



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

### **AGENDA**

Council Chambers

Monday November 5th, 2018 at 6:00 PM

**1. Call to Order:**

**2. Delegations:**

**3. Notice of New Business:**

Mayor's List

Councillors Additions

CAO's Additions

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

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

**6. Adoption of Minutes:**

M1 October 9, 2018 Regular Council Meeting Minutes

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

**8. Public Hearing:**

**9. Staff Reports:**

SR1 Tax Write off

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SR2 Strategic Planning Session

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SR3 Christmas/New Year's Office Closure

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SR4 PRRD Board Director and Alternate

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SR5 Development Variance Permit Application

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SR6 Council Appointments

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SR7 Hospital Tax Rate

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SR8 Bank Cheque Signing Authority

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SR9 Building Inspection

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**10. Committee Meeting Reports:**

**11. Bylaws:**

- |    |                                   |         |
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| B1 | Council Procedure Bylaw Amendment | Page 43 |
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**12. Correspondence**

- |    |   |         |
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| C1 | Northern Health-UBCM meeting  | Page 47 |
| C2 | Village of Pouce Coupe invitation   | Page 48 |
| C3 | Ministry of Attorney General- non-medical cannabis retail licenses                                  | Page 53 |
| C4 | Ministry of Forests, Lands, Natural Resource Operations and Rural Development- Information Bulletin | Page 55 |
| C5 | Royal Canadian Legion- Military Service Recognition Book  | Page 56 |
| C6 | LGLA Elected Officials Seminar series   | Page 59 |
| C7 | BC Hydro responses to comments  | Page 61 |
| C8 | Northeast Regional Advisory Committee appointments  | Page 71 |
| C9 | 3 <sup>rd</sup> Annual Spruce Beetle Summit   | Page 72 |

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

**14. Old Business:**

**15. New Business:**

**16. Public Inquiries:**

**17. Adjournment:**



**REGULAR COUNCIL MEETING**  
**October 9th, 2018**  
**6:00 P.M.**  
**Council Chambers**

Present **Council:** Mayor Gwen Johansson  
Councillor Heather Middleton  
Councillor Dave Heiberg  
Councillor Kelly Miller

**Absent:** Councillor Caroline Beam  
Councillor Travous Quibell  
Councillor Mattias Gibbs

**Staff:** CAO, Chris Cvik  
Corporate Officer, Tammy McKeown

**Other:**

1. **CALL TO ORDER:**  
The meeting called to order at 6:00 p.m. with Mayor Gwen Johansson presiding.
2. **DELEGATIONS:**
3. **NOTICE OF NEW BUSINESS:**  
  
**Mayors Additions:**  
**Councillors Additions:**  
**Staff Additions:**
4. **ADOPTION OF AGENDA AS AMENDED BY CONSENSUS:**
5. **DECLARATION OF CONFLICT OF INTEREST:**
6. **ADOPTION OF MINUTES:**

M1 **September 24<sup>th</sup>, 2018 Regular Council Meeting** **0550-01**

- **Corrections:**
  - CR1: II Northern Development Initiatives (NDI) Trust:
    - Housing: should read 'poor repair'.

**RESOLUTION NO.173/18**

**M/S Councillors Heiberg/Middleton**

**That**

**"The minutes of the September 24<sup>th</sup>, 2018 Regular Council Meeting be adopted as amended"**

**CARRIED**

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

BA1 **C4- PRRD 2019 Economic Development Budget** **0400-50**  
• Junior Rodeo attracts competitors from around the region, the **6750-01**  
Senior Rodeo attracts competitors from all parts of the Province.

- Discussion on what steps could be taken in regard to the Rodeo Grounds; should be left in the hands of the association.
- CAO explained that Peace River Regional District is only looking for suggestions for the budget discussions, they also require the costs associated with any suggested projects.
- Mayor Johansson suggested senior housing; CAO made Council aware that the Region may come back with requests of Hudson's Hope if we request something that mainly benefits our area.

BA2 **CR2- UBCM Report-Councillor Heiberg**

**0400-01**  
**0400-20**

- Meeting with Ministry of Highways was an informal meeting.
- Discussed priorities:
  - Pedestrian activated crosswalks- engineering department does not support the installation. Will receive additional information by November.
  - Traffic corridor report.
  - Farrell Creek Hill.
  - Internal Signage Review possibly to be completed for area around school and Osborne Street.
    - Too many signs in these areas.
    - Need to address directional signs to the new washrooms at Beattie Park.
    - Municipal District Boundary signs need to be added.
  - Councillor Middleton mentioned the 30km/hr speed zone on Dudley Drive; signage on one end but not on the other.
  - Signage invoked by Council can be enforced through our Bylaws.
  - Discussion in regard to placing a flashing warning sign by the school for short periods of time once traffic flow increases.
- Next meeting will be with Katherine Styba to discuss the traffic management plan. The amended Environmental Assessment Certificate has been forwarded to Council to review; any additional information needs to be sent back as soon as possible.

BA3 **CR1- Mayor's Report to Council**

**7100-01**

- Ambulance Service: CAO will inform Chetwynd that Hudson's Hope is in full support.

**RESOLUTION NO.174/18**

**M/S Councillors Middleton/Miller**

**That**

**"Council direct staff to contact UBCM, regarding the Chetwynd's resolution requesting the review of ambulance service in BC, to determine what the next steps are and how it will affect Hudson's Hope."**  
**CARRIED**

- Rural Roads: Meeting was held on September 27<sup>th</sup>; small turnout.
  - Mayor Johansson handed out the packages that had been received at UBCM.
  - Continuing to try to get the Minister to visit the area.
- Landuse Planning Roundtable:
  - Discussion in regard to transfers of land; affected municipalities have requested more inclusion in the decision making process.
  - There are going to be more transfers of Crown Land to First Nations.

**5400-01**

**0400-20**  
**6660-20**

- District of Hudson's Hope meeting attendees met with Ellen Frisch, TJC Consulting, prior to the roundtable.
  - Ms. Frisch is quite knowledgeable in regard to the Site C Legacy Fund.
  - Mayor Johansson explained the concerns relating to the fund; the funding should be applied to the impacted areas rather than applying based on population.
  
- BA4      **CR4- Library Service Agreement**      **0230-20**
  - Councillor Middleton briefed the CAO on the discussions held with the Library Director in regard to the service agreement.
  - CAO to meet with the Library Director to negotiate the 1% increase for each of the next three years.**1660-00**
  
- 8.      **PUBLIC HEARINGS:**
  
- 9.      **STAFF REPORTS:**
  
- SR1      **Line of credit collateral**      **1760-00**

*RESOLUTION NO.175/18*  
*M/S Councillors Middleton/Miller*  
*That*  
*"Council direct the Deputy Treasurer to reduce the \$400,000 line of credit to \$200,000 and move it from the Water Capital Fund to the Capital Machinery & Equipment Fund"*  
*CARRIED*
  
- SR2      **CAO –update report**      **0110-01**

Discussion in regard to the current staffing postings.  
FOR INFORMATION
  
- 9.      **COMMITTEE REPORTS**
  
- 10.      **BYLAWS:**
  
- 11.      **CORRESPONDENCE:**
  
- C1      **Section 16 Amendment Application**      **0400-20**
  - Staff to forward the e-mails from Ministry of Indigenous Relations and Reconciliation that include attachments.
  - Discussion in regard to access under section 16 and section 17.
  
- C2      **Thank-you to Hudson's Hope Volunteer Fire Department**      **0220-01**

FOR INFORMATION
  
- C3      **BC Hydro Site C Construction Bulletin**      **6660-20**

FOR INFORMATION
  
- C4      **Provincial Keep of Prisoners Program**      **7400-01**

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

CR1 **Mayor's Report to Council**

**6660-20**

- The Mayor met with Julie Bourdon, Progress Energy, and was informed that they do not anticipate an increase of their industrial activity.
  - There has not been any new rig drillings for the last few years.
  - A follow up meeting will be had once the new Council is in place.
  - Once LNG is operational it may be beneficial to request funding for a long term project.

13. **OLD BUSINESS:**

14. **NEW BUSINESS:**

NB1 **Signage:**

**6660-20  
5460-01**

- Discussion in regard to using electronic radar signs on Beryl Prairie Rd to ensure traffic is not a concern.
- Councillor Middleton explained that the residents of Beryl Prairie have given positive feedback in regards to how Macro has met their concerns. Macro has installed speed signs along Beryl Prairie Rd including slow to 30km/hr signs in high residential areas.

15. **PUBLIC INQUIRIES:**

16. **ADJOURNMENT:**

7:21pm motion to move in camera.

**0560-00**

**RESOLUTION NO.176/18**

**M/S Councillors Miller/Middleton**

**THAT:**

**"Council close the meeting Pursuant to the Community Charter under Section 90 1 (e), and 90 2 (b)".**

**Carried**

Mayor Gwen Johansson declared the meeting adjourned at 8:09pm.

**DIARY**

**Diarized**

**Conventions/Conferences/Holidays**

*Beryl Prairie Septic Field*

*07/25/16*

*School Gymnasium agreement*

*02/26/18*

*Budget items*

*07/09/18*

Certified Correct:

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

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

## REQUEST FOR DECISION

|                                 |                                   |
|---------------------------------|-----------------------------------|
| <b>RFD#:</b>                    | <b>Date: October 18, 2018</b>     |
| <b>Meeting#: CM110518</b>       | <b>Originator: Rhonda Eastman</b> |
| <b>RFD TITLE: Tax write off</b> |                                   |

### BACKGROUND:

The one year deadline on the Tax Sale property on Fredette Avenue is now the District of Hudson's Hope property. The outstanding taxes for 2017 & 2018 are now exempt.

### DISCUSSION:

An electronic vote was conducted on October 18, 2018. The following resolution was approved:

**RESOLUTION NO.183/18**

**M/S Councillors Heiberg/Miller**

**That**

**"Council direct the Deputy Treasurer to write off the outstanding taxes, in the amount of \$918.76, on account for the property located at 9805 Fredette Avenue."**

**Carried**

We are including this item at this Council meeting for openness and transparency,

### ADMINISTRATOR COMMENTS:

Report Approved by:

  
Chris Evik, Interim CAO

### BUDGET:

### RECOMMENDATION / RESOLUTION:

**RESOLUTION NO.183/18**

**M/S Councillors Heiberg/Miller**

**That**

**"Council direct the Deputy Treasurer to write off the outstanding taxes, in the amount of \$918.76, on account for the property located at 9805 Fredette Avenue."**

**Carried**

  
Rhonda Eastman, Deputy Treasurer

## REQUEST FOR DECISION

|   |  |
|---|--|
| <b>RFD#:</b> CC-2018-08                                       | <b>Date:</b> October 16, 2018              |
| <b>Meeting#:</b> CM110518                                     | <b>Originator:</b> Chris Cvik, Interim CAO |
| <b>RFD TITLE:</b> Strategic Planning Session with New Council |  |

### RECOMMENDATION:

1. That the 2017 - 2019 Corporate Strategic Plan be received for information; and
2. That Councillors provide Administration with a list of their top (3) three priorities they would like to achieve during their four (4) year term (2018 – 2022) by November 17, 2018; and
3. That Council be authorized to attend a one-day Strategic Planning Session on Saturday, December 8, 2018, to develop a new Strategic Plan.

### BACKGROUND:

Strategic Plans help Council focus on priorities they would like to achieve during their term in office. They also provide direction to staff and aid in the budget process as funding should flow to the initiatives that Council has identified as being priority.

### DISCUSSION:

The copy of the last Strategic Plan has been provided for Council's reference. Council is being asked to identify its' top priorities and provide this information back to Administration by November 17<sup>th</sup>. Administration will compile a list of Council's priorities and send out the compiled list back out by November 24<sup>th</sup>. This will allow Council to review the initiatives prior to the planned Strategic Planning Session on Saturday, December 8, 2018.

We will not be bringing in an external consultant to facilitate the one-day workshop as the session will be facilitated by Mayor Heiberg and myself.

### FINANCIAL CONSIDERATIONS:

Lunch will be provided to participants on December 8, 2018, and are covered through the 2018 budget.



Chris Cvik, Interim CAO





**HUDSON'S  
HOPE**

*PLAYGROUND OF THE PEACE*

Box 330  
9904 Dudley Drive  
Hudson's Hope BC V0C 1V0  
Telephone 250-783-9901  
Fax: 250-783-5741

# **District of Hudson's Hope**

**Hudson's Hope, British Columbia**

## **Corporate Strategic Plan 2017-2019**

### **A 2020 Vision for our Community**

**Adopted by Council November 28, 2016**

## Introduction

The **2017-2019 Corporate Strategic Plan** provides a new direction for the District of Hudson's Hope. The plan was developed by members of Council and senior staff to reflect and support the Official Community Plan (OCP), Integrated Community Sustainability Plan (ICSP) and Economic Development Plan. It is expected to take effect January 1, 2017 and it replaces the 2017-2019 Corporate Strategic Plan.

The 2017-2019 Corporate Strategic Plan sets out the following:

- A Vision Statement
- A Mission Statement
- A Values Statement (guiding principles)
- Strategic Objectives
- Supporting Actions

The Plan is a framework to help Council and senior management work effectively and harmoniously over the next five years in tackling challenges before the District and embracing opportunities for community prosperity and sustainable growth. It demonstrates the commitment of Council to provide quality services, build a safe, sustainable and complete community, support a wide variety of economic opportunities and foster a high quality of life for the residents of Hudson's Hope.

The Council realizes that priorities change with time, and it is the Council's intention to commit to ongoing strategic planning and adaptive management. Accordingly, the Plan will be reviewed by Council and senior staff annually and adjusted as needed to respond to emerging challenges and to benefit from new opportunities.

## Vision

***A vibrant, diverse and livable community supported by sustainable, managed growth within a healthy natural environment***

## Mission

***To provide strong, cost-effective leadership that supports a high quality of life for residents***

## Values

- **Accountability** – Taking ownership and accepting responsibility for decisions and actions emanating from those decisions

- **Community** – Demonstrating respect and consideration for all relevant interests
- **Cooperation** – Working together and supporting one another
- **Commitment** – Pledging to carry out the business of the District in a cost-effective and timely manner that is consistent with the best interests of residents
- **Fairness** – Ensuring that all points of view and input are taken into account before making decisions
- **Honesty** – Being sincere, genuine and frank when making decisions
- **Integrity** – Making decisions for and acting in the best interests of the District
- **Nurturing** – Fostering and cultivating a collaborative and learning culture within the District as an organization, in the pursuit of community self-empowerment

## Strategic Objectives

In setting a direction and priorities within the Strategic Plan, Council and staff have taken into consideration the District's past achievements, current multi-year commitments under the OCP, and experience in addressing its most pressing challenges.

