rely on for support, encouragement and love.

There are many ways to celebrate adoptive families and help raise awareness of the need for more adoptive families in British Columbia. Your council could proclaim Adoption Awareness Month in your community, you could create an adoption display in your office, use a copy of the Provincial Proclamation, invite Ministry of Children and Family Development (MCFD) Adoption Social Workers to set up an information booth, have your community newspaper feature articles on adoption and invite local adoptive parents to a “meet and greet”. If you are interested in exploring these ideas please contact MCFD staff at: MCF.AdoptionsBranch@gv.bc.ca.

The Adoptive Families Association of British Columbia (AFABC) has been supporting adoptive families in British Columbia for forty years. The AFABC’s representative for your area can provide you with information on events in your community and on adoption in general. Their contact information, as well as contact information for the four licensed adoption agencies in British Columbia, can be accessed at: <http://www.mcf.gov.bc.ca/adoption/index.htm>.

Last year the Ministry of Children and Family Development launched the *Adopt BC Kids* Web site; the portal allows citizens to complete an adoption application online 24/7. Since its inception, more than 340 prospective adoptive families have registered on *Adopt BC Kids* and 97 families have submitted applications to adopt. Please take a look at the site and encourage community members who are interested in adopting a child in foster care to register at www.gov.bc.ca/adoptbckids.

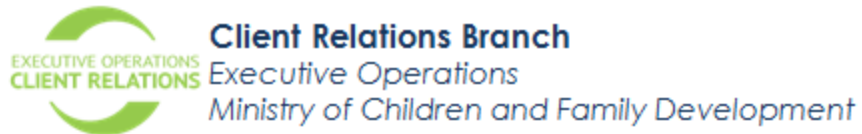
On behalf of the Ministry of Children and Family Development, thank you for helping us raise awareness about adoption and working with us to find homes for British Columbia’s children and youth.

Sincerely,

ORIGINAL SIGNED BY

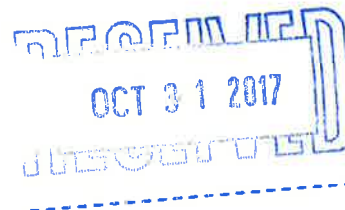
Katrine Conroy
Minister of Children and Family Development

Sent on behalf of the Minister by:



October 23, 2017

Mayor Gwen Johansson
District of Hudson's Hope
Box 330, 9904 Dudley Drive
Hudson's Hope BC
V0C 1V0



Dear Mayor Johansson,

Re: UBCM Meeting September 26, 2017

Thank you for the opportunity to meet with you at UBCM in Vancouver. We appreciate the time you set aside to meet with us to discuss the areas of concern for the District of Hudson's Hope.

We appreciated learning about the concerns expressed by Dr. Courtney regarding his obligations and responsibilities in a solo practice environment. I believe that Angela De Smit, North East Chief Operating Officer and Dr. Becky Temple, Medical Director have had opportunity to discuss these concerns further with Dr. Courtney. It was also good to explore potential options to ensure that Dr. Courtney's practice remains sustainable for him and his family. We valued the ideas you shared with us in our meeting.

We also discussed the status of BCAS and patient transfer services in the Hudson's Hope area. We were pleased to hear that the community paramedicine position and some of the other compensation changes have been helpful in improving these services for the area.

Thank you for meeting with us.

Sincerely,



Cathy Ulrich
President & Chief Executive Officer
Northern Health

cc. Colleen Nyce, Chair, Northern Health Board
Angela De Smit, Chief Operating Officer, North East
Joanne Cozac, Health Service Administrator
Dr. Becky Temple, Medical Director



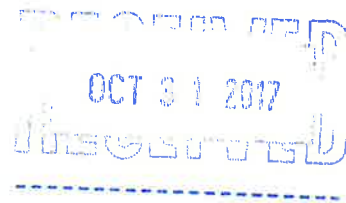
DISTRICT OF TAYLOR
British Columbia
Incorporated 1958

OFFICE OF THE MAYOR

November 14, 2017 Regular Council Meeting

P.O. Box 300, Taylor, BC V0C 2K0
Phone: (250) 789-3392 Fax: (250) 789-3543
www.DistrictofTaylor.com

October 25, 2017



Honourable Claire Trevena
Ministry of Transportation & Infrastructure
PO Box 9055
Victoria, BC V8W 9E2

Dear: Minister Trevena

RE: Alaska Highway Upgrades, Peace River Bridge and Consideration of Four Lanes through Taylor, BC

Mayor and Council met with Ministry staff at UBCM on September 28, 2017. At that meeting, Council clarified Taylor's position on upgrading the Alaska Highway to four lanes through our municipality.

