



DISTRICT OF HUDSON'S HOPE AGENDA

Council Chambers

Monday January 22, 2018 at 6:00 PM

- 1. Call to Order:**
- 2. Delegations:**
- 3. Notice of New Business:**
 - Mayor's List
 - Councillors Additions
 - CAO's Additions
- 4. Adoption of Agenda by Consensus:**
- 5. Declaration of Conflict of Interest:**
- 6. Adoption of Minutes:**
 - M1 January 8th, 2018 Regular Council Meeting Page 1
- 7. Business Arising From the Minutes:**
- 8. Staff Reports:**
 - SR1 CAO Action and Other Updates Page 7
 - SR2 Community Emergency Preparedness Fund Page 11
 - SR3 Safety Concerns: Garbage collection Page 12
 - SR4 Lagoon Upgrade Expense Report Page 23
- 9. Committee Meeting Reports:**
 - CM1 North Peace Airport Society-Jan. 10, 2018 Page 30
 - CM2 North Peace Airport Society-Dec. 6, 2018 Page 31
- 10. Bylaws:**
 - B1 Garbage Bylaw Amendment No. 892, 2017 Page 35
 - B2 Fireworks Regulation Bylaw No. 87 Page 40

11. Correspondence

C1	Muscular Dystrophy Canada	Page 43
C2	Correspondence from Celina Fequet	Page 44
C3	Correspondence from Ray Gallant	Page 45
C4	Modernizing the BC Motor Vehicle Act	Page 46
C5	Hudson's Hope Radio Amateur Club final report	Page 47
C6	Fit for Life Request 2018	Page 48
C7	Letter from District of Kent to Minister of Municipal Affairs and Housing	Page 50
C8	High on Ice Festival 2017	Page 52
C9	Letter of support- flexible ride-sharing regulation	Page 53
C10	Correspondence from Double "H" Saddle Club	Page 54

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

13. Old Business:

14. New Business:

15. Public Inquiries:

16. Adjournment:



REGULAR COUNCIL MEETING
January 8, 2018
6:00 P.M.
COUNCIL CHAMBERS

Present Council: Mayor Gwen Johansson
Councillor Dave Heiberg
Councillor Kelly Miller
Councillor Travous Quibell
Councillor Heather Middleton
Youth Councillor Jade Rowe

Absent: Councillor Caroline Beam

Staff: CAO, Tom Matus
Director Of Protective Services, Robert Norton
Safety & Bylaw Enforcement Officer, Wallace Roach
Corporate Officer, Tammy McKeown

Other: 1 in gallery

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: C9, verbal addition to Mayor's Report

Councillors Additions:

Staff Additions:

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

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

Mayor Johansson declared a conflict of interest with Garbage Bylaw Amendment No. 892, 2017

6. **ADOPTION OF MINUTES:**

M1 **December 11th, 2017 Regular Council Meeting**

0550-01

- Correction to CR1: reword to read 'The new chair of the Peace Williston Advisory Committee will be Janine North.'

RESOLUTION NO.001/18

M/S Councillors Heiberg/Miller

That

"The minutes of the December 11th, 2017 Regular Council Meeting be adopted as amended."

CARRIED

7. BUSINESS ARISING OUT OF THE MINUTES:

BA1	D1 North Peace Airport Society <ul style="list-style-type: none"> Staff to send thank-you letter to the North Peace Airport Society. 	8400-01
BA2	CR1 Mayor's Report- Ministry of Energy, Mines and Petroleum Resources and for the Peace Williston Energy Advisory Committee <ul style="list-style-type: none"> Mayor Johansson has not completed the brief, will provide copy to Council for review once completed. 	0360-01
BA3	SR1 CAO Report- Action and other Updates -Wastewater Facility Upgrade <ul style="list-style-type: none"> Discussion in regard to the \$300,000 over budget amount. <ul style="list-style-type: none"> ➤ This amount is relation to costs incurred in 2016 prior to the contract with Bear Mountain. Costs in relation to the agreed contract with Bear Mountain are on budget. ➤ Council requested additional clarification in regard to the 2016 expenditures to be brought back to the next Council Meeting. 	0720-00
BA4	BA2 CAO Report- Action and other Updates -Atkinson Subdivision <ul style="list-style-type: none"> CAO has confirmed that the power supply for the lights has been energized but the lights have not been turned on. 	3320-01
BA5	SR1 CAO Report- Action and other Updates -Infrastructure Planning Grants <ul style="list-style-type: none"> The grant has not been applied for; initial conversations in regard to the grant application have happened with Urban Systems, Costs associated to the application have not been confirmed; CAO does not expect Urban Systems to charge for completing the grant application as they have all the necessary information on hand. 	1855-03-20 5600-01
BA6	C9 Canada Energy Partners Disposal Well <ul style="list-style-type: none"> Staff has reached out to Oil and Gas Commission requesting a public forum in regard to the factors behind the decision to re-open the disposal well. No response has been received. 	0400-20
BA7	C10 UNBC Cumulative Impacts Research Consortium <ul style="list-style-type: none"> Staff directed to book travel arrangements for the Mayor. 	0390-01
BA8	Diary- Grant Writer Program Sponsorship <ul style="list-style-type: none"> Staff directed to follow-up with Northern Development Initiative Trust in regard to grant application 	1855-01
BA9	Diary- Requests from Mr. Kelly-Entrance to dump, handrail at Community Hall, Cemetery Plot Map <ul style="list-style-type: none"> The Director of Protective Services and the Safety & Bylaw Officer attended at the dump with Mr. Kelly to review the issues with the entrance. 	0220-01

- SR4 **Professional Development** **2810-01**
RESOLUTION NO.004/18
M/S Councillors Quibell/Middleton
THAT:
"Council approve the CAO's or the CO's attendance at the LGMA's Capilano University course 'The Successful CAO' for the estimated amount of \$3,500.00, includes course fees, travel meals and accommodations."
CARRIED
9. **COMMITTEE MEETING REPORTS:**
10. **BYLAWS:**
- BA1 **Garbage Bylaw Amendment No. 892, 2017** **3900-02**
6:30pm Mayor Johansson left the meeting **5360-01**
 - Concern was voiced in regard to safety of District employees
 - Additional training of staff would be required in regard to safe work procedures.
 - [Garbage truck operators and safety officer directed to conduct site inspection and bring report back to Council prior to adoption of bylaw.](#)**RESOLUTION NO.005/18**
M/S Councillors Middleton/Heiberg
THAT:
"Council approve First, Second and Third Readings of "Hudson's Hope Amending Garbage Collection Bylaw No. 892, 2017".
CARRIED
11. **CORRESPONDENCE:**
- C1 **Negotiating a Consultation Agreement Workshop** **0390-01**
Staff member to attend, dependant on availability
- C2 **Correspondence from Cathy Peters** **0220-01**
Information provided in correspondence to be shared with local RCMP and Health Clinic
- C3 **Building Inspection Services Solution** **3760-01**
FOR INFORMATION.
- C4 **Letter from Minister of Public Safety and Solicitor General** **0400-20**
FOR INFORMATION.
- C5 **Pouce Coupe letter to Minister Trevena** **0400-20**
FOR INFORMATION.
- C6 **Letter from Telus** **1349-01**
 - Discussion in regard to Telus Services
 - [Staff to request meeting with Telus](#)
- C7 **Letter from Minister of Municipal Affairs and Housing** **0400-20**
 - District has not been contacted by Tara Faganello, Assistant Deputy Minister, Local Government Division, Ministry of

Municipal Affairs and Housing in regard to connection with Ministry of Indigenous Relations and Reconciliation.

- Mayor Johansson to comment on this issue in brief being prepared for Ministry of Energy, Mines and Petroleum Resources and for the Peace Williston Energy Advisory Committee.

C8 Letter from District of West Kelowna 0400-20

- Letter of support to be sent to Federation of Canadian Municipalities, and Provincial and Federal Ministries lobbying for 50% of the provincial share of the cannabis tax sharing formula to be provided to local governments.
- Include brief from Safety & Bylaw Enforcement Officer that he has prepared in regard to the upcoming legalization of cannabis.

C9 Letter from District of Chetwynd 0400-20

- Letter of support of Nursing Program in the Northeast to be sent to Peace Regional District.

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

CR1 Mayor's Report to Council

- Rural Roads **5400-01**
 - Road rejuvenation proposal was worked on over the holidays; should be ready in time for the Provincial Budget Meeting.
 - The Provincial Budget Day is set for February 20, 2018.
 - The proposal should be put forward as a North Peace Economic Development proposal.
 - The proposal will apply to the Farrell Creek and Beryl Prairie Roads.
- Disposal of Produced Water Reinstated at well opposite HH Airport **6660-01**
 - Ben Jones, CEO of Canada Energy Partners, does intend to resume operations but is unsure as to whether it will be prior to break-up.
- New Special Events Coordinator (SEC) has started work, Mayor Johansson met briefly with her. Wishing a warm welcome to Kaitlyn Atkinson, SEC.
- Solar Array **5500-01**
 - The official Commissioning celebration is being planned for the beginning of June. Peace Energy Cooperative has requested that we send out invitations to whoever we would like to have in attendance from provincial government, Regions District, neighbouring municipalities etc.
 - Councillors to supply names of potential invitees to Mayor Johansson.
 - Very pleased with outcomes of project to date. Arena alone has seen a 30% decrease in utility cost.
- A request for support has been received in regard to the Province removing the use of daylight savings time changes. **0400-01**

- Council is in support of bringing request to Peace River Regional District for action.
- Solar wave to be located at the pool
 - Design has not been presented to Council, as had previously been requested. Noticed it has been included in the recent Solar Facts Newsletter that has been shared with the public.

5500-01

CR2 Youth Councillor Report

0550-01

- Student Council has been implemented with 4 student Councillors
- Have held a number of events including dress-up day and pajama day. More events are in the planning stage.
- Discussions in regard to possibly doing a school clean up and working on the skateboard park have been held.
- A copy of completed items will be provided to Council

13. OLD BUSINESS:

14. NEW BUSINESS:

15. PUBLIC INQUIRIES:

16. ADJOURNMENT:

6:53pm motion to move into in-camera meeting.

RESOLUTION NO.006

M/S Councillors Miller/Heiberg

THAT:

"Council close the meeting Pursuant to the Community Charter under Section 90 1(a), and (c)".

