



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

### **AGENDA**

Council Chambers

Tuesday, October 15, 2019

**1. Call to Order:**

**2. Delegations:**

D1 Corporal Brendan Harkness

**3. Notice of New Business:**

Mayor's List

Councillors Additions:

CAO's Additions: RCMP / Dawson Road Maintenance – Request for Extension  
to Delegation time on October 28, 2019

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

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

**6. Adoption of Minutes:**

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M2 September 16, 2019 Special Council Meeting Minutes Page 8

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

**8. Public Hearing:**

**9. Staff Reports**

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**10. Committee Meeting Reports:**

**11. Bylaws:**

**12. Correspondence:**

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

CM1	Mayor Heiberg – UBCM 2019 Report	Page 82
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**14. Old Business:**

**15. New Business:**

**16. Public Inquiries:**

**17. In-Camera Session**

ICS	Notice of Closed Session
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**18. Adjournment**



**REGULAR COUNCIL MEETING**  
**September 9, 2019**  
**6:00 P.M.**  
**COUNCIL CHAMBERS**

Present **Council:** Mayor Dave Heiberg  
Councillor Kelly Miller  
Councillor Patricia Markin  
Councillor Valerie Paice  
Councillor Travous Quibell  
Councillor Leigh Summer

**Absent:** Councillor Mattias Gibbs

**Staff:** CAO, Chris Cvik  
Corporate Officer, Jeanette McDougall  
Director of Public Works, Mokles Rahman  
Manager, Public Works, Mark Sture

**Other:** 0 in Gallery

1. **CALL TO ORDER:**  
The meeting called to order at 6:00 p.m. with Mayor Dave Heiberg presiding.
2. **DELEGATIONS:**
3. **NOTICE OF NEW BUSINESS:**  
  
**Mayors Additions:** Peace Williston Advisory Committee (PWAC) - Update  
  
**CAO Additions:** Special Council Meeting, September 16, 2019 to award contract for drilling associated with the Well Water Project added under New Business
4. **ADOPTION OF AGENDA AS AMENDED BY CONSENSUS:**  
CR1 - Peace Williston Advisory Committee (PWAC) - Update  
  
NB1 - Special Council Meeting, September 16, 2019 to award contract for drilling associated with the Well Water Project
5. **DECLARATION OF CONFLICT OF INTEREST**

6. **ADOPTION OF MINUTES**

M1 **August 26, 2019 Regular Council Meeting**

Correction: CM1 - Revise the phrase "interested in taking the ice making course" to "interested in ice-making".

Correction: Add that Mokles Rahman, Director of Public Works, was present for the Council meeting held August 26, 2019.

**RESOLUTION NO. 240/19**

**M/S Councillors Paice/Miller**

*That*

*"The minutes of the August 26, 2019 Regular Council Meeting be adopted as amended."*

**CARRIED**

M2 **September 3, 2019 Special Council Meeting**

**RESOLUTION NO. 241/19**

**M/S Councillors Miller/ Paice**

*That*

*"The minutes of the September 3, 2019 Special Council Meeting be adopted."*

**CARRIED**

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

BA1 CM1 Community Hall Upgrade/Replacement Project: M. Sture, Public Works Manager, advised that the ice plant will be turned on at the curling rink and the arena next week. C. Cvik, the Chief Administrative Officer, advised that the survey is included at the Fall Sign Up event being held September 11, 2019 and that advertising was done, including District website and via PSA.

BA2 Diary The following items to be removed:

<i>Beryl Prairie Septic Field</i>	<i>07/25/16</i>
<i>School Gymnasium agreement</i>	<i>02/26/18</i>
<i>Spruce Beetle Summit- revisit 2019</i>	<i>11/05/18</i>
<i>Agricultural Land Commission</i>	<i>28/01/19</i>

8. **PUBLIC HEARING:**

9. **STAFF REPORTS:**

SR1 **OSBORNE STREET AT CANYON DRIVE INTERSECTION**

Discussion:

- The Director, Public Works provided an overview of each of the recommendations and alternatives;



- The Manager, Public Works, advised that there are no signs restricting traffic to trucks only and that the jurisdiction for this area falls under the Ministry of Transportation and Infrastructure;
- Suggestion to clear trees and brush and posting signs indicating that no trucks permitted to turn;
- Suggestion to cross out the “no right turn” in the recommendation; and
- The Chief Administrative Officer suggested that a phased approach for implementing any recommendations is a possibility.

***M/S Councillors Markin/Summer***

*“That Council direct administration to install guard rail at the south east corner of the intersection along Osborne Street and Canyon Drive in consultation with the Ministry of Transportation; and*

*That Council direct administration to install proper road signage including “no truck route” on Osborne Street, “no right turn” from Canyon Drive to Osborne Street, “no left turn” from Osborne Street to Canyon Drive etc to restrict traffic to use Osborne street; and*

*That Council direct administration to work with the Ministry of Transportation in cleaning the undergrowth and cutting the trees blocking the visibility along the Canyon Drive near the intersection; and*

*That Council direct administration to amend and enforce the Street and Traffic bylaw of the District;*

*That Council direct administration to communicate with the local RCMP Detachment to enforce the traffic laws.*

*That Council direct administration to consider this project under 2020 Capital Budget.”*

***DEFEATED***

***RESOLUTION NO. 242/19***

***M/S Councillors Miller/Paice***

*“That Council direct administration to install guard rail at the south east corner of the intersection along Osborne Street and Canyon Drive in consultation with the Ministry of Transportation; and*

*That Council direct administration to work with the Ministry of Transportation in cleaning the undergrowth and cutting the trees blocking the visibility along the Canyon Drive near the intersection; and*

*That Council direct administration to consider this project under 2020 Capital Budget.”*

***CARRIED***

- SR2 NOTICE OF CLOSED MEETING**  
**RESOLUTION NO. 243/19**  
**M/S Councillors Miller/Paice**  
"THAT Agenda items – Crown Lease Agreement – Gravel - *Community Charter* Section 90(2)(b) – the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both and a third party."  
**CARRIED**
- SR3 APPOINTMENT OF CORPORATE OFFICER**  
**RESOLUTION NO. 244/19**  
**M/S Councillors Miller/Paice**  
"THAT Council appoint Jeanette McDougall to the position of Corporate Officer effective September 9, 2019."  
**CARRIED**
- SR4 FILL MATERIAL FOR LUCAS SUBDIVISION - UPDATE**  
*Discussion:*  
Administration provided a breakdown of costs to determine how much money was left for this project; the difference between revenues and expenditures is \$120,000, \$2,000 of which is targeted for deficiencies and there will be some associated cost for Public Works labour. The Director, Public Works advised that approximately 2 weeks would be required for land rolling after the contract is awarded and that seeding will take place next spring.
- M/S Councillors Paice/Markin**  
**RESOLUTION NO. 245/19**  
"THAT Council direct administration to cancel the Fill Material contract with P&L Ventures for the remaining work; and
- That Council award the Fill Material contract to W6 Contracting in the amount of \$88,800 for 3,700 M<sup>3</sup> of fill material for use at the Lucas Subdivision and authorize Administration to sign the contract; and
- That the favourable variance (surplus funds) from the Lucas Subdivision project be applied to the entire Lucas Subdivision Fill Material Contract (P&L Ventures and W6 Contracting) and to be taken from Account #01-1005-574 Contingency Fund.
- CARRIED**  
**Opposed: L. Summer**
- SR5 TENDER 04-19 PAYLOADER REPLACEMENT (UPDATED)**  
**RESOLUTION NO. 246/19**  
**M/S Councillors Paice/Summer**  
"THAT Council authorize an additional expense of \$5,000 to cover the costs of an auto greasing system for the new payloader authorized by Council on August 26<sup>th</sup>, from the low-cost bidder SMS Equipment Inc., for a total cost of \$188,508.76."  
**CARRIED**

10. **COMMITTEE MEETING REPORTS**
11. **BYLAWS**
12. **CORRESPONDENCE**
- C1 **NORTH PEACE AIRPORT SOCIETY-- RESOLUTION FOR MEMBER REPRESENTATIVE**  
**RESOLUTION NO. 247/19**  
**M/S Councillors Miller/Paice**  
*"THAT the District of Hudson's Hope Council appoint Mayor D. Heiberg to be their Member Representative for the North Peace Airport Society until December 15, 2022 or as otherwise amended by resolution of Council."*  
**CARRIED**
- C2 **NORTH PEACE AIRPORT SOCIETY BOARD MEETING MINUTES FOR INFORMATION**
- C3 **PEACE REGION INTERNET SOCIETY- PUBLIC SERVICE ANNOUNCEMENT**  
*Discussion*  
The Chief Administrative Officer advised that the Peace Region Internet Society no longer has the capacity to manage user email accounts and post announcements and suggested that the Library may be able to take this on at a cost to the District of approximately \$3,000 per year which would cover the cost of an additional ½ hour per day of Library Staff time. The cost from October to December for the remainder of 2019 would be \$644.00.  
**RESOLUTION NO. 248/19**  
**M/S Councillors Markin/Summer**  
*"THAT Council direct Staff to liaise with the Library to determine specific requirements and costs in support of the Peace Region Internet Society."*  
**CARRIED**
- C4 **GRANT WRITING REPORT UPDATE FOR INFORMATION**
- C5 **MUNICIPAL INSURANCE ASSOCIATION OF BC'S ANNUAL GENERAL MEETING**  
**RESOLUTION NO. 249/19**  
**M/S Councillors Summer/Paice**  
*"THAT Councillor K. Miller be appointed as the District's voting member for the Municipal Insurance Association Annual General Meeting for 2019 and that Mayor Heiberg be the alternate voting member."*  
**CARRIED**

- C6 **INVESTING IN CANADA INFRASTRUCTURE PROGRAM**  
FOR INFORMATION
- C7 **NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION'S RESOLUTION R8 – IMPORTANCE OF 911 IN REMOTE AND RURAL AREAS.**  
FOR INFORMATION
- C8 **MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY – LETTER OF RESPONSE TO THE NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION'S LETTER REGARDING SHIPMENT OF DANGEROUS GOODS BY RAIL**  
FOR INFORMATION
- C9 **NORTHERN HEALTH – MEETING INVITATION - UBCM 2019**  
FOR INFORMATION  
The Chief Administrative Officer advised that there has not yet been a response to the District's meeting request from the Ministry of Health.
- C10 **ENBRIDGE OPEN HOUSE INVITATION – SEPTEMBER 19, 2019, FORT ST. JOHN**  
FOR INFORMATION
- C11 **ENVIRONMENTAL STANDARDS BRANCH – MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY – ACTION ON PLASTICS – WEBSITE AND POLICY CONSULTATION PAPER**  
FOR INFORMATION
- C12 **COMMUNITY ENERGY ASSOCIATION - INVITATION TO PARTNERS FOR CLIMATE PROTECTION PROGRAM MEMBER RECOGNITION EVENT, SEPTEMBER 23, 2019**  
FOR INFORMATION
- C13 **WEST MOBERLY FIRST NATIONS – REQUEST FOR LETTER OF SUPPORT**  
**RESOLUTION NO. 250/19**  
**M/S Councillors Quibell/Paice**  
***“THAT a letter of support be issued for the West Moberly First Nations Treaty No. 8 Land Entitlement Claim.***  
**CARRIED**
13. **REPORTS BY MAYOR AND COUNCIL ON MEETINGS AND LIAISON RESPONSIBILITIES:**
- CR1 Peace Williston Advisory Committee: Mayor Heiberg provided an overview of the BC Hydro tour, noting that the Board Chair and CEO from BC Hydro attended.

14. **OLD BUSINESS**

- OB1 Councillor L. Summer requested an update on the light industrial area.

15. **NEW BUSINESS**

- NB1 Special Council Meeting – September 16, 2019 to award contract for production well drilling associated with the Well Water Project; and

Authorization to attend the Petronas Tour on October 5, 2019.

**RESOLUTION NO. 251/19**

**M/S Councillors Quibell/Miller**

*"THAT a Special Council meeting be held Monday, September 16, 2019 at 4:30 pm to award contract for production well drilling associated with the Well Water Project; and*

*Authorization to attend the Petronas Tour on October 5, 2019."*

**CARRIED**

16. **PUBLIC INQUIRIES**

17. **IN-CAMERA SESSION**

**RESOLUTION NO. 252/19**

**M/S Councillors Quibell/Markin**

*"THAT Council recess to a Closed Meeting for the purpose of discussing the following items(s):*

1. *Agenda Items – Crown Lease Agreement – Gravel. CC Section 90 (2) (b) - the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;*

18. **ADJOURNMENT**

*Mayor Dave Heiberg declared the meeting adjourned at 7:37 pm.*

**DIARY**

**Diarized**

**Conventions/Conferences/Holidays**

*Commercial Water Rate Increase-annual budget  
Consideration*

**08/04/19**

Certified Correct:

\_\_\_\_\_  
Dave Heiberg, Chair/Mayor

\_\_\_\_\_  
Jeanette McDougall, Corporate Officer



**SPECIAL COUNCIL MEETING**  
**September 16, 2019**  
**4:30 P.M.**  
**COUNCIL CHAMBERS**

Present **Council:** Mayor Dave Heiberg  
Councillor Mattias Gibbs  
Councillor Patricia Markin  
Councillor Leigh Summer (*entered meeting at 4:33 pm*)  
Councillor Travous Quibell

**Absent:** Councillor Valerie Paice

**Staff:** CAO, Chris Cvik  
Corporate Officer, Jeanette McDougall  
Director of Public Works, Mokles Rahman  
Manager of Public Works, Mark Sture

**Other:** 0 in gallery

1. **CALL TO ORDER:**  
The meeting called to order at 4:30 p.m. with Mayor Dave Heiberg presiding.
2. **DELEGATIONS:**
3. **NOTICE OF NEW BUSINESS:**  
  
Mayor's List – None  
Councillor's Additions – None  
CAO's Additions  
    - Strategic Planning Session – November 2019
4. **ADOPTION OF AGENDA AS AMENDED:**  
NB1 - Strategic Planning Session – November 2019
5. **DECLARATION OF CONFLICT OF INTEREST:**
6. **ADOPTION OF MINUTES:**
7. **BUSINESS ARISING OUT OF THE MINUTES:**

**PUBLIC HEARING:**

8.

**STAFF REPORTS:**

9.

SR1 **Contract Award – Drilling, Development and Pump Testing of Two 10 -Inch (250 mm) Diameter Production Wells**

**RESOLUTION NO. 257/19**

*M/S Councillors Quibell/Gibbs*

*"THAT Council award the contact for drilling, development and testing of two 10 – inch (250 mm) diameter well for the District of Hudson's Hope Water Well Project to A&H Drilling from Chilliwack, B.C., at a Total Bid Price of \$443,963 plus GST; and*

*THAT Council authorizes Administration to sign the contract with A&H Drilling on behalf of the District.*

**CARRIED**

**COMMITTEE MEETING REPORTS:**

10.

**BYLAWS:**

11.

**CORRESPONDENCE:**

12.

**C1 – Petronas Field Tour – October 5, 2019**

**RESOLUTION NO. 258/19**

*M/S Councillors Markin/Quibell*

*"THAT Council authorize attendance for the Petronas Field Tour scheduled for October 5, 2019.*

**CARRIED**

Councillor Leigh Summer (*entered meeting at 4:33 pm*)

**REPORTS BY MAYOR AND COUNCIL ON MEETINGS AND LIAISON RESPONSIBILITIES:**

13.

**OLD BUSINESS:**

14.

**NEW BUSINESS:**

15.

**PUBLIC INQUIRIES:**

16.

**IN-CAMERA SESSION:**

17.

**ADJOURNMENT:**

18.

*Mayor Dave Heiberg declared the meeting adjourned at 4:38 pm.*

**DIARY**

***Diarized***

***Conventions/Conferences/Holidays***

*Commercial Water Rate Increase-annual  
budget consideration*

*08/04/19*

Certified Correct:

\_\_\_\_\_  
Chair/Mayor Dave Heiberg

\_\_\_\_\_  
Corporate Officer, Jeanette McDougall



## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor Dave Heiberg and Council

**SUBJECT:** Conference/Training Report  
2019 Union of British Columbia Municipalities (UBCM)  
Annual Conference – Resiliency & Change

**DATE:** October 8, 2019

**FROM:** Chris Cvik, CAO

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I attended the UBCM Conference on September 23 – 27 in Vancouver along with Mayor Heiberg, Councillor Miller, and Councillor Quibell. UBCM is the advocate for local government in British Columbia and the Conference provides a forum where resolutions are brought forward for discussion and debate on whether they should be advanced to the Provincial Government. The Conference also provides local government the opportunity to meet with Provincial Ministers or Ministry Staff to discuss topics that are important to their municipality. These fifteen (15) minute 'speed dating' meetings with Cabinet Ministers or thirty (30) minute meetings with Cabinet Staff do not allow time but for in-depth discussion, but do provide enough time for each municipality to bring forward their concern and suggest a course of action or request. The conference also hosts a trade show and various meetings and clinics on different topics of interest to elected officials.

The District of Hudson's Hope had four meetings during UBCM.

1. Forest, Lands, Natural Resource Operations, and Rural Development (FLNRO) – Wildfire – Fuel Management Program
2. FLNRO – District of Hudson's Hope Water License Application
3. Ministry of Municipal Affairs and Housing/BC Housing (Ministerial Staff) – Non-Profit Seniors Housing
4. Ministry of Transportation and Infrastructure – Rural Roads and Highway #29
  - Ministry of Health – No meeting was held as the Ministry did accept our request

MLA Davies or his assistant Tamara Wilkinson were able to attend several of the District's Meetings.

Key Take Away's from Meetings with Minister/Ministerial Staff.

1. The Meeting with FLNRO Staff was very beneficial as we discussed the District's Water License Application. We were able to obtain two contact names (Dave Francis and Kerrilyn Vince) for any follow-up. Our focus was to put the application on the provinces 'radar' and we were successful in this regard as

provincial staff confirmed that our application would take priority as it is for a municipality water source.

2. With respect to Non-Profit Seniors Housing and the meeting with Municipal Affairs and BC Housing Staff, the key take-away is that Ministerial Staff said they would reach out and provide a contact name for the Silver Willows Seniors Housing Project as it continues to move forward.