The Plan has four strategic objectives for 2017-2019. The first three are priorities for District programs and services, and the fourth is a priority for the District's internal operations. They are:

- I** To provide above-standard municipal infrastructure services
- II** To encourage population growth
- III** To respond to emerging challenges and act on new opportunities
- IV** To ensure a financially sound, competent, responsive and resilient organizational culture

## Supporting Actions

Council and staff have identified specific actions with timelines to be taken to meet each of the four strategic objectives over the next five years.

### I Provide above-standard municipal infrastructure services

#### 2017

1. Upgrade the sewage treatment and disposal facility;
2. Replace water valves;
3. Review zoning and land use policies to ensure appropriate infrastructure sizing;
4. Undertake an infrastructure inventory and update regularly to use in decision-making about new investments as part of the asset management plan;
5. Put in place a Wildland Fire Protection Program;
6. Develop a road management plan as part of the asset management plan;
7. Complete construction of Public Works Shop;
8. Complete Solar Array Installation/implementation;
9. Respond to emerging challenges and act on new opportunities;
10. Actively monitor and maintain the aquifer for the health of residents;
11. Continue to provide high-quality water through the operation of the water treatment plant;
12. The District will be ready to respond on an as-needed basis to questions from residents on wells about the water quality in the aquifer;
13. Road Paving:
  - a. At DPW Shop yard and access road;
  - b. Beryl Prairie Subdivision;
14. Gravel Roads: Transfer Site Road, Wegan Road, Barkely Road, and Boring Road;
15. Purchase of Lions Van;
16. Purchase of Loader;
17. Complete directional signage for facilities;
18. Beryl Prairie Water Stand Filtration System Upgrade to take magnesium out of water;
19. Works Management Software Module to be populated;
20. Beattie Lift Station Upgrade - Analyze and provide options to for 2018 upgrade;
21. BP Firehall Septic Tank Replacement;
22. 3 - Fire Hydrant Replacements;
23. Repair and replace warning sirens as required: Investigate new technologies as they come up with a recommendation for Council for implementation;
24. Research, only, the purchase of a Fire Department Rescue Truck;

6. Continue to advocate for medical services in the community, including the tele-pharmacy options etc.;
7. Explore opportunities for new businesses due to increased communications technologies being available in town;
8. Continue to participate in Dinosaur Trackway discussions related to potential tourism development;

### **III Respond to emerging challenges and act on new opportunities**

#### **2017**

1. Explore ways to enhance working relationships with First Nations, Peace Regional District, School District 60, Northern Health Authority, BC Hydro, RCMP, Province of BC and resource companies;
2. Prepare a list of “community investment opportunities” to help guide prospective industry investors who want to contribute to the well-being of the District and who ask the question “What do you need?” when seeking to invest. As part of this marketing strategy, prepare an inventory of the extent and nature of industry investment into the community over the last 10 years – collaborate with the NPEDC;
3. Research and develop a strategy for recycling in Hudson's Hope. Look at business case from Fort St. John;

#### **2019**

1. Develop a waste reduction strategy;

### **IV Ensure a financially sound, competent, responsive and resilient organizational culture**

#### **2017**

1. Review bylaw enforcement function and establish a philosophy for administering bylaw enforcement for the District;
2. Complete installation of a Financial Systems Plan;

## **2018**

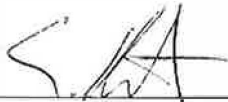
1. Vehicle/Heavy Operating Replacement Project:
  - a. Purchase Gravel Truck;
  - b. 1 - ton Reclining Flat Bed Truck;
  - c. 2 - ¾ ton pick-up trucks;
  - d. Fire Department Rescue Truck;
  - e. Prius trade-in;
2. Improve Existing Recreation Facilities:
  - a. Minor Pool Upgrades: water slide, pool cover, wall awnings, break room, dish tub sink, patio heater, boiler;
  - b. Major pool Upgrades: hot tub/spray park;
  - c. Arena Overhead Door Replacement;
3. Upgrade road network (rural drainage upgrades, urban major maintenance):
  - a. Paving: Lynx Creek Subdivision;
4. Downtown Firehall 2<sup>nd</sup> Floor addition;
5. Skateboard Park;
6. 3-way Vacuum Truck;
7. Curling Rink Lighting Replacement;

## **II Achieve 20% population growth**

### **2017**

1. Continue to participate in Small Town Love;
2. Continue to advocate for resource companies to locate their staff within District boundaries;
3. Participate in North Peace Airport Society;
4. Use District-owned lands to create new housing opportunities (Example: Atkinson lands);
5. Continue to maintain and build a working relationship with School District 60;

3. Continue to engage with the community through a variety of media channels (including social media, etc.);
4. Ensure utility rates cover the cost of delivery;
5. Continue to engage with the youth in the community;
6. Hire a Safety/Bylaw Enforcement Officer;
7. Strengthen financial processes by creating a financial policy for the District. Council to lead a small committee.



Tom Matus, CAO



Mayor Gwen Johansson

**THE DISTRICT OF HUDSON'S HOPE**

**REPORT TO:** Mayor Heiberg and Council  
**DATE:** November 5, 2018  
**FROM:** Tammy McKeown, Corporate Officer  
**SUBJECT:** Christmas/New Year's Office Closure

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**RECOMMENDATION:**

**That:** *"Council authorize the municipal operations to close at noon hour on Monday, December 24<sup>th</sup> and Monday, December 1, 2018."*

**STAFF REPORT:**

The last working days before Christmas and New Years are December 24<sup>rd</sup> and 31<sup>th</sup>, respectively. In past years, the Council has authorized the early closure of the municipal operations at noon hour on those days.

**ADMINISTRATOR COMMENTS:**

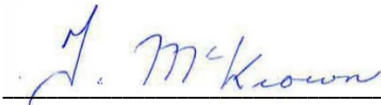
The CAO supports and approves this Request For Decision for authorization by the District of Hudson's Hope Council.



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Chris Cvik, Interim, CAO

Report prepared by:



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Tammy McKeown, Corporate Officer

**SR3**



**THE DISTRICT OF HUDSON'S HOPE**

**REPORT TO:** Mayor and Council  
**DATE:** November 5, 2018  
**FROM:** Tammy McKeown, Corporate Officer  
**SUBJECT:** PRRD Board Director and Alternate

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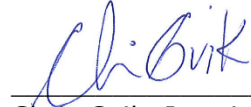
**RECOMMENDATION:**

**That:** *"Council appoints Mayor Dave Heiberg as the Director and Councillor Kelly Miller as the Alternate Director for the Peace River Regional District Board."*

**STAFF REPORT:**

The Peace River Regional District (PRRD) Board requires a Director and Alternates, from each Municipality within the Peace River Regional District, to be appointed prior to the PRRD Inaugural Board meeting being held on November 8, 2018.

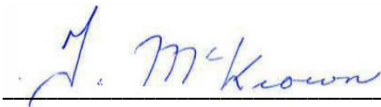
**ADMINISTRATOR COMMENTS:**



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Chris Cvik, Interim, CAO

Report prepared by:



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Tammy McKeown, Corporate Officer

## REQUEST FOR DECISION

|   |  |
|---|--|
| <b>RFD#:</b> CC-2018-12   | <b>Date:</b> October 26, 2018              |
| <b>Meeting#:</b> CM110518   | <b>Originator:</b> Chris Cvik, Interim CAO |
| <b>RFD TITLE:</b> Development Variance Permit (DVP) Application - Clark |  |

### RECOMMENDATION:

1. That Council approves the DVP Application – Clark continue to move forward on the basis it is unlikely to negatively affect adjacent property owners; and
2. That Council direct Administration to notify adjacent Neighbouring Properties and Submit the Referral to Government Agencies for review and comments; and
3. That Council direct Administration bring a final report back to Council for consideration.

### BACKGROUND:

The applicant is seeking relaxation of zoning bylaw item 4.16 (3) that states Manufactured homes must be no older than 10 years from the date it is placed on a lot and have a BC Registration Number. The applicant has an existing modular home that is 17 years old (2001) that is presently located on land that will be flooded as a result of Site C. The applicant is seeking permission to move the modular home which is older than 10 years of age from the land that will be flooded to a new piece of land they purchased.

The land has an old foundation site where the modular home would be moved to. The new location is within the Agriculture Land Reserve inside municipal boundaries and is zoned RU2 – Rural Agriculture.

The applicant currently operates a RV Park and confirms they are only seeking a DVP at this time and if they do want to establish an RV Park at the new location, they would be required to apply for re-zoning.

### DISCUSSION:

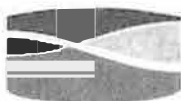
The applicant has provided all of the required Submission Requirements under Section 4 of the DVP application.

### FINANCIAL CONSIDERATIONS:

Negligible – Cost of postage to a small number of neighboring properties and referrals.

  
Chris Cvik, Interim CAO

### Development Variance Permit Process (Flow-Chart)





HUDSON'S  
HOPE  
PLAYGROUND OF THE PEACE

Box 330  
9904 Dudley Drive  
Hudson's Hope BC VOC 1V0  
Telephone 250-783-9901  
Fax: 250-783-5741

## APPLICATION – DEVELOPMENT VARIANCE PERMIT APPLICATION

### SECTION 1- APPLICANT (PLEASE PRINT)

Name: I/We hereby make application to the District of Hudson's Hope for a Development Variance Permit

Owner Name Lee and Terri Clark  
Please print first and last name

Owner Address PO Box 543 City HH Prov. BC Postal Code VOC1V0

Owner Contact Phone Number 250-783-5333 Email bhb@pris.ca

Applicant Name (if different from owner) \_\_\_\_\_

Applicant Address \_\_\_\_\_ City \_\_\_\_\_ Prov. \_\_\_\_\_ Postal Code \_\_\_\_\_

Applicant Contact Phone Number \_\_\_\_\_ Email \_\_\_\_\_

**PLEASE NOTE: IF APPLICANT IS NOT AN OWNER, A LETTER OF CONSENT IS REQUIRED**

### SECTION 2 – DESCRIPTION OF PROPERTY

#### AS INDICATED ON STATE OF TITLE CERTIFICATE

Civic Address 20498 Beattie Drive Parcel Identifier (PID) 012-664-873

Lot/ Parcel A Block \_\_\_\_\_ Plan 10780 Roll No. \_\_\_\_\_

Existing Use of Subject Property Residential

Existing Use of Adjacent Properties Residential

Present Zoning RU2 Rural Agriculture

Official Community Plan (OCP) Map Designation \_\_\_\_\_

OCP Development Permit Area Designation(s) \_\_\_\_\_

*This information is collected for the administrative and/or operational functions of the District of Hudson's Hope as authorized by the Local Government Act. This information has been collected, and will be used and maintained, in accordance with the Freedom of Information and Protection of Privacy Act. Should you have any questions above, please contact the District's CAO at 250-783-9901.*



**HUDSON'S  
HOPE**  
PLAYGROUND OF THE PEACE

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**SECTION 3 - DEVELOPMENT VARIANCE(S) REQUESTED:**

The Development Variance(s) requested vary the provisions of the following City Bylaws:

| Bylaw, Section & Requirement                            | Permitted | Proposed | Difference |
|---|-----------|----------|------------|
| Example: (Zoning Bylaw - Section 6.2 - Building Height) | (10 m)    | (10.2m)  | (0.2m)     |
| Section 4.16 - 3  |           |          |            |
| Manufactured home must                                  |           |          |            |
| no older than 10 years from                             |           |          |            |
| date placed on lot.                                     |           |          |            |
|   |           |          |            |

**Detailed Description of Variance:**

(Two Site Plans Attached. Site plans should illustrate legal information, setbacks, parking, access, outer perimeter of buildings and structures, topographic features, water courses, elevations, cross sections, relevant detail drawings.)

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(Attach additional information to clarify)

**SECTION 4- SUBMISSION REQUIREMENTS**

|   | Provided                            |
|---|-------------------------------------|
| I have paid the Application Fee plus advertising. (Advertising costs for two ads, which is a requirement of the <i>Local Government Act</i> ).  | <input type="checkbox"/>            |
| I have included a Certificate of Title (a title search dated no more than 30 days prior to submission of the application for proof of ownership);   | <input checked="" type="checkbox"/> |
| I have completed all sections of this application form  | <input checked="" type="checkbox"/> |
| Authorization of Owner written authorization from the registered property owner is required if the applicant is not the registered owner. This allows the applicant to apply on behalf of the owner | <input checked="" type="checkbox"/> |
| I have included two detailed <u>Site Profiles</u> and additional planning documents (if required )  | N/A                                 |
| Dimensioned Sketch Plan (if required)   | <input checked="" type="checkbox"/> |
| Contour map (minimum of 1:1000 scale) (if required)   | N/A                                 |
| Front and Side Elevation Drawings (minimum 1:50 scale) (if required)  | N/A                                 |



HUDSON'S  
HOPE  
PLAYGROUND OF THE PEACE

Box 330  
9904 Dudley Drive  
Hudson's Hope BC V0C 1V0  
Telephone 250-783-9901  
Fax: 250-783-5741

|              |                          |
|--------------|--------------------------|
| Other: _____ | <input type="checkbox"/> |
|--------------|--------------------------|

**NOTE:** Prior to the issuance of a Development Variance Permit, the District may require, as a condition of issuing

I/We Lee and Terri Clark make application to the District of Hudson's Hope for the issuance of a Development Variance Permit.

I also certify that the information contained herein is correct to the best of my knowledge and belief. I understand **this application including any plans submitted is public information**. I authorize reproduction of any plans/reports for the purposes of application processing and reporting.

Sept 11/2018 (Date) [Signature] (Applicant's Signature)

This application is made with my full knowledge and consent.

Sept 11/2018 (Date) [Signature] (Registered Owner's Signature)

the Permit, security to guarantee the performance of obligations under the Permit.

RIVER

LOG  
CABIN

- old foundation  
for previous home.