0560-00

Mayor Johansson declared the meeting adjourned at 7:40 pm

DIARY

Diarized

Conventions/Conferences/Holidays

Beryl Prairie Septic Field

07/25/16

Grant Writer Program Sponsorship-September

04/10/17

NDIT Community Halls and Recreation Facilities Program-

-to be brought forward at Strategic Planning Meeting

08/14/17

Certified Correct:

Chair/Mayor Gwen Johansson

Corporate Officer Tammy McKeown

REPORT TO: MAYOR JOHANSSON and COUNCIL
SUBJECT: ACTION and other UPDATES
DATE: January 22nd, 2018
FROM: Tom Matus, CAO

Staff Travel:

Staff Tentative Travel:

Tom: MATI The Successful CAO: Local Gov't Advanced Management: Bowen Island	Feb 15 th – 20 th
MATI Advanced Communication Skills for Local Government Professionals: Bowen Island	April 22 nd - 27 th
MATI Managing People in Local Government Organizations: Bowen Island	May 27 th - Jun 1 st
MATI Leadership in Local Government Organizations: Bowen Island	June 17 th – 22 nd

Wastewater Facility Upgrade

Testing of air blowers with alarm configuration completed week of January 15th.
 Further training to take place this month.

Atkinson Subdivision

Final survey and covenants deposited to LTSA, awaiting final registration.

Solar Array

Greg is still working on the design at the Pool as per his following quote:
 “We are still finalizing the support design for the pool array and were just generalizing in the newsletter. We will definitely present to council for approval before manufacturing commences. One of the suppliers has been away for an extended holiday period but is back shortly so we should have something for council soon.”

Dudley Drive Asphaltting

Received quotes from Astro for paving projects identified in the Strategic Plan and additional areas.

Director of Public Works Position

RFD has been submitted for the in-camera meeting on January 22nd.

BizzyBody

2018 Winter Carnival event schedule attached.

2018 Budget


I am presently compiling figures with Staff.

Grant Writer Application

Applications are being reviewed this month, should hear the beginning of February.

Infrastructure Planning Grant Program

Application has been submitted in the amount of \$15K for preliminary design work for the N=Beattie lift station for use in a future infrastructure grant opportunity: Invest in Canada fund/grant,


 Tom Matus, CAO

Winter Carnival HHFUNDERLAND
District of Hudson's Hope
January 27-February 3, 2018

Schedule of Events

Date	Day	Time	Activity	Location	Details
27-Jan	Saturday	10am	Opening Ceremony	Beattie Park	Outside
27-Jan	Saturday	10am-2pm	Ice Sculpting Contest	Beattie Park	Outside
27-Jan	Saturday	11am-2pm	Snowman Building Contest	Beattie Park	Outside
27-Jan	Saturday	2pm	Ice & Snow Awards	Beattie Park	Outside
27-Jan	Saturday	7-10pm	Snowed in Café, Games, Show	Pearkes Centre	Inside
28-Jan	Sunday	11am-2pm	Hill and Hike Day	HH Ski Hill	Outside
28-Jan	Sunday	4-530pm	Free Skate	HH Arena	Inside
28-Jan	Sunday	515-6pm	Shannon Mason's School of Dance	HH Arena	Inside
28-Jan	Sunday	7-Jun	O'Canada, Novice/Adams -vs- Coachs/Parents/Teachers	HH Arena	Inside
28-Jan	Sunday	7-715pm	Figure Skating Showcase	HH Arena	Inside
28-Jan	Sunday	715-8pm	Peewee/Banton/Midgets -vs- the HH Fire Fighters	HH Arena	Inside
29-Jan	Monday	11am-4pm	Outdoor Education Centre	Cameron Lake	Outside
29-Jan	Monday	4-530pm	Curling 101	HH Curling Club	Inside
30-Jan	Tuesday	10-11am	Storytime	HH Library	Inside

30-Jan	Tuesday	330-430pm	Snowshoeing	HH Arena	Inside
30-Jan	Tuesday	430-530pm	Snowshoeing	HH Arena	Inside
30-Jan	Tuesday	530-630pm	Karate Drop In - 6-12 year olds	Pearkes Centre	Inside
30-Jan	Tuesday	630-8pm	Karate Drop In - 13+	Pearkes Centre	Inside
31-Jan	Wednesday	1-3pm	Bingo	New Horizons	Inside
31-Jan	Wednesday	6-7pm	Family Fun Fitness Circuits	Pearkes Centre	Inside
1-Feb	Thursday	930-1030am	Fit for Life	Pearkes Centre	Inside
1-Feb	Thursday	330-430pm	X-Country Skiing	HH Arena	Outside
1-Feb	Thursday	430-530pm	X-Country Skiing	HH Arena	Outside
1-Feb	Thursday	7-9pm	BC Hydro Hockey Game	HH Arena	Inside
2-Feb	Friday	430-730pm	Horsing Around	Double HH Saddle Club	Inside
3-Feb	Saturday	10am-12pm	Climbing Wall	HH School	Inside
3-Feb	Saturday	1-3pm	Adventure Zone	Pearkes Centre	Inside
3-Feb	Saturday	4-6pm	HHFunderland Auction	HH Community Hall	Inside
3-Feb	Saturday	6-7pm	Dinner & Closing Ceremony	HH Community Hall	Inside

3-Feb	Saturday	7-10pm	Royal Ball & Family Dance	HH Community Hall	Inside
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REQUEST FOR DECISION

RFD#:	Date: 2018-01-16
Meeting#:	Originator: Tammy McKeown
RFD TITLE: Community Emergency Preparedness Fund	

BACKGROUND:

UBCM is offering the Community Emergency Preparedness Fund to support the purchase of equipment and supplies required to maintain and improve Emergency Operations Centres (EOC) and to enhance EOC capacity through training and exercises.

DISCUSSION:

Discussions with Robert Norton, Director of Protective Services, have assisted in determining the needs of our EOC. The purchase of the following items will be included in the grant application in regard to the proposed activities that will be undertaken as part of the proposed program:


Whiteboards
 Tracking to mount the whiteboards
 Projector
 Projector mounts and installation costs
 Satellite phone
 EOC training costs

UBCM requires a resolution from Council in support of the proposed activities and willingness to provide overall grant management. The resolution is to be included with the grant application.

ADMINISTRATOR COMMENTS:

CAO approves this RFD

Report Approved by: _____


 Tom Matus, CAO

BUDGET:

n/a

RECOMMENDATION / RESOLUTION:

That:

"Council support the District of Hudson's Hope's Community Emergency Preparedness Fund application to be used to support the purchase of equipment and supplies required to maintain or improve our local Emergency Operations Centers and to enhance EOC capacity through training and exercises and Council agrees to provide overall grant management."



Tammy McKeown, Corporate Officer

SR2

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Gwen Johansson and Council

SUBJECT: Safety Concerns Garbage Collection Highway 29

DATE: January 17, 2018

FROM: Wallace Roach, Safety and Bylaw Enforcement Officer

Concerns:

Driver Safety
Operating a vehicle on a Highway
Entering private property
Weather
Driveway conditions
Time of day

Overview:

There are four stops along Highway 29 that are requesting garbage pick-up from the District. With two of these stops I see little hazard to the operator when pulled completely off of the highway to collect the garbage. With the third of the four the vehicle cannot get completely off of the road for the operator to safely collect the garbage. The fourth stop would be where the operator pulls into the driveway, turns around, and then heads back towards town completing the four stops. Kim Trask, District employee, and myself conducted site visits to all affected properties to determine the level of hazards associated with garbage pick-ups at the properties. The results of the site visits are discussed in the following lists of concerns, questions, and recommendations.

Driver Safety:

The operator cannot operate the vehicle from the right-hand side over 15 km/hr. Therefore, the operator needs to drive from the left-hand side, meaning that the operator has to exit the vehicle onto the highway. The operator cannot see to pull back onto the highway from the right hand side of the vehicle safely. The operator, when operating the controls from the outside of the vehicle cannot see traffic approaching.

Operating a vehicle on the Highway:

Operating the vehicle from the right-hand side is prohibited above 15 km/hr. There is an abundance of heavy traffic on the highway. The operator cannot see oncoming traffic if outside off the vehicle operating the controls. The sight lines at all properties are sufficient for the operator, and opposing traffic to see each other if the operator is off to the side of the road, however, speed and driver inattention from other vehicular traffic could pose an extreme risk to the District employee.

Entering private property:

Is there a liability to the District if the vehicle damages any part of the private property? Have, or will the homeowners sign a waiver of liability to indemnify the District and the operator for any damages caused? Is the District employee covered if entering private property?

Weather:

Weather can place a significant hazard to the District employee. If it is snowing the visibility will be greatly reduced. It will cause a hazard if entering private property if the driveways are not cleaned sufficiently to allow the vehicle safe entry and exit. Even if it is very sunny it poses a risk to the employee from other drivers possibly being "blinded" and striking the District vehicle. During times of heavy rain, it will also pose a risk to the employee from other vehicular traffic.

Driveway Conditions:

In the winter months if the driveways are not plowed and cleaned enough for the District vehicle to safely enter and exit the property it places a risk onto the District vehicle. It will also have an effect on the ability to pull off of the highway enough to safely pick-up the garbage for the operator if the highway and the shoulder is not cleaned. In times of heavy rain, as well as in the spring of the year the driveways themselves may not be strong enough to support the weight of the vehicle.

Time of day:

During the winter months when it is still dark at the time that the pick-ups are scheduled it poses a significant risk to the District employee to be pulled off of the highway to collect the garbage. The pick-ups would need to be scheduled at a time when the sun was up for the safety of the operator if they were off to the side of the highway and not in the driveways themselves. This would not be as much the case in the summer months, but this leads to multiple schedule changes throughout the year.

Questions that remain:

Has there been a waiver signed by the homeowners relieving the District of any and all liability for damages that may be incurred from the District vehicle?

Is the District employee covered entering private property?

If the District vehicle gets stuck in any of the driveways and there is the need to send a piece of heavy equipment to pull the vehicle out who will cover the related costs?

Has there been any consideration given to the schedules of the pick-up for summer and winter months concerning the availability of light for the operator to safely perform their duties?

Recommendations:

1. Ensure that there is a waiver signed by all affected homeowners indemnifying the District and its employees from any and all damages that may be incurred from the District vehicle entering private property.
2. Ensure that the homeowners understand that if the driveways are unsafe to enter that the operator will not be entering their driveways.
3. Clarify who will cover the associated costs for the District to pull out the vehicle if it gets stuck in any of the driveways.
4. Look at schedules to see if the time frame of pick-ups can be altered so that the pick-ups occur when there is sufficient light for the operator to safely perform their duties.
5. Leave the operator with the discretion to either pick-up the garbage or not if the weather, road, light, or driveway conditions are not conducive for them to safely do their job.
6. I see no problems with the operator entering the driveways so as to not be stopped on the side of a highway as long as it is safe to do so. It will be safer for the operator to enter the driveways versus pulling off the highway.

