

DISTRICT OF HUDSON'S HOPE AGENDA

Council Chambers Monday, October 26, 2020

 Call to Order:

2. Delegations:

D1

3. Notice of New Business:

Mayor's List

Councillors Additions:

CAO's Additions:

4. Adoption of Agenda by Consensus:

5. Declaration of Conflict of Interest:

6. Adoption of Minutes:

M1 October 13, 2020 Regular Council Meeting Minutes Page 1

7. Business Arising from the Minutes:

8. Public Hearing:

9. Staff Reports

SR1	Capital Equipment Purchase – Lawn Tractor	Page 6
SR2	Financial Assistance Request – Double H Saddle Club	Page 11
SR3	Hudson's Hope Library – NDIT Grant – Letter of Support	Page 35
SR4	PlanH – Grant re Hudson's Hope Health Care & Housing Society	Page 38
SR5	CAO Report	3
SR6	Corporate Report	Page 42
SR7	Public Works Report	Page 43
SR8	·	Page 46
SKO	Protective Services Report	Page 52

10. Committee Meeting Reports:

11. Bylaws:

12. Correspondence:

C1 Pickleball – Funding Request

Page 112

- 13. Reports by Mayor & Council on Meetings and Liaison Responsibilities:
- 14. Old Business:
- 15. New Business:
- 16. Public Inquiries:
- 17. In-Camera Session

ICS1 Notice of Closed Session

Page 116

18. Adjournment



REGULAR COUNCIL MEETING October 13, 2020 6:00 P.M. COUNCIL CHAMBERS

Present: Mayor Dave Heiberg

Councillor Kelly Miller Councillor Travous Quibell Councillor Valerie Paice Councillor Leigh Summer

Absent: Councillor Pat Markin (with notice)

Councillor Mattias Gibbs (with notice)

Staff: Chief Administrative Officer, Chris Cvik

Office Assistant, Becky Mercereau

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m. with Mayor Heiberg presiding.

2. DELEGATIONS

3. NOTICE OF NEW BUSINESS

Mayor's Additions: NB3 Pickleball Funding Request
Councillor's Additions: CR1 Signage – Councillor Miller
CAO Additions: NB1 BC Hydro GO Fund Appointees
NB2 Remembrance Day Format Options

- 4. ADOPTION OF AGENDA BY CONSENSUS AS AMENDED
- 5. DECLARATION OF CONFLICT OF INTEREST
- 6. ADOPTION OF MINUTES
 - M1 SEPTEMBER 14, 2020 REGULAR COUNCIL MINUTES

RESOLUTION NO. 165/20 M/S Councillors Paice / Miller

THAT the minutes of the September 14, 2020 Regular Council Meeting be adopted. **CARRIED**

7. BUSINESS ARISING FROM THE MINUTES

- Item SR4: Pool Employment Sustainability Program
 - > Staff have reached out to the school to look for opportunities to partner with them for training. Council looking for a time frame and budget estimates. Item will be brought forward to Strategic Planning session.

М1

- Item C2: UBCM Convention Program 2020 (MFA & MIABC Sessions)
 - District did not participate and did not hear back on this item. We are still members of both.
- 8. PUBLIC HEARING
- 9. STAFF REPORTS
 - SR1 Development Variance Permit B. Mercereau

RESOLUTION NO. 166/20

M/S Councillors Quibell / Miller

- 1. That Council approves the DVP Application Mercereau continue to move forward on the basis it is unlikely to negatively affect adjacent property owners; and
- That Council direct Administration bring a final report back to Council for consideration.

CARRIED

SR2 VISITOR INFORMATION CENTRE

The trail brochures are popular amongst tourists and residents alike. The Recreation Coordinator is working on discrepancies within them to be updated. Council requested some of the maintenance items be diarized for budget discussions.

SR3 Quarterly Action Items - Update for Q1 & Q2 2020

RESOLUTION NO. 167/20
M/S Councillors Summer / Quibell
THAT Council receive the quarterly action items for discussion.
CARRIED

- 10. COMMITTEE MEETING REPORTS
- 11. BYLAWS
 - B1 Property Tax Amendment Bylaw 919, 2020

RESOLUTION NO. 168/20

M/S Councillors Quibell/Summer

THAT Council approve the first three readings of the District of Hudson's Hope Property Tax Amendment Bylaw 919, 2020. **CARRIED**

Council requested clarification on which lots are included for the Hudson's Hope Bible Fellowship Church.

12. CORRESPONDENCE

C1 CEPF – Wildfire Structure Protection Capability Upgrade

Received for Information.

C2 UBCM Resolution NR68 – City of Williams Lake – Early Childhood Education Labour Force Shortage

Received for information.

C3 Community Economic Recovery Infrastructure Program

Staff have been brainstorming ideas such as upgrades to the Pool. Other suggestions were ATV campsite or Light Industrial Area. Staff was directed to apply if an appropriate project is identified.

C4 Community Support – Junior Canadian Rangers

RESOLUTION NO. 169/20

M/S Councillors Quibell / Summer

THAT Council send a letter to the Junior Canadian Rangers of Hudson's Hope advising them that we do not have any objections with an Instructor from outside our community coming to work with the JCR's, with the understanding that all preventative health measures would be compiled with. **CARRIED**

C5 City of New Westminster – No-Cost Prescription Contraception

Received for Information.

C6 Proclamation – Foster Family Month

Mayor Heiberg proclaimed that October will be declared Foster Family Month in Hudson's Hope.

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

CR1 SIGNAGE - COUNCILLOR MILLER

RESOLUTION NO. 170/20

M/S Councillors Miller / Paice

THAT banner maintenance be added into the annual public works maintenance plan for each year.

CARRIED

Staff will be requested to do banner maintenance when a manlift is rented to put up/take down Christmas Lights. Council questioning whether a small manlift would be a valuable purchase.

14. OLD BUSINESS

15. NEW BUSINESS

NB1 BC Hydro - GO Fund Appointees

Mayor Heiberg will ask Councillor Markin if she is willing to continue as the council appointee and staff will send out a PSA to ask for a community representative.

NB2 Remembrance Day

Staff recommendation is to have a dinner catered which would be delivered by the RCMP Corporal in his Red Serge along with our Recreation and Special Events Coordinator to all the veterans in the community and their spouse or partner. Council supported this proposal and asked staff to continue pursing this plan.

NB3 Pickleball Funding Request

RESOLUTION NO. 171/20

M/S Councillors Miller / Quibell

THAT Council approve funding in the amount of \$960 for the Pickleball group to pay rental fees for the use of the Pearkes Centre from January 1 – June 30, 2021. **CARRIED**

Rationale is based on a reallocation on funds that would have been used for Senior bus trips.

16. PUBLIC INQUIRIES

17. NOTICE OF CLOSED MEETING

RESOLUTION NO. 172/20

M/S Councillors Quibell / Summer

THAT Council move to a Closed Meeting for the purpose of discussing the following items:

- Community Charter Section 97 (1) (b):
 - (b) all minutes of Council meetings, other than a meeting or part of a meeting that is closed to the public
 - Closed Meeting Minutes September 14, 2020
- Community Charter Section 90 (1) (c):
 - (c) labour or other employee relations
 - Animal Control Contract
 - CAO Recruitment Timeline Report No. 2

CARRIED

17. ADJOURNMENT

Mayor Heiberg declared the meeting adjourned at 7:34 pm.

DIARY Conventions/Conferences/Holidays Diarized

Commercial Water Rate Increase-annual budget Consideration Pool Year End Report 2020	08/04/19 04/01/20
Certified Correct:	
Dave Heiberg, Mayor	Becky Mercereau, Office Assistant

REQUEST FOR DECISION

RFD#: CC-2020-93	Date: October 20, 2020
Meeting#: CM102620	Originator: Chris Cvik
RFD TITLE: Capital Equipment Purch	ase - Lawn Tractor

RECOMMENDATION:

- 1. That Council waive the Purchasing Policy and direct award a contract to Prairie Cost Equipment Inc. in Dawson Creek for an amount not to exceed \$18,250.40, for the purchase of a 2018 John Deer 1550 Terrain Cut Commercial Front Mower.
- 2. That Council authorize the CAO to sign the contract.

BACKGROUND:

Following the District's Purchasing Policy, Council will consider all tenders and requests for proposal by resolution where sole sourcing of goods and services is being recommended.

DISCUSSION:

All three of the District's lawn mowers are John Deere. John Deere has a location in Dawson Creek and it is easy to obtain parts when required. The District staff member who services the lawn equipment prefers to have the same brand as the equipment and technology is similar on the various units.

In terms of sourcing other locations, as John Deere was the preferred model, Administration contacted locations in Grande Prairie, Prince George, Edmonton, and Dawson Creek to obtain comparative/competitive quotes. Grande Prairie and Prince George are under the same dealer, and the small price difference between dealers would not be enough to cover the cost of freight transportation. We did not get a response from Edmonton.

FINANCIAL CONSIDERATIONS:

Twenty-five thousand (\$25,000) dollars was approved in the 2020 Capital budget for the purchase of a replacement lawn tractor. The total cost of purchasing the tractor is \$18,250.40. This includes an equipment total of \$26,275 less a \$10,000 trade-in on the District's 2010 John Deere 72SD Deck Front Mower. There is a 24-month warranty on the new mower.

The source of the funding is Cost Centre: #08-80-1100-5717 (Machinery and Equipment).

ALTERNATIVES:

1. That Council reject the recommendation from Administration and directs Administration to issue an RFP.

ATTACHMENT:

1. 2020 Capital Project Fact Sheet - Lawn Tractor

Chris Cvik, CAO

HH Capital Project/Purchase Fact Sheet

Requestor's Name:Mark Sture / Public Works
Project Name:Commercial Grade Lawn Tractor (#14)
Date:January 27, 2020
What needs to be done? What is the project scope?
Replacement of one Commercial Grade Lawn Tractor with mowing blade
Unit 14 is a 2010 John Deere, model 1445 – series II, rear steer lawn mower.
There are 1226 recorded hours on this machine (136 hours per year, average)
This tractor should be replaced with a new model either a Zero-turn mower or traditional style tractor mower.
Purpose:
This is one of three mowers used in the maintenance of green spaces in the District. Unlike
traditional tractor mowers, it has a front mounted deck and rear steer. It is equipped with four- wheel drive to permit its use in rougher or softer terrain than traditional tractor style mowers, but it also limits its other uses.
- Δ τοw hall was installed to allow for the builing of a small littlify Italier to Carry added Partiening
A tow ball was installed to allow for the pulling of a small utility trailer to carry added gardening tools (weed whips, rakes, fuel cans, etc.)

What alternatives were considered?

Two alternatives exist – a zero-turn mower or a traditional tractor style mower. Both have advantages and disadvantages.

Zero-turn mowers can get in tight to trees, fences and flower beds with great manoeuverability, but they are not for the novice user as they operate from a dual lever system as opposed to a steering wheel. They are not adept for other uses as a "tractor". Typically, these are quicker that traditional style units.

Tractor style require more room to manoeuvre but are more intuitive in their use. Tractor style machines can be used for a variety of functions with additional attachments.

All machines should be equipped with roll-over-protection.

What happens if we don't do this project? When do you expect this event to happen? How often do you expect this event to happen?

The current mower can continue to be used but maintenance costs will continue to rise as the machine gets older.

There is some residual trade value left in the current machine.

What is the estimated Capital cost?

\$25,000 Gross cost (excluding any trade value)

Increase/decrease - please explain o Personnel Supplies/Expense Utility Cost Operating costs should decrease with the addition of a new mower. The first year or two the mower will be under full warranty and costs will be only associated with fuel, oils and general servicing. What is your estimate based on? Check all applicable: Quote Past Work **Best Guess** Other: ___Past Experience & recent quote from Equipment Dealer How is the project linked to the strategic plan? The replacement of the old mower will assist in achieving our goals with respect to the Open Space Maintenance Guidelines. A zero-turn mower will be particularly advantageous when cutting green space around the District Office, Beattie Park and the Pool Park. Other comments

What is the impact on Operating Budget?

REQUEST FOR DECISION

RFD#: CC-2020-89	Date: October 12, 2020
Meeting#: CM102620	Originator: Chris Cvik
RFD TITLE: Double H Saddle	Club Request for Financial Assistance

RECOMMENDATION:

 That Council approve the payment of \$402.40 to the Double H Saddle Club as additional Grant Funding as permitted under the Financial Assistance Grant Policy.

The payment represents \$80 for the reimbursement of a building permit for an entrance project and \$304.40 for three 'Caution Horse and Rider' signs.

BACKGROUND:

On October 8, 2020, the District received an email request for \$1,182.40 to cover the following three costs.

- 1. \$800 to be paid to the Grad 2021 class for grass maintenance around the building and outdoor rodeo grounds.
- 2. \$80 for a building permit that was taken out to build an entrance way at the outdoor arena.
- 3. \$302.40 for three "caution horse and rider" signs. The club would place two of the signs on Carter Street and one sign on Taylor Street.

DISCUSSION:

During the 2020 budget process, the Double H Saddle Club applied for a grant of \$6,400 plus 'in kind' payment. The submission was made under the District Financial Assistance Grant Program. Of the \$6,400 request, the Club was approved for \$5,400. What was excluded from the approved grant was \$800 towards "hire a Grand 2021" for lawn mowing upkeep around the buildings.

Administration is recommending that any additional grant payment to the Double H Saddle Club NOT include the \$800 to be paid to the Grad 2021 class for grass maintenance. This work was performed this past summer. The reason for suggesting this \$800 amount not be part of any payment is really one of purpose of the grant. It does not make sense to provide a payment of \$800 to the DHSC who will in turn provide a payment of \$800 to the Grads. More specifically, outside of the museum and library, grants should not really be used for wages. If Council wishes to fund the Grads, it would do so directly. In addition, the \$800 was not included when Council first approved the grant application back in March 2020.

FINANCIAL:

Based on our Financial Grant Assistance Policy, an amount not exceeding 10% of the annual municipal residential tax revenue was budgeted for Financial Assistance Grants in 2020. Of the total amount budgeted, eighty-percent (80%) was eligible for disbursement through the budget approval process and the remaining twenty-percent (20%) remained unallocated for any request received throughout the year. (based on updated Financial Assistance Grant Policy approved in January 2020).

During the budget process, the estimated residential taxes for 2020 was \$349,516. Ten-percent of this total is \$34,952. Therefore \$27,962 was available for Financial Assistance Grants through the budget process with **\$6,990 remaining unallocated for requests throughout the year.** The actual total approved was \$27,050.13.

As there is approximately \$6,990 of unallocated grant funding remaining with approximately 2.5 months left in calendar year, there is sufficient funding remaining if the request is approved by Council. There would be sufficient funding available if Council wishes to provide the full amount of \$1,182.40 requested by the Double H Saddle Club.

ALTERNATIVES:

- 1. That Council approve the payment of \$1,182.40 (\$800 + \$80 + \$302.40) as requested by the Double H Saddle Club as additional Grant Funding as permitted under the Financial Assistance Grant Policy.
- 2. That Council not approve the payment of any additional funding in 2020 from the Financial Assistance Grant for the Double H Saddle Club.
- 3. That Council provide further direction to Administration.

Attachments:

- 1. Email request from the Double H Saddle Club for an additional \$1,182.40 in Financial Assistance Grant funding.
- 2. Copy of the District Financial Assistance Grant Policy.
- 3. Copy of original 2020 Financial Grant Assistance application for \$6,400 that was considered during the 2020 budget process.

Report Approved by:

Chris Cvik, CAO

Chris Cvik

From: Double H Saddleclub <dhsaddleclub@gmail.com>

Sent: October 8, 2020 11:28 AM

To: Chris Cvik

Subject: Re: FW: Financial Assistance Grant approval - Saddle Club

Attachments: Caution Equestrian 2x2.jpg; trimtek caution quote.pdf; Oct 01 permit .JPG

Hello Chris,

Thank you for your quick response and taking my call this morning.

- 1. In this year's Financial Assistance Grant application the members of the DHSC thought it would be a great idea to inquire Grad 2021 to keep the grounds grass cut around the buildings and outdoor rodeo grounds. They did a fantastic job in keeping up with the grounds. We have requested in our grant application "in lieu of" \$800 for their services. Would council approve the requested \$800 made out to DHSC to be paid to Grad 2021 for their services?
- 2. We have applied and received a building permit for our entrance project at the indoor arena. The cost of the building permit fee that was purchased was \$80. The DHSC members would like the building permit fees reimbursed please as the "in lieu of" on the Financial Assistance Grant application.
- 3. Please find attached a quote from Trimtek for three "caution horse and rider" sign costs of \$302.40 This request was also "in lieu of" on the grant application. These signs will be placed at two points on Carter street and one sign on Taylor.

Would council please approve the DHSC request of \$1182.40 to cover these costs?

Sincerely,

Elisabeth Haagsman Chair of Building Upgrade Committee

On Mon, Oct 5, 2020 at 9:59 AM Chris Cvik <ao@hudsonshope.ca> wrote:

Good morning Elisabeth,

The Corporate Officer forwarded me your email of September 14th. I am looking for a bit of clarification on your email and whether you are asking about 'in lieu' contributions or financial assistance funding, specifically around the following.

"The grad 2021 have been diligently working on keeping the lawn and grassy areas mowed and tidied up. The DHSC would like to know if the district would still be able to reward the grad class of 2021 with \$800 included in the financial assistance grant and the waiver of building permit fees?

We would also like to order the three "Caution Horse and Rider, Slow down" signs with a sign company from FSJ. If the grant included the purchase of the signs, the DHSC would do all the leg work and then asked to get reimbursed by DOHH. There are several high speed vehicles going past the indoor/outdoor arena, threatening the safety of community members riding their horses."

