



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

Council Chambers

Monday March 12<sup>th</sup>, 2018 at 6:00 PM

**1. Call to Order:**

**2. Delegations:**

D1 Canadian Association of Petroleum Producers: update on the state of the Canadian oil and natural gas industry Page 3

**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 February 26th 2018 Regular Council Meeting Page 5

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

**8. Staff Reports:**

|      |  |         |
|------|--|---------|
| SR1  | CAO Report and Update                            | Page 13 |
| SR2  | Appointment of election officials 2018           | Page 15 |
| SR3  | District of Hudson's Hope Tartan                 | Page 18 |
| SR4  | Williston lake Resort Subdivision Dedicated Road | Page 19 |
| SR5  | Recreation and Special Events Update             | Page 32 |
| SR6  | Financial Assistance Grants                      | Page 49 |
| SR6a | Double H Saddle Club                             | Page 51 |

**9. Committee Meeting Reports:**

**10. Bylaws:**

**11. Correspondence**

|     |  |         |
|-----|--|---------|
| C1  | Site C Construction Schedule   | Page 56 |
| C2  | Correspondence from the Township of Spallumcheen                             | Page 58 |
| C3  | Fort St. John Chamber of Commerce Luncheon                                   | Page 59 |
| C4  | Letter from the Honourable Katrine Conroy and the Honourable Katrina Chen    | Page 61 |
| C5  | Northern Healthy Communities Forum 2018                                      | Page 63 |
| C6  | Site C Regional Community Liaison Committee - December 2017 Workforce Report | Page 64 |
| C7  | ALC Survey: Local Government Engagement                                      | Page 67 |
| C8  | Notice from the National Energy Board  | Page 68 |
| C9  | NCLGA Board Report   | Page 73 |
| C10 | 2018 Northeast British Columbia Community Coal & Energy Forum                | Page 77 |
| C11 | Association of Vancouver Island – Asset Man.                                 | Page 79 |

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

|     |                           |         |
|-----|---------------------------|---------|
| CR1 | Mayor's Report to Council | Page 84 |
|-----|---------------------------|---------|

**13. Old Business:**

**14. New Business:**

**15. Public Inquiries:**

**16. Adjournment:**



HUDSON'S  
HOPE  
PLAYGROUND OF THE PEACE

## DISTRICT OF HUDSON'S HOPE

### Delegation to Council Request Form

Name of person or group wishing to appear before Council:

Canadian Association of Petroleum Producers

Subject of presentation: Update on the state of the Canadian oil and natural gas industry, including challenges and opportunities currently facing the sector.

Purpose of presentation: ☒ information only  
☐ requesting a letter of support  
☐ requesting funding  
☐ other (provide details)

Contact person (if different than above):

Cam Sorenson

Telephone number: 403-776-1417

Email address: cam.sorenson@capp.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

Cam Sorenson

Name of Delegate or Representative of Group

CS

Signature

Sept. 14, 2017

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: _____   |



**REGULAR COUNCIL MEETING**  
**February 26, 2018**  
**6:00 P.M.**  
**COUNCIL CHAMBERS**

Present **Council:** Mayor Gwen Johansson  
Councillor Travous Quibell  
Councillor Kelly Miller  
Councillor Caroline Beam  
Councillor Heather Middleton  
Councillor Mattias Gibbs  
Youth Councillor Jade Rowe

**Absent:** Councillor Dave Heiberg

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

**Other:** 2 in gallery

1. **CALL TO ORDER:**  
The meeting called to order at 6:04 p.m. with Mayor Gwen Johansson
2. **DELEGATIONS:**
3. **NOTICE OF NEW BUSINESS:**  
**Mayors Additions:** *Mayor's Report*  
**Councillors Additions:**  
**Staff Additions:** SR4, SR5
4. **ADOPTION OF AGENDA AS AMENDED BY CONSENSUS**
5. **DECLARATION OF CONFLICT OF INTEREST:**

6. **ADOPTION OF MINUTES:**

M1 **February 13 2018 Regular Council Meeting**

**0550-01**

RESOLUTION NO.028/18

M/S Councillors Quibell/Miller

That

*"The minutes of the February 13, 2018 Regular Council Meeting be adopted as presented."*

**CARRIED**

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

BA1 **C9 NCLGA**

**0400-01**

- Mayor Johansson and Councillor Heiberg to attend the NCLGA conference in Fort Nelson on May 8-10, 2018.

**M1**

- BA2     **C8 ALR and ALC Revitalization**     **0400-30**
- Mayor Johansson attend the stakeholder meeting in Fort St John on February 22.
  - The Committee has received some good recommendations.
  - It is unsure what the Province's stance is in regard to the existing system; there is a chance that they may opt to return to a one zone system in comparison to the existing two zone system.
- BA3     **SR5 GO-Fund Committee**     **0540-01**
- Committee meetings can be attended via teleconference

8.     **STAFF REPORTS:**

- SR1     **Mutual Aid Agreement with Charlie Lake Fire Department**     **0110-01**  
**RESOLUTION NO.029/18**     **0720-01**  
M/S Councillors Miller/Gibbs  
That  
*"Council enter into a mutual aid agreement with the PRRD for the sharing of resources between Hudson's Hope Fire Rescue and the Charlie Lake Fire Department."*  
**CARRIED**

- SR2     **Committee Appointments**     **0540-01**
- New committee to be set up for Capital Projects; terms of reference will need to be drafted.
- RESOLUTION NO.030/18**  
M/S Councillors Beam/Quibell  
**THAT:**  
*"Council appoint the following Council Members and Members at Large to the corresponding Committees as amended:  
Mayor is ex-officio on all committees*

|  |   |
|--|---|
| <b>Industrial &amp; Housing Committee</b>      | Councillors<br>Heiberg/Miller/Gibbs<br>Public: Darin Thompson   |
| <b>Promotional/Donations</b>                   | Councillor Miller   |
| <b>Medical Services Group</b>                  | Mayor Johansson, Councillor Heiberg   |
| <b>Tourism (includes RV &amp; Trackway)</b>    | Councillor Beam/Miller  |
| <b>Volunteer/Youth Volunteer/Scholarships</b>  | Councillor Beam/Middleton   |
| <b>Parks And Recreation Advisory Committee</b> | Councillors Middleton/Beam/<br>Miller<br>Staff: Kaitlyn Atkinson, SEC<br>Public: Coleman Mercereau,<br>Debbie Beattie, Lynnea<br>Stacey |

**Appointments to External Organizations**

|                                    |   |
|------------------------------------|---|
| <b>North Peace Airport Society</b> | Councillor Heiberg<br>Protective Services, Bob Norton |
|------------------------------------|---|

|  |   |
|--|---|
| Community Hall Society                   | Councillor Quibell  |
| Hudson's Hope Library                    | Councillor Middleton  |
| Northern Development Initiative Trust    | Councillor Quibell, Mayor Johansson                             |
| Alaska Highway Community Society         | Councillor Miller   |
| Community Engagement Committee (CEC)     | Councillors Heiberg, Miller<br>CAO                              |
| Atkinson's Quality Assurance Team (AQAT) | Councillor Heiberg, CAO<br>Hydro Representative: Darin Thompson |
| Site C Advisory Working Group            | Mayor Johansson   |

#### **Liaison with Staff**

|                     |   |
|---------------------|---|
| Personnel Committee | Mayor Johansson,<br>Councillors<br>Heiberg/Miller/Quibell |
| Public Works        | Mayor Johansson,<br>Councillor Heiberg/Miller             |
| Lease Agreements    | Councillor Heiberg/Miller                                 |
| Capital Projects    | Councillor Gibbs  |

#### **Monitoring**

|                    |                             |
|--------------------|-----------------------------|
| Finance Monitoring | Councillors Middleton/Gibbs |
| Bylaw Monitoring   | Councillor Middleton        |

#### **CARRIED**

SR3 **Playground Leader –Summer Student** **0530-01**  
Refer to next Strategic Planning Meeting

SR4 **Site C Advisory Working Group** **0540-01**  
• Mayor Johansson will attend the initial meeting being held via **6660-20**  
teleconference. Follow-up meetings will be in Fort St John

RESOLUTION NO.31/18

M/S Councillors Middleton/Miller

#### **THAT:**

"Council appoint a Mayor Johansson to the Site C Advisory Working Group to represent the community and Council to review proposed amendment applications from Site C in regard to the Site C Project's Environmental Certificate."

#### **CARRIED**

SR5 **CAO Action and Other Updates** **0110-01**  
• Grant Writer Application **2240-01**  

- o Approved for \$8,000 Grant Writer Grant **1855-01**
- o Agreement to be put in place with the Electoral Areas for the shared services of a grant writer.
- o Electoral areas have chosen a firm, located in Charlie Lake, to provide the grant-writing services.

9. **COMMITTEE MEETING REPORTS:**  
**CM1 North Peace Airport Society** **0540-01**
- Discussion in regard to Agenda including minutes from other Council Committees.
    - Not necessary but are willing to have them included for information purposes
    - Airport Society minutes should continue to be included as they show residents that the District is one of the owners of the North Peace Airport.
    - Historical Society, Northern Development Initiative Trust Committee and Library Board minutes to be included in agenda when received.
10. **BYLAWS:**
11. **CORRESPONDENCE:**
- C1 **Peace River Local Government Association Meeting** **0360-01**  
 FOR INFORMATION.
- C2 **Nursing Program in the Northeast** **4920-01**  
  - Awaiting presentation of Auditor General's Report
 FOR INFORMATION.
- C3 **Negotiating a Consultation Agreement** **0390-01**  
  - Presents insight on negotiating with First Nations and the best approach to utilize.
  - Information provided may be a useful tool when working with the Provincial government.
  - CAO attended previous session; discussion with members of Provincial Government in attendance in regard to including municipalities in land agreement discussions; believes would be beneficial to have an elected official attend the upcoming session.
  - Discussion in regard to Ministry of Indigenous Relations and Reconciliation and the need for consultations with Local Governments.
 FOR INFORMATION
- C4 **Establishment of an Invasive Plant bylaw** **4000-01**  
  - District of Hudson's Hope property bylaw encompasses the regulations in regard to invasive plants.
  - Have been able to make good headway in regard to dealing with any invasive plant issues in the community.
  - The District of Hudson's Hope works in conjunction with the Peace River Regional District when any issues arise.
 FOR INFORMATION
12. **REPORTS BY MAYOR & COUNCIL ON MEETINGS AND LIAISON RESPONSIBILITIES**
- CR2 **Mayor's Report to Council**  
  - **Presentations of Research by UBC and Geo-Science BC**



- Aaron Cahill will be reporting the findings from the experiment to determine how methane moves through soil (dry and saturated) in Beryl Prairie & Farrell Creek areas.
- Geo-Science BC has completed their aerial data collection to identify geology likely to indicate underground aquifers; Carlos Salas will be in attendance at the open house to report on their findings.

**RESOLUTION NO.32/18**

**M/S Councillors Middleton/Beam**

**THAT:**

*"Council support the March 6, 2018 Geo-Science presentation by providing the venue."*

**CARRIED**

- **Site C**
  - Maps of the impact area between Dinosaur Lake and Site C was provided by Darin Thompson. Council will have the opportunity to review them after the February 26, 2018 meeting adjourns
- **School District 60 Joint meeting**
  - Attended by representatives from School District 60, Electoral Areas B and C, District of Hudson's Hope, District of Chetwynd and the City of Fort St John.
  - District of Hudson's Hope has supported the School District through a large amount of funding for the gymnasium; agreement was made at time of funding that the gymnasium would be available for the community to utilize.
  - [DIARIZE- review of agreement.](#)
  - School District voiced concerns in regard to the tables and chairs that were purchased for large events; these assets are starting to wear-out due to being moved between multiple locations. Council would like to see if there is a grant available in regard to replacement of these assets. It would need to be determined if the Parent Advisory Committee would be eligible to make grant application.
  - Rural and Remote Schools report has not yet been ratified or released. Request for a resolution to be brought forward to the North Central Local Government Association; to be included with Councillor Quibell's resolutions.
  - Niche courses have proven to be successful in Hudson's Hope. Suggestion made in regard to skateboarding program, perhaps in regard to the business side of a skate park. [Youth Councillor Rowe to bring concept to the school to determine interest.](#)
  - 2019 Joint meeting to be hosted by District of Hudson's Hope. District of Taylor will forward copy of minutes from the 2018 meeting.
- **Mass Communication Software**

- All members of the Peace River Regional District Board voted to opt in. The District of Hudson's Hope cost will be approximately \$438 per year.
- **Economic Development**
  - Two Development commissions collapsed in the last year; looking to implement a single commission.
  - Request for opportunities that municipalities would like to participate in; Tumbler Ridge Geo-Park is one option.
  - Geographic Information System costs were discussed; majority of the assessment area is within Electoral Area A, the District of Hudson's Hope are will see lower fees.

CR1 **Resolutions for NCLGA – Councillor Quibell**

RESOLUTION NO.33/18

M/S Councillors Miller/Gibbs

**THAT:**

*" Council approve submitting, by resolution, the following 2018 NCLGA resolutions:*

**Daylight Savings Time**

**Whereas** daylight savings time no longer serves a vital function in today's connected economy, the practice costing more to sustain today than the actualized savings historically achieved through its implementation, and;

**Whereas** there is a measurable impact to the health and safety of the general public each time daylight savings time changes are implemented (twice per year),

**Therefore Be it Resolved** that the District of Hudson's Hope petitions the Province of British Columbia to abandon the practice of Daylight Savings Time and implement a single time zone province wide.

**Annual Financial Disclosure Requirement for Local Government Elected Officials**

**Whereas** there has been a recent change in Local Government to move from 3 year to 4 year terms for Local Government Elected Officials, and;

**Whereas** the current requirement is that Local Government Elected Officials complete a Financial Disclosure Statement Annually within 15 days of the beginning of the calendar year whether there has been a change in the Financial Position of the Elected Official or not,

**Therefore Be it Resolved** that the requirement of annual filing for Financial Disclosure Statements for Local Government Elected Officials be amended to require these disclosures only once per term or any time that the Financial Position of the Elected Official changes in a reportable way.

**CARRIED**

- As mentioned in Mayor's report, an additional resolution urging the Rural Roads report to be made public is to be created and brought back to Council for approval.

13. **OLD BUSINESS:**  
OB1 **Road Maintenance**

- Discussion in regard to the maintenance requirements for the road located in the new subdivision off 12 Mile Road.
  - Safety concerns voiced in regard to District of Hudson's Hope plows meeting YRB plows on the narrow 12 Mile road.
  - Determination needs to be made in regard to whether the road meets Municipal standards.
  - The road is deemed to be a low priority road and as such will only be maintained when time and resources allow.
  - Council stated that Public Works should continue based on our Policy.

14. **NEW BUSINESS:**

15. **PUBLIC INQUIRIES:**

16. **ADJOURNMENT:**

Mayor Johansson declared the meeting adjourned at 8:09pm

**DIARY**

***Conventions/Conferences/Holidays***

*Beryl Prairie Septic Field*

*NDIT Community Halls and Recreation Facilities Program-*

*-to be brought forward at Strategic Planning Meeting*

*School Gymnasium agreement*

***Diarized***

*07/25/16*

*08/14/17*

*02/26/18*

Certified Correct:

\_\_\_\_\_  
Chair/Mayor Gwen Johansson

\_\_\_\_\_  
Corporate Officer Tammy McKeown

## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** MAYOR JOHANSSON and COUNCIL  
**SUBJECT:** ACTION and other UPDATES  
**DATE:** March 12<sup>th</sup>, 2018  
**FROM:** Tom Matus, CAO

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### Staff Travel:

**Tom:** Annual Leave Mar 19 – Apr 10  
Canada Institute, Tom to give presentation on asset management, Edmonton, June 5<sup>th</sup> – 6<sup>th</sup>  
Intend to take the new Dir. Of Public Works: in return we receive free admission to conference. Am awaiting confirmation from Temple Consulting if MAIS software can interface modules as I requested, this is vital to the operation of the asset management program.

### Tentative

#### **Professional Development:**

MATI Leadership in Local Government Organizations: Bowen Island June 17<sup>th</sup> – 22<sup>nd</sup>

#### **Tammy:**

|                    |               |   |
|--------------------|---------------|---|
| NCLGMA             | Prince George | April 12 <sup>th</sup> - 13 <sup>th</sup> |
| Elections Training | Richmond      | April 27 <sup>th</sup>                    |
| LGMA               | Victoria      | May 15 <sup>th</sup> – 18 <sup>th</sup>   |

#### **Andrea:**

|                    |               |                        |
|--------------------|---------------|------------------------|
| Elections Training | Prince George | April 11 <sup>th</sup> |
|--------------------|---------------|------------------------|

#### **Lorraine:**

|                    |          |                        |
|--------------------|----------|------------------------|
| Elections Training | Richmond | April 27 <sup>th</sup> |
|--------------------|----------|------------------------|

### Director of Public Works Position

Resumes are being reviewed. We hope to do interviews by March 16<sup>th</sup>.

### Solar Array

Eight of the nine sites will be operational by March 9, 2018. The Pool will be operational by June pending all approvals from Council. The DPW Shop and Arena had produced 600 kw each on March 7<sup>th</sup>.

Peace Energy Cooperative will be providing us three O&M manuals.

Training for operating the solar arrays will be done around June 12<sup>th</sup>.

PEC has chosen a fabricator for the Pool structure array, they expect this project to be completed by the end of May.



Tom Matus, CAO

**SR1**

# GENERATE YOUR OWN ELECTRICITY AND LOWER YOUR HYDRO BILL

The Net Metering Program encourages BC Hydro customers to connect small (up to 100 kW), clean or renewable electricity generators to the grid and offset their electricity use.

At the end of each year, if you have generated more electricity than you have consumed, BC Hydro will pay you 9.99 cents per kWh.

Based on our experience to date, small electricity generators are usually solar photovoltaic (PV) panels, run-of-river or wind. However any clean or renewable generation can apply (as defined in B.C.'s Clean Energy Act).

## How can I generate my own electricity?

1. Be connected to BC Hydro's grid—and preferably have a smart meter.
2. Own a form of clean electricity generation that is located on your property.
3. Review the technical and safety requirements of the program at [bchydro.com/netmetering](http://bchydro.com/netmetering).
4. Apply to the Net Metering Program and contact us if you have any questions at [net.metering@bchydro.com](mailto:net.metering@bchydro.com) or 604 623 3878.