ADMINISTRATOR'S COMMENTS

During the week of January 8th Ed, Kim and I viewed each property approach and lot of the new schedule. It has been determined that Kim will enter each lot to provide the garbage pick-up service rather than providing the service along the highway, clean and safe access permitting. Kim has been instructed not to enter into the property if she feels there is any unsafe existing condition – we can pick-up at the next scheduled visit - owners have been apprised of this and waivers have been prepared that will be signed by the owners to this affect. Should Kim determine it is safe to enter and she finds she needs District assistance to exit the property, this will be at the cost of the District.

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

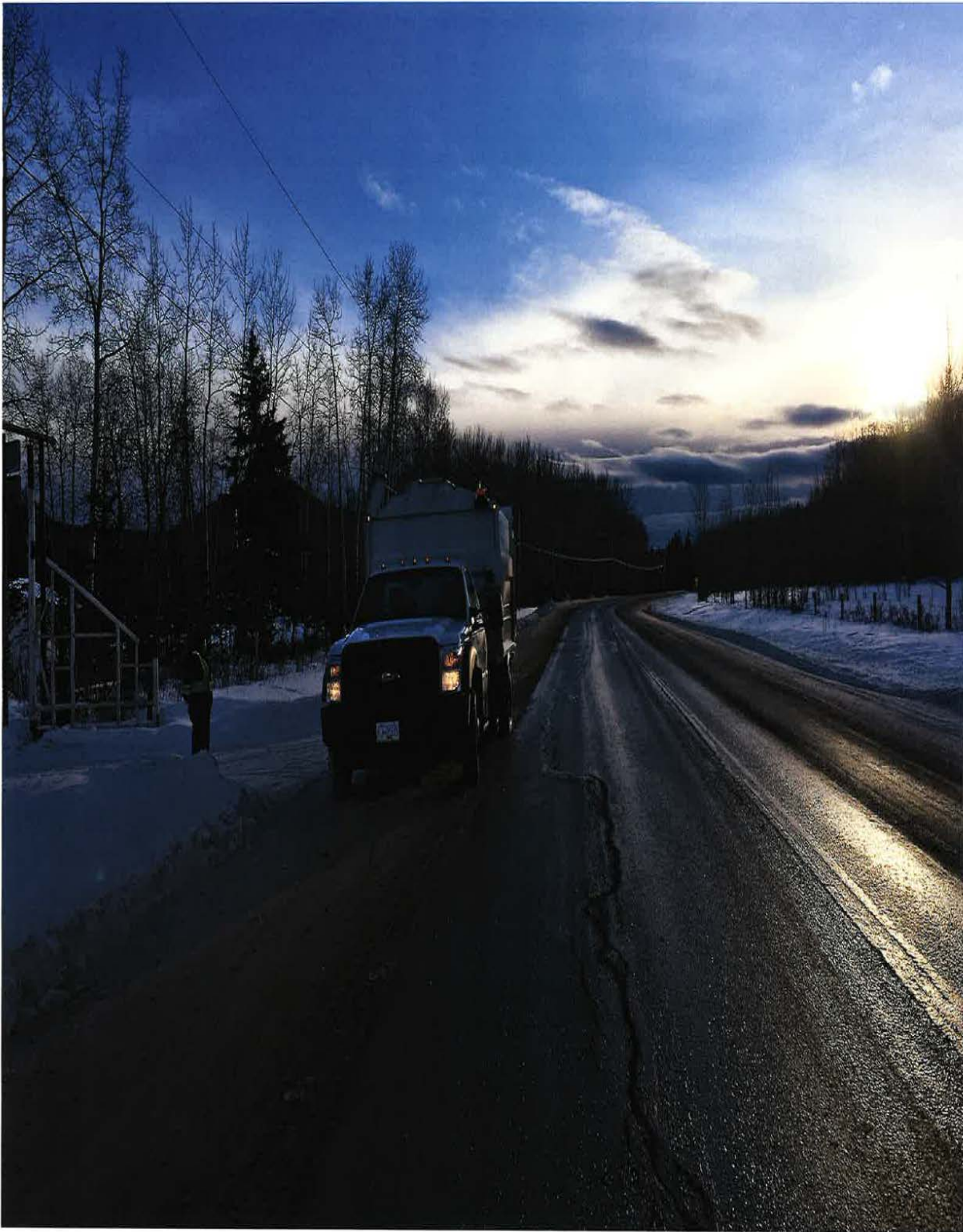
Tom Matus, CAO

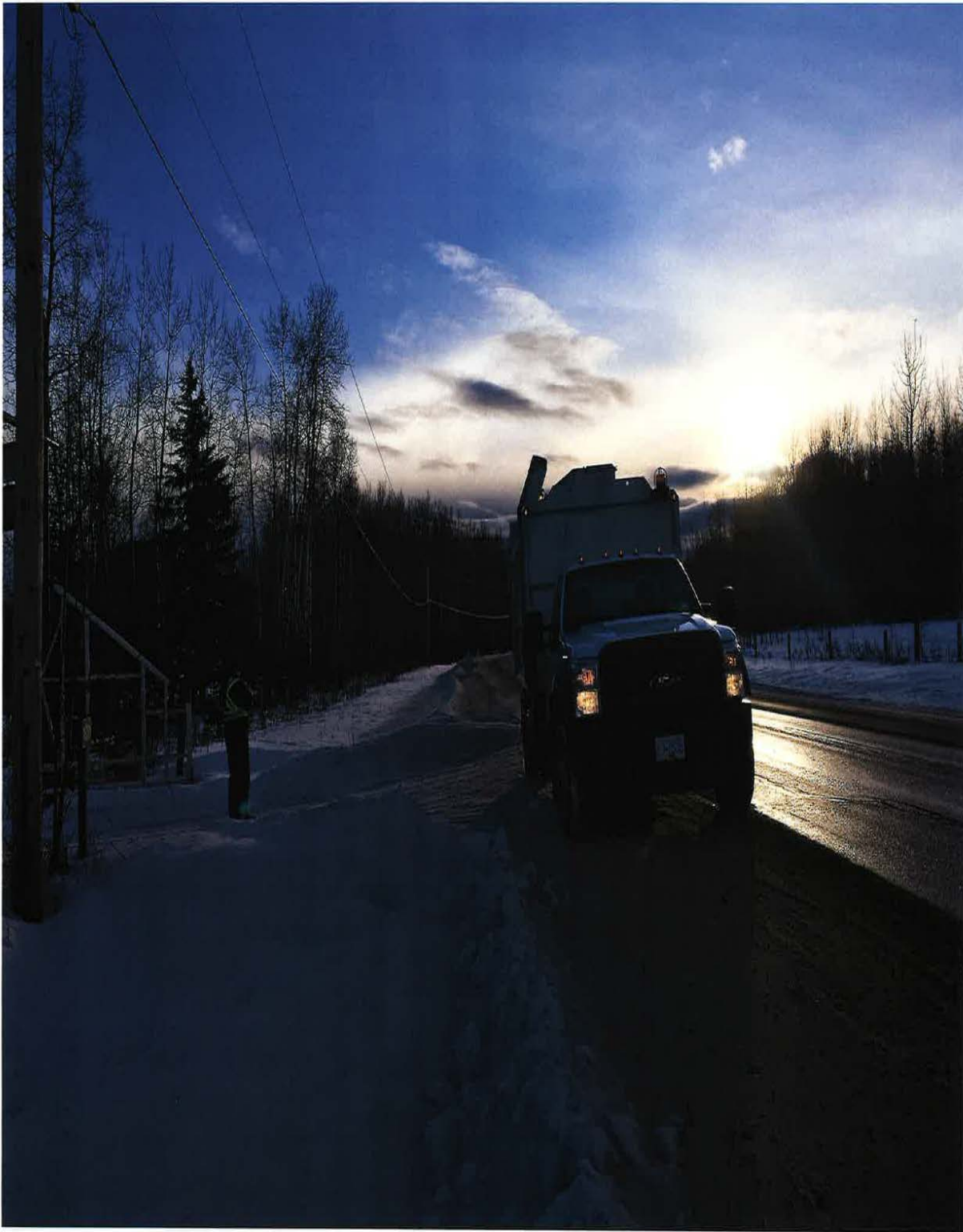
The following pictures were taken at approximately 1600 hrs.

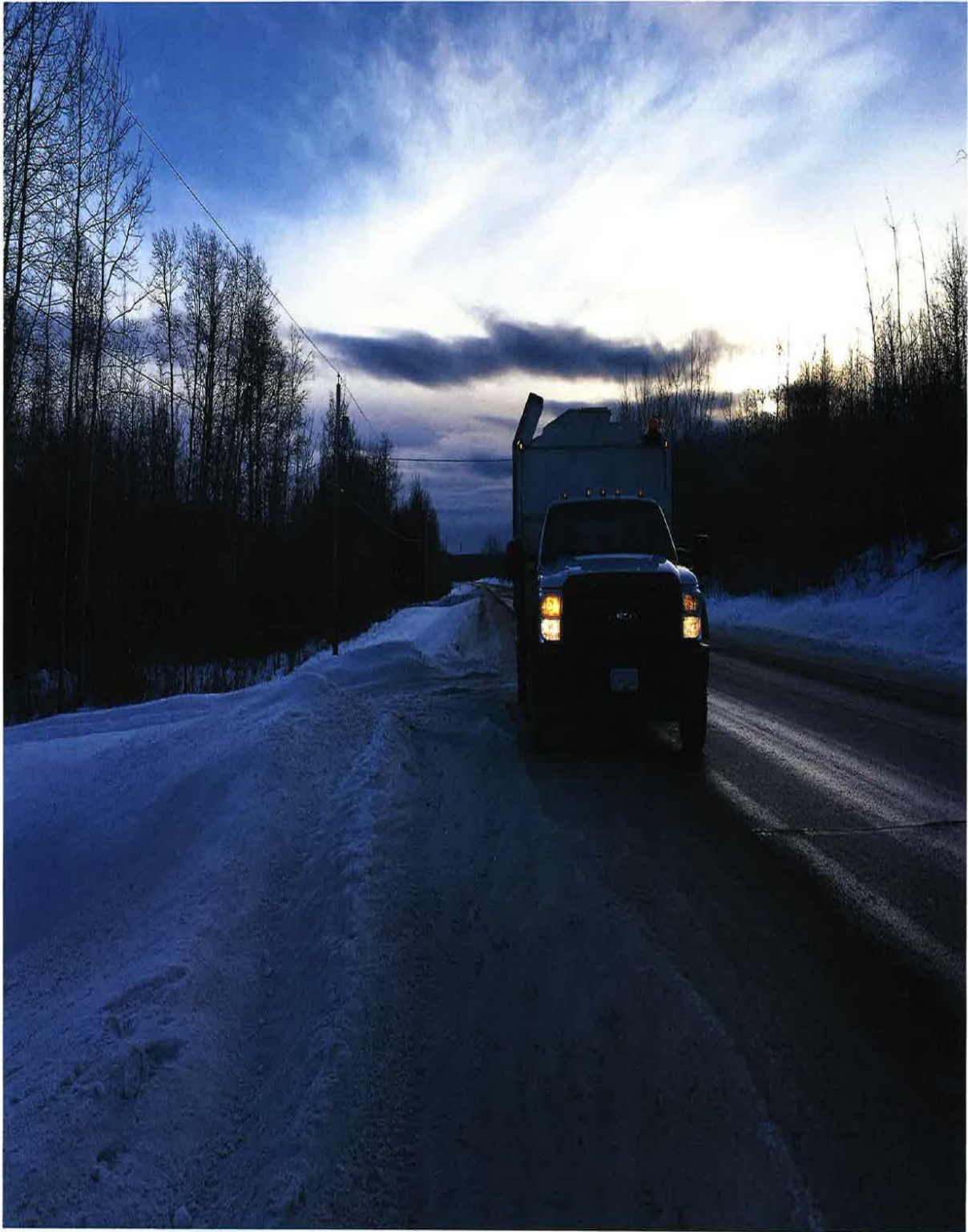














DISTRICT OF HUDSON'S HOPE
DAMAGE WAIVER GARBAGE COLLECTION

Name: _____

Property Street Address: _____

Phone Number: _____

I/We, _____, hereby authorize the District of

(name/names)