**Other:**

1. The opening Keynote Speaker was newscaster Peter Mansbridge who was an excellent presenter and spoke about what it means to be Canadian and shared many stories of people he interviewed over his career.
2. The other interesting point I observed is a 'shift' in the mood about Climate Change. This was my fifth UBCM and the resolutions and discussions about Global Climate Change were really prevalent compared to five years ago when Climate Change was seen more as a Federal issue. This is a very polarizing topic at UBCM as municipalities wrestle with 'how much and how soon' solutions to address the challenge that exists.

## REQUEST FOR DECISION

<b>RFD#:</b> CC-2019-72	<b>Date:</b> October 15, 2019
<b>Meeting#:</b> CM101519	<b>Originator:</b> Chris Cvik
<b>RFD TITLE:</b> Notice of Closed Session – October 15, 2019	

### BACKGROUND:

In order to continue to be transparent, when there is a closed meeting, a notice will be included on the open agenda with sufficient information to describe the reason for the closed meeting.

This will also provide Council with the opportunity to recess to a Closed Meeting to discuss whether or not the items properly belong in a Closed Session (Community Charter Section 90(1)(n)).

### DISCUSSION:

Closed Meetings will continue to be held at the end of a regular Council meeting.

Including a cover-report about a Closed Meeting is simply a place holder to make the public aware a closed meeting is taking place and a high-level description on the topics.

### BUDGET: N/A

### RECOMMENDATION / RESOLUTION:

That Council recess to a Closed Meeting for the purpose of discussing the following item(s):

Agenda Item- Land Proposal regarding BC Hydro – Site C. CC Section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

Report Prepared by:

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

## REQUEST FOR DECISION

<b>RFD#:</b> CC-2019-70	<b>Date:</b> September 13, 2019
<b>Meeting#:</b> CM101519	<b>Originator:</b> Chris Cvik, CAO
<b>RFD TITLE:</b> Group Benefit Renewal Costs	

### RECOMMENDATION:

1. That Council receive the attached report on the District of Hudson's Hope Group Benefits Renewal rates for information.

### BACKGROUND:

Administration belongs to the UBCM 'Pooled' Group Benefits plan. This means that our claims experience or usage for our Employee Group Benefit plan are grouped together with other municipalities to spread costs over a larger group and share the risk. This often results in lower group benefit costs as opposed to organizations setting up their own 'stand-alone' plan.

The UBCM benefit year runs October 1<sup>st</sup> to September 30<sup>th</sup>. In conjunction with the renewal, we asked UBCM to 'test the market' to ensure our premiums are competitive even though we are part of a larger group plan.

### DISCUSSION:

The District of Hudson's Hope is a relatively small employer with only twenty-one (21) employees covered under employee benefits plan. Overall, our Group Benefit rates for the period from October 1, 2019 to September 31, 2020, will see a 2% decrease.

### FINANCIAL CONSIDERATIONS:

While the overall amount that is spent on our benefit plan will decrease by 2% or \$2,145, the actual portion paid by the District will increase by \$534 (annual increase).

The reason is that premiums for the Long-Term Disability benefit are 100% Employee paid and so the \$2,145 in savings will flow back to Employees in the form of lower premiums; whereas, the rest of the benefits are 100% Employer paid with the \$534 annual increase in premiums being the responsibility of the Employer.

**OTHER:**

The UBCM Group Benefits plan is currently in the process of going to market to see if the premium costs are competitive. Any favorable rate reductions would likely take effect next year in October, 2020.

**ATTACHMENT:**

1. UBCM Group Benefit Pool Renewal Cost Spreadsheet



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Chris Cvik, CAO

# UBCM Group Benefits Pool

SR3

Policy Number: 89851-1-1  
Group Name: District of Hudson's Hope - All Employees

Benefit	Headcount	Current		Effective October 1, 2019			Annual Change in Benefit Costs	Annual Increase - Employer Paid Benefits	Annual Increase - Employee Paid Benefits
		Rates	Premium	Rates	Premium	Adjustment			
Extended Health	Single	5	\$48.36	\$2,902	\$49.45	\$2,967	2.3%	\$65	
	Couple	9	\$111.72	\$12,066	\$114.23	\$12,337	2.2%	\$271	
	Family	7	\$111.72	\$9,384	\$114.23	\$9,595	2.2%	\$211	
Dental	Single	5	\$96.36	\$5,782	\$95.02	\$5,701	-1.4%	\$0	
	Couple	9	\$175.17	\$18,918	\$172.73	\$18,655	-1.4%	(\$263)	
	Family	7	\$316.24	\$26,564	\$311.83	\$26,194	-1.4%	(\$370)	
Life Insurance	All Employees	2,246,000	\$0.251	\$6,765	\$0.277	\$7,466	10.4%	\$0	
								\$701	
Long Term Disability	All Employees	54,448	\$3.440	\$22,476	\$3.030	\$19,797	-11.9%	(\$2,679)	
AD&D	All Employees	2,246,000	\$0.040	\$1,078	\$0.040	\$1,078	0.0%	\$0	
								(\$0)	
Total Annual Premium			105,935	103,790				534	
Change as Compared to Current				-2,145					-2,679

## Notes:

- Rates are effective October 1, 2019.
- The UBCM Pool will be reviewing the market in this fall, and if any additional savings are produced as a result of this review, then they will be provided to you in mid to late 2020.

## REQUEST FOR DECISION

<b>RFD#:</b> CC-2019-73	<b>Date:</b> October 15, 2019
<b>Meeting#:</b> CM101519	<b>Originator:</b> Chris Cvik
<b>RFD TITLE:</b> Revenue/Expenses Report As of September 25, 2019	

### RECOMMENDATION:

Receive for Information.

### BACKGROUND:

Financial Services was asked to prepare a revenue/expenses report to the end of the quarter (i.e., to the end of September 30th), so that Departments know where they sit heading into the final quarter of 2019. A copy of the summarized revenue and expenses information is attached.

### DISCUSSION:

At the approximate end of the third quarter (September 25, 2019), Actual Year to Date Revenues exceed Actual Year to Date Expenses by \$2.18 Million dollars. However, as there are still three months remaining in the current budget year, these numbers will change.

In terms of the individual revenue and expense items, caution needs to be taken when interpreting the data. For example, Public Works Shop actual year to date expenses already exceed the annual budget for this category. However, the actual amount in this expense account contains benefit information that gets reallocated at year end into a consolidated account so the amount is temporarily higher.

Administration does not see any 'red flag' areas at this time and will use the information to help with planning the 2020 budget.

### BUDGET:

The Revenue and Expense information is for the first nine months of 2019 and is based on the approved budget.

### ATTACHMENTS:

Revenue and Expenses Summary Report as of September 25, 2019.

Report Prepared by:

  
Chris Cvik, CAO

SR4

Revenue & Expenses Report as of September 25, 2019				
REVENUE				
Fund 01: General		YTD SEPT 25/19	2019 BUDGET	REMNG BUDGET
Dept 10: General Gov Serv				
<b>Activity 1000: Taxes</b>				
Account: Revenue	TTL Activity 1000: Taxes: <b>1000</b>	-2,129,370.23	-2,114,271	15,099
<b>Activity 1001: Grants in Lieu of Taxes</b>				
Account: Revenue	NET Account: Revenue: <b>1001</b>	-1,727,048.06	-1,718,575.00	8,473
<b>Activity 1003: Grants</b>				
Account: Revenue	NET Account: Revenue: <b>1003</b>	-1,318,756.06	-835,465	483,291
<b>Activity 1005: General Government Services</b>				
Account: Revenue	NET Account: Revenue: <b>1005</b>	-99,619.60	-1,009,450	-909,830
<b>Activity 1006: Other Government Services</b>				
Account: Revenue	NET Account: Revenue: <b>1006</b>	-111,253.07	-144,525	-33,272
<b>Activity 1009: Collection for Other Govt</b>				
Account: Revenue	NET Account: Revenue: <b>1009</b>	-3,178,869.67	-3,191,333	-12,463
<b>Activity 1200: Fire Department</b>				
Account: Revenue	NET Account: Revenue: <b>1200</b>	-8,551.23	-5,000	3,551
Dept 13: Bylaw				
<b>Activity 1300: Bylaw Enforcement</b>	NET Account: Revenue: <b>1300</b>	-4,662.40	-5,250	-588
<b>Activity 1301: Animal Control</b>				
Account: Revenue	NET Account: Revenue: <b>1301</b>	-2,049.00	-2,000	49
<b>Activity 1302: Building Inspection</b>				
Account: Revenue	NET Account: Revenue: <b>1302</b>	-380.00	-2,075	-1,695
<b>Dept 14: Public Works</b>				
Activity 1007: Administration	NET Account: Revenue: <b>1007</b>	-10,462.00	-14,000	-3,538
<b>Dept 15: Environmental</b>				
<b>Activity 1500: Environmental</b>	NET Account: Revenue: <b>1500</b>	-269,889.99	-255,120	14,770
<b>Activity 1600: Public Health</b>				
Account: Revenue	NET Account: Revenue: <b>1600</b>	-3,100.00	-2,300	800
<b>Dept 17: Recreation</b>				
<b>Activity 1700: Arena</b>	NET Account: Revenue: <b>1700</b>	-10,234.07	-28,100	-17,866
<b>Activity 1701: Swimming Pool</b>				
Account: Revenue	NET Account: Revenue: <b>1701</b>	-22,358.96	-29,790	-7,431
<b>Activity 1702: Visitor Information Center</b>				
Account: Revenue	NET Account: Revenue: <b>1702</b>	-12,028.04	-11,650	378
<b>Activity 1703: Curling Club Expenses</b>				
Account: Revenue	NET Account: Revenue: <b>1703</b>	0.00	-10,000	-10,000
<b>Activity 1705: Library</b>				
Account: Revenue	NET Account: Revenue: <b>1705</b>	0.00	-9,600	-9,600
<b>Activity 1706: Parks</b>				
Account: Revenue	NET Account: Revenue: <b>1706</b>	0.00	-2,000	-2,000
<b>Activity 1707: Campgrounds</b>				
Account: Revenue	NET Account: Revenue: <b>1707</b>	-46,609.42	-56,500	-9,891
<b>Activity 1708: Special Events</b>				
Account: Revenue	NET Account: Revenue: <b>1708</b>	-42,672.00	-25,500	17,172
<b>Activity 1800: Lands</b>				
Account: Revenue	NET Account: Revenue: <b>1800</b>	-34,609.44	-1,000	33,609
<b>Activity 1900: Economic Development</b>				
Account: Revenue	NET Account: Revenue: <b>1900</b>	-15,599.00	-1,500	14,099
<b>Activity 4000: Water Treatment</b>				
Account: Revenue	NET Account: Revenue: <b>4000</b>	-202,311.70	-570,828	-368,516
<b>Activity 4001: Water Piping &amp; Distribution</b>				
Account: Revenue	NET Account: Revenue: <b>4001</b>	0.00	-1,000	-1,000
<b>Activity 4000: Water Treatment Capital</b>				
Account: Revenue	NET Account: Revenue: <b>4000 Capital</b>	0.00	-320,000	-320,000
<b>Activity 5000: Sewer Treatment</b>				
Account: Revenue	NET Account: Revenue: <b>5000</b>	-74,956.36	-630,687	-555,731



<b>Activity 5001: Sewer Piping &amp; Distribution</b>				
Account: Revenue	NET Account: Revenue: 5001	-4,678.14	-5,678	-1,000
<b>Activity 5000: Sewer Treatment Capital</b>				
Account: Revenue	NET Account: Revenue: 5000 Capital	0.00	-374,000	-374,000
Dept 80: Capital Projects				
<b>Activity 1100: Capital Projects</b>				
Account: Revenue	NET Account: Revenue: 1100 Capital	0.00	-729,474	-729,474
<b>TOTAL REVENUE TO SEPTEMBER 25/19</b>		<b>-9,330,068.44</b>	<b>-12,106,671</b>	<b>-2,776,603</b>
<b>EXPENSES</b>				
Fund 01: General		YTD SEPT 25/19	2019 BUDGET	REMNG BUDGET
Dept 10: General Gov Serv				
<b>Activity 1002: Legislative</b>				
Account: Expense	NET Account: Expenses: 1002	89,482.60	135,563	46,080
<b>Activity 1003: Grants</b>				
Account: Expense	Net Account: Expenses: 1003	37,357.93	50,700	13,342
<b>Activity 1005: General Government Services</b>				
Account: Expenses	NET Account: Expenses: 1005	1,161,554.85	3,170,351	2,008,796
<b>Activity 1006: Other Government Services</b>				
Account: Expenses	NET Account: Expenses: 1006	46,085.93	74,350	28,264
<b>Activity 1009: Collection for Other Govt</b>				
Account: Expenses	NET Account: Expenses: 1009	2,954,466.83	3,191,333	236,866
<b>Activity 1200: Fire Department</b>				
Account: Expenses	NET Account: Expenses: 1200	181,107.41	304,227	123,120
<b>Activity 1201: MEP</b>				
Account: Expense	NET Account: Expenses: 1201	1,595.16	5,050	3,455
Dept 13: Bylaw				
<b>Activity 1300: Bylaw Enforcement</b>				
Account: Expenses	NET Account: Expenses: 1300	0.00	13,200	13,200
<b>Activity 1301: Animal Control</b>				
Account: Expenses	NET Account: Expenses: 1301	28,334.90	40,030	11,695
<b>Activity 1302: Building Inspection</b>				
Account: Expenses	NET Account: Expense: 1302	0.00	17,400	17,400
<b>Dept 14: Public Works</b>				
Activity 1007: Administration				
Account: Expense	NET Account: Expenses: 1007	239,005.32	311,000	71,995
<b>Activity 1400: Public Works Shop</b>				
Account: Expense	NET Account: Expenses: 1400	330,825.74	311,894	-18,932
<b>Activity 1401: Roads</b>				
Account: Expense	NET Account: Expenses: 1401	187,843.95	435,184	247,340
<b>Activity 1402: Airstrip Maintenance</b>				
Account: Expense	NET Account: Expenses: 1402	365.69	1,150	784
<b>Activity 14:1710: Groundskeeper</b>				
Account: Expense	NET Account: Expenses: 14-1710	47,674.15	65,000	17,326
<b>Dept 15: Environmental</b>				
<b>Activity 1500: Environmental</b>				
Account: Expenses	NET Account: Expenses: 1500	91,590.64	160,064	68,473
<b>Activity 1600: Public Health</b>				
Account: Expenses	NET Account: Expenses: 1600	3,741.17	7,000	3,259
<b>Dept 17: Recreation</b>				
<b>Activity 1700: Arena</b>				
Account: Expenses	NET Account: Expenses: 1700	90,150.13	169,154	79,004
<b>Activity 1701: Swimming Pool</b>				
Account: Expenses	NET Account: Expenses: 1701	223,701.88	259,750	36,048
<b>Activity 1702: Visitor Information Center</b>				
Account: Expenses	NET Account: Expenses 1702	53,661.44	89,970	36,309
<b>Activity 1703: Curling Club Expenses</b>				
Account: Expenses	NET Account: Expenses: 1703	17,250.00	22,500	5,250
Activity 1704: Community Hall				
Account: Expense	NET Account: Expenses: 1704	0.00	0	0
<b>Activity 1705: Library</b>				
Account: Expenses	NET Account: Expenses: 1705	127,654.94	186,004	58,349

<b>Activity 1706: Parks</b>				
Account: Expenses	NET Account: Expenses: <b>1706</b>	71,229.56	73,168	1,938
<b>Activity 1707: Campgrounds</b>				
Account: Expenses	NET Account: Expenses: <b>1707</b>	69,684.80	77,500	7,815
<b>Activity 1708: Special Events</b>				
Account: Expenses	NET Account: Expenses: <b>1708</b>	123,818.02	190,612	66,794
<b>Activity 1709: Museum</b>				
Account: Expense	NET Account: Expenses: <b>1709</b>	85,000.00	85,850	850
<b>Activity 1711: New Horizons</b>				
Account: Expense	NET Account: Expenses: <b>1711</b>	41.13	3,500	3,459
<b>Activity 1800: Lands</b>				
Account: Expenses	NET Account: Expenses: <b>1800</b>	24,448.11	10,000	-14,448
<b>Activity 1900: Economic Development</b>				
Account: Expenses	NET Account: Expenses: <b>1900</b>	9,786.49	13,500	3,714
<b>Activity 4000: Water Treatment</b>				
Account: Expenses	NET Account: Expenses: <b>4000</b>	127,365.95	513,778	386,412
<b>Activity 4001: Water Piping &amp; Distribution</b>				
Account: Expenses	NET Account: Expenses: <b>4001</b>	55,802.71	58,050	2,247
<b>Activity 4000: Water Treatment Capital</b>				
Account: Expenses	NET Account: Expenses: <b>4000 Cap</b>	52,443.77	320,000	267,556
<b>Activity 5000: Sewer Treatment</b>				
Account: Expenses	NET Account: Expenses: <b>5000</b>	57,292.60	607,065	549,772
<b>Activity 5001: Sewer Piping &amp; Distribution</b>				
Account: Expenses	NET Account: Expenses: <b>5001</b>	1,972.09	29,300	27,328
<b>Activity 5000: Sewer Treatment Capital</b>				
Account: Expenses	NET Account: Expenses: <b>5000 Cap</b>	62,040.11	374,000	311,960
Dept 80: Capital Projects				
<b>Activity 1100: Capital Projects</b>				
Account: Expenses	NET Account: Expenses: <b>1100 Cap</b>	489,174.27	729,474	240,300
	<b>TOTAL EXPENSES TO SEPT 25/19</b>	<b>7,143,550.27</b>	<b>12,106,671</b>	<b>4,963,121</b>
	TOTAL REVENUE TO SEPT 25/19	-9,330,068.44	-12,106,671	-2,776,603
	TOTAL EXENSES TO SEPT 25/19	7,143,550.27	12,106,671	4,963,121
	<b>BALANCES AS OF SEPT 25/19</b>	<b>-2,186,518.17</b>	<b>0</b>	<b>2,186,518</b>

## REQUEST FOR DECISION

<b>RFD#:</b> CC-2019-68	<b>Date:</b> September 10, 2019
<b>Meeting#:</b> CM101519	<b>Originator:</b> Chris Cvik, CAO
<b>RFD TITLE:</b> Hudson's Hope Public Service Announcement (HHPSA) Program	

### RECOMMENDATION:

1. That Council supports having the Library take over the administration of the PSA Program from PRiS and;
2. That Council directs administration to communicate with PRiS recommending the Library take over administration of the PSA Program for the District and;
3. That Council agrees to provide additional funding to the Library for the balance of 2019, and all of 2020 and 2021 for administration of the PSA Program and;

### BACKGROUND:

We received a response from PRiS to our letter of July 11, 2019. In the response from PRiS, they indicate they are going through a restructure and do not have the staff available to maintain the PSA Mailing List. They did indicate that access can be given to the new mail system that will allow the District or a volunteer to enter the email addresses and continue the service in-house.