Is the DHSC applying for \$800 in 2020? Also, what is the estimated cost of the building permit fees that you are asking be waived? Lastly, what is the estimated cost of the three signs that you would like the District to purchase. If you could please provide an overall cost 'ask' for these three items, I can take a report to Council. There is approximately 6,990 unallocated funding remaining in Financial Grants for 2020 as per the policy and the DHSC request would go to Council for their consideration.

Please email me with any questions.

Chris

Chris Cvik, CAO

District of Hudson's Hope

Cell: 250-783-0942

From: Double H Saddleclub dhsaddleclub@gmail.com

Sent: September 14, 2020 2:09 PM

To: Jeanette McDougall <a href="mailto:scienta

Good morning,

The members at the Double H Saddle Club would like to truly thank the district for all their support throughout the past several years in helping the club financially and "in lieu of". With your support our members are saver and the building, including the exterior area, is much more pleasing to the eye. As a club we are very fortunate to be able to have such fantastic help from the public works department.

Our memberships have grown double and there are many different activities at the riding arena. Many community members benefit from the use of the arena, and that's what it's all about!

We have included in the financial assistance grant application several other "in lieu of" and we would like to thank the district (public works) for transporting the porta potties to and from the outdoor rodeo grounds. Also the mowing of the ditches along both sides of the outdoor and indoor arena. We are very grateful for this relief and it looks AWESOME!!

The grad 2021 have been diligently working on keeping the lawn and grassy areas mowed and tidied up. The DHSC would like to know if the district would still be able to reward the grad class of 2021 with \$800 included in the financial assistance grant and the waiver of building permit fees?

We would also like to order the three "Caution Horse and Rider, Slow down" signs with a sign company from FSJ. If the grant included the purchase of the signs, the DHSC would do all the leg work and then asked to get reimbursed by DOHH. There are several high speed vehicles going past the indoor/outdoor arena, threatening the safety of community members riding their horses.

Again, the community members of the DHSC are incredibly grateful for the continuing support district!!
Sincerely,
The DHSC Board of Executives
[WARNING: This message is from an external source]

t from the



Trimtek Custom Signs #2301

9/14/2020

Prepared for:

Walk In Customer

Double H Saddle Club

Fort St. John, BC

Prepared by:

Trimtek Custom Signs & Auto Designs

Salesperson: Rhonda McCaffrey

10920-100th Ave

Fort St. John, BC V1J 1Z6

Canada

Phone: 250-785-1000

Fax: 250-785-8241

Phone:

Fax:

Description:

Caution Slow Down Sign

Please forward payment if you would like to proceed with order.

Delivery:

Production time for the following item(s) will be approximately 5 working days.

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3	2'x2' Slow Down Sign with Horse and person Symbol *black printed on clear vinyl laminated to yellow reflective aliminum backing*	\$90	00 \$	270.00	Yes
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By my signature below.	I authorize work to begin and agree to pa	av above amount in full according	to the terms on this agreement

SIGNED:	DATE:





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

FORM VI

DISTRICT OF HUDSON'S HOPE Building Permit Application

NOTE: All data fields in for the application to be processed. Please put N/A in any field that does not apply. LEGAL DESCRIPTION OF LOT: 12550 CARRES ST. LOT 1 PLAN PCPARLUL SET 24 SITE ADDRESS: TRANSPORT SI RANS 26 LNG PID ONG 969 STG9 PROJECT DESCRIPTION: EATHER AND 26 LNG PID ONG 969 STG9 PROJECT DESCRIPTION PARTY AND 26 LNG PI	ot apply.	
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information Declaration: The Information on this form is collected under the authority of the Local Government Act. The Information provided will be used to apply parmit. If you have any questions about the collection of this information, please contact the Administrator, PO Box 230, 9804 Dudley Drive, Hudson's Hope, BC. those (250) 783-9901	# (88.00/61000 or part thereof for remainder of construction v	
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FINANCIAL ASSISTANCE GRANT POLICY

Revised Council Resolution No. 001/20 Revised Effective Date: January 13, 2020

Original Council Resolution No. 074 Original Effective Date: March 24, 2014

Section: Finance

Purpose:

The District of Hudson's Hope recognizes that valued contributions are being provided through volunteer efforts of the community organizations and agencies on behalf of the citizens. The Financial Assistance Grant demonstrates Council's commitment to working with groups that provide these beneficial programs, services or projects to the community while at the same time recognizing the financial constraints of the District.

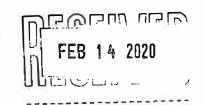
Policy:

In granting financial assistance to an organization for a Financial Assistance Grant, the District will take in to account the following objectives:

- 1. For purposes of budget preparation, an amount not exceeding 10% of the annual municipal residential tax revenue will be budgeted for Financial Assistance Grants.
- Of the total amount budgeted to provide Financial Assistance Grants, eighty percent (80%) will
 be eligible for disbursement through the budget approval process and the remaining twenty
 percent (20%) will remain unallocated for any requests that may be subsequently received
 during the year.
- The primary purpose of a financial assistance grant is to provide assistance to an organization for a specific capital project or local event that benefits the residents of the District of Hudson's Hope.
- Providing financial assistance includes the donation of time, facilities and District inventory, for example, tents, tables and chairs.
- 5. Grants will not be provided for travel expenses.
- The applicant organization must be registered as a Non-Profit Society or belong to a parent Non-Profit Society under the laws of British Columbia and/or Canada.
- Upon completion of the project, the applicant must submit a final report to the District of Hudson's Hope outlining how funds were expended.



APPLICATION FOR A GRANT



Date: _Feb. 01 2020			_: I	Date	Rec	eived:			
Official Name of Nov. Pro	G+ 0			INF	ORI	MATION		-	
Official Name of Non-Pro	nt Organ	ızatıor	1						
Double "H" Saddle Cl	ub								- 1
Mailing Address					Cit	ty		Provinc	e Postal Code
PO Box 25						idson's Ho	ре	вс	V0C 1V0
		S	OCIETY	INF	ORN				
Society Registration Num	ıber					Charity's E			
S0008206						Registratio			
						organization receipts) 80	0038411	7BC000	1
	KECUTIV	E – ATT				RE ROOM I	S NECESSA		
Title				Nan	ne				Number
President		Teryle	ee Fiebe	er			(250) 26	33-7809	
Vice President		Liza	Rhyme	r			(250) 7	83-555	2
Secretary			n Millik	en/	Elis	abeth	(250) 7	83-561	1
_			sman				<u> </u>		_
Treasurer		Debb	ie Bea	ttie			(250) 2	62-166	9
9									
LOCAL CONTACT	INFORMA	ATION	OF PERS	ON	CON	IPLETING A	PPLICATION	ON FORM	
Contact Name									
Elisabeth Haagsman									
Mailing Address			City				Province		Postal Code
PO Box 307			Hudso	n's	Но	ре	ВС		V0C 1V0
Work Telephone	Home T	elepho	one		Cel	l Telephone		Email A	ddress
(250) 783-1084	(250) 7	83-99	955		(25	0) 783-10	84	dhsaddl	eclub@gmail.com
9			GRANT	APF	PLIC	ATION			
New Grant Application					Ap	plication for	Project Pre	eviously F	unded by the



	ORGANIZATION INFORMATI	ON
Describe the purpo	se of your organization:	
The Double "H" Saddle C	lub is a volunteer society dedicated to providing an afforda	able, safe and pleasurable multi-purpose equine
facility.		
	starting point of some of the finest rodeo individuals such a	
Jake Watson. These and	other rodeo individuals helped place Hudson's Hope on the	ne map in the rodeo world. Such a wonderful
accomplishment.		
The arena is also the class	ssroom to the Hudson's Hope Secondary School, providing	g an equine program taught by Lisa Rhymer.
This program offers hand	s-on teaching that encourages non-traditional approaches	to learning and is one of the only few equine
studies programs offered	in northern BC.	
The Double "H" Saddle C	lub sponsors a BC High School Rodeo each year brining	a large amount of northern high school rodeo
competitors to Hudson's	Hope. This event helps bring in revenue for local business	es and the club.
Last fall the Fall Fair com	mittee held a very successful event at the outdoor arena of	of the DHSC.
As you can see, the Doub	ole "H" Saddle Clubs' purpose has a wonderful impact to o	ur Hudson's Hope community.
User Statistics		
500.		
1. <u>500+</u> The	number of persons that are served by your o	rganization annually.
25.		
2. <u>25+</u> The	number of members in your organization/so	ciety.
Is the organization	run by volunteers, paid staff or a combination	on of both?
1 10 the	300+	
1. 10 the	number of volunteers and $\frac{300+}{}$ the numb	er volunteer hours worked peryear.
2. The number of	paid staff, their titles and number of paid ho	urs peryear.
At1	mid	Deid Ha D V
Number	Title	Paid Hours Per Year
	No paid staff	



DECLIE	T FOR CRANT
	T FOR GRANT
Describe the reason for your grant application:	
Please see attached request for grant letter	
	30
	•
	9
Proposal is best characterized as:	
Event	
Capital Project	
Participants/beneficiaries will primarily be:	
Youth Seniors	✓ Disadvantaged Persons
V Jemors	Disadvantaged reisons
This proposal's activities can best be described a	es related to:
Arts and Culture Recreation Recre	Environment, Social and Education
. -	Environment, social and Education
Attach the following information:	ncluding a Balance Sheet and Income Statement
	e most recent Financial Statements provided are not the
	income and expense statement in a format consistent
with the organization's financial statements	
	se attach a copy of the projected income and expense
statement in a format consistent with the or	rganization's financials to tements
Projected operating budget for the next yea	
Copy of Non-Profit Society Registration pap	
paper	7.42

Council Resolution No. 074 Effective Date: March 24, 2014 Revised by Resolution No.: n/a Revised Date: n/a



DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.

Signature of Applicant

Feb. 01,2020

Date

The personal information on this form is collected for the purpose of an operating program of the District of Hudson's Hope as noted in Section 26(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 250 787 8150.

APPLICATION DEADLINE - FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE
HUDSON'S HOPE, BC
VOC 1VO, CANADA

Council Resolution No. 074 Effective Date: March 24, 2014 Revised by Resolution No.: n/a Revised Date: n/a



DOUBLE "H" SADDLE CLUB

Safety is our main concern regarding the continuous upgrade at the indoor arena. Due to the high snow volume in the past several years (excluding this year) we believe it is to the best interest for the Double H Saddle Club members to build two sheltered entrance way (enclosed overhang) onto the north/south side of the indoor riding arena. These entrance ways will keep the snow from accumulating in front of the current man doors.

In the past several years a lot of the snow from the breezeway roof has blown down along the man door on the north side which made it difficult to exit this door. At times, up to three feet of snow accumulated in front of the door while in use of the building. We feel that this is a safety issue and we would like to resolve this ongoing problem. This added on enclosed overhang will be about 4'x6' wide with a small roof and tin walls. We would also like to use a portion of this grant to cover up the exposed OSB board along the east wall on the breezeway. This will keep the walls maintenance free and longevity of the building extended. And its pleasing to the eye. See quote attached from local contractor.

Total Monetary Grant: \$6400

The DHSC would also like to include in this grant:

- -\$800 towards "Hire a Grad 2021" for lawn mowing upkeep around the buildings at the DHSC for summer of 2020 (included in total)
 - -waiver of building permit fees (see attached letter from district)
 - -use of municipal picnic tables and chairs
- -to have the porta-potties transported from Butler Ridge Energy Services to the rodeo grounds and returned afterwards
 - -snowplowing to access the arena and horse pens winter 2020-2021
- -mowing of ditches along both sides of the indoor and outdoor municipal right-of-way
- -weed control particularly for Canada Thistle along the DHSC outdoor racetrack and grounds
- -purchase and installation of "Caution Horse and Rider, Slow Down" sign

We are a non-profit society, completely run by volunteers. The approval of this Financial Assistance Grant would be wonderful.

Thank you for your consideration!

Shawn Shepherd

ESTIMATE

DATE FEB 12/20

Hudson's Hope B.C 10122 Paquette Street VOC 1VO

BILL TO

Double "H" Saddle Club P.O. 25 Hudson's Hope B.C. VOC 1VO

DESCRIPTION	QTY	UNIT\$	AMOUNT
To build covered entrance ways to 2 existing man doors.			
Structure to be framed 2 x 6 construction .			
Concrete slabs or solo tubes to support structure.			
Metal cladding to match existing and type.			
To clad exterior areas where incomplete. lete.			
Cladding to mach best color and type.			
Materials and labour			\$5,600.00
Does Not include permit cost			
Estimate is only good for 90 days			
			\$5,600.00

Thank you for your business!

TOTAL

\$5,600.00

2018/2019 Financial Report Submitted by: Lindsay Gunderson - Treasurer

DOUBLE H S	ADDLE CLUB 2018-2019	w * 1
-		<u>.</u>
A A STATE OF	INCOME	EXPENSES
ADMIN	\$14.05	\$1,082.05
MEMBERS	\$2,385.00	
STALLS	6950	
INDOOR	49,567.61	66,952.35
TOTAL	\$58,916.66	\$68,034.40
	INCOME	
	INCOME -\$9,117.	.74

1,605.00 FORTIS

1,605.00 458.95

INSURANCE
6,904.00

Areas of note:

Bleacher Project

Total Cost: \$4,835.00 (\$2000.00 Grad Class 2020 \$2,835.00 Big Top Rentals)

Grants: \$3,505.20 DHSC Portion: \$1,329.80

NDIT 2018 - paid out the remaining \$19,950.00 to Big Top Rentals

NDTI 2019 \$4000 - Shawn Shepherd \$20,583.15 - D. Bauer Advanced \$ 14,291.58 from NDTI

awaiting approx \$7690.42

DHSC Portion approx \$2,601.15

***** We have yet to receive payment from the following:
Rod and Gun Club from the Spring event (Bartending)
Fall School Contract \$2600*****

DOUBLE H SADDLE	CLUB OUTDOO	RS
INCOME	EXP	ENSES
\$7,513.32		\$5,269.93

TOAL INCOME		\$2,243.39

CONCESSIONS INCOME

\$6,073.82

CONCESSION EXPENSE

\$3,942.21

CONCESSION TOTAL

\$2,131.61

DONATION

\$1,050.00

ADVERTISING

\$1,000.00

RENTAL

\$550.00

Cheque Book Balances

Chequings

20,592.15

Savings

2,687.04

Projected Operational Budget for 2020 Double "H" Saddle Club

Admin \$7,100.00

HUB Insurance -Building
Capri Insurance- Directors and officers
HCBC Insurance- Horse Council BC
BC Society Registration
Banking Fees
Misc.

Utilities \$2,800.00

BC Hydro Fortis BC

Concession \$3,500.00

Maintenance \$3,500.00

Grounds Keep Building Upkeep Pen Upkeep Snowplowing Rodeo Grounds

Total Projected Operational Budget for 2020 \$16,900.00

Projected Income for 2020 Double "H" Saddle Club

Income Total \$20,500.00

Arena Rental \$6000 Stall Rental \$7000 Concession \$2300 Indoor Riding/Heat \$200 Memberships \$2500 Sponsorships/Donations \$2500

Expenses Total \$16,900.00

Admin \$7,100.00 Utilities \$2,800.00 Concession \$3,500.00 Maintenance \$3,500.00

Total projected income for 2020 \$3,600.00

Projected Operational Budget for 2021 Double "H" Saddle Club

Admin \$7,500.00

HUB Insurance -Building
Capri Insurance- Directors and officers
HCBC Insurance- Horse Council BC
BC Society Registration
Banking Fees
Misc.

Utilities \$3,000.00

BC Hydro Fortis BC

Concession \$3,500.00

Maintenance \$4,000.00

Grounds Keep Building Upkeep Pen Upkeep Snowplowing Rodeo Grounds

Total Projected Operational Budget for 2021 \$18,000.00



CERTIFIED COPY

Of a document filed with the Province of British Columbia Registrar of Companies



STATEMENT OF DIRECTORS AND REGISTERED OFFICE

BC Society • Societies Act

NAME OF SOCIETY:

DOUBLE "H" SADDLE CLUB

Incorporation Number:

S0008206

Business Number:

80038 4117 BC0001

Filed Date and Time:

December 1, 2019 05:02 PM Pacific Time

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:

12550 CARTER ST

HUDSON'S HOPE BC V0C 1V0

Mailing Address:

9505 - 100TH STREET

BOX 25

HUDSON'S HOPE BC V0C 1V0

DIRECTOR INFORMATION

Last Name, First Name Middle Name:

BEATTIE, DEBBIE

Delivery Address:

4673 BERYL PRAIRIE PO BOX 339

HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

FIEBER, TERYLEE

Delivery Address:

PO BOX 137

HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

MILLIKEN, ROBIN

Delivery Address:

12702 CARTER ST

HUDSON'S HOPE BC V0C 1V0

Last Name, First Name Middle Name:

RHYMER, LIZA

Delivery Address:

9235 POLLON AVE.

PO BOX 4 PO

HUDSON'S HOPE BC V0C 1V0

BURGASTINES ASTRUMENTS STIMBLES

"SOCIETIES ACT"

CANADA;
Province of British Columbia.