Hudson's Hope to enter onto my property, address location as noted above, for the purpose of
garbage collection. Furthermore, I/we agree to hold harmless and waive any claims for
damages against the District of Hudson's Hope or its employees that are caused by or result
from the removal of garbage items from my/our property located at the address noted above.

Signature of Owner/Resident

Date

Signature of Owner/Resident

Date

_____ Signature of Witness
_____ Name of Witness (please print)
_____ Date

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Gwen Johannson and Council

SUBJECT: Lagoon Upgrade Expense Report

DATE: January 19, 2018

FROM: Tom Matus, CAO

Attached, please find expense reports by year and vendor.

Summary:

In 2016 a budget for the lagoon upgrade was approved in the amount of \$2,378,000 whereby 66.66% was to be paid by the Building Canada Fund. In that year we expensed \$270,172.88, for design, tendering, and geotechnical work, we received one bid in the amount of \$4,619,000.00 excluding GST, which was refused. A second tender was offered in 2017 with a downsized design whereby a bid of \$2,426,745.00, excluding GST was accepted.

In 2017 a budget was approved for \$2,740,745.00 which included a contract to Bear Mountain Construction Ltd. in the amount of \$2,426,745.00 excluding GST plus Change Order 1 a credit of \$6,000.00 and which was not going to be needed for the Rapid Infiltration Basins and CO2 for an increase of \$18,216.29 for BC Hydro connection: COs totalling an increase to the contract of \$12,216.29: total contract = \$2,438,961.29. This budgeted amount included the 2016 expenses **so as to show clearly the total expense of the project during the 2017 budget approval process**, which actually means the 2017 budget was overstated by the 2016 expenses of \$270,172.88.

The 2017 budgeted revenue was at \$1,404,057.00 leaving a 2017 budgeted expense to the District of \$1,336,688.00 also overstated by the 2016 expense of \$270,172.88.

In 2017, \$2,129,746.35 was expensed.

In 2018 \$150,338.80 was expensed with an estimated holdback of \$217,442.35, a 2018 total of \$367,781.20, (this amount is included in the \$2,767,700.38), calculations as per the following:

Total 2016 exp	270,172.88
Total 2017 exp	2,131,846.35
2018 inv	150,338.80
2018 projected holdback	217,442.35

expected Actual total	- 2,769,800.38
2017 budget	2,740,745.00
	=====
deficit	- 29,055.38

As shown above the expected total expense is 2,769,800.38, the total budget over the two years was 2,740,745.00 leaving an over expenditure of \$29,055.38 which included other than construction and design costs i.e.:

Legal: tenders/contract	\$ 1,318.17
District: payroll,	\$ 2,142.20
eqp rental: hauling material to/from lagoon site	\$18,720.00
survey:	\$ 3,349.00
advertising: Tender	\$ 99.00
misc:	\$ 3,427.01
	=====
	\$29,055.38
	=====

Total expenses to the District of Hudson's Hope are estimated \$1,184,467.38 as opposed to the initial 2016 budgeted amount of \$792,667.00, an increased project expense of \$391,800.38.



Tom Matus, CAO

LAGOON FINANCIAL ACTIVITY REPORT:**2016 Actuals**

U0090	Urban Systems	Hydro Geo-survey	8,850.00	
		Hydrogeological assessment	44,359.25	
		Truck waste, site plan, hydrogeological	7,548.50	
		Design	65,252.35	
		Design	22,009.70	
		Design	12,498.60	
		services to June 30th	7,562.73	
		tender, sub consultant plant design	11,089.50	
				179,170.63
T0800	Tryon Land Sun	Geomatics field survey	3,349.00	3,349.00
	Gullewin Internz	Materials	4,374.98	
				4,374.98
G0980	Golder & Assoc	Project Management	37,801.91	
		geo work	12,756.25	
		geo work	23,917.38	
		geo work	7,515.56	
				81,991.10
M0260	Municipal Worl	advertising - RFP	99.00	99.00
L0100	Lidstone & Co.	Request for Expression Letter	1,188.17	1,188.17

=====

270,172.88

2017 Actuals

P7010	P&L Ventures	Eqp rental	13,920.00	
		Eqp rental	4,800.00	
				18,720.00
U0090	Urban Systems	tender / insurance	12,844.51	
		plant design tender subs	8,068.40	
		review of tender submission	2,000.00	
		lagoon contract / draft optg	6,935.29	
		wwtp data report lagoon	10,447.55	
		svcs to July 31	15,390.95	
		drawings / progress	11,926.96	
		svcs to sept 30	9,155.76	
		inspection	12,338.66	
		field review	12,668.05	
				101,776.13
B6080	BCH	site plan design	2,100.00	
		WW prj	48,035.00	
				50,135.00
B0370	Bear Mountain	construction	266,400.00	
		construction	555,566.31	
		construction	391,564.58	
		construction	378,784.58	
		construction	223,489.95	
		construction	143,179.80	
				1,958,985.22
L0100	lidstone		130.00	
				130.00
	District	payroll	2,100.00	
				2100
				=====
				2,131,846.35
		Total 2016 exp	270,172.88	
		Total 2017 exp	2,131,846.35	
		2018 inv	150,338.80	
		2018 projected holdback	217,442.35	
				=====
		expected Actual total	- 2,769,800.38	
		2017 budget	2,740,745.00	
				=====
		deficit	- 29,055.38	

2016 Lagoon descriptions:				
Vendor	Amount	GST	Date	Description
Municipal world	\$99.00	\$4.95	Aug-16	RFP
Urban	\$11,089.50	\$554.48	Aug-16	Coordination of tender response to question prepare and issue addendums tender opening electrical sub consultant
Lidstone	\$1,188.17		Jun-16	Sundry - CAO Enquiries 25%
Urban	\$7,562.73	\$378.14	Jul-16	Final completion of draw final coordination of tender drawings issued drawings on Merx website
Urban	\$12,498.60	\$624.93	Mar-16	site lagoon detailed design aeration design geotechnical review
Urban	\$22,009.70	\$1,100.49	Jun-16	issue drawings for review complete tender package review with Ministry of Enviro. On application process
Golder Associates	\$7,515.56	\$375.78	Jun-16	draft report final report geotechnical work
Urban	\$7,548.50	\$377.43	Feb-16	truck waste site plan refinement detailed for plant improvements coordination of hydrogeological
Urban	\$44,359.25	\$2,217.93	Apr-16	review and coordination of final hydrogeological assesement report with Golder enviromental impact assessment reporting discussions with Ministry of Enviro. Design and truck waste facility design of treatment plant including:lagoons, aeration system, blower sizing and site piping coordination with electrical engineer coordination of building design with structural engineers

				electrical design sub-consultant \$24,785.25 electrical design for site, building and headworks architectural sub-consult \$1,575.00 build design and finishes Structural Design sub-consultant \$6,935.25 Urban Systems \$31,956.85 prep of final issued for constuction drawings blower configuration and details construction contract and specification completion senior review of 90% design drawing enviro. impact assesement and corrination with Ministry of Enviro.
Urban	\$65,252.35	\$3,262.62	May-16	
Golder Associates	\$23,917.38	\$1,195.87	Apr-16	draft report final report geotechnical work
				Project management visit with downloaded datlogger draft report final report geotechnical work
Urban	\$12,756.25	\$637.81	Feb-16	TP in existing Ris
Guillevin Internationa	\$4,374.98	\$218.75	Mar-16	Materials
				Project management develop and slug test wells survey wells and test pits draft report geotechnical work review avaliable reports write up utility locates TP in existing Ris istall monitoring wells
Golder Associates	\$37,801.91	\$1,890.10	Feb-16	
Tryon Land Sureying L	\$3,349.70	\$167.49	Jan-16	Professional geomatics Engineer
Urban	\$8,850.00	\$442.50	Jan-16	Coordination of hydro-ge and geotechnical investigation
	\$270,173.58			

2017 Lagoon expense breakdown:					
Vendor	Amount	GST	Date	Description	
P & L Ventures	\$13,920.00	\$695.00	April 7 2017	2 gravel trucks, 270 excavator, D5H CAT, lowbed	
				MWR registration process with Ministry; this was initially put on hold last year when the project came in over budget. Questions to clarification during tender period, issuance of a number of addendums for project review of design recommendations from suppliers	
Urban Systems	\$12,844.51	\$642.23	April 20 2017		
	\$8,068.40		May 16 2017	Site plan	
				review of tender submissions correspondence with District staff and MoE non-compliance letter and requirements for 2016 reporting final reporting for non-compliance and 2016 sewage treatment reporting preparation of Enviro impact statement, new wastewater regulations application(MWR registration)	
Urban Systems	\$2,000.00	\$403.42	30-Apr-17		
				Coordination with contract preparation of contracts, insurance review coordinating the draft operations and contingency plan MWR registration coordination with Golder regarding monitoring wells shop drawing review	
Urban Systems	\$6,935.29	\$346.76	31-May-17		
	\$12,668.05		June 30 2017	Field review	
				Services rendered to June 30, 2017 submitted 2015 WWTP data to MOE, submission received construction MWR registration EIS update preparation of execution drawings project start up meeting with contractor and HH issued for construction drawing and survey data to contractor review of shop drawing submission from contractor	
Urban Systems	\$10,447.56	\$522.38	30-Jun-17		
BC Hydro	\$48,035.00	\$2,506.75	July, 2017	Customer care of construction costs	
Bear Mountain	\$266,400.00	\$13,320.00	31-Jul-17	for works completed to July 31, 2017	