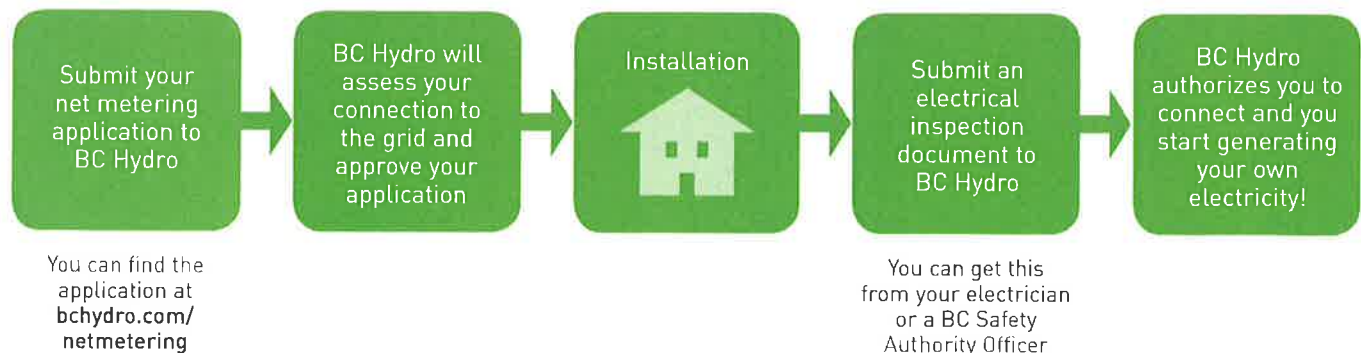


### QUICK FACTS

- A typical solar installation on a residential roof is 16 PV panels
- This number of panels typically generates 4,400 kilowatt hours of electricity over a year
- Solar systems of this size can cost approximately \$10,000 to \$20,000



## Process Guide





## What you can expect on your bill

As a net metering customer, your smart meter runs in two directions: it measures how much electricity is flowing into your home from the grid (inflow), and how much electricity is flowing to the grid (outflow).

- 1 Electricity inflow is 1,200 kWh
- 2 Electricity outflow is 200 kWh
- 3 Previous balance of generation is 100 kWh
- 4 Total amount of electricity to be charged to customer is  $1,200 - 200 - 100 = 900$  kWh



Prepared For  
**JOHN DOE**  
1234 ANYNAME ST  
ANYTOWN BC V6B 5A1

Billing Date  
**Jul 06, 2015**  
Pay By  
**Jul 28, 2015**

Account Number  
**1234 567**  
Please Pay  
**\$91.14**

**Invoice Number:**  
150000000001

### Meter Reading Information

**Electric:**  
Meter # 1111111  
May 06 3524  
Jul 06 4724  
62 days 1200

### Customer Service

**Phone:** 1-800-224-9376 **Power Out?** 1-888-769-3766  
**Mail to:** BC Hydro, PO Box 9501 Stn Terminal, Vancouver BC, V6B 4N1

### Previous Bill

Balance payable from your previous bill 88.77  
Thank you for your payment May 27, 2015 88.77CR

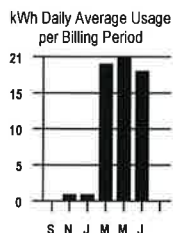
### BC Hydro

**Balance from your previous bill \$0.00**

### Electric Charges

May 06 to Jul 06 ( Residential Conservation Rate 1101 )  
Basic Charge: 62 days @ \$0.17640 /day 10.94\*  
**Usage Charge**  
Step 1: 900 kW.h @ \$0.07970 /kW.h 71.73\*  
Rate Rider at 5.0% 4.13\*  
\* GST 4.34  
**\$91.14**

### Next meter reading on or about Sep 02



### Taxes

Customer Generation Account (Net Metering Rate 1289)  
Previous Balance: 100 kWh Current Balance: 0 kWh

The following is a summary of taxes billed to your account since your last invoice:  
GST at 5 % on 86.80 4.34

**Take action to save electricity and money.**  
Call 604 431 9463 or visit [bchydro.com/powersmart](http://bchydro.com/powersmart)

Other questions? Call the numbers displayed in the Customer Service area at the top of this bill.

Save energy, time and money. Create a MyHydro Profile today at [bchydro.com/myhydro](http://bchydro.com/myhydro)

**Balance payable \$91.14**

**Thank you for keeping your account up to date.**

Keep your family safe around electricity. To learn more visit [bchydro.com/besafe](http://bchydro.com/besafe).

With MyHydro you can save energy and money by tracking your detailed electricity use. Plus, you can save time by managing your account online. All you need is the information on this bill. Create a MyHydro Profile today at [bchydro.com/myhydro](http://bchydro.com/myhydro).

## REQUEST FOR DECISION

|   |                                  |
|---|----------------------------------|
| <b>RFD#:</b>                                      | <b>Date: March 5, 2018</b>       |
| <b>Meeting#: CM031218</b>                         | <b>Originator: Tammy McKeown</b> |
| <b>RFD TITLE: Appoint Chief Elections Officer</b> |                                  |

### BACKGROUND:

With the Local Government Elections just around the corner a Chief Elections Officer and a Deputy Chief Election Officer will need to be appointed.

I am requesting that Council appoint myself as Chief Elections Officer and that Council appoints Lorraine Roach as the Deputy Chief Election Officer. We both have election experience as a result of the recent By-election and we are both attending Elections training in April.

We will be utilizing additional staff as of election officials to assist with election day. Rhonda Eastman, Johanna Dupuis and Andrea Martin will be appointed by the Chief Election Officer for these positions. Andrea is also undertaking election training in April and all three have prior election experience. They will be available to step into either the Chief Election Officer or Deputy Chief Election Officer position if the need arises.

We will need one additional official who will be chosen from available District staff.

### DISCUSSION:

The LGMA will be holding their Elections workshop in early 2018, at which Council is required by the Local Government Act, section 41 to appoint the Chief and Deputy Chief Election Officers which reads as follows::

#### Appointment of election officials

41 (1) For the purposes of conducting an election, the local government must appoint a chief election officer and a deputy chief election officer.

(2) The chief election officer must appoint election officials required for the administration and conduct of the election.

(3) Without limiting the generality of subsection (2), the chief election officer must

**SR2**

appoint the following:

(a) presiding election officials for election proceedings where the chief election officer is not acting as presiding election official;

(b) election officials to act as alternate presiding election officials for election proceedings;

(c) election officials required to assist the presiding election official at election proceedings.

(4) The chief election officer may delegate the authority under subsection (3) (c) to the presiding election official for the election proceedings.

(5) The chief election officer may appoint peace officers as election officials to assist presiding election officials in fulfilling their duty to maintain peace and order at the election proceedings for which they are responsible.

(6) If an election official is absent or unable to act, a person appointed as deputy chief election officer or appointed under this section as alternate for the official must perform the duties and has the powers of the official.

(7) A candidate, candidate representative or financial agent may not be appointed as an election official.

(8) Before assuming duties, an election official must make a solemn declaration that the person

(a) will faithfully and impartially fulfill the duties of the position to which the election official is appointed,

(b) has not received and will not accept any inducement to perform the duties of the position otherwise than impartially and in accordance with this Act or to otherwise subvert the election,

(c) will preserve the secrecy of the ballot in accordance with section 113, and

(d) is not and will not become a candidate, candidate representative or financial agent while holding the position of an election official.



**BUDGET:**

The cost associated to the Chief Election Officer and the Deputy Chief Election will approximately be \$1200 to cover the hours worked above their regular scheduled hours.

The cost for the four additional election officials will be approximately \$2100.00 to cover the hours worked above their regular scheduled hours

**RECOMMENDATION / RESOLUTION:**

That Council:

Appoint Tammy McKeown as the Chief Elections Officer and Lorraine Roach as the Deputy Chief Elections Officer for the 2018 Local Municipal Election.

---

**Tammy McKeown, Corporate Officer**

# REQUEST FOR DECISION

|   |                                   |
|---|-----------------------------------|
| <b>RFD#:</b>  | <b>Date: March 1, 2018</b>        |
| <b>Meeting#:</b>  | <b>Originator: Lorraine Roach</b> |
| <b>RFD TITLE: District of Hudson's Hope (HH) Tartan</b> |                                   |

## BACKGROUND:

As you are aware the Love HH has participated in the Plaid Friday for the past two years. This event has really grown with almost all the Love communities participating (over 40 communities in Northern and Central BC). Plaid Friday encourages locals to shop local on the Black Friday in November. We see this event embraced by our community and this past event Patricia Markin came up with the idea for Hudson's Hope to have a tartan. This tartan would be used during Plaid Friday to promote shopping local. We could make ties, scarves, etc that locals can wear and support this initiative. We asked the public what they thought of a Hudson's Hope (HH) tartan during our attendance at the local craft fair and the response was overwhelming YES.

### The benefits of having our very own tartan would be:

With discussion with Northern Development Initiative Trust (NDIT - funders of our Love HH Grant - \$1,200.00/yr) they thought it was a great idea. The cost would be absorbed by the Love HH Grant so there would be no cost to the District. Patricia has used a program online to develop the tartan using colors from our logo. The cost to have this created is then we would sell the swag or purchase using the Grant and use the products as give a ways during Plaid Friday 2018.

## DISCUSSION:

This tartan pattern and design will solely be used for Love Hudson's Hope promotion (not by the District it's self as we use our logo).

As this is a Love Hudson's Hope initiative there will be no cost to the District for the creation of the tartan. The only costs to the District will be any items that the District wishes to purchase. Once the tartan is created the pattern can be taken to any promotional item creator to have things made for the District with the Tartan included.

## BUDGET:

To have fabric woven it would be a minimum order of 4 metres at (GBP) £62.50 per metre which is about a total of C\$440.64. The custom weaves can take 8-9 weeks to be ready; the shipping would depend on which method you opt for as we have a fast 3 working day courier service. Once again this cost is absorbed by Love Hudson's Hope and not the District.

## RECOMMENDATION / RESOLUTION:

### That:

We are asking Council for support of this initiative of creating a tartan and fully support the Love Hudson's Hope initiative".

## ADMINISTRATOR COMMENTS:

CAO supports this initiative.

---

Tom Matus, CAO

Report prepared by:

---

Lorraine Roach, Office Assistant

# SR3

## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor Gwen Johannson and Council  
**SUBJECT:** Williston Lake Resort Subdivision Dedicated Road  
**DATE:** March 12, 2018  
**FROM:** Tom Matus, CAO

---

This report is in regard to the clearing of snow from the road in this Williston Lake Resort subdivision.

Firstly:

Going through the file it seems that this road was intended to be built to "municipal specifications", as per the Subdivision Bylaw #293 though there was no specifications for storm water retention, as per the attached emails. A Subdivision Serving Agreement could not be found though a Preliminary Layout Review letter was found, signed by Charles Nash. There are no inspection reports on file determining whether the road was actually built to the District's specifications. In that the Final Survey was deposited to the Land Title Survey Authority (LTSA) on or about February 12, 2012, signed by the Approving Officer, John Locher, it can only be assumed that the road did meet the bylaw specifications; the Final Survey should not have been deposited to the LTSA if requirements for the subdivision were not met. We have a letter from Harry Bolliger where he attests that he did comply with all the District's subdivision construction requirements.

Further, on the Final Survey this road within the subdivision is noted as "ROAD DEDICATED AS ROAD AREA". This is significant in that if an LTSA deposited Final Survey notes the aforementioned phrase then this means that this road now belongs to the District of Hudson's Hope, the road is vested in the municipality, and the Community Charter Act section 35 and the Land Titles Act section 107 apply.

Secondly:

In my report submitted to the Regular Council meeting on April 7, 2017, (attached), I had determined with legal counsel that this road was indeed the District's road and therefore the operations and maintenance of this road is the District's responsibility, though the District may, though a policy, keeping in mind, among other things, the safety of the public and its financial and resource capabilities, determine how it will maintain its roads.

The District passed a resolution to include in its Snow Clearing and Road Sanding Policy, noting that this road will be maintained as per the following:

"Uninhabited roads that are built to municipal standards depending on time and resources".

**SR4**

**Summation:**

In that, the landowner does have a house on the property and does try to live in it, accessibility permitting, in that if the road is cleared of snow. I do believe we owe some duty of care to the property owner – presently he does pay property taxes for land, only, (a minimal amount) though improvements will be added to the property tax at some point in the future due to the house being built.

The District does have the right to maintain its roads as per its Snow Clearing and Road Sanding Policy we simply have to decide whether the landowner meets our standard of a home or business being habited or uninhabited. I believe the spirit of the Policy was to clear roads where the home or business is habited on a full-time basis, being homes are inhabited 24/7 all year round and businesses are open during regular business hours all year round.

**Recommendation:**

What we can do is ask the landowner to call to tell us when he plans to inhabit his house after a snowfall and we can let him know when we will have that road scheduled for snow clearing.

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

Tom Matus, CAO

## REQUEST FOR DECISION

|                           |                                   |
|---------------------------|-----------------------------------|
| <b>RFD#:</b>              | <b>Date: April 7, 2017</b>        |
| <b>Meeting#: CM041017</b> | <b>Originator: Tom Matus, CAO</b> |
| <b>RFD TITLE:</b>         |                                   |

### BACKGROUND:

Questions were raised in regard to the District of Hudson's Hope Dept. of PW maintaining Williston Lake Lodge Road in that this road is uninhabited.

### DISCUSSION:

My communication with Harry on this topic is as follows:

**TOM:** Further to my previous email: I see you received the below email from "A previous cao" noting the requirement for:

"...a petition to Council to designate the project as a Local Service Area."

The designation of this area as a Local Area Service would put the onus on the District of Hudson's Hope to maintain the road as a municipal road. Though this has to be approved by Council Bylaw.

I've been doing more research on this issue and have found that if the road area is dedicated as road on the subdivision plan, then section 107 of the LTA and section 35 of the Community Charter apply and title to the road is vested in the municipality: this is the case.

So, we are responsible for the maintenance of the road. In regard to John's email requiring a the petition to Council to designate the area as a Local Area Service is not required. The District of Hudson's Hope already holds the title to the road.

Though I caution, the District of Hudson's Hope has the authority to prioritize its O&M and Capital responsibilities based on budget and resources."

My discussion/correspondence with Legal, Rachel Vallance is as follows:

**TOM:** "In regard to a Local Area Service and the local service area within: does a Local Area Service Bylaw need to be passed in order to affect O&M services to this area?"

### SITUATION:

A subdivision was built 3 years ago quite far out of town (away from the built-up area) consisting of 10 lots, the owner built the road servicing these lots to municipal standards at his own expense, he still owns the road, (the RoW has not been transferred to the District of Hudson's Hope), further, no one lives there but him.

In previous correspondence, I read that the then CAO had noted that a Local Area Service Bylaw had to be passed. In that the owner paid the whole costs, I'm not so sure this bylaw need be made.

We do have a road policy (attached) that refers to snow clearing and sanding, only, minor maintenance, nothing more.

Requested Opinion:

1 Who would be responsible for the maintenance of the drainage and/or upkeep of this road structure, (capital structure, so to speak)? The District of Hudson's Hope or the owner of the road?

2 I suspect if a petition from the owner to the Council establishing a Local Area Service by bylaw would put the legal onus on the Council to maintain this road to municipal standards? though only through this process?

3 Is the Council legally responsible to maintain this road failing the establishment of a Local Area Service Bylaw?"

**RACHEL:** "It would be helpful to have a bit more detail regarding the creation of the road right of way. Was the road dedicated as highway on the subdivision plan? If so, then the owner's common law property in that land is extinguished and title vests in the Provincial Crown pursuant to section 107 of the Land Title Act. In this case, title would pass to the municipality pursuant to section 35 of the Community Charter.

**TOM:** I have attached the Plan 18445 I took from the LTSA, you will note the "DEDICATED AS ROAD AREA = 0.731 ha", (upper right hand corner): this is the road in question.

I see no road RoW Plan number for this road, would this qualify as municipal road?"

**RACHEL:** "Yes, if the road is dedicated as road on the subdivision plan, then section 107 of the LTA and section 35 of the Community Charter apply and title to the road is vested in the municipality."

Following are the sections legislative sections Rachel refers to:

**As I can ascertain, the yellow highlight is most specifically pertinent to this matter:**

#### **LAND TITLES ACT**

Dedication and vesting

**107 (1) The deposit of a subdivision, reference or explanatory plan showing a portion of the land**

**(a) as a highway, park or public square, that is not designated on the plan to be of a private nature, or**

**(b) as covered by water and as lying immediately adjacent to a lake, river, stream or other body of water not within the land covered by the plan, and designated on the plan to be returned to the government, operates**

- (c) as an immediate and conclusive dedication by the owner to the public of that portion of land shown as a highway, park or public square, or to be returned to the government, for the purpose indicated on or to be inferred from the words or markings on the plan,
- (d) to vest in the Crown in right of the Province, subject to any other enactment, title to the highway, park or public square, or to the portion to be returned to the government, except any of the following that are registered in the name of a person other than the owner:
  - (i) minerals and placer minerals as defined in the Mineral Tenure Act ;
  - (ii) coal;
  - (iii) petroleum as defined in the Petroleum and Natural Gas Act ;
  - (iv) gas or gases, and
- (e) to extinguish the owner's common law property, if any, in the portion of land referred to in subsection (1) (a) or (b).
- (2) If the Crown in right of Canada, in trust for a band, as defined in the Indian Act (Canada), is the owner of the subdivided land, the Lieutenant Governor in Council may limit, in whole or in part, and subject to the terms and conditions the Lieutenant Governor in Council considers necessary, the operation of subsection (1).
- (3) An indefeasible title must not be registered for a highway, park or public square dedicated and vested under this section.
- (4) A public street, road, square, lane, bridge or other highway that vests in the City of New Westminster under section 204 of the New Westminster Act, 1888 vests subject to the exceptions referred to in subsection (1) (d) of this section.

## **COMMUNITY CHARTER ACT**

### **Ownership and possession of highways**

35 (1) Subject to this section,

- (a) the soil and freehold of every highway in a municipality is vested in the municipality, and
- (b) in the case of a highway in a municipality that is not vested under paragraph (a), the right of possession of the highway is vested in the municipality.