Through the years we have heard rumours that Council was opposed to having four lanes through our community and want to impress upon your ministry that this is simply not the case. We confirmed our position with previous Ministers, Regional Managers and District Managers, however, the rumours persist. At our meeting with Mr. Maxwell Regional Manager, Northern Region we asked that he investigate if there was any written correspondence that would shed light on this assumption. He has found none.

We believe it is prudent for us to state our position on this matter in writing. To that end, the District of Taylor would like to clarify the following:

- The Alaska Highway is a major transportation corridor and is essential infrastructure for a prosperous economy in Northeastern BC.
- The south Taylor hill is prone to slides and has been the subject of major infrastructure improvements in the last few years. Improvements are scheduled to be completed in phases, with only one phase complete at this time. The funding and timing of phase two is uncertain, however, it is planned that the hill will ultimately have four lanes once complete.
- The four lanes merge to two lanes at the Peace River Bridge northbound. This bridge undergoes major repairs and maintenance each month of the year, halting traffic, frustrating the users and delaying delivery of resources to market.

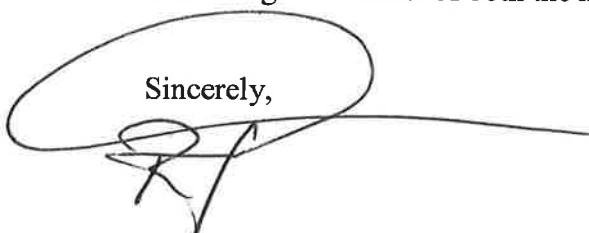
- There has been no confirmed budget for the bridge's replacement or upgrade to four lanes across the Peace River. The Peace River Bridge is the subject of a number of engineering studies.
- Should the bridge be upgraded or replaced so that four lanes are provided across the Peace River, the District would welcome the continuation of four lanes through our community and continuing up the north Taylor hill subject to:
 - consultation with us in respect to the speed limits through the community; and
 - the provision of safe pedestrian crossings.

When the much needed four lanes are provided across the Peace River, it is important that they carry on through the community so as not to create a "bottle neck" effect within our town. This situation raises safety concerns when motorist speed up in an attempt to be first in line.

We understand that the four lane upgrade across the river and through the community would likely be done in two phases given the costs of the project. We would be happy to consult with your Ministry on reasonable time lines for both phases to be completed. Ultimately, we want to provide a safe community for our residents as well as ensure that the required infrastructure is in place to get resources to market in a cost effective, safe and timely manner.

We look forward to implementing solutions that meet the needs of our community, while advancing the interest of both the northeast region and the Province of BC.

Sincerely,



Rob Fraser
Mayor

RF/cm

Cc: Scott Maxwell, Regional Manager, Northeast Region
Katherine Styba, District Manager, Peace District
MLA Dan Davies, Peace River North
MLA Mike Bernier, Peace River South
MLA Jordan Sturdy, West Vancouver Sea to Sky
MLA Michael Lee, Vancouver-Langara
Mayor Bill Streeper, Northern Rockies Regional Municipality
Mayor Lori Ackerman, City of Fort St John
Mayor Dale Bumstead, City of Dawson Creek
Mayor Don McPherson, District of Tumbler Ridge
Mayor Merlin Nichols, District of Chetwynd
Mayor Lorraine Michetti, Village of Pouce Coupe
Mayor Gwen Johansson, District of Hudson's Hope
Chair Brad Sperling, Peace River Regional District



CORPORATION OF THE VILLAGE OF POUCE COUPE

November 14, 2017 Regular Council Meeting
PO Box 190, Pouce Coupe, B.C. V0C 2C0
Telephone: (250) 786-5794 Fax: (250) 786-5257
www.poucecoupe.ca

November 3, 2017



MAYOR and COUNCIL
District of Hudson's Hope
PO Box 330
Hudson's Hope, BC V0C 1V0

Dear Mayor and Council members:

As you all know the annual NCLGA conference for 2018 is coming up in May 2018. With it being held in Fort Nelson travelling could prove to be a problem for some.