				Services rendered to July 31, 2017 MWR operations and maintenance plan federal MWR registration process discussions with Ministry of Enviro about new registrations site review progress payments contract admin shop drawing review	
Urban Systems	\$15,390.95	\$769.55	16-Aug-17		
Bear Mountain	\$555,566.31	\$27,778.32	14-Sep-17	For works completed to Aug 31, 2017	
				Professional service rendered to Aug 31, 2017 project management contract admin and shop drawing site inspection and follow up questions with contractor preparation of monthly progress draws coordination of subconsultants	
Urban Systems	\$11,926.96	\$596.35	15-Sep-17		
Bear Mountain	\$391,564.58	\$19,578.23	11-Oct-17	For works complete to Sept 30, 2017	
Bear Mountain	\$143,179.81	\$7,158.99	31-Dec-17	For works completed to Dec 31, 2017	
	\$4,800.00	\$240.00	16-Oct-17	Disposal of matter from lagoon	
				Professional service rendered to Sept 30, 2017 project management contract admin and shop drawing site inspection and follow up questions with contractor preparation of monthly progress draws provincial reporting coordination of subconsultants	
Urban Systems	\$9,155.76	\$457.79	18-Oct-17		
Bear Mountain	\$378,784.58	\$18,939.23	31-Oct-17	For works completed to Sept 30, 2017	
				Services rendered to Oct 31, 2017 site inspections, coordinate with contractor electrical coordination with BC Hydro contract admin weekly reporting draft commissioning plan	
Urban Systems	\$12,338.66	\$616.93	20-Nov-17		
Bear Mountain	\$223,489.95	\$11,174.50	Nov.30/17	For works complete to Nov 30, 2017	
	\$130.00	\$6.50	08-Dec-17	Sundry - CAO	
			Dec.8/17	Sewer Cap. - LA	
BC Hydro	\$2,100.00			Non-refundable design deposit	
District	\$2,142.30			payroll	
	\$2,131,888.67				

North Peace Airport Society Meeting

Jan 10, 2018.

Bob Norton, Dave Heiberg in attendance.

Meeting summary:

- Society is in the process of taking over financial/accounting duties from the PRRD. Currently, an Audit RFP process has been completed, starting the audit process before the transition from the PRRD to the Airport Society is completed. Miranda Flury, Director of Strategy, Capital and Planning, is overseeing the process. One more step toward the Society's. Autonomy.

- Financial report indicates that the Society is in good shape. AIF (Airport Improvement Fees) are adequate to date, meeting the financial needs of airport operations. Will be adjusted as required.

- Ten year Capital plan in process. Initial meeting planned for the end of Feb/2018.

- Two new policies were ratified by the board, Investment Policy and Operating and Capital Reserve Policy.

- Policy review and update will be a big part of Miranda's Work Plan for 2018.

- Gordon Duke was hired by Vantage as the new Managing Director.

- Couple of interesting financials: estimated 2018 budget, \$999,808 revenue from parking, \$604,264 car rental.

- Move toward growing Non Aeronautical Revenue.

- Future Airport Society Minutes will be sent to each membered community. In our case, the minutes will be sent to our Corporate Officer for inclusion in council agenda packages.

North Peace Airport Society

REGULAR Meeting Minutes



December 6, 2017

North Peace Regional Airport

<u>Item #</u>	<u>Agenda Item</u>	<u>Minutes</u>
1	Roll Call	<p>North Peace Airport Society President Jim McKnight, Electoral Area C Treasurer, Karen Goodings, Electoral Area B Director Brad Sperling, Electoral Area C Director Rob Fraser, District of Taylor Director Moira Green, City of Fort St. John Director Byron Stewart, City of Fort St. John Director Bob Norton, District of Hudson's Hope Director Arlene Boon, Electoral Area B Director of Strategy, Capital and Planning, Miranda V. Flury</p> <p>North Peace Airport Services Gordon Duke, Managing Director, North Peace Airport Services Beau Cook, Director of Operations, Vantage Airport Group</p> <p>Absent Vice-President, Brent Taillefer, District of Taylor Director Dave Heiberg, District of Hudson's Hope</p>

1.1	Call to Order	10:05 am
1.2	Amendments	None
1.3.2	Meeting Minute Resolution	06/12/2017- 1 MOVED: Rob Fraser SECONDED: Arlene boon THAT the meeting minutes are accepted as presented. CARRIED
3.0	CIBC Market Update	<ul style="list-style-type: none"> Theme: airports are focused on growing non-aeronautical revenue
	Consent Agenda	06/12/2017- 2 MOVED: Rob Fraser SECONDED: Brad Sperling THAT the consent agenda be accepted as presented. CARRIED
5.1	North Peace Airport Services Report	<ul style="list-style-type: none"> The evaluation process regarding the Runway 03/21 Rehabilitation Project will be given to the Society by Gordon to enable them to speak to the decision-making process <p>AIF-E (Airport Improvement Fee Equivalent)</p> <ul style="list-style-type: none"> Services calculated charter traffic by assuming all flights were operating at a 90% load, resulting in over 2900 passengers monthly Services reviewed whether they could bring the traffic over to the terminal building and uncovered that during peak times, it was not possible. <ul style="list-style-type: none"> It would incur more costs to split the passengers during non-peak times and peak times, and thus all charter traffic will operate out of North Cariboo Air Determining the rate:

		<ul style="list-style-type: none"> ○ Reviewed the 10-year capital outlook, the number of passengers, and divided those numbers to get \$10.85, added an admin fee to bring it up to \$12. ○ 66% was chosen based on access to the terminal building and air traffic ○ To note: when charter traffic is delayed, the main terminal becomes quite busy as North Cariboo Air does not focus on the passenger experience • AIF-E does not fall under ATAC, and thus is not regulated • There is no anticipated resistance from North Cariboo Air <ul style="list-style-type: none"> ○ This is a standard fee in other airports • AIF-E will not be charged the 8% vantage fee (confirmed with Beau Cook) • March 1st start date for implementation
5.2	Unfinished Business	
5.2.1	Parking Lot Update	<ul style="list-style-type: none"> • A main focus is to grow non-aeronautical revenue- the parking lot revenue contributes to this focus • Services initially wanted to purchase another pay on foot station and remove the current wireless stations • After consultation with IT, Services will be decreasing bandwidth usage to determine if that improves the up-time of the parking lot machines • Should this solution prevail, the maintenance garage and video feeds will be separated from the parking lot machine feed
5.2.2	ARFF Discussion	<ul style="list-style-type: none"> • Upon review of the cost to operate ARFF, and the capital requirements for the shelter with ACAP taken into consideration, Services is recommending to increase the ARFF fee to \$9.31 (to note: this rate was charged in the past) • Process for the Society to recover ARFF capital funds: <ul style="list-style-type: none"> ○ Proposing to reconcile the OPEX budget for ARFF annually, and then would remit on a yearly basis to the Society for ARFF capital, any capital expenses that are not covered that year will be covered the following year after reconciliation • ARFF capital reserve will be planned during 10 year capital plan

		<ul style="list-style-type: none"> • In the first year of collecting the Regulatory Recovery Fee, ARFF was operating in a deficit, thus the remainder is \$273,000 in the reserve + \$50,000 for an operating reserve <ul style="list-style-type: none"> ○ The operating reserve is will be for the following: one month of truck rental, brand new hire with new gear/training etc., and one full replenishment of chemical and foam • The Society believes ARFF needs to be treated as a third budget and Services has agreed to present a detailed budget this on a monthly basis going forward • The Society contributed \$83,000 to ARFF Services, the board has decided not to go back to reconcile it from existing ARFF funds <p>Next steps:</p> <ul style="list-style-type: none"> • Breakdown of ARFF for the last 2 years will be provided (2015/2016) for the January Board meeting • Vantage finance team will review the 8% fee attached to the capital portion of the regulatory recovery fee, the board discussed how it is unethical to collect fees to support airport development- to be completed by the February board meeting • Following this presentation to the board with an agreement from the Society, Services will approach the air carriers to increase the fee and will implement March 1, 2018
6.0	New business	<ul style="list-style-type: none"> • The board was updated that Gord and Miranda will go with Jim to present to the Hudson Hope Council December 2017
7.0	Adjournment	12:47 pm

REQUEST FOR DECISION

RFD#:	Date: January 16, 2018
Meeting#:	Originator: Tammy McKeown
RFD TITLE: Garbage Bylaw Amendment	

BACKGROUND:

First, Second and Third Readings were approved at the January 8, 2017 meeting. Staff performed a site visit of the proposed collection area. It has been determined that the truck will enter each property to collect the garbage. If the operator determines that the driveway to a property is not properly accessible that resident's garbage will not be collected. A liability waiver has been created and will need to be signed by each resident prior to collection services being instated.

Derek Beam had contacted the office requesting an amendment to the District of Hudson's Hope's garbage bylaw in order to extend the service boundary. The District has received a letter of application signed by the residents who would be affected by the new garbage service boundary (see attached).

DISCUSSION:

The amendments to the bylaw would include the creation of an additional service area as shown in Schedule A-6.

Section 4.3 of the Garbage Bylaw will be amended to refer to the new Schedule A-6 and will read as follows:

Every occupier of premises within any of the collection areas shown on Schedules A, A-1, A-2, A-3, A-4, A-5 or A-6 to this bylaw must make use of the collection service established by this bylaw and pay the applicable fees imposed under Schedule B to this bylaw.

Section 4.4 of the Garbage Bylaw will be amended to refer to the new Schedule A-6 and will read as follows:

Every occupier of premises outside of the collection areas shown on Schedules A, A-1, A-2, A-3, A-4, A-5 or A-6 to this bylaw must make use of the collection service established by this bylaw and pay the applicable fees imposed under Schedule B to this bylaw.

The Garbage Bylaw will be amended by replacing Schedule B with a revised version that refers to Schedule A-6 for Fees for Premises within and outside Collection areas and refers to Schedule A-6 for Fees for access to and use of the transfer station.

BUDGET:

We will incur an increase to revenues from garbage fees in the amount of \$88.00 per household. This will amount to a total increase in revenues of \$352.00 per year.

RECOMMENDATION / RESOLUTION:

That:

Council adopt the "Hudson's Hope Amending Garbage Collection Bylaw No. 892, 2017".

ADMINISTRATOR COMMENTS:

CAO approves this RFD.

Report Approved by:



Tom Matus, CAO

T. McKeown
Tammy McKeown, Corporate Officer



BYLAW NO. 892, 2017

A bylaw to establish and provide for the operation of a service comprising the collection, removal storage and disposal of waste material, and to regulate, prohibit and impose requirements in relation to the service.