\* New location for  
Modular will be  
the same.  
as previous mobile  
home.

↗  
Driveway  
to Cabin


↖  
Drive  
way

Hwy 29

FORM IX

DISTRICT OF HUDSON'S HOPE  
Moving Permit Application

NOTE: All data fields must be filled in for the application to be processed. Please put N/A in any field that does not apply

|  |   |
|--|---|
| OWNER: Miles Lee Clark and Terri Lee Clark |   |
| ADDRESS: PO Box 593                        |   |
| CITY: Hudson's Hope                        | POSTAL CODE: V0C1V0   |
| DAY PHONE: 250-783-5333                    | CELL PHONE: 250-783-0917  |
| EMAIL: blb@pris.ca                         | SIGNATURE:  |

The owner agrees to save harmless the District of Hudson's Hope and its employees from any claims, or action arising out of the move, including one based on negligence of the Municipality or its employees. I have read, understood and agreed to the above conditions.

I hereby make application to move a building from one location to another:

FROM:

LEGAL DESCRIPTION OF LOT: Sec 34-81-25 W1/2, Fractional NW 1/4 MBH S6842  
SITE ADDRESS: 19473 Hwy 29 North Hudson's Hope BC V0C1V0

TO:

LEGAL DESCRIPTION OF LOT: Lot A District Lot 148 RRD plan 10780 Except Plans H887 and 34351 and Parcel A  
SITE ADDRESS: 20498 Beattie Drive Hudson's Hope BC V0C1V0

USE OF BUILDING: Residence  
BUILDING VALUE: 150,000 approx

|                         |         |  |
|-------------------------|---------|--|
| Permit Application Fee: | \$75.00 | Paid: <input type="checkbox"/> Yes <input type="checkbox"/> No |
|-------------------------|---------|--|

Issued by \_\_\_\_\_ Date \_\_\_\_\_ Moving Permit No \_\_\_\_\_

Personal Information Declaration: The information on this form is collected under the authority of the Local Government Act. The information provided will be used to apply for a moving permit. If you have any questions about the collection of this information, please contact the Administrator, P.O. Box 330, 9904 Dudley Drive, Hudson's Hope, BC, V0C 1V0, Telephone (250) 783-9901



**FORM X**

**DISTRICT OF HUDSON'S HOPE  
Demolition Permit Application**

NOTE: All data fields must be filled in for the application to be processed. Please put N/A in any field that does not apply.

|            |              |
|------------|--------------|
| OWNER:     |              |
| ADDRESS:   |              |
| CITY:      | POSTAL CODE: |
| DAY PHONE: | CELL PHONE:  |
| EMAIL:     | SIGNATURE:   |

The owner agrees to save harmless the District of Hudson's Hope and its employees from any claims, or action arising out of the demolition, including one based on negligence of the Municipality or its employees. I have read, understood and agreed to the above conditions.

PROPOSED DEMOLITION DATE: \_\_\_\_\_

TYPE OF DEMOLITION (CHECK ONE):

- |   |                                     |
|---|-------------------------------------|
| <input type="checkbox"/> Single Family Dwelling | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Mobile Home            | <input type="checkbox"/> Commercial |
| <input type="checkbox"/> Other _____            |                                     |

LEGAL DESCRIPTION OF LOT: \_\_\_\_\_

SITE ADDRESS: \_\_\_\_\_

HAVE THE FOLLOWING SERVICES BEEN REMOVED?

- |            |                              |                             |
|------------|------------------------------|-----------------------------|
| Gas        | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Electrical | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Water      | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Sewer      | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

IS THERE A FUEL TANK ON THE PROPERTY? ☐ Yes ☐ No

Please provide a site plan showing all buildings, well and septic locations with distance to property lines

Provided ☐ Yes ☐ No

|                                |  |   |
|--------------------------------|--|---|
| <b>Permit Application Fee:</b> | <b>\$ 50.00 (Residential/Mobile Home)</b><br><b>\$250.00 (Commercial/Industrial)</b> | <b>Paid: <input type="checkbox"/> Yes <input type="checkbox"/> No</b> |
|--------------------------------|--|---|

Issued by: \_\_\_\_\_ Date: \_\_\_\_\_ Demolition Permit No: \_\_\_\_\_

Personal Information Declaration: The information on this form is collected under the authority of the Local Government Act. The information provided will be used to apply for a demolition permit. If you have any questions about the collection of this information, please contact the Administrator, PO Box 330, 9904 Dudley Drive, Hudson's Hope, BC V0C 1V0, Telephone (250) 783-9901.

RU2 Zoning

Interactive Web Map - Peace River Regional District

https://webmap.prrd.bc.ca/map/?viewer=Public

Peace River Regional District Interactive Web Map

Search Navigation Map Draw and Measure

Search by PD Search by legal description Search by address Search by rail number What's here? Point Find Data

Search for a 911 Civic Address

Enter the address

As you type the address, a filtered list of matching names will display to help you find an exact match

Choose an address from the list or enter a partial address to find multiple results

Example:  
3357 Adams Rd  
(This is not case sensitive.)

Address: \*

Cancel Search

I want to...

25499 25492 25520 25521

BEATTIE DR

PEACE RIVER RD

HWY 29

0 50 100m

Peace River Regional District

**TITLE SEARCH PRINT**

File Reference:

Declared Value \$396000

2018-10-18, 13:42:55

Requestor: Shelly Micholuk

**\*\*CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN\*\*****Land Title District**

Land Title Office

PRINCE GEORGE

PRINCE GEORGE

**Title Number**

From Title Number

CA7000106

BT301058

**Application Received**

2018-08-15

**Application Entered**

2018-08-24

**Registered Owner in Fee Simple**

Registered Owner/Mailing Address:

MYLES LEE CLARK, DRIVER  
TERRI LEE CLARK, FINANCIAL CONSULTANT  
BOX 593  
HUDSON'S HOPE, BC  
V0C 1V0  
AS JOINT TENANTS

**Taxation Authority**

Hudson's Hope, District of

**Description of Land**

Parcel Identifier:

012-669-873

Legal Description:

LOT A DISTRICT LOT 148 PEACE RIVER DISTRICT PLAN 10780 EXCEPT PLANS H887 AND  
34351 AND PARCEL A (P40151)

**Legal Notations**

THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY THE AGRICULTURAL LAND  
COMMISSION ACT, SEE AGRICULTURAL LAND RESERVE PLAN NO. 21608

**Charges, Liens and Interests**

Nature:

MORTGAGE

Registration Number:

CA7000107

Registration Date and Time:

2018-08-15 11:04

Registered Owner:

NORTH PEACE SAVINGS AND CREDIT UNION

**Duplicate Indefeasible Title**

NONE OUTSTANDING

**Transfers**

NONE

**Pending Applications**

NONE

## Chris Cvik

---

**From:** ALC North Land Use ALC:EX <ALC.North@gov.bc.ca>  
**Sent:** October 17, 2018 4:06 PM  
**To:** Chris Cvik  
**Subject:** RE: Question

Good afternoon,

The Agricultural Land Commission (the "ALC") is in receipt of your emails dated September 27, 2018 and October 5, 2018.

Based on the information provided, the ALC understands that you are inquiring as to whether the property owners of 20498 Beattie Drive, Hudson's Hope, BC (PID: 012-669-873) may place a modular home on an old foundation from a previous home, in addition to the existing log cabin, and whether they can operate a recreational RV park on this property as well.

I can advise that under [ALC Policy L-18: Residential uses in the ALR – Zone 2](#), a manufactured home up to 9 m in width occupied by a member of the property owner's immediate family is allowed. However, I will require additional information to determine if this 'modular home' would be permitted.

In order to provide an appropriate response, please provide the following additional information:

- a) The proposed occupant of the 'modular home',
- b) The size of the 'modular home', including width,
- c) Whether the 'modular home' meets the CSA Z240 series standards of the Canadian Standards Association,
- d) Please provide evidence of how the 'modular home' fits the definition of a manufactured home, under [ALC Policy L-18: Residential uses in the ALR – Zone 2](#), a transportable prefabricated structure, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to be moved from one place to another and to be used for residential use by a single family. The structure normally conforms to the CSA Z240 series standards of the Canadian Standards Association for manufactured homes built on concrete piles or surface pier foundation systems.

As for the operation of a recreational RV park, any uses which are not permitted by the [Agricultural Land Reserve Use, Subdivision and Procedure Regulation](#) cannot be conducted within the Agricultural Land Reserve (the "ALR") without the permission of the ALC. In order to establish a recreational RV park within the ALR, a non-farm use application must be made for the ALC's consideration.

Information on the application process and Application Portal can be found here:  
<http://www.alc.gov.bc.ca/alc/content/applications-and-decisions>.

There is additional information regarding the application process and requirements on the ALC website:  
<http://www.alc.gov.bc.ca/alc/content/home>.

Please don't hesitate to contact me if you have any further questions.

Sincerely,

Nicole Mak  
Land Use Planner | Agricultural Land Commission



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---

**From:** Chris Cvik [<mailto:cao@hudsonshope.ca>]  
**Sent:** Friday, October 5, 2018 10:55 AM  
**To:** ALC North Land Use ALC:EX  
**Subject:** RE: Question

New information, if the property owner does not set up an RV park, are there any issues. Please respond to both questions.

Thanks,

Chris

**Chris Cvik, Interim CAO**  
District of Hudson's Hope  
Cell: 250-783-0942

**From:** Chris Cvik  
**Sent:** October 5, 2018 10:48 AM  
**To:** [ALC.North@gov.bc.ca](mailto:ALC.North@gov.bc.ca)  
**Subject:** RE: Question

Any update?

Chris

**Chris Cvik, Interim CAO**  
District of Hudson's Hope  
Cell: 250-783-0942

**From:** Chris Cvik  
**Sent:** September 27, 2018 8:14 AM  
**To:** [ALC.North@gov.bc.ca](mailto:ALC.North@gov.bc.ca)  
**Subject:** Question

Marli/Nicole

Not sure if you are the correct persons, but you are listed as the land use planners for the North.

My question is that we have a property within the municipal boundary of the District of Hudson's Hope at 20498 Beattie Drive that is within the ALR. There is an existing log cabin on site and an old foundation from a previous home. The folks who recently purchased the property want to build a modular on the same spot as where the old foundation is. I

believe the new owners wish to set up a recreational RV Park. They currently have a similar operation in Hudson's Hope but are being forced to moved because of the Site C dam project. I am not sure of the restrictions on multiple properties.

Any information is appreciated.

Chris

**Chris Cvik, Interim CAO**

Office: 250-783-9901  
Cell: 250-783-0942  
Fax: 250-783-5741



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

Email: [cao@hudsonshope.ca](mailto:cao@hudsonshope.ca)

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

## Chris Cvik

---

**From:** Terri Clark <TClark@npscu.ca>  
**Sent:** October 25, 2018 3:34 PM  
**To:** Chris Cvik  
**Subject:** RE: RE: Development Variance Permit Application

Hi Chris ,

See below in Red .

If you need anything else please let me know. I submit pictures of the modular to Bob to show that it is in good shape. Would you like me to resend them to you as well?

Thank you for your help with this.

### Terri Clark

Financial Consultant, Lending

P 250.783.5624 Toll-Free 877.787.0361



[Website](#) | [Facebook](#) | [Twitter](#) | [Service Centre Locations](#)

**From:** Chris Cvik  
**Sent:** October 25, 2018 2:33 PM  
**To:** [bhb@pris.ca](mailto:bhb@pris.ca)  
**Subject:** Development Variance Permit Application

Good afternoon Lee and Terri,

Thank you for dropping off the application package. I will start putting together my report next week. As part of this, can you please provide responses to the following questions.

- Confirmation that you are only seeking a Development Variance Permit at this time and not any sort of zoning or Official Community Plan (OCP) amendments that may be required.
  - **At this time just the Variance Permit. We are unsure at this point if we would like to try and move the RV park there. If we do in the future then we will re-apply at that time for re-zoning.**
- Can you please confirm the size of the modular home you would like to move including the width.

- The modular is 53 feet (16.15meters) long and 26 feet wide (7.9 meters)
- Can you please confirm whether the modular home meets CSA-Z240 series standards of the Canadian Standards Association (CSA).
  - Yes it is CSA-Z240, I can send you a picture of the sticker in the panel box I you need it.
- Can you please confirm the age of modular home you are applying to be allowed to move contrary to the zoning bylaw.
  - It is a 2001 modular home

Lastly, in order to complete your application, can you please remit the \$400 Application Fee. I do not believe there will be any further additional costs at this time that would also be your responsibility (i.e., mandatory advertising), but will let you know as soon as possible if I hear otherwise.

- I will stop in tomorrow and pay the fee for you .

Please email me with any questions.

Chris

### Chris Cvik, Interim CAO

Office: 250-783-9901

Cell: 250-783-0942

Fax: 250-783-5741



### District of Hudson's Hope

9904 Dudley Drive, PO Box 330

Hudson's Hope, BC V0C 1V0

Email: [cao@hudsonshope.ca](mailto:cao@hudsonshope.ca)



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## DISTRICT OF HUDSON'S HOPE

### CASH RECEIPT

9904-100th Ave  
Hudsons Hope, BC V0C 1V0  
Telephone 250.783.9901  
Fax 250.783.5598

Receipt #: 01-33217      Oct 26, 2018 13:37

Received From:  
TERRI CLARK VARIANCE PERMIT

#### MISCELLANEOUS

|    |                          |          |
|----|--------------------------|----------|
| 14 | Miscellaneous Syst       |          |
|    | PAY Land Use Application | \$400.00 |
|    | ! VARIANCE PERMIT        |          |

---

|               |          |
|---------------|----------|
| Receipt Total | \$400.00 |
|---------------|----------|

|                     |          |
|---------------------|----------|
| Amount Paid by Cash | \$400.00 |
|---------------------|----------|

|                  |          |
|------------------|----------|
| AMOUNT TENDERED: | \$400.00 |
| CHANGE DUE       | \$0.00   |

GST #: 107021263 RT0001

## REQUEST FOR DECISION

|  |  |
|--|--|
| <b>RFD#:</b> CC-2018-13                | <b>Date:</b> October 29, 2018              |
| <b>Meeting#:</b> CM100518              | <b>Originator:</b> Chris Cvik, Interim CAO |
| <b>RFD TITLE:</b> Council Appointments |  |

### RECOMMENDATION:

1. That Council approve the following changes to the Committee structure and Appointment to External Organizations.
  - That the Industrial and Housing Committee be split into two separate Committees; Industrial Committee and Housing Committee.
  - That a Land Use Planning Committee be established to address to enter land use discussions with First Nations.
  - That Appointments to External Organizations include the Peace River Regional District, Rural Roads, Regional Community Liaison Committee.
  - That under Liaison with Staff, Council eliminate the Personnel Committee and Public Works Committees (these were adhoc committees and can be re-activated if Council desires).
2. That Council direct Administration to prepare or obtain Terms of Reference (TOR) for the Committees and Appointments to External Organizations and bring back to Council for review and or approval.