(2) Subsection (1) (a) does not apply to the following:

- (a) Provincial arterial highways, including the intersection between a Provincial arterial highway and another highway and any interchange between a Provincial arterial highway and another highway;
  - (b) highways referred to in section 23 (1) of the South Coast British Columbia Transportation Authority Act;
  - (c) highways in a park, conservancy, recreation area or ecological reserve established under the Park Act, the Ecological Reserve Act or the Protected Areas of British Columbia Act or an area to which an order under section 7 (1) of the Environment and Land Use Act applies;
  - (d) highways in a regional park;
  - (e) a regional trail, other than a regional trail that is part of the road system regularly used by vehicle traffic;
  - (f) land, including the improvements on it, on which Provincial works such as ferry terminals, gravel pits, weigh scales and maintenance yards are located;
  - (g) roads referred to in section 24 of the Forest and Range Practices Act that have not been declared to be public highways;
  - (h) highways vested in the federal government;
  - (i) in relation to a reserve as defined in the Indian Act (Canada), highways in the reserve or that pass through the reserve;
  - (j) public rights of way on private land.
- (3) Subsection (1) (b) does not apply to highways referred to in subsection (2) (a) to (h).
- (4) The vesting under subsection (1) (a) and the right of possession under subsection (1) (b)

- (a) are not adversely affected or derogated from by prescription in favour of any other occupier, and
- (b) are subject to any rights reserved by the persons who laid out the highway.
- (5) The vesting under subsection (1) (a) includes the vesting of all statutory rights of way and other easements owned by the Provincial government solely for purposes relating to the drainage of a highway that is vested under that subsection, and the interest of the Provincial government under those easements is transferred to the municipality and the municipality assumes the rights and obligations of the Provincial government in relation to those easements.
- (6) The minister responsible for the Transportation Act may file with the land title office an application satisfactory to the registrar of land titles that identifies an easement referred to in subsection (5) and, on filing, the registrar must register ownership of the easement in the name of the municipality.
- (7) The vesting under subsection (1) (a) is subject to the following:
  - (a) the right of resumption under subsection (8);
  - (b) the limits referred to in section 23 (2) of the Land Title Act;
  - (c) the exceptions described in section 50 (1) (a) (ii) to (iv) and (b) of the Land Act, as if the vesting were made by Crown grant under that Act;
  - (d) the exceptions described in section 107 (1) (d) of the Land Title Act, as if the vesting were under that section.
- (8) The Provincial government may, by order of the Lieutenant Governor in Council, resume the property or interest vested in a municipality under subsection (1) (a), if the Lieutenant Governor in Council considers that this is required
  - (a) for the purpose of or in relation to a Provincial arterial highway,
  - (b) for any other transportation purpose, or
  - (c) for the purpose of or in relation to a park, conservancy, recreation area or ecological reserve established or proposed to be established under the Park Act, the Ecological Reserve Act or the Protected Areas of British Columbia Act or an area to which an order under section 7 (1) of the Environment and Land Use Act applies.
- (9) An order under subsection (8) (a) or (b) may only be made on the recommendation of the minister responsible for the Transportation Act, and an order under subsection (8) (c) may only be made on the recommendation of the minister responsible for the applicable Act referred to in that subsection.
- (10) The minister responsible for the Transportation Act, after consultation with the minister responsible for this Act, may
  - (a) by order, cancel the Provincial government's right of resumption under subsection (8) in relation to a specified highway or in relation to highways within a specified area, or
  - (b) by regulation, specify circumstances in which the Provincial government's right of resumption is cancelled without a specific order.
- (11) For certainty, a council may grant a licence of occupation or an easement, or permit an encroachment, in respect of a highway that is vested in the municipality under subsection (1) (a).
- (12) This section does not apply to a highway for which the municipality has purchased or taken the land and for which title is registered in the name of the municipality.

I am waiting from legal for indication to our responsibility to maintain this road. I would ascertain that the road in question is a road built to municipal standards, at the instruction of the District of Hudson's Hope, and which is not closed, people have the right to drive on it. The District should maintain this road to some capacity.



**BUDGET:**

n/a

**RECOMMENDATION / RESOLUTION:**

- 1) Municipalities do have the right to set policy in the use of its assets, keeping in mind, among other things, the safety of the public and its financial and resource capabilities. It may include in the Snow Clearing and Road Sanding Policy in section 'Procedures of Guiding Principles' the following:

- a) "#4 Uninhabited roads that are built to municipal standards";

Or

- b) "#4 Uninhabited roads that are built to municipal standards depending on time and resources";

Or

- c) "#4 Uninhabited roads that are built to municipal standards will not be cleared nor sanded".

- 2) Roads that are not in use could be closed by bylaw, effectively negating the requirement of the municipality to maintain it.

Again, in that the road in question is a road built to municipal standards, at the instruction of the District of Hudson's Hope, and which is not closed, people have the right to drive on it. The District should maintain this road to some capacity.

Staff recommends affecting option 1b) and awaits Council's instruction:

Resolution:

"That Council amend the Snow Clearing and Road Sanding Policy by including in section 'Procedures of Guiding Principles'..."

---

Tom Matus, CAO



# District of Hudson's Hope

9904 Dudley Drive, Box 330, Hudson's Hope, B.C. V0C 1V0  
Telephone: (250) 783-9901 Fax: (250) 783-5741  
E-mail: [district@hudsonshope.ca](mailto:district@hudsonshope.ca) [www.hudsonshope.ca](http://www.hudsonshope.ca)

Our file: 043180.010

3320-01

January 7, 2011

Harry Bolliger  
4696 12 Mile Road  
Hudson's Hope, BC  
V0C 1V0

Dear Mr. Bolliger:

**Re: Preliminary Layout Review for Subdivision Application of  
Block A, District Lot 3180, Peace River District  
4696 12 Mile Road – PID: 006-636-055**

The District of Hudson's Hope has conducted a preliminary review of the subdivision application for Block A, District Lot 3180 Peace River District. The following statement of conditions and approval information is based on the plan and information provided with your application.

This statement of conditions which must be met in order to obtain approval of subdivision is issued as a convenience to the applicant and is not a guarantee of subdivision approval. If any other information comes to light before an application is made for subdivision under the *Land Title Act* or the subdivision plans are approved, these statements may be reconsidered and altered. It is also noted that approval of any subdivision will be subject to compliance with all legislation and regulations.

## Statement of Conditions

1. An electronic search of the Land Title Office records on November 30<sup>th</sup>, 2010 indicated there is a right of way on this property registered to BC Hydro and Power Authority (E714). This right of way will also be registered on the new parcels in the subdivision. The title indicates the land is affected by the *Agricultural Land Reserve* and you have made application to the Agricultural Land Commission to subdivide the land. Agricultural Land Commission Resolution #2698/2010 states the subdivision be allowed subject to the subdivision being completed within 3 years. By copy of this letter, I am asking the Agricultural Land Commission to confirm that your submitted plan remains in compliance with that resolution.
2. The Official Community Plan (OCP) bylaw No. 680 was adopted on November 30, 2005. The OCP designates your property as residential including a portion within the Agricultural Land Reserve.
3. Zoning Bylaw No. 750, 2009 designates your property as RT (Rural Tourism) zone. The minimum area for lots in this zone is 10,000m<sup>2</sup>. You must ensure that all lots meet or exceed this minimum lot size requirement.



4. Each parcel must have legal and physical access to a road which can be attained for some of your proposed lots from 12 Mile Road. The smaller lots must have legal access and you had proposed creating a strata road. The covenant for this road must be prepared in advance of approval of this subdivision. Permission from the Ministry of Transportation must also be obtained for access onto 12 Mile Road.
5. Sections 11 and 12 of Subdivision Bylaw No. 293 require that every parcel created by a proposed subdivision to be connected to the community sewer system and the community water system. As there is not currently a water or sewer system in this vicinity, you have the option to construct a system, at your cost, or apply for a Development Variance Permit that would vary this provision. For your convenience, I have included a Development Variance Permit application. For each proposed lot, you must provide proof of a perc test for a septic system that has been approved by Northern Health before this application will be finalized.
6. Section 80 of the *Land Title Act* requires that any plan of subdivision adjacent to a controlled access highway must be approved by the Minister of Transportation (or designated official) before the Approving Officer can approve it. You will need to obtain the signature of the Provincial Approving Officer on your plan of subdivision before the Municipal Approving Officer can sign the plan.
7. By copy of this letter, I am requesting BC Hydro, Telus, and Terasen Gas to determine whether these utility companies have any requirements that need to be addressed by this application.
8. The plan will not be considered until I receive, in writing, confirmation of those agencies conditions, if any, have been met.
9. Section 941 of the *Local Government Act* requires that an owner of land being subdivided, must at the owner's option:
  - (a) provide, without compensation, park land of an amount and in a location acceptable to the local government, or
  - (b) pay to the municipality or regional district an amount that equals the market value of the land that may be required for park land purposes.

The *Local Government Act* provides that if an owner is to provide money under 1(b), the value of the land is whichever of the following is applicable:

- (a) the average market value of all the land in the proposed subdivision calculated as that value would be on either;
  - (i) the date of preliminary approval of the subdivision, or
  - (ii) if no preliminary approval is given, a date within 90 days before the final approval of the subdivision, as though
  - (iii) the land is zoned to permit the proposed use, and
  - (iv) any works and services necessary to the subdivision have not been installed.

BC Assessment has valued the total 75 ha of land at \$119,400. The 16 ha that you wish to subdivide is equivalent to 21.3% of the total parcel, thereby having a value of \$ 25,432.20. I would therefore suggest the 5% cash in lieu of parkland amount be value at \$1,271.61 (5% of the value of the land that is being subdivided). If you would prefer to provide parkland in the amount of 0.8 ha, we would be pleased to discuss the location of the parkland the District prefers.

If you agree that this is fair market value of 5% of the land as defined above, please provide a letter accepting the parkland cash-in-lieu contribution in the amount of \$1271.61. However,

if you disagree we can retain the services of a registered appraiser to determine fair market value, at your cost.

10. This subdivision currently falls outside of the District's Fire Protection Boundary and is within a Wildland-Urban Interface area. We will require a priority registered Notice on Title stating the following to ensure that buyers are aware of the services that are provided:
  - (a) The properties are outside of the Hudson's Hope Fire & Rescue Services Fire Protection Boundary and no Fire Protection services are provided by the District.
  - (b) The properties are located in a Wildland-Urban Interface Area and owners should take precautions to ensure their properties are protected from any wildland fire in the area.
11. Section 83(2)(a) of the *Land Title Act* requires the submission of an examination fee of \$50. This fee is to be paid once the outlined requirements have been met.
12. All property taxes must be paid in full in accordance with section 83(2)(b) of the *Land Title Act* and no utility charges owed for the current year.

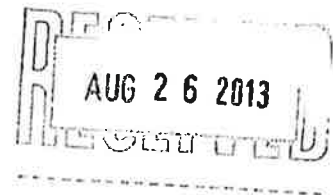
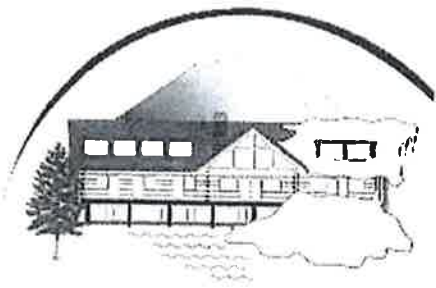
Yours truly,



Charles Nash  
Approving Officer

cc: Members of Council  
Director of Public Works  
Manager of Protective & Inspection Services  
Ministry of Transportation  
BC Hydro  
TELUS  
Terasen Gas  
Martin Collins, Agricultural Land Commission

Encl: BC Hydro right-of-way (E714)



## Williston Lake Resort Ltd.

August 21, 2013

Dear John Locher,

I was not given any advice or information regarding the possibility of sharing the cost of building the Subdivision Road with the District of Hudson's Hope at the time I made application for the Subdivision. The road was necessary to access the lots at the time the Subdivision at the Williston Lake Resort was applied for and subsequently created. If I had been aware of the possibility of cost sharing, I would have made the necessary steps to apply for cost sharing before I ever started construction on the road.

I feel it is already a benefit to the District of Hudson's Hope of having the tax revenue from the nine deeded parcels that were created, and that there will be a substantial benefit to the tax base of District of Hudson's Hope when new owners build homes on the lots.

I am therefore requesting that the District Council please consider sharing the cost of the road construction into the Williston Lake Resort Subdivision, which was built completely according to the Municipal Specifications and Bylaw Standards that the District provided me with. The Municipality did supervise and approve the road as it was being constructed - I was just not aware or informed that cost sharing was a possibility. I hired local contactors to perform the work as well.

I have invoices for the road construction which I have attached.

Please take this letter as a request for Council to consider cost sharing for the road construction.

King Regards

  
Harry Bolliger

P.O. Box 451 • Hudson's Hope • B.C. • V0C 1V0  
Tel: (250) 412-2700 • Fax: (250) 483-1572  
Canada

[www.williston-lake.com](http://www.williston-lake.com)  
email: [lodge@williston-lake.com](mailto:lodge@williston-lake.com)

## **Williston Lake Resort**

**From:** "Evan Hsiao" <ehsiao@mcelhanney.net>  
**Date:** Donnerstag, 19. Juli 2012 2:31  
**To:** <lodge@williston-lake.com>  
**Subject:** FW: question about gravel road design for williston lake resort

Harry,

This is the initial response I got from the engineering department and the estimate for an engineering design.

Evan

**From:** Andy Heath [mailto:aheath@mcelhanney.com]  
**Sent:** July-19-12 2:27 PM  
**To:** Patrick Tso; Evan Hsiao  
**Cc:** Ryan Betker; Derek Anderson  
**Subject:** RE: question about gravel road design for williston lake resort

Hi Evan,

I will put together the 2-page Work Plan together tomorrow morning and send to you by 3pm your time. I do have a couple of items for you in particular (as a preview):

1. **Stage 1** – Submission No. 1– 3 drawings to include: #1 - Cover Sheet, #2 - Design Sheet to include plan details (1:1000 scale), profile details (1:100 scale) and typical section, #3 – Design Cross-Sections every 10m (2 week timeframe);
2. Submit to Municipality and Developer – Assumed review period (3 week timeframe);
3. **Stage 2** – Revise 3 drawing set based on received comments (1 week timeframe);
4. **Total Fees** - \$6,000 plus GST;
5. **Assumptions** – need additional survey (2 hour max field hours) \* outside our scope of work \*.

Please pass this initial scope to your client; and I will forward you the Work Plan tomorrow. Much appreciated.

Kind Regards, Andy Heath, P.Eng., P.E.



**McElhanney**

McElhanney Consulting Services Ltd.  
 14904 – 121A Ave NW, Edmonton, AB T5V 1A3  
 Office: 780 809 3200 Direct: 780 809 3272  
[aheath@mcelhanney.com](mailto:aheath@mcelhanney.com) | [www.mcelhanney.com](http://www.mcelhanney.com)

**From:** Patrick Tso  
**Sent:** Wednesday, July 18, 2012 4:47 PM  
**To:** Evan Hsiao  
**Cc:** Andy Heath  
**Subject:** RE: question about gravel road design for williston lake resort

Thanks for the info, Evan. We'll get our estimated design fee based on your emails and information provided. We can get back to you tomorrow.

Regards,  
 - Patrick

**From:** Evan Hsiao [mailto:ehsiao@mcelhanney.net]  
**Sent:** July 18, 2012 4:42 PM  
**To:** Patrick Tso  
**Subject:** FW: question about gravel road design for williston lake resort

Patrick,

I got the reply back from the district of hudson's hope engineer mike, and he said they don't have any regulation on storm water retention so basically I think we only need to divert the water into the 12 mile road (existing road) and not to worry about how the water is going to flow. District of hudson's hope is such a small community ~2000 people, I think their rule and regulation are mainly following Ministry of transportation of BC. the following link is a design guide I received from them which outline all the designed spec needed, perhaps this will help you during designing stage?

[http://www.th.gov.bc.ca/publications/eng\\_publications/geomet/TAC/TAC\\_2007\\_Supplement/2007BC\\_Supplement\\_to\\_TAC\\_Rev1.pdf](http://www.th.gov.bc.ca/publications/eng_publications/geomet/TAC/TAC_2007_Supplement/2007BC_Supplement_to_TAC_Rev1.pdf)

01.03.2018

Evan

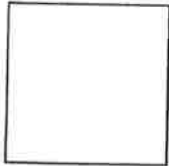
**From:** Mike Carter [mailto:mike@hudsonshope.ca]  
**Sent:** July-18-12 3:38 PM  
**To:** Evan Hsiao  
**Subject:** RE: question about gravel road design for williston lake resort

We have no regulations on storm water retention.  
Mike

**From:** Evan Hsiao [mailto:ehsiao@mcelhanney.net]  
**Sent:** July 18, 2012 3:32 PM  
**To:** Mike Carter  
**Subject:** question about gravel road design for williston lake resort

Good afternoon Mike,  
I am helping Williston lake resort to design a road and I have received a pdf called supplement to tac geometric design guide . this guide specify the construction requirement for the road we are trying to design. I am just wondering does district has any regulation on "storm water retention"

Evan Hsiao BCLS, EIT  
Project Land Surveyor  
McElhanney Geomatics  
8808-72nd Street Fort St. John, BC  
250-787-0356  
[ehsiao@mcelhanney.net](mailto:ehsiao@mcelhanney.net)



*This message and attachment may contain privileged and confidential information. If you are not the intended recipient, please notify us of our error, do not disseminate or copy this communication, and destroy all copies.*

01.03.2018

## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor and Council  
**SUBJECT:** Recreation and Special Events Update  
**DATE:** March 7, 2018  
**FROM:** Kaitlyn Atkinson, Recreation and Special Event Coordinator

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### Past Events

#### *Winter Carnival*

The Winter Carnival was my first event with the district. It was primarily organized by Bizzybody events. My role in the carnival included emailing community groups, tracking donations, following up with and finding new sponsors, two trips to Fort St John for sponsorship purposes and prize pickups, the printing and cutting of carnival bucks, organizing prizes, and being on site at all events throughout the carnival week with various support and facilitation roles depending on the event. Follow up after the carnival included writing POs, creating and mailing sponsor thank yous and the overall cleanup after a large event. The Winter Carnival took 150 hours of my time.

#### *Family Day*

The event took place at the Hudson's Hope Arena on Sunday February 11 from 11am-1pm and was titled as a "Free Family PJ Skate" also provided was an ice cream sundae station and hot apple cider. I received a grant to cover ice rental, free admission, and the cost of the provided treats as well as employee wages for the skate duration. Overall the event was a success with 38 attendees. Free sundaes were a massive hit.