Administration looked internally at potential agencies to take over the PSA Mailing List. This included the Lions, Museum Society, Seniors, and the Library. The Library seemed like the best fit. Administration contacted the Library and they are willing and interested in taking over the duties, but indicated that they would require additional funding due to the increased workload.

### DISCUSSION:

The Library contacted PRiS and they believe that administration of the PSA system typically takes about 15-30 minutes a day but may run longer if a posting does not meet PSA guidelines. They believe that an additional 30 minutes 5 days a week is required, so that their regular staff can accommodate PSA administration for 15 minutes before and after their shift when the library is closed. They have indicated that the Library would not be able to accommodate this additional community service within our current funding structure and would need to allocate additional staff hours due to the already heavy workload at the library.

### FINANCIAL CONSIDERATIONS:

If the Library were to take over managing the PSA system for the District, they indicated they would require an additional \$2,883.40 in funding in 2020 and \$2,998.58 in 2021. From 2022 onward, any increase would be by the same percentage as the Library Service Agreement. If the Library were to take over administration of the PSA program sooner, they would require approximately \$53.70 per week until the end of the current year. Administration would be able to accommodate any amounts for the rest of this year (2019) within our current budget. For 2020 and 2021, Administration would include the amounts in the annual budgets for Council's consideration.

**ALTERNATIVES:**

1. That Council supports having the Library take over the administration of the PSA Program from PRiS and provides the Library with the required funding.
2. That Council does not support the Library taking over administration of the PSA Program and encourages residents to use existing methods (i.e., Facebook, Hudson's Hope Buy & Sell, etc.) to share public service type messages.
3. That Council direct administration to try to find a person or agency to take over administration of the PSA program at no cost to the District.

**OTHER:**

The library is staffed from Tuesday through Saturday. This means that PSA's would not be available on Sunday and Monday. In addition, they would not be able to send PSA's on holiday weekends and 2 weeks for winter vacations.

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Chris Cvik, CAO

## 2019 District of Hudson's Hope Swimming Pool - Year End Report

### 2019 Spending

#### Operations

Public Works made some essential purchases that have greatly improved the water quality and daily operations at the pool. These include a new automatic vacuum Tiger Shark vacuum, the installation of a new chlorinator system to monitor and automatically raise and lower the chlorine as needed. Lastly, they replaced the fine sand in the filters that cleans the water this resulted in beautiful water after weeks of difficulty meeting water clarity regulations.

#### Uniforms

We started the season out with new uniforms and a replenishment order was made halfway through the season for a total spending of approximately \$2,500.

#### Sound System

We purchased a great speaker from Best Buy for just under \$400, it meets all the needs of the pool with a microphone and Bluetooth capabilities.

### 2020 Budget Items

#### Equipment

I would recommend approximately \$1,100 for various toy replacement. Over the past two years we haven't replaced or added to our toy collection. Figure 1.1 outlines the intended spending.

Noodles (12pk)	12pk @ 273.50	\$273.50
Diving Rings (12)	12 @ \$5.35	\$64.20
Lg. Foam Mat (2)	2 @ \$141	\$282
Sm. Foam Mat (6)	6 @ \$47	\$282
Balls	2(6pks) @ \$68.50	\$137

Figure 1.1

#### Uniforms

I would recommend approximately \$1,500 for minimal uniform replacement and the addition of instructor bathing suits. These are a high cost for staff and have been provided in the past. This number is based on ideally having 8 instructor staff and bathing suits costing approximately \$70 each. The last uniform replacement order was just over \$400, and I would anticipate spending this or less for any new staff that are hired or for new sizes.

This season was very wet and the pool is not equipped with rain gear, staff often came in personal rain jackets which would be worn under their uniforms. Perhaps public works has spare rain gear or has means of ordering some for the future. Lastly I would highly recommend the purchase of a few low cost wet suits for staff to share for lessons. These can be found in the early summer at Costco for \$40-\$60 each. This is an important well being item for staff as many staff have been very cold and spent some time sick this summer during their lesson sets.

## Operations

To reiterate the need from last year, Public Works employees fear the pool may face difficulties opening in the coming seasons if the liner is not soon replaced. This liner is going to be a huge budget item and can hopefully be installed soon. The 2018 year end report provided a list of companies that maybe able to do the liner work.

## 2019 Summary

This season was unusually cold and wet as we all know. We had exceptional staff who stood outside in the rain and unseasonal temperatures as low as 2 degrees Celsius. Having said that I would like to respectfully recommend, with all the consideration to the publics love of the facility that there be considerations for weather related closures. For staff to bundle themselves in numerous sweaters and jackets creates an unnecessary risk in the event they need to undertake a rescue, however without these layers they would be unable to withstand the cold. Please take some time to consider a policy regarding cold and wet weather closure for the safety and well-being of future staff.

We were thankful to have hired additional casual staff to cover time off request and work over long weekends. These staff were hired with no guarantee of hours and without recall privileges, they do not hold position but have been invaluable to us this season.

After the lifeguarding overhaul undertaken last season and position specific orientations designed this year, staff performed well and were a pleasure to work with! As noted last year, as of 2012 the provincial health act outlines that all pools require a Pool Safety plan that is a comprehensive document containing all information relating to the pool, it's policies and procedures. This document still has not been created. When time permits I have worked on pulling together as many of these as I can find, and creating written policies for daily tasks. However, I have been unable to come remotely close to completing this document over the last two years. This is something that needs to be finished, it is improper to be operating without it. This cannot be left on the desk of one person and should be looked at over the closed season. Templates can be found online to help with the design and content for the document.

## Looking forward to 2020

2019 did not produce any new lifeguarding prospects but did bring back a few familiar faces! I have hopes that in 2020 the staff will find enough interest locally and in the surrounding areas to run a courses to bring up future lifeguards. Because of the additional staff we were able to keep on call I feel that we will be well equipped for the upcoming season regardless of that fact that we anticipate losing myself and one senior guard next year. I hope to return to continue to work with the staff for recertifications and would be happy to advise them as needed. I am very grateful to have held this position. The community of Hudson's Hope has been welcoming and wonderful to work with. The pool staff are an exceptional group of people who support each other and work together in ways I have never seen elsewhere. I look forward to hearing great things about to pool for years to come and can't wait to enjoy it as a patron in the future.

# 2019 District of Hudson's Hope Swimming Pool - Client Tracking Report

## Purpose

This report is generated to provide a picture of how many patrons from various areas in the peace region use the Hudson's Hope Swimming Pool.

## Contributing Factors

While many of the issues with the client tracker were resolved this year, the weather seemed to keep the pool slow on most days.

Patrons still have difficulty identifying if they are from the PRRD or the city of Fort St. John, for example patrons from Charlie Lake or Wonowon will say they live in Fort St. John or patrons from Moberly Lake will say they are from Chetwynd. Staff have been attentive in trying to clarify in most situations but many patrons are still uncertain.

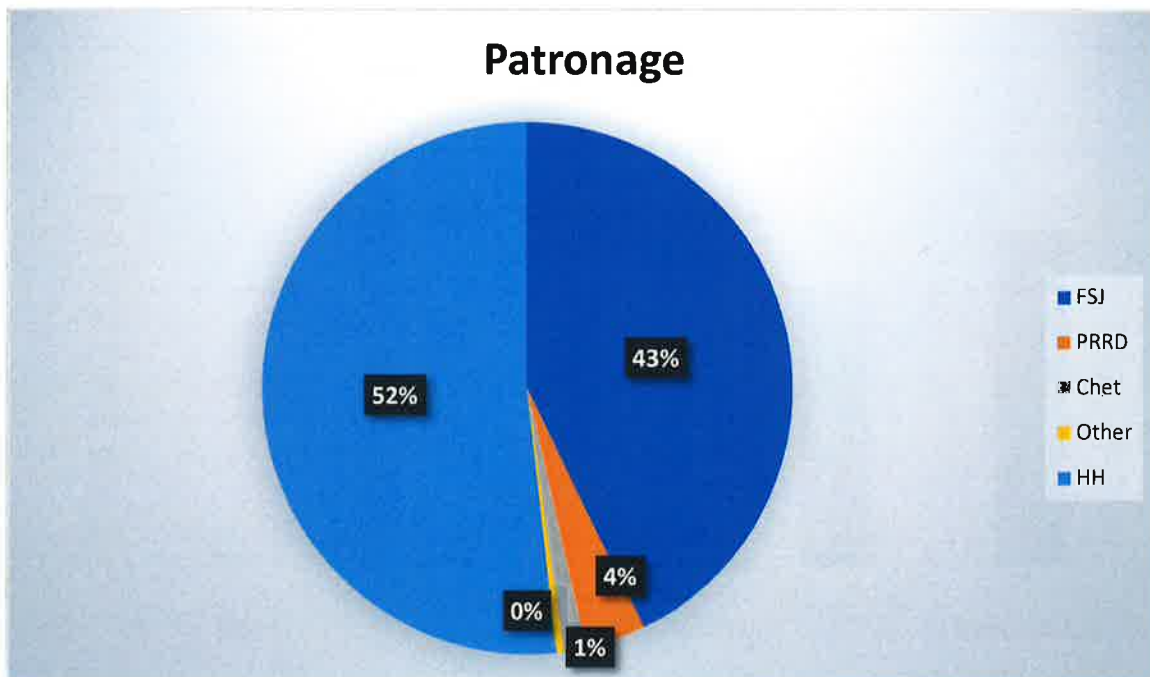


Figure 1.1 – Patronage by percent

## Patronage Details

Patrons have been divided into 5 groupings for the purpose of this report, based on area. These areas are as follows; Fort St. John, Hudson's Hope, Peace River Regional District, Chetwynd and Other (non-peace region, Tumbler Ridge, Taylor, Dawson Creek). Data is provided from opening weekend, May 22<sup>nd</sup> until August 20<sup>th</sup>, 2019.

## 2019 District of Hudson's Hope Swimming Pool - Client Tracking Report

Hudson's Hope locals make up the largest group of visitors this year with 1,860, totalling 52% of the visits this season.

Fort St John is the second leading group of visitors with 1,534 recorded visits, making up 43% of visits this season.

Visitors who can distinguish themselves as PRRD residents made 132 visits, making up 4% of visits.

Chetwynd area visitors were recorded 49 times for a 1% total this season.

Visitors from areas outside the peace region and they few visitors from Dawson Creek, Tumbler Ridge, and Taylor made up 15 visits to make up a fraction of a percentage of total recorded visits this summer.

A visual representation of these numbers can be seen in figure 1.2 below.

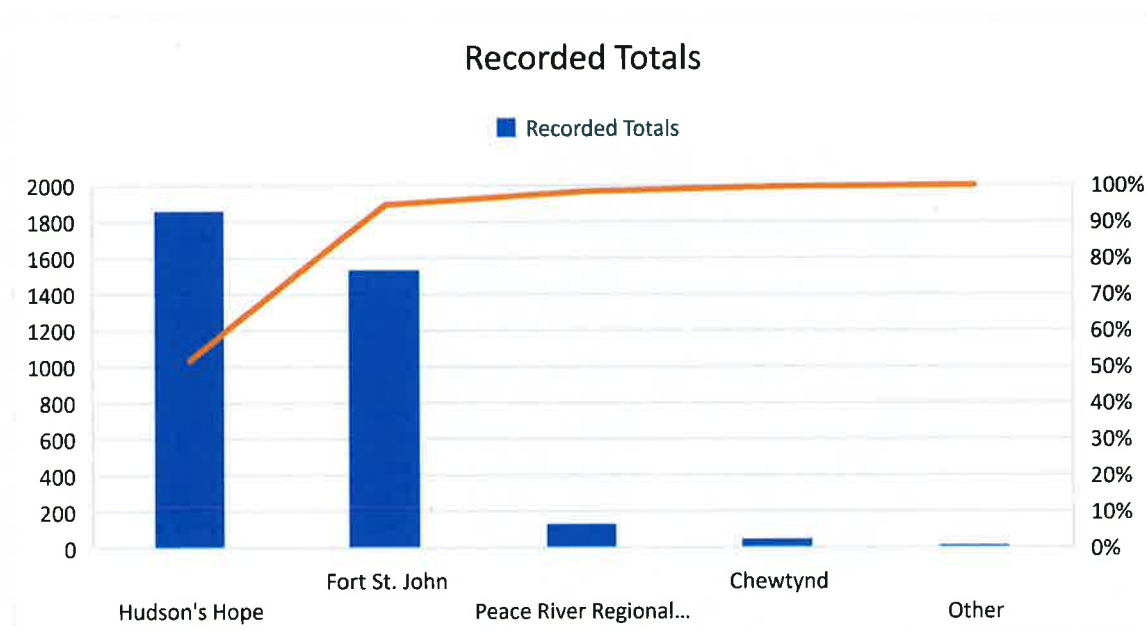


Figure 1.2 – Recorded Totals

### Conclusion

The weather severely impacted visitor totals this year. Staff were attentive to the client tracker and did their best to distinguish those from various areas. With time hopefully patrons will come to expect this question and come prepared with an answer.



## Visitor Centre Year End 2019

The Visitor Centre was open May 1<sup>st</sup> to September 30. The season started off with quite warm temperatures and high gas prices. That was quickly modified and the weather cooled off and the price of gas dropped considerably and the number of visitors remained about the same as last year if not a bit less. With the increase of wildfires in BC over the past few years there has been a provincial discussion regarding visitors being hesitant to make travel plans when the area they want to visit could very well be in emergency mode including road closures to say the least. From that came people referring they would consider a 'stay-cation' and visit their own region. I have had visitors refer to that more than once.

### Statistics

The tourism industry in BC is made up of many different organization and partners. We network directly with Destination BC - one of the provincial partners that operates a 'Visitor Services Network Program' to ensure visitor services are consistent in BC. The mandate of the program is to promote tourism products and services and generate increased tourism revenue in a community while providing a professional level of service. Our stats are entered into the provincial statistics program and you will find attached statistic samples for the last three years.

Looking at that it seems the annual number of visitors is down by about 500.

Visitor origin shows that visitors from BC are down several hundred while Alberta is up slightly. It seemed to be a recurring route of visitors from Grande Prairie or Alberta Peace doing a circle tour/drive. And there comes that term 'stay-cation'. It seems a slight decrease in European travel, Australia up a bit and the remainder of categories remain constant although I see a slight increase in info request about Site C. Most comments I recall is that people were drawn to see the construction or to 'see the river one last time before they fill the reservoir'.

### Workshops

A workshop presented in June by Northern BC Tourism Association in regards to Google Business listings. It was described as thus. [In today's online marketplace your Google Listing is your online business card. As soon as someone chooses to visit a place, they begin researching their destination and having an up-to-date Google My Business listing will help your business or service appear near the top of their searches. Since Google is the world's largest and most sophisticated search platform, it's imperative that your business is visible and informative.](#)

The workshop was followed up by a visit with Amber Harding from Northern BC Tourism and she assisted in 'claiming our listing' which highlights the business with photos, Google map location, address, phone number and hours of operation. It is a powerful tool that the workshop brought to our attention as most importantly the info must be kept up to date.

#### Staffing

We started the season with two university students but after three weeks Iris went off to work the oil patch with the lure of bigger wages. It seemed like there was a shortage of students to fill various community positions such as the Museum. We posted the position as student/senior and in the end senior was hired – Elaine as she could fulfill weekend employment in the month of September whereas the university students could not. Whether the senior wants to return next year we don't know yet but retention of that senior position as a casual would be ideal along with the two student positions.

#### Brochures

In August we received the hiking/ATV trail brochures that Kaitlyn from Special Events designed and printed. They are being very well received as are the guided hikes.

Frequently we are asked about the solar panels on the municipal buildings and while I have the initial info for the initiative from last year it has been discussed that we should get brochures printed up to rack. RG Strategies from Fort St. John is preparing a quote.

#### Swag

We sold less clothing ... more of the fridge magnets, ball caps. We carry BC Backroads mapbooks and good detailed maps of northeast BC which are very popular for outdoor adventure

#### Budget

Through Public Works there was more than a few items that have been hanging around for a couple of years that got addressed.

- Men's toilet in the building was replaced but there still is an issue with it that is an ongoing issue
- Exterior logs washed but not re-stained,
- Interior plexi-glass window replaced with a sealed unit which will help with winter heat loss,
- Coffee station electric outlet moved to more convenient location and eliminated extension cord,
- New flag poles mounted on building exterior.

-There was a maze of wires under desk servicing internet, computer, phone, cash register, camera. An I.T. came out and 'cleaned up' the mass of wires by bundling them physically but did not really reduce the congestion of wires.

Still to be looked at

-Gazebo + birds nesting in rafters = bird droppings all over the picnic table and concrete floor very unhygienic for park users. Any work planned on the gazebo ... include remedying the nesting bird problem?

-Screen door replacement

-Ceiling in visitor centre and overhead lights are quite high and need to be cleaned and may require scaffolding to complete the job.

Overall the visitors coming in still have grand comments about Hudson's Hope being a lovely clean town with impressive grounds and how much they would love to live here!