### BACKGROUND:

The recent Election means that Council Committee and appointments to external organizations is to be reviewed. As part of this exercise, a review is undertaken to determine any changes to the Committee structure.

### DISCUSSION:

Current and Proposed Committee listing is attached.

### FINANCIAL CONSIDERATIONS:

Attendance at Committee Meetings and Appointments is covered under Council Remunerations. Amounts are included in the budget for attendance.



Chris Cvik, Interim CAO

## List of Existing Committees

### Mayor is ex-officio on all committees

|  |  |
|--|--|
| Industrial & Housing Committee         |  |
| Promotional/Donations                  |  |
| Medical Services Group                 |  |
| Tourism (includes RV & Trackway)       |  |
| Volunteer/Youth Volunteer/Scholarships |  |
| Youth Councillor                       |  |
| Parks & Recreation Advisory Committee  |  |

### Appointments to External Organizations

|  |  |
|--|--|
| Community Hall Society                   |  |
| Hudson's Hope Museum                     |  |
| Hudson's Hope Library                    |  |
| North Peace Airport Society              |  |
| Northern Development Initiative Trust    |  |
| Alaska Highway Community Society         |  |
| Community Engagement Committee (CEC)     |  |
| Atkinson's Quality Assurance Team (AQAT) |  |
| Generate Opportunities (GO) Fund         |  |

### Liaison with Staff

|                     |  |
|---------------------|--|
| Personnel Committee |  |
| Public Works        |  |
| Lease Agreements    |  |

### Monitoring

|                    |  |
|--------------------|--|
| Finance Monitoring |  |
| Bylaw Monitoring   |  |

## List of Proposed Committees

### Mayor is ex-officio on all committees

|  |  |
|--|--|
| Land Use Planning Committee            |  |
| Industrial Committee                   |  |
| Housing Committee                      |  |
| Promotional/Donations                  |  |
| Medical Services Group                 |  |
| Tourism (includes RV & Trackway)       |  |
| Volunteer/Youth Volunteer/Scholarships |  |
| Parks & Recreation Advisory Committee  |  |
| Youth Councillor                       |  |

### Appointments to External Organizations

|   |  |
|---|--|
| Rural Roads Committee                       |  |
| Regional Community Liaison Committee (RCLC) |  |
| Hudson's Hope Museum                        |  |
| Peace River Regional District               |  |
| Community Hall Society                      |  |
| Hudson's Hope Library                       |  |
| North Peace Airport Society                 |  |
| Northern Development Initiative Trust       |  |
| Alaska Highway Community Society            |  |
| Community Engagement Committee (CEC)        |  |
| Atkinson's Quality Assurance Team (AQAT)    |  |
| Generate Opportunities (GO) Fund            |  |

### Liaison with Staff

|                  |  |
|------------------|--|
| Lease Agreements |  |
|------------------|--|

### Monitoring

|                    |  |
|--------------------|--|
| Finance Monitoring |  |
| Bylaw Monitoring   |  |

## REQUEST FOR DECISION

|                                     |                                   |
|-------------------------------------|-----------------------------------|
| <b>RFD#:</b>                        | <b>Date: October 30/2018</b>      |
| <b>Meeting#: CM 100518</b>          | <b>Originator: Rhonda Eastman</b> |
| <b>RFD TITLE: Hospital Tax rate</b> |                                   |

### BACKGROUND:

In July 2018, the Finance Department was undertaking a reconciliation of accounts on the Peace River Regional Hospital Tax Rate calculation. As Council is aware, the Hospital Tax is regional tax collected by each municipality and electoral area and remitted to the Province by the Peace River Regional District.

During the reconciliation it was determined that the District under collected \$3,606 in taxes from Class 1 to Class 9 properties towards the Peace River Regional Hospital Tax.

The District collected a total of \$217,415 when it should have collected \$221,021 (\$221,021 - \$217,415 = \$3,606). The District remitted the correct amount of \$221,021.15 to the Regional District.

### DISCUSSION:

Council needs to decide on whether it wishes to either write off the difference (\$3,606) or have the recovery of the difference as an adjustment on the 2019 property taxes.

In order to recover the costs, the Finance Department will need to work with the Accounting Software firm used by the District to ensure that the 2018 rates are used to collect back the amounts on top of 2019 rates for the new year.

### ADMINISTRATOR COMMENTS:

Report Approved by:

  
Chris Cvik, Interim CAO

### BUDGET:

The \$3,606 was charged to General Expenses.

**RECOMMENDATION / RESOLUTION:**

That council direct Administration to recover the difference of \$3,606 as an adjustment on the 2019 property taxes.



Rhonda Eastman, Deputy Treasurer

## REQUEST FOR DECISION

|   |  |
|---|--|
| <b>RFD#:</b> CC-2018-14                         | <b>Date:</b> October 29, 2018              |
| <b>Meeting#:</b> ICM100518                      | <b>Originator:</b> Chris Cvik, Interim CAO |
| <b>RFD TITLE:</b> Bank Cheque Signing Authority |  |

### RECOMMENDATION:

1. That Council for the District of Hudson's Hope appoint the following three elected officials and two staff members with Bank Cheque Signing Authority effective November 5, 2018.
  - Dave Heiberg - elected
  - Kelly Miller - elected
  - Travous Quibell – elected
  - Rhonda Eastman - staff
  - Johanna Dupuis - staff
2. That Council for the District of Hudson's Hope remove the following three elected officials as having Bank Cheque Signing Authority effective November 5, 2018.
  - Gwen Johansson - elected
  - Caroline Beam - elected
  - Heather Middleton - elected

### BACKGROUND:

District cheques have two authorization signatures. One by an elected official and one by a staff member. This is a safety feature to prevent any fraud. Two additional elected members and one additional staff member are included on the signing authority list to address situations where the primary signing authority is not available.

### DISCUSSION:

The list of names that are authorized to sign cheques is provided to the District's bank (North Peace Savings & Credit Union) who ensure that cheques are signed properly.

### FINANCIAL CONSIDERATIONS: N/A

  
Chris Cvik, Interim CAO



## REQUEST FOR DECISION

|                                       |  |
|---------------------------------------|--|
| <b>RFD#:</b> CC-2018-16               | <b>Date:</b> October 16, 2018              |
| <b>Meeting#:</b> CM112618             | <b>Originator:</b> Chris Cvik, Interim CAO |
| <b>RFD TITLE:</b> Building Inspection |  |

### RECOMMENDATION:

1. That Council direct Administration to write a letter to the Regional District that states the District does not want to continue on with the amended agreement due to the unexpected cost increase as a result of the City of Dawson Creek's decision to leave the program.
2. That Council contract out Building Inspection services for 2019.

### BACKGROUND:

The District had entered a trial Sub-Regional Building Inspection Service. The service was a trial project with each municipality committing to a minimum of five years. The costs of the Building Inspector III were shared between all of the municipalities within the Regional District with the exception of Fort St. John, who elected to not participate.

In July, we were notified by the Regional District that the Building Inspector III had provided his notice that August 2, 2018 would be his last day of work. The District is paid up for 2018, and Building Inspection service has been provided in the interim by the Regional District Building Inspector who is not part of the shared service. The PRRD was unsuccessful in finding a Level III Inspector when they posted a replacement in July and so they hosted a conference call where it was agreed to try to recruit a Level I Inspector instead.

On October 31, 2018, we were notified by the Regional District that the City of Dawson Creek is withdrawing its' support of the Shared Service Model. Dawson Creek does not require a Level I as they have an internal resource and therefore, provided notification they will not be continuing with the venture.

This is contrary to the signed agreement which committed the parties to participate for a minimum of five years and provide 18-month notice if a municipality was opting out.

The Regional District provided the DOHH with updated cost information based on reallocating Dawson Creek's contribution amongst the other municipalities.

| Building Inspector Level 1 Cost Breakdown |                         |               |
|---|-------------------------|---------------|
| 2019 Share                                | Increase/<br>(Decrease) |               |
|   | (41,236)                | Dawson Creek  |
| 35,977                                    | 26,170                  | Chetwynd      |
| 17,399                                    | 12,572                  | Hudson's Hope |
| 8,208                                     | 6,068                   | Pouce Coupe   |
| 23,323                                    | 17,275                  | Taylor        |
| 35,237                                    | 23,829                  | Tumbler Ridge |
| <b>120,144</b>                            | <b>44,678</b>           |               |

#### DISCUSSION:

The District of Hudson's Hope requires mandatory building inspection. This is obtained by the District physically inspecting properties or requiring approved blueprints with an engineer's stamp on any construction project.

Administration is recommending that we attempt to obtain our own contracted Building Inspector for 2019. Ted Pringle, the former Building Inspector for the Regional District who resigned in August 2018, was contacted and is available to provide Building Inspection Service on an adhoc basis.

Previously, the District used Rick Fudge, Building Inspector with the City of Fort St. John, who would provide service on evenings and weekends as required. Mr. Fudge was contacted but is no longer an available option.

#### FINANCIAL CONSIDERATIONS:

The amended agreement would result in a \$4,827 increase to the District assuming no further municipalities withdraw.

Based on a review of the District's Building Inspection Permits for 2017 & 2018, the increase cannot be financially justified and should be rejected.

**Attach:** 2017 & 2018 Building Permit Information

  
Chris Cvik, Interim CAO

## HUDSON'S HOPE BUILDING PERMITS 2018

| Bldg. Permit # | Roll #    | Date of Permit Application | Owner Name                 | P/B   | Construction Address | Type of Housing<br>(Single Family, Duplex,<br>Mobile Home, Apt.) | Type of Construction<br>(New home, renovation,<br>addition, etc.) | Construction Value | Total Permit Value<br>(including non<br>refundable<br>application fee) | \$50<br>Application<br>Fee Paid | Balance Paid | Status   |
|----------------|-----------|----------------------------|----------------------------|---|----------------------|--|---|--------------------|--|---------------------------------|--------------|----------|
| 2018.001       | 41221.050 | 2018-04-20                 | Dennis and Deborah Beattie | 250-783-0952<br>outfiter@pris.ca                  | 20929 Wegen Road     | Single Family  | Renovation  | \$100,000.00       | \$600.00   | Yes                             | Yes          | FILED    |
| 2018.002       | 04446.000 | 2018-04-10                 | Ben Waichter & Amber White | 250-617-5484 /778-582-0242<br>b.waechter@yahoo.ca | 10110 Macintoxh Cr.  | Single Family  | Renovation/ Addition/ Bootroom                                    | \$30,000.00        | \$250.00   | Yes                             | Yes          | Approved |
| 2018.003       | 04610025  | 2018-07-14                 | BC HYDRO                   | 250-308-4831<br>mattias.gibbs@bchydro.com         | LOT 1 LUCAS SUB      | Single Family  | Demonstration House   | 475, 000.00        | \$2,425.00   | Yes                             | Yes          | Approved |
| 2018.004       | 04895.010 | 2018-08-21                 | Adon Cook                  | 604-345-7995<br>adonized@gmail.com                | 20154 Beattie Dr     | Single Family  | Deck  | \$8,000.00         | \$130.00   | Yes                             | Yes          | Approved |
| 2018.005       | 817.200   | 2018-08-15                 | District of Hudson's Hope  | 250-783-9901<br>office1@hudsonshope.ca            | 11605 Ross Street    | Commercial   | Quonset   | \$33,000.00        | Exempt   | Exempt                          | Exempt       | Approved |
| 2018.006       | 04341.00  | 2018-09-11                 | Tim Viers                  | 250-783-9968<br>pastortimviers@yahoo.ca           | 10116 Robison Ave    | Single Family  | 12 x 20 Addition  | \$10,000.00        | \$150.00   | Yes                             | Yes          | Approved |

**Totals:** **\$181,000.00** **\$3,555.00**

## HUDSON'S HOPE BUILDING PERMITS 2017

| Bldg. Permit # | Roll #    | Date of Permit Application | Owner Name                 | P/B                                | Construction Address | Type of Housing (Single Family, Duplex, Mobile Home, Apt.) | Type of Construction (New home, renovation, addition, etc.) | Construction Value | Total Permit Value (including non refundable application fee) | \$50 Application Fee Paid | Balance Paid   | Status               |
|----------------|-----------|----------------------------|----------------------------|------------------------------------|----------------------|--|---|--------------------|---|---------------------------|----------------|----------------------|
| 2017.001       | 4895.010  | 2017-03-17                 | Adon Cook and Jeremy Mahon | 604-345-7995<br>adonized@gmail.com | 20154 Beattie Drive  | Single family  | additon/renovation  | \$55,000.00        | \$475.00  | Yes                       | No (425 owing) | FILED/ WORK NOT DONE |
| 2017.002       | 980.000   | 2017-03-23                 | Sean McCormick             | 604-996-4006                       | 11519 Ferguson St.   | Single family  | enclose carport   | \$1,000.00         | \$60.00   | Yes                       | Yes            | FILED                |
| 2017.003       | 41203.070 | 2017-04-16                 | Theresa Dantuma            | 250-262-6012                       | 21012 Tompkins Rd    | Single Family  | Carport addition and deck                                   | \$20,000.00        | \$200.00  | Yes                       | Yes            | FILED                |
| 2017.004       | 2314.000  | 2017-05-10                 | Keriann Thompson           | 250-783-0522                       | 60 NW Lynx Creek St  | Single Family  | Placement of new modular                                    | \$5,000.00         | \$100.00  | Yes                       | Yes            | FILED                |
| 2017.005       | 4412.000  | 2017-06-06                 | Tickell/Theissen           | 250-783-5030                       | 10210 Ellis Cresc    | Single Family  | Deck  | \$3,000.00         | \$80.00   | No                        | Yes            | Approved             |
| 2017.006       | 5017.000  | 2017-06-28                 | Matchett, Justin           | 250-783-3054                       | 10013 Gaylor         | Single Family  | Deck  | \$1,000.00         | \$60.00   | Yes                       | Yes            | Approved             |
| 2017.007       | 2373.000  | 2017-07-25                 | Smith, Juanita             | 250-793-9715                       | 19646 Lesage Rd      | Single Family  | detached garage   | \$50,000.00        | \$350.00  | Yes                       | Yes            | FILED                |
| 2017.008       |           | 2017-07-27                 | District of Hudson's Hope  | 250-783-9901                       | 9904 Dudley Dr       | Commercial   | Solar Panel Installation                                    | NA                 | NA  | NA                        | NA             | Approved             |
| 2017.009       | 805.000   | 2017-09-12                 | District of Hudson's Hope  | 250-783-9901                       | 8900 Clarke Avenue   | Industrial   | Blower Building for Sewer Lagoon Project                    | \$100,000.00       | NA  | Yes                       | NA             | FILED                |
| 2017.010       | 1036.000  | 2017-09-28                 | Vig, Kevin                 | 250-783-5342                       | 9525 Pollen Avenue   | Single Family  | additon/renovation  | \$75,000.00        | \$425.00  | Yes                       | Yes            | Approved             |
| 2017.011       | 43180.200 | 2017-12-01                 | Greg Monteith              | 250-262-7191/794-1628              | 12 Mile Road         | Single Family  | Cabin   | \$100,000.00       | \$600.00  | Yes                       | Yes            | Approved             |