### Next Events

#### *Volunteer Appreciation: April 21, 2018*

Occurring during National Volunteer Appreciation Week the District will again be offering a Volunteer Appreciation BBQ and Award ceremony. Currently nominations are being accepted for Youth Volunteer and Volunteer of the Year. Nominees will be invited to the event and those selected will receive a grant/donation to the charity of their choice. The event is open to all of Hudson's Hope with emphasis put on informing and inviting all community groups and volunteers. Location is yet to be chosen, a poll is going on currently between Cameron Lake Outdoor Ed or Beattie Park.



#### *Canada Day: July 1, 2018*

Taking place beside the pool in the park again this year. Free swimming, options in the park being looked at include slip and slide, human hamster balls and laser tag. Music, free swag, community BBQ and cake are also on the itinerary. I am looking at the possibility of having a food truck or two come down from FSJ. They have a good crowd in FSJ for Canada Day, but I think we could convince one to come to HH.

#### *Trail Clearing BBQ: TBD*

This event would be in conjunction with the unveiling of our Hudson's Hope trail guide and promote use of the trails with the use of the guide in conjunction with some clean up. Date and exact format depend on the timeline of the Multi-Use Trail project (info in Grants).

### **Recreation Advisory Committee**

#### *February 27, 2018*

The committee met for the first time since June 2017 and discussed the pressing issues affecting recreation and special events, primarily the Northern Health Grant (info in Grants) and the Beryl Prairie Playground project. Draft minutes from this meeting are attached.

Highlights from the minutes are:

- The committee recommends the \$35,000 required for the Beryl Prairie playground go into the budget. The Recreation and Special Event Coordinator(RSEC) recommends an additional \$10,000 be allotted to cover landscaping ahead of the playground and for potential fencing costs
- The Entrepreneurship/Skateboard class is being approached to pitch their business plans for a skate park to the committee
- Committee selected their preferred BP Playground design. Design attached.

### **Grant Activity**

#### *Northern Health Active Communities*

Emily had received a \$25,400 grant for a Multi-Use Trail Project. One of the priorities identified by the Parks and Rec Advisory Committee was mapping and signage for trails in the community to increase traffic from visitors and locals alike. After meeting with the Recreation Advisory Committee, we decided to inventory, classify, and map the trails through means of a contractor who will create a digital guide for that can be downloaded from the District website. Print copies are possible depending on the budget. The product envisioned is a digital file that lists all local trails, directions, difficulty, and activities that are possible on that trail. Sample of such a document is attached.

#### *BC Family Day Grant*

I applied for and received a \$800 grant to plan a free Family Day event. The grant was a joint initiative between the BC Recreation and Parks Association and the BC government with the stipulation that all events must be inclusive and free. The cost to the District for

this event was \$50 after the grant had been spent. Next year I hope to make Family Day larger in the District with a full day event at the ski hill or Cameron Lake Outdoor Center (also part of reducing the length of winter carnival).

*Canada Summer Work Experience Green Jobs Initiative*

Council is aware of my hope to create an outdoor Playground Leader student position for the summer. The first application was submitted without the financial backing of council and was rejected with a recommendation to gain approval and add more info regarding the "green" nature of the job.

The RSEC has gained councils approval for funding of this project, should the grant be approved, I will resubmit with the additional information and note council's approval.

**Travel**

*March 15, 2018*

Northern BC Recreation Association meeting in FSJ 9:45am-2:30pm

*April 29-May 3, 2018*

BC Recreation and Parks Association Annual Symposium in Vancouver, BC



## RECREATION COMMITTEE MEETING

February 27, 2018

Meeting called to order: 5:06PM

Meeting adjourned: 6:16PM

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### ATTENDEES

Jade Rowe, Youth Councillor  
Heather Middleton, Councillor and Chair  
Coleman Mercereau, Public Member  
Kaitlyn Atkinson, Recreation and Special Event Coordinator

### ABSENT

Debbie Beattie, Public Member  
Lynnea Stacey, Public Member  
Caroline Beam, Councillor  
Kelly Miller, Councillor

### AGENDA ITEMS

1. *Heather Middleton* called the meeting to order at 5:06PM. Item 2 was moved to item 6 moving all agenda items up.
2. *Recreation and special event update*
  - Winter carnival recommendations
    - Shorten
    - Individual events sponsored by a single company
    - Move one full day event to Family Day in February
  - Family Day PJ Skate and Ice Cream
    - Due to a grant the event only cost the district \$50
    - Well attended with 38 attendees
  - Volunteer Appreciation (April)
    - Potentially moved to Cameron Lake, ropes course, BBQ, team building
    - Afternoon event, 12-4?
    - Check with local groups and volunteers to see if they would enjoy this
  - Canada Day
    - BBQ, Slip and slide, reviewing the possibility of having the Lions run an evening beer garden
  - Trail Clearing BBQ
    - Volunteer event to help clear trails once we create a trail guide

- Playground Assistant
  - Applied for a grant to partially fund the position if council approves funding of the District portion
  - To create more District run recreation programming
  - Position would rotate to a different playground each day, scheduled and known to the public offering games, crafts, light snacks (granola bars)
  - Ensure public knows this isn't a babysitting service, reach out to other municipalities to see how they handle liability in similar programs
- 3. *Beryl Prairie Playground*
  - Could be flexibility with installation, Green Roots sends supervisor and public works installs- Saves money
  - Location - build a lasting place for kids, back area requires cleaning prior to installation- Would need public works to support this effort to clear the ground
  - Structure Vision
    - Pea Gravel/Sawdust
    - \$35,000 is recommended to be included in the budget
    - Members were given 4 playground design options from 3 different companies- **Option 2 with Green Roots is preference**
    - Heather to ask around for United Way Day of Caring to install playground
    - Could the area be landscaped? Weeds? Rocks/Sticks? Barb wire?
    - 2 acres of land that needs to be cleared and landscaped
    - Tree grant this year to consider that area as well? Flowers to consider as well? Park/greenspace for playing/horses/etc.
    - RSEC requested to compile/locate results of the survey for the next meeting
- 4. *Multi-Use Trail Project*
  - \$25,400 to spend
  - Inventory trails, classify, determine rec possibilities on each one and create a PDF with photos, directions, trail map and lengths as well as a difficulty rating to be made available to residents and visitors
  - Work likely able to be contracted out, RESC will contact Emily at Rec Sites and Trails and learn who does this in the area and how the process works

*ACTION FOR MEMBERS: Please send(email) the RSEC a list of trails you would like included in this project and rank them in order of priority from 1 onwards. Due to budgeting its possible not all trails will be included which is why the priority ranking is necessary.*

- 5. *Priorities for Recreation and Special Event Coordinator*
  - Communicating with public works and the fire chief regarding clearing of the land for playground and park area
  - Dive into the trail project and make this happen ASAP
  - Put a more recreation specific page into the bulletin with greater detail
- 6. *New Business and Old Business*

| New Business Description | Member to follow up | Status      |
|--------------------------|---------------------|-------------|
| Rec Guide into bulletin  | Kaitlyn Atkinson    | In Progress |

|   |   |             |
|---|---|-------------|
| Skateboard park, invite the school class to present concepts and business plan as part of their class | Jade Rowe, directing questions to Kaitlyn Atkinson if any | In Progress |
|---|---|-------------|

| <b>Old Business Description</b>   | <b>Member to follow up</b> | <b>Status</b>  |
|---|----------------------------|--|
| Distribute BP Firehall survey results to members  | Kaitlyn Atkinson           | In Progress  |
| BC Hydro responsibility of the boat launch at Dinosaur. What is the District responsible for? | Kaitlyn Atkinson           | In Progress  |
| Request update from BC Hydro Community Engagement Committee on proposed Berm. Report back     | Kaitlyn Atkinson           | In Progress  |
| Get update on BP Firehall septic field  | Kaitlyn Atkinson           | Complete.<br>Septic field is to be removed this year and costs have gone into the budget |

Meeting Adjourned 6:16PM







## HUDSON'S HOPE - OPTION 2



Model No. B304522R0

Posts | Brown  
Accents | Tan  
Roto-Molded Plastic | Green  
HDPE Plastic | Brown Tan Brown

© 2006 Blackwell Publishing Ltd, *Journal of Internal Medicine* 260: 399–406

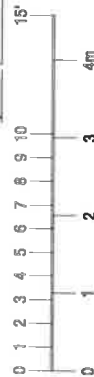
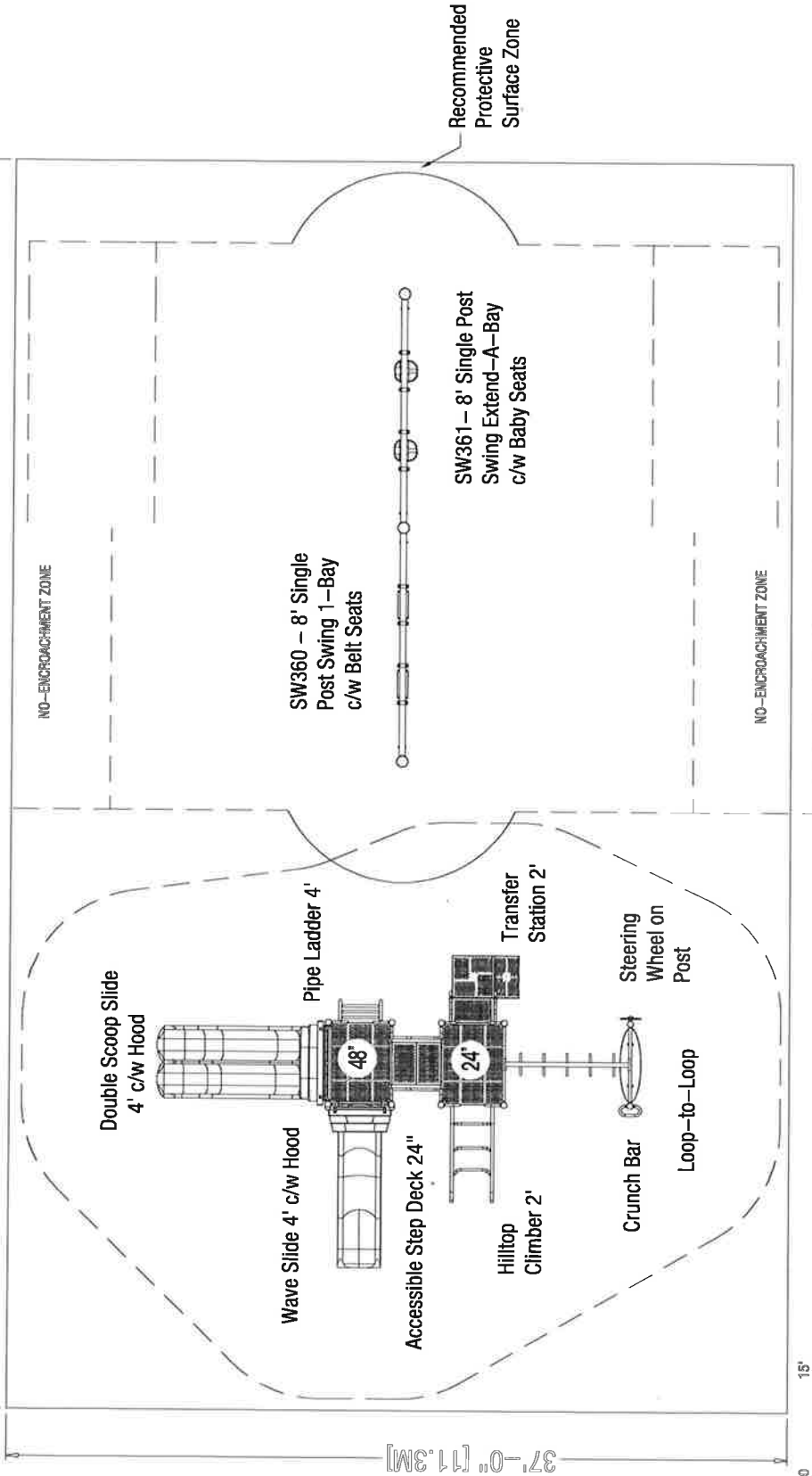
## Components

| Quantity | Usage                                     | Material   |
|----------|---|--|
| 8        | Single Post Hoopings <sup>1</sup>         | 1 Crank Pin  |
| 2        | Slack Proof Bars, 5/16" x 18" (top)       | 1 Single Wheel on Post                                 |
| 2        | Slack Proof Bars, 5/16" x 18" (bot)       | 1 Sliding Slide, Plastic Hood                          |
| 2        | Slack Proof of Back Net (8' top)          | 1 Wave Slide <sup>2</sup>                              |
| 1        | Single Post Hoop (8' top)                 | 1 Transfer Station <sup>3</sup>                        |
| 1        | Single Post Hoop (8' bot)                 | 1 Junch Pad  |
| 1        | Single Post Hoop (Steno-A)                | 2 Recting's Deck                                       |
| 1        | Single Post Hoop (Steno-B)                | 1 Jump-in's trap                                       |
| 1        | Pipe Ladder <sup>4</sup>                  | 1 Double Slide <sup>5</sup> Piston <sup>6</sup> (load) |
| 1        | Hi-Lift <sup>7</sup> Trailer <sup>8</sup> | 1 Double Snowy Slide <sup>9</sup>                      |
|          |   | 1 Accessible Nerp Deck <sup>10</sup>                   |



**Henderson®**  
Providing Playground Fun

59'-0" [18.0M]



**Model No. B304522R0**

Green Roots Play Equipment Ltd.

Hudson's Hope - Option 2

Henderson Recreation Equipment Ltd.  
PO Box 68, 11 Gilbertson Drive  
Simcoe, ON, Canada, N3Y 4K8  
T. 1.800.265.5462  
F. 519.426.9390  
www.hendersonplay.ca

Salesperson | A.C.  
Drawn By | R.H.  
Date Drawn | February 25, 2018  
Revised By |  
Revision Date |

Product Line | Playsteel FT  
Standard Compliance | CAN/CSA-2614  
Best User Age | 5 to 12 yrs.  
Protective Surfacing Type | Wood Chips  
Accessibility | Yes

Border Area | 2,183 sq/ft  
Border Perimeter | 192'  
Installation Type | Inground

WARNING: All play equipment shall have a protective surfacing zone that consists of an impact free soft, resilient surface that meets or exceeds the required depth and density to meet the critical fall heights as specified by the CAN/CSA 2614, ASTM F1487 and the U.S. Consumer Product Safety Commission.



**Green Roots Play Equipment Inc.**

793 Dalkeith Avenue  
North Saanich, BC V8L5G7  
CANADA

1 855-382-7529

info@greenrootsplayequipment.ca

GST/HST number 862608155 RT 0001

PST/QST number 1047-7834



**GREEN ROOTS**  
Play Equipment Inc.

Promoting healthy play the environmental way

# QUOTE

Quote # SQ-817

Reference # N/A

Quote date 02/26/2018

Good thru date 03/28/2018

Quote for

**Hudson's Hope**

Kaitlyn Atkinson

250-783-9901

kaitlyn@hudsonshope.ca

Main Address

9904 Dudley Drive

PO Box 330

Hudson's Hope BC V0C 1V0

Canada

Deliver To

9904 Dudley Drive

PO Box 330

Hudson's Hope BC V0C 1V0

Canada

| Item  | Qty/Hrs | Price/Rate  | Sales tax | Amount      |
|---|---------|-------------|-----------|-------------|
| B304522R0 PlaySteel Fit Structure   | 1.00    | \$11,923.00 | GST 5%    | \$11,923.00 |
| SA-SW360 8' Single Post Double Bay Swing Set c/w 2 belt seats & 2 tot seats | 1.00    | \$2,613.00  | GST 5%    | \$2,613.00  |
| Shipping of above equipment   | 1.00    | \$1,650.00  | GST 5%    | \$1,650.00  |
| Supply, Delivery and Installation of EWF Play Surfacing                     | 1.00    | \$10,550.00 | GST 5%    | \$10,550.00 |
| Installation of above equipment   | 1.00    | \$4,500.00  | GST 5%    | \$4,500.00  |

Subtotal \$31,236.00

GST \$1,561.80

PST \$0.00

**Total \$32,797.80**

**Comments:**

Please note above pricing includes assembly and installation of above equipment on a fully prepared site. Site preparation is the responsibility of the purchaser and must be completed to the specifications outlined by Green Roots Play Equipment Inc.

Thank you for the opportunity to provide you with a quote!

Sincerely,

Sincerely,

Samantha Erskine

Owner

Green Roots Play Equipment Inc.

Victoria, British Columbia

info@greenrootsplayequipment.ca

www.greenrootsplayequipment.ca

Local: 250 655-3373

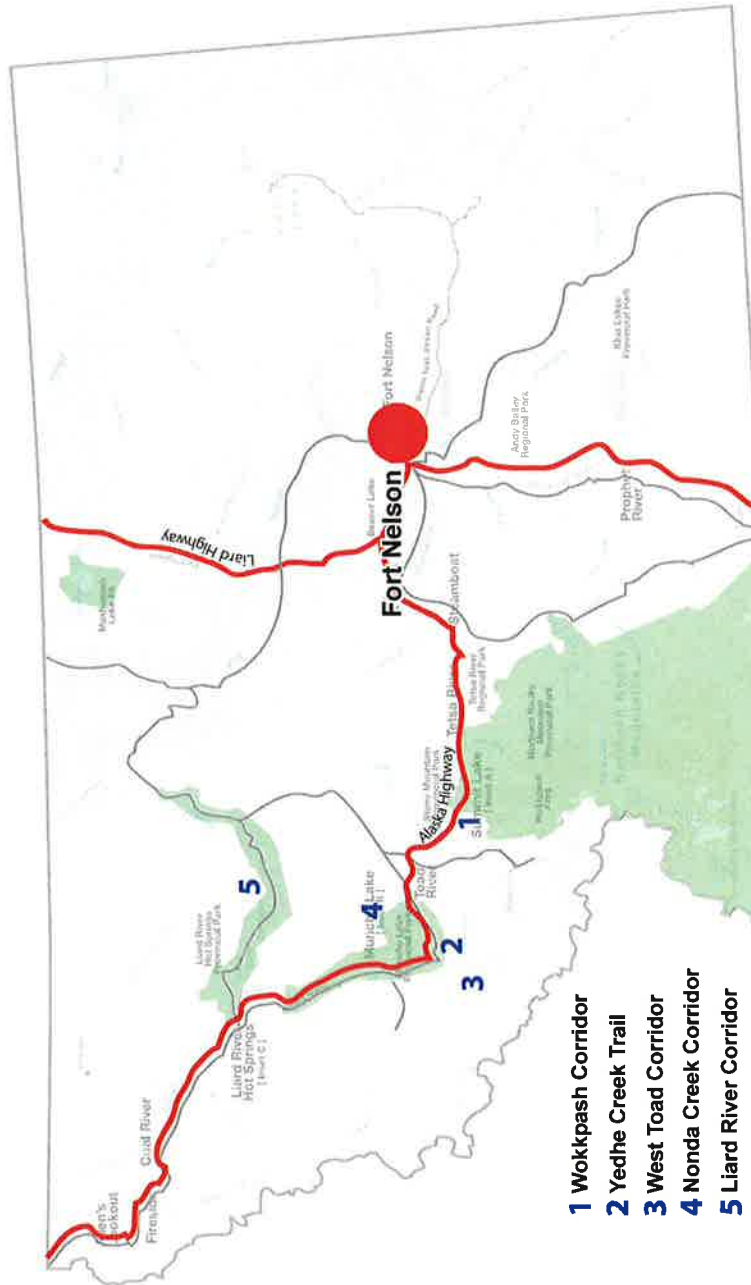
Toll Free: 1-855-382-7529

"Promoting Healthy Play the Environmental Way"

# Motorized Routes



**SR5.1**



- 1 Wokkash Corridor**
- 2 Yedhe Creek Trail**
- 3 West Toad Corridor**
- 4 Nonda Creek Corridor**
- 5 Liard River Corridor**



**Note:** Motorized access to a special management area called the Muskwa-Kechika, which falls within the boundaries of the Northern Rockies, is restricted to specific designated routes called Access Management Areas (AMA routes). This is done to reduce and localize the effects of motorized use to already impacted, specific areas and to help maintain large tracts of undisturbed wildlife terrain. These are specifically designated routes for 4x4's, ATV's and snowmobiles that are also suitable for horseback riding, mountain biking or even hiking if you don't mind sharing the trail.