1. Title

This Bylaw shall be cited as the "Hudson's Hope Amending Garbage Collection Bylaw No. 892, 2017".

2. "Hudson's Hope Garbage Collection Bylaw No. 838, 2014" is hereby amended by adding a Schedule A-6 which is attached to and forms part of this Bylaw.
3. Section 4.3 of "Hudson's Hope Garbage Collection Bylaw No. 838, 2014" is hereby amended to insert reference to Schedule A-6.
4. Section 4.4 of "Hudson's Hope Garbage Collection Bylaw No. 838, 2014" is hereby amended to insert reference to Schedule A-6.
5. "Hudson's Hope Garbage Collection Bylaw No. 838, 2014" is hereby amended by deleting Schedule "B" and replacing with Schedule "B" attached to this bylaw.

Read a First Time this 8th day of January, 2018.

Read a Second Time this 8th day of January, 2018.

Read a Third Time this 8th day of January, 2018.

Adopted this day of , 2017.

MAYOR GWEN JOHANSSON

CORPORATE OFFICER, TAMMY MCKEOWN

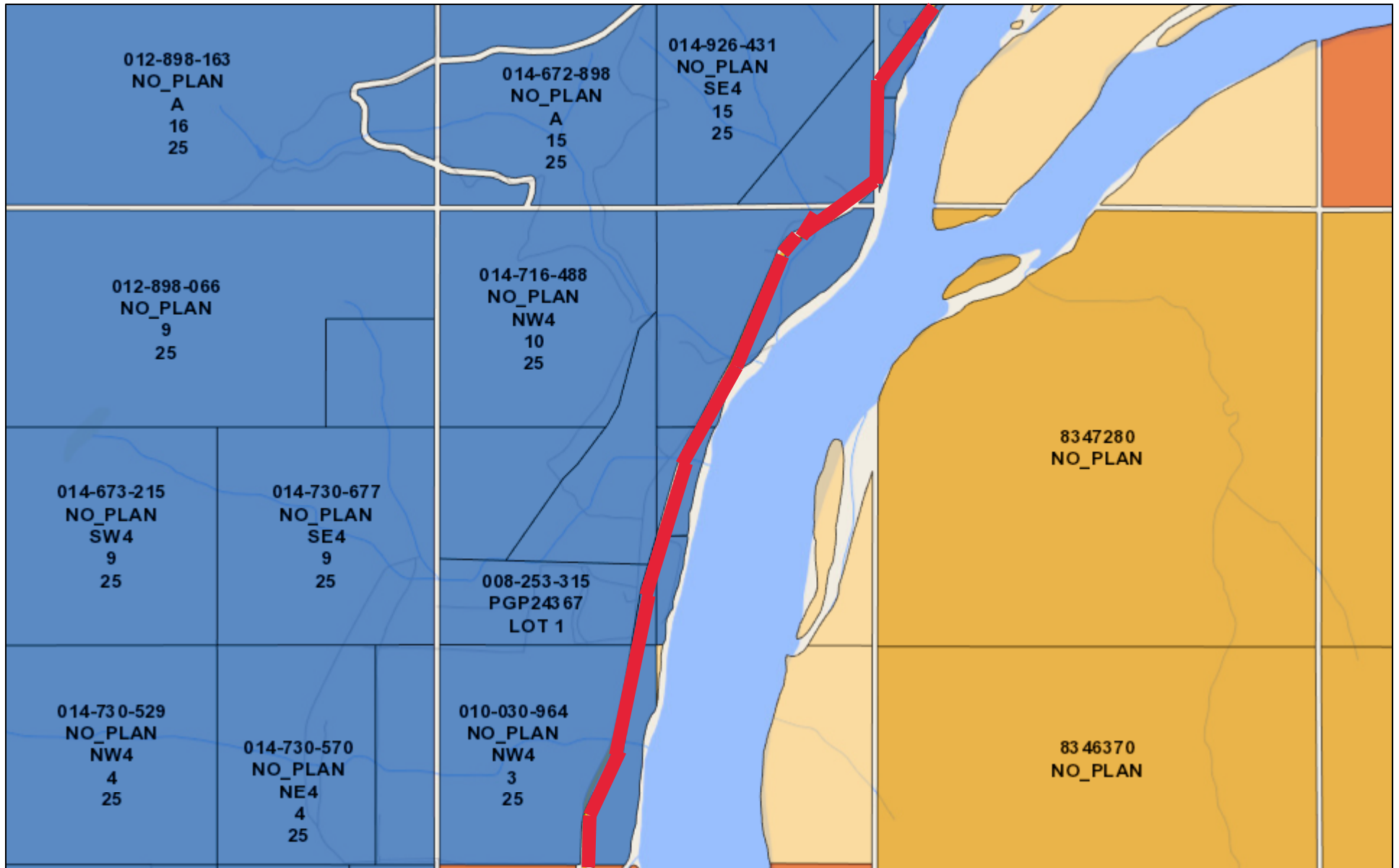
Certified a true copy of Bylaw No. 892, 2017

this ____ day of _____, _____.

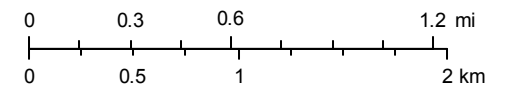
Clerk

Highway 29 N- Garbage Route Map (Schedule A-6)

January 22, 2018 Regular Council Meeting



1:36,12



Government of British Columbia, DataBC, GeoBC



Schedule B
Fees for Garbage Collection and
Use of Transfer Station

Description	Annual Fee (except where stated)
Fees for Premises within Collection Areas Shown on Schedules A-1, A-2, A-3, A-4, A-5 or A-6	
Residential Dwellings - once weekly collection	
(a) For each single family residence (each manufactured home in a manufactured home park is considered as a single family residence and the owner/operator is charged (pro rata) on the basis of occupied units each month.	\$118.00
(b) For each dwelling unit in a two-family residence or multi-family residence	\$118.00
(c) For each bed and breakfast unit in a residence	\$118.00 plus \$9.00/unit
Commercial and Other	
(a) For premises that receive daily collection (excepting Saturdays and Sundays)	\$716.00
(b) For premises that receive twice weekly collection	\$243.00
(c) For premises that receive once weekly collection	\$148.00
BC Hydro and Power Authority	
(a) W.A.C Bennett Dam- twice weekly collection: All household garbage removal sites.	\$15,600.00
(b) W.A.C Bennett Dam- once weekly: Cardboard removal.	\$6,500.00
(c) Peace Canyon Generating Station: Control Building garbage site General Trades Shop site	\$2214.00 \$2214.00
Fees for Premises outside of Collection Areas Shown on Schedules A-1, A-2, A-3, A-4, A-5 or A-6	
For access to and use of the transfer station by owners and occupiers of premises outside of collection areas shown on Schedules A-1, A-2, A-3, A-4, A-5 and A-6	\$30.00
The District of Hudson's Hope will provide one "Garbage Container" free of charge to every premise which pays for "Collection Services". The loss, replacement or an additional Garbage Container will be charged at the cost for each of:	\$65.00

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Johansson and Council
DATE: January 16, 2018
FROM: Wallace Roach, Safety and Bylaw Enforcement Officer
SUBJECT: Repealing Bylaw No. 87, Fireworks Regulation Bylaw No. 87

RECOMMENDATION:


That: *"Council repeal Fireworks Regulation Bylaw No. 87."*

STAFF REPORT:

After receiving an email from a distributor of fireworks from the lower mainland regarding the sales and usage within the District it was found that there is an old Bylaw in place that prohibits the sale or usage of fireworks from any other time except between the twenty – fourth of October, and the first of November in any year. As there are presently two retail establishments that sell fireworks to the public, and that there are other times throughout the year that fireworks are used it seems prudent to repeal the Bylaw. There is a mechanism in place within Bylaw 775, Fire Protection and Life Safety that prohibits the sale and usage during times of fire bans that encompasses the need for any type of prohibition.

ADMINISTRATOR COMMENTS:

Further discussion on this item is advised to explore the original intent of this bylaw. The Council at the time may have wanted to restrict the use of fireworks to the time noted in the existing bylaw - current Council may concur. I would also request input from the Director of Protective Services on this issue?



Tom Matus, CAO

Report prepared by: 

Wallace Roach, Safety and Bylaw Enforcement Officer

DISTRICT OF HUDSON'S HOPE

BY-LAW No. 87

The Council of the District of Hudson's Hope in open meeting, assembled
ENACT AS FOLLOWS:-

This By-law may be cited as the " Fireworks Regulation By-law No. 87 ".


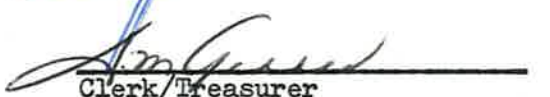
1. Interpretation:

Fireworks - includes cannon-crackers, fireballs, fire-crackers, mines,
Roman candles, sky-rockets, squibs, torpedoes, and such
other explosives as may be designated as such by Council.

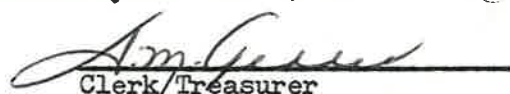
2. No person shall sell, give, fire, or set off fireworks, except between
the twenty-fourth day of October and the first day of November in any year.
3. The Fire Chief may designate certain fireworks unsuitable for sale to a
minor without the written permission of the parent or guardian of the said minor.
4. Notwithstanding the provisions of this By-law, fireworks may be sold to and
discharged by any person or organization conducting a public display if such
public display is held with the written permission of the Fire Chief, or of
a Local Assistant to the Fire Chief having jurisdiction in the fire district
within which such public display is to be held.
5. For the purpose of carrying into effect the provisions of this By-law
according to their true intent or of supplying any deficiency therein, the
Council may make such regulations, not inconsistent with the spirit of this
By-law, as are deemed necessary or advisable. All regulations so made shall
be published as amended, and thereupon have the same force and effect as if
incorporated in this Act.

READ a first time the 19 day of June, A.D. 1968.
READ a second time the 26 day of June, A.D. 1968.
READ a third time the 26 day of June, A.D. 1968.

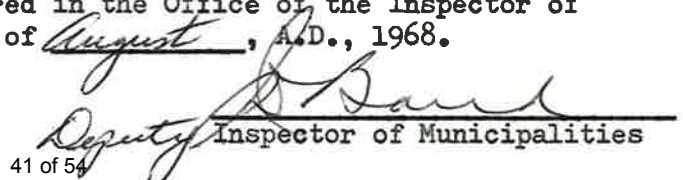
RECONSIDERED AND ADOPTED the 17 day of JULY, A.D. 1968.