**Totals:** **\$410,000.00** **\$2,350.00**

# REQUEST FOR DECISION

|   |                               |
|---|-------------------------------|
| <b>RFD#:</b>  | <b>Date: 2018-10-24</b>       |
| <b>Meeting#: cm.11.05.18</b>                        | <b>Originator: T. McKeown</b> |
| <b>RFD TITLE: Council Procedure Bylaw Amendment</b> |                               |

## BACKGROUND:

District of Hudson's Hope Council Procedure Bylaw No. 765, 2009 Subsection 29(1) stipulates the order of business at all regular meetings. The following is the order per the bylaw:

- (a) Public Hearing;
- (b) Adoption of Minutes;
- (c) Business Arising from the Minutes;
- (d) Appeals;
- (e) Proclamations;
- (f) Delegations and Petitions;
- (g) Recommendations from Committees;
- (h) Staff Reports;
- (i) Bylaws;
- (j) Correspondence;
- (k) Council Reports;
- (l) New Business; and
- (m) Public Inquiries

## DISCUSSION:

At the November 14, 2016 Council meeting, Council had requested that Delegations be moved to the beginning of the meetings to accommodate presenters. I have also reviewed the Agenda's and discovered that Public Hearings had been moved from the beginning of the meeting to after Business Arising from the Minutes in 2011. The Agenda's no longer include Appeals or Proclamations. The order that Council has been following is:

- (a) Delegations;
- (b) Notice of New Business;
- (c) Adoption of Agenda;
- (d) Declaration of Conflict of Interest;
- (e) Adoption of Minutes;
- (f) Business Arising from Minutes;
- (g) Public Hearings;
- (h) Staff Reports;
- (i) Committee Meeting Reports;
- (j) Bylaws;
- (k) Correspondence;
- (l) Reports by Mayor and Council;
- (m) Old Business;
- (n) New Business; and
- (o) Public Inquiries

To ensure that Council meetings are following the bylaw, the bylaw needs to be updated to amend the order of business.

**ADMINISTRATOR COMMENTS:**

  
\_\_\_\_\_  
Chris Cvik, Interim, CAO

**BUDGET:**

n/a

**RECOMMENDATION / RESOLUTION:**

That Council:

“Approve the First, Second and Third Reading of the District of Hudson’s Hope’s ‘Council Procedure Amendment Bylaw No. 900, 2018’”.

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



## BYLAW NO. 900, 2018

---

A Bylaw to amend the District of Hudson's Hope Council Procedure Bylaw No. 765, 2009

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**WHEREAS** the Council of the District of Hudson's Hope wishes to amend "*District of Hudson's Hope Council Procedure Bylaw No. 765, 2009.*"

**NOW THEREFORE** the Council of the District of Hudson's Hope, in a duly assembled open meeting, hereby enacts as follows:

1. This bylaw will be cited as "*District of Hudson's Hope Council Procedure Amendment Bylaw No. 900, 2018*".
2. The "*District of Hudson's Hope Council Procedure Bylaw No. 765, 2009*" is hereby amended by deleting the existing subsection 29 (1) and replacing a new subsection 29(1) as follows:

The order of business at all regular Council meetings shall be as follows:

- (a) Delegations;
- (b) Notice of New Business;
- (c) Adoption of Agenda;
- (d) Declaration of Conflict of Interest;
- (e) Adoption of Minutes;
- (f) Business Arising from Minutes;
- (g) Public Hearings;
- (h) Staff Reports;
- (i) Committee Meeting Reports;
- (j) Bylaws;
- (k) Correspondence;
- (l) Reports by Mayor and Council;
- (m) Old Business;
- (n) New Business; and
- (o) Public Inquiries.

3. If any section, subsection, paragraph, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.

Read a first time this\_\_day of\_\_\_\_, 2018

Read a second time this\_\_day of\_\_\_\_, 2018

Read a third time this this\_\_day of\_\_\_\_, 2018

Adopted this this\_\_day of\_\_\_\_, 2018

---

Dave Heiberg  
MAYOR

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Tammy McKeown  
Corporate Officer

Certified a true copy of Bylaw No. 900, 2018  
this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

---

Clerk



October 18, 2018

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

Dear Mayor Johansson:

**Re: UBCM Meeting September 13, 2018**

Thank you for the opportunity to meet with you during the UBCM convention in Whistler. We appreciate the time you take to meet with us.

At our meeting, we had opportunity to discuss several issues of importance to Northern Health and the District of Hudson's Hope. We discussed the planning work underway through the Hudson's Hope Health Care and Housing society for a supportive living housing project in Hudson's Hope. We also discussed the ongoing concerns related to BC Emergency Health Services and some of the work underway between Northern Health and BC Emergency Health Services.

Once again, thank you for meeting with us about these issues of importance to Northern Health and to the District of Hudson's Hope.

Sincerely,



Cathy Ulrich  
President and Chief Executive Officer  
Northern Health

cc. Colleen Nyce, Chair, Northern Health Board  
Angela De Smit, Chief Operating Officer, Northeast

THE VILLAGE OF POUCE COUPE INVITES YOU TO THE

# OLD FASHIONED SANTA CLAUSE PARADE



**FRIDAY, NOVEMBER 23, 2018**

Come celebrate the holidays with us! The Old Fashioned Santa Clause Parade follows the path created by the Truck Light Parade of years past. In the spirit of giving, we are partnering with the Pouce Coupe Food Bank to gather non-perishable food items and monetary donations. Let's ensure all members of our community have a happy holiday season!

## ACTIVITIES STARTING AT 4:30 P.M.

### ADMISSION IS BY DONATION

#### Food Bank contacts:

Debbie @ 250-219-1535

Sukrit @ 250-786-0005

### DROP OFF LOCATIONS

- Village Office
- Fire Hall
- Post Office
- Redwood Esso

- HOT FOOD AND DRINKS
- CHILDREN'S ACTIVITIES
- VISITS WITH SANTA
- CAMPFIRES
- SANTA CLAUSE PARADE
- PRIZE FOR BEST FLOAT
- FIREWORKS
- AND MORE!

**All types of holiday floats are welcome!**  
Entry forms are at the Village office or go online to [poucecoupe.ca](http://poucecoupe.ca). Phone the office at (250) 786-5794 for more information.





**THE CORPORATION OF THE VILLAGE OF POUCE COUPE**

PO Box 190  
Pouce Coupe, BC  
V0C 2C0

Phone: (250) 786-5794 Fax: (250) 786-5257



**RE: OLD FASHIONED SANTA CLAUSE PARADE**

The Village of Pouce Coupe is excited to announce that we are hosting the Old Fashioned Santa Clause Parade on November 23rd, 2018. Since the spirit of the holiday season is giving, the Village of Pouce Coupe has partnered with the Pouce Coupe Food Bank to ensure all members of our community have a Christmas without hunger.

The Village wants to use this event as an opportunity to raise donations for the Pouce Coupe Food Bank. The cost of admission and food is non-perishable food items or monetary gifts made to the Pouce Coupe Food Bank. In the spirit of giving, the Village wants everyone to come for an evening of fun, even if they cannot donate. Those who can donate may do so as food bins for non-perishable items and donation boxes for monetary donations will be on hand at the event.

Following the success of the annual Truck Light Parade, the Old Fashioned Santa Clause Parade is a wonderful evening full of fun for the whole family. The event begins at 4:30 p.m. and features sleigh/wagon rides, children's activities, campfires, hot food and drinks and a visit from Santa! Decorated vehicles will line up along 51 Street just off 49 Avenue, with the parade set to begin at 6:30 p.m.

This year we are open to any and all floats, as the Village encourages anybody interested to help make this event a resounding success! Any help you can offer would be greatly appreciated. If you would like to participate, please see the included forms. We hope to see you at the Old Fashioned Santa Clause Parade!

Sincerely,

Lorraine Michetti  
Mayor, Village of Pouce Coupe



# OLD FASHIONED SANTA CLAUSE PARADE ENTRY FORM

November 23, 2018

Entrant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Cell: \_\_\_\_\_

Driver's Name: \_\_\_\_\_

Driver's contact number during event: \_\_\_\_\_

MAKE & MODEL OF ENTRY(S):

1. \_\_\_\_\_

2. \_\_\_\_\_

Inclement Weather – In the event of inclement weather and a decision is made to cancel the event, please ensure that we have a phone number where you can be reached.

## **INDEMNITY AGREEMENT:**

The undersigned agrees to indemnify, hold harmless and defend any action against the Village of Pouce Coupe, the event committee and any volunteers in any way associated with the event from and against all liabilities arising out of their participation in the Old Fashioned Santa Clause Parade. The entrant further agrees to abide by the rules and regulations governing the Old Fashioned Santa Clause Parade.

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Company/Organization: \_\_\_\_\_

Date: \_\_\_\_\_



## OLD FASHIONED SANTA CLAUSE PARADE OFFICIAL RULES AND REGULATIONS

### 1. Please return entry forms to the Village Office:

5011 – 49<sup>th</sup> Ave., Pouce Coupe, BC, V0C 2C0  
Phone: (250) 786-5794, Fax: (250) 786-5257  
Email: [amcinnis@poucecoupe.ca](mailto:amcinnis@poucecoupe.ca)

### 2. **ALL ENTRIES MUST BE DECORATED WITH COLORED LIGHTS.**

**Non-decorated box trailers will not be permitted in the parade.**

The Parade Committee's decision regarding all entrants is final.

Please be cognizant of the length of your truck, trailer or other float as the parade route will be going through residential blocks.

### 3. Throwing articles, of any form or substance, from the convoy units is **STRICTLY PROHIBITED**. Throwing articles from entries is ample cause for immediate ejection from the event and denial to future events.

### 4. Alcoholic beverages, and other incapacitating substances, are forbidden on any vehicle or on the person of any participant.

**Consuming substances during the event is ample cause for immediate ejection.**

### 5. Fireproof insulation must separate a generator and any other heat source from combustible decorative material. No wood burning fixtures will be permitted.

### 6. The participant, and all persons taking part in the participant's entry in the event and associated activities, shall be responsible for ensuring that the rules are complied with and that participation in the parade is carried out in a safe and responsible manner.







OCT 15 2018  
11:56:15 AM  
-----

October 4, 2018

Mayor and Council  
District of Hudson's Hope  
PO Box 330  
Hudson's Hope BC V0C 1V0

Dear Mayor and Council:

The Province will be able to issue licences for the retail sale of non-medical cannabis on or after October 17, 2018, and we are currently in the process of assessing the applications that have been submitted to us.

Our consultations with local governments indicated you wanted to ensure that the needs of your communities were considered as part of the licensing process. We would like to take this opportunity to explain the important role local governments have in cannabis licensing.

It will be up to each municipality to determine if and where non-medical cannabis can be sold, and whether it is sold in private or government stores, or a mixture of both.

Once an application is received by the provincial government and it is deemed to contain the required information, the Province will notify the respective local government of the area where the proposed store is located.

Upon receipt of notice, local governments can:

- choose not to make any recommendation in respect of the application for a cannabis retail store licence (Note: this would end a licence application in progress because the Province cannot issue a licence unless the local government gives a positive recommendation that the licence be issued)
- choose to make comments and recommendations in respect of an application for a cannabis retail store licence.

If the local government makes a recommendation to deny the application then the Province may not issue the licence, and if a recommendation in favour of the application is made, then the Province has discretion whether or not to issue the licence, but must consider the local government's recommendation in the decision whether to issue a licence.

.../2

Mayor and Council  
Page 2

The Province will notify local governments about applications in the order that they are confirmed as complete. This ensures that you will have all the information you need to begin your process of making a recommendation.

We would also like to remind local governments that they may delegate the recommendation decision to staff.

We invite you to review the enclosed Local Government's Role in Licensing Cannabis Retail Stores for detailed information that will help you navigate the recommendation process. If after reviewing this information you have any questions, please email [Cannabis.Licensing@gov.bc.ca](mailto:Cannabis.Licensing@gov.bc.ca).

Thank you for your consideration in this important new process.

Yours truly,

A handwritten signature in black ink, appearing to be 'DE' followed by a long horizontal stroke.

David Eby, QC  
Attorney General

A handwritten signature in black ink, appearing to be 'Mike Farnworth'.

Mike Farnworth  
Minister of Public Safety  
and Solicitor General

Enclosure

pc: Chief Administrative Officer



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## INFORMATION BULLETIN

For Immediate Release  
2018FLNR0304-002012  
Oct. 16, 2018

Ministry of Forests, Lands, Natural Resource Operations  
and Rural Development

### **Website expands public review of Crown land-use applications**

VICTORIA – A new government website improves access to information and public engagement on applications for Crown land use in B.C.

Applications for Crown land use range from recreational to industrial use. Given that 94% of B.C.'s land base is considered Crown land, the public has an important say in how it is managed. The ministry sees over 3,500 applications for Crown land use posted each year.