No	8206	

Certificate of Incorporation

I hereby certify that

	nadiwe sol, sanatijanjimmodomo om sanassessa	548. 1
has this day been incorporated as a Socie	ety under the "Societies Act."	
The locality in which the operations	s of the Society will be chiefly ca	nried on is
Bulean Repe		, Province of British Columbia
GIVE	N under my hand and Seal of	Office at Victoria, Province of
GIVE	N under my hand and Seal of British Columbia, this	
	British Columbia, this	
CERTIFIED TRUE COPY OF A DOCUMENT	British Columbia, this	-girtoentin- da
CERTIFIED TRUE COPY OF A DOCUMENT	British Columbia, this	-girtoentin- da
CERTIFIED TRUE COPY OF A DOCUMENT FILED WITH THE REGISTRAR OF COMPANIES	British Columbia, this	-girtownth-



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

December 13, 2019

Via email: dhsaddleclub@gmail.com

Double H Saddle Club 12550 Carter Street Hudson's Hope, BC V0C 1V0

Attention: Elisabeth Haagsman

Re: Double H Saddle Club - Request for Waiver of Building Permit Application Fee

Thank you for your letter of November 21, 2019 where you requested a waiver for a Building Permit Application Fee that the District issued to you on January 8, 2019 in the amount of \$304.75. Council for the District of Hudson's Hope is pleased to advise that your request was approved at its meeting held December 9, 2019.

The District would also like to advise the Double H Saddle Club that, going forward, requests for fee waivers or other forms of financial assistance are to be applied for through the District's annual Financial Assistance program, which will be advertised shortly and will have a deadline of mid-February 2020.

Council for the District appreciates the community benefits that are provided by the volunteer efforts of local community groups and again, is pleased to be able to support the Double "H" Saddle Club.

Regards,

DISTRICT OF HUDSON'S HOPE

Dave Heiberg, Mayor

REQUEST FOR DECISION

RFD#: CC-2020-94	Date: October 20, 2020
Meeting#: CM102620	Originator: Chris Cvik
RFD TITLE: Letter of Support - Hudson	on's Hope Public Library

RECOMMENDATION:

1. That the District of Hudson's Hope support the grant application to Northern Development Initiative Trust (NDIT) from the Hudson's Hope Public Library for the Project to Improve Library User Experience: Climate Control and Conservation.

BACKGROUND:

The District received a request from the Hudson's Hope Public Library for a letter of support so the Library can apply for a NDIT grant of up to \$30,000. The letter for support is for the replacement of windows at the Library.

DISCUSSION:

The District owns the Library building. Upon assessment by Public Works staff, the windows are operational but the Library would like to replace them with triple-pane windows to make the environmental conditions within the library more friendly for staff and patrons.

FINANCIAL CONSIDERATIONS:

The estimated cost of the window replacement project is \$63,000. The Library has already secured a grant for \$15,000 for the project through AgriSpirit). The NDIT grant is up to \$30,000. The Library Board would cover \$3,000 and the remaining \$15,000 would be the District's contribution. The funding would come from the Library Operations and Maintenance budget.

If the Library is not successful in its' NDIT grant application. The Library would go with a \$47,000 double-pane window quote option. Under this case, the District's contribution would be \$20,000 and the Library Board's contribution would increase to \$12,000.

Therefore, the maximum contribution from the District would be \$20,000. The District approved \$55,000 in the Library Operations and Maintenance budget for 2020. Of the approved budget, some funding has been used on improvements on the air system and there is sufficient remaining funding to cover up to \$20,000 if the NDIT grant application is not successful.

ALTERNATIVES:

1. That Council does not support the application to NDIT and recommends the Hudson's Hope Library opt for Vinyl Windows at a cost of \$26,500.

ATTACHMENT:

1. Letter dated October 20, 2020, from the Hudson's Hope Public Library requesting a letter of support.

Chris Cvik, CAO

Hudson's Hope Public Library Box 269, 9905 Dudley Drive Hudson's Hope, BC, V0C1V0 (250)783-9414 director.hhpl@pris.ca

COME IN, GO ANYWHERE!

HUDSON'S HOPE PUBLIC LIBRARY

October 20, 2020

Dear Mayor and Council:

I am writing to request a resolution in support of the Hudson's Hope Public Library's Window Upgrade Project. The intake deadline for the NDIT GO Fund Grant is October 30, 2020 and they require a resolution of project support included in our application package for the full \$30,000.000.

We have already received a \$15,000.00 grant from AgriSpirit and recently, due to COVID delays, were approved for a 1 year extension to the end of 2021. We were also approved to use the entire grant for our window upgrade, rather than just a portion, due to COVID prevention strategies which resulted in removing excess furniture and has a large portion of our Reading Room acting as storage in the interim.

I have collaborated with the CAO and Director of Public Works over the past years on an upgrade and maintenance plan. We have been able to alleviate some of the heating issues within the library building but are now working on the next steps which include immediate location climate control in the Children's Library and Reading Room, as well as a window upgrade which should decrease the climate control bills and decrease the amount of hot and cold spots in the library. This window upgrade will also allow us to increase the size of some of the windows on the front of the building as well as the Reading Room which will give the library a little face lift on the front and improve the height of the windows in the Children's Library.

This project is already financially sustainable with the \$15,000 grant, library reserves and District allocated library O&M for the building but we would like to decrease the District and Library costs by seeking grants and sponsorship for this project before we initiate the first deposit payment this winter/spring. We hope to be able to move on with other projects using our reserve funds, so are expending quite a bit of effort this fall to obtain outside funds so that this project can move forward in the spring and thus move on with our other projects in the fall and winter of 2021.

Thank you for considering my request for a resolution in support of our Window Upgrade Project.

Kind Regards,

Amber Norton Library Director

Hudson's Hope Public Library

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

FROM: Jeanette McDougall, Corporate Officer

DATE: October 26, 2020

SUBJECT: PlanH 2020 Community Connectedness - Grant Decision

PURPOSE

To be received for information.

INFORMATION

During the Council meeting held June 22, 2020, Council passed the following resolution:

RESOLUTION NO. 122/20

M/S Councillors Quibell / Markin

That Council approve the request from the Hudson's Hope Health Care & Housing Society (Silver Willow) to partner with the Society for the purposes of qualifying for the Plan H Community Connectedness grant with the condition that the District's involvement is limited to submitting the application.

CARRIED

The District's grant writer prepared the grant application in conjunction with D. Beattie, Treasurer Hudson's Hope Health Care & Housing Society (Silver Willow) (HHHC&HS), with the support of the grant writer. The HHHC&HS was seeking funding to upgrade the patio at their facility in the amount of \$5,000. There were 20 grants issued with 65 applications, and unfortunately the District and the HHHC&HS were not successful.

Attachments:

- Letter from the District of Hudson's Hope to Hudson's Hope Health Care & Housing Society dated June 23, 2020
- PlanH Healthy Communities Grant Budget
- Email re Grant Decision dated August 26, 2020

ADMINISTRATOR'S APPROVAL:

Chris Cvik, Chief Administrative Officer

Jeanette McDougall, Corporate Officer



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

June 23, 2020

File: 0530

Via email: outfitter@pris.ca

Hudson's Hope Health Care & Housing Society, dba Silver Willow Court PO Box 342, 10104 Ellis Crescent Hudson's Hope, BC VOC 1V0

Attention: Debbie Beattie, Treasurer

Re: Partnering Request – PlanH Healthy Community Connectedness Grant

Thank you for reaching out to the District of Hudson's Hope regarding partnering for the PlanH Healthy Community Connectedness Grant. The District Council is pleased to advise that the partnering request for this grant was approved at the Council meeting held June 22, 2020.

We would also like to confirm that the District's involvement will be comprised of submitting the grant application only, and will not include providing labour, materials or any financial contribution, and further that the application will be prepared by the Hudson's Hope Health Care & Housing Society.

The District recognizes the valuable service that the Hudson's Hope Health Care & Housing Society provides for seniors in our community and again, is pleased to support the Society in this initiative.

Regards,

DISTRICT OF HUDSON'S HOPE

Dave Heiberg,

Mayor

Budget Template

PlanH Healthy Communities Grant



Name of Applicant Organization:	District of Hudon's Hope - Hudson's Hope Health Care & Housing Society
Project Name:	Patio Upgrade
Project Lead (contact name):	Debbie Beattie or Shawn Shepherd
Proposed Project Start Date:	September 1, 2020

Item	Description	Projected Cost	PlanH Contribution
Plans & Permits		\$135.00	
Removal & Disposal labour & vehicle	Dismantle existing and haul to dump	\$500.00	\$400.00
Materials and services		\$4,800.00	\$4,500.00
Labour		\$2,500.00	\$100.00
Total Expenses		\$7,935.00	\$5,000.00

Expected Support from Other Sources	Cash or In-kind?	Projected Amount
HHHC&HC Board of directors	donation of labour, goods, services	\$2,800.00
HHHC&HC Board of directors	permits	\$135.00
Total Revenue		\$2,935.00

Total Requested Funds from PlanH:	\$5,000.00

Jeanette McDougall

From: PlanH Grants <grants@planh.ca>
Sent: August 26, 2020 11:00 AM
To: Jeanette McDougall; outfiter

Cc: Claire Sauvage-Mar BC Healthy Communities

Subject: Confidential: PlanH 2020 Grant Decision - Hudson's Hope HHHCS

Dear Jeanette,

Thank you for your recent submission to the PlanH Healthy Communities Fund – *Community Connectedness Stream*.

After receiving many compelling grant applications, our grant adjudication team **regrets to inform you that your submission was unsuccessful for the 2020 funding round**. Unfortunately this funding stream is not able to support capital and building costs over 40% of the budget, though we acknowledge how important a healthy outdoor space is to older adults.

Please know that this decision was extremely hard to make and one that came with much difficulty, especially as so many health inequities have been surfaced since the onset COVID-19. There were many strengths in all of the 65+ applications we received for 20 spots available provincially in this grant. We will make a public announcement as soon as possible; in the meantime, we would appreciate if you could keep this information internal until then.

Our team had to weigh in considerations around topic areas to ensure there was a broad range of subjects, scopes, and types of projects, along with ensuring a geographic spread across the province. We would be happy to give more information on the rationale behind this decision if requested. We also maintain a list of other funding opportunities on the PlanH website and would be happy to point you in the direction of other grant programs if we know of any.

If you have any questions or would like to discuss the decisions from your proposal in more detail, please don't hesitate to contact the PlanH team anytime.

Sincerely,

Jodi Mucha - Executive Director
Claire Sauvage-Mar - Grants and Engagement Coordinator

PlanH Grants
Administered by
BC Healthy Communities

250.590.1845
grants@planh.ca
planh.ca
300 - 722 Cormorant St
Unceded Lkwungen Territories
Victoria BC V8W 1P8

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Dave Heiberg and Council

SUBJECT: CAO – Update Report

DATE: October 2020

FROM: Chris Cvik, CAO

Some of the initiatives currently being worked or recently completed:

- Safety No new cases of employees being self-quarantined due to COVID-19.
 Currently in Phase III Recovery Plan.
- Working with Public Works on Light Industrial Sub-division application.
- Had kick-off meeting with Urban System on OCP Background Report. Targeting completion by year-end.
- Working with exempt staff to reduce vacation balances prior to year-end.
- Apply for Community Economic Recovery Infrastructure Program Grant (Dinosaur Lake ATV Campground and if time, pool liner as a second project).

Upcoming

- Assist Council with CAO Recruitment
- Recruit for Director of Protective Services.
- Prep for Strategic Planning workshop on November 7th.
- Budget prep (first meeting with Finance and Public Works was held on the 19th). General Direction at this time includes:
 - o Back out one-time items from 2020 budget
 - Cost of inflation adjustment on expenses (2%)
 - o Increase revenues from utilities and taxes by 2% (note: this is draft only and not any formal recommendation or direction.

Chris Cvik

Ch. Brik

THE DISTRICT OF HUDSON'S HOPE

REPORT TO:

Mayor and Council

FROM:

Jeanette McDougall, Corporate Officer

DATE:

October 26, 2020

SUBJECT:

CORPORATE DEPARTMENT – MONTHLY UPDATE

PURPOSE

To provide Council with an update for the Corporate Department.

INFORMATION

Adobe Software

- Conversion of all subscriptions from monthly to annual now complete and all subscriptions now charged against the Corporate Officer's credit card; benefits are that staff time required for tracking invoices significantly reduced and costs re foreign exchange rates, which were charged monthly and per subscription, are also reduced.
- Team Licencing Administrator to be setup for managing subscriptions which will allow adding/deleting/changing users, upgrading software versions, and allow assignment to more than one Office Staff member in the event the Administrator is absent.

Microsoft Office Licences

- Subscriptions to be converted to annual and charged against the Corporate Officer's credit card in progress
- ➤ Team Licencing Administrator to be setup for managing subscriptions which will allow adding/deleting/changing users, upgrading software versions, and allow assignment to more than one Office Staff member in the event the Administrator is absent.

IT / Cell Phones / Telephones

Problem-solving for various issues on-going; landline in the Arena Compressor room reactivated (needed for safety)

Bylaws

- ➤ Zoning Consolidation In progress
- Permissive Tax Exemptions Bylaw (included on the October 26, 2020 Council Agenda for adoption)

LOVE Hudson's Hope Program

- ➤ Table setup at Farmer's Market on September 29, 2020; various prizes raffled, including the following: handmade shawl from Northern Knitting; \$25 gift certificate for On the Rim; \$50 for the Rustic Garden; 10 card passes for Class Act Fitness; Large pizza gift certificate for the Sportsman Inn; \$50 gift certificate for Northern Hi-Lites; and \$100 gift certificate for Williston Lake Resort.
- > Plaid Friday preparations underway; event expected to be held in November.

SR6

Visitor Centre

➤ 2020 Final Report provided by the Visitor Centre Supervisor and included on the October 13, 2020 Council Agenda.

Conferences / Education / Training

➤ J. McDougall

- Dominion Gov Law LLP Bylaw Without Enforcement Webinar (5 hours)
 July 16, 2020
 - Dave LeBerge, Manager of Community Safety, City of Nanaimo presented on "Individuals" (repeat offenders, eg drugs, aggressive panhandling, drinking in parks, unlawful camping, noise contraventions and tree cutting).
 - Constable Kim Basi presented on property issues, eg noise, disruptive neighbours, unsightly properties, parking, unlicensed vehicles, frequent police callouts, excessive cannabis plants/odours, electrical/plumbing code violations; building and construction without permits; and zoning – uses not permitted.
 - Walter Babicz, General Manager Administrative Services, City of Prince George presented on "Business", eg. non-compliance – businesses that do not meet community standards; costly calls for service – high number of emergency service calls, ie Police, Fire, Bylaw; Health & safety code violations – building/electrical/plumbing, etc.; and bylaw contraventions – unsightly, nuisance, building, zoning, etc.
- LGMA Records Management Webinar, September 24, 2020
 - ❖ Review of the LGMA Records Management System; noted that system is flexible and can be customized

> A. Martin

- BC Municipal Safety Association, Worksite Safety Inspections Webinar, August 26, 2020
 - Legislation reviewed; purposes of conducting inspections; how to determine the major types of inspections and when they must be conducted; determining what needs to be covered; identifying people responsible for inspections; effective ways to conduct an inspection; and developing documentation for inspections.
- LGMA Records Management Webinar, September 24, 2020 (details same as above)

> J. Dupuis

MAIS Payroll training sessions, October 2020

M. Heiberg

ICBC training resumed for M. Heiberg September 2020

- LGMA Committee: Freedom of Information / Records Management (FOI/RM)
 - Committee meeting (conference call) September 15, 2020 to review FOI Toolkit Manual updates. Currently working with the Corporate Officer, City of Langley, to review and edit feedback from Committee Members.
 - > Office of the Information and Privacy Commissioner BC advised the Committee that Local Governments should keep careful records of their COVID Safety Plans to help protect against possible liability.
 - > Some Committee Members noted there was a significant increase in FOI requests since the COVID-19 "lock down".

ADMINISTRATOR'S COMMENTS:

Chris Cvik, Chief Administrative Officer

Jeanette McDougall, Corporate Officer

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

SUBJECT: Public Works Department Update

DATE: October 20, 2020

FROM: Mokles Rahman, Director of Public Works

Below please find highlights of some of the activities either done or underway in the Public Works Department during the last three (3) months.

PROJECTS:

A. Water Treatment Plant (WTP) Upgrades:

- Effective October 22, 2020, the Water Treatment Plant (WTP) will be bypassed to a temporary water treatment system which will be in operation until the new Nanofiltration Treatment Plant is commissioned.
- Northern Health (NH) approved the temporary water treatment system with the conditions of required water testing and reporting.
- By this time, contractor tested the temporary system, tested water samples and is in the process of getting green signals from the NH.
- Schedule and Budget: The WTP upgrade project is on track of completion by December 18, 2020 and is within the approved budget by BC Hydro.

B. Capital Projects:

- 1. Water valves and hydrants replacement (2020): Completed. Furthermore, awarded contract for the installation of a hydrant at the end of Adam Street.
- 2. Residential Water Stand Upgrade:
 - Applied to the Northern Health (NH) for the replacement of the old pipes at the Beryl Prairie water well. However, NH is looking for engineering drawings which we do not have as the BP well is very old. On hold
 - Keypad access project for both residential water stands: On hold.
- 3. Beattie Lift station upgrade:
 - Main construction completed and commissioned. Contractor is now doing some trouble shooting and some items of Change Order. Remaining work should be completed by this week.
- 4. MacDougall Street Design: Urban Systems is working on the design which should be finished by December 2020.
- 5. Lynx Creek Re-pavement: Completed about 1.13 km of Reschke Road re-pavement at the Lynx Creek subdivision. With the approval from the CAO and following the MMCD (Master Municipal Construction Documents), the scope of the project increased by 15% from the original scope of 1.00 km. The entire project completed within approved budget.