Mayor

Clerk/Treasurer

I hereby certify that this is a true copy of By-law No. 87 of the District of
Hudson's Hope, cited as the " Fireworks Regulation By-law No. 87 ".


Clerk/Treasurer

A true copy of By-law No. 87 registered in the Office of the Inspector of
Municipalities this 21st day of August, A.D., 1968.


Deputy Inspector of Municipalities

Fire Protection & Life Safety Bylaw 775

custody and control of all **buildings, apparatus** and equipment of the **Fire & Rescue Service**.

- b. The **Fire Chief** and any **officer, member** or other person authorized by the **Fire Chief** to act on behalf of the **Fire Chief**, may exercise one or more of the following powers:
- i. make and enforce rules, policies or guidelines for the proper and efficient administration and operation of the **Fire & Rescue Service** and change, replace or withdraw the rules as necessary;
 - ii. enter on property and inspect **premises** for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from fire;
 - iii. take measures considered necessary to prevent and suppress fires, including the demolition of **buildings** and other structures to prevent the spreading of fires;
 - iv. require an **owner** or **occupier** to undertake any actions the **Fire Chief** considers necessary for the purpose of removing or reducing any thing or condition the **Fire Chief** considers is a **fire hazard** or increases the danger of fire;
 - v. exercise some or all of the powers of the Fire Commissioner under Section 25 of the *Fire Services Act*, and for these purposes that section applies;
 - vi. commandeer any privately-owned vehicles or equipment which the **Fire Chief** considers necessary to combat, control or otherwise deal with an **incident**. All associated and actual costs of such usage will be the sole responsibility of the property owner where the **incident** occurs;
 - vii. enforce this Bylaw and any other **District** bylaws, rules, orders and regulations for the prevention and suppression of fire and the protection of life and property;
 - viii. impose a written ban on open fires when he deems it necessary to protect life and property;
 - ix. declare, in writing, any forested or woodland area within the **District** closed when he deems it necessary to protect life and property;
 - x. collect and disseminate information in regard to fires in the **District**;
 - xi. provide, advise and make recommendations to other officers and employees of the **District**, to **Council**, and to the public, in accordance with any applicable **District** policies and procedures, in relation to:
 - 1. the provision of adequate water supply and pressure for firefighting applications;
 - 2. the installation and maintenance of **fire protection equipment**;
 - 3. the enforcement of measures for the prevention or suppression of fire and the protection of life and property;



December 15, 2017

Robert Norton
Hudson's Hope Fire Department
Box 494
Hudson's Hope, BC
V0C 1V0

Dear Hudson's Hope Fire Department,

Fire Fighters are committed to responding swiftly and courageously to emergencies in their communities. It is with the same spirit of dedicated action that Fire Fighters endeavor to help those in need, immediate crisis or not. Fire Fighters continue to generate awareness and support for those with neuromuscular disorders and give hope to everyone affected. As a result of all their hard work, Fire Fighters are our single most important sources of revenue since 1954.

On behalf of Muscular Dystrophy Canada, I would like to thank Hudson's Hope Fire Department for your generous donation of \$1,500.00. This donation will be credited to your Department's fundraising totals for this fiscal year, which ends March 31, 2018.

2017 marks the 63rd year of progress and work by the tireless volunteers and members of Muscular Dystrophy Canada. We're extremely proud of all that we've done, and we wouldn't be where we are today without the support of our Fire Fighters, donors, chapters, and volunteers. Our research has led to advancements in treatments, and has helped Canadians with neuromuscular disorders live longer, more enriched lives. We continue to look towards the day we'll find a cure. And as more people join us to help carry our message across Canada, the closer we'll get to that goal. Thank you for your support.

Yours sincerely,

A blue ink signature of Devon Bailey.

Devon Bailey
Manager, Fire Fighter Relations, BC & Yukon
Muscular Dystrophy Canada



Dear District of Hudson's Hope

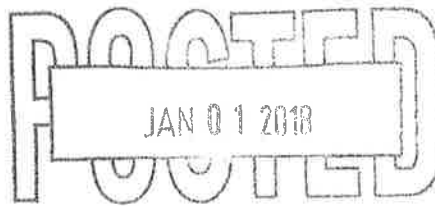
Thank you for awarding me with the Volunteer of the Year Award.

After some consideration, I have finally decided what I'd like to do with the money. I'd like to use \$750 towards a part of my education. I would like to donate the other \$250 towards Hope for Health's new initiative. This is a breakfast program for the school, encouraging healthy eating. I selected this program because I'm passionate about making healthy choices and educating others to do the same. No matter the age, it is important for everyone to make an effort in adopting a healthy lifestyle.

Thank you so much again for this opportunity. I appreciate all that this community has to offer, and I'm excited to be able to give back a little.

Best wishes,
Stay Healthy!

Celina Fequet



F2030 \$750.00

10-1002-5133

HUDSON'S HOPE COUNCIL

So this is it 2018, another year to budget for a new crop of flowers. Having a few flowers is a nice touch but what is done here is ridiculous.

Our provincial government will spend 10.7 Billion in the Peace area, a percentage of that here in Hudson's Hope.

So my point is, I would like to listen to a local radio station news, weather, etc.

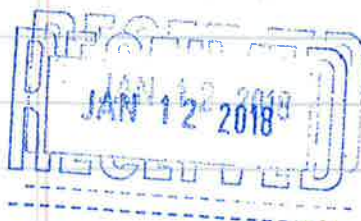
101.5 The Bear FT SF JOHN

but this has proven to be impossible.

FIX IT PLEASE

yours truly

Ray Lambert



THE CITY OF VICTORIA



OFFICE OF THE MAYOR

January 4, 2018

BC Minister of Justice and Attorney General
1001 Douglas Street
Victoria, BC V8W 2C5

Dear Honourable David Eby:

Re: Modernizing the BC Motor Vehicle Act

On November 23, 2017 Council endorsed the Road Safety Law Reform Group of British Columbia's Position Paper entitled *Modernizing the BC Motor Vehicle Act*.

On behalf of the City of Victoria, I am requesting that the Government of British Columbia review and modernize the BC Motor Vehicle Act to increase safety for all road users and achieve the "Vision Zero" objective of making BC's roads the safest in North America and eliminating road-related injuries and deaths by 2020.

Cycling and walking are important modes of transportation. According to the 2016 census, 37% of Victoria residents walk, cycle or use other forms of active transportation for their journey to work. Benefits of increased active transportation mode share include congestion management, reduced greenhouse gas emissions and air particulates, enhanced transportation affordability and improved community health.

As a part of the City's commitment to increasing active transportation use, we are in support of updating the Motor Vehicle Act to reflect the importance of all road users, to create new rules that improve cyclist and pedestrian safety, and to add fines that threaten vulnerable road users.

Other jurisdictions have modernized their laws to clarify the rights and responsibilities between motorists and cyclists, to align traffic laws with new infrastructure design standards and traffic management practices, and to ensure that the laws remain equitable for vulnerable road users.

Clearly articulated rules, roles and responsibilities can help to increase understanding and compliance with BC traffic laws and reduce conflicts on the road. Additionally, reforms can assist law enforcement agencies in prioritizing enforcement to target activities most likely to result in collisions, injuries and fatalities among vulnerable road users.

Thank you for your attention to this matter. We look forward to your response.
Sincerely,

A handwritten signature in black ink, appearing to read "Lisa Helps".
Mayor Lisa Helps

cc. Premier John Horgan
Minister of Transportation and Infrastructure – Honourable Claire Trevena
Members of the Legislative Assembly
AVICC
UBCM



Hudson's Hope Radio Amateur Club

January 22, 2018 Regular Council Meeting



PO Box 90, Hudson's Hope, BC V0C 1V0

778-785-3711

January 13, 2017

Re: 2017 HH Financial Assistance Grants

To whom it may concern:

The Hudson's Hope Radio Amateur Club (HHRAC) would like to thank the district of Hudson's Hope for donating \$2000 to support the purchase of a new and upgraded repeater control for our Bullhead Mountain location. This repeater operates on a frequency of 146.880 MHz.

This repeater controller provides enhanced reliability, and functionality above and beyond our existing repeater controller, and includes a built-in phone patch to enable amateur radio operators to make telephone calls from within the coverage area (which is greater than the cell phone coverage areas).

Breakdown of expenditure, balance covered by the HHRAC

Repeater Controller	\$1,976.18	(\$1,403.90USD)
GST	\$90.12	
PST	\$126.17	
Handling	\$9.95	
Total	\$2,202.42	

This provides enhanced safety for amateur radio operators and others while working, playing and exploring the Hudson's Hope area.

Once again, thank you for donating these funds

Tyler Schwartz
VE7TJS
Secretary/Treasurer
Hudson's Hope Radio Amateur Club



www.hhrac.com

VE7RHH

VE7HHC

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C5

Fit For Life Request 2018

Greta Goddard

BCRPA Fitness Instructor

January 18, 2018

Dear Council,

I am requesting that the District of Hudson's Hope continue to sponsor Fit for Life with the same monetary support of \$2610.00 for the 2017 year.

Fit for Life has proved to be an extremely valuable community program. It is a lighter intensity exercise program designed to accommodate folks who have low mobility issues and a limited range of motion. The program is geared primarily to seniors, but over the years, it has served many age groups and fulfilled many needs. The very structured and focused exercises combined with instructions on proper technique and form allow participants to work within and simultaneously challenge their abilities. It also provides a safe environment for those who are new to fitness programs and for those who are recovering from injuries. In addition to the physical benefits, it also allows for a social connectivity. It's an excellent program and definitely fulfills a need in the community.

The District of Hudson's Hope has generously sponsored this program since its inception in 2009. Unlike the increasing costs for everything around us, prices have remained low and unchanged for the past eight years. This can be attributed to the District's ongoing support allowing for an economical and affordable rate. The longevity of the program is testimony to its success.

Thank you on behalf of all the participants for offering a program with such benefits. The measure of success is obvious from their comments.

Participant Comments:

"If it weren't for your class, I don't know what I would do."

"It gets me out of the house." "This is worth the drive."

"Finally, something I can do."

"I used to have problems with my legs. They would just shake and keep me awake at night. Since I have started this class, I don't have any more problems."

"I can get out of my bathtub."

"It gives you energy. I can do things."

"I had to climb a mountain and I did it!"

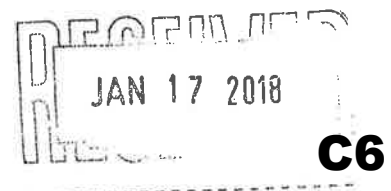
"I feel good." "It's fun!" "More people should do it."

"I need this."

"I lost something under my coach and I just bend down and picked it up. I couldn't do that before."

"It's important to stay active. That's how you stay young."

"You have been more help to me than all the doctors I have seen."