**Visitor Services Network Statistics Program 2019**
**HUDSON'S HOPE**
**Start Date: 01/05/2019**
**End Date: 30/09/2019**

2019

MONTHLY TOTAL	May-19	Jun-19	Jul-19	Aug-19	Sep-19	TOTAL
<b>Administration Parties/Hour</b>	0.74	1.15	0.80	1.28	0.96	0.99
# of hours	263.50	255.00	263.50	263.50	221.00	1,266.50
# of parties	195	294	210	338	212	1,249
# of parties-event/roaming	0	0	171	0	0	171
# of visitors	345	533	389	741	383	2,391
# of visitors-event/roaming	0	0	334	0	0	334
# of buses	0	0	0	0	0	0
<b>Visitor Origin</b>	<b>195</b>	<b>288</b>	<b>368</b>	<b>334</b>	<b>208</b>	<b>1,393</b>
Local Resident	39	44	42	29	36	190
BC	111	140	200	205	105	761
Alberta	13	30	41	53	19	156
Other Canada	6	17	32	13	5	73
Washington	0	2	4	4	1	11
California	1	5	2	2	1	11
Other US/Mexico	12	16	22	15	11	76
Europe	12	29	17	9	24	91
Asia/Australia	1	2	8	3	6	20
Other	0	3	0	1	0	4
<b>Nights in Community</b>	<b>156</b>	<b>228</b>	<b>307</b>	<b>290</b>	<b>161</b>	<b>1,142</b>
Same day	131	172	237	215	113	868
1	14	46	36	38	36	170
2	3	6	18	15	1	43
3	2	2	6	11	2	23
4-6 (1 week)	3	1	6	7	4	21
7-13 (2 weeks)	1	0	0	1	2	4
14+	2	1	4	3	3	13
<b>Information Requested</b>	<b>378</b>	<b>645</b>	<b>774</b>	<b>669</b>	<b>461</b>	<b>2,927</b>
Accommodation	18	37	31	16	37	139
Adventure Recreation	28	71	66	47	52	264
Attractions / Tours	84	138	139	121	75	557
Maps / Directions	94	156	183	165	109	707
Events / Conferences	14	21	27	38	6	106
Food / Beverage	19	43	61	42	28	193
Transportation	0	0	3	1	0	4
Shopping	4	7	11	17	6	45
Parks	17	31	38	20	40	146
First Nations	1	2	2	1	0	6
Community Services	6	9	19	14	6	54
Investment/Moving	1	3	1	1	2	8
Site Facilities (e.g. Washrooms)	38	84	151	88	81	442
Other	54	43	42	98	19	256
<b>Community Specific Info</b>	<b>103</b>	<b>180</b>	<b>262</b>	<b>226</b>	<b>153</b>	<b>924</b>
Dam Tours	42	78	103	80	45	348
Site C	13	21	48	49	38	169
Camping	29	53	65	47	40	234
Fossils	18	27	40	49	26	160
Temp Worker	1	1	6	1	4	13

**Visitor Services Network Statistics Program 2019**

**HUDSON'S HOPE**

**Start Date: 01/05/2018**

**End Date: 30/09/2018**

2018

MONTHLY TOTAL	May-18	Jun-18	Jul-18	Aug-18	Sep-18	TOTAL
<b>Administration Parties/Hour</b>	0.89	1.26	1.69	1.99	1.02	1.39
# of hours	250.50	240.00	248.00	248.00	168.00	1,154.50
# of parties	222	303	419	494	172	1,610
# of parties-event/roaming	0	0	0	0	0	0
# of visitors	445	607	807	995	308	3,162
# of visitors-event/roaming	0	0	0	0	0	0
# of buses	0	0	0	0	0	0
<b>Visitor Origin</b>	<b>218</b>	<b>298</b>	<b>409</b>	<b>470</b>	<b>164</b>	<b>1,559</b>
Local Resident	43	47	59	65	20	234
BC	135	174	237	288	81	915
Alberta	7	19	42	45	21	134
Other Canada	4	20	20	16	9	69
Washington	0	1	5	5	0	11
California	0	0	4	4	0	8
Other US/Mexico	15	17	17	19	10	78
Europe	10	17	20	21	18	86
Asia/Australia	3	3	1	5	2	14
Other	1	0	4	2	3	10
<b>Nights in Community</b>	<b>176</b>	<b>249</b>	<b>332</b>	<b>396</b>	<b>131</b>	<b>1,284</b>
Same day	125	190	246	331	75	967
1	32	36	45	34	30	177
2	5	6	23	12	8	54
3	5	11	14	8	6	44
4-6 (1 week)	5	2	1	4	2	14
7-13 (2 weeks)	3	2	2	0	0	7
14+	1	2	1	7	10	21
<b>Information Requested</b>	<b>489</b>	<b>644</b>	<b>765</b>	<b>1,065</b>	<b>423</b>	<b>3,386</b>
Accommodation	29	31	18	22	27	127
Adventure Recreation	46	43	43	84	51	267
Attractions / Tours	77	123	153	157	70	580
Maps / Directions	93	153	211	207	86	750
Events / Conferences	10	18	19	60	15	122
Food / Beverage	27	60	51	44	27	209
Transportation	0	0	1	4	0	5
Shopping	8	13	21	20	8	70
Parks	29	31	21	24	39	144
First Nations	1	0	1	5	4	11
Community Services	1	7	11	8	5	32
Investment/Moving	2	3	4	4	0	13
Site Facilities (e.g. Washrooms)	83	91	135	344	67	720
Other	83	71	76	82	24	336
<b>Community Specific Info</b>	<b>126</b>	<b>208</b>	<b>257</b>	<b>245</b>	<b>140</b>	<b>976</b>
Dam Tours	52	91	109	125	38	415
Site C	12	30	50	30	25	147
Camping	43	60	60	55	40	258
Fossils	19	26	37	27	24	133
Temp Worker	0	1	1	8	13	23



**Visitor Services Network Statistics Program 2019**
**HUDSON'S HOPE**
**Start Date: 01/05/2017**
**End Date: 30/09/2017**
**2017**

MONTHLY TOTAL	May-17	Jun-17	Jul-17	Aug-17	Sep-17	TOTAL
<b>Administration Parties/Hour</b>	0.82	1.61	2.33	2.96	1.07	1.66
# of hours	224.00	217.00	200.00	144.00	216.00	1,001.00
# of parties	184	350	466	426	232	1,658
# of parties-event/roaming	0	0	0	0	0	0
# of visitors	315	691	938	874	409	3,227
# of visitors-event/roaming	0	0	0	0	0	0
# of buses	0	0	0	0	21	21
<b>Visitor Origin</b>	<b>174</b>	<b>341</b>	<b>462</b>	<b>426</b>	<b>229</b>	<b>1,632</b>
Local Resident	50	68	60	42	28	248
BC	90	176	269	260	116	911
Alberta	10	28	34	44	23	139
Other Canada	7	24	28	7	10	76
Washington	1	5	6	7	3	22
California	1	3	6	4	3	17
Other US/Mexico	4	19	27	25	17	92
Europe	9	12	27	34	23	105
Asia/Australia	1	3	1	2	2	9
Other	1	3	4	1	4	13
<b>Nights in Community</b>	<b>116</b>	<b>257</b>	<b>399</b>	<b>382</b>	<b>200</b>	<b>1,354</b>
Same day	76	205	331	283	130	1,025
1	28	32	36	69	25	190
2	7	8	15	16	6	52
3	1	3	7	4	4	19
4-6 (1 week)	3	4	6	5	9	27
7-13 (2 weeks)	0	2	0	1	8	11
14+	1	3	4	4	18	30
<b>Information Requested</b>	<b>461</b>	<b>844</b>	<b>1,059</b>	<b>952</b>	<b>566</b>	<b>3,882</b>
Accommodation	35	62	47	17	22	183
Adventure Recreation	47	68	82	56	54	307
Attractions / Tours	52	134	158	154	80	578
Maps / Directions	96	177	251	227	130	881
Events / Conferences	10	24	31	23	17	105
Food / Beverage	29	61	52	79	41	262
Transportation	0	0	0	1	2	3
Shopping	8	7	13	19	13	60
Parks	30	41	41	21	37	170
First Nations	0	1	0	0	2	3
Community Services	4	7	11	12	10	44
Investment/Moving	0	2	0	0	0	2
Site Facilities (e.g. Washrooms)	59	107	104	113	60	443
Other	91	153	269	230	98	841
<b>Community Specific Info</b>	<b>77</b>	<b>205</b>	<b>271</b>	<b>284</b>	<b>123</b>	<b>960</b>
Dam Tours	27	77	92	101	40	337
Site C	7	30	35	25	11	108
Camping	30	55	78	97	30	290
Fossils	12	42	64	56	26	200
Temp Worker	1	1	2	5	16	25



## FACT SHEET

### Tourism – By the Numbers

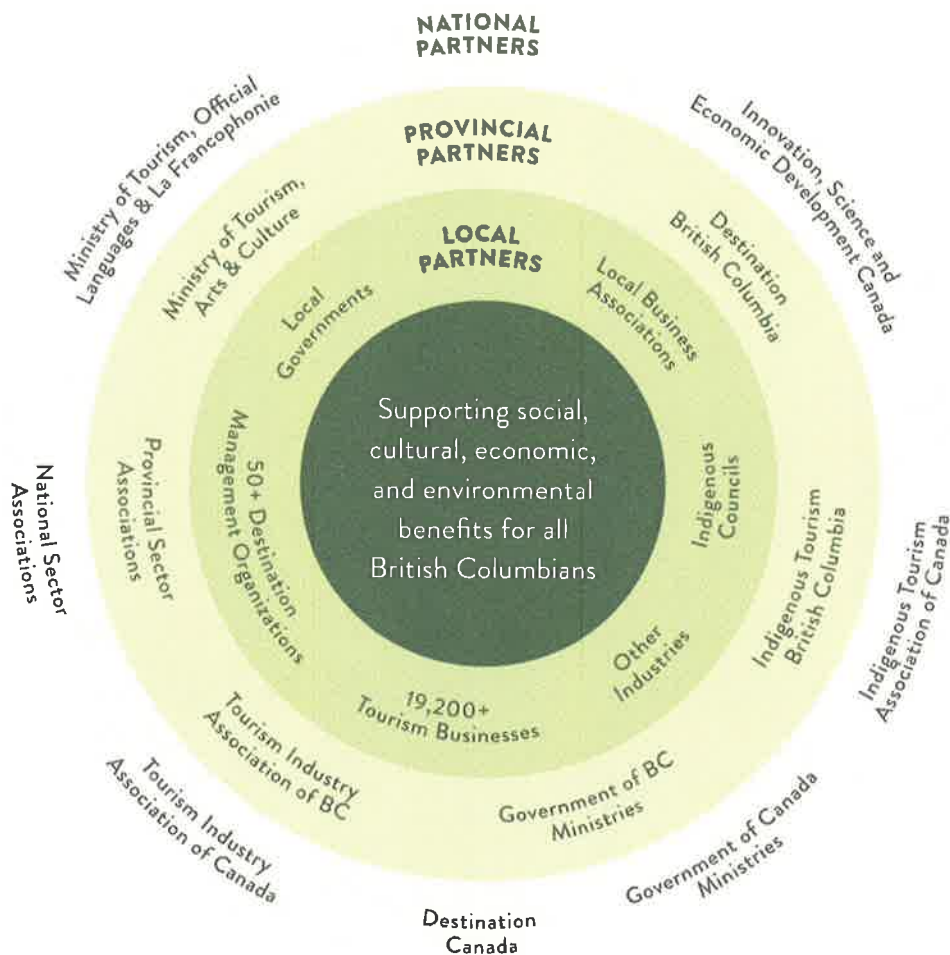
- In 2017, there were approximately 21.6 million overnight visitors in British Columbia who spent \$12.3 billion.
- Over half of the visitors (53.0%) were BC residents. Visitors from other parts of Canada accounted for 21.1% of all visits and international visitors accounted for the remaining 25.9% of visitor volume.
- While BC residents made up the largest share of visitor volume, international visitors made up 44.9% of visitor expenditures. BC residents accounted for 28.9% of visitor expenditures and other Canadian residents accounted for the remaining 26.2%.
- In 2017, British Columbia's tourism industry employed 137,800 people, a 3.6% increase from 2016. This means that tourism provides a job for roughly 1 out of every 16 people employed in the province.
- The tourism industry generated \$5.4 billion in export revenue in 2017, growing 7.1% from 2016.
- GDP for the provincial economy as a whole grew 4.0% over 2016. The tourism industry contributed \$9.0 billion of value added or GDP (in 2012 constant dollars) to the BC economy. This represents 6.7% growth over 2016 and 32.5% growth since 2007.
- British Columbia's tourism industry generated revenue of \$18.4 billion in 2017, an increase of 8.4% over 2016, and a 41.3% increase from 2007.

SR7

## WORKING TOGETHER

The tourism industry in British Columbia is made up of many different organizations and partners. Through a collaborative ecosystem, together we showcase the safe and welcoming culture of Canada to the world while supporting our communities.

British Columbia's Ministry of Tourism, Arts and Culture leads the alignment of provincial tourism priorities and sets the strategic direction while working collaboratively with other parts of the industry and supporting responsible tourism growth and development through its Crown corporation, Destination BC.

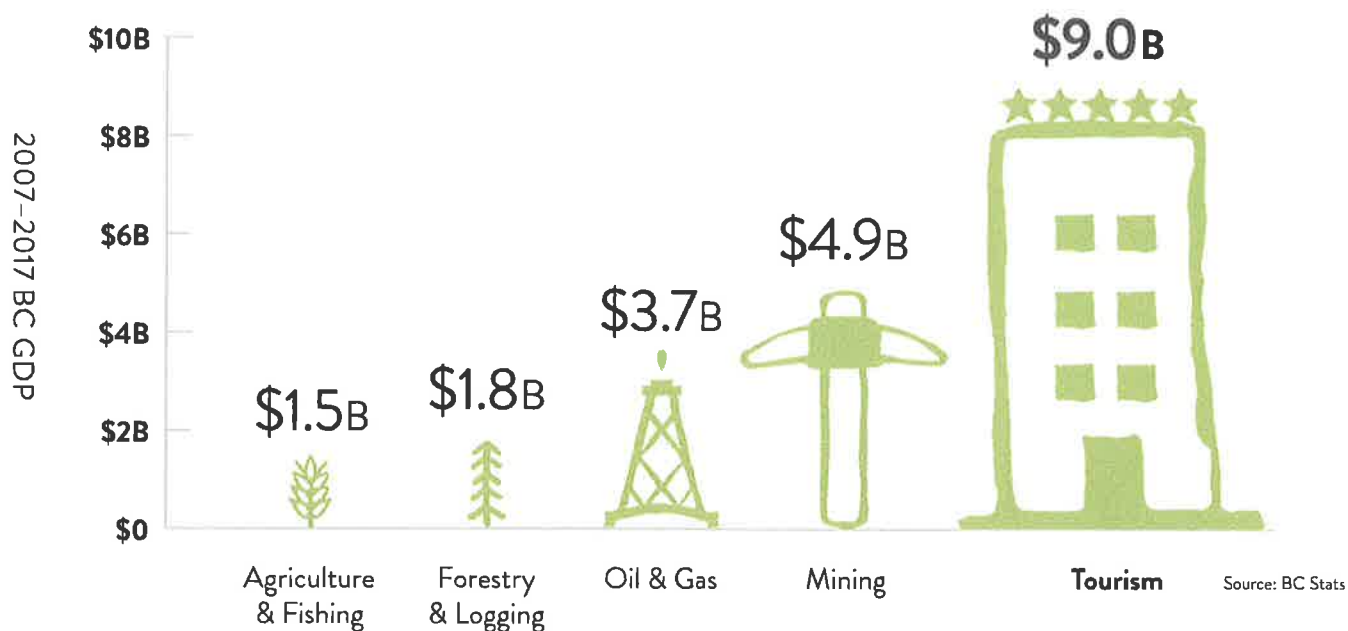




## BC GDP

The tourism industry's contributions to BC's GDP have consistently grown. The tourism industry has contributed the largest added value to the BC economy between

2007 and 2017 relative to other primary resource industries such as oil and gas extraction, mining and quarrying, forestry and logging, and agriculture and fishing.



Tourism in British Columbia has seen record growth since 2014, after more than a decade of steadily losing market share as the global tourism industry expanded with new choices and greater travel volumes from emerging source countries. During 2016, 2017, and 2018, international arrivals to BC increased 12.3%, 2.9%, and 6.4% respectively.\*

\* Source: Statistics Canada; prepared by Destination BC

## REQUEST FOR DECISION

<b>RFD#:</b>	<b>Date: October 15, 2019</b>
<b>Meeting#:</b>	<b>Originator: Kaitlyn Atkinson</b>
<b>RFD TITLE: BCRPA Article</b>	

### RECOMMENDATION:

Receive for information.

### BACKGROUND:

The Recreation Needs Assessment Survey of 2015 identified several areas of potential improvement. One area was "Trail Improvements" with the comments being:

- There is limited knowledge about where trails are located in Hudson's Hope.
- Requests to upgrade existing trails.

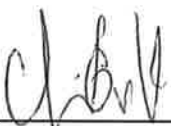
### DISCUSSION:

Council is aware of the Summer Hike Series and the corresponding trail mapping and brochure project. Sharing of trail locations with locals and visitors has been accomplished and will continue to be accomplished through brochures at the visitor center, on our website, social media posts, and the continuance of the Summer Hike Series in 2020.

I was approached by the Northeast liaison of the BC Recreation and Parks Association (BCRPA) to write an article about our Hike Series and the related mapping and brochure creation. The intent was to detail the process, identify areas of success and any challenges so that communities within the BCRPA could use our project as a blueprint for their own.

### ADMINISTRATOR COMMENTS:

Report Approved by:

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

**BUDGET:**

N/A

**ATTACHMENT:**

Article - Opening Access to Hudson Hope's Trail Network.

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Kaitlyn Atkinson, Recreation and Special Events Coordinator

- [RECREATION](#)
- [PARKS](#)
- [FITNESS](#)
- [AQUATICS](#)
- [YOUTH](#)
- [EXERCISE HANDOUTS](#)

[Home](#) [Recreation](#) Utilizing your natural environment to expand community recreation opportunities



Utilizing your natural environment to expand community recreation opportunities

October 3, 2019

### Opening Access to Hudson Hope's Trail Network

Small rural communities often lack the resources to operate a comprehensive portfolio of traditional municipal recreation opportunities. Smaller budgets, limited staff and lower population base, along with incomplete or older facilities make it hard to offer plentiful registered programs that operate in house.

To aid a municipality with its offerings, it can be advantageous to market and utilize the outdoor playground your community comes by naturally to grow recreation within the municipality. Utilizing this physical asset – your natural environment – to engage your citizens, build community, and drive physical activity outside of a facility can lead to increased self-guided recreation if you have the right mix of documentation, maintenance, outreach, and engagement.