SR7

- 6. Osborne Street @ Canyon Dr barrier: As Council cancelled this capital project, it will be removed from this list and is considered as closed. Furthermore, Council approved some operational activities in and around the intersection which will be done in the future in coordination with the MoTI.
- 7. Storm culvert replacement: The driveway culvert at Matt Boe Ave has been replaced. The contractor of this project was selected by email invitation. Invited four (4) contractors and had site meeting with them. Received two (2) quotes and selected the lowest bid. As per the Purchasing Policy, CAO approved the tender and awarded the contract. This project is now complete.
- 8. Arena door and water heater replacement: Working with the contractors for the door replacement and on demand hot water heater replacement.
- 9. Quonset Hut door installation: Received quote, issued PO and in the process of getting the door.
- 10. Plow Truck Replacement: Awarded contract. Vendor will supply the equipment in March 2021.
- 11. Lawn Tractor replacement: Received a quote from one vendor. A council report is being submitted recommending awarding the sole source contract.
- 12. Pick-up trucks replacement: Awarded contract for one ½ ton and one ¾ ton pick up truck purchase. Received delivery of ½ ton pick up truck (2020) and the ¾ ton pick up truck (2021) will be available in January 2021.

C. Operating Projects:

- 1. Carter street ditch repair:
 - Council approved repair of 200 metres of ditch along the carter street which was eroded during the last monsoon and washed out a BC Hydro Pole. The repair work is done.
 - Administration had an initial meeting with BC Hydro's Claims Department on electric pole damage. Based on the discussion, the Claims Department will advise the Planning and Design Team of BC Hydro to discuss with the District, the technical aspects of the problems and possible solution.
- 2. BP Fire Hall water storage tank: To check the leak of water storage tank at the Beryl Prairie Fire Hall, the tank was drained, cleaned & inspected. Major cracks found in the tank. The District will check with the contractors to get estimate for possible repair or replacement and put that in 2021 budget of Fire Department.
- 3. MWR registration: Municipal Wastewater Regulation (MWR) registration application submitted to Ministry of Environment and waiting to hear from them.

OPERATIONS:

- 1. Water Treatment Plant (WTP):
 - As the Water Treatment Plant is a construction site, there are some challenges in operations.
 - Lowering the discharge rate at the BC Hydro dams resulted in low river water elevation, which ultimately impacted the turbidity issues of intake water at the WTP for some days.
 - Also, there were intake water quality issues because of construction work of discharge pipe from the WTP to the river.
 - 2. Winter operations: Snow fall started. We are ready for winter operations with materials and equipment. Received salt from Dawson Maintenance.

- 3. Swimming Pool:
 - Swimming Pool closed for the season and winterized.
 - Staff assessed the condition of the swimming pool. The liners are in stable condition. Minor repairs by in-house crews should be OK. There seems to be some water underneath the longitudinal track liner (black), which is not a big issue. If we want to fix the black liner, contractor would be required. With respect to last year, more air/ water bubbles in concrete underneath the liner found. There is no health and safety issues if we do not fix those. However, swimming pool operation in the future may be interrupted or may need to close the operation because of unknown consequences of the aged infrastructure.
- 4. Campgrounds operations closed and winterized. There are some campsites at Cameron Lake which will require maintenance with gravel. Installed campground closed signs in all campgrounds.
- 5. Groundskeeping activities for this year is done. Flowers are removed. In the process of ordering flowers for the next year.
- 6. Arena:
 - Area opened on October 6, 2020. Based on lessons learnt from last year we started Arena start-up
 activities on August 31, 2020. However, because of outside high temperature and undersized
 condenser we faced some difficulties in making ice. Arena contractor is repeatedly advising us to
 replace the condenser and use the old one at the Curling Rink. This project will be considered
 during the budget 2021.
 - Arena operations are going on by following Council approved COVID Safety Plan. This year as we divided the Arena in 2 segments, we are using an extra casual staff to operate the ice programs.
- 4. Curling Rink: Similarly, we did the start-up for the curling rink at the same time. Curling club complaint that the roof is leaking. Our staff visual inspection revealed that it might be because of condensation in the ceiling because of high outside temperature. It seems to be start up of curling rink on August 31, 2020 is too early.
- 5. Refuse site: PWD did a very good job in disposing the propane tanks and tires. Registered with the Tire stewardship.
- 6. Crack sealing and pothole repairs are done.
- 7. Playgrounds and Parks: Summer tent near the swimming pool is down for the season. Winterized all Parks.

SUBDIVISIONS

- 1. Light industrial subdivision:
 - Consultant finished 60% detailed design and working now towards finalization of the 95% design.
 - Consultant submitted preliminary engineering drawings to MoTI for information, discussion and approval.
 - As we already have OCP and Zoning Bylaw Amendments, we are discussing with the consultant for the Subdivision application preparation.

- 2. Beryl Prairies Subdivision storm water management:
 - Urban systems submitted a draft report on storm water assessment of Beryl Prairies Subdivision. Final report will be submitted soon. In their report they have presented a high-level estimate for the infrastructure rehabilitation. Some of those are underway.
 - Re-construction of damaged driveway and culvert is going on, should be completed by this week.

ASSET MANAGEMENT:

- BC Govt approved grant for Asset Management Planning and waiting for the FCM grant approval.
- We had a Kick-off meeting with the consultant, Munisight, on October 7, 2020.
- Consultant submitted a draft report on Asset Management Policy.
- The summer employee worked for five (5) months for data collection, mapping, and condition assessment.
- Scanning of all old maps/ drawings are done and are saved on the shared drive for all staff use.

Prepared by:	
& Hom	
Mokles Rahman	n, Director of Public Works
Approved by:	
Plikit	

Chris Cvik, CAO

Attachment: Recreation and Special Events update

Recreation and Special Events Coordinator – UPDATE

Summer Hike Series- June 8 – Sept 13, 2020

- This year (2020) This year hikes were coordinated by the RSEC and led by Greta Goddard with the RSEC as a trained outdoor first aid attendant. Hikes were free and Greta was paid \$22/ hour. New this year was an educational nature walk led by local professionals to include seniors and those with reduced mobility, there were 21 participants.
- Total hike hours: 40hrs with 9 successful hikes (2 were cancelled due to poor weather)
- Total Attendees: 99 (59 local and 40 from out to town) Note: Participants would consistently travel from Dawson Creek, Tumbler, Chetwynd and FSJ, with networking withing regional recreation departments

Total Cost: \$936

Fitness in the Park- July 10, 2020

- This year (2020) Fitness in the park was extended in response to the demand for a safe fitness activity and postponement of other community activities due to Covid-19. Programs were offered free of charge and the instructor was given \$50/hour of instruction.
- Events included:
 - BollyX Instructor Celina Fequet / Total participants 38 / Total hours of instruction 6/ Total amount paid \$300
 - Essentrics Instructor Britt Silk / Total participants 31/ Total hours of instruction 4 / Total amount paid \$200
 - Twisted Yoga Instructor Tashana Winnicky /Total participants 54 /
 - Total hours of instruction 7 / Total amount paid \$350
 - Wind-up RSEC hosted a Fitness wind-up event on August 20 for all participants.

Cost of supplies \$68 / Total Program Attendance: 123 / Instructor Cost: \$850

Total Program Cost - \$918

> Community Program Fall Sign up (virtual event)- September 11, 2020 (ongoing)

- This year (2020) An online collection of community programs, information, clubs, organizations, and registration forms offered in Hudson's Hope this Fall. The primary platform for this event was Facebook, with links to the DOHH website and PSA and Farmer's market promotions. Information gathered will contribute to a Community Living guide.
- Attendance 11 user groups submitted program information; 898 people reached on Facebook event.

Total Cost: None, other than RSEC time

> Geo-Adventure, Geocache

• This year (2020) – Originally Launched in Hudson's Hope in 2014 and funded by the IMAGINE Legacy Grant from Northern Health and was relaunched in 2020 as a Covid-19 appropriate activity for the community.

Total Cost - None

> Youth- "Catch me if you can"- September 24, 2020, 7pm - 10pm

- This year (2020) In cooperation with the Edge youth leaders and RCMP a night game created for the teenage community in Hudson's Hope was planned and implemented. The RSEC promoted the event (posters, Facebook, PSA, Website etc) initiated community communications for safety and awareness, supplied the prizes and collected donations from local businesses. HH RCMP were very positive and in full support and participated as drivers. The Edge youth group provided a safety plan, snacks, use of a facility, volunteers, and campfire. The event was a huge success with a substantial amount of positive community feedback with requests for more events like this.
- Attendance 28 youth, 18 community volunteers, 2 RCMP members Total Cost: \$153

Volunteer Appreciation Day – September 29, 2020

- This year (2020) –Two (2) adult nominees were submitted this year and no youth; therefore no youth was awarded. The event took place at Beattie Park where Mayor Heiberg delivered a speech, and awarded this year's candidate, Carolanne Kilba with an engraved plaque, certificate, and a bouquet of roses. Fancy desserts and a hot drink and mock champagne bar was catered by local professionals and youth volunteers. Bouquets were given to community volunteers as a token of appreciation. Live music was played by local musicians.
- **Covid-19 regulations** All applicable signage and social distancing, and safety measures were taken and in affect.
- Attendance: 85 approximately (but no more than 50 at a time as per Covid-19 regulations.)
 This event was well attended with excellent feed back from the community.
 Total Cost: \$1320

Upcoming Events

- Frightful Frolics October 30, 2020.
- Remembrance Day and Veteran's Dinner (catered and delivered) November 11, 2020

Projects

- Arena Safety Plan, User group orientations, Arena Covid-19 setup Completed
- Pool employment sustainability- Student survey and instructor research in progress.

Initiatives

- Networking Local, Regional, and Provincial
- Professional Development Completed Wilderness First Aid course
- Creating new community-based activities and safety plans in consideration restrictions
- Grants -Research and application

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

SUBJECT: Protective Services Monthly Update

DATE: 26 Oct 2020

FROM: Robert Norton, Director of Protective Services

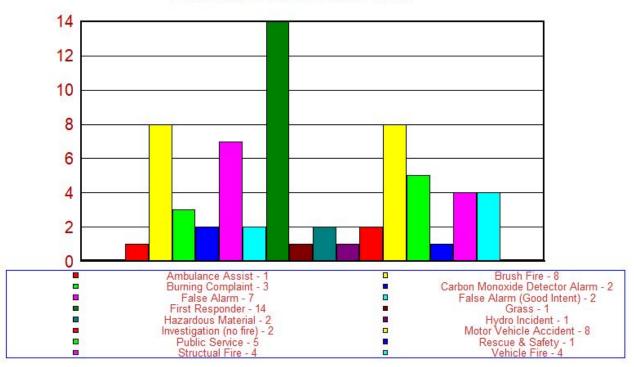
INFORMATION:

This report is a synopsis of the activities of the various branches of the Protective Services Department.

Fire Department

Year to date the department has responded to 65 calls for service.

2020 Calls For Service From Jan 1 20 to Oct 21 2020



As directives and restrictions from BC Emergency Health Services continue to evolve regarding COVID 19, there have been a gradual return to the types of calls that First Responders are once again being requested to attend. This will result in an increase in the number of First Responder events that the department will respond to in the coming months.

Personal protective equipment (PPE) requirements and patient assessment models utilized during first responder events are also evolving and have resulted in responders utilizing less protective equipment during incidents where the risk of influenzas-like illnesses have been assessed as low. This risk-based approach should lessen the logistical demands regarding PPE and improve response times.

Engine 3 has received all required pump repairs and has been pump tested to the ULC acceptance test standards which are a requirement of the 5-year extension waiver that the truck is currently operating under.

The Director of Protective Services has been working closely with the Office of the Fire Commissioner and BC Wildfire Services to develop a wildfire structural response plan to assist incoming provincial resources in the event that a large scale wildfire interface event occurs within the District. This plan is closely based on Hudson's Hope Fire Rescue's Wildfire Operational Plan and includes local knowledge provided from that plan. The risk assessment provided in the plan represents the significant wildfire risk reduction efforts the department has undertaken in the last 9 years. These efforts include fuel fire treatments, improved equipment and standardized training, and extensive pre-fire planning efforts. The 2011 risk assessment would have been well into the high-risk category (score of 67), while the current risk score of 34 represents a low/moderate risk rating for the community. A copy of the plan has been attached to this report.

Due to Covid-19 restrictions the department will not be conducting the annual door to door food drive. Partnering with community stakeholders, the department will conduct a more creative approach this year. The department will promote additional drop off locations for food donations for the month of November, as well as receiving donations at the two fire halls on the night of 10 Nov 20 which would have been the date for the traditional food drive. This will be promoted via Bulletin, posters, and social media.

The Halloween fireworks event has been cancelled for this year.

Hudson's Hope Fire Rescue will be partnering with BC Ambulance Service (BCAS) to implement a new program which provides residents with kits which contain vital medical information that would be available to responders. Each LIFE Kit contains an information sheet that when filled out, provides first responders with vital information on the occupants of the home in the event they are unable to speak for themselves. There are spaces for medical history, emergency contacts, medications, vital patient statistics and advanced medical directives. The kits also contain one fridge magnet that reads 'LIFE KIT' which alerts responders to the location of the filled-out forms. BCAS will be distributing the kits.

The Director of Protective Services continues to work with the Peace River Regional District to rectify infrastructure issues with the fire department's repeater site on Bullhead Mountain. The PRRD owns this infrastructure and is actively pursuing options to relocate the repeater to a more suitable location.

Emergency Preparedness

As per Council's direction to remove the outdoor warning sirens, Public works has removed all of the rented nitrogen cylinders from the locations and the cylinders are in the process of being returned to the depot in Fort St John. Removal of the siren infrastructure will be conducted at a later date which matches the Public Works work plan for 2021.

The District continues to maintain an EOC level 1 activation during the COVID-19 event. Staff continue to attend coordination calls with Emergency Management BC and focus on the following priorities:

- Ensuring accurate information is delivered in a timely manner to residents.
- Ensuring workplace safety procedures and policies are in place which align with Worksafe BC guidelines.
- Monitoring District services and venues to ensure all public health best practices are adhered to.

On all matters of public health, the District will continue to rely on and implement best practices as provided by local, provincial, and federal health authorities.

The Northeast BC (NEBC) Emergency and Public Alert System continues to be advertised throughout the Peace through a variety of venues including print, radio, billboards, and attendance at trade shows. The District of Hudson's Hope continues to promote the system on our Facebook page, website, PSA, and the Bulletin. To date there are 1091 subscribers within the Peace including 135 within the Hudson's Hope area. To ensure that new residents to the area are aware of the program, the District has worked with BC Hydro to include information into their new employee orientations for local facilities. This information describes the merits of the NEBC Emergency and Public Alert system, as well as information on how to sign up.

Robert Norton, Director of Protective Services

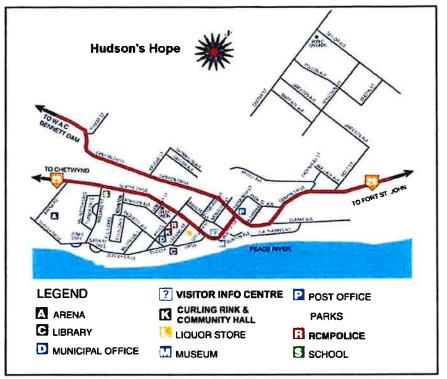






Hudson's Hope, BC

56°01′53.9"N - 121°54′20.6"W







August 2020

Community Structure Protection Plan







Hudson's Hope

COMMUNITY STRUCTURE PROTECTION PLAN

PURPOSE

To create a Pre-plan management template for use by the OFC/BCWS Structure Protection Specialist (SPS) that enhances response assessment to Wildland Urban Environment (WUE) events affecting small communities—including First Nations—by:

- (1) Soliciting local information through a timely and simple process in a widely accessible medium.
- (2) Explicitly including the priorities of local communities.
- (3) Providing a means to Pre-plan and share situational awareness in response planning with convergent first responders who arrive at WUE events with limited understanding of local geographic, economic, environmental, and social/cultural issues.
- (4) Leveraging available technologies to achieve objectives 1-3 above.

The intention of developing this plan is twofold. Part I is general information intended for review and implementation during non-emergency periods by local communities. Part II is a more detailed section intended to provide an incoming Incident Management Team or SPS with accurate predetermined structural and cultural priorities requiring protection as well as to identify tactical and operational information as necessary.

DISCLAIMER

The recommendations made in this plan are based on fire probabilities for the conditions observed at the time of the survey in 2020. It must be understood that all fire scenarios cannot be addressed and that this plan is not an absolute. This plan should be used as a guide and implemented in part or in whole as circumstances dictate. The key to continued credibility of this plan is the time and accuracy employed to maintain the information provided here. This document should be reviewed by community officials or their designate, and up-dated on an annual basis prior to wildfire season.

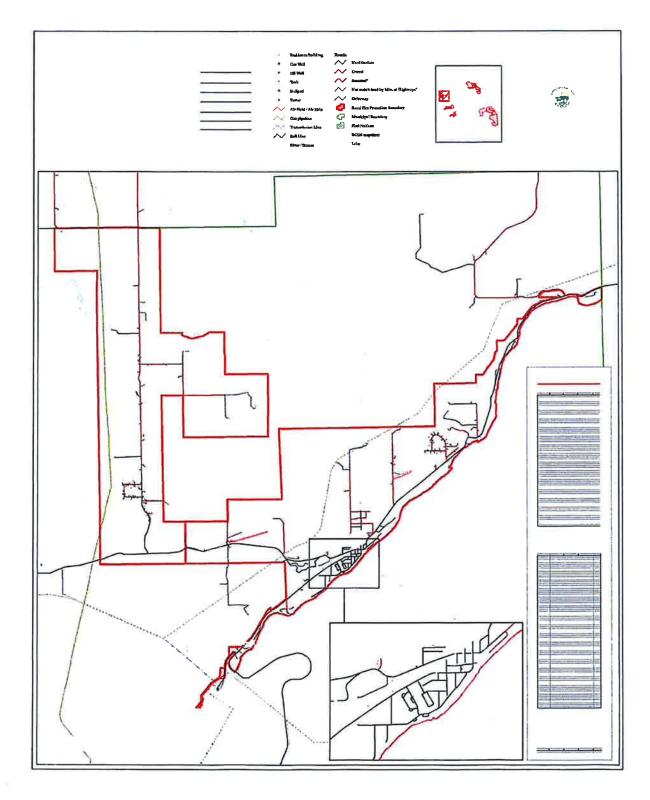
August 2020

Community Structure Protection Plan









Community Structure Protection Plan







INTRODUCTION

The goal of this plan is to provide response agencies with a strategic framework to use for the protection of improved properties or other values at risk in the event of a significant wildfire. This plan is separated into two parts; the first includes general information intended for use prior to an incident. The second is more specific information about each of the identified critical infrastructures. This plan recognizes the capability of the local fire department and the contributions that can be made by local, regional and provincial fire service resources.