The numbers on the previous map page refer to the general location of 5 of these designated routes within the region that are good places to use motorized vehicles. Each route has different restrictions on it as some will allow full sized vehicles while others only allow vehicles under 500 kgs (ATV or snowmobile). Travel on these routes is also restricted to either within 10m or 400m (dependant on the trail) on each side of the route, for conservation purposes. Specific regulations will be outlined in the following trail description or can be found in detail on maps distributed by McElhanney in Fort St. John (250)787-0356, or on the Muskwa-Kechika website: [srmwww.gov.bc.ca/rmd/lrmp/mk/mk0301/index.html](http://srmwww.gov.bc.ca/rmd/lrmp/mk/mk0301/index.html)

## #1 - Wokkpash Corridor

- Length:** 54 kilometres to end of motorized route
- Location:** Mile 382 (km 619) of the Alaska Highway
- Approach:** The trailhead can be found 157 kms northwest of Fort Nelson, inside Stone Mountain Provincial Park, about 11 kms past Summit Lake campground. Just before arriving at the turnoff you will pass a highway lodge; start looking for the blue highway sign indicating a motorized vehicle route to the left, which is the Wokkpash Corridor (also known as the Churchill Mine Road).



Photo by: Randy McLean

Wokkpash Corridor

**Description:** This trail is approximately 54 kms long with several un-bridged creek crossings, one at McDonald Creek, one at Wokkpash Creek, and one at Racing River. For just over one half of this route full sized, 4x4 vehicles are allowed with the other half restricted to within 400m of each side of the trail. This route is also the access road for the Wokkpash hiking trail. The trailhead can be found by taking a left at the fork in the road before coming to Wokkpash Creek.



## #2 – Yedhe Creek Trail

- Length:** 36 kilometres to the end of the motorized route
- Location:** Mile 424 (km 687) of the Alaska Highway. Historical Mile 443.
- Approach:** Turn left (south) off the Alaska Highway 225 kms northwest of Fort Nelson just in front of the Petersen Creek bridge, inside Muncho Lake Provincial Park. If you've passed a closed service station named "The Village" you've gone too far. Once you've turned off the highway, continue through the gravel pit until you reach a bridge spanning the Toad River (also known as the Davis Keyes bridge). This is the extent of normal 4x4 vehicle access. From this point on, the route is only open to ATV's and snowmobiles, and to within 400 m of each side of the trail.

**Description:** Pass over the bridge and take a sharp right to access the Yedhe Creek Trail which will continue for a few kms before reaching a fork. Taking the left trail will lead you along Yedhe Creek then across the creek and branch off along another valley to the south, ending up in the mountains. Taking the right trail at the fork will lead you down to and through the McDonald First Nations Reserve along the edge of Moose Lake. It will continue past the lake and eventually end at Belcher Creek.

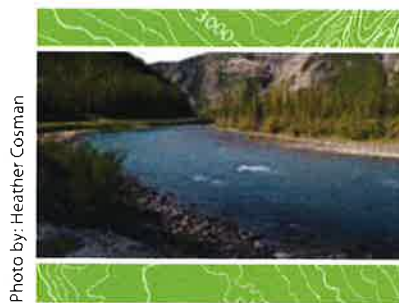


Photo by: Heather Cosman

Toad River

## #3 – West Toad Corridor

- Length:** 23 kilometres to the end of the motorized route
- Location:** Mile 425 (km 689) of the Alaska Highway
- Approach:** Turn left (south) off the highway 227 kms northwest of Fort Nelson just after the closed service station "The Village", inside Muncho Lake Provincial Park. The access road is quite difficult to find as it drops off the side of the road very quickly and is generally not very visible. If the highway has started to turn north and you're climbing a hill, you've gone too far.

**Description:** This trail is a full sized 4x4 route for its entire length but travel to each side of the route is restricted to within 10 m. There'll be two main creek crossings, one near the beginning at Tandzie Creek and another across the West Toad. A few kilometres in you'll pass through an outfitter's lodge site on your way to the end of the route at Moose Lake.

#### #4 – Nonda Creek Corridor

**Length:** 25 kilometres to the end of the motorized route

**Location:** Mile 409 (km 658) of the Alaska Highway

**Approach:** Turn right off the highway less than 1 km past the Muncho Lake Provincial Park entrance sign about 201 kms northwest of Fort Nelson. Turn on the same road as where a blue sign points to "Stone Mountain Safaris".

**Description:** This route is a full sized 4x4 route for its entire length with travel restricted to within 400m of either side of the trail. Less than a km along the route take a left at the fork to drive up to the viewpoint at the Nonda radio tower. (The right fork leads to an outfitter's lodge and ranch.) The route will lead you past some low points running beside Nonda Creek then veer off and eventually come out above the tree line for a panoramic view of the mountains of the Sentinel Range.

#### #5 – Liard River Corridor

**Length:** 56 kilometres to the end of the motorized route

**Location:** Mile 478 (km 774) of the Alaska Highway

**Approach:** Turn right off the highway just after going over the Liard River suspension bridge and before reaching the Liard River Hotsprings Provincial Park. This is about 313 kms northwest of Fort Nelson on the Alaska Highway.

**Description:** Regular 4x4 vehicles can travel on the first part of this route but are restricted to within 10m on either side of the route. About 2 kms down the road you will find a fork in the road. Taking the right fork will lead you quickly down to where you can get a good view of the Liard River. The left fork leads you onto the main part of the trail where you will follow the Liard River downstream for around 13 kms. You will eventually reach an outfitter's lodge. From this point, motorized travel is restricted to ATV's or snowmobiles and within 400 m on either side of the trail. Continuing on you will pull away from the Liard River, cross over the Deer River, pass by Nordquist Lake, and reach the end of the motorized route in about another 6 kms.

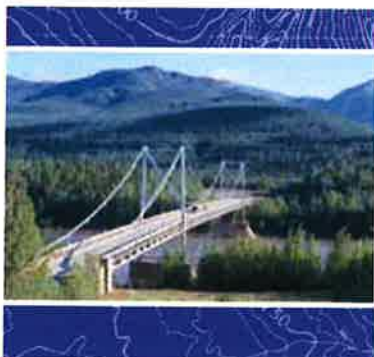


Photo by: Kathleen Smith

Liard River Bridge

## REQUEST FOR DECISION

|                   |                                  |
|-------------------|----------------------------------|
| <b>RFD#:</b>      | <b>Date: 2018-03-08</b>          |
| <b>Meeting#:</b>  | <b>Originator: Tammy McKeown</b> |
| <b>RFD TITLE:</b> |                                  |

### BACKGROUND:

Each year we receive financial grant applications from Non-profit organizations within the community to assist them in providing different services or to assist with capital projects.

### DISCUSSION:

We received the following applications for the 2018 year:

| Association                      | Request   |
|----------------------------------|---|
| Double H Saddle Club             | \$5,547.70  |
| Fall Fair                        | In Kind- tables, tent , flat deck trailer   |
| Friends of Hudson's Hope         | Municipal taxes- approx.. \$3835.05   |
| Hudson's Hope Radio Amateur Club | \$2,000.00  |
| Hudson's Hope Soccer             | In Kind- tent, tables, garbage cans   |
| Hudson's Hope Table Tennis       | \$400.00  |
| Hope 4 Health                    | In Kind- safety cones, use of office equipment, transport of porta-potties, tents, sandwich board, assistance of SEC, use of hot-chocolate back pack, media/publicity support |
| Hudson's Hope School             | In kind- tent for sport's day   |

### ADMINISTRATOR COMMENTS:

I concur with this request.

Report Approved by:

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

**BUDGET:**

Approximately \$19, 244 which is allocated in the draft budget. This includes cash value of in-kind donations.

**RECOMMENDATION / RESOLUTION:**

That Council approve all Financial Support Grant application, received to date, for 2018.

A handwritten signature in dark ink, appearing to read 'T. McKeown', is written over a horizontal line.

Tammy McKeown, Corporate Officer



## Tom Matus

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**Subject:** FW: Double "H" Saddle Club Breezeway Roof  
**Attachments:** dhsc breezeway roof.1.jpg; dhsc breezeway roof 2.jpg; dhsc breezeway roof 3.jpg; dhsc breezeway roof 4.jpg

**Importance:** High

**From:** Double H Saddleclub [<mailto:dhsaddleclub@gmail.com>]  
**Sent:** Monday, March 12, 2018 1:13 PM  
**To:** Office Admin 1 <[office1@hudsonshope.ca](mailto:office1@hudsonshope.ca)>  
**Subject:** Double "H" Saddle Club Breezeway Roof

Hello,

We are writing in regards to the unfortunate event at the Double "H" Saddle Club Indoor Riding Arena. Part of the breezeway roof collapsed between the hours of 12pm and 7am Sunday March 11 2018. Fortunately none of our members were hurt or horses.

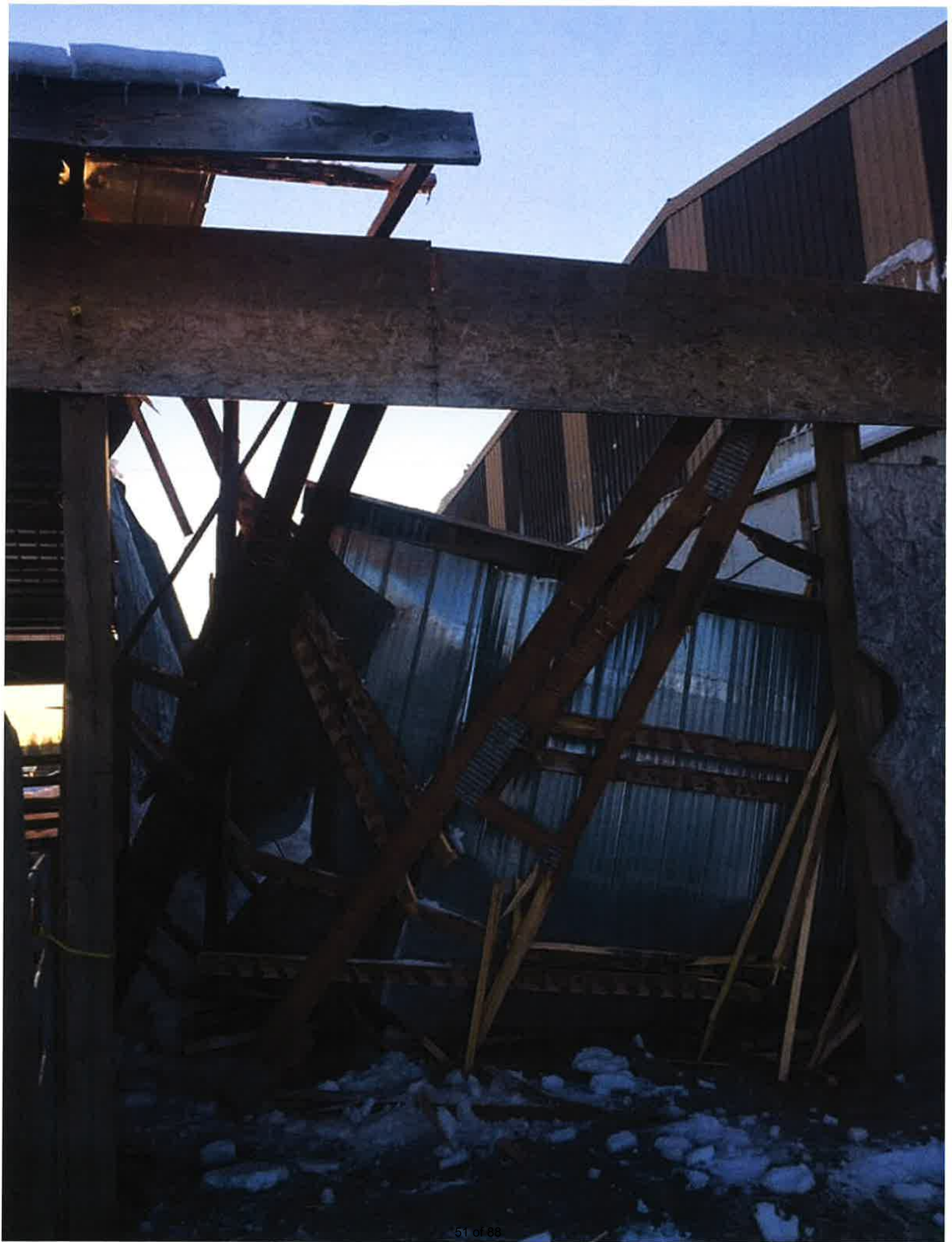
We have recently applied for the Hudson's Hope Financial Assistance Grant to update the bleachers at the indoor riding arena. However, with the recent occurrence of the collapsed breezeway roof would the district of Hudson's Hope allow, if approved by council, to be able to use the funds towards a new breezeway in case the insurance doesn't cover the expenses? Your versatile support would be very appreciated!

Sincerely,

Board of Executives

**SR6a**

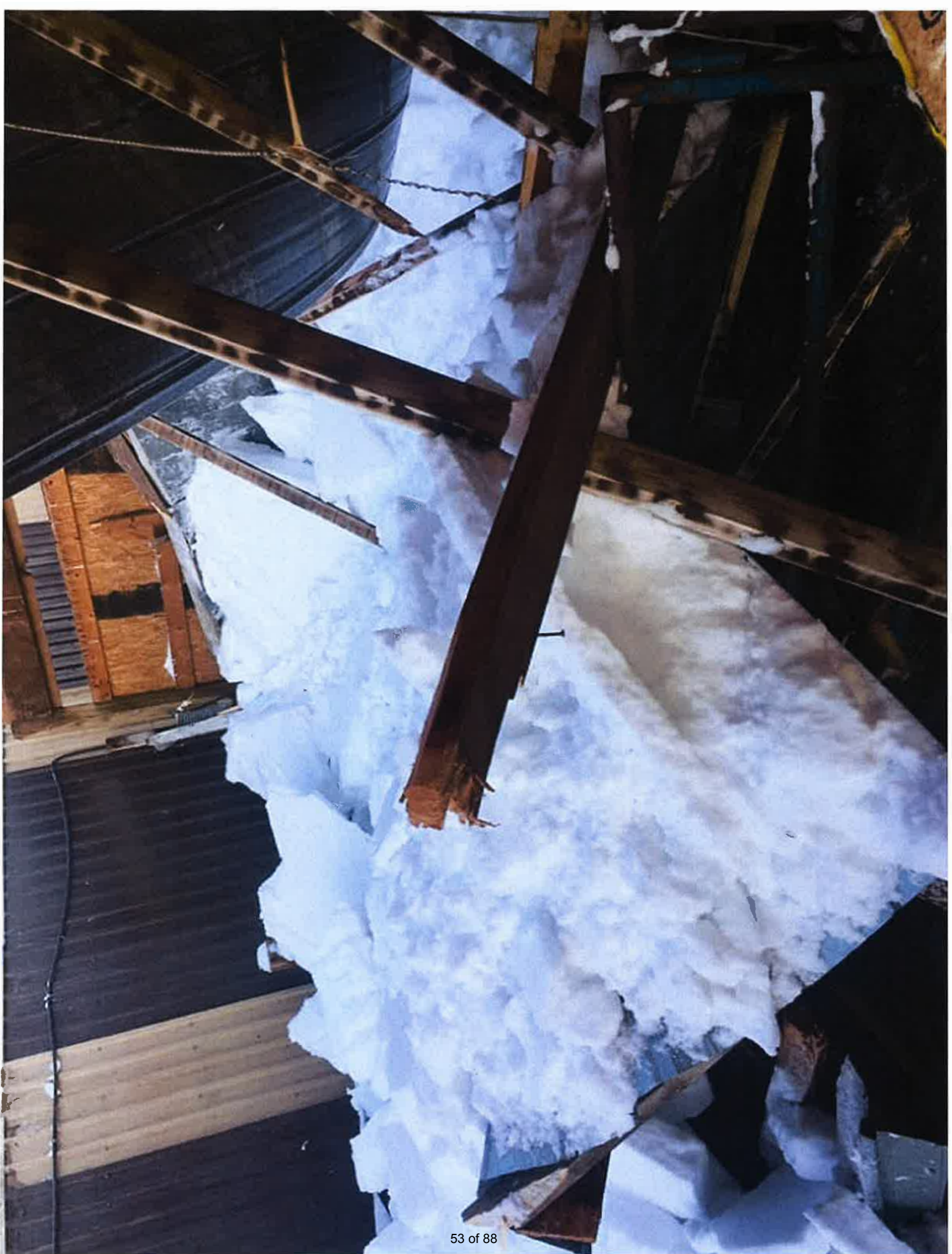












**From:** Project Team, Site C  
**To:** [Project Team, Site C](#)  
**Subject:** Site C Construction Bulletin - March 2, 2018  
**Date:** Friday, March 02, 2018 3:52:15 PM

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## **Site C Construction Schedule: March 5 – 18**

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

- Drilling and the installation of geotechnical instrumentation will continue.
- Excavation will progress on the north and south banks.
- 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.
- Site preparation will continue for the Site C substation and the substation contractor may begin mobilizing material and equipment to the site.
- Work will continue to lower an abandoned wellbore on the south bank.
- Aggregate may be crushed and stockpiled on the south bank, weather-dependent.
- Excavated surplus material will be relocated to various locations at the dam site.
- In-river excavation will continue.
- Road maintenance activities will continue, as required.
- Wood waste may be chipped, mulched, spread as coarse woody debris or burned at the dam site and the lower and eastern reservoir areas. A helicopter may be used to support this activity. Wood waste may be transported off site by truck.
- The clearing contractor will mobilize to the lower reservoir area and begin clearing activities, including debris management and burning.
- Merchantable trees of sufficient size, quality and volume to make them suitable for harvest and transport will be transported to local mills.