### **The Playground of the Peace**



[Hudson's Hope \(the District\)](#) is situated on the Peace River, with two hydroelectric reservoirs, rolling foothills, and mountains within its boundaries. In 2013 the District re-branded itself as the “Playground of the Peace” to better reflect the diverse outdoor opportunities that are present throughout the region and the varied landscapes and topography that make this possible.

Like many northern communities, the opportunities for outdoor pursuits in the District are endless. One of the most obvious you'll notice just by looking at the landscape, or hear about when speaking to a resident, are the many beautiful hiking trails that span the region, and are just waiting to be explored.

Prior to 2019, for someone new coming into town or searching online, information on the majority of trails in and around the region was completely unavailable. Instead, this knowledge was limited to the locals ‘in the know’, and shared mostly through verbal exchanges between residents. Trail signage was poor or missing, trail heads lacked markers, directions to the trails were limited, and trail conditions and features were mostly unknown unless you hiked the area frequently.

### **A map to adventure**

In 2018, the District utilized a grant from Northern Health to fund the mapping of 16 trails in the area, complete with elevation profile, trail directions, trail information, total return length, and permitted uses on that trail. The motivation for the project came the year before, in 2017, when the District created a new staff position with a focus on creating municipal recreation opportunities. Previously the District operated only Special Events on a contract basis. The new staffer applied for the grant but left the position before news was received on the success of our application. I myself came into the role shortly after the funds were awarded.

Identifying the gap between local knowledge and readily available information for non-locals, the trail mapping project was a natural step to take on, and support the District's evolution as the "Playground of the Peace". Not only would it make local recreation more accessible to newcomers, but also promote the region as a day or weekend destination to those in surrounding communities.

### **Hiking as community development**

As the trail mapping project got underway the District's recreation department also began a Summer Hike Series pilot project led by a local resident with a passion for exploring the area who knew the trails and access points well. That summer, eight guided hikes were offered to a total of 68 participants, which saw an average of 8-9 people per hike.

As a compliment to the physical maps being created, the goal of the Summer Hike Series was to develop:

1. Directions and route information for accessing trail heads.
2. Advertisements for individual hikes including trail information, elevation, and total distance to create a clear picture of what hikers could expect.
3. The confidence of participants by grouping those with varied hiking abilities and experience together on each hike to increase confidence on the trails as well as participants' awareness of safety.
4. Appropriate levels of preparedness of hikers by providing them information before each hike about what they could expect and what they should bring with them.
5. A sense of adventure among locals by utilizing social media. The Summer Hike Series Facebook posts and events created for each hike were the District's most popular, with the highest engagement of all the District events listed.

Lessons learned through the first Summer Hike Series included realizing that using specific wording that described all aspects of the hike, including driving distance to the trail head, the trail conditions, and estimated hike time were very important when advertising a hike; and that the safety and support experienced in the group hiking environment encouraged less experienced hikers who were enthusiastic but who, in some cases, were not always prepared for the difficulty of a trail or had not packed appropriately.

There was one unsuccessful hike in the first year where the fitness level of a participant did not allow them to reach the summit and thus prevented the whole group from summiting. To make sure this didn't occur in year two of the series, we developed a new fitness level requirement warning and included it on all hike advertisements, as well as very detailed information about the hike. The hike leaders also buffed up their pre-hike talks to make it very clear what was expected, and to gently remind hikers to know their limits.

### **Success!**

Moving into 2019, the District decided the trail maps needed to now become brochures. Prior to this, the local Visitor Center had no information in hard copy about any of the trails in the District and



surrounding area. As a design company worked on the brochure collection, the Summer Hike Series moved into year two.

By mid-September 2019, the series had offered five hikes, with a total of 68 participants, for an average of 14 people per hike – almost doubling the participation from year one to year two. We also focused on longer hikes in the area – hikes that were 3km or more and expanded the opportunities to participate by offering hikes on varying Saturdays and Sundays to accommodate a wider range of schedules.

We were also able to identify return hikers who had participated in year one – half of which were from outside of the District. These visitors had come specifically to hike! In fact, the report from our Visitor Centre is that questions about hiking are now asked almost daily. For these visitors, the hike series has offered them insights into the community through interactions with their guide and other hikers in the group. It has also fostered an opportunity to connect with new people, and share information about other hikes while providing a safe space to explore the “Playground of the Peace”.

For the residents who joined a hike, the majority had not been on that hike before. They too had the opportunity to explore the area in a safe way, and build their confidence in their hiking abilities so they would be more likely to come back to that trail on their own, with friends, or try a different trail with their newfound knowledge.

As the second year of the series winds down, Hudson’s Hope is now the only municipality in Northeast BC offering free, guided hikes. As we continue to collect these measurable indicators of success, we know we have definitively raised the profile of hiking in the District.

As of August 2019, the District is now in possession of a completed collection of brochures of 14 trails, as well as a new Trail Systems Guide. Each brochure includes a photo of the trail head, cover photo of the main feature of the trail or view, specific trail access directions, return length, complete elevation profile, GPS and UTM coordinates, trail rating, description, and a list of other available trails.

The creation of the trail brochures has solved many of the issues surrounding general access to, and knowledge of, District trails. Trail head signage is still limited, but clearly laid out directions are going a long way to mitigate this issue, thanks to the summer students who hiked the trails and placed orange trail markers where appropriate to aid route finding and direction. Residents and visitors can now venture onto new trails with confidence.

### **The ‘Playground of the Peace’ is an integral part of community recreation and physical activity**

This small rural community has increased the reach of its recreation department, and opened up the region to long term residents, new residents, and visitors alike. By opening access to our trails, we have successfully created a year-round opportunity that builds community while empowering residents and visitors to be physically active.

With the growing amount of interest in the District’s guided hikes, our continued engagement, and the flow of new followers to our [Facebook page](#), we expect the introduction of these brochures to further increase hiking activity in the District on a self-guided basis.

For all those considering making the trip up north, make sure to visit our [Visitor Center](#) and grab a brochure if you are in the area. They will also be available online with our [next website update](#)! And if

you are in the region come summer 2020, the Summer Hike Series is planned to continue. We would love for you to hike with us!

**About the Author:**



**Kaitlyn Atkinson** is the Recreation and Special Events Coordinator for the District of Hudson's Hope, in Northeast B.C. Trailblazing the position since January 2018, she is proud to be creating a recreational department that continues to grow and offer more to the community each year. Collaborating with community groups, to build better programs and events has been key to this endeavor. Kaitlyn grew up utilizing municipal recreation and is passionate about its ability to build community. Kaitlyn can be reached at [kaitlyn@hudsonshope.ca](mailto:kaitlyn@hudsonshope.ca).

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# REQUEST FOR DECISION

<b>RFD#:</b>	<b>Date: October 15, 2019</b>
<b>Meeting#:</b>	<b>Originator:</b> Kaitlyn Atkinson, RSEC
<b>RFD TITLE: Community Facilities Survey Results</b>	

## **BACKGROUND:**

As the community hall, outdoor pool, and arena have been identified as facilities in need of replacement or repair; the District has an opportunity to take a comprehensive look at what facilities we don't already have that could go into a new build. To aid council in this decision its crucial to consider the priorities of the community. When undertaking a potential development of this size priorities will need to be made in terms of which facilities we replace or build. Having the data on these priorities from the community is meant to aid the decision-making process.

## **METHODOLOGY:**

A one-page survey was developed and brought to the Fall Sign Up night at the Arena on September 11. The survey was further sent out through PSA's, the District Facebook, and our website. Data collection occurred over a period of 10 days.

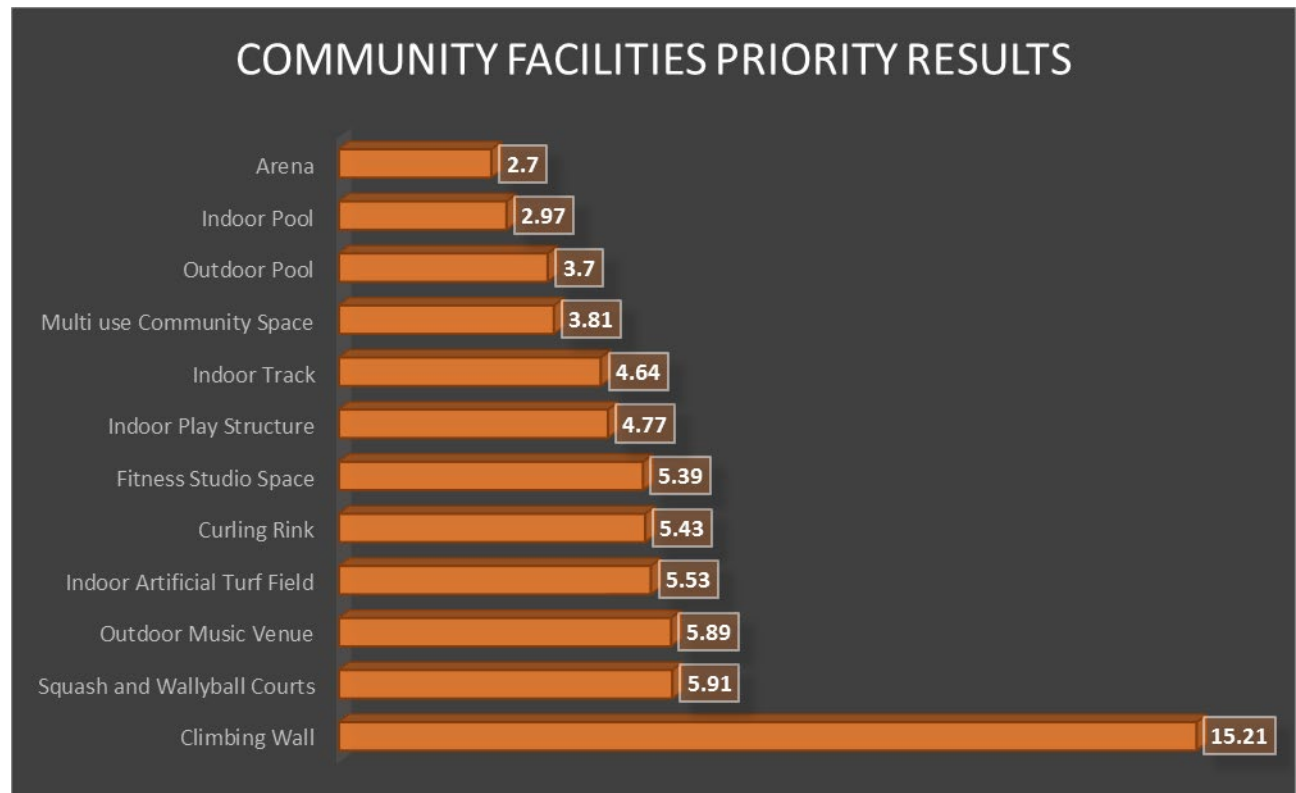
The survey gave a rational for why the data collection was needed and allowed respondents to rate a list of 12 facilities in priority from 1, being most important to 12, being least important. The facilities listed were a mix of facilities we have and could have. This portion of the survey was quantitative in nature as it allowed us to assign a numerical value to each facility in accordance to how the respondents rated it.

There was one qualitative question, that being a question which asked the respondent to write any further thoughts and if there were any facilities we had missed to include on the survey.

*A total of 87 surveys were collected with 73 valid surveys that were used in the data analysis. We heard from 7% of the population. In order to apply survey results to a population you should survey between 5 and 10% of that population. This survey accomplished that and is therefore a valid survey that can be said to represent the thoughts of the community. A survey of this size however has room for error and each of the priorities listed has a margin or error of +/- .1.*

## RESULTS:

The facilities are listed in priority from 1-12. The lower the facility scored the higher the priority to residents.



The Arena, and Indoor Pool are priorities 1 and 2 and would remain that way even accounting for the margin of error. These are the top two priorities as identified by residents. You can see that Outdoor Pool is priority 3 which for the purpose of this survey cements the idea that having a pool is very important to our residents and an indoor pool is preferable. If we combined the numbers for Indoor and Outdoor Pool, “pool” would be the first priority for residents.

Multi Use Community Space, Indoor Track, and Indoor Play Structure are all rated very close and fall within priorities 4-6.

Fitness Studio, Curling Rink, and Indoor Turf Field appear as priorities 7-9. These items are rated very similarly and are still quite important to residents.

Outdoor Music Venue, Squash and Walleyball, and the Climbing Wall appear as results 10-12 and are items that are least important to the community. Climbing Wall in particular is rated as the lowest priority and the difference between it and priority 11 is huge.

It should be noted that Multi Use Community Space is a facility that is open to interpretation. For the purpose of this survey it included a kitchen, stage, and meeting room. Other items that are commonly found in Community Space’s and could be incorporated into a new build could be Studio Space, Squash and Walleyball Courts, and the Indoor Track and Indoor Play Structure.

ADMINISTRATOR COMMENTS:

Report Approved by:

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

**BUDGET:**

N/A at this time.

**RECOMMENDATION / RESOLUTION:**

1. That council refer this report and the survey results to the Community Hall Committee to decide on next steps”

**ATTACHMENT:**

2019 Community Facilities Priority Survey  
2015 Recreation Needs Assessment Survey Report

\_\_\_\_\_  
Kaitlyn Atkinson, Recreation and Special Events Coordinator



## Community Facilities Priority Survey

The District of Hudson's Hope is looking for community feedback regarding the replacement of aging community resources.

Major Issues:

- Community Hall – Building is no longer to code, not wheelchair accessible, many costly structural issues where replacement is the preferred option.
- Arena – Over 40 years old. Issues with water leakage. No warm viewing room, limited lobby space, no more storage.
- Outdoor Pool – Repairs needed to the cost of \$280,000. Will extend the life of the pool significantly.

Facilities we don't have but could add to a new build:

- Fitness Studio Space.
- Indoor Pool.
- Indoor Play Structure.
- Indoor Track.
- Squash and Wallyball Courts.
- Meeting Space

The replacement of aging infrastructure could be done piece by piece *or as a new one building Community Center with multiple facilities inside*. To help assist us with budgeting and planning please answer the following:

**Please rank the importance of the following facilities.  
Start with 1 as "must have" up to 12 as "least important".**

- |   |   |
|---|---|
| <input type="radio"/> Arena ____                | <input type="radio"/> Indoor Artificial Turf Field ____ |
| <input type="radio"/> Climbing Wall ____        | <input type="radio"/> Indoor Play Structure ____        |
| <input type="radio"/> Curling Rink ____         | <input type="radio"/> Indoor Pool ____                  |
| <input type="radio"/> Fitness Studio Space ____ | <input type="radio"/> Indoor Track ____                 |
| <input type="radio"/> Multi Use Community Space | <input type="radio"/> Outdoor Music Venue ____          |
| including meeting room, kitchen,                | <input type="radio"/> Outdoor Pool ____                 |
| stage, etc. ____                                | <input type="radio"/> Squash and Wallyball Courts ____  |

Are there any facilities missing from this list? Please indicate any other thoughts below:

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# **District of Hudson's Hope**

## **Recreation Needs Assessment Survey Report**

### **Introduction:**

Council requested that the Recreation Committee develop a survey and provide that to community members to assist in guiding the overall direction of budgetary spending on recreation items in the future. We provided a survey to residents during the month of June and received 40 responses.

Due to the limited number of responses, statistically the results may have little value and are not included in this report. However, there are a number of themes and topics that were raised in the surveys that are of value and are summarized in the report below.

### **Existing Facilities**

A number of themes related to existing facilities were raised, and are summarized below. The suggestions are listed in no particular order of preference or popularity. It was clear from the surveys that the most used facilities are the Arena, Community Hall and Pool.

1. Multi use facility
  - A number of times the concept of a multi-use facility was raised, or bringing the use of local facilities closer together as current facilities are spread apart in the community
  - Suggestions included finding a way to use the arena in the Spring/Summer months (examples include: roller-skating, lacrosse, laying down turf for indoor soccer)
2. Pool Improvements
  - A number of improvements to the existing pool were raised (the timing of the survey was such that the pool was being used by many in the community and may have increased the suggestions for this facility)
  - A hot tub was suggested a number of times
  - Maintenance issues related to water temperature, drainage in the change rooms, additional space for families to change were also raised
3. Trail Improvements
  - A number of people commented that there was limited knowledge about where the trails are located in the community
  - Jamieson Woods was suggested for trail improvements and upgrades to replace the trees cut during the fire protection project
  - A number of suggestions related to creating additional or upgrading existing trails for hiking/biking/ATV use, including the trail to Dinosaur Lake and on the Canyon Drive Hill
  - Sidewalks to both Thompson Subdivision and Jamieson were suggested, to ensure a continuous paved trail system
4. Playground Updates

- A number of people suggested playground upgrades
  - Beattie Park required play structures for younger children
  - Pool Park required play structures for older children
  - Cameron Lake required new equipment
  - Dinosaur Lake had no equipment
5. Skate Park
    - A number of people commented on the skate park, suggesting upgrades and improvements making it more modern and useful for local youth to use
  6. Outdoor Sports Spaces
    - Updates to the school field facilities may assist with better delivery of sports such as soccer and baseball during the summer months
  7. Community Hall
    - The sound system/acoustics need to be upgraded in the facility

***Recommendation: The Recreation Committee use these ideas to form a five-year plan to address recreation ideas, with input from the public.***

## Special Events

It is recognized that there are a large number of community events that are put on throughout the year, both by the special events coordinator and other volunteer groups. There was recognition of the District events (the winter carnival, etc.) but also of events put on by volunteers (the Fall Fair). This further supports the District's approach of supporting local clubs.

The largest gap in special event programming was identified as providing events for youth (teens and tweens).

***Recommendation: Explore further opportunities to expand special event programming for youth.***

A number of interesting ideas were brought forward for special events, a few of which are listed below:

1. Bandstand use in Beattie Park – invite local youth to perform there (magicians, musicians, storytellers, poets), or a place to plug in a tape machine for a sing along beside the town park (karaoke)
2. Special Events involving music – coffee houses, use of an outdoor stage in the summer, summer arts programs were all
3. Special Events Travelling to Nearby Communities – Suggestions of travelling to nearby communities to arts and cultural programs
4. Rental of Kayaks/Canoes – rental of equipment to explore the water areas around the community
5. Expand tournaments – volleyball, tennis, raft races

## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor and Council  
**SUBJECT:** Campground Year-End Report 2019  
**DATE:** October 4, 2019  
**FROM:** Meghan Cryderman, Office Assistant

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### INFORMATION

Attached you will find detailed information on the 2019 Revenue and Occupancy report. As usual you will see that Cameron Lake saw the majority of our customers with Dinosaur Lake having a large percentage as well, Alwin Holland generally has the least amount of activity throughout the season.