The information contained in this plan was developed for use with wildfire operations however, an incident management team may find this a valuable tool in any disaster situation. Experience has proven that many homeowners will be reluctant to leave their home and belongings when an evacuation is ordered. Fire officials do not have the authority to force anyone to leave nor do they have the time to educate evacuees after an order is issued. Preplanning and education of the community prior to an incident is imperative for a successful operation. Local authorities and community leaders are encouraged to inform their residents on evacuation processes and procedures.

RESPONSE PRIORITY

This Response Structure Protection Triage Pre-Plan is subject to ongoing review and may be improved based on feedback following exercising and/or use at actual Wildland Urban Environment events in the upcoming wildfire season. Input from community officials is imperative for local knowledge and to help prioritize integral infrastructure, properties and areas for protection. The loss of commercial and industrial properties is associated with unemployment and economic impacts that can seriously affect the viability of communities, particularly those with smaller populations. Community members are forced to relocate to urban areas for school and employment.

Part I is general information intended for review and implementation during non-emergency periods by local communities and partners. Part II is a more detailed section intended to provide an incoming Structure Protection Team with accurate and valuable information to help reduce the time required to establish an evacuation plan and protect the structural assets within the identified area.

The Office of the Fire Commissioner (OFC) working with British Columbia Wildfire Service (BCWS) is committed to understanding the values and priorities of Communities.

Through a consultation process facilitated by the OFC/BCWS staff, the authority having jurisdiction (Municipality, Regional District, or First Nations Bands), have identified community priorities in their developed and natural environments. These priorities are included in this Structure Protection Pre-Plan Triage assessment.

The OFC/BCWS will determine strategies and allocate resources based on availability and the identified community priorities whenever possible. There will be a consultation process between OFC/BCWS and the Provincial Regional Operations Center and/or the Provincial Emergency Coordination Center.

August 2020

Community Structure Protection Plan







COMMUNITY OVERVIEW

Hudson's Hope is a small community with a population of 1,200 situated on Highway 29, 65km west of Chetwynd, and 88km south of Ft. St. John within the Peace River Regional District. The main townsite is 3km wide by 8km long located along the north bank of the Peace River. Most of the businesses located along the Beattie Drive portion of Highway 29. Community facilities and some residential areas are located between Beattie Drive and the Peace River, and more residential areas are located on the hills north of downtown area with rural communities of Beryl Prairie, Lynx Creek and Farrell Creek. The Peace River flows northeastward past the townsite. The forested foothills of the Rocky Mountains dominate the area south of the Peace River.



Most of the municipality is forested by aspen and poplar trees. Williston Lake, the largest man-made lake in North America, influences the local climate resulting in milder winters and a growing season of 135 days, the longest in northern BC.

Hudson's Hope is a resource-based economy dependent on BC Hydro, oil and gas, and timber. The largest employer is BC Hydro associated with the nearby W.A.C. Bennett Dam and Peace Canyon Dam.

Climate at Hudson's Hope is cold and temperate. The rainfall is significant, with precipitation even during the driest month. In a year, the rainfall is 500mm/19.7inches. The driest month is April, with 18mm/0.7inches. July is both the wettest and hottest month with average precipitation of 79mm/3.1inches, and average temperatures of 16.2C/61.2F.

August 2020

Community Structure Protection Plan







HUDSON'S HOPE WEATHER BY MONTH // WEATHER AVERAGES

	January	February	March	April	May	enut	July	August	September	October	November	December
Avg. Temperature (°C)	-12.6	-9,6	-3,3	4.3	10.1	14.2	16.2	15:1	10.2	5.3	-4.4	-10,9
Min. Temperature (°C)	-17	-14.8	-8.7	-1.9	3.5	7.8	10	8.7	4.5	0.4	-8.4	-14.9
Max. Temperature (°C)	-8.2	-4,4	2.1	10.6	18.8	20.7	22.4	21.6	16	10.2	-0,3	-6.9
Avg. Temperature (°F)	9.3	14.7	26.1	39.7	50.2	57.6	61.2	59.2	50.4	41.5	24.1	12.4
Min. Temperature (°F)	1.4	5.4	16.3	28.6	38.3	45.0	50,0	47.7	40,1	32.7	16.9	5.2
Max. Temperature (°F)	17.2	24,1	35.8	51.1	62.2	69.3	72.3	70.8	803	50.4	31.5	19.6
Precipitation / Rainfatt	32	27	29	18	49	70	79	59	49	25	28	35
(mm)												

The Critical Infrastructure has been identified by Zone. The majority of Critical Infrastructure is located in "Zone 3 Town Center" that is serviced with hydrants. Much of the Critical Infrastructure is "Standalone" having few tactical challenges and not likely to ignite during initial fire front contact.

FireSmarting should be on going around critical public infrastructure to increase its resilience to wildfire and to stand as an example to the public of proper FireSmarting methods.

WATER FILL SITES

Hudson's Hope Downtown and the Jamieson neighbourhood has hydrants that are gravity fed from 2 reservoirs totalling 600,000 US gal. The pumps used to fill reservoirs are backed up with a diesel generator. The remainder of the fire protection area utilizes tenders filling from a well/cistern at Beryl Prairie Fire Dept., Peace River, some seasonal sloughs, and Williston Lake.

Hudson's Hope has been organized into 6 zones that vary in topography, fuel types, road access, water access, construction types.

August 2020

Community Structure Protection Plan







WATER FILL SITES

Zone 1 Dunlevy

Williston Lake at Geddes Bay suitable for Type 1 Tender



Zone 2 Beryl Prairie

Fire Dept 3,000 gal in-ground tank which is refilled from a municipal well in approx. 15 - 20 min. Has a commercial water filling station that can top fill Tenders.



August 2020

Community Structure Protection Plan







Zone 3 Town Center

Hydrant area. Diesel generator back up. With head pressure for the 600,000 US Gal Reservoir. Water supply comes from the Peace River which is chlorinated and distributed through 15km of watermains with hydrants in downtown and the neighbourhood of Jamieson from a 600,000 gal reservoir. Type 2 Tender access at Peace River and a seasonal slough off of Powell Rd. that would need a portable pump. Clarke St. has a commercial water filling station supplied from 650,000gal reservoir that can top fill Tenders.





Zone 4 Lynx Creek

Type 2 Tender can get a one-time supply of 2,000gal at Reschke in-ground cistern (filled by Mun. Works water hauler), Type 1 can access Lynx Creek boat launch.





Reschke Tender fill site across street from 4615 Reschke Rd.

August 2020

Community Structure Protection Plan

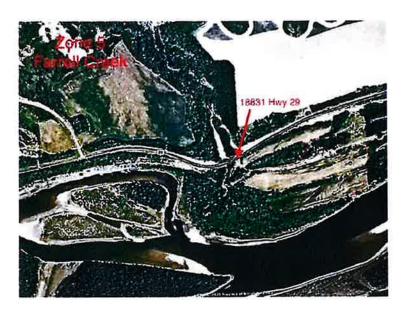






Zone 5 Farrell Creek

Need to confirm if Type 1
Tender can access Peace River from Ranch at 18831 Hwy 29 (0.8km) north of Farrell Creek Rd. Google Earth shows a number of sloughs along Farrell Creek Rd on ranch land used to irrigate crops. Would need to seek them out at the time of the event as possible water sources to protect the properties.



Zone 6 South of Peace RiverType 1 Tender access at Cameron
Lake campground



August 2020

Community Structure Protection Plan







RESPONDER SAFETY CHECK LIST

All responders will receive a pre-deployment safety briefing that includes:

> Current wildfire location, rank, and direction of travel and any changes expected during the

operational period;

- Current weather and any changes expected during the operational period;
- > Current and planned air operations;
- Current and planned fuel mitigation activities (backburns, land clearing)
- Check-in procedures and intervals;
- Other hazards in operational areas;
- > Safety zone locations;
- ➤ Medical unit location(s);
- Reporting structure, assignment, and radio call-sign;
- Assigned radio frequency(ies);
- > Contingency communications (cell phone, satellite phone numbers); and
- Expectations for personal protective equipment.



"Drought conditions, the build-up of hazardous fuels, and more homes in fire-prone landscapes are changing how we experience Wildfires in British Columbia."

August 2020

Community Structure Protection Plan







CONTACT LIST NAMES 24/7 PHONE NUMBERS

Name of Community: District of Hudson's Hope

Fire Station: Downtown Station 10306 Kyllo St.

Beryl Prairie Hall 4453 Beryl Prairie Road

Emergency Operations Center: Primary 9904 Dudley Drive

Alternate 4453 Beryl Prairie Road

Reception Center address: Community Hall 10310 Kyllo Street

BC Wildfire Zone Office: Dawson Creek

Fire Chief: Robert Norton (250) 783-0542

Deputy Fire Chief: Al Graham (250) 783-9242

John Vandenberg (250) 783-0713

Emergency Coordinator: Robert Norton (250) 783-0542

Public Works Coordinator: Mokles Rahman (778) 204-0303

Roads/ Drains: Mokles Rahman (778) 204-0303

Water/ Sewer: Mokles Rahman (778) 204-0303

BC Ambulance service: Station Chief: 250-783-5252

BC Hydro: 1-877-311-8611 Ask for Emergency Duty Coordinator

Telus: 1-888-310-2267

Cable: Emergency Line N/A

Gas company: Fortis 1(800) 663-9911

Medical Center: Hudson's' Hope Health Center (250) 783-9991

August 2020

Community Structure Protection Plan







DEFINITIONS

Anchor Point: A safe location, such as a river or road, that is a barrier to fire spread and from where crews should start building a fire break or line. Anchor points should prohibit fire from establishing itself on the other side of an unsuspecting crew.

<u>Community</u>: An area or place considered together with its inhabitants, whether or not the community represents an official jurisdiction.

<u>Drafting</u>: The use of suction to move water from a vessel or body of water below the intake of a suction pump

<u>Drafting Site</u>: An area with water source that is suitable for the access and positioning of firefighting equipment (portable pump, tankers, brush trucks, and/or engines) to engage in drafting. <u>Escape Routes</u>: Predetermined routes out of the hazard zone that leads back to the safety zone. Crews should always have two escape routes that are marked, walkable, clear of debris, and allow for expedient emergency egress.

<u>Fill Site:</u> A pressurized water source where fire apparatus can fill their tanks without drafting. Examples include hydrants, raised reservoirs, or pumps.

<u>Fire Smart:</u> A national program designed to reduce interface fire risk to communities. In BC, the program is administered by the Ministry of Forests, Lands and Natural Resource Operations Wildfire Management Branch.

<u>Fuel Management:</u> Generally associated with the reduction of surface and ladder fuels through mechanical removal, biological methods, or prescribed burns.

<u>Lookout</u>: Person who has the responsibility of watching fire behaviour and relating the situation to their supervisor. Should be located in an advantageous position for wildfire observation.

<u>Risk Management:</u> The continuous process of identifying, analyzing, and evaluating risks and resources; and weighing these factors against operational objectives. Risk management at WUI events must prioritize the life safety of first responders.

<u>Safety Zone:</u> An area devoid of combustibles and fuels, that provides a separation distance for firefighters and their apparatus that is four times the anticipated flame lengths.

<u>Situational Awareness</u>: The perception of environmental elements with respect to time and/or space, the comprehension of their meaning, and the projection of their status as variables (time, weather, resources, tactics, etc.) change.

<u>Structure Triage:</u> The process of inspecting and classifying structures according to their defensibility or non-defensibility based on numerous factors including the establishment of a safety zone, fire behavior, location, construction, and adjacent fuels.

<u>Value:</u> A generalized term used by responding emergency officials to identify structures (private and public) whether commercial, industrial, public infrastructure or residential.

August 2020

Community Structure Protection Plan







Community: Hudson's Hope

Fire Department Jurisdiction: District of Hudson's Hope, Fire Response area.

Estimated Population: 1,200 – summer 1,500

Latitude: 56°01′54″N Longitude: 121°54′20″W

Toporama Map: 93P NW

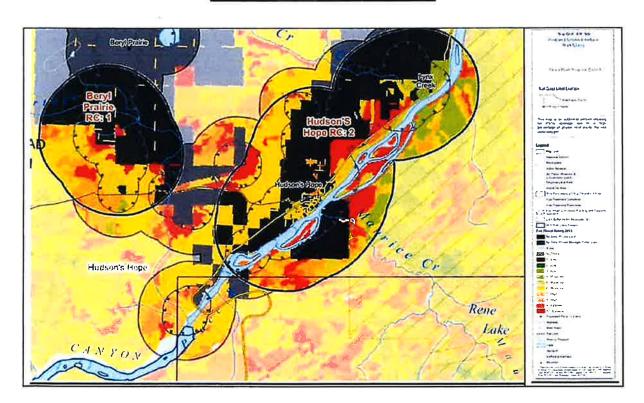
Estimated number of Private Dwellings: 415 households

Number of Apartments: 1 with 3 story Row House: 2 with 12 to 20 units

Land area in square kilometers: 927 sq. kms (358 sq mi). Fire response area 300 sq. kms

Date: Aug, 2020 Evaluator(s): Dalgarno

Wildfire Risk Assessment Map



With the Hudson's Hope Structure Defense Plan separated into 6 Zones; some zones such as Beryl Prairie would have scored quite a bit higher than the score from the blended zones in the Wildfire Hazard Rating. Beryl Prairie is identified as Risk Class 1 which is the highest wildfire risk.

Please be advised that the structure defense plan below is based on observations and are recommendations only. It is critical for the Structure Protection Specialist to develop his/her own structure protection plan as the fire dynamics might allow for different tactics.

August 2020

Community Structure Protection Plan







COMMUNITY DESIGN		Rating		
ACCESS				
Two or more primary roads in and out. One primary and one secondary access. One road in and out (entrance and exit are the same).	0 3 5	0		
BRIDGES (Please note construction type and GVW)				
No bridges or bridges with no weight and/or width restrictions. Low weight bridges restricting emergency vehicle access.	0 5	0		
PRIMARY ROAD WIDTH (main access/egress routes)				
At least 7m wide. Less than 7m wide.	0 4	0		
SECONDARY ROAD CHARACTERISTICS				
Majority of structures on primary access road. Majority of structures on secondary access roads with some primary road access. Majority of structures on secondary roads. Majority of structures located on secondary roads with some dead-end roads. Dead end road systems that limit emergency crews to remain in the area under certain fire conditions due to lack of egress.	0 1 2 4	4		
	5			
EVACUATION PLAN				
Updated plan in place, community is aware. Plan in place not implemented community unaware. No plan.	0 3 5	0		
FIRE DEPARTMENT				
Volunteer FD more then 25 members. Volunteer FD more then 20 less then 25. Volunteer FD less then 20.		3		
FIRE SMART				
Community has FireSmart certified representative and strategies are in place. Community has started a FireSmart program, strategies not in place. Community presently has no FireSmart initiatives.	0 3 5	0		
MUTUAL AID/AUTOMATIC AID				
Fire department has a mutual aid/auto aid agreement in place. Fire Department has no aid agreements.	0 5	0		
TOTAL COMMUNITY DESIGN RATING				
The overall rating is based on the community's ability to withstand fire front contact to critical infrastructure.		ting 7		

Community Structure Protection Plan







		7.5	
COMMUNITY CHALLENGES			
UTILITIES			
All utilities are underground. Some utilities are underground. No utilities are underground,	0 3 5	5	
ACCESS TO CRITICAL INFRASTRUCTURE (example: Pump house and reservoir)			
Access more than 4m wide with hammerhead tumaround and access for fire apparatus. Driveway less than 4m wide no tumaround has access for fire apparatus. No access for fire apparatus.	0 3 5	0	
No obstructions or overhead branches below 5m. Obstructions or overhead branches below 5m.	0 5	0	
No bridges or bridges with no weight and/or width restrictions. Low weight bridges restricting emergency vehicle access.	0 5	0	
Driveway slope less than 10%. Driveway slope greater than 10% present.	0 5	0	
No gate/non-locking gate. Locked gate/restricted access.	0 5	0	
Most Addresses clearly visible from road. Most Addresses not visible from road.	0 5	0	
DOMINANT TREES (take an average of what's around the community)			
Deciduous (Hardwoods). Mixed (Hardwoods and Conifers) 50/50. Conifers (Pine and/or Red cedar).			
HOME IGNITION ZONES (take an average of what's around the community)			
10% of structures are in the interface with very light conifer fuel loads. 10% of structures are in the Interface with moderate conifer fuel loads.	0 3	3	
70% of structures are in the intermix with moderate conifer fuel loads. 10% of structures are in the intermix with heavy conifer fuel loads and heavy brush.	3 5	3	
LADDER FUELS (take an average of what's around the community)			
No conifers or conifer branches pruned up at least 2.5m. Conifer branches close to ground.	0 5	0	
TYPE OF GROUND COVER (Majority or Type surrounding the community)	"		
Grass up to 15cm tall, pine needles, hardwood leaves. Tall grass, 15-30 cm. Grass more than 30cm tall. Shrubs with leaves. Shrubs with needles. Moderate to heavy slash.	3 5 8 8 10 15	8	