### **Other work areas**

- Work will continue to extend an existing distribution line from Old Fort Road to Myca Pit.
- Clearing will continue in portions of the transmission line right-of-way.
- Work will continue to construct snow and ice roads in the eastern segment of the transmission line right-of-way, weather-dependent.
- Maintenance and upgrade work will continue on existing access roads and resource roads that provide access to the transmission line right-of-way, weather-dependent. The construction of access roads on the transmission line right-of-way may begin.
- In the transmission line corridor, wood waste may be chipped, mulched, spread as coarse woody debris or burned. Merchantable trees of sufficient size, quality and volume to make it suitable for harvest and transport will be transported to local mills by truck.
- Merchantable timber that is decked near the Cache Creek/Bear Flat area along Highway 29 may be transported to local mills.
- Upgrade work will continue inside the switchyard building at Peace Canyon generating station. Clearing will continue in the switchyard expansion area within BC Hydro property.
- Aggregate and riprap production will continue in West Pine Quarry, where material will be transported by rail.

- Non-merchantable wood and debris will be burned at West Pine and Portage quarries.

### **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.
- There may be temporary traffic impacts on Old Fort Road as a result of the work to extend the existing distribution line.
- Some noise and vibration may occur in the vicinity of the dam site and in all other work areas, including West Pine Quarry.
- There may be emissions of smoke in various work areas as a result of burning. BC Hydro's contractor will plan and monitor any burning carefully and burning will only occur when appropriate venting windows are available.
- 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 and construction 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](http://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](mailto: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.*

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# THE CORPORATION OF THE TOWNSHIP OF SPALLUMCHEEN

4144 Spallumcheen Way, Spallumcheen, BC V0E 1B6  
Phone: 250-546-3013 • Fax: 250-546-8878 • Toll Free: 1-866-546-3013  
Email: mail@spallumcheentwp.bc.ca • Website: www.spallumcheentwp.bc.ca



February 22<sup>nd</sup>, 2018

David Allen  
Chief Administrative Officer  
City of Courtenay  
830 Cliffe Ave., Courtenay, BC  
V9N 2J7

To David Allen:

**Re: 2018 Resolution – Asset Management**

Thank you for your email dated February 13<sup>th</sup>, 2018, providing a copy of the City of Courtenay's letter that was sent to the Association of Vancouver Island and Coastal Communities regarding Asset Management.

This is to advise that the Township of Spallumcheen Council passed the following resolution at its Monday, February 19<sup>th</sup>, 2018 Regular Meeting:

***"WHEREAS the purposes of a British Columbia Municipality and Regional District included providing for stewardship of the public assets of its community;***

***AND WHEREAS, the power, duties and functions of British Columbia municipal and regional district Chief Administrative Officers include:***

- (a) Overall management of the operations of the local government;***
- (b) Ensuring that the policies, programs and other directions of the council or board are implemented; and***
- (c) Advising and informing the council or boards on the operation and affairs of the local government.***

***NOW THEREFORE BE IT RESOLVED THAT the Township of Spallumcheen supports sound Asset Management practices as the means to achieve local Sustainable Service Delivery;***

***THAT BC municipalities and regional districts, their respective CAO's and Staff would benefit from guidance to a common communications approach to enhance Asset Management Practices; and***

***THAT the Township of Spallumcheen recommends the Union of BC Municipalities resolve to develop and implement such a common communications approach in partnership with the LGMA and Asset Management BC."***

If you have any questions in this regard, please contact the undersigned.

Respectfully,

Cindy Graves  
Corporate Officer

Cc: All BC Municipalities

**C2**



Fort St. John & District  
**Chamber of Commerce**

Please forward to those who may be interested in attending.  
Chamber luncheons are open to the public.  
Registration required as space is limited.

**Chamber Luncheon** 

**Guest Speaker:**  
**Geoscience BC**

**Tuesday, March 20th**  
**11:45 am - 1:00 pm**  
**Pomeroy Hotel & Conference Centre**

[\*\*REGISTER HERE\*\*](#)

**Thank you to Northern Lights College for being our  
2018 Community Luncheon Sponsor!**



B.C.'s Energy College™

**Thank you to our 2018 Chamber Champions:**

**C3**



**Sponsorship Opportunities:** Gain direct access to a senior-level audience through enhanced visibility and exposure to attract new business. A wide range of opportunities are available. For more information please contact Lilia Hansen at the Fort St. John & Dist. Chamber of Commerce by email: [info@fsjchamber.com](mailto:info@fsjchamber.com) or by calling 250-785-6037.

[Upcoming Chamber Events](#)

[Membership](#)

[Member Directory](#)

**From:** MCF Info MCF:EX  
**To:** [Tammy McKeown](#)  
**Subject:** Letter from the Honourable Katrine Conroy and the Honourable Katrina Chen  
**Date:** Tuesday, February 27, 2018 4:20:50 PM

---

VIA E-  
MAIL  
Ref: 236620

Her Worship Mayor Gwen Johansson  
Mayor  
District of Hudson's Hope  
E-mail: [district@hudsonshope.ca](mailto:district@hudsonshope.ca)

Dear Mayor Johansson:

It is with great pleasure that we share *Budget 2018* materials, including [Child Care BC](#), [Caring for Kids](#), [Lifting up Families](#). This blueprint serves as our path to universal child care and wouldn't have been made possible without your insight. By sharing your concerns about the lack of affordable, accessible and quality child care over the past few months, we were able to clearly define what absolutely needs to change and map out a plan that will ultimately bring universal child care to British Columbia.

We know that we can't deliver our vision for universal child care alone. Over the coming months, we will work to foster connections with local government to better support the needs of individual communities and strengthen early childhood development and early learning care across the province.

Thank you for your input as we have developed our plan over the past few months. Your expertise is invaluable and your priorities for immediate change are reflected in [Budget 2018](#), which brings down fees for parents, builds more licensed spaces, and increases the number of early childhood educators.

Our plan to bring universal child care to British Columbia will take time to deliver, and we will continue to consult with you as we move beyond our three-year start. We look forward to continued discussions as we ramp up delivery of our child-care plan.

You are important partners and, in anticipation of some of the questions you may have, we have developed a [Frequently Asked Questions](#) (FAQ) document to help guide you through program changes over the coming months. This document is a work in progress and will be updated and [posted](#) regularly as we receive feedback from you. If you don't see your concerns reflected in the attached materials, please reach out to us at [EarlyYears@gov.bc.ca](mailto:EarlyYears@gov.bc.ca).

Together, we have delivered British Columbia's biggest-ever investment in child care. You have our assurance that this blueprint is only the beginning. The path we continue to travel together on will not be easy, just as the path to universal health care and education was long. Together we are making a real difference in the lives of British Columbia families today.

Sincerely,

**C4**

Katrine Conroy  
Minister

Katrina Chen  
Minister of State for Child Care

**From:** Christian, Holly  
**Subject:** REGISTER NOW for the Northern Healthy Communities Forum 2018  
**Date:** Tuesday, February 27, 2018 2:05:58 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image005.png](#)  
[image007.png](#)

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## Hello Healthy Community Partner!

More than ever, we recognize the valuable role that local governments play in supporting communities to be healthy. To continue conversations on strategies to support communities to be healthy, Northern Health is again hosting a pre-NCLGA Convention forum aimed at bringing together members and staff of northern local governments, Northern Health leaders, and community partners. The day will provide opportunity to share knowledge, highlight the successes and challenges of addressing health at the community level, and education opportunities aimed at supporting current and emerging health issues.

Please save the date and join us in Fort Nelson for the **Northern Healthy Communities Forum**

**Date:** Monday May 7<sup>th</sup>, 2018

**Time:** 9:00am – 3:00pm

**Location:** Fort Nelson, BC

Click [here](#) to register!

We look forward to seeing you there!

Holly Christian  
NW Lead, Healthy Community Development

### Northern Health

1788 Diefenbaker Dr. Prince George, BC V2N 4V7

Tel: 250.645.6348

Cel: 250.961.1674

Fax: 250.612.0810

[holly.christian@northernhealth.ca](mailto:holly.christian@northernhealth.ca)

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



### *the northern way of caring*

The contents of this electronic mail transmission are PRIVILEGED, intended to be CONFIDENTIAL, and for the sole use of the designated recipient. If this message has been misdirected, or if a resend is desired, please contact the sending office as soon as possible.

**C5**

## Site C Employment by Month: December 2017

The table below shows the latest Site C employment numbers.<sup>1</sup> As with any construction project, the number of workers — and the proportion from any particular location — will vary month-to-month and also reflects the seasonal nature of construction work

### December 2017 Highlights

- The latest employment statistics show that there were 1,525 total workers on the Site C project in December 2017.
- Of the total workers, 1,273 were from British Columbia, or 83%.
- There were 322 workers on site from the Peace River Regional District — that's 31% of the Construction and Non-Construction contractor's workforce.

| Site C Employment Statistics – December 2017   |                    |                             |                   |  |
|--|--------------------|-----------------------------|-------------------|--|
|  | # of Total Workers | # of B.C. Primary Residents | % of B.C. Workers | # (and %) of Peace River Regional District Primary Residents |
| <b>Construction and Non-Construction Contractors<sup>2</sup></b><br><i>Excludes work performed outside of B.C. (e.g., Manufacturing)</i> | 1,036              | 817                         | 79%               | 322 (31%)  |
| <b>Engineers and Project Team<sup>3</sup></b>  | 489                | 456                         | 93%               | ---  |
| <b>Total Workforce</b>   | 1,525              | 1,273                       | 83%               | ---  |

*Employment numbers are provided by Site C contractors and consultants. Numbers are subject to revision and corrections provided by contractors and consultants. Data not received by project deadline may not be included in the above numbers.*

BC Hydro has contracted companies for major contracts, such as main civil works, who have substantial global expertise. During the month of December 2017, there were 4 workers in a specialized position working for Site C Construction and Non-Construction Contractors, which were subject to the Labour Market Impact Assessment process under the federal Temporary Foreign Worker Program. Additionally, there were 27 management and professionals working for Site C Construction and Non-Construction Contractors through the federal International Mobility Program.

There were 8 apprentices employed during the month of December 2017. As with any construction project, the number of apprentices will vary depending on the type work being performed.

<sup>1</sup> Employment numbers are direct only and do not capture indirect or induced employment.

<sup>2</sup> Construction and Non-Construction Contractors includes work performed on Site C dam site, transmission corridor, reservoir clearing area, public roadwork, worker accommodation and services.

<sup>3</sup> Engineers and Project Team are comprised of both onsite and offsite workers. The Project Team includes consultants, BC Hydro Construction Management and other Site C project staff. An estimate is provided where possible if primary residency is not given.



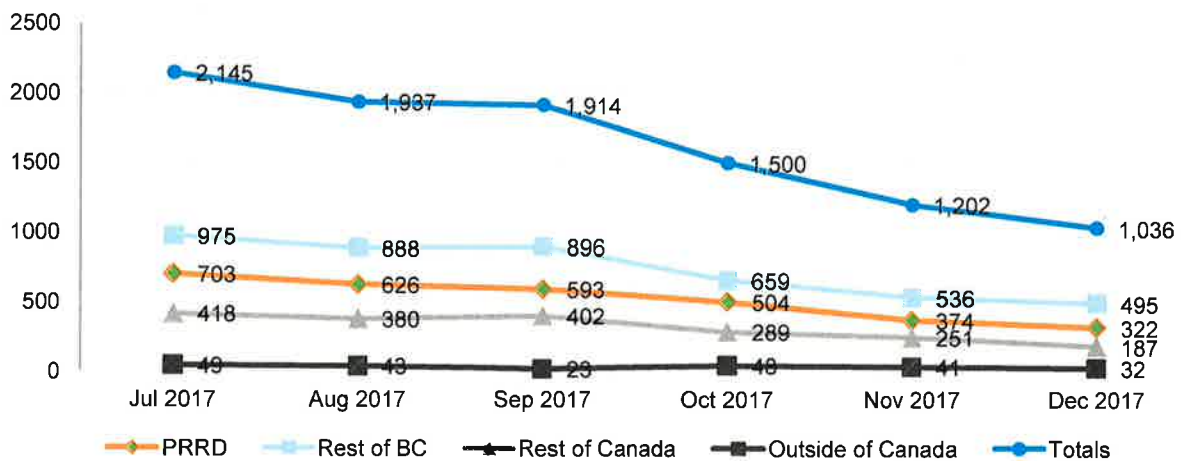
## Monthly Employment Summary for Construction and Non-Construction Contractors by Primary Residency

| Reporting Period | Construction and Non-Construction Contractors by Primary Residency <sup>1</sup> |                           |                             |                   |           |
|------------------|---|---------------------------|-----------------------------|-------------------|-----------|
|                  | PRRD  | Rest of B.C. <sup>2</sup> | Rest of Canada <sup>3</sup> | Outside of Canada | Sub-Total |
| July 2017        | 703   | 975                       | 418                         | 49                | 2,145     |
| August 2017      | 626   | 888                       | 380                         | 43                | 1,937     |
| September 2017   | 593   | 896                       | 402                         | 23                | 1,914     |
| October 2017     | 504   | 659                       | 289                         | 48                | 1,500     |
| November 2017    | 374   | 536                       | 251                         | 41                | 1,202     |
| December 2017    | 322   | 495                       | 187                         | 32                | 1,036     |

**Table Notes:**

- 1 A worker's primary residence is the place where the worker or where the worker's spouse or common-law partner or their children, usually lives.
- 2 Total workers with primary residency in BC outside the PRRD.
- 3 Total workers with primary residency in Canada outside BC.

July 2017 - December 2017  
Site C Construction and Non-Construction Contractors  
By Primary Residency



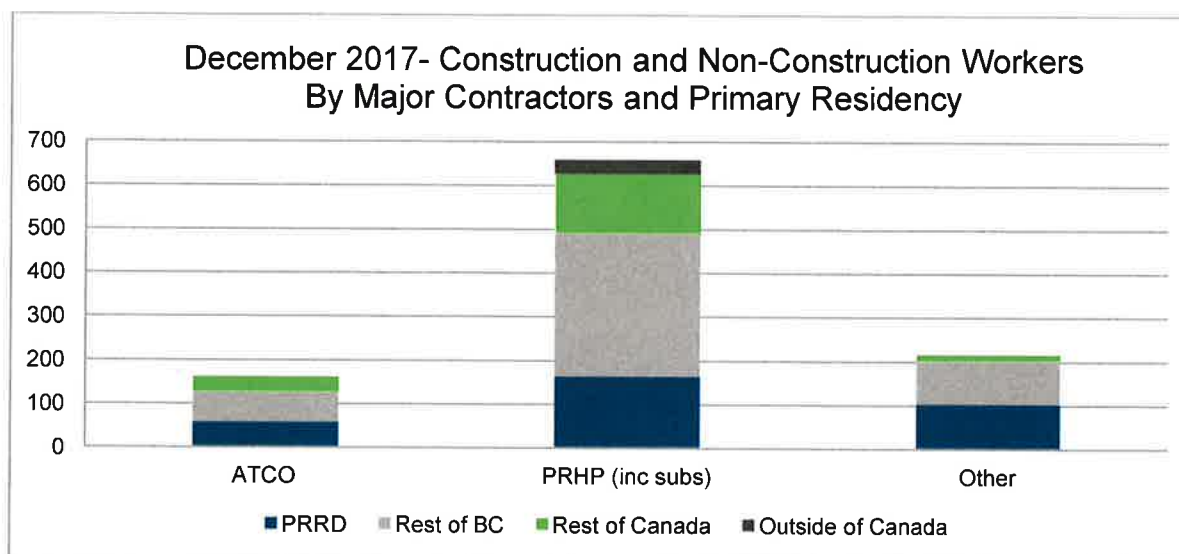


## Monthly Employment Summary for Construction and Non-Construction Contractors by Major Contractor and Primary Residency

| Reporting Period | Construction and Non-Construction Contractors by Major Contractor <sup>1</sup> and Primary Residency |   |   |
|------------------|--|---|---|
|                  | ATCO PRRD (Total)  | Peace River Hydro Partners PRRD (Total) | Other Construction and Non-Construction Contractors PRRD (Total) <sup>1</sup> |
| July 2017        | 62 (176)   | 451 (1,601)                             | 190 (368)   |
| August 2017      | 73 (170)   | 336 (1,360)                             | 217 (407)   |
| September 2017   | 79 (193)   | 332 (1,355)                             | 182 (366)   |
| October 2017     | 65 (171)   | 299 (1,095)                             | 140 (234)   |
| November 2017    | 61 (169)   | 191 (806)                               | 122 (227)   |
| December 2017    | 57 (161)   | 163 (659)                               | 102 (216)   |

Table Notes:

1 Major Contractors are reported by Contractor. All others workers reported as Other.





Provincial  
Agricultural  
Land Commission

The Agricultural Land Commission (ALC) is conducting a follow up survey to engage with various sections of local government based on the 2016 ALC survey outcomes.

The 2018 survey will focus on:

- Unauthorized land use
- Additional dwellings
- Unauthorized filling
- Draft ALC Bylaw No. 2 – Placement of Fill in the Agricultural Land Reserve (*local government consultation*)

The survey will be open until March 16, 2018.

Your participation is important – results help to ensure that ALC staff and services best assist you with matters relating to regulation and enforcement in the Agricultural Land Reserve (ALR).

It takes approximately 10 minutes to complete the survey and it is being conducted by Sents Research - your responses will be kept confidential and anonymous.