Here is a quick comparison from the last few years for the total revenue from the campgrounds.

As shown below we sold more firewood this year than the past few. This is possibly due to a colder wetter year.

#### **Total Revenue:**

2019 = \$52,537.52 (Total campground revenue estimated in the 2019 budget was \$56,500.00)

2018 = \$53,138.15

2017 = \$47,771.50

2016 = \$50,588.70

2015 = \$39,294.61

2014 = \$31,233.50

2013 = \$41,960.00

**Average: \$45,217.71 over the 7 years.**

#### **Firewood:**

2019 = \$6,015.00

2018 = \$5,209.00

2017 = \$3,525.00

### ***Passes***

This year we issued 15 resident camper passes (1 was donated and 1 was issued at discounted price due to donation). Using these passes, campers may camp for free at the campgrounds, and when they book online, they can use their individual code which allows them to only pay the reservation fees, not the camping fees.

The revenue from these passes were \$2,750.00. We calculated the number of nights these passes were used, which totaled 159 nights. If we didn't issue resident camper passes, then we would have seen a revenue of \$3,180.00. Each year varies as to whether we lose or profit from selling this type of pass.

We also sold 28 of the 7-Day punch cards for \$100.00 each. These are sold by the campground attendants at the parks and can only be used in the parks, you cannot make reservations with them.

### ***Comment Cards***

Comment cards are handed out by the campground attendants. We only received 24 cards back, last year we received 56. Overall people are pleased with our sites saying they are outstanding and great!

- Best bathrooms around
- Clean showers which had hot water and inexpensive
- Great staff, very friendly
- Suggestion to have a Playground at Dinosaur Lake
- Suggestion to plant Spruce seedlings for succession planning
- Power sites, water park, and potable water
- Cut grass more frequently
- More toilets at Dinosaur Lake
- Goose poop needs to be cleaned up more regularly
- Some people abusing the generator hours, more signage stating when you can use them

This year we switched from the payment website of PayPal to Stripe for our online reservation system. PayPal amended some of their policies due to some legislation changes that occurred. They required the District employees to provide a large amount of personal information. Although we did provide the requested information, we continued receiving errors and our reservation system was down for approximately 2 weeks. After many customer service calls and trying to update our account, we decided to switch to the provider "Stripe". They charge the exact same prices and we found the system to provide the same quality of service.

Report Prepared By:

**ADMINISTRATOR COMMENTS:**

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Meghan Cryderman, Office Assistant

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Chris Cvik, CAO



**2019 District of Hudson's Hope Campground Revenue & Occupancy Information**

	Cameron Lake	Dinosaur Lake	Alwin Holland	King Gething	Camp Passes	Firewood	Showers
<b>May</b>	7501.79	2682.74	446.73	211.00	200.00	725.00	22.00
<b>June</b>	4624.63	3087.47	205.25	616.00	1100.00	920.00	106.00
<b>July</b>	5064.58	2845.24	686.37	738.88	1200.00	2370.00	158.00
<b>August</b>	2883.00	1653.00	200.00	380.00	300.00	1435.00	94.00
<b>September</b>	3327.70	2550.70	490.96	215.48	2750.00	565.00	181.00
<b>2019 Revenue Summary</b>	<b>\$ 23,401.70</b>	<b>\$ 12,819.15</b>	<b>\$ 2,029.31</b>	<b>\$ 2,161.36</b>	<b>\$ 5,550.00</b>	<b>\$ 6,015.00</b>	<b>\$ 561.00</b>

2019 Revenue Chart By Location

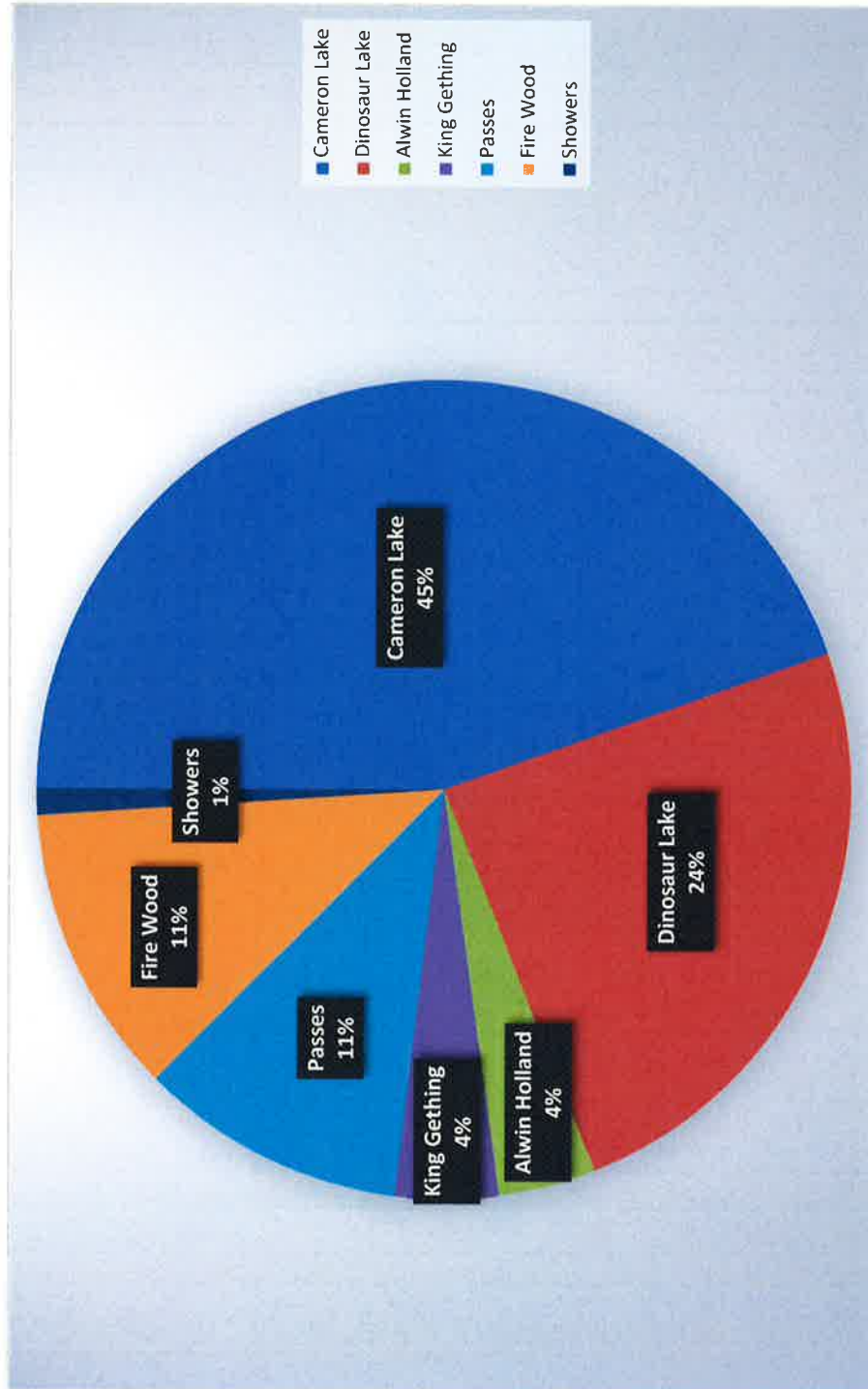
Season run May Long Weekend until September Long Weekend

Both May and September's revenue is higher due to online postings.

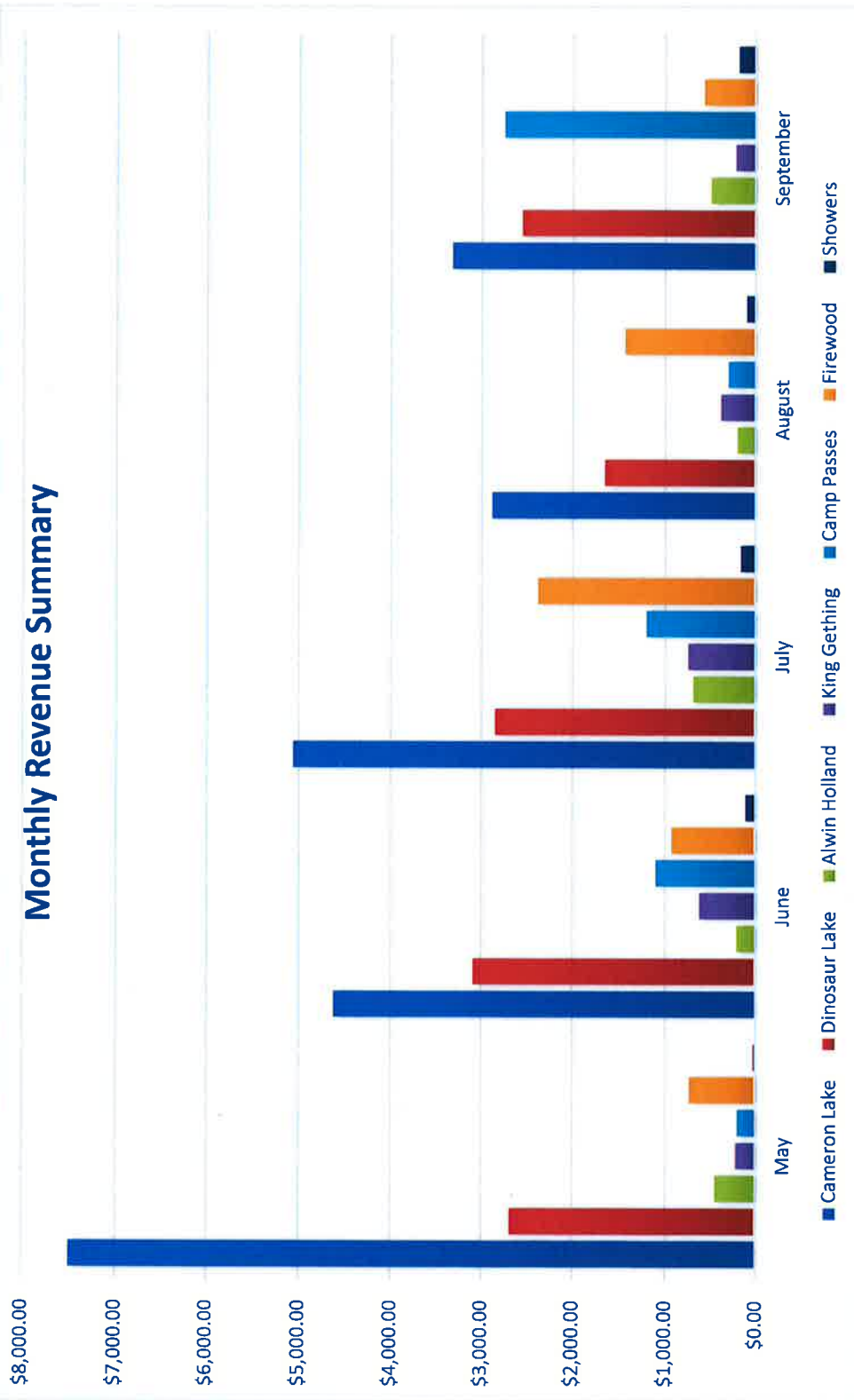
**2019 District of Hudson's Hope Campground Revenue & Occupancy Information**

Date	Cameron Lake	Dinosaur Lake	Alwin Holland	King Gething	Passes	Fire Wood	Showers	Total
May 4, 2019	3601.66	910.92	201.46	10.36	0.00	0.00	0.00	4724.40
May 10 2019	305.82	150.99	0.00	0.00	0.00	0.00	0.00	456.81
May 15 2019	889.77	75.47	50.18	50.18	0.00	0.00	0.00	1065.60
May 20, 2019	425.00	560.00	85.00	0.00	0.00	315.00	0.00	1385.00
May 22 2019	923.60	326.57	50.09	50.09	0.00	0.00	0.00	1350.35
May 24, 2019	350.00	333.00	20.00	0.00	0.00	65.00	12.00	780.00
May 26, 2019	445.94	175.79	0.00	100.37	0.00	0.00	0.00	722.10
May 27, 2019	120.00	20.00	40.00	0.00	0.00	165.00	0.00	345.00
June 2, 2019	797.34	275.91	50.39	0.00	0.00	0.00	0.00	1123.64
May 31, 2019	440.00	130.00	0.00	0.00	200.00	180.00	10.00	960.00
June 3, 2019	135.00	165.00	40.00	140.00	0.00	170.00	0.00	650.00
June 7, 2019	250.00	0.00	0.00	0.00	200.00	75.00	20.00	545.00
June 10, 2019	242.00	0.00	20.00	0.00	0.00	35.00	0.00	297.00
June 14, 2019	558.00	310.00	0.00	20.00	300.00	95.00	40.00	1323.00
June 17, 2019	365.00	232.00	72.00	20.00	200.00	110.00	0.00	999.00
June 21, 2019	317.00	80.00	0.00	75.00	300.00	120.00	12.00	904.00
June 24, 2019	212.00	95.00	0.00	301.00	0.00	75.00	0.00	683.00
June 24, 2019	-178.00	0.00	-14.00	0.00	0.00	0.00	0.00	-192.00
June 28, 2019	665.00	275.00	0.00	60.00	100.00	240.00	34.00	1374.00
July 1, 2019	270.00	190.00	20.00	0.00	100.00	265.00	0.00	845.00
July 2, 2019	-74.00	0.00	0.00	0.00	0.00	0.00	0.00	-74.00
July 10, 2019	-10.00	0.00	0.00	0.00	0.00	0.00	0.00	-10.00
June 26, 2019	1261.29	1654.56	36.86	0.00	0.00	0.00	0.00	2952.71
July 5, 2019	330.00	160.00	20.00	60.00	100.00	400.00	52.00	1122.00
July 8, 2019	155.00	330.00	100.00	100.00	100.00	235.00	0.00	1020.00
July 12, 2019	605.00	200.00	0.00	100.00	100.00	315.00	13.00	1333.00
July 14, 2019	1262.68	527.00	225.96	25.27	0.00	0.00	0.00	2040.91
July 15, 2019	425.00	60.00	20.00	318.00	0.00	270.00	0.00	1093.00
July 22, 2019	220.00	345.00	60.00	40.00	100.00	365.00	0.00	1130.00
July 19, 2019	360.00	420.00	140.00	0.00	400.00	355.00	30.00	1705.00
July 24, 2019	1018.90	453.24	100.41	75.61	0.00	0.00	0.00	1648.16
July 31, 2019	502.00	160.00	0.00	20.00	300.00	165.00	63.00	1210.00
August 1, 2019	347.00	125.00	0.00	20.00	0.00	150.00	0.00	642.00
August 6, 2019	1165.00	643.00	80.00	40.00	0.00	515.00	22.00	2465.00
Aug 7 2019	100.00	60.00	0.00	20.00	100.00	85.00	0.00	365.00
August 7, 2019	320.00	60.00	20.00	100.00	0.00	80.00	0.00	580.00
August 11, 2019	506.00	525.00	40.00	0.00	0.00	320.00	45.00	1436.00
August 19, 2019	160.00	150.00	20.00	60.00	0.00	75.00	0.00	465.00
August 18, 2019	160.00	30.00	20.00	140.00	100.00	115.00	27.00	592.00
August 21, 2019	125.00	60.00	20.00	0.00	100.00	95.00	0.00	400.00
September 6, 2019	1055.00	420.00	180.00	20.00	0.00	315.00	109.00	2099.00
September 9, 2019	0.00	0.00	0.00	0.00	0.00	0.00	50.00	50.00
September 9, 2019	160.00	80.00	40.00	40.00	0.00	50.00	0.00	370.00
September 9, 2019	0.00	0.00	0.00	20.00	0.00	0.00	0.00	20.00
September 10, 2019	480.00	510.00	120.00	112.00	0.00	200.00	22.00	1444.00
September 12, 2019	1560.70	1540.70	150.96	23.48	0.00	0.00	0.00	3275.84
September 18, 2019	72.00	0.00	0.00	0.00	2750.00	0.00	0.00	2822.00
								0.00
								0.00
<b>Total</b>	<b>\$23,401.70</b>	<b>\$12,819.15</b>	<b>\$2,029.31</b>	<b>\$2,161.36</b>	<b>\$5,550.00</b>	<b>\$6,015.00</b>	<b>\$561.00</b>	<b>\$52,537.52</b>

## 2019 District of Hudson's Hope Campground Revenue & Occupancy Information



## Monthly Revenue Summary



## THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor and Council

**SUBJECT:** Youth Councillor: 2019 – 2020 Appointment

**DATE:** October 15, 2019

**FROM:** Jeanette McDougall, Corporate Officer

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### RECOMMENDATION:

*"THAT Council appoint Brenna Rice as the Youth Councillor for the term starting October 2019 and ending May 2020 in accordance with the District of Hudson's Hope Council Procedure Amendment Bylaw No. 887, 2017 and the District of Hudson's Hope Youth Councillor Policy dated November 27, 2017."*


### BACKGROUND:

According to the District's Council Procedure Bylaw No. 887, 2017 and Youth Councillor Policy, the Council for the District of Hudson's Hope may appoint a Youth Councillor for up to two terms, with each term commencing in October and ending in May. The Youth Councillor is selected by either being elected by his or her peers or appointed by School Staff, then subsequently appointed by District Council for either one or two terms, and at the end of each term the Youth Councillor is awarded a scholarship in the amount of \$1,000.

### ADMINISTRATOR'S COMMENTS:

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Chris Cvik, Administrator

  
Jeanette McDougall,  
Corporate Officer

SR11

# THE DISTRICT OF HUDSON'S HOPE

**REPORT TO:** Mayor Dave Heiberg and Council  
**SUBJECT:** Q3 Report - Council Resolutions  
**DATE:** October 15, 2019  
**FROM:** Jeanette McDougall, Corporate Officer

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The attached Quarterly Report for Q3 is to provide an update regarding the status of Council Resolutions (completed, work in progress, outstanding) for the period July 1 through September 30, 2019.