Community Structure Protection Plan







and total Protesting and Protesti	THE PERSON OF	OK ST
SLOPE OF COMMUNITY		
Much of the community is flat (0-5%) Most of the community is on a moderate slope (6-20%). Community is located on a steep slope not accessible to fire apparatus. (more than 20%).	0 2 4	0
FUEL STORAGE (includes propane tanks, fire wood, elevated tidy tanks)		
None. Located more than 10m from structure and has a proper fuel break established. Located 1.5-10m from structure and has a partial fuel break established. Located less than 1.5 m from structure no fuel break established.	0 1 3 5	1
CRITICAL INFRASTRUCTURE RESPONSE PLAN (wildfire mitigative tactics)		
Community has a critical infrastructure response plan in place. Community has no critical infrastructure response plan in place.	0	0
FIRE DEPARTMENT TRAINING		
FD members trained to Playbook Exterior + S-100-S185 or WSPP-115 & WFF 1. FD members trained to Playbook Exterior with some wildfire knowledge. FD members trained to Playbook Exterior. FD members not trained to Playbook no wildfire knowledge.	0 1 3 5	0
FIRE DEPARTMENT ENGINE/TENDER		
Fire Department has minimum 1 engine and 1 tender with wildland equipment. Fire Department has minimum 1 engine and 1 tender. Fire Department has no tender and no wildland equipment.	0 3 5	0
FIRE CONTROL WATER SUPPLY		
Pressurized hydrants with minimum 1800 lpm spaced less than 300m apart. Pressurized hydrants with less than 1800 lpm or more than 300m apart. Hydrants fed by a generating system (requires power). Dry hydrant/standpipe available. River/Creeks/Cistems that are accessible for drafting. No water sources.	0 2 3 5 7 15	0
HELICOPTER DIP SITES (min 1.5 m water depth year-round 45' obstruction clear)		
Under 2-minute turnaround (< 1 kilometer). Within 4-minute turnaround (1-3 Kilometers). Within 6-minute turnaround (3-6 Kilometers). Beyond 6-minute turnaround (greater then 6 k) or unavailable.	0 2 3 5	2
COMMUNITY MAPS		
There are updated maps available. There are no maps available.	0 5	0
TOTAL COMMUNITY CHALLENGES		27

Community Structure Protection Plan







CALCULATING YOUR WILDFIRE HAZARD RATING

COMMUNITY DESIGN RATING	COMMUNITY CHALLENGES RATING	TOTAL
7	27	34

Low Fire Risk:

Overall Wildfire Hazard Rating = 0-25 points

The chances of your community's critical infrastructure surviving a wildfire are GOOD. Little is needed to improve your situation. Keep up

the good work!

Moderate Fire Risk:

Overall Wildfire Hazard Rating = 26-59 points

The chances of your community's critical infrastructure surviving wildfire are FAIR. Some minor improvements will make the identified structures more fire resistant. Check the categories on the form where

you scored poorly.

High Fire Risk:

Overall Wildfire Hazard Rating = 60-119 points

The chances of your community's critical infrastructure surviving a

wildfire are NOT GOOD.

Improvements in structure and site hazards are necessary.

Extreme Fire Risk:

Overall Wildfire Hazard Rating = 120 or more points

Your community's critical infrastructure MAY NOT SURVIVE if a wildfire passes through the area. Take a serious look at your

community and make improvements. If you don't, you could be facing disaster. You'll find that even small changes could make the difference

between losing or saving your home.

NOTES FROM ASSESSMENT SCORES:

Mutual Aid agreements with Chetwynd, Charlie Lake, and Moberly.

Resources (7E x 1 = 1 Type 7 Engine)

Hudson's Hope	Chetwynd	Charlie Lake	Moberly Lake
1E x 2	1E x 1	1E x 1	1E x 1
6E x 1	Or	Or	Or
7E x 1	2T x 1	2T x 1	2T x 1
2T x 1	And	And	
Type 2 SPU x 1	6E x 1	6E x 1	

August 2020

Community Structure Protection Plan







The District of Hudson's Hope has a "Wildfire Structure Defense Operational Plan" that has been recently updated as of 07 July 2020. One of the primary threats identified by the hazard, risk and vulnerability assessment conducted as part of the District of Hudson's Hope Emergency Plan was that of wildfire. The scope of the plan is to guide actions during the first operational periods when resources would typically be supplied locally from mutual aid partners and District resources.

Hudson's Hope has infrastructure in place to facilitate BC Wildfire with an Aerodrome, 6km west of town that has a 1,585 m (5,200 ft) long paved runway that handles private and chartered flights.



The Arena (Arena Rd.) and the Rodeo grounds (Taylor and Carter St.) provide space and facilities for safety zone or staging or a forestry camp.

Hudson's Hope has completed 3 forest fuel management projects valued at \$1.5M next to the intermix neighborhoods.

Beryl Prairie – thinned Black Spruce and removed the ladder fuels. Lynx Creek – Thinned crown density and removed the ladder fuels Jamieson - Removed bug kill pine and removed the ladder fuels

RECOMMENDATIONS

Due to the number of residents built into the intermix with a lack of water to run sprinkler protection it would be beneficial to have a supply of 8,000ft of 2½ inch fire hose, single jacket 100 ft lengths. Possible partnership with other mutual aid Fire Dept's would support strategies and tactics for the Hudson's Hope Structure Defense Plan. Include 40 - 2½" to 1½" Water Thieves that each have 1½ shut off valves so the system can be zoned. Use a Vanguard 26hp with B2X pump head from a bladder farm to a 2½ closed loop system to protect the structures on Beryl Prairie (Tompkins/Coulson/Beryl Rds.) and Lynx (Lesage/Reschke Rds.). The benefits of using 2½" hose is reduced friction loss, fewer MK3 pumps and Bladders. 2 B2X pump heads with 6-2,500gal bladders, 8,000ft of 2½, and 40-2½ Water Thieves would replace potentially the need for 20 Mk3 pumps with 20-2,500gal bladders and would provide a continuous water flow when supported by Tenders. It will significantly reduce the need for bladders and pumps for sprinkler protection

August 2020

Community Structure Protection Plan







and optimize the use of tenders. It will allow for a longer sustained water source by operating the pump from a location that has a good escape route to a safety zone. By placing the bladders in one location and waiting to fill them after residents have evacuated, allows for the equipment to be deployed and ready for use without the risk of tempting children to play in the water filled bladders.

Have new fire dept. members from Hudson's Hope, Moberly Lake, Charlie Lake, and Chetwynd trained together in the 2-day WSPP-115 course along with persons that have expressed an interest in being a Team Lead for a Structural Protection Crew. Practice with the Hudson's Hope Type 2 SPU running scenarios with the mutual aid partners that involving triage, sprinkler deployment, bladders, tenders, and pumps. Great way to validate com's, shared mapping, and clarity of role before an actual event.

All mutual aid partners should have IPad's with FormConnect Pro running BCWS Triage forms to collect info for preplans and be ready to operate the system during an actual event.

The need for this plan was identified by the Fire Chiefs Association of BC, the Office of the Fire Commissioner and the BC Wildfire Service because of the challenge of protecting urban and rural development that continues to expand into the wildland environment with minimal consideration for the potential of a wildfire event.

SAFETY ZONES

There are several options for Safety Zones.

Zone 1 Dunlevy Safety Zone at Geddes Bay access on Williston Lake. Will hold one

task force.



August 2020

Community Structure Protection Plan







Zone 2 Beryl Prairie

Safety Zone at intersection of Canyon Drive and Beryl Prairie Rd. Will hold multiple task forces



Zone 3
Town Center
Safety Zone at the
Arena parking lot off of
Arena Rd. Will hold
multiple task forces.



August 2020

Community Structure Protection Plan







Zone 4
Lynx Creek
Safety Zone at
the River
Access parking
lot. Will hold
one task force.



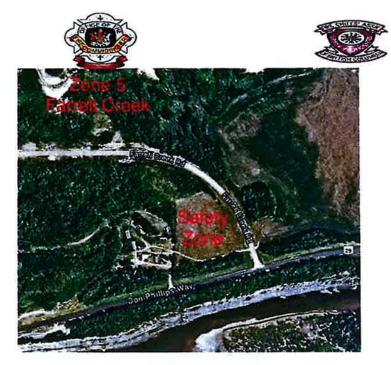
August 2020

Community Structure Protection Plan



Zone 5 Farrell Creek

Safety Zone at the intersection of Hwy 29 and Farrell Creek Rd. Will hold multiple task forces.



Zone 6
South of Peace River
Safety Zone at Cameron Lake campground. Will hold one

task force.



August 2020

Community Structure Protection Plan







STRUCTURE TRIAGE CATAGORIES

Structures identified in this report were deemed to be priorities in the community's resilience to continue servicing local residents in the aftermath of a wildfire event, or they were identified as" historically/culturally significant" in the identity of the community or area. The categories listed below provide a baseline in determining if the structure(s) are Defensible or Non-Defensible. Certain initiatives could change a structure from Non-Defensible to Defensible i.e. FireSmart

1. Defensible - Prep and Hold

- Determining factor: Safety Zone present with water supply.
- Size up: Structure has some tactical challenges.
- Tactics: Firefighters needed onsite to implement structure protection tactics during fire front contact.

2. Defensible - Standalone

- Determining factor: Safety Zone present.
- Size up: Structure has very few tactical challenges.
- Tactics: Firefighters may not need to be directly assigned to protect structure as it is not likely to ignite during initial fire front contact. However, no structure in the path of a wildfire is completely without need of protection. Patrol following the passage of the fire front will be needed to protect the structure.

3. Non-Defensible - Prep and Go

- Determining Factor: NO Safety Zone present.
- Size up: Structure has some tactical challenges.
- Tactics: Firefighters not able to commit to stay and protect structure. If time allows, rapid mitigation measures may be performed. Set trigger points for safe retreat. Remember, pre-incident preparation is the responsibility of the homeowner. Patrol following the passage of the fire front will be needed to protect the structure.

4. Non-Defensible – Rescue Drive-by

- Determining factor: NO Safety Zone present.
- Size up: Structure has significant tactical challenges.
- Tactics: Firefighters not able to commit to stay and protect structure. If time allows, ensure people are not present in the threatened structure (especially children, elderly, and invalid). Set trigger point for safe retreat. Patrol following the passage of the fire front will be needed to protect the structure.

August 2020

Community Structure Protection Plan







STRUCTURE DEFENSE PLAN

When a community or fire protection area is overwhelmed in its ability to defend itself from wildfire, a request for additional firefighting resources may be submitted to the Province via the Office of the Fire Commissioner under an EMBC incident task number or through BCWS under a wildfire incident number. The management of the Provincial resources are detailed in the Inter-Agency Agreement between the Office of the Fire Commissioner, Fire Chiefs Association of BC and BCWS.

The Structure Defense Plan (SDP) that follows was created by a Structure Protection Specialist for this community. The SDP is a foundation of planning for what Fire Defense resources may be required during a wildfire event. During an actual event the plan will be reviewed with the BCWS Incident Command Team and local authorities to determine what will be requested through the OFC. A general guideline for the number and types of fire apparatus required for an SDP is as follows:

- (1) Type 3 Engine per home within the intermix
- (1) Type 1 Engine per 2-3 homes within the interface when hydrants are present and working
- (1) Type 1 Tender to support 3 water bladders or 2 Engines
- (1) Type 2 Tender to support 2 Engines in areas without hydrants
- Type 4-6 Engines (Bush Truck) as required to support tactical patrols in the Incident Action
 Plan

With due respect to the general guidelines above, there are several other factors that must be considered when drafting an SDP for an area under threat of wildfire. These factors will vary as much as the communities that require defending. These factors may include but not limited to the following:

- Expected fire behavior and weather forecast.
- Type, volume, distribution, and proximity of natural fuels surrounding the improved areas and local infrastructure.
- Availability of outside resources.
- Access and egress in and around properties in the interface and intermix areas.
- Volume and distribution of properties and improved values in the area.
- Water Sources.
- Availability of Safe Zones.
- Time required to deploy provincial resources.

August 2020

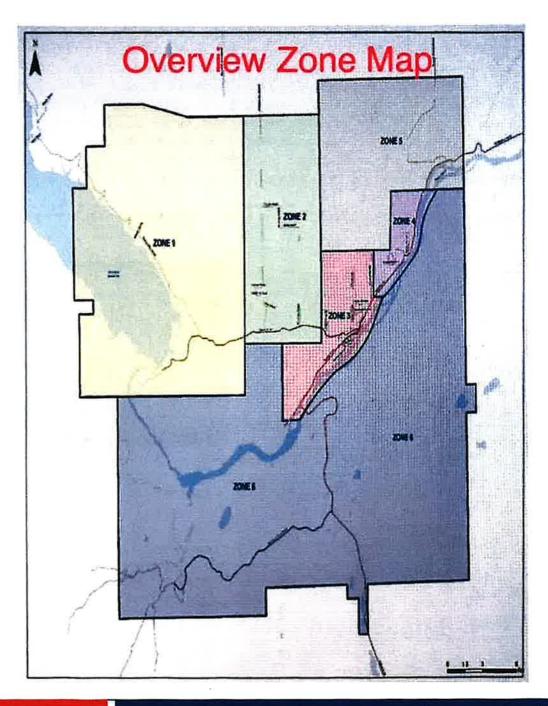
Community Structure Protection Plan







The Structural Defense Plan for Hudson's Hope has been divided into 6 Zones with a Wildfire Structure Defense Operational Plan most recently updated on 7 July 2020. A site meeting with Chief Norton, followed by a site recognisance provided the basis for the report



August 2020

Community Structure Protection Plan

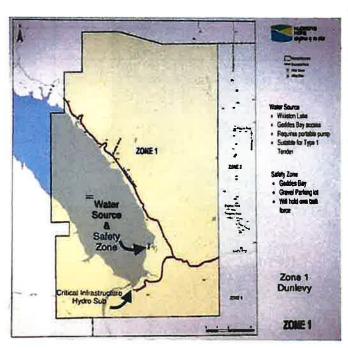






Zone 1 Dunlevy has approx. 20 large lot residential properties in the Fire protection area and another 20 beyond the municipal response area that are located in the Intermix along Williston Lake. The fuel continuity and type in this area could support aggressive fire behaviour. The majority of properties are on a bench land above the lake which will require bladders for sprinkler protection. The area has no hydrants. 12 Mile Rd. is 20km long and dead ends. Individual access to properties makes the area ideally suited to Prep & Go using Structural Protection Unit equipment with Structural Protection Crews deploying the equipment prior to embers threatening the homes. The BC Hydro substation at WAC Bennett Dam is identified as Critical Infrastructure. Any protective measures would be done under the direct supervision of BC Hydro. A high priority should be placed on homeowners taking the steps to fire smart their property from spacing the trees and clearing ladder fuels, to maintaining a min 1.5m fuel free zone around the buildings. Prior to evac order distribute Fire Smart material for occupants to focus on Zone 1a prior to SPC deploying equipment. There are minimal safety zones in this area. The radial road creates a safety hazard for wildland fire fighting and the use of 2,500 gal bladders provides a limited water supply for sprinkler defense with a high risk of protection system running out of water prior to the fire front arrival.

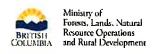
Fire Front Following will be critical to prevent creeping ground fires from burning down structures after the fire front has passed.





August 2020

Community Structure Protection Plan





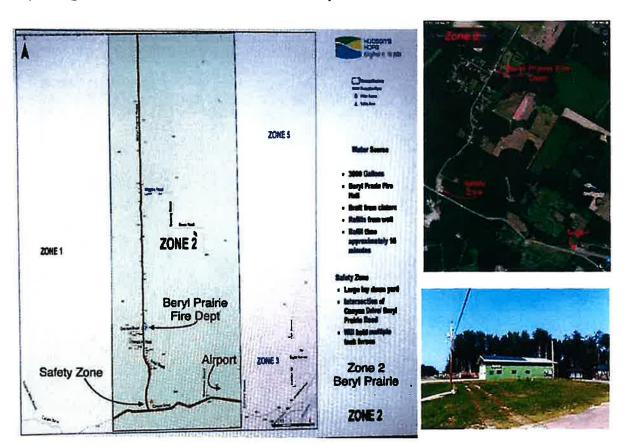


Zone 2 Beryl Prairie has approx. 60 properties in the Intermix with large acreage lot neighborhood near the FD, and cattle and bison ranches, and oil/gas wells. The area has no hydrants. Fire Dept. has a 3,000gal in-ground tank which refills from a municipal well in approx. 20min. Driveways are heavily treed, long and narrow and would present challenges to Type 1 Engines and Tenders. SDP should focus on Prep & Go. Beryl Prairie has a Risk Class 1 (greatest risk of wildfire).

A high priority should be placed on homeowners taking the steps to fire smart their property from spacing the trees and clearing ladder fuels, to maintaining a min 1.5m fuel free zone around the buildings. Prior to evac order distribute Fire Smart material for occupants to focus on Zone 1a prior to SPC deploying equipment. The long radial roads create a safety hazard for wildland fire fighting and use of 2,500 gal bladders is a limited supply that could last less than 30 min resulting in the sprinkler defense system stopping before the fire arrives.

Fire Front Following will be critical to prevent creeping ground fires from burning down structures after the fire front has passed. A large safety Zone could provide the opportunity for the Fire Dept Eng and Tender crews to be standing by at the ready when the fire front passes.

With 8,000ft of $2\frac{1}{2}$ and 2-B2X pump head could be set up from Beryl Prairie FD to protect primary structures on Tompkins and Coulson Rd. It would need to be supported by 2 x Type 1 Tenders depending on the turnaround time and tied directly to the cistern water source.