To begin the survey, click this link:

<https://snts.ca/enter/597678>

**The survey can and should be completed by as many individuals within your local government as is feasible. We require your assistance in distributing this invitation.**

Please help us by forwarding this invitation (or the survey link above) to all individuals at your organization who have contact with the ALC and/or whose work involves land use planning, permitting or enforcement within the ALR.

To help you determine who these individuals may be, the ALC has identified the following departments/ groups as generally having interactions with the ALC:

- Administration
- Bylaw Enforcement
- Engineering/Building/Permitting/Public Works
- Land Use Planning/Policy

Thank you for taking the time to participate in this important survey.

If you have any questions or experience any technical issues, please contact us at [alc@sents.ca](mailto:alc@sents.ca)



Privacy Policy  
Unsubscribe to Emails about this Research



Sentis Market Research Inc.  
6th Floor, 543 Granville Street  
Vancouver, BC, V6C 1X8  
[sentsresearch.com](http://sentsresearch.com)

**C7**



Sungom Energy Investments Ltd.  
2600, 425 - 1<sup>st</sup> Street SW  
Calgary, Alberta T2P 3L8  
Canada

March 1, 2018

To all interested persons:

**RE: Westcoast Energy Inc., carrying on business as Spectra Energy Transmission (Westcoast)  
Application for the Spruce Ridge Program (Program)  
Notice of Public Hearing and Application to Participate**

Please find enclosed a notice from the National Energy Board regarding a public hearing for Westcoast's application for the Program, including information on participating in the hearing.

Please do not hesitate to contact the undersigned at 403-476-8982 should you have any questions. For matters regarding Aboriginal relations, please contact Tom Ouellette, Aboriginal Relations Advisor at 250-262-3521.

Thank you for your attention.

Yours Sincerely,

Aimee Giesbrecht  
Referral Agent  
Lexterra Land Ltd.  
c. 250-329-6613 / o. 403-476-8982  
email: [aimee.giesbrecht@lexterra.com](mailto:aimee.giesbrecht@lexterra.com)

Enclosed (2)

**C8**



File OF-Fac-Gas-W102-2017-11 01  
27 February 2018

Mr. Jeff Enns  
Specialist, Regulatory Facilities  
Westcoast Energy Inc., carrying on  
business as Spectra Energy Transmission  
2600 - 425 - 1<sup>st</sup> Street SW  
Calgary, AB T2P 3L8  
Facsimile 403-767-3863  
jeff.enns@enbridge.com

Dear Mr. Enns:

**Westcoast Energy Inc., carrying on business as Spectra Energy Transmission  
(Westcoast)  
Application for the Spruce Ridge Program (Application)  
Comments on the Preliminary List of Issues; and  
Notice of Public Hearing and Application to Participate (Notice)**

On 19 October 2017, the National Energy Board (Board or NEB) received Westcoast's Application for approval to construct and operate the Spruce Ridge Program (Project) in northeast British Columbia. In its Application, Westcoast requested:

1. An order pursuant to section 58 of the *National Energy Board Act* (NEB Act) exempting the applied-for facilities from the application of sections 30(1)(a) and (b) and 31 of the NEB Act and exempting the pipeline tie-ins from the application of section 47 of the NEB Act;
2. An order pursuant to subsection 48(2.1) of the NEB Act exempting certain welds for the auxiliary and utility piping systems from the 100% non-destructive examination requirement in section 17 of the National Energy Board Onshore Pipeline Regulations for the auxiliary and utility systems;
3. An order pursuant to Part IV of the NEB Act affirming that the cost of the Spruce Ridge Program will be included in the Transmission North (Zone 3) cost of service and tolled on a rolled-in basis; and,
4. Such further and other relief that Westcoast may request or the Board may consider appropriate.

.../2

Suite 210, 517 Tenth Avenue SW  
Calgary, Alberta T2R 0A8

517, Dixième Avenue S.-O., bureau 210  
Calgary (Alberta) T2R 0A8

Canada

Telephone/Téléphone : 403-292-4800  
Facsimile/Télocopieur : 403-292-5503

www.neb-one.gc.ca  
Telephone/Téléphone : 1-800-899-1265  
Facsimile/Télocopieur : 1-877-288-8803

The applied-for Project would consist of:

- construction of 25 km of 914 mm (Chetwynd Loop) and 13 km of 609.6 mm (Aitken Creek Loop) new natural gas pipeline in northeast British Columbia;
- addition of a new compressor unit at each of compressor stations CS 2 and CS N5;
- minor modifications at two compressor stations (CS N5 and CS 16); and,
- increase in the maximum operating pressure for a portion of the existing Fort St. John Mainline Loop.

On 8 November 2017 the Board invited interested persons to provide written comments to assist in its determination of an appropriate application assessment process.

The Board received submissions from NOVA Gas Transmission Ltd. (NGTL), West Moberly First Nations, Saulteau First Nations, Fortis BC and Environment and Climate Change Canada, on 22 November 2017 providing comments on suggested process steps. The Board also received submissions from Black Swan Energy Ltd. and Métis Nation British Columbia on 21 November 2017 and 27 November 2017, respectively, regarding the Project, which did not comment on the Board's hearing process with respect to the Application. On 27 November 2017, Westcoast filed its response to comments regarding hearing process steps.

On 18 December 2017, Westcoast filed a supplemental assessment of access roads and powerline for the Project. On 10 January 2018, NGTL filed a letter of objection to the Board issuing an Order approving the Application as currently proposed.

### **Notice of Hearing and Application to Participate**

Having considered the submissions described above, the Board has decided to hold a public hearing to assess the Application. The hearing could include written or oral components, or a combination of both. The Board will determine its hearing process and provide details once participation in the hearing is confirmed through the process described below. In determining the hearing process, the Board will consider, among other things, the submissions it has received to date.

A Preliminary List of Issues for the hearing is attached as Appendix A to this letter. Applicants that wish to participate in the hearing will be asked to describe their interest in relation to the Preliminary List of Issues.

With respect to participation in the hearing, in the Board's view, all of the persons who provided comments in response to the Board's letter of 8 November 2017 have sufficiently demonstrated they are either directly affected by, or have relevant knowledge about the Project. Therefore the Board has decided to grant pre-determined standing in the hearing to NOVA Gas Transmission Ltd., West Moberly First Nations, Saulteau First Nations, Fortis BC, Environment and Climate Change Canada, Black Swan Energy Ltd. and Métis Nation British Columbia. However, these

parties will still need to register through the ATP system, described below, by **9 April 2018**. If your standing is pre-determined but you have not registered by **9 April 2018**, you will not be on the List of Participants, which will be issued soon after this date.

The Board further notes the suggestions it has received from the West Moberly First Nations, and the Saulneau First Nations to initiate a comment process with respect to the List of Issues for the hearing. Interested parties who wish to provide comment on the Preliminary List of Issues attached in Appendix A can provide any such comments in the List of Issues section in the online ATP form, in Step 9 - Your Connection to the Project Issues.

Interested persons other than those listed above who wish to participate in the hearing must apply to participate using the online Application to Participate form which will be available at [www.neb-one.gc.ca/applytoparticipate](http://www.neb-one.gc.ca/applytoparticipate) for a period of 5 weeks: from **28 February 2018** to **9 April 2018**. Applicants must clearly, and in sufficient detail, describe their interest in relation to the List of Issues. Those applicants who demonstrate, to the satisfaction of the Board, that they are directly affected by the proposed Project will be allowed to participate in the hearing and those with relevant information or expertise may be allowed to participate.

Further details about participating in the hearing can be found in the Notice of Public Hearing and Application to Participate, attached, as well at <http://www.neb-one.gc.ca/SpruceRidgeProgram>.

The Board directs Westcoast, with respect to the Notice (Appendix B), to:

1. Distribute copies of the Notice **no later than 5 March 2018** to:
  - its list of current and potentially affected landowners along the route;
  - its list of interested persons;
  - all municipalities and first responders likely to be impacted by the Project;
  - all Aboriginal groups engaged by Westcoast; and,
  - all persons listed in Appendix D to this letter.
2. Post the Notice on Westcoast's Project website immediately.
3. Publish the Notice in the publications listed in Appendix C **as soon as possible but no later than 14 March 2018**.
4. Submit to the Board a complete list of dates when the Notice was published, after publishing the Notice.

Westcoast must make copies of the Application available for public viewing at various locations along the Project route. The Board directs Westcoast to make a list of these locations available on its Project website by **7 March 2018**. This list should indicate the street address of the locations where the Application will be available, the hours accessible, whether the Application is available in hard copy or electronic format, and in which official language the information is provided.



If you have any questions regarding this Notice please contact Christine Davidson, Process Advisor, at [SpruceRidge@neb-one.gc.ca](mailto:SpruceRidge@neb-one.gc.ca) or telephone 1-403-299-3660.

Yours truly,

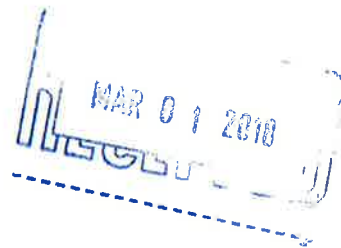
*Original signed by L. George for*

Sheri Young  
Secretary of the Board

c.c. Mr. Christopher Gall (Métis Nation British Columbia)  
Ms. Anne Muter (West Moberley First Nations)  
Mr. Bernard Pelletier (NOVA Gas Transmission Ltd.)  
Ms. Diane Roy (Fortis BC)  
Mr. Saul Schneider (Environment and Climate Change Canada)  
Ms. Diane Shirra (Black Swan)  
Mr. Kenji Tokawa (Saulteau First Nations)

**Attachments:**

Appendix A – Preliminary List of Issues  
Appendix B – Public Notice  
Appendix C – List of Publications  
Appendix D – Distribution List for Notification of Application to Participate



February 20, 2018

Re: NCLGA February Board Report

Dear Mayors, Chairs, Councillors and Directors,

This is a brief NCLGA Board Report to keep you updated on your area association's most recent news:

#### **Successful Mayors and Chairs Meeting**

We had capacity attendance for the second Northern Mayors and Chairs Roundtable. Decision makers discussed a plethora of issues but concentrated on some main themes throughout the session: Housing, the opioid crisis, reconciliation, emergency preparedness, health care and an overall need for regional unity when it comes to advocacy. Mark your calendars: The NCLGA has secured the same space for January 21<sup>st</sup>, 2019.

#### **Facilitate meetings with ministers**

Over the coming months the NCLGA board will be looking at facilitating conversations between the Provincial government and our members around Emergency Preparedness, Housing and the Environmental Review Process. This is a big undertaking that involves a lot of variables, including the coordination of ministerial and staff schedules, meeting times and availability of our members, etc. I will keep you updated as plans progress. If you are interested in taking part in meetings in Victoria, please let me know. Our goal is to have five Mayors/Chairs that represent the width and breadth of the region.

#### **UBCM Resolutions**

As you know, the resolutions process isn't a straight forward, clear indication of specific local government priorities and perspectives. Sometimes resolutions touch on subject matter that is outside the jurisdiction of local governments, or beyond the interests of community decision makers. There is also the ever-present question about the effectiveness of the current resolutions process in BC. At the Mayors and Chairs Roundtable, I committed to bringing these and other resolutions based issues to the next UBCM

convention for discussion. Our board will be looking further into how best to do this between now and September.

### **First Nations Engagement**

Chief Dominic Frederick and Councillor Dolleen Logan of the Lheidli T'enneh Nation were part of the Roundtable on January 19<sup>th</sup>. Their inclusion was much appreciated by all parties, and will be something the NCLGA looks at moving forward. I will be bringing the issue of First Nations inclusion to our next board meeting for discussion. My sincere hope is that First Nations will be fully involved in NCLGA planning and events moving forward.

### **Executive Director Position**

After five years with the NCLGA Board, staff has decided not to renew their contract. The Board of Directors is working on a succession plan and will have more information in the weeks ahead.

### **Conference**

NCLGA Conference planning is ahead of schedule and registrations are higher than expected. Central Mountain Air has agreed to increase its capacity on an as needed basis to ensure they get NCLGA participants get to Fort Nelson in May. Please make sure you go to [www.nclga.ca](http://www.nclga.ca) and register for your 63<sup>rd</sup> NCLGA Conference ASAP as space is limited.

### **NCLGA Video**

The NCLGA Board Commissioned a video to highlight the organization and to help us in our advocacy efforts. The board looks forward to the release at our 2018 AGM.

### **Call for Executive Nominations**

As the NCLGA's 2017/2018 term comes to an end, we are reminding members that we are accepting nominations for the 2018/2019 Board. If you are interested in running for the NCLGA Board, be sure to send in your nomination letter from your board or council to [Admin@nclga.ca](mailto:Admin@nclga.ca). The deadline for sending in your nominations is March 23<sup>rd</sup>, 2018, and the nominations package can be found on the NCLGA website.

### **Website Reminder**

Almost anything you need to know about your area association is available at [www.nclga.ca](http://www.nclga.ca). From policy manuals, how to bid on conventions and the community leadership awards to lists of members, strategic

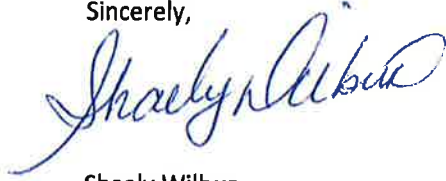
planning and resolutions; it is a one stop shop for local government leaders and stakeholders alike. We have also created a searchable component to the website to assist in your advocacy efforts and resolution writing.

If you have any questions about these topics or any other NCLGA related issues, please don't hesitate to connect with any of your NCLGA Board members:

|                                    |  |                                   |
|------------------------------------|--|-----------------------------------|
| Shaely Wilbur, Councillor          | City of Dawson Creek   | President                         |
| Gord Klassen, Councillor           | City of Fort St. John  | 1 <sup>st</sup> Vice President    |
| Laurie Walters, Councillor         | City of Williams Lake  | 2 <sup>nd</sup> Vice President    |
| Laurey-Anne Roodenburg, Councillor | City of Quesnel  | Past President                    |
| Cheryl Shuman, Councillor          | City of Dawson Creek   | Director At Large                 |
| Sarrah Storey, Councillor          | Village of Fraser Lake   | Director At Large                 |
| Lara Beckett, Director             | Regional District of Fraser-Fort George                        | Director at Large                 |
| Brad Sperling, Director            | Peace River Regional District                                  | Appointed Regional Representative |
| Dave MacDonald, Mayor              | District of Port Edward, North Coast Regional District         | Appointed Regional Representative |
| Lynne Christiansen, Councillor     | City of Terrace, Kitimat-Stikine Regional District             | Appointed Regional Representative |
| Joan Sorley, Director              | Cariboo Regional District                                      | Appointed Regional Representative |
| Shane Brienens, Mayor              | District of Houston, Bulkley-Nechako Regional District         | Appointed Regional Representative |
| Pat Crook, Mayor                   | District of Mackenzie, Regional District of Fraser-Fort George | Appointed Regional Representative |
| Lorraine Gerwing, Councillor       | Fort Nelson, Northern Rockies Regional Municipality            | Appointed Regional Representative |

We greatly appreciate your hard work and dedication to making central and northern BC the best place in the world to live, work and play.

Sincerely,

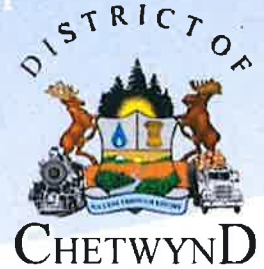


Shaely Wilbur  
NCLGA President

# 2018 Northeast British Columbia Community Coal & Energy Forum



Chetwynd, BC



## *Forum Details*

The communities of Tumbler Ridge and Chetwynd are proud to host the 13<sup>th</sup> Annual Community Coal & Energy Forum for people interested in learning more about the vibrant coal industry in Northeast British Columbia. The forum will be held at the Chetwynd & District Rec Centre in Chetwynd, BC.

**Wednesday, September 5<sup>th</sup>** - Mine and Nursery Tour (s). The 'Welcome Social' at 6:00pm, will provide networking opportunities and tradeshow.

**Thursday, September 6<sup>th</sup> - Coal & Energy Forum:** Featuring a showcase of local businesses and presentations on current industry trends. Related topics that will be covered include: decisions in the regulatory environment, community impacts, coal markets, industry opportunities and alternative energy projects. We have invited Premier Horgan, Minister of Energy, Mines and Petroleum Resources, Michelle Mungall and other Ministers to attend.

**Who Should Attend?** All members of the public who are interested in learning more about the coal mining industry, mine operators, mining supply and service companies, local government, and economic development representatives.

To register or for more information:

Economic Development Office  
District of Chetwynd  
(250) 401-4113

# C10

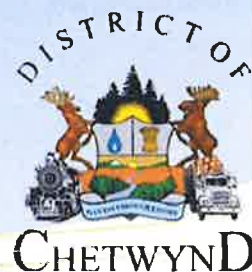


# 2018 Northeast British Columbia

## Community Coal & Energy Forum

Chetwynd, BC

September 5th & 6th, 2018



Name: \_\_\_\_\_ Company: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Street Address \_\_\_\_\_ City \_\_\_\_\_ Postal Code \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Email: \_\_\_\_\_

| Participant Name | Title: | Twin Sisters<br>Nursery Tour<br>9am | Mine Tour<br>11am        | September 5 <sup>th</sup><br>Social | September 6 <sup>th</sup><br>Forum |
|------------------|--------|-------------------------------------|--------------------------|-------------------------------------|------------------------------------|
| 1. _____         |        | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>           |
| 2. _____         |        | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>           |
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| 4. _____         |        | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>           |

### SPONSORSHIP OPPORTUNITIES

Forum Partner

\$3,000 - \$5,000

Forum Sponsor

\$1,000 - \$2,000

Conference Supporter

\$500 - \$999

(Sponsor receives waive of attendance fee for two people and email logo)

**Sponsor Amount**

\$ \_\_\_\_\_

**Forum Participant**

Forum Fee \$40 x ( ) = \$ \_\_\_\_\_

Credit Card Authorization

☐ Visa \_\_\_\_\_ OR ☐ MC \_\_\_\_\_

**Cheques payable to the District of Chetwynd**

Completed registration forms should be faxed to: (250) 401-4101 or emailed to [emcavany@gochetwynd.com](mailto:emcavany@gochetwynd.com)

**MAIL** all payments, payable to the District of Chetwynd

P.O. Box 357 Chetwynd, BC V0C 1J0

**Legislative Services Department**  
**830 Cliffe Avenue**  
**Courtenay, B.C.**  
**V9N 2J7**



**Phone (250) 334-4441**  
**Fax (250) 334-4241**  
**jward@courtenay.ca**

City File No.: 390-20

February 13, 2018

Association of Vancouver Island  
And Coastal Communities  
525 Government Street  
Victoria, B.C. V8V 0A8

**Re: 2018 Resolution – Asset Management**

Please be advised that the City of Courtenay submits the following resolution for the 2018 AVICC Annual General Meeting:

***Common Asset Management Policy***  
***City of Courtenay***

*WHEREAS the purposes of a British Columbia municipality and regional district include providing for stewardship of the public assets of its community;*

*AND WHEREAS, the powers, duties and functions of British Columbia municipal and regional district Chief Administrative Officers include:*

- (a) overall management of the operations of the local government;*
- (b) ensuring that the policies, programs and other directions of the council or board are implemented; and*
- (c) advising and informing the council or board on the operation and affairs of the local government.*

*NOW THEREFORE BE IT RESOLVED THAT the Association of Vancouver Island Coastal Communities supports sound Asset Management practices as the means to achieve local Sustainable Service Delivery;*

*THAT BC municipalities and regional districts, their respective CAOs and staffs would benefit from guidance to a common communications approach to enhance Asset Management Practices; and*

*THAT the AVICC recommends the Union of BC Municipalities Resolve to develop and implement such a common communications approach in partnership with the LGMA and Asset Management BC.*

I trust the above is satisfactory, and please do not hesitate to contact me if you require further information.