*Attachment: Q3 Report re Council Resolutions*

## **Administrators Comments**

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Chris Cvik, CAO

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Jeanette McDougall,  
Corporate Officer

<b>OUTSTANDING FOLLOW UP ITEMS OVER THE PAST QUARTER:</b>			
<b>Legend:</b> Items from the current quarter are shown regardless of whether they are 'open' or 'closed'. For items prior to the current quarter, only 'open' items will be shown:			
<b>AGENDA ITEM</b>	<b>RESOLUTION</b>	<b>DEPT</b>	<b>STATUS</b>
<b>September 16, 2019 Special Council Meeting</b>			
SR1	<p><b>Contract Award – Drilling, Development and Pump Testing of Two 10 -Inch (250 mm) Diameter Production Wells</b></p> <p>THAT Council award the contact for drilling, development and testing of two 10 – inch (250 mm) diameter well for the District of Hudson’s Hope Water Well Project to A&amp;H Drilling from Chilliwack, B.C., at a Total Bid Price of \$443,963 plus GST; AND</p> <p>THAT Council authorizes Administration to sign the contract with A&amp;H Drilling on behalf of the District.</p>	Admin / Public Works	Completed - Contract awarded
<b>September 9, 2019 Regular Council Meeting</b>			
SR1	<p><b>OSBORNE STREET AT CANYON DRIVE INTERSECTION</b></p> <p>That Council direct administration to install guard rail at the south east corner of the intersection along Osborne Street and Canyon Drive in consultation with the Ministry of Transportation; AND</p> <p>That Council direct administration to work with the Ministry of Transportation in cleaning the undergrowth and cutting the trees blocking the visibility along the Canyon Drive near the intersection; AND</p> <p>That Council direct administration to consider this project under 2020 Capital Budget.</p>	Public Works	2020 Capital Budget item.
SR4	<p><b>FILL MATERIAL FOR LUCAS SUBDIVISION - UPDATE</b></p> <p>THAT Council direct administration to cancel the Fill Material contract with P&amp;L Ventures for the remaining work; AND</p> <p>That Council award the Fill Material contract to W6 Contracting in the amount of \$88,800 for 3,700 M<sup>3</sup> of fill material for use at the Lucas Subdivision and authorize Administration to sign the contract; AND</p> <p>That the favourable variance (surplus funds) from the Lucas Subdivision project be applied to the entire Lucas Subdivision Fill Material Contract (P&amp;L Ventures and W6 Contracting) and to be taken from Account #01-1005-574 Contingency Fund.</p>	Public Works	Completed
SR5	<p><b>TENDER 04-19 PAYLOADER REPLACEMENT (UPDATED)</b></p> <p>THAT Council authorize an additional expense of \$5,000 to cover the costs of an auto greasing system for the new payloader authorized by Council on August 26th, from the low-cost bidder SMS Equipment Inc., for a total cost of \$188,508.76.</p>	Public Works	Completed - Payloader received

C1	<b>NORTH PEACE AIRPORT SOCIETY RESOLUTION FOR MEMBER REPRESENTATIVE</b> THAT the District of Hudson's Hope Council appoint Mayor D. Heiberg to be their Member Representative for the North Peace Airport Society until December 15, 2022 or as otherwise amended by resolution of Council.	Admin	Completed
C3	<b>PEACE REGION INTERNET SOCIETY PUBLIC SERVICE ANNOUNCEMENT</b> THAT Council direct Staff to liaise with the Library to determine specific requirements and costs in support of the Peace Region Internet Society.	Admin	Completed – Report on Oct. 15 <sup>th</sup> agenda.
C5	<b>MUNICIPAL INSURANCE ASSOCIATION OF BC'S ANNUAL GENERAL MEETING</b> THAT Councillor K. Miller be appointed as the District's voting member for the Municipal Insurance Association Annual General Meeting for 2019 and that Mayor Heiberg be the alternate voting member.	Admin	Completed
C13	<b>WEST MOBERLY FIRST NATIONS REQUEST FOR LETTER OF SUPPORT</b> THAT a letter of support be issued for the West Moberly First Nations Treaty No. 8 Land Entitlement Claim.	Admin	Completed
<b>September 3, 2019 Regular Council Meeting</b>			
SR1	<b>Contract with BC Hydro – Well Water Project</b> That Council authorize staff to sign the contract with BC Hydro to amend the Partnering Relationship Agreement dated January 10, 2017, once any final edits the contract are completed.	Admin / Public Works	Contract signed
<b>August 26, 2019 Regular Council Meeting</b>			
SR1	<b>2019 Arena Concession Agreement</b> Council waive the Purchasing Policy and direct award the Arena Concession Contract for the 2019 season to Maureen Graham.	Admin	
SR2	<b>Website Update Project</b> Council award New Harvest Media Inc. a contract not to exceed \$15,000 for the District of Hudson's Hope website update project and authorizes the CAO to sign the agreement	Admin	Completed – contract signed.
SR7	<b>Wood Disposal</b> Council authorize the public disposal of the aged firewood through a public taking; AND That Council wood not claimed by the public shall be burned at site in coordination with the Fire Department during the winter months	Public Works	PSA issued and people took some woods
SR8	<b>RFD Payloader Award</b> "Council authorize the purchase of a new payloader from the low cost bidder, SMS Equipment Inc, at a cost of \$183,508.76 plus taxes including the optional snow blade and 84 month extended warranty; AND That the current loader (a 1998 Komatsu) be traded in a part of the deal."	Public Works	Completed - Received payloader and old one traded in



August 12, 2019 Regular Council Meeting			
SR1	<b>Airport Vegetation Management</b> Council award Western Canadian Mulching Ltd. a contract not to exceed \$6500 plus taxes for vegetation management at the DOHH Aerodome		
SR2	<b>Valve and Hydrant Replacement Update</b> <i>"Council accept the Knappett Industries quote for the valve and hydrant replacement for top four (4) priority locations of 1) Kylo Street and Paquette Ave Hydrant and Valve, 2) Kylo Street and Paquette Ave South Valve, 3) Beattie Drive and Kylo Street South Valve, 4) Beattie Drive and Kylo Street North Valve; and That Council approve an amount of\$ 158,329.27 plus GST for the mentioned work and direct administration to sign an agreement with the Knappett Industries."</i>	Public Works	Work completed except pavement. Pavement will be done on Oct 10
C2	<b>PRRD – Municipal Participation in Planning: Local Government Act Part 14 – planning and land use</b> Staff to draft a letter in response to the PRRD Correspondence	Admin	
July 22, 2019 Regular Council Meeting			
SR1	<b>Social Media Content Plan</b> Council approve 3 x 7 day camping passes in the amount of \$300 as prizes for a photo contest that will provide the District with new photos to use for social media and our website and that the Social Media Content Plan be added to the Diary for budgeting purposes	Admin	Photo Contest Completed. Social Media Content Plan to be added to the Budget
SR3	<b>Vehicle Award</b> Council Authorize the lease for a period of 36 months a new 2019 Honda CRV from Fort St. John Honda at a monthly cost of \$424.87 and an initial payment of \$808.18, and: 2. THAT the 2007 Toyota Prius be traded in as part of the deal. NOTE: The \$5,000 trade in value is reflected in the monthly lease rate of \$424.87.	Public Works	Completed – Lease Signed.
C3	<b>Request for Letter of Support</b> <i>"That Council provide a letter of support for the Hudson's Hope Fall Fair Committee's application to Northern Development Initiative Trust's Fabulous Festivals and Events Grant for funding to provide live music at this year's Fall Fair."</i>	Admin	
C10	<b>Strategic Initiatives Fund</b> <i>"That Council direct staff to apply for the Northern Development Initiative Trust Strategic Initiatives Grant for the purpose of completing detailed designs for the Light Industrial sub-division."</i>	Admin	Completed – Application Submitted.

July 8 <sup>th</sup> Regular Council Meeting			
SR1	Council accept the Brocor Construction Ltd. Bid for crushing and stockpiling of granular material from the District's pit off Highway #29; and  That Administration be authorized to negotiate additional crushed material so the bid total plus additional crushed material does not exceed a maximum of \$200,000	Public Works  Public Works	Offered contract  Negotiated price and offered contract. Work completed
SR3	Council award the Fill Material Contract to P&L Ventures in the amount of \$65,832.00 for use at the Lucas Subdivision and authorize Administration to sign the contract	Administration Public Works	Contracted awarded.
SR3	Council authorize Administration to negotiate an additional agreement with P&L Ventures for the removal of 300 M3 of fill material (100M3 from the District Gravel Pit and 200 M3 from the Old Public Works Yard) at a cost to not exceed \$2,742. The additional 300 M3 of fill would also be used at the Lucas Subdivision	Administration/ Public Works	Contracted awarded
SR4	Council authorize staff to take action on the recommendations set forth in the Tree Assessment report within the current public works budget and that it be brought back to Council if more funding is required	Public Works	Tree pruning done as per the report. Remaining work to be done
ITEMS CARRIED FORWARD FROM PREVIOUS QUARTER			
March 11 <sup>th</sup> Regular Council Meeting			
SR8	Staff to research new funding model for grant in aid and bring back to Council prior to the 2020 application period	ADMN/ Finance	In Progress
February 11 <sup>th</sup> , Regular Council Meeting			
SR4	staff to review the O&M Program for recreation assets such as the tennis courts, baseball diamonds, and playgrounds to ensure adequate funding is available to maintain these assets and that they are adequately reflected in out annual maintenance program.	RSEC/Public Works	Need to schedule meeting
January 14 <sup>th</sup> Regular Council Meeting			
SR4	Council approves a grant application to be made for the Rural and Northern Communities Program for upgrades to Beattie Lift Station."	DPW/ADMN	Application submitted; awaiting response
SR4	Council approves \$20,000 for proceeding detailed geotechnical investigation and detailed design of the project. The source of fund will be Sewer Reserve and will be returned to the Sewer Reserve if grant is approved	DPW	Done

SR12

October 03, 2019

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

Dear Mayor and Council,

Re: Community Hall Rental Fee

Since 2008, BC Hydro has extended an invitation to all of the kids of Hudson's Hope to attend the BC Hydro Children's Christmas Party (Breakfast with Santa). This invitation truly helps to support the Company Town aspect of Hudson's Hope – ensuring that the children of non-BC Hydro families have the same opportunity to celebrate this magical season as the BC Hydro children. This event is run by volunteers – most of who are either BC Hydro employees or related to one!

This past year, we had 112 kids signed up for the party, including kids from the community. We are anticipating serving breakfast to 250 people. Corporately, BC Hydro contributes funding (\$12.50 per child and up to two parents) for the BC Hydro families only. The Children Christmas Breakfast committee raises funds to support the non-BC Hydro children and parents with breakfast and a gift for the child.

To help offset the cost of this event, we would ask that the District of Hudson's Hope to donate, free of charge, the use of the community hall on December 1, 2019, for the Children's Christmas Breakfast.

Thank you.

Sincerely,

Marilyn Middleton

Engineering Service Clerk  
P.O. Box 359  
Hudson's Hope, BC V0C 1V0  
Marilyn.Middleton@bchydro.com



## PEACE RIVER REGIONAL DISTRICT

September 17, 2019

**PRRD Member Municipalities:**

City of Dawson Creek

City of Fort St. John

District of Chetwynd

District of Hudson's Hope

District of Tumbler Ridge

District of Taylor

Village of Pouce Coupe

Dear PRRD Member Municipality Mayor and Council:

**Re: Housing Needs Report – Regional Project**

Please accept this correspondence as an invitation from the Peace River Regional District (PRRD) to participate in a regional housing needs report project. As you are undoubtedly aware, the *Local Government Act* now includes Division 22 – Housing Needs Reports and a number of regulations clarifying the legislation were introduced in April of this year. The Province of BC also announced a grant program to assist local governments to meet the new requirement to prepare a housing needs report by no later than April 2022, and every five years thereafter.

The Peace River Regional District intends to submit an application to the Housing Needs Reports program, which is administered by UBCM, for funding to complete its required housing needs report. The grant application deadline is November 29, 2019 for the next available intake, with recipient notification expected in late January, 2020. The PRRD is willing to complete this project on a region wide basis, or on behalf of those who choose to participate. A regional project, if approved, will need to meet all required content specifications of the regulations, and would also provide an overall analysis of housing needs across the region. The PRRD proposes to issue a Request for Proposals in February 2020, once it is known if provincial funding has been approved. The PRRD will NOT complete an overall housing needs report on a regional basis unless Provincial grant funding is awarded for this purpose. Local governments who have agreed to participate will be advised of the status of the grant application to ensure that if not successful, they can make alternate arrangements for their own housing needs reports prior to April, 2020.

If your local government would like to participate in this project, please provide a resolution to the Peace River Regional District by not later than October 15, 2019, to allow sufficient time for PRRD staff to complete the grant application. According to the Housing Needs Report Program and application guide, in order to apply for the grant on a regional basis, the PRRD will require a

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diverse. vast. abundant.

**PLEASE REPLY TO:**

☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca  
☐ 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-8125 Email: prrd.fsj@prrd.bc.ca

resolution from each partnering local government indicating support for the PRRD to apply for, receive, and manage the grant funding on their behalf.

A regional focus may allow the project to take advantage of economies of scale and strengthen connections between rural residents and adjacent municipalities; housing needs information reports may position the region to make some collaborative decisions and identify partnering opportunities to ensure that residents housing needs are considered as part of overall planning in the rural and urban areas. If you require further information regarding the requirements, and the information that will be gathered, I refer you to the Province of BC website:

<https://www2.gov.bc.ca/gov/content/housing-tenancy/local-governments-and-housing/policy-and-planning-tools-for-housing/housing-needs-reports>

Thank you for your consideration of this invitation and the PRRD looks forward to hearing from you.

Yours truly,



Tyra Henderson  
Corporate Officer



1138138

September 10, 2019

Lara Beckett  
President, North Central Local Government Association  
206-155 George Street  
Prince George, BC V2L 1P8

Dear Lara Beckett:

Thank you for your letter of June 18, 2019, providing resolutions from the North Central Local Government Association (NCLGA) in relation to rural and remote community access to health services. I am pleased to provide you with this coordinated Ministry of Health (Ministry) response to the NCLGA resolutions below.

ER1 – Equitable Access to Health Services in Rural BC:

The Ministry understands there are persistent challenges related to rural and remote health services and is committed to addressing these challenges through a patient-centred approach. This includes bringing care to the patient whenever possible to reduce the need for patient travel, through means such as virtual care and telehealth technologies. The Ministry is engaged in ongoing work with the health authorities and provincial partners such as patient representatives, Doctors of BC and BC Emergency Health Services, to develop innovative solutions to the complex health service challenges facing rural and remote populations.

A patient-centred approach also requires that we balance patient safety with patient and family preference regarding service delivery. Highly specialized medical services require specialized equipment and staff who need a minimum number of cases to maintain competency. Not every community has the population required to support safe delivery of such services, which then must be provided regionally. As a result, patients and families are sometimes required to travel to access certain medical specialist services and there are programs designed to reduce the costs associated with travel for patients and their caregivers. These include the Ministry's *Travel Assistance Program*, which alleviates some of the transportation costs for eligible British Columbia residents who must travel to access non-emergency services not available in their own community, and the *Northern Health Connections* bus service, a network of buses with routes designed to connect Northerners with non-emergency medical specialist services as far away as Vancouver.

The Northern Health Authority is responsible for planning, managing and delivering publicly funded health care services to Northern residents, and will continue to work with the Ministry and provincial partners on ways to improve health care access in rural and remote communities.

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RR1 – Attracting and Retaining Medical Specialists in North Central BC:

The Ministry is committed to working collaboratively with partners to ensure that British Columbia has the right supply, mix and distribution of health care professionals to meet patient and population health needs.

The Province has made a significant investment in expanding and distributing Postgraduate Medical Education (PGME). The University of British Columbia (UBC) Faculty of Medicine, in partnership with the Ministry, has more than doubled the number of entry-level PGME positions from 2003 to 2016 and currently has over 1,300 residents training and providing services across British Columbia. UBC PGME is distributed provincially and includes 19 different family medicine sites. In 2018, a record number of UBC residents completed their PGME program, making it the largest single PGME program in Canada. The Ministry is supporting another multi-year phased expansion that will result in an up to \$10.4M additional funding by 2024/25. The new expansion will focus on creating new opportunities for in-demand specialties while also increasing enhanced skills training for family physicians.

British Columbia continues to improve access for International Medical Graduates (IMGs) as well. Upon completing residency at UBC, physicians matched to IMG residency positions receive full licensure to practice and complete a return of service (ROS) in a health authority-identified underserved community. Health authorities provide the Ministry with a list of communities that are in most urgent need of physician services and these communities will vary each year. Family physicians are required to complete a two-year ROS; all other specialists complete a three-year ROS. From July 2008 to July 2019, 189 UBC IMGs signed a Return of Service Addendum to complete their ROS in a rural community. Long-term physician retention in the community is the goal of the ROS Program.

The Ministry supports the Practice Ready Assessment – British Columbia (PRA-BC) program. PRA-BC offers a pathway to licensure for internationally-trained family physicians who are licensed, practicing physicians in other countries. Upon successful completion of a rigorous examination and assessment process, a three-year return of service is required in a designated underserved rural community of need in British Columbia. As of July 2019, 113 PRA-BC candidates have completed their Practice Ready Assessment and begun their ROS obligations.

As you know, recruitment and retention of health care providers in rural and remote communities is imperative. To support this, the Ministry funds Health Match BC (HMBC) as the provincial recruitment agency for British Columbia. HMBC staff have the expertise to guide interested health care providers through registration and licensing, match their skills and interests to opportunities in communities as well as connect them to personal and professional supports. HMBC recognizes that physicians have more global opportunities than ever before and has developed a robust, multifaceted recruitment strategy to attract qualified candidates to British Columbia.

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R24, R25, R26, R27 – Emergency Health Services in Rural Communities:

The Ministry of Health recognizes many citizens in British Columbia, including those from rural communities, struggle to access health services. Similarly, the Ministry acknowledges the struggles rural communities experience in their efforts to recruit and retain health care professionals. The Ministry is working closely with BC Emergency Health Services (BCEHS) and health authorities to improve access to health care in rural and remote communities.

BCEHS is currently implementing a Community Paramedicine Initiative, which includes expanded roles for paramedics in rural and small urban communities. In British Columbia, community paramedicine is intended primarily for rural and remote communities that are sometimes underserved and have aging populations living with chronic and complex diseases. The program objectives are to help stabilize paramedic staffing in these communities, and bridge health service delivery gaps identified in collaboration with local health care teams. This initiative has realized its goal of creating a minimum of 80 new Full Time Equivalents (FTEs) paramedic positions in 99 rural and remote communities. This initiative is contributing to improved care and more stable paramedic staffing levels in rural and remote areas.