At our regular Council meeting on November 1, 2017, the Mayor and Council made a motion to write to the communities that will be attending from the North and see if anyone would be interested in sharing in the cost of a chartered bus. Before we look in to pricing and availability we would like to get an idea of how many people would be interested.

If you could consult with your members and let me know how many would be interested then I can start looking into pricing for those dates. We would look at leaving from Dawson Creek on May 6 and returning on either May 11 at night or the next morning May 12, 2018.

I look forward to hearing your thoughts on this idea and any suggestions you may have regarding it. Please feel free to contact myself at the above number for email ssokes@poucecoupe.ca.

Sincerely,

Sandy Stokes
Corporate Officer

PRRD meeting Oct 25th, 2017. Dawson Creek.

Couple of items that may have interest for Hudson's Hope.

- There was considerable discussion over the distribution and regulating of cannabis, given the upcoming new Federal legislation. Municipalities have some limited control through their business licensing and zoning bylaws, but the rural areas do not have the same options. Therefore, the PRRD Directors resolved to host a consultant facilitated workshop with the goal of developing a consistent regulatory scheme for North East BC jurisdictions.

- In addition to the above, the Directors wished to respond to the Provincial Government's November 1st, 2017 deadline asking for input in the discussion of Cannabis Legalization and Regulation in BC. See the attachment for the recommendations that were passed at the Oct 25th, 2017 board meeting.

- MOTI delegation. I had the opportunity to meet with Nikki Hogg, Operations Manager for the North Peace, after their presentation. I reminder her of our previous concerns (UMBC brief), especially the crosswalk issues at the post office. She was aware of these issues and has a member of her team meeting with the Mayor in the near future. Good opportunity for council to pursue our concerns.

- Interesting note from MOTI. Their appears to be financial incentives for their contractors to respond to public concerns and complaints to their 1 800 numbers. Apparently MOTI monitors these complaints and responds. So, forwarding complaints does make a difference. Also, contact the MOTI office as well, there appears to be an interest in listening to these concerns.

Dave



Peace River Regional District

REPORT

Agenda
As Information

To: Chair and Directors

Date: October 25, 2017

From: Tyra Henderson, Corporate Officer

Subject: Recommendations from the October 25, 2017 Committee of the Whole Meeting

RECOMMENDATIONS: [All Directors – Corporate Unweighted]

That the following recommendations passed at the October 25, 2017 Committee of the Whole meeting, be endorsed:

That the Regional Board respond to the Province of BC consultation on Cannabis Legalization and Regulation in British Columbia recommending that the Province

1. Implement a minimum age of nineteen to buy, grow, and publicly possess non-medical cannabis for the Province of BC.
2. Establish a provincial limit of 15 grams for public possession of non-medical cannabis for adults over the legal age determined by the Province; and establish a zero tolerance limit for public possession of non-medical cannabis for youth under the legal age, as determined by the Province.
3. Extend the restrictions currently imposed on smoking in public places in BC to smoking marijuana and increase the buffer zone of 3.5 m. to 8 m for marijuana smoking; further, that the Province also extend the prohibition on public (smoking) to parks and any other place where children are invited and usually present. .
4. Ask that the Province, in cooperation with RCMP, set a zero tolerance limit on driving while impaired by cannabis for all drivers, until such time as medical expertise can identify a 'safe' level of THC in the blood up to which a driver is not considered impaired, and/or technical advances have been made that allow for accurate testing of THC levels.
UNDER THE INFLUENCE
5. Prohibit personal cultivation of non-medical cannabis.
6. Establish a Government of British Columbia distribution model, whereby only the Province of BC would be permitted to warehouse and distribute non-medical cannabis for retail sale in approved retail locations.
7. Implement, as part of the provincial distribution system, quality control measures and product labelling regulations to protect buyers from impure products and widely varying potencies of the products they purchase.

8. Establish a public retail system whereby non-medical cannabis could only be made available for retail sale in BC Government approved locations, and that recognized pharmacies be the only type of retail outlet approved by the Province for retail sales of non-medical cannabis.
9. Work with all other provincial governments to determine if a unified legal age for non-medical cannabis could be chosen.
10. Work with all other provincial governments to unify, to the extent possible, taxation regimes and other regulations that would benefit from universal application.
11. Consider the social impacts of non-medical cannabis legalization and provide adequate support and funding for provincial programs and to municipalities left to deal with social issues that may be impacted by the legalization of cannabis.