**C11**

Yours truly,

ORIGINAL SIGNED BY

John Ward, CMC  
Director of Legislative and Corporate Services  
Deputy Chief Administrative Officer

## **BACKGROUND**

### **Common Asset Management Policy**

Asset Management BC (AMBC) has been providing awareness of Asset Management best practices for nearly a decade and throughout that time senior City Staff have been closely affiliated with AMBC. The City has benefited from that relationship by adopting many of the practices AMBC devised or has otherwise supported and after several years, the positive impacts are beginning to be felt.

AMBC is a group of Associations, governments and first nations with a collective interest in Asset Management. It's important to emphasize that AMBC quite deliberately refers to itself as a "Community of Practice", meaning it does not depend upon or represent a particular entity or sector. Therefore, the various observations and suggested practices are motivated only by objectivity and excellence in Asset Management practices.

Given its chosen position as a neutral party, it might be considered presumptuous of AMBC to offer advice to elected officials without it first being requested. That is possibly why there has not yet been a collation of policy practices offered in support of CAOs and council/board elected officials where, from a public administrator's perspective, something of that nature would be very useful. Ironically, our affiliation with AMBC has helped us to recognize that this form of guidance does exist, but it is located in various places and has not been provided or promoted in a coherent, unified way. The guidance is located in statutes, senior government publications and Courtenay Council's Asset Management Policy.

Beyond the operational aspects, to be successful over the long-term a local government AM program depends upon three intertwined yet distinct communications channels and their respective content:

1. **The relationship between council members/regional directors with their constituents** to consider and agree upon continuing levels of service balanced with the constituents' willingness to pay;
2. **The relationship between council members/regional directors and their respective CAOs** to agree upon policy objectives (and reporting) and provision of the means to achieve them; and
3. **The relationship between municipal/regional district CAOs and their staffs** to set the operational and capital work plans in place to achieve sustainable service delivery through sound AM practices.

These three channels have their origins in the following references:

- *Community Charter (CC)* and *Local Government Act (LGA)*;  
<http://www.bclaws.ca/>
- Auditor General for Local Government (AGLG) Perspectives Series Booklet, “Asset Management for Local Governments”;  
<https://www.aglg.ca/> and
- City of Courtenay **Policy #1670.00.02** “Asset Management Policy”.  
<http://www.courtenay.ca/EN/main/city-hall/asset-management.html>

#### COUNCIL/BOARD MEMBERS AND CONSTITUENTS:

As most will know, municipalities and regional districts are distinct, but are both referred to as ‘local governments’ and the *Community Charter* and *Local Government Act* are the two principal sources of their respective authority. These statutes provide for the purposes of these two forms of local government. One purpose is “providing for stewardship of the public assets of its community”.<sup>1</sup> They also stipulate that ‘the powers, duties and functions of a municipality or regional district are to be exercised and performed by its council or board’<sup>2</sup> as the case may be.

The BC AGLG provides even more succinct guidance to the elected officials:

“Local residents, as service customers and taxpayers, expect to be advised and consulted on how you are spending tax dollars... It is important for you to... engage and educate members of the community on what asset management involves, why it is important and the implications if your local government fails to proactively manage publicly-owned assets. This communication provides an opportunity for your local government to ask the community about their service level expectations and their willingness to pay the costs of meeting those expectations.”<sup>3</sup>

This guidance is echoed the City’s Asset Management Policy: “...council members are responsible for adopting policy and ensuring that sufficient resources are applied to manage the City’s capital assets” and for providing “...those we serve with services and levels of service for which they are willing to pay”.<sup>4</sup>

#### COUNCIL/BOARD AND THEIR CAOs:

The *CC* and *LGA* speak to this relationship, too: CAOs’ powers, duties and functions include overall management of operations of the local government; ensuring that the policies, programs and other directions of the council/board are implemented; and advising and informing the council/board on the operation and affairs of the local government.<sup>5</sup>

1 *Community Charter* s. 7 and *Local Government Act* s. 185.

2 *Community Charter* s. 114 and *Local Government Act* s. 194.

3 Auditor General for Local Government (AGLG) Perspectives Series Booklet, “Asset Management for Local Governments”, pp. 17-18.

4 This latter policy statement is reiterated in the City of Courtenay Strategic Priorities 2016-2018.

5 Paraphrased for convenience from *Community Charter* s. 147 and *Local Government Act* s. 235.

The AGLG also considers this relationship:

“Elected officials have a stewardship responsibility and an oversight role, while staff are responsible for implementation and for reporting back to the council/board. It is important for both parties to understand and respect the distinction between governance and management and to maintain an appropriate balance of accountability... As elected officials, you can help ensure effective asset management by supporting staff in their efforts to develop and implement asset management planning.”<sup>6</sup>

Council’s AM Policy commits to “Ensuring necessary capacity and other operational capabilities are provided” and to “...providing sufficient financial resources to accomplish them”. As a reflection of the legislation and AGLG guidance, the Policy goes on: “The Chief Administrative Officer has responsibility for Asset Management plans, strategies and procedures as well as reporting to Council on the effectiveness of Asset Management practices and their outcomes.”

#### CAOs AND THEIR STAFF:

Communications as part of this relationship is a matter of leadership style and public administration practices. How these manifest themselves locally is a function of the individuals’ education and experience along with ongoing professional development. This is offered by agencies such as the Local Government Management Association of BC and more formalized training through various academic institutions.

While the statutes do not speak to this particular relationship, the AGLG does provide some guidance:

“Asset management is a highly integrated activity requiring staff from across the local government to interact and share knowledge and data. It requires a shift to a new business model based on sustainable service delivery. To succeed, your chief administrative officer must champion asset management, select the right group of staff from finance, planning, operations, information technology and engineering, give them the proper authority and make them accountable for action.”<sup>7</sup>

This AGLG guidance coincides with the City’s AM Policy as provided above.

As is obvious, the guidance to successfully develop these three channels of communication does exist. However, it would be more effective if it were coalesced in a singular form that could be consistently referred to by local governments wishing to more effectively develop Asset Management for Sustainable Service Delivery. One way of accomplishing this could be for BC local governments to collectively request it be done on their behalf by an organization or agency such as Asset Management BC.

6 Auditor General for Local Government (AGLG) Perspectives Series Booklet, “Asset Management for Local Governments”, pp. 17 & 13.

7 Auditor General for Local Government (AGLG) Perspectives Series Booklet, “Asset Management for Local Governments”, p. 18.



**From:** [Gwen Johansson](#)  
**To:** [Heather Middleton](#); [Kelly Miller](#); [Dave Heiberg](#); [Mattias Gibbs](#); [Travous Quibell](#); [Caroline Beam](#)  
**Cc:** [Tom Matus](#); [Tammy McKeown](#); [Bob Norton](#); [Wallace Roach](#)  
**Subject:** Bats  
**Date:** Tuesday, March 06, 2018 1:47:12 PM

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Re: the discussion about bats from March 1:

This is what the Bat Lady tells me:

Bats are a protected species. (This is a continent-wide issue as "white-nose" disease is killing off huge numbers in the southern US and it has been found in Canada in recent years. There is so much concern that one is to report "mass die-offs," which right now is considered more than one bat.) Pest companies should be refusing to exterminate bats.

It is very strange to find bats in a building during winter in northern BC. The probable reason is that buildings are so dry in winter and bats require 60-70% humidity to hibernate. If bats are in the library at this time of year, she says, then it must be very humid up there. They normally move down to the caves along the river to hibernate in winter. If they are in a building now, it would be a first in the northern two-thirds of BC. They should still be in hibernation.

She asks if we are sure they are bats. Can we confirm by sight? If not, she has a "Bat Detector." Bats give off ultra-sonic noise when chirping and the detector would indicate their presence.

She says that the bats in the north do not carry diseases – they do in the south but not this far north. The guano is stinky though.

The Ministry (FLNRO) promotes a program called "A Bat Friendly Community," which has the following features:

- 1) Declare the last week of October as "Adopt a Bat" Week.
- 2) Put up bat houses and monitor them. (Not the small commercially available ones – bats like larger ones they can congregate in.)
- 3) Stock Bat pamphlets in our information section.

Below is the contents of an email from the Ministry:

I was trying to attach the *Got Bats?* Pamphlet with info on bats in general and info on excluding bats from buildings in BC, but it is too large. Please go here to get a copy:

<http://www.bcbats.ca/attachments/GOTbats.pdf>

More info and the link to downloading this pamphlet and others can be found here:

<http://www.bcbats.ca/>

Note on page 4 (step 1: know the bat basics) you will find the following information:

"Bats are neither rodents nor considered pests under BC law. They are classified as wildlife under the *BC Wildlife Act* and they are protected from harassment and killing".

Here is some more info you can share:

- The northern myotis (or northern bat) is an endangered species under the federal *Species at Risk Act* (SARA) and is a listed species in BC (at risk or blue listed).
- The little brown myotis (or little brown bat) is an endangered species under the federal *Species at Risk Act* (SARA).
- These statuses are already considered out of date as soon as White Nose Syndrome (WNS) was detected in Washington State in March 2016. BC is on high alert and statuses could change as soon as it is detected here.
- The *BC Wildlife Act* protects virtually all vertebrate animals from direct harm, except as allowed by regulation (e.g. hunting or trapping).
- Under this legislation, any vertebrate species other than fish can be legally designated as endangered or threatened – enabling the following additional protections:
  - Anyone who kills or harms an endangered or threatened species will receive penalties – conviction could mean a fine of \$500,000 and three years in jail
  - Habitats for endangered or threatened species can be protected as Critical Wildlife Habitats in Wildlife Management Areas

Source: <https://www2.gov.bc.ca/gov/content/environment/plants-animals-ecosystems/species-ecosystems-at-risk/legislation>

- As well, under section 26 of the wildlife act: (1) A person commits an offence if the person hunts, takes, traps, wounds or kills wildlife
  - (a) that is an endangered species or threatened species,
- If they were to accidentally kill a bat during renovations, that is also to be reported to a wildlife officer under section 75: (1) A person who kills or wounds wildlife, other than prescribed wildlife, either by accident or for the protection of life or property, must promptly report to an officer
  - (a) the killing or wounding, and
  - (b) the location of the wildlife.
- (2) A person who fails to report as required under subsection (1) commits an offence.

- Lastly, BC is currently developing a *Species at Risk Act* which will be in draft form next year. This will apply to private property as well (i.e. we will have to manage our land if there are known species at risk on it).

**Gwen Johansson, Mayor**  
District of Hudson's Hope

9904 Dudley Drive, PO Box 330  
Hudson's Hope, BC V0C 1V0

Office: 250-783-9901  
Fax: 250-783-5741  
Cell: 250-783-0820  
Email: [mayor@hudsonshope.ca](mailto:mayor@hudsonshope.ca)

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



**Mayor's Report to Council:**

**March 12, 2018**

**February 27: Ministry of Transportation: Rural Roads**

Reported before that Farrell Creek and Beryl Prairies Roads are among the top five roads identified as priorities for attention should there be money for roads in this area. Business case will be based on all uses but need for oil/gas company access will provide the primary basis.

**Note:** presently the most activity is in the South Peace in the Farmington area. Up to 20 wells per pad, all drilled, flared and completed at the same time. Indications are that activity is moving north again. The highest priced land sale in 2017 was on the Farrell Creek Road.

**Note:** Highway 29 realignment in the area where Farrell Creek Road meets Hwy 29 was identified by the Rural Roads Committee as a concern – cutting into the bank there could destabilize the Farrell Creek Hill.

**Note:** BC Hydro consultants submit the design but MOTI has to accept it.

**February 28: Resource Forum: Fort St John**

Sponsored by Resource coalition (Fort St John, Taylor & Tumbler Ridge): “Developing BC’s Energy Roadmap.” Held with the idea of going to Victoria to influence BC Energy Policy being developed this year. Inez from OGC: Ministry takes the advice of the coalition very seriously>” Message: LNG. Electrify the gas fields. (Speakers: David Keane, Stewart Muir, Lori Ackerman, Karen Ogen-

**March 1: MIRR: Ministry of Indigenous Relations & Reconciliation: FSJ**

Follow-up to the Feb. 16 meeting. Will be quarterly meetings with MIRR. Govt appears committed to settlements with First Nations. Concern from local stakeholders: actions are top-down from Victoria and local concerns will be ignored.

**March 5: Fraser Basin Council: What’s Climate Got to Do With It? FSJ**

Last year, we looked at participating in the Fraser Basin Council initiative on climate change. We declined because there were so many other things we were trying to keep up with. They needed five local governments to qualify for the federal funding. Fort St John, Taylor, Dawson Creek, Chetwynd, Pouce Coupe and Northern Rockies participated. They sponsored a public session the evening of March 5, which was what I attended. Good attendance. Presentation by Trevor Murdoch, climatologist specializing in modelling future climate at the community level. Technical presentation but focussing more on the big picture but did mention that by the 2010’s, they expect 2 months fewer days below zero, and a 20% increase in growing degree days in the Peace, plus an increase in extremes in weather events. He talked about the global bar of 2 degrees average increase would lead to questionable ability of the earth to sustain life as we know it. Two degree warming has happened on the planet in the past but it

was spread out over many thousands of years. The following day, there was to be a full day meeting with the participating communities talking about preparation and mitigation.

There will be another opportunity to join this group for a next step. Hudson's Hope should consider it again when the opportunity arises.

**March 6: Research: UBC and Geo-Science BC HH**

About 20-25 People. Carlos presented his findings from the aerial data collection and showed a map of the areas where there are paleo-valleys, where the groundwater aquifers are expected to be. Aaron presented their preliminary findings on the migration of methane in soil. He pointed out that there are 24,251 energy wells in BC (all in the northeast). 144 or 0.6% are confirmed to be leaking; most have not been tested, so we don't know if they are leaking or not. Of the local domestic water wells that they tested last year, all were found to be within normal drinking water ranges. Results of those tests have been sent to the well owners.

Over the next 3 years, Aaron's group will be drilling 30 wells, (10 per year) throughout the Peace region. Some will be drilled in the Hudson's Hope area.

**March 8: Peace River Regional District: DC**

PRRD Budget:

First & Second Reading was passed. The amount of money collected by the PRRD from HH residents is negligible, and there was a small surplus in the account from last year.

Presentation by Farmers' Advocate Office (FA).

The FA contract is up July 31.

Presently funded 50-50 by the PRRD and the province (MEMPR). Question about whether it will continue and if so, how it should be funded. FA Office favors full funding by the PRRD so there would be local control. PRRD's Agriculture Advisory Committee says it should be funded 100% by the province, because the province derives the benefit of the industry.

As industry moves this direction again, the FA office will be important for local land owners.

Brad Spirling was given authority to negotiate a Community Engagement Agreement with BC Hydro for Area C.

Background on Library Funding:

Explanation of why PRRD does not have funding available for HH library. Some libraries do get funding – mainly through being part of a "Benefitting Area." Chetwynd has a large benefitting area. Fort St John gets funds through both Area C and B. Referendums were held

and it passed in Area C, so funding is part of the PRRD assessment for that area. In Area B, it was defeated but Karen supports the FSJ library, using her Peace River Agreement funds.

In the South Peace, there is a sub-regional agreement which includes several services, including library service. It was done through a referendum in Areas D & E, which passed.

### **Decision on Fire Dispatch Negotiations:**

When FSJ did not get the contract to supply 911 services, FSJ wanted to be “made whole.” So Dawson Creek wanted the same, although they hadn’t bid on the contract. Their ask was to be paid for 5 years.

Solution which was passed on March 8 was as follows:

|                      |                              |           |
|----------------------|------------------------------|-----------|
| <u>Dawson Creek:</u> | kept whole for 1 year        | \$249,878 |
| <u>Fort St John:</u> | “ “ “                        | \$231,466 |
| <u>Fort St John:</u> | (compensation for equipment) | \$ 73,632 |

### **Urban Reserves:**

Mayor Ackerman reported that FSJ is negotiating four urban reserves (Blueberry, Doig, Halfway & ?) FSJ has done a lot of research and as a result, created an “Addition to Reserves” policy and passed a bylaw to deal with it. She shared it with Board members and I have a copy of it for anyone interested.

### **March 9: Peace Williston Advisory Committee                      Saulteau Reserve**

This is not a Council committee but there was some information pertinent to HH council so I include it here:

First meeting to be chaired by Janine North, Hydro Board.

Hydro Board Update: Four new Board members, including John Dunn, the engineer formerly working on Site C, Chris Sanderson, lawyer specializing in Public Utility Law, Robert Galaphen, former CEI & President of Newgold and Deborah\_\_\_\_\_, former chief of Alert Bay First Nations.

Board Priority: Risk to BC Hydro

Chief Ken Cemeran and the Saulteau Council were all in attendance. Each one commented on their desire to have more interaction and to work with neighboring communities. They plan to visit each community.



Meeting started with a tour of Twin Sisters Nursery. They are expanding their operation and they have a large acreage adjacent to their present operation to do that on.

They are opening a 50 acre industrial park for joint ventures. They are starting a development corporation through which they expect to employ their own people and those from neighboring communities.