August 2020

Community Structure Protection Plan







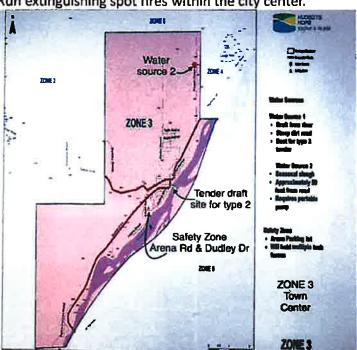


Typical of the forest fuels in the Beryl Prairie area.



Airport with a paved runway

Zone 3 Town Center — has approximately 250 properties with hydrant protection. SPS to consider the Wildland Urban Response Unit for fast deployment to protect buildings adjacent to the Interface. Use Type 1 and 2 Engines to Prep and Defend. Use Type 2 and 3 Eng to Bump and Run extinguishing spot fires within the city center.





August 2020

Community Structure Protection Plan







Downtown core contains the majority of Critical Infrastructure within Zone 3 and many of them are "Stand Alone" requiring minimal effort to protect them from blowing fire brands. The area is predominately an interface that comes with its own risks of structure to structure ignition. Most of the properties in town appear to be maintained with green mowed lawns and free of fuels in close proximity to the structures. A few structures including the Museum have cedar shake roofs which will make for challenges to protect from blowing fire brands. Road access is good to most structures for deployment of Type 1 Engines and Tenders. Sprinkler protection on the perimeter supported by Anchor & Hold if sufficient apparatus is available or Bump and Run if less apparatus is available. Adequate water supply and Safety zone provides the Fire Dept. the ability to use Tactical Patrol for mopping up around structures and putting out creeping ground fires after the fire front passage.

Jamieson area has hydrants but more of an intermix. Deployment of WASP gutter mount sprinklers attached to house hose bib would permit for a rapid sprinkler deployment.



August 2020

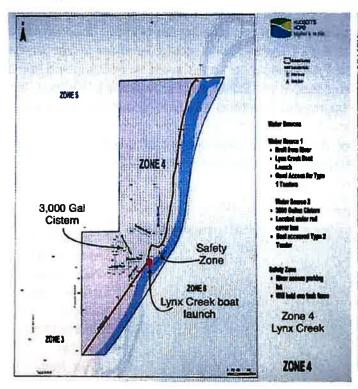
Community Structure Protection Plan

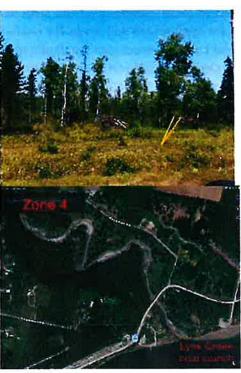






Zone 4 Lynx Creek has approximately 40 properties comprised of large un-serviced lots which are set in an intermix. Fuel free treatments have been conducted to the south and west of the area.







August 2020

Community Structure Protection Plan

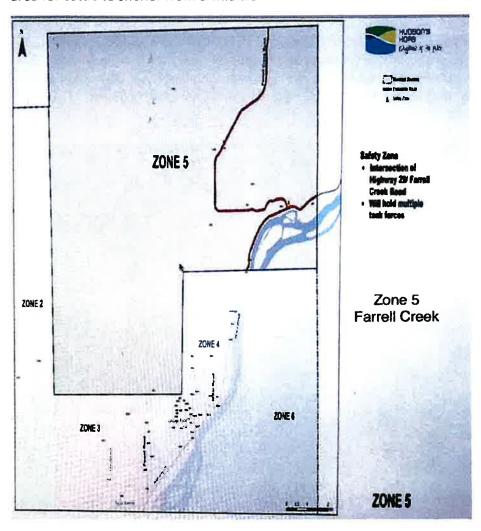






Zone 5 Farrell Creek has approximately 12 large commercial agriculture properties producing beef located in the intermix. Access to properties in the area are characterized by long, narrow, and rough driveways that are better suited to Type 2 Engines and Tenders. The large agricultural areas may have ample safety zones but because of a lack of water should only be treated as Prep & Go.

Consider evacuating the livestock or setting up pumps and sprinklers from sloughs to create an area for cattle to shelter from a wildfire.



August 2020

Community Structure Protection Plan







Zone 6 South Peace River — has approximately 8 buildings in the intermix at Cameron Lake Outdoor Education Center and is an important property to protect for teaching school students. Consist of bunk house cabins and a building for teaching and food prep. The site has good access to water and large enough safety zone for a Taskforce.

Prep & Go deploying the Hudson's Hope Type 2 SPU equipment in combination with wildfire protective measures using fuel free guards, retardant and burn off prior to the arrival of blowing fire brands.

Work with the property reps at the Education Center to provide a long-term vision to space trees and remove ladder fuels. Fuel free around all buildings a minimum of 1.5m and once completed work out to 10m. Close off around the base of the buildings to stop embers from blowing into voids that contain fine fuel. Shorter term vision to seal up openings including woodpecker holes. Prior to evacuation remove all flammable material such as welcome mats and cloth patio cushions, close up all windows and doors. Goal is to prevent blowing embers from igniting material within 1.5m of the buildings.





August 2020

Community Structure Protection Plan

THE DISTRICT OF HUDSON'S HOPE

REPORT TO:

Mayor and Council

FROM:

Jeanette McDougall, Corporate Officer

DATE:

October 26, 2020

SUBJECT:

PROPERTY TAX AMENDMENT BYLAW 919, 2020

RECOMMENDATION

THAT Council adopt the District of Hudson's Hope Property Tax Amendment Bylaw 919, 2020.

PURPOSE

To amend the District of Hudson's Hope Property Tax Bylaw 908, 2019 to bring the term of the exempt taxation years into compliance with section 224(4)(a) of the *Community Charter*, which specifies a maximum term of 10 years, and to add three properties that meet the criteria under the *Community Charter*, Permissive Exemptions, section 224(2)(a)(h).

INFORMATION

Council approved the first three (3) readings of the proposed District of Hudson's Hope Property Tax Amendment Bylaw 919, 2020 during the Council meeting held October 13, 2020 and is now before Council for adoption.

Hudson's Hope Bible Fellowship Baptist Church / Society (Church)

Council also requested clarification of the number of properties owned by the Hudson's Hope Bible Fellowship Baptist Church / Society (Church) and their respective locations; there are four (4) properties owned by the Church, three of which are currently exempt from property taxes (map attached). The proposed bylaw amendment incudes the 4th Church property, located at 9704 Beattie Drive, as this property qualifies under the *Community Charter*, section 224(2)(a): Charitable, Philanthropic or Other Not for Profit Corporation.

Advertising

Advertising was carried out pursuant to the *Community Charter*, section 227 Notice of Permissive Tax Exemptions as follows: Alaska Highway News - October 1st & 8th, 2020, District website, Bulletin Boards & PSA.

OPTIONS

Council may decide to not adopt the proposed District of Hudson's Hope Property Tax Amendment Bylaw 919, 2020, ie to not exempt from property taxes, as this proposed bylaw falls under the *Community Charter*, Division 7, Permissive Tax Exemptions.

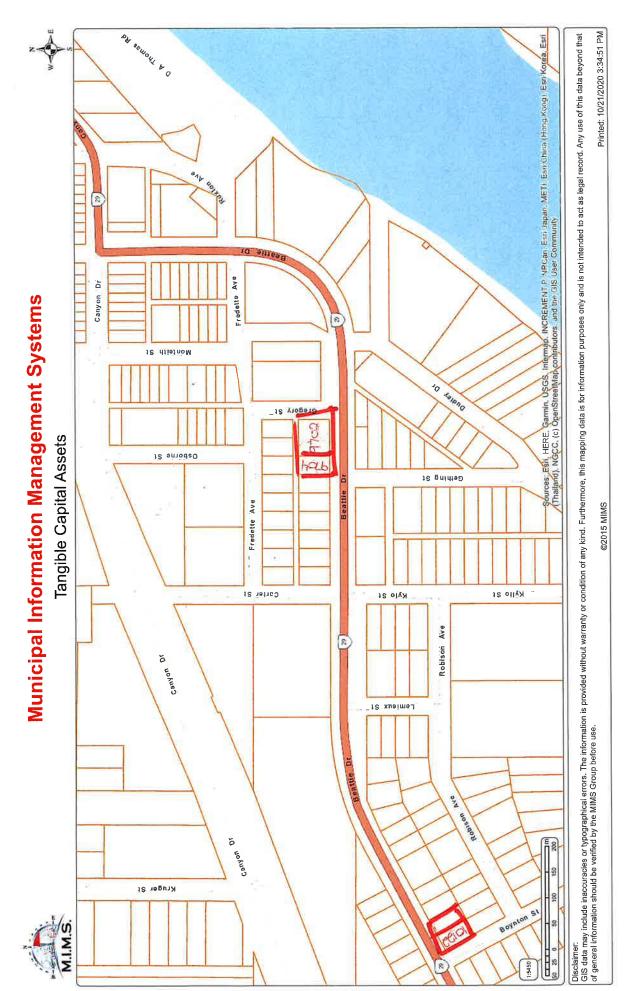
Attachments

- > Map indicating the number and location of properties owned by the Hudson's Hope Bible Fellowship Church / Society
- > Advertisement Alaska Highway News, October 8, 2020
- Proposed Property Tax Amendment Bylaw No. 919, 2020
- Report to Council re Proposed Property Tax Amendment Bylaw No. 919, 2020 dated October 13, 2020 (for reference)

ADMINISTRATOR'S COMMENTS:

Chris Cvik, Chief Administrative Officer

Veanette McDougall, Corporate Officer



ALZ INCHS | THORSOM, OCTOBER 0, 2020



Fort St. John Hospital Foundation Baby Bouquet Wall





Notice of Proposed Property Tax Exemptions

NOTICE is given in accordance with section 227 of the Community Charter that Council for the District of Hudson's Hope is considering a Property Tax Amendment Bylaw No. 919, 2020 which, if adopled, will provide certain properties with an exemption from taxes for the next 9 calendar years (2021 to and including 2029). The table below lists the properties under consideration and an estimate of the municipal taxes that will be exempted for 2021 and the next two years:

Description of	Proposed	Estimated Municipal Taxes					
Properties	Exemption	2021	2022	2023			
Friends of Hudson's Hope Society PID: 007-268-319	Land & Improvements	\$2,838 85	\$2,836 85	\$2,838 85			
Hudson's Hope HealthCare & Housing Society (Silver Willow) PID: 005-286-255	Land & Improvements	s1,608.72 S		\$1,608.72			
Hudson's Hope Bible Fellowship Baptist Church PID: 013-665-227		\$566 49	\$566 49	\$566.49			

A copy of proposed Property Tax Amendment Bylaw No. 919, 2020 may be obtained between the hours of 8.30 a.m. to 4.30 p.m., Monday through Friday, excepting statutory holidays, at the Municipal Office of the District of Hudson's Hope located at 9904 Dudley Drive, Hudson's Hope, B.C.

Jeanette McDougall, Corporate Officer clerk@hudsonshope.ca

Financial literacy resources

Inoticed that there is a bit of a theme that has been running through the articles I have been writing recently. I did not strategically plan this, but at the same time, I am not surprised to see it, It's something that I comment on often: the value of professional financial advice.

advice.
To be clear, my perspective on the value of professional financial advice is unwavering. But, for whatever reason, sometimes people are looking for other options. And there is nothing intrinsically wrong with that. If we were all the same then Ben and Jerry's wouldn't need to offer 60 flavours of ice cream.

Obviously, there is no shortage of financial information and opinions out there. Less obvious is which of the myriad of sources can you take seriously.

I remember an incident where I

I remember an incident where I stumbled across a social media post from a second-degree connection. This person was asking her Twitter friends if she should take her money out of her RRSP to go travelling, now that she was unemployed and had some free time.

Why do people think it's a good idea to get their financial advice from their friends on Twitter? I am not referring to her actual decision - I don't have sufficient information to know if she should take the money out of her RRSP or not - but rather to her decision-making process.

decision-making process,
If she had talked to a professional
financial planner the conversation
should have included things like
tax consequences of an RRSP with
drawal, and how she was fixed to
cover her living expenses, what her
Great Goals in life are, and where is
her income going to come from in
retirement if she spends her RRSP
today.

But she went another way, and

But she went another way, and she asked her equally uninformed friends. And the advice she was getting was factually incorrect. Sometimes people will hear a story like this and say, "Yeah, but what if..." But, to be clear there is no other version of this particular story. She asked people who did not have any more expertise than she did, and she got a lot of wrong answers in response.

I am most definitely not saying that all people should rush out and make their own important financial decisions without professional guidance. Just as not all people should BRAD **Brain**



try to fall dangerous trees, or ski the black diamond run, or cut their own hair. If you don't know what you are doing, you might not get the result you are hooing for.

you are hoping for.
Having said all that, Ben and
Jerry's does have 60 flavours. So for
the people who do have the time
and interest and temperament to do
some of their own homework, here
are some resources to check out.

The Government of Canada has an abundance of information on a wide range of personal financial topics, Some people might be surprised that I list the government as the first suggested resource, and there is no question that sometimes it can be hard to get the information you are looking for from government resources, but that's not the case here. They did a really good job on this. You can explore topics like man-

You can explore topics like managing your money, retirement planning, education planning, taxes, financial literacy, and lots more, complete with various calculators to help you make informed decisions, and it is laid out in a way that is easy to understand, It's really good. Check it out at:

anada.ca/en/services/finance.html. If you are looking for information

It you are looking for informatio that is more specific to investing, check out the Ontario Securities Commission website: getsmarteraboutmoney.ca.

If you could take everything you see and hear about money at face value then I would be writing on some other topic right now. Unfortunately, you can't. Check out the BC Securities Commission website at investright.org for more information on frauds and scams.

Financial literacy is important for everyone. You don't need to resort to asking your Twitter firends. There is no shortage of useful, easy to understand, accurate information out there, if you look in the right places.

Brad Brain, CFP, R.F.P., CIM, TEP is a Certified Financial Planner in Fort St John, BC. This material is prepared for general circulation and may not reflect your individual financial circumstances. Brad can be reached at www.bradbrainfinancial.com.



LT Connell winds up a throw for disc golf at Toboggan Hill, Oct, 2, 2020

CITY OF FORT ST. JOHN NOTICES AND PUBLIC INFO

PERMISSIVE TAX EXEMPTION NOTIFICATION

In accordance with Section 227 of the Community Charter, notice is hereby given that the following properties including improvements will be receiving 100% permissive tax exemption status for 2021, 2022 and 2023 taxation years:

Class	Roll#	Owner	Civic Address	Total Assessment	2021 Estimated Permissive Tax Exemptions	2022 Estimated Permissive Tax Exemptions	2023 Estimated Permissive Tax Exemptions
6	6539.000	City of Fort St. John (North Peace Cultural Society Management Agreement expires 2025)	10015 - 100 Avenue	4,377,000	80,334.14	80,334:14	80,334-14
6	556,000	City of Fort St. John (North Peace Cultural Society Management Agreement expires 2025)	10015 - 99 Avenue	155,000	2,844 82	2,844 82	2,844.82
6	8650,000	City of Fort St. John (Fort St. John Curling Club Management Agreement expires in 2025)	9504 - 96 Street	1,720,000	31,568.36	31,568 36	31,568.36

Copies of the proposed Tax Exemption Bylaws may be inspected at City Hall, 10631 - 100 Street, Fort St. John, BC between the hours of 8:30 a.m. and 4:30 p.m. from September 28 to October 13, 2020. Inquiries may be directed to Janet Prestley, Director of Legislative and Administrative Services or Shirley Collington, Director of Finance by telephoning (250) 787-8150 on or before October 13, 2020.



www.fortstjohn.ca



DISTRICT OF HUDSON'S HOPE

BYLAW NO. 919, 2020 A Bylaw to Amend the Property Tax Exemption Bylaw No. 908, 2019

A bylaw to exempt certain properties from taxation.

WHEREAS in any year, the Council may by bylaw, exempt land or improvements, or both, referred to insection 224 of the *Community Charter* (the "Charter"), from taxation under section 197 (I)(a) of the Charter for a maximum of 10 calendar years;

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

1. Citation

This Bylaw may be cited as "Property Tax Exemption Amendment Bylaw No. 919, 2020".

2. Term of Taxation Years

Pursuant to Division 7 – Permissive Exemptions, section 224(4)(a) of the Charter that the tax exemption term specified in Bylaw 908, 2019 is hereby amended to reflect the maximum allowable term of 10 years to 2020 – 2029.

3. Property Tax Exemptions

The "Property Tax Bylaw No. 908, 2019" is hereby amended by adding the following properties in accordance with section 224(2) of the Charter, which specifies that the whole of the taxable assessed value of the land and improvements of the following real properties shall be exempt from taxation under section 197 (I)(a) of the Charter for the calendar years 2021 to and including 2029:

- 3.1 Lot 16, Plan PGP 30869, Part 1 NE, Section 13, Township 81, Range 26, Meridian Land District 44, Parcel Identifier: 005-286-255; BCAA Folio 04425.000), used as a seniors supportive living facility and commonly referred to as the Hudson's Hope Health Care and Housing Society, dba Silver Willow.
- 3.2 Lot A, Plan PGP 26122, Part 1, NW Section 18, Township 81, Range 25, Meridian Land District 44, Formerly PT of L5 PL4115, also part of L4 BLK 3 Inc within Lot A, Parcel Identifier: 007-268-319, BCAA Folio 00635.000, used as a thrift store and public laundromat and commonly referred to as the Friends of Hudson's Hope Society.

parking and youth group events by the Hudson's Hope Bible Fellowship Church.