BACKGROUND/RATIONALE:

It is anticipated that federal law legalizing non-medical cannabis will come into effect in July of 2018. The province is seeking input from local governments and the public regarding the provincial framework and regulations that should be implemented in response to legalization. A joint provincial – local government committee to discuss the development of a regulatory framework for legalized non-medical cannabis has been struck by the Minister of Public Safety and Solicitor General that will continue to provide input to the province as they consider this issue. A special resolution was considered at the recent UBCM meeting requesting that the Province provide meaningful consultation, adequate provincial funding, sharing of tax revenues and respect for local choice, jurisdiction and authority.

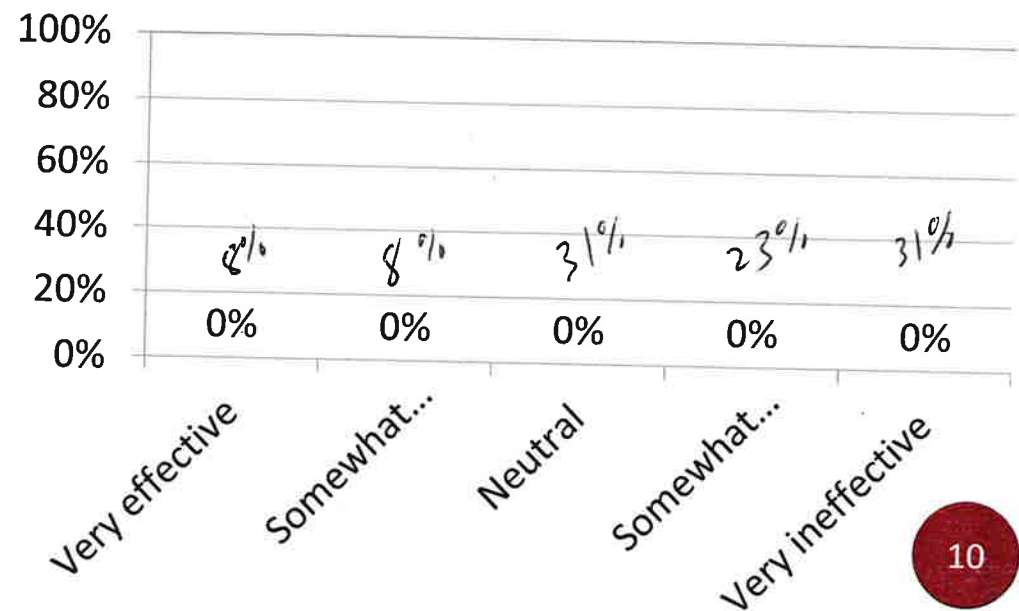
OPTIONS:

1. Endorse some or all of the recommendations from the Committee of the Whole regarding the feedback to be provided to the Province regarding legalization and regulation of non-medical cannabis.
2. Decline to participate in the consultation.

MOTION
PASSED

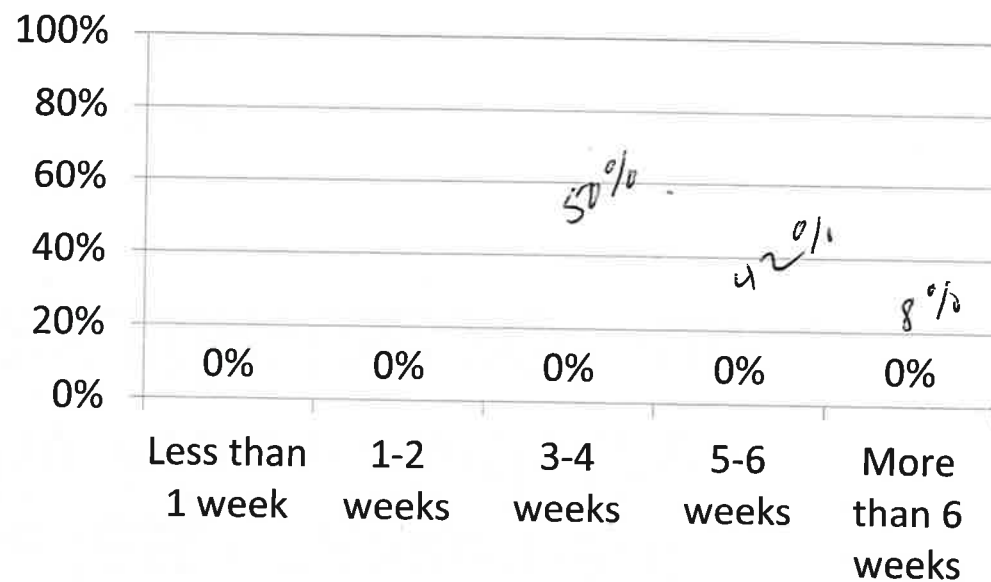
Thinking back to the last engagement process you were involved in with the BC Government, how effective was that process?