Classes are held each Monday and Thursday for four weeks for a total of 32 classes per session. Session 1 runs from January to May. Session 2 runs from September to December.

Expenses include:

Rental fee: \$672.00 per session

Equipment purchases and replacement costs: \$150 annually

Insurance costs: \$140 annually

BCRPA renewal and membership: \$800 per year

Note: this is an estimate. Amount depends on the costs of renewal courses and travel costs.

Participant rates:

\$64 for seniors (\$2.00 per class), \$112 for adults and \$5.00 per drop in

In 2017, fees collected amounted to \$765.00

There has been an increase in the number of regular participants from five to seven and approximately eight folks who drop in "regularly" to participate.

Previous District sponsorship:

\$320 per 8 classes = \$1280 per session. X 2 = \$2560.00. Insurance costs: \$50 per year.

This sponsorship has been instrumental in making the program work.

I sincerely hope the District will consider continuing the sponsorship for 2018 Fit for Life.

Thank you for supporting this program. Please contact me if you would like more information.



Greta Goddard

Commit to Fit!

Greta's Class Act Services

BCRPA Fitness Instructor

Box 687

Hudson's Hope, BC

V0C 1V0

Tel: 250-783-0855

hhclassactfitness@gmail.com

www.lovehudsonshope.com



7170 Cheam Avenue
P.O. Box 70
Agassiz, British Columbia
Canada V0M 1A0

Tel: (604) 796-2235
Fax: (604) 796-9854
Web: www.district.kent.bc.ca

January 16, 2018

The Honourable Selina Robinson
Minister of Municipal Affairs and Housing
Parliament Buildings
Victoria, B.C. V8V 1X4

Dear Minister Robinson:

RE: Cannabis Sales Revenue Sharing

A letter dated March 16, 2017 (copy attached) was sent from the Union of B.C. Municipalities (UBCM) to The Honourable Suzanne Anton, Minister of Justice and Attorney General, in regards to concerns related to the legalization of marijuana in Canada. Of particular interest, the letter expressed the concerns of B.C. municipalities that marijuana taxation revenue be fairly distributed among all orders of government, including local governments. As it is very troubling that there has been no apparent progress in this regard, I am writing on behalf of the District of Kent Council today to personally reiterate that increased costs and responsibilities related to marijuana legalization without any confirmed source of additional funding will place a huge burden on local governments.

With the legalization of cannabis sales now imminent, the need for a formal agreement that will divide the tax revenue on cannabis sales in a fair and equitable manner is critical for municipalities. From our perspective, smaller municipalities with limited funding opportunities available for new responsibilities will be particularly impacted by these changes. The legalization will result in additional costs for local governments in social and policing costs. A Federation of Canadian Municipalities (FCM) paper is stating that that the impact may affect policing, fire services, building codes, city planning, municipal licencing and standards, public health, social services, and communications.

Current discussions regarding revenue sharing involve the Federal and Provincial governments with no inclusion of local governments. Therefore, we implore you to address this matter soon and present a formal funding agreement for B.C. municipalities. Fifty percent (50%) of the provincial share of the cannabis tax sharing formula being provided to local governments is suggested as an adequate and equitable share to support costs and services incurred by local governments.

Thank you for your time and consideration to this matter of urgent concern to all B.C. municipalities.

A handwritten signature in black ink, appearing to read "J. Van Laerhoven".

John Van Laerhoven
Mayor

cc: The Honourable David Eby, Attorney General
UBCM Municipalities



March 16, 2017

The Honourable Suzanne Anton
Minister of Justice and Attorney General
Room 232, Parliament Buildings
Victoria, B.C. V8V 1X4

RE: Legalization of Marijuana

Dear Minister,

I write to you today regarding local government concerns related to the legalization of marijuana in Canada. BC local governments have adopted resolutions requesting direct involvement in the process to establish a regulatory approach to marijuana, and that marijuana taxation revenue be fairly distributed among all orders of government, including local governments. I would like to request a meeting at your convenience to discuss these issues, and other local government concerns that we may address through collaborative solutions.

To this point, UBCM has not been presented with an opportunity to directly engage in meaningful discussion with the provincial government regarding a framework for legal access to marijuana, and in particular a marijuana distribution framework. With federal legislation expected in the near future, it is important that local governments and the Province begin discussion on how to best prepare for the ensuing changes.

Potential costs and responsibilities related to marijuana legalization without any confirmed source of additional funding could place a large burden on local governments, who may bear substantial enforcement and oversight costs, and at this point only receive 8-10% of overall taxation revenue. Previous experience with medical marijuana has shown that, without funding, local governments face difficulties in enforcing laws, leading to the unregulated environment that exists today. As such, UBCM would greatly appreciate an opportunity to discuss the concerns of BC local governments as they pertain to marijuana legalization. Bhar Sihota, UBCM Policy Analyst, may be reached at (604) 270-8226 Ext. 114 or bsihota@ubcm.ca to arrange a meeting.

We look forward to partnering with you in the development of an effective regulatory framework for legal access to marijuana.

Sincerely,

A handwritten signature in dark ink, appearing to read "M. Krause", written in a cursive style.

Murry Krause
President, Union of BC Municipalities

cc: *The Honourable Peter Fassbender, Minister of Community, Sport, Cultural Development, and Minister Responsible for TransLink*



City of Fort St. John
10631 100 Street | Fort St. John, BC | V1J 3Z5
(250) 787 8150 City Hall
(250) 787 8181 Facsimile

Mayor Gwen Johansson
Box 330
Hudson's Hope, BC V0C 1V0

January 15, 2018

Dear Mayor Johansson & Councillors,

RE: High on Ice Festival 2017 – Mayor's Ice Carving Challenge

The High on Ice Winter Festival is a fantastic family event that takes place in Fort St. John every February. It is one of British Columbia's only ice carving events and offers a full weekend of fun.

The opening ceremonies begin at 6:30 pm in Centennial Park on Friday, February 9 followed. These ceremonies feature free hot chocolate, locally made pizza and beer, activities for children, opening remarks, the annual council slide off, and a fire and glow show!. It is also a chance to learn about the ice carvers that come from all over the world to showcase their skills.

You are also hereby challenged to compete in the High on Ice Festival Mayor's Ice Carving Challenge, on **Saturday, February 10th from 9:00am - 4:00pm**. Pride and glory for your community are up for grabs along with the coveted trophy!

Additionally, we will be offering a Chainsaw Safety Course on **February 2** at 9:00 am at the North Peace Leisure Pool meeting room. The course will be run by Sherri, from Assertive Safety Services and she will be going over the basics of chainsaw safety for the purposes of ice carving in case anyone is interested. This is free for any officials please RSVP your attendance by January 26, 2018.

If you would like to accept the challenge, please contact Marissa Jordan at 250 794 3262 or e-mail mjordan@fortstjohn.ca by **January 26, 2018**. Once you have accepted the challenge, additional information will be provided to you.

We hope to see you either in the Mayor's Challenge or at the opening ceremonies in the Energetic City!

Sincerely,

Marissa Jordan
Recreation Programmer
City of Fort St. John
Direct line 250 794 3262



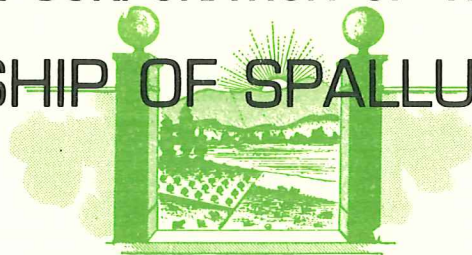
/mj

THE CORPORATION OF THE
TOWNSHIP OF SPALLUMCHEEN

TEL. (250) 546-3013
FAX. (250) 546-8878
OUR FILE NO.

4144 Spallumcheen Way
Spallumcheen, B.C. V0E 1B6

Email: mayor@spallumcheentwp.bc.ca



www.spallumcheentwp.bc.ca

January 16th, 2018

OFFICE OF THE MAYOR

Mayor Greg McCune
City of Enderby
PO Box 400
Enderby, BC V0E 1V0

Dear Mayor McCune:

Re: Letter of Support for the Adoption of a Flexible Ride-Sharing Regulation in the Province of BC

At the Monday, January 15th, 2018 Regular meeting of Spallumcheen Council the following resolution of Council was passed:

"...THAT the Township of Spallumcheen Council direct staff to provide a letter of support to the City of Enderby regarding their initiatives introduced at the 2017 UBCM for the province to implement legislation for a regulatory framework that provides flexibility for programs such as ride-sharing programs to support small, rural and remote communities where public transportation is limited."

The Township of Spallumcheen Council agrees there is a need for solving passenger transportation challenges in rural communities where public transit cannot accommodate the needs of residents within our rural communities. There is a great opportunity for increasing jobs related to casual part-time transportation services, like Uber as an example. These types of services allow job expansion for our residents, while supporting transportation for our residents.

As you have noted, ride-sharing programs could enhance our communities so long as there is a provincial regulatory regime that is attainable. Providing regulations and licensing for a safe and reliable service that promotes licensed individuals within the community supporting the community could vastly improve our transportation limitations. Residents could have much needed access for rides to medical and other related appointments as well as reduce impaired driving. This is a great opportunity to also reduce alcohol related impaired driving potential and with the planned legalization of cannabis provides support for better decision making for all British Columbians when operating a motor vehicle.

Thank you for your leadership with regards to bringing this matter forward to the provincial level. Please accept this letter of support for these proactive initiatives that have great potential to improve lives within our area. If you have any questions in this regard please contact the undersigned.

Respectfully,

A handwritten signature in blue ink, appearing to read "Janice Brown", is written over a horizontal line.

Janice Brown
Mayor



DOUBLE "H" SADDLE CLUB



To Our Valued Supporter : DISTRICT OF HUDSON'S HOPE

On behalf of the Members of the Double H Saddle Club we would like to extend our Gratitude of Appreciation for your honoured monetary Grant of \$8000 towards our 2017 replacement of Exit Doors to the Indoor Arena.

We truly rely on the help and support of the District of Hudson's Hope to enable our maintenance and renovations to the upkeep of the Equine Facilities for our ongoing Revision Plan.

It is with the continued support of your business that we can annually promote the sport of rodeo to the Northern contestants of the BC High School Rodeos; Grades 6-12. We also are proud to accommodate the Hudson's Hope High School Equine Studies Program for students in grades 7-12 to learn about riding, training, and caring for horses.

Having a safe and updated arena has drawn many new trainers and riders of many different equine disciplines to move to our small town.

Thank You again for your commitment to support our club. We proudly display your Company Logo on our Rodeo Fence. We appreciate your generosity and hope to continue a great relationship with you in the future.

Sincerely Thankful from, The Board of Executive

Double 'H' Saddle Club of Hudson's Hope, BC