To improve patient care and service in these communities BCEHS is developing a sustainable employment model that is built on new principles of paramedic practice, including:

- a) An expanded role for paramedics within the rural health system working in partnership with local health teams, as has been established through the Community Paramedicine program.
- b) Combining work over larger geographical areas to create more predictable and sustainable workload where volumes are usually low (for example by coordinating inter-facility transfers across multiple communities).
- c) Combining regular hours of employment with an on-call component to increase emergency coverage for a community.
- d) Regular rotation of paramedics between different communities and/or working environments to help develop and maintain clinical skills.

Lastly, BCEHS has introduced rural advanced care paramedics in three communities (Cranbrook, Ganges, and Campbell River); two communities are undergoing training (Valemount and Prince Rupert) and one vacancy still exists in Fort St. John. These six selected communities are part of a research project being conducted in partnership with the University of Northern BC. Currently, this role is available to support with pre-transfer patient assessment, assistance with patient stabilization, and preparation for transfer, but is not currently supporting with inter-facility transfers.

R35 – Hospital Helipad Construction:

It is not feasible for the Province to legislate that all current and future level 3 and above trauma hospitals constructed in rural BC receive capital funding to construct and operate an onsite helipad. Utilization data indicate there is neither the patient volume nor clinical need to support

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the cost of building and maintaining a hospital helipad, and, in most instances, hospitals in rural areas are located within 5 to 10 minutes of an airport. Airports are better equipped to safely and efficiently accommodate helicopter landing and take-offs 24 hours a day, removing the disruption and potential risks to patients and staff associated with a helipad on-site (e.g. noise, vibration, potential for flying debris, etc.). Health authorities and hospitals are not experts in aviation and most do not have 24-7 staff to ensure safe operations and maintenance.

Regardless of whether a helicopter lands at a hospital or airport, BC Ambulance Service staff must load and unload patients and transport them to the hospital. Hospitals in rural settings tend to have very few instances of patients arriving or transferring by helicopter and, when they do, the patients tend not to be in extreme critical condition and the majority are able to walk off the helicopter without assistance. Those patients in extremely critical condition are transferred to a fixed-wing aircraft and flown to a level 1 or 2 trauma centre, which tend to be located in larger urban centres such as Kamloops, Victoria or Vancouver. For these reasons, the costs to design, construct, operate and maintain a helipad would often be better spent on healthcare facilities and/or medical equipment.

I appreciate the time you have taken to share your feedback and concerns. Providing the best health care services possible for British Columbians in every community is a priority for government and all health authorities in British Columbia.

Should you have any further questions, please do not hesitate to contact me.

Sincerely,



Darlene Therrien  
Executive Director, Hospital Services Branch  
778-974-2554



RECEIVED  
Sept 9/19  
JLB

AUG 30 2019

Lara Beckett  
President  
North Central Local Government Association  
206 - 155 George Street  
Prince George BC V2L 1P8

Dear Lara Beckett:

Thank you for your letter of June 18, 2019, regarding the North Central Local Government Association Resolution R17, which requests information from the Insurance Corporation of British Columbia (ICBC). I welcome the opportunity to respond.

Our government has been clear we want to create a sustainable auto insurance system which strikes the balance between increased care for the injured, and affordable and fair rates for all. I understand there is a keen interest in the rates ICBC uses in the different insurance territories in British Columbia.

Currently, ICBC is focused on implementing the first overhaul of how insurance premiums are set for individuals in more than 30 years. As of September 1, 2019, ICBC will be moving to an insurance model that is more driver-based. Under the new system, there will be a greater impact on premiums for drivers who cause crashes and the premiums will be affected for a longer period of time. Driving experience, along with crash history and who will be driving the vehicle, will have a greater impact on premiums than they do under the current system. This overhaul also includes elements of rebalancing rates among territories. This is a huge undertaking, which is consuming extensive resources at ICBC.

A comprehensive examination of territory rates and boundaries is also a very large undertaking, requiring careful and thoughtful analysis, followed by regulatory approval. I am advised that ICBC will not be in a position to begin any analysis until after the current initiatives are fully implemented. That said, ICBC is updating rate class and territory factors within the existing boundaries. The revised territory rate, which comes into effect on September 1, 2019, will provide North Central British Columbia residents with a reduction in the territory component of their Basic auto insurance premiums. This component of their insurance premium will be dropping over a period of 10 years.

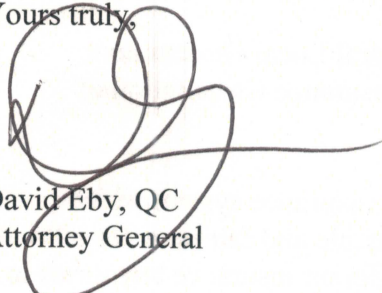
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It should be noted the amount of premiums collected or claims paid out by community is not an accurate representation of how insurance premiums are determined. Current premiums are based on expected claims costs and take into account a number of factors that include, but are not limited to, territory.

These significant changes coming in September will affect the amount every driver will pay for their insurance, no matter where they live. The result will mean two-thirds of drivers across the province will be better off than they are today. This is a positive change. More information about these changes and how our government is going to make ICBC work for people again is available online at: [www.icbc.com/change](http://www.icbc.com/change).

I appreciate your taking the time to write.

Yours truly,



David Eby, QC  
Attorney General





RECEIVED  
SEP 16/19

*[Handwritten signature]*

September 6, 2019

Lara Beckett  
President  
North Central Local Government Association  
206 - 155 George Street  
Prince George BC V2L 1P8

Dear Lara Beckett:

Thank you for your July 18, 2019 letter, concerning North Central Local Government Association resolutions R4, R10, and R12.

I appreciate being advised of the resolutions recently passed by the NCLGA. The underlying theme of these resolutions focuses on emergency community supports and services. I note that the resolutions you reference are intended to form part of the Union of BC Municipalities (UBCM) resolutions process that will take place at the 2019 UBCM Convention, and that these resolutions and the matters they address will be put forward for consideration and debate by all members at that time.

UBCM's annual resolutions cycle provides an opportunity for all local governments in BC to express their concerns and take a united position on a variety of policy issues. For many years, the Ministry of Municipal Affairs and Housing has had an established resolution referral and response process between UBCM and the Province. Resolutions endorsed by area associations at their annual meetings are submitted automatically to UBCM for consideration at UBCM's convention in September. Following the UBCM Convention, resolutions endorsed by UBCM members are then formally responded to by the Province.

With regard to search and rescue funding (R4), it is agreed that the services provided by our search and rescue organizations are critical to community safety. On March 23, 2019, the Province announced \$18.6 million in one-time funding for Ground Search and Rescue (GSAR) to be used over the next three years. This funding represents the single largest provincial GSAR investment in BC's history, and it will ensure that GSAR volunteers can focus on training, providing administrative support, and upgrading equipment. This funding will also support the Province and the BC Search and Rescue Association in "establishing a joint committee to move more quickly toward developing a sustainable funding model" as stated during the announcement.

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This new funding is in addition to funding that the Province already provides each year to cover GSAR operational costs for deployment, as well as training and equipment costs, and the insurance and liability for the 80 groups serving BC. Over \$9 million was reimbursed to SAR Groups in fiscal year 2017/18 for their operational costs.

On the subject of consistency in access to emergency support service resources (R10), the Province, through EMBC, currently establishes the eligibility and supports available to evacuees. The program is based on an assessment of needs and is administered by a highly dedicated team of volunteers around the province. Due to the variances in support that can be offered in differing locations as well as a subjective assessment of individual need, it is understood that some perception of unequal support will always be made. There are a number of factors that can lead to this perception.

The term of evacuation support provided can vary by location, as it is based on an assessment of how long an evacuee is expected to be displaced from their primary residence, along with consideration of the available accommodations. Some individuals who are assessed as not needing clothing or incidentals may assume that they are receiving unequal treatment when compared to others whose specific circumstances are not apparent.

A modernization effort is currently underway for the Emergency Support Services system. This modernization will reflect lessons learned in 2017 and 2018, as well as ideas from local governments, in the interest of continually improving support for British Columbians in their time of need. This project will streamline and digitize processes, making it easier to effectively access services.

The final NCLGA resolution you enclosed (R12) requests that the Province direct the RCMP to amend the way they report crime statistics, to reflect the larger regional areas many municipalities serve. While I am unable to support this specific request for the reasons set out below, I do appreciate your concerns, and the ministry will include additional information in its next suite of crime-statistics publications to provide additional context for the data.

As I indicated in correspondence to Williams Lake Councillor Nelson in October 2018 and again to Mayor Cobb in December 2018, it is important that the boundaries by which crime statistics are collected and reported in British Columbia match the boundaries by which policing is structured, funded, and delivered. I am responsible for ensuring adequate and effective policing in accordance with the *Police Act* (the Act), and to do so it is critical that I receive, analyze, and publish data on each individual policing jurisdiction. These jurisdictions include the municipally policed City of Williams Lake and, separately, the provincially policed Williams Lake "rural" area, which are distinct entities with very different structures pursuant to the Act.

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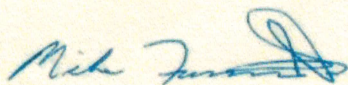
Lara Beckett

Page 3

However, the necessity of the data referred to above does not preclude the ministry from also publishing crime statistics on each regional district in the province, including the Cariboo Region. The ministry previously committed to ensuring that acknowledgments of the "core city" phenomenon are more prominently featured in the ministry's future crime-statistics publications, which utilize data from Statistics Canada's Uniform Crime Reporting survey. In light of your recent request, the ministry will begin to include regional-level crime statistics in our next suite of publications scheduled for release in the fall of 2019. This will help provide a more complete picture of crime in British Columbia.

Thank you for taking the time to write.

Sincerely,



Mike Farnworth  
Minister of Public Safety  
And Solicitor General



Jennifer Rice  
Parliamentary Secretary  
for Emergency Preparedness

**District of Sicamous**

446 Main Street  
PO Box 219  
Sicamous, BC  
VOE 2V0

T: 250 836 2477  
F: 250 836 4314  
E: info@sicamous.ca  
sicamous.ca



September 13, 2019

The Honorable Doug Donaldson  
Ministry of Forests, Lands, Natural Resource Operations and Rural Development  
FLNR.Minister@gov.bc.ca  
P.O. Box 9049 Stn Prov Govt  
Victoria, BC  
V8W 9E2

**Re: Letter of Support for Off-Road Vehicle Management Framework  
(UBCM Resolution No. B121)**

---

Dear Minister Donaldson,

At the Regular Council Meeting of September 11, 2019, the District of Sicamous Council passed a resolution endorsing the Villages of Sayward and Tahsis, BC's request for provincial support for an Off-Road Vehicle (ORV) Management Framework.

Accordingly, the District of Sicamous Mayor and Council respectfully request the Ministry of Forests, Lands, Natural Resource Operations and Rural Development support and make changes to the Off-Road Vehicle Act as proposed in resolution no. B121 as submitted to the Union of British Columbia Municipalities, 2019.

In Sicamous, ORV Tourism is a key component to the diversification of our rural economy, growth of our tourism industry and creation of long-term employment. As the District of Sicamous is annexed by two major BC highways, has multiple bridges, bodies of water, highly varied topography and diverse vehicle traffic, Council would like to offer the community of Sicamous as a location for a future ORV pilot project.

Regards,

**DISTRICT OF SICAMOUS**

A handwritten signature in black ink, appearing to read "Terry Rysz", is written over the printed name.

Terry Rysz,  
Mayor

CC: Maria Crawford, Union of British Columbia Municipalities  
Quad Riders ATV Association of BC  
British Columbia Snowmobile Federation  
Village of Sayward  
Village of Tahsis  
District of Tumbler Ridge  
Village of Salmo



**From:** BC Natural Resources Forum <info@bcnaturalresourcesforum.com>  
**Sent:** September 19, 2019 1:15 PM  
**To:** Chris Cvik <cao@hudsonshope.ca>  
**Subject:** Registration Open! | 17th Annual BC Natural Resource Forum | Jan. 28-30, 2020

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Prince George Conference & Civic Centre | January 28-30, 2020



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Contact us at [sponsorship@bcnaturalresourcesforum.com](mailto:sponsorship@bcnaturalresourcesforum.com) for more information.

## THANK YOU: 2020 Forum Sponsors

Your continued support helps make this important event possible.



We are pleased to share partial proceeds of this event with the **Ministry for Women and Gender Equity**, in support of the BC Children's Hospital Foundation, as well as the **Alberta Indian Employment Council** for Indigenous youth in Western Canada.

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**From:** MCF Info MCF:EX <[MCF.Info@gov.bc.ca](mailto:MCF.Info@gov.bc.ca)>

**Sent:** October 2, 2019 11:45 AM

**To:** Chris Cvik <[cao@hudsonshope.ca](mailto:cao@hudsonshope.ca)>

**Subject:** Letter from the Honourable Katrine Conroy, Minister of Children and Family Development

**VIA E-MAIL**

Ref: 244644

His Worship Mayor Dave Heiberg and Council

District of Hudson's Hope

E-mail: [cao@hudsonshope.ca](mailto:cao@hudsonshope.ca)

Dear Mayor Heiberg and Council:

It is my pleasure to once again proclaim October as Foster Family Month in British Columbia. As Minister of Children and Family Development, I am honoured to recognize some of our province's most dedicated people. October presents an opportunity to express our gratitude for the selfless work of a foster parent, who provides not only food and shelter but also, more importantly, positively nurtures and guides the lives of British Columbia's most vulnerable children and youth.

Government relies on foster caregivers to provide day-to-day stability, care and support to these young people; without them our system would be inoperable, and we would fail to support those who need it most. It brings me great joy to report that, as part of government's commitment to supporting foster caregivers in their important work, the BC Government announced an increase to the Family Care Rate (also called the maintenance rate) in February 2019. This increase took effect in April 2019 and marks the first maintenance rate increase since 2009. Although alleviating some financial pressures is a step in the right direction, our province continues to owe foster caregivers a huge debt of gratitude.

This month, I invite you to show the people in your community how important these everyday heroes are to our province. I want to encourage you to get involved in celebrating these amazing individuals and their families for working day and night to provide support to children and youth in care. It is my hope that you take the time to acknowledge, host, celebrate, and participate in Foster Family Month appreciation events in your community.

On behalf of the Government of British Columbia, thank you for your continued support in recognizing the foster caregivers in your community.

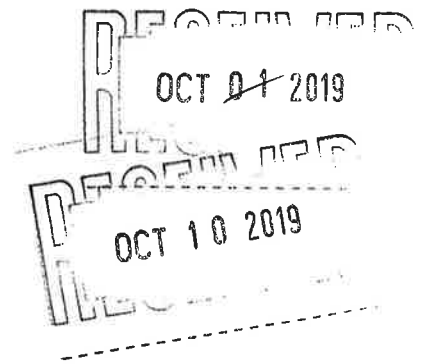
Sincerely,

***ORIGINAL SIGNED BY***

Katrine Conroy  
Minister

October 9, 2019

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



Dear Mayor and Council;

The residents of Lynx Creek Estates (subdivision), would like to request Reschke Rd, Lesage Rd and Chapmen Rd be upgraded with new pavement. To date the potholes have been filled numerous times but still remain a hazard.

We respectfully request that this project be included in the 2020 budget year as we were promised three years ago that we would be getting new pavement.

Yours sincerely,

Lynx Creek Residents

NAME	ADDRESS	SIGNATURE
TERRY TURVEY	19631 LESAGE RD	Terry Turvey
Edith Rosa	19592 Lesage Rd	Edith Rosa
LUCIA SCHENK	19655 LeSage Rd	Lucia Schenk
DALE BEATTIE	19614 LESAGE Rd.	Dale Beattie
HEATHER KELLY	19587 LeSage Rd	Heather Kelly
RAY GALLANT	4548 RESCHKE	Ray Gallant
TRAVIS BOOKER	4559 RESCHKE	Travis Booker
R. Inoson	4575 Reschke Rd	R. Inoson



**Prioritizing Emergency Management Workshop**

Lori Halls (Deputy Minister Emergency Management BC)

- Emergency Programs ACT needs to be updated. Introduced during the War Measures ACT. UBCM administers funding for Emergency Management Programs.

Mike Webb (ECOM)

- Next generation 911. Technology overhaul. Universal access, address gap issues. 2019 Steering Committee established, seeking public input.
- No National oversight over 911 now. CRTC to set regulatory standards.
- Working toward decommissioning current 911 system, new system by 2023.

Cameron Lewis (Flood and Wildfire Advisory Committee)

- Abbot Chapman Report, 108 recommendations, speaks to 2017 and 2018 wildfire and flood seasons. "Lessons Learned"
- Focus on risk management. Key theme: form partnerships with stakeholders, ie: Local Governments, First Nations, etc.
- Most recommendations have already been implemented.

Rob Schweitzer (Director of Operations BC Wildfire Service)

- New funding, next intake Oct 2019. \$75 million over next 3 years. Scaled funding depending upon level of risk: \$25,000 - \$150,000.
- Visit UBCM Website for funding programs.

**Mayors' Caucus**

- Strong Fiscal Futures. Local Governments need revenue streams to perform their functions and provide services.
- Property tax model, only way municipalities can generate revenue. Not sustainable, new revenue streams must be addressed.
- North West seeking similar revenue sharing as the North East "Fair Share" program.
- Manganese: new government guidelines. Previously viewed as an aesthetic problem only. Financial impact on communities to comply, water treatment plant upgrades.

**Emergency Health Services Clinic**

Neil Linley (Provincial Executive Director, BCEHS)

- Movement toward a clinical response model, colour identified. Represents level of care/response required.
- Auditor General report: response needs to be a coordinated approach. Address gap issues, communication through regional input, capture regional concerns.
- Considerable discussion around the role of first responders. Transport issues. Ambulance response times.

**Geoscience Induced Seismicity Workshop**

Carlos Salas

- Study: effects of natural gas on ground water. Project results, one year out.
- 22 stations in NEBC dedicated to monitoring seismic activity.
- Carbon isotopes used to detect fugitive methane, ability to trace methane source.

Mayor Dave Heiberg