All new Crown land applications in B.C. will be posted on the website:

<http://comment.nrs.gov.bc.ca/>

The new user-friendly website includes:

- interactive maps
- an improved system for posting and updating Crown land application status
- the ability for users to include attachments with their comments
- an improved way for staff to collect and review comments

Crown land applications posted prior to Oct. 15, 2018, are available for review on the applications and reasons for decision (ARFD) website: <https://arfd.gov.bc.ca/>

Applications already open for commenting will complete their lifecycle on the site. Closed applications will remain as a public record.

The new applications, comments and reasons for decision (ACRFD) website will continue to evolve, and new information and features will be added regularly. To support continuous improvement, British Columbians are invited to provide their feedback about their experience using the website. Ideas, feedback and comments can be submitted to:

[ACRFD.Feedback@gov.bc.ca](mailto:ACRFD.Feedback@gov.bc.ca)

### **Learn More:**

Crown land applications: <http://comment.nrs.gov.bc.ca/>

### **Contact:**

Media Relations  
Ministry of Forests, Lands, Natural Resource  
Operations and Rural Development  
250 356-7506



## British Columbia / Yukon Command The Royal Canadian Legion

### *“Military Service Recognition Book”*

Dear Sir/Madam:

Thank you for your interest in the **BC/Yukon Command / The Royal Canadian Legion**, representing **British Columbia** and the **Yukon’s Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

Our **BC/Yukon Command Legion** is very proud to be printing another **9,000 copies** of our Annual **“Military Service Recognition Book”**, scheduled for release by Remembrance Day 2019, to help identify and recognize many of the brave **Veterans** of British Columbia and the Yukon who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the **“Keepers of Remembrance”**, so that none of us forget the selfless contributions made by our **Veterans**.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our **“Military Service Recognition Book.”** Proceeds raised from this project allow us to fund the printing of this unique publication and helps our Command to improve our services to **Veterans** and the more than 150 communities that we serve throughout British Columbia and the Yukon. The Legion is recognized as one of Canada’s largest “Community Service Organizations”, and we are an integral part of the communities we serve. This project ensures the Legion’s continued success in providing these very worthwhile services.

Please find enclosed a rate sheet for your review, along with a supporter letter outlining the many community activities of our over 45,000 Legion Members in the **BC/Yukon Command**. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **BC/Yukon Command Office** toll free at **1-866-354-6277**.

**Thank you for your consideration and/or support.**

Sincerely,

**Glenn Hodge**  
**President of BC/Yukon Command of The Royal Canadian Legion**



www.legionbcyukon.ca

## British Columbia / Yukon Command The Royal Canadian Legion

### *“Military Service Recognition Book”*

#### Advertising Prices

| <u>Ad Size</u>                            | <u>Cost</u> |   | <u>GST</u> |   | <u>Total</u> |
|---|-------------|---|------------|---|--------------|
| Full Colour Outside Back Cover            | \$1,885.71  | + | \$94.29    | = | \$1,980.00   |
| Inside Front/Back Cover (Full Colour)     | \$1,676.19  | + | \$83.81    | = | \$1,760.00   |
| Full Colour 2-Page Spread                 | \$3,138.10  | + | \$156.90   | = | \$3,295.00   |
| Full Page (Full Colour) 7" X 9.735"       | \$1,571.43  | + | \$78.57    | = | \$1,650.00   |
| Full Page 7" X 9.735"                     | \$1,047.62  | + | \$52.38    | = | \$1,100.00   |
| ½ Page (Full Colour) 7" X 4.735"          | \$909.52    | + | \$45.48    | = | \$955.00     |
| ½ Page 7" X 4.735"                        | \$623.81    | + | \$31.19    | = | \$655.00     |
| ¼ Page (Full Colour) 3.375" X 4.735"      | \$566.67    | + | \$28.33    | = | \$595.00     |
| ¼ Page 3.375" X 4.735"                    | \$442.86    | + | \$22.14    | = | \$465.00     |
| 1/10 Page (Business Card-Full Colour)     | \$309.52    | + | \$15.48    | = | \$325.00     |
| 1/10 Page (Business Card) 3.375" X 1.735" | \$261.90    | + | \$13.10    | = | \$275.00     |

G.S.T. Registration # R10 793 3913

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the BC/Yukon Command.



PLEASE MAKE CHEQUE PAYABLE TO:

BC/Yukon Command  
The Royal Canadian Legion  
(BC/Y RCL)  
(Campaign Office)  
P O Box 5555  
Vancouver, BC V6B 4B5





Dear Valued Supporter,

Thank you very much for your pledge of support of The BC/Yukon Royal Canadian Legion's Military Service Recognition Book Project. This annual publication recognizes the Veterans and Service Personnel of BC and the Yukon who have so honourably served our country. This keepsake book helps us to remember their selfless contributions. Your vital and generous contribution makes it possible to print 9,000 copies of this book free of charge to distribute to communities throughout BC and the Yukon.

The Royal Canadian Legion plays an active role in communities throughout BC and the Yukon. There is barely a citizen within our Command whose life isn't touched by The Royal Canadian Legion. Often times the public isn't aware of the extent of our work.

#### Who we are and what do we do?

The Royal Canadian Legion receives no Government funding for our operations. We rely on our member's dues, donations from the public and in-house fundraising activities. The over 45,000 Legion members in BC/Yukon are dedicated to assisting Veterans and local communities. Here are some ways we give back:

- \$1,000,000 commitment to sponsor the Veterans' transition and trauma counseling program at UBC for Veterans.
- The Legion has contributed to the education of over 200 rural family doctors through UBC Chair of Family Practice.
- \$250,000 commitment to providing education transition services for Veterans at BCIT.
- Over \$500,000 donated annually for Veterans' hospitals and extended care facilities.
- Over \$350,000 donated to Youth Programs, sponsoring a variety of sports teams.
- Over \$275,000 in Bursaries and Scholarships.
- Sponsor over 5,000 cubs, scouts, guides and cadet groups.
- \$25,000 donated annually to send youth athletes to National Athletic Camps.
- Over \$500,000 from poppy funds in direct assistance to Veterans and their dependents in need.

Again, we thank you for your sponsorship and support of this very important project. Consider the Legion for your charitable giving, volunteer opportunities and even for a great place to meet new friends when you join as a member of your friendly local branch!

Sincerely,

Glenn Hodge,  
President of BC/Yukon Command of The Royal Canadian Legion

P.S. Check out our organization at [www.legionbcyukon.ca](http://www.legionbcyukon.ca)

**From:** [Chris Cvik](#)  
**To:** [Tammy McKeown](#); [Dave Heiberg](#)  
**Subject:** LGLA - Local Government Leadership Academy  
**Date:** Tuesday, October 23, 2018 2:59:22 PM

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<https://lgla.ca/2017/12/06/2019-elected-officials-seminars/>

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LGLA holds the Elected Officials Seminar (EOS) series around the province in the first quarter of the year following local government elections. The seminars are open to newly elected and returning elected officials, as well as to senior staff from local governments and First Nations communities. The next round of seminars will be held in January, February and March 2019 on the following dates:

**Lower Mainland Local Government Association (LMLGA) Region:** January 15-17, Richmond

**Electoral Area Representatives:** January 16-18, Richmond

**Southern Interior Local Government Association (SILGA) Region:** January 23-25, Kelowna

**Northern Central Local Government Association (NCLGA) Region:** January 30-February 1, Prince George

**Association of Vancouver Island and Coastal Communities (AVICC) Region Session #1:** February 12-14, Parksville\*

**Association of Vancouver Island and Coastal Communities (AVICC) Region Session #2:** February 13-15, Parksville\*

**Association of Kootenay and Boundary Local Governments (AKBLG) Region:** February 26-28, Kimberley

The registration fee per delegate will be **\$350+GST**.

The [draft agenda](#) and information on [booking accommodation](#) is now available. Registration will be open October 24, 2018.

\*Please note that duplicate events are held for AVICC and AKBLG to accommodate the large number of attendees. Sessions #1 and #2 in these cases will follow the same agenda – please plan to attend the one that works best with your schedule. If you cannot attend the seminar scheduled for your region, you are welcome to attend another one.

EOS materials and audio files from the 2015 series are available below, along with

several other local government orientation resources:

- [2015 Elected Officials Seminar Series Materials & Audio Files](#) – LGLA
- [2015 Local Government Fact Sheets](#) – UBCM
- [Local Government in BC: A Community Effort](#) – UBCM
- [Local Government in BC \(4th ed.\)](#) – Bish & Clemens

Please contact Shawna Deagle-Leung at [info@lgla.ca](mailto:info@lgla.ca) with any questions about the EOS series.

**Chris Cvik, Interim CAO**

Office: 250-783-9901  
Cell: 250-783-0942  
Fax: 250-783-5741



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

Email: [cao@hudsonshope.ca](mailto:cao@hudsonshope.ca)

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**From:** [Chris Cvik](#)  
**To:** [Tammy McKeown](#)  
**Cc:** [Dave Heiberg](#); [Gwen Johansson](#)  
**Subject:** FW: Site C Working Group: DRAFT Amendment Report #3 for Review  
**Date:** Monday, October 29, 2018 11:31:23 AM  
**Attachments:** [BCH-responses-to-comments-action-items-West-Pine-August30-TWG-meeting-20....pdf](#)

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Next consent agenda please.

Chris

**Chris Cvik, Interim CAO**  
District of Hudson's Hope  
Cell: 250-783-0942

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**From:** Angus, David EAO:EX <David.Angus@gov.bc.ca>  
**Sent:** October 29, 2018 11:25 AM  
**To:** Chris Cvik <cao@hudsonshope.ca>  
**Cc:** Gwen Johansson <mayor@hudsonshope.ca>; Dave Heiberg <dave@hudsonshope.ca>; Walters, Kimberly A EAO:EX <Kimberly.Walters@gov.bc.ca>; Wittig, Gregory EAO:EX <Gregory.Wittig@gov.bc.ca>  
**Subject:** RE: Site C Working Group: DRAFT Amendment Report #3 for Review

Dear Chris,

Thank you for your input on the draft Amendment #3 Assessment Report and the draft amended EA Certificate which includes condition that would require a traffic management plan for the proposed haul route. The EAO has responded to your inquiries within your previous email in [BLUE](#) below.

Thank you again, and please call or email if you have any further questions.

Sincerely,  
David

**David Angus**

Project Assessment Officer | Environmental Assessment Office  
Tel: (778) 698-9324  
Email: [david.angus@gov.bc.ca](mailto:david.angus@gov.bc.ca)

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**From:** Chris Cvik [<mailto:cao@hudsonshope.ca>]  
**Sent:** Monday, October 22, 2018 3:17 PM  
**To:** Angus, David EAO:EX  
**Cc:** Gwen Johansson; Dave Heiberg  
**Subject:** FW: Site C Working Group: DRAFT Amendment Report #3 for Review

Hi David;

Thanks for the opportunity to comment. We are submitting some suggested changes and clarification on some items in the draft amended EAC. Please call or email for clarification.

**Section: West Pine Haul Route Traffic Management Plan**

Bullet 2(a) – insert the following at the end of the sentence “and including plans to address local concerns around pedestrian safety”.

- With regards to this suggestion, the EAO inquired with BC Hydro to better understand what is included in their existing traffic management plans that are required under Condition 35 of the Site C EA Certificate. BC Hydro noted that pedestrian traffic and areas of special concern (such as school crossings) are normally included in traffic management plans so as to identify these areas and advise extra vigilance in adhering to posted speeds.

The EAO also notes that the proposed condition (#79) requires the plan to be developed in consultation with Hudson’s Hope and as such we expect that community concerns such as this are reflected in the traffic management plan for the haul route. As such, the EAO does not consider that a separate plan(s) is required to address local concerns around pedestrian safety as suggested.

Bullet 3. – Change the 14 day review period to 21 days. *This fits better if any review/decision has to be discussed by Council as Council only meets every two weeks and depending on when any correspondence is received, there may not be sufficient review time and time for Council to weigh in.*

- The EAO has revised the proposed condition to include a 30-day review.

Topic: Rock for Hudson’s Hope Shoreline Protection:

At the August 28 meeting regarding this amendment application, Hudson’s Hope stated that the District wished to see rock from West Pine Quarry used for the Hudson’s Hope shoreline protection. We would like that to be reflected in the amended Certificate.

Ask: That the amended Certificate state that West Pine Quarry rock be used to build Hudson’s Hope Shoreline Protection.

- The EAO certificate conditions are meant to mitigate known or potential impacts to valued components. With respect to the rock for shoreline protection, at the working group meeting BC Hydro confirmed that both quarries are able to produce rock that meets the engineering requirements for rip rap. As such, we are unable to find a rationale to require that BC Hydro source rip rap from one quarry over another. In any event, the EAO ultimately considers the issue of shoreline protection in Hudson’s Hope outside of the scope of the West Pine Amendment Application and our review of the Application.

Background:

The Document entitled, EAO’s Assessment of an Application for Certificate Amendment states, in Section 3 of Summary of Issues and Effects Second to last paragraph under Transportation (page 5): “BC Hydro indicated that the material from West Pine Quarry would be the same or better quality.”



We believe this misconstrues what was actually stated at the August 28 meeting.

The original question was, "What is the difference in quality of the aggregate from West Pine compared to Portage?" (#12, Response to Comments and Questions on Draft EAC Amendment Request, July 24, 2018). The answer at the August 28 meeting was that the West Pine Quarry rock was of higher quality than that from Portage Quarry. The District believes that West Quarry rock would best protect the village from reservoir impacts.

- The meeting notes have been finalized and distributed to the working group; however, the EAO notes your correction, and will file this email to document for the record Hudson's Hope's perspective on the response recorded in the notes.

Topic: Criteria for determining what part of the reservoir shoreline would be protected.

ASK: That Hudson's Hope be provided with the criteria which will be used to determine what parts of the Site C reservoir banks will be provided protection and that those criteria be included in the amended Certificate.

Question #18 asked, "What is the criteria for deciding what part of the reservoir will be "protected?" (#18, Response to Comments and Questions on Draft EAC Amendment Request, July 24, 2018). BC Hydro's response was that they would monitor the reservoir during filling to determine if any areas required protection. As Hudson's Hope pointed out at the time, the answer was not related to the question, which asked for the criteria that would be used to determine if protection was required. BC Hydro agreed that they would provide the criteria. We have not received a copy of the criteria and it is not reflected in the Proposed Amendment. We ask that the EAO require the criteria to be part of the amended Certificate.