1. Very effective
2. Somewhat effective
3. Neutral
4. Somewhat ineffective
5. Very ineffective



If there is going to be community engagement about an initiative, how much notice would you prefer in order to participate?

1. Less than 1 week
2. 1-2 weeks
3. 3-4 weeks
4. 5-6 weeks
5. More than 6 weeks



Thinking back to the last engagement process you were involved in with the BC Government, how useful was the information provided?

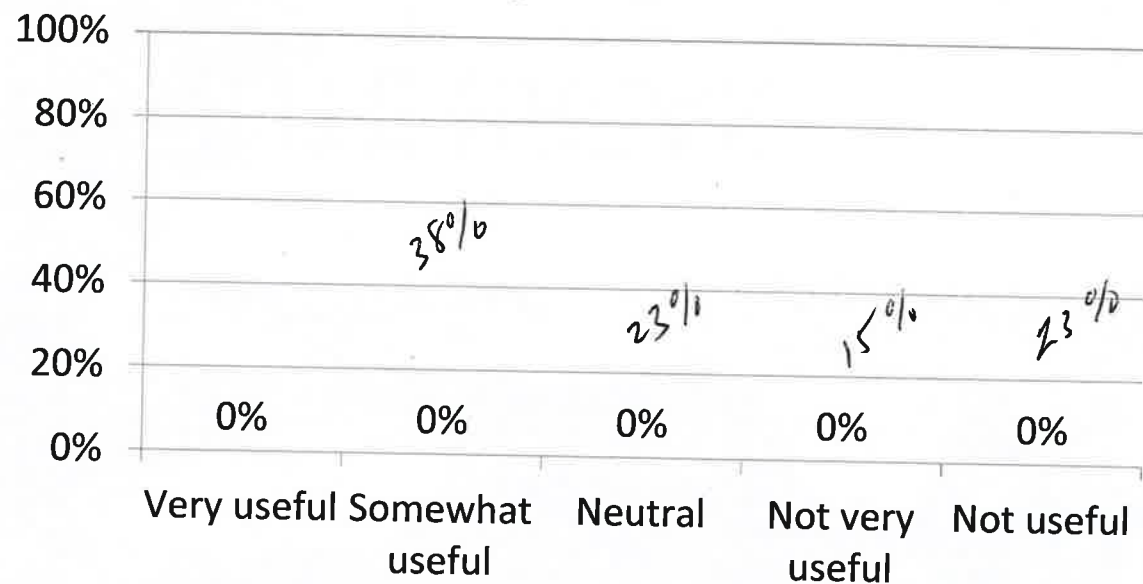
1. Very useful

2. Somewhat useful

3. Neutral

4. Not very useful

5. Not useful



Oct. 26, 2017, FSJ.

MIRR (Ministry of Indigenous
Relations and Reconciliation)

Carly Scott acted as the facilitator. Penny de Waal (MIRR Negotiations and Operations Division) and Dale Morgan (Regional Manager) were in attendance.

This meeting was by invitation to all PRRD board members. There was a good turn out, although FSJ, DC, Chetwynd, and Areas D and E were not represented. They may be attending the Nov 7th meetings.

The purpose of this meeting was to discuss how to improve the engagement process between the Province, Local Governments, and First Nations when dealing with land issues.

This was NOT a forum to discuss individual issues/ concerns, though many where used as examples as to how flawed the group felt the existing process was.

The process involved rating the current process using a survey foremost which identified key areas of concern such as communication, transparency, meaningful involvement, and effectiveness. The results clearly showed a need for developing a better process. Each area was followed up with a detailed discussion as to how things could improve. There were a lot of good ideas shared and a willingness to listen.

I will give the results of the survey to staff if anyone would like to look at them in more detail.

Next steps: To gather data from the two meetings offered on Nov 7th, (using the same survey process), compile the information and then communicate back to the stakeholders. The impression was given that we could expect to see changes being made in the near future.

Dave