- The EAO understands that this question came up at the working group meeting, and although was out of scope of the amendment review process, BC Hydro indicated as an action item that they would provide this criteria to Hudson's Hope. Please refer to BC Hydro's response to this question in the "BCH responses to comments action items West Pine August 30 TWG Meeting..." (attached to this email) where they note that:
  - "Two criteria will be considered in the identification of areas for additional shoreline protection during and following inundation of the reservoir: potential risk to public safety and risk to public infrastructure. BC Hydro will monitor the slopes of the reservoir for any unexpected changes in terrain stability as a result of the Site C reservoir and implement mitigation measures (such as placement of rip-rap) as required."

As noted above, the EAO considers this matter out of scope of the review of amendment #3, and as such we elected not to reflect it in the amendment assessment report.

Chris

**Chris Cvik, Interim CAO**

District of Hudson's Hope  
Cell: 250-783-0942

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**From:** Angus, David EAO:EX <[David.Angus@gov.bc.ca](mailto:David.Angus@gov.bc.ca)>

**Sent:** October 1, 2018 2:06 PM

**To:** EMAIL <[IMCEAINVALID-EMAIL@Victoria1.gov.bc.ca](mailto:IMCEAINVALID-EMAIL@Victoria1.gov.bc.ca)>; Deom, Elisabeth FLNR:EX <[Elisabeth.Deom@gov.bc.ca](mailto:Elisabeth.Deom@gov.bc.ca)>; Brewer, Gary FLNR:EX <[Gary.Brewer@gov.bc.ca](mailto:Gary.Brewer@gov.bc.ca)>; Elsner, Rick FLNR:EX <[Rick.Elsner@gov.bc.ca](mailto:Rick.Elsner@gov.bc.ca)>; Bruce, Greg TRAN:EX <[Greg.Bruce@gov.bc.ca](mailto:Greg.Bruce@gov.bc.ca)>; Hogg, Nicola TRAN:EX <[Nicola.Hogg@gov.bc.ca](mailto:Nicola.Hogg@gov.bc.ca)>; Norris, Nancy EMPR:EX <[Nancy.Norris@gov.bc.ca](mailto:Nancy.Norris@gov.bc.ca)>; Barclay, Brent S. AGRI:EX <[Brent.Barclay@gov.bc.ca](mailto:Brent.Barclay@gov.bc.ca)>; 'Karen.Goodings@prrd.bc.ca' <[Karen.Goodings@prrd.bc.ca](mailto:Karen.Goodings@prrd.bc.ca)>; 'prrd.dc@prrd.bc.ca' <[prrd.dc@prrd.bc.ca](mailto:prrd.dc@prrd.bc.ca)>; Gwen Johansson <[mayor@hudsonshope.ca](mailto:mayor@hudsonshope.ca)>; Chris Cvik <[cao@hudsonshope.ca](mailto:cao@hudsonshope.ca)>; 'lackerman@fortstjohn.ca' <[lackerman@fortstjohn.ca](mailto:lackerman@fortstjohn.ca)>; 'CNewsom@gochetwynd.com' <[CNewsom@gochetwynd.com](mailto:CNewsom@gochetwynd.com)>; 'Garett.Cooper@canada.ca' <[Garett.Cooper@canada.ca](mailto:Garett.Cooper@canada.ca)>; 'Christie.Nelson@canada.ca' <[Christie.Nelson@canada.ca](mailto:Christie.Nelson@canada.ca)>; 'taylor.groenewoud@canada.ca' <[taylor.groenewoud@canada.ca](mailto:taylor.groenewoud@canada.ca)>; 'andrew.robinson@canada.ca' <[andrew.robinson@canada.ca](mailto:andrew.robinson@canada.ca)>; 'Jessica.Coulson@canada.ca' <[Jessica.Coulson@canada.ca](mailto:Jessica.Coulson@canada.ca)>; 'brian.naito@dfo-mpo.gc.ca' <[brian.naito@dfo-mpo.gc.ca](mailto:brian.naito@dfo-mpo.gc.ca)>; 'tanya.martin@tc.gc.ca' <[tanya.martin@tc.gc.ca](mailto:tanya.martin@tc.gc.ca)>; 'Colin.Parkinson@tc.gc.ca' <[Colin.Parkinson@tc.gc.ca](mailto:Colin.Parkinson@tc.gc.ca)>; 'Adam.Downing@tc.gc.ca' <[Adam.Downing@tc.gc.ca](mailto:Adam.Downing@tc.gc.ca)>; 'jcalvert@blueberryfn.ca' <[jcalvert@blueberryfn.ca](mailto:jcalvert@blueberryfn.ca)>; 'RShakya@blueberryfn.ca' <[RShakya@blueberryfn.ca](mailto:RShakya@blueberryfn.ca)>; 'fred.didzena@denetha.ca' <[fred.didzena@denetha.ca](mailto:fred.didzena@denetha.ca)>; 'Baptiste.Metchooyeah@denetha.ca' <[Baptiste.Metchooyeah@denetha.ca](mailto:Baptiste.Metchooyeah@denetha.ca)>; 'Connie.Martel@denetha.ca' <[Connie.Martel@denetha.ca](mailto:Connie.Martel@denetha.ca)>; 'cheron@doigriverfn.com' <[cheron@doigriverfn.com](mailto:cheron@doigriverfn.com)>; 'ed.dir@duncansfirstnation.ca' <[ed.dir@duncansfirstnation.ca](mailto:ed.dir@duncansfirstnation.ca)>; 'sagerich@hotmail.com' <[sagerich@hotmail.com](mailto:sagerich@hotmail.com)>; 'lands.tech1@duncansfirstnation.ca' <[lands.tech1@duncansfirstnation.ca](mailto:lands.tech1@duncansfirstnation.ca)>; 'katherine.capotblanc@fnnation.ca' <[katherine.capotblanc@fnnation.ca](mailto:katherine.capotblanc@fnnation.ca)>; 'rnotseta@hrfn.ca' <[rnotseta@hrfn.ca](mailto:rnotseta@hrfn.ca)>; 'catherine.piedt@ecora.ca' <[catherine.piedt@ecora.ca](mailto:catherine.piedt@ecora.ca)>; 'casey.horseman@hotmail.com' <[casey.horseman@hotmail.com](mailto:casey.horseman@hotmail.com)>; 'Ramona.horseman@horselakefn.ca' <[Ramona.horseman@horselakefn.ca](mailto:Ramona.horseman@horselakefn.ca)>; 'monahorseman@gmail.com' <[monahorseman@gmail.com](mailto:monahorseman@gmail.com)>; 'tlucoordinator@mllib.ca' <[tlucoordinator@mllib.ca](mailto:tlucoordinator@mllib.ca)>; 'chief.ltsakoza@prophetriverfn.ca' <[chief.ltsakoza@prophetriverfn.ca](mailto:chief.ltsakoza@prophetriverfn.ca)>; 'land.coordinator@prophetriverfn.ca' <[land.coordinator@prophetriverfn.ca](mailto:land.coordinator@prophetriverfn.ca)>; 'council.bstager@prophetriverfn.ca' <[council.bstager@prophetriverfn.ca](mailto:council.bstager@prophetriverfn.ca)>; 'nowens@saulteau.com' <[nowens@saulteau.com](mailto:nowens@saulteau.com)>; 'landsbiologist@saulteau.com' <[landsbiologist@saulteau.com](mailto:landsbiologist@saulteau.com)>; 'sfnlads@saulteau.com' <[sfnlands@saulteau.com](mailto:sfnlands@saulteau.com)>; 'tamara.dokkie@westmo.org' <[tamara.dokkie@westmo.org](mailto:tamara.dokkie@westmo.org)>; 'jlee@nunwadee.ca' <[jlee@nunwadee.ca](mailto:jlee@nunwadee.ca)>; 'tim@sagelegal.ca' <[tim@sagelegal.ca](mailto:tim@sagelegal.ca)>  
**Cc:** Walters, Kimberly A EAO:EX <[Kimberly.Walters@gov.bc.ca](mailto:Kimberly.Walters@gov.bc.ca)>; Wittig, Gregory EAO:EX <[Gregory.Wittig@gov.bc.ca](mailto:Gregory.Wittig@gov.bc.ca)>

**Subject:** Site C Working Group: DRAFT Amendment Report #3 for Review

Hello Site C Amendment Advisory Working Group,

Please find attached EAO's DRAFT Amendment Assessment Report for the West Pine Quarry (Amendment #3). This report, when finalized, will be provided to the decision maker to help inform his decision regarding the Amendment Application. We are providing this draft document to the Working Group for a three-week review.

Please review the sections of the draft report that fall within your area of expertise or mandate, and provide your comments to me ([David.Angus@gov.bc.ca](mailto:David.Angus@gov.bc.ca)) **by October 22, 2018** using the attached comment tracking table to ensure that we are able to properly attribute your comments to the right places within the document.

We are also providing a draft of the Amendment Order which contains the changes to the project description and the traffic management condition, should the amendment be approved. Please review the Amendment Order and include any comments on it in your tracking table. Please note that the condition is draft, and our compliance team may identify changes in condition language during their review to address clarity, measurability, and consistency with policy.

As a friendly reminder, your comments on the Amendment #2 Report (Halfway River) are due October 15, 2018.

Thank you for your participation in the assessment of this amendment. If you have any questions please feel free to call me at 778-698-9324 or Kim Walters at 778 698-3398.

Kind regards,  
David

**David Angus**

Project Assessment Officer | Environmental Assessment Office

Tel: (778) 698-9324

Email: [david.angus@gov.bc.ca](mailto:david.angus@gov.bc.ca)



**Site C Clean Energy Project**  
**EAC Amendment Request: Use of West Pine Quarry for construction of Highway 29 realignment,**  
**Hudson's Hope shoreline protection, and areas of the reservoir requiring protection during reservoir filling**  
**Comments and Action Items from the Technical Advisory Working Group Meeting, and BC Hydro's Responses**  
**September 20, 2018**

| ID# | Comment Date    | Commenter                 | Subject Area           | Comment from Working Group   | Response from BC Hydro   |
|-----|-----------------|---------------------------|------------------------|--|--|
| 1   | August 28, 2018 | Dene Tha First Nation     | Water Quality          | BCH to provide a response to an inquiry regarding the potential for heavy metals to leach into the Pine River as a result of the West Pine Quarry development.   | <p>Geochemical characterization work was undertaken for the West Pine Quarry prior to the start of project construction. As summarized in the Construction Environmental Management Plan Appendix E, Table 1, West Pine Quarry was classified as having no potential for acid rock drainage, and very low potential for metal leaching; thus, a specific management plan to address acid rock drainage and metal leachate was not deemed to be required at this site.</p> <p>Analytical testing undertaken by the Main Civil Works contractor has confirmed that the rock at the West Pine Quarry is not potentially acid generating; however, the rock contains elevated concentrations of some metals and metalloids. As a result, a water quality sampling program was initiated on the West Pine River in 2016, upstream and downstream of the quarry, in order to assess the potential for metal leaching under neutral conditions during the extraction of limestone from the quarry. Samples are generally taken on a monthly basis. Monitoring results to date have demonstrated that water quality from the upstream and downstream stations is similar, indicating that there has been no degradation of water quality in the Pine River as a result of any activities being undertaken at the quarry.</p> |
| 2   | August 28, 2018 | District of Hudson's Hope | Geotech                | BCH to provide information on the criteria that will be considered to identify areas for additional shoreline protection during and following inundation of the reservoir.   | Two criteria will be considered in the identification of areas for additional shoreline protection during and following inundation of the reservoir: potential risk to public safety and risk to public infrastructure. BC Hydro will monitor the slopes of the reservoir for any unexpected changes in terrain stability as a result of the Site C reservoir and implement mitigation measures (such as placement of rip-rap) as required.  |
| 3   | August 28, 2018 | Dene Tha First Nation     | Traffic/<br>Scheduling | BCH to provide high level estimate of haul traffic by project phase (or other time period) possible in the form of a Gantt chart.  | Please see the attached construction schedule along with the quarry material volumes identified for each segment of the Highway 29 realignment. Should West Pine Quarry material be required, it will be hauled according to the schedule attached. Further refinements to the schedule may be made once contractors are selected for the works and associated traffic management and traffic control plans are developed. BC Hydro will provide affected communities and Indigenous groups with notifications should traffic volumes change significantly.  |
| 4   | August 30, 2018 | Saulteau First Nation     | Amendment Process      | <p>Recognizing that the BCEAO is reviewing the two Site C files as amendments and it has been made clear that it is not the intention of the BCEAO to reopen the decision on the original assessment. While, as a representative of Saulteau Lands, the working group still requires adequate and meaningful consultation for the amendments. West Pine quarry changes are viewed as amendments but in looking at the proposed amendments, for the record, it is my view that the amendments are two completely different proposals. As reflected in page 15 of the BCEAO Site C Project Application for Amendments, "does the amendment change the conclusions of the original EA?" Looking at the amendment request, proposed modified plan,</p> | Thank you for your comment. BC Hydro also determined that the addition of West Pine as an aggregate source for the Highway works is different from the description provided within the Environmental Impact Statement. As such, BC Hydro reassessed the value components assessed within the EIS. Effects of the changes to the value components have been included within the amendment application. BC Hydro defers to the BC Environmental Assessment Office regarding questions/comments around the EAC amendment process.   |

| ID# | Comment Date    | Commenter              | Subject Area | Comment from Working Group   | Response from BC Hydro  |
|-----|-----------------|------------------------|--------------|--|---|
|     |                 |                        |              | the requested amendment of adding West Pine Quarry changes the conclusions of the original EA, including that the haul route from West Pine Quarry goes right thru the reserve.  |   |
| 4   | August 30, 2018 | Saulteau First Nations | Traffic      | In the original EAC, from the materials that I have, there was not a specified haul route and in the amendment the haul route for the West Pine Quarry is right thru the Saulteau and West Moberly First Nations. <b>Request</b> – Saulteau First Nations requests the traffic management plan for the West Pine Quarry haul route. SFN has a concern of the volume of traffic that is currently happening within the proposed haul route, including thru highway 29 which goes thru the Saulteau First Nations. Recognizing that SFN does not manage the road, the proposed haul route goes thru IR 169, Saulteau First Nations. The traffic management plan for this amendment is requested. Additional to that, a communication plan is required for our community. Further discussion is required. | <p>BC Hydro would like to meet with Saulteau First Nations to discuss the areas of concern related to the hauling of material from West Pine Quarry. We specifically would like to seek Saulteau First Nations input into a traffic management plan for the West Pine Quarry hauling route, as well as a communications plan for effectively communicating information about the hauling.</p> <p>BC Hydro's traffic management plan will be developed with input from all affected communities and will comply with the requirements of the Ministry of Transportation and Infrastructure, including the requirements under the Traffic Control Manual for Works on Roadways.</p>   |
| 5   | August 30, 2018 | Saulteau First Nations | Wildlife     | BCH - 'Jackfish Road to the Canyon Drive intersection of Highway 29 was not assumed to be used in the EIS and the risk of wildlife collisions along the stretch of road is predicted to increase due to the estimated 1% increase in traffic'. <b>Comment:</b> But if it wasn't assumed to be used in the EIS, this means there is likely no baseline data upon which to base the assessment of potential impacts. It is difficult to understand how BCH relates wildlife collision risk to a 1 % increase in traffic.   | <p>Although effects due to increased traffic were not assessed from Jackfish Road to the Canyon Drive intersection of Highway 29, baseline data are available from the Government of British Columbia's Traffic Data Program (available at <a href="http://www.th.gov.bc.ca/trafficData/index.html">http://www.th.gov.bc.ca/trafficData/index.html</a>).</p> <p>Data station 43-012NS is located north of Jackfish Lake Road and south of Moberly Lake. The most recent data available from that station are from 2014, and show an average daily count of 2,145 vehicles per day using data collected in summer. Assuming that traffic level is sustained year-round, the total background traffic volume would be 3,914,625 vehicles over a five-year period. The estimated haul truck count from West Pine Quarry over five years 26,840 trucks; therefore, the projected increase in traffic due to hauling from West Pine Quarry is approximately 0.7%.</p> <p>Data station 43-015NS is located south of Hudson's Hope between Hudson's Hope and the Peace Canyon Dam. The most recent data available from that station are from 2017, and show an average daily count of 947 vehicles per day, again using data collected in summer. Assuming that traffic level is sustained year-round, the total background traffic volume would be 1,728,275 vehicles over a five-year period. Therefore, the projected increase in traffic due to hauling from West Pine Quarry at this location is approximately 1.5%.</p> <p>As stated, baseline traffic data are available, and these estimates of traffic change along the stretch of road from Jackfish Road to the Canyon Drive intersection of Highway 29 suggest a 0.7% to 1.5% change due to Project traffic. However, change along this stretch of road cannot be considered in isolation when assessing the change in Project traffic from that assessed in the EIS and from baseline conditions.</p> <p>Project traffic from West Pine Quarry to Highway 29 at Jackfish Road is expected to decline relative to that assessed in the EIS. The assessment of transportation in the EIS describes 800,000 m3 of permanent riprap being hauled by vehicle over eight years from West Pine Quarry along Highway 97, through Chetwynd and up Highway 29 to Jackfish Lake Road, to the Dam Site Area. Permanent riprap</p> |



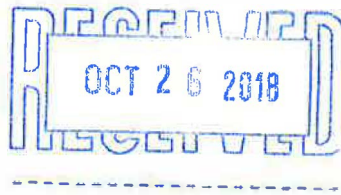
| ID# | Comment Date    | Commenter              | Subject Area | Comment from Working Group   | Response from BC Hydro   |
|-----|-----------------|------------------------|--------------|--|--|
|     |                 |                        |              |  | will no longer be hauled to the dam site area by vehicle, but instead will be transported by rail. As described in the amendment, 170,000 m3 of material is proposed to be hauled from West Pine Quarry, which is 21% of that assumed to be hauled in the EIS assessment of wildlife mortality risk. Therefore, the total increase in vehicle traffic proposed by this amendment from West Pine Quarry along Highway 97 to Highway 29 at Jackfish Road is lower than was predicted in the EIS.   |
| 6   | August 30, 2018 | Saulteau First Nations | Wildlife     | <p>In the assessment BCH states: 'The overall increase in the risk of wildlife vehicle collisions due to this amendment is expected to be negligible, and would not result in a change to the conclusions of the EIS.'</p> <p><b>Comment:</b> If there is no baseline data for the section of road between Jackfish Road and Canyon Drive along Highway 29, what is BCH basing these predictions on?</p> <ul style="list-style-type: none"> <li>-What is current wildlife collision risk along that stretch of highway?</li> <li>-How will this change with the increase in traffic?</li> <li>-What species and how many of each are involved in collisions along this stretch of the highway?</li> <li>-What is the mortality threshold (baseline + 0 extra collisions or baseline + 1 etc.) BCH defined engaging adaptive management actions to mitigate collision risk for wildlife? And what data is this based on?</li> </ul> | <p>As stated in the response to question #5, baseline data are available from Jackfish Road to the Canyon Drive intersection of Highway 29. Overall, the lower predicted traffic is expected to result in a decrease in wildlife collision risk from West Pine Quarry to Highway 29 at Jackfish Road from that assessed in the EIS, and a small increase in wildlife collision risk from Jackfish Road to the Canyon Drive intersection of Highway 29. No specific mortality threshold has been defined, but the BC Ministry of Transportation and Infrastructure tracks wildlife collision mortalities and identifies collision 'hotspots' that may require special mitigation through the Wildlife Accident Reporting System (WARS). Mitigation measures include, but are not be limited to, warning signs, reduced speed zones and wildlife reflectors.</p> <p>The Yellowstone to Yukon Conservation Initiative (2017) examined the distribution of wildlife collision hotspots in the Peace Region, including on Highway 29 between Chetwynd and Hudson's Hope. The report identified a collision hotspot along that stretch of Highway 29 only for elk, at the northwest end of Moberly Lake, where at least two vehicle collisions with elk occurred per km over a five year period. The mitigation recommended by the report for this hotspot was elk signage and brushing to improve driver awareness and elk visibility.</p> <p>From 1987 to 2015 (the last year for which data are currently available), WARS data for Highway 29 between Chetwynd and Hudson's Hope show collisions with a range of wildlife species, of which 91% of wildlife collisions were with ungulates. WARS data show wildlife collisions along that stretch of Highway 29 with 127 deer, 10 elk, and 118 moose. This results in an average of 8.5 ungulate collisions per year, or 0.142 ungulate collisions per kilometre.</p> <p>Any project related collisions will be recorded and reported to the Ministry of Transportation and Infrastructure to inform consideration of additional wildlife collision prevention approaches.</p> |
| 7   | August 30, 2018 | Saulteau First Nations | Wildlife     | <p>A hauling volume increase of 600% is identified in the comments from the technical working group and BCH response to this increase is that no additional mitigation measures are required at that increase. How did BCH come to this conclusion? <b>Request:</b> Further discussion is required</p>   | <p>Environment and Climate Change Canada (ECCC) submitted a comment stating that the change in hauling volume and road length would be a nearly 600% increase. BC Hydro does not know how a 600% increase was calculated by ECCC. However, the change in hauling volume and road length are not relevant indicators of change in risk of wildlife collisions, especially in the context of an EAC amendment application.</p> <p>To assess the wildlife collision risk for the requested EAC amendment, BC Hydro first reviewed the change in baseline traffic due to Project vehicles as described in the EIS. BC Hydro then compared the EIS assessment to an assessment of how the proposed EAC amendment would change baseline traffic due to Project vehicles.</p> <p>For the segment of highway from West Pine Quarry to Highway 29 at Jackfish Lake Road, a decrease in traffic over baseline conditions is predicted compared to the EIS. A small increase in traffic over baseline conditions is predicted for Jackfish Road to the Canyon Drive intersection of Highway 29. These changes are not likely to result in an increase in wildlife collisions from those assessed in the EIS, or relative to baseline conditions. Therefore, BC Hydro finds that the mitigation measures set out in the EIS, and subsequently incorporated into the Construction Environmental Management Plan (CEMP), are appropriate for addressing wildlife collision risks.</p>  |

| ID# | Comment Date    | Commenter              | Subject Area | Comment from Working Group   | Response from BC Hydro   |
|-----|-----------------|------------------------|--------------|--|--|
|     |                 |                        |              |  |  |
| 8   | August 30, 2018 | Saulteau First Nations | Traffic      | <p>Has BCH looked into how busy it is with other industrial developments? Does anyone know how busy it currently is for traffic within our community? Forecasted what projects will be going on during hauling? How do we all work together to ensure a traffic management plan that is accurate. Recognizing it is not BCH responsibility to know what other industries are operating on within their haul route, somehow, we all have to communicate and work together to ensure the influx of large vehicles is managed in a safe and carefully thought out plan.</p> <p><b><u>Request:</u></b> Further discussion is required.</p> | <p>The Ministry of Transportation and Highways monitors road usage in terms of annual average daily traffic and summer average daily traffic and assesses the usage against the design capacity of the road. Based on discussions with the Ministry, the current usage and increased usage from Site C does not exceed the capacity design based on the number of lanes and design speed of the network.</p> <p>During the EAO Working Group session (Aug. 28<sup>th</sup>), MoTI offered to organize a meeting with stakeholders and industry to discuss traffic management on Highway 29. BC Hydro is developing plans to help coordinate and participate in such a meeting.</p> |

HIGHWAY 29 and HUDSON'S HOPE CONSTRUCTION SCHEDULE with Estimated Riprap Quantities

|                                 | 2018 |    |    |    | 2019 |    |    |    | 2020 |    |    |    | 2021 |    |    |    | 2022 |    |    |    | 2023 |    |    |    |
|---------------------------------|------|----|----|----|------|----|----|----|------|----|----|----|------|----|----|----|------|----|----|----|------|----|----|----|
|                                 | Q1   | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 |
| Cache Creek East<br>13,000 m3   |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |
| Cache Creek West<br>5,300 m3    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |
| Halfway River<br>35,000 m3      |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |
| Farrell Creek East<br>0 m3      |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |
| Farrell Creek<br>7,200 m3       |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |
| Dry Creek<br>3,400 m3           |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |
| Lynx Creek<br>48,100 m3         |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |
| Hudson's Hope Berm<br>58,000 m3 |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |





October 22, 2018

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

**Attention:** Chris Cvik  
Chief Administrative Officer

Dear Mr. Cvik,

**Subject: Appointments to the Northeast Regional Advisory Committee Following Local Government Elections - Northern Development Initiative Trust**

Northern Development Initiative Trust (Northern Development) is an independent regional economic development corporation focused on stimulating economic diversification and job creation in Northern British Columbia.

Northern Development's board of directors is advised by four regional advisory committees comprised of elected local government leaders from each of the regions. This ensures that local knowledge is incorporated into Northern Development's Strategic Plan as well as funding approval processes.

In follow-up to the local government elections held on October 20, 2018, please consider this letter as Northern Development Initiative Trust's request to have appointments to the Northeast Regional Advisory Committee listed as an agenda item at your November 2018 council/board meeting. Please appoint an elected official to the Northeast Regional Advisory Committee as well as an alternate who may represent your appointee in his/her absence.

**It is important that you advise our office by November 30, 2018 so that we can send an agenda package to the appropriate representative prior to the first scheduled regional advisory committee meeting in January 2019.**

The first meeting of the Northeast Regional Advisory Committee is scheduled for January 18, 2019. At that meeting, committee members will elect a Chair and Vice Chair for the Northeast Regional Advisory Committee, as well as appoint one regional advisor to represent them on the Northern Development Board of Directors. The Northern Development Initiative Trust Board of Directors meeting is scheduled for Wednesday, February 20, 2019.

Please confirm receipt of this request. If you have any questions or concerns with this request, please contact Lori Moseley, Executive Coordinator, Northern Development by telephone at 250-561-2525 or via email at [lori@northerndevelopment.bc.ca](mailto:lori@northerndevelopment.bc.ca).

Thank you.

Sincerely,



Joel McKay  
Chief Executive Officer

**From:** [admin@nclga.ca](mailto:admin@nclga.ca)  
**To:** [admin@nclga.ca](mailto:admin@nclga.ca)  
**Subject:** 3rd Annual Spruce Beetle Summit - Save the Date!  
**Date:** Monday, October 29, 2018 3:02:30 PM  
**Attachments:** [181025 Save the Date IBS Summit.pdf](#)

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Hello,

Please join us for the 3<sup>rd</sup> Annual Spruce Beetle Summit on December 6<sup>th</sup> at the Prince George Civic Centre!

The summit is FREE to the general public and sponsored by the Ministry of Forests, Lands, Natural Resource Operations, and Rural Development.

This year's theme is one that has been almost universally requested by spruce beetle-impacted communities and by First Nations concerned about bark beetle outbreaks: what is the impact of the current spruce beetle outbreak on the PEOPLE of northern BC, especially smaller communities?

Background: As you may know, there has been a significant upswing in spruce beetle populations in central British Columbia over the last 5 years. We are keenly aware that the future of forestry in Northern British Columbia will play out with a background of climate change, projected drought, rapidly changing local and global conditions, and bark beetles. Given future climate projections, these large-scale forest disturbances will have an undoubted effect on local communities. We have assembled a group of excellent speakers from academia, government, and industry to give their perspectives on the importance of forests ecosystem disturbances and, looking forward, on the new ways of thinking about how small communities can better live and prosper within the future forest ecosystems.

Thanks,

**Chakshu Sharma**  
Tel: 250-612-0252  
Email: [Admin@nclga.ca](mailto:Admin@nclga.ca)

# 3<sup>RD</sup> ANNUAL SPRUCE BEETLE SUMMIT

**Date: December 6th, 2018**

**Location: Civic Center Prince George B.C**

- \* Update on the spruce beetle outbreak.
- \* Northern community development.
- \* Timber supply and stumpage.
- \* Industry planning.
- \* Caribou and spruce beetle.
- \* Environment and human health.



BC has not seen a spruce beetle outbreak of this magnitude in decades. We will continue to build strong connections with industry and the public to mitigate impacts from this outbreak and work as a team together for best results.

D. Nichols, Chief Forester

Gathering the best science to mitigate impact

[www.gov.bc.ca/ominecasprucebeetle](http://www.gov.bc.ca/ominecasprucebeetle)