Read for a First Time on the 13th day of October, 2020.
Read for a Second Time on the 13th day of October, 2020.
Read for a Third Time on the 13th day of October, 2020.

Adopted on the 26th day of October, 2020.

Mayor Dave Heiberg

Jeanette McDougall, Corporate Officer

Certified a true copy of Bylaw No. 919, 2020

this _____ day of _______, 2020

Lot 12, Block 1 Plan PGP4115 Section 18 Township 81, Range 25,

Meridian Land District 44; Parcel Identifier Number: 013-665-227, BCAA Folio 00571.000, owned and used for storage, snow removal storage,

3.3

Corporate Officer

THE DISTRICT OF HUDSON'S HOPE

REPORT TO:

Mayor and Council

FROM:

Jeanette McDougall, Corporate Officer

DATE:

October 13, 2020

SUBJECT:

PROPERTY TAX AMENDMENT BYLAW 919, 2020

RECOMMENDATION

THAT Council approve the first three readings of the District of Hudson's Hope Property Tax Amendment Bylaw 919, 2020.

PURPOSE

To amend the District of Hudson's Hope Property Tax Bylaw 908, 2019 to bring the term of the exempt taxation years into compliance with section 224(4)(a) of the *Community Charter*, which specifies a maximum term of 10 years, and to add three properties that meet the criteria under the *Community Charter*, Permissive Exemptions, section 224(2)(a)(h).

INFORMATION

Term – Taxation Years

The District of Hudson's Hope Property Tax Exemption Bylaw 908, 2019 indicates a term of 11 years, from 2020 – 2030; this term exceeds the maximum allowable term of ten years as per section 224(4)(a) of the *Community Charter*. The proposed Property Tax Exemption Amendment Bylaw 919, 2020 will reflect a term of 2020 – 2029 (10 years) for properties exempted under Bylaw 908, 2019. If Council approves the bylaw amendment for the addition of the three new properties, then the term for these properties will be from 2021 – 2029 (9 year term) to ensure a consistent expiry date of 2029 for all tax exempt properties.

Addition of Tax Exempt Properties

The District received three applications for property tax exemptions as follows:

- Community Charter, section 224(2)(a): Charitable, Philanthropic or Other Not for Profit Corporation:
 - > The Friends of Hudson's Hope Society

➤ The Hudson's Hope Bible Fellowship Church

Note: The Community Charter provides for a statutory tax exemption for properties that are Places of Worship, however this property falls under section 224(2) of the Community Charter, Permissive Exemptions, as it is used by the Church for non-profit activities that support the Church's function.

- Community Charter, section 224(2)(h): Seniors' Homes
 - > The Hudson's Hope Health Care and Housing Society, dba Silver Willow

Advertising

Advertising was carried out pursuant to the *Community Charter*, section 227 Notice of Permissive Tax Exemptions as follows: Alaska Highway News - October 1st & 8th, 2020, District website, Bulletin Boards & PSA.

BC Assessment

If Council approves the first three readings of the proposed Property Tax Exemption Amendment Bylaw 919, 2020, then the Bylaw will be brought forward for adoption during the Regular Council Meeting being held October 26, 2020, and submitted to BC Assessment the following day as the deadline for local governments to adopt property tax exemption bylaws is October 31, 2020 as per *Community Charter* section 224(4)(c).

Attachments

- Community Charter Sections 224(1),(2)(a)(h) & (4); Section 227(1),(2)
- > Property Tax Exemption Applications
- > Advertising Alaska Highway News
- > Property Tax Bylaw No. 908, 2019
- Proposed Property Tax Amendment Bylaw No. 919, 2020

ADMINISTRATOR'S COMMENTS:

Chris Cvik, Chief Administrative Officer

Jeanette McDougall, Corporate Officer

COMMUNITY CHARTER - Division 7 — Permissive Exemptions

Section 224 - General authority for permissive exemptions

- 224 (1) A council may, by bylaw in accordance with this section, exempt land or improvements, or both, referred to in subsection (2) from taxation under section 197 (1) (a) [municipal property taxes], to the extent, for the period and subject to the conditions provided in the bylaw.
 - (2) Tax exemptions may be provided under this section for the following:
 - (a) land or improvements that
 - (i) are owned or held by a charitable, philanthropic or other not for profit corporation, and
 - (ii) the council considers are used for a purpose that is directly related to the purposes of the corporation;
 - (h) in relation to property that is exempt under section 220 (1)
 - i) [seniors' homes] or (j) [hospitals], any area of land surrounding the exempt building;
 - (4) Subject to subsection (5), a bylaw under this section
 - (a) must establish the term of the exemption, which may not be longer than 10 years,
 - (b) may only be adopted after notice of the proposed bylaw has been given in accordance with section 227 [notice of permissive tax exemptions], and
 - (c) does not apply to taxation in a calendar year unless it comes into force on or before October 31 in the preceding year.

Section 227 - Notice of Permissive Tax Exemptions

- 227 (1) A council must give notice of a proposed bylaw under this Division in accordance with section 94 [public notice].
 - (2) Subject to subsection (3), the notice under subsection (1) must
 - (a) identify the property that would be subject to the bylaw,
 - (b) describe the proposed exemption.
 - (c) state the number of years that the exemption may be provided, and
 - (d) provide an estimate of the amount of taxes that would be imposed on the property if it were not exempt, for the year in which the proposed bylaw is to take effect and the following 2 years.



APPLICATION FOR PROPERTY TAX EXEMPTION

		G)	ENERAL INI	OR	MATION			
Official Name of Non-Pro Friends of Hudson's Hope		ization						
Tricinus of fluusoff s frope	boolog							
Mailing Address				Ci			Province	
Box 247				Hı	idson's Hope		BC	V0C 1V0
		S	OCIETY INF	ORN	ATION			
Society Registration Nun	aber				Charity's E			
					Registration			
895889715RR0001					organizatio	n puts on	charitable	donation
SOCIETY E	KECHTIVI	ξ _ ΔΤΤ	ACH LIST II	F MC	receipts)	S NECESSA	RY	
SOCIETY EXECUTIVE – ATTACH LIST IF M Title Name				Phone Number			umber	
President		Lynne	a Stacey			250-783-0883		
Vice President		Barb F	rocklage		250-601-0027			
Secretary/Treasurer		Edith l	Rosa		250-793-0498			
Food Bank Director		Maure	en Graham	l	250-783-0967			
Director		Julie B	iever		250-783-0597			
LOCAL CONTACT	INFORM.	TION (OF PERSON	CON	IPLETING A	PPLICATIO	N FORM	
Contact Name								
Patti Campbell								
Mailing Address City				Province			Postal Code	
Box 24 Hudson's H			Норе		BC		V0C 1V0	
Work Telephone 250-783-0977	Home 7			Cell Telephone 250-783-0977		Email Address fohh15@gmail.com		



ORGANIZATION INFORMATION									
	Describe the purpose of your organization:								
The purpose of our organization is to operate a year-round food bank, Christmas Hamper program, financially assist residents with medical travel and expenses, provide 911 units at no cost to at risk									
residents, disaster i	residents, disaster relief, addiction services and disability services.								
-									
*									
User Statistics									
1. <u>55-70</u> The	number of persons that are served by yo	ur organization annually.							
2. <u>5</u> The	number of members in your organization	i/society.							
Is the organization	Is the organization run by volunteers, paid staff or a combination of both?								
1. 3the number of volunteers and 1000+the number volunteer hours worked per year.									
Number									
1	Administrator	1960							
-									
2. The number of paid staff, their titles and number of paid hours per year.									



Describe the reason for your property tax exemption application:							
We would like to apply for the property (permissive) tax exemption to cover our municipal taxes,	REQUEST FOR PROPERTY TAX EXEMPTION						
We would like to apply for the property (permissive) tax exemption to cover our municipal taxes, which would be a tremendous benefit to us as it would allow us to put these funds into our programs.	Describe the reason for your property tax exemption application:						
which would be a tremendous benefit to us as it would allow us to put these funds into our programs,	We would like to apply for the property (permissive) tax exemption to cover our municipal taxes,						
	which would be a tremendous benefit to us as it would allow us to put these funds into our programs.						
DECLARATION	DECLARATION						

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.

Signature of Applicant

Date



The personal information on this form is collected for the purpose of an operating program of the District of Hudson's Hope as noted in Section 26(c) of the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 250 783 9901.

SEND APPLICATIONS TO:

ATTENTION: CORPORATE OFFICER

DISTRICT OF HUDSON'S HOPE HUDSON'S HOPE, BC VOC 1VO, CANADA



APPLICATION FOR PERMISSIVE TAX EXEMPTION

Date: September 24	, 2020	Date Received:	September 24, 2020
--------------------	--------	----------------	--------------------

	GE!	NERAL INFORM	1ATION			
Official Name of Non-P Hudson's Hope Bible Fo		hurch				
Mailing Address 9704 Beattie Drive		Cit Hu	y dson's Hope	Province BC	Postal Code VOC 1V0	
	SO	CIETY INFORM				
Society Registration Nu	ımber – N/A		Charity's BN (Busin Registration Numbe 829313279 RR 0001	iess Number) . er	<i>l</i>	
SOCIET	V FXFCUTIVE = A	ATTACHLISTII	MORE ROOM IS N	NECESSARY		
Title		Name	Phone Number			
Chairman	Gibbs.	. Mattias	250-30	250-308-4831		
Treasurer	Gibbs.	. Nicola	778-83	778-837-3221		
Secretary	Sorsda	ahl. Deanna	250-78	250-783-8249		
Board Member	Sandfo	ord, Jim	250-783-0964			
Board Member	Sandfo	Sandford, Toni		250-783-0987		
Contact Name *see above	ACT INFORMATION	ON OF PERSON	COMPLETING AP	PLICATION	FORM	
Mailing Address PO 157		City Hudson's Hope	Provinc BC		Postal Code VOC 1V0	
Work Telephone Home Telephon 250-308-4831		ne Cell Telephone		Email Ad	dress dnic@gmail.e	



			ORGANIZATION INFO	DRMATION
Des	cribe the murno	ar of vour aras	nizution	
Pla	ee of worshin to	dunchi		
				Ę
Use	r Statistics			
1.	<u>70 (est)</u> The	number of pe	rsons that are served by :	your organization annually.
2,	<u>12</u> The	number of me	embers in your organizati	on/society.
Is ti	ne organization	run by volunte	ers, paid staff or a comb	nation of both? Both
1.				nber volunteer hours worked per year.
2.			r titles and number of pa	
	Number	Pastor	Title	Paid Hours Per.Year.
Des	ceihe the resson		STLFOR PERMISSIVE.	
			es as follows: _Storage.	narking, outdoor services, snow storage

DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the District of Hudson's Hope.

The personal hilbertouted on the final veo Heithed the the purpose of an operating program of the District of that on Theps as noted in action force of the United States and questions about the collection and use of this information please contact the Leedom of Information Coordinate at 250 /8/ 8150

SUND APPLICATIONS FOR

Jeanette McDougall
Corporate Officer

DISTRICT OF HUDSON'S HOPE HUDSON'S HOPE, BC VOC 1VO, CANADA



APPLICATION FOR PERMISSIVE TAX EXEMPTION

Date: September 24, 2020 Date Received: September 24, 2020

			ENERAL INF	OR	MATION			
Official Name of Non-Pr Hudson's Hope Health (ciety, dba S	Silve	er Willow			
					City Hudson's Hope		Province BC	Postal Code VOC 1V0
		S	OCIETY INF	ORN	MATION			
Society Registration Nu 121416879RR0001	mber				Registratio	n Nu	usiness Numb imber (the ni ts on charitabl	ımber the
SOCIETY I	EXECUTIV	E – ATT	ACH LIST II	MC	RE ROOM IS	NEC		
Title			Nar	ne		Phone Number		
President		Beattie	e, Dennis			250-262-1669		
Vice President		Paulga	ard, James			778-821-1112		
Treasurer		Beatti	e, Debbie			250-262-1669		
Secretary		Luchin	iski, Lynda		250-783-0508			
LOCAL CONTACT	r inform.	ATION (OF PERSON	CON	IPLETING A	PPLIC	CATION FORM	
Contact Name Luchinski, Lynda								
Mailing Address PO Box 582 City Hudson's Hop		Норе	1		Province BC Postal Co			
			Cell Telephone 250-783-0508		Email Address Bertha.Luchinski@BCEHS.ca			



	ORGANIZATION INFORMA	ATION						
Describe the purpose of your organization:								
Hudson's Hope Health Care & Housing Society's mission statement:								
To provide safe, affordable, accessible housing in the community of Hudson's Hope for seniors and those with								
		f Hudson's Hope for seniors and those with						
those with health rela	ated mobility issues.							
Our goals are:								
	st rental units for seniors (Silver Willow Cour	t) in the community of Hudson's Hope in a						
	nanner and to be respectful of our tenant's se							
To maintain the Silve	r Willow Court Building and ensure the tenan	ıt's have a safe environment.						
To provide health car	e support to the community of Hudson's Hop	e through donated funds at the request						
	inity health care team.	e un ough donated funds at the request						
	ning make out o nomina							
	uate housing for seniors and those with healt	h related mobility issues in the community						
of Hudson's Hope.								
User Statistics								
1. <u>10</u> The	number of persons that are served by you	r organization annually.						
2. <u>24</u> The	number of members in your organization,	society.						
Is the organization	run by volunteers, paid staff or a combina	ation of both?						
1. <u>10-15</u> the	1. <u>10-15</u> the number of volunteers and 1,000 the number volunteer hours worked per year.							
2. The number of paid staff, their titles and number of paid hours per year.								
Number	Title	Paid Hours Per Year						
1	Manager, part-time	240 hours +						
1	Maintenance Person, part-time	240 hours, varies						
1	Housekeeper, part-time	240 hours						



REQUEST FOR PERMISSIVE TAX EXEMPTION
Describe the reason for your permissive tax exemption application:
The Hudson's Hope Health Care & Housing Society / Silver Willow is a charitable society that supports
Seniors in the Community by providing low cost, accessible and safe housing for seniors and those
with health related mobility issues. A tax exemption for property taxes will be financially helpful to
to the Society and help support the Community's seniors and those with health related mobility
Issues.
<u>DECLARATION</u>
I hereby declare that the statements and information contained in the material submitted in support of this
application are to the best of my belief true and correct in all respects.
The state of the s
I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against
all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against
the said City and its employees in consequence of and incidental to, the granting of this exemption, if
issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes
and bylaws in force in the District of Hudson's Hope.
Buther To Luchushi Sept 24/20
During 1 Julian Sept 21/30
Date
Signature of Applicant Date



The personal information on this form is collected for the purpose of an operating program of the District of Hudson's Hope as noted in Section 26(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 250 787 8150.

SEND APPLICATIONS TO:

Jeanette McDougall, Corporate Officer

DISTRICT OF HUDSON'S HOPE HUDSON'S HOPE, BC VOC 1VO, CANADA

ALIKA MINISTRATIVA AND INCHES | TAURSDAY, DICTURER 1, 2020

Baldonnel riders start mounted archery club bows are can be fired by either hand, so riders are trained to be ambidextrous. "What I reach is the true form of Mongolian archery, my study manuals are written in the 13th and 18th century. That's what I study from and that's what I teach," sald Miller. Miller, says he was anonosched in



Tom Summes Local Journalism Initiative Reporter tsummer@ahnfsj.ca

For over 800 years, archers in China, lapan, and Mongolia have practiced the art of the horse archery. Now the sport is coming to the Peace, courtesy of Kenton Miller, coach and owner of Kaspian Equestrian Training Centre In Olds, Alberta.

Miller emphasizes that mounted archery is a martial art, who's been

in the system of teaching the sport for over a decade.
"I teach this like a martial art, because it is. We really do things as much as possible in balance. It balances the body and balances the mind," Miller said.

The sport hasn't changed much, dating back to the 13th century, when famed warlord Ghengis Khan dominated Asla with his Mongol

instructor in Canada. Mongolian built.

to Week Pects
Rachel Vowles, left, leads horse Black Bird while rider Josie Lawlor takes aim on Sept. 20, 2020.

Fort St. John Wrestling Club receives donation for new mats

Kylle Kalas and Aurora Hafner were all set to attend the Canadian National Wrestling Championships in April for the first time, when the tournament was postponed because of COVID-19. Since then, the ride haven't been able towers!

because of COVID-19. Since then, the girls haven't been able to westle atall, and the Fort St. John Wrestling Club, which the girls rain under, is temporarily without a home.

While it's unclear when the BCWA will say wrestling avents can take place again, the girls and the club are planning to go forward in their training as soon as they can, and on brand new, top of the line wrestling mats. After Kylle and Hafner raised

"HAIR BIN

over \$1,000 through a bottle drive for the new mats and Mark Kalas matched their efforts, Stream-Flo Industries donated the remaining \$1,800 needed to purchase a 20x20

\$1,800 needed to purchase a 20x20 foot wrestling mat.

"We really needed new mats to practice on, the old ones were in horrible condition and not safe to practice on," Mark said, "Stream-Flo graciously donated the rest of the money to our team."

Kylie said she feels great about the new mats and can't wait to try them out.

"We didn't have the right ones to use before and it feels so god to have these, but I don't know when we'll get a chance to wrestle," said Kylie. The national championships were

postponed until 2021, date to be determined, and Hafner and Kyle will still have a chance to compete. The Wrestling Club season normally begins in October, and bas a couple options for training she's a bit nervous about how she'll wrestle at fire. wrestle at first.

wrestle at first.

However, she did participate in a virtual wrestling camp this year, which helped her out a lot in the meantime. It involved waking up at 5 a.m. every morning, going for 5km runs, listening to talks from Olympic athletes and business-people, and

permanent home.

"It's so great to have these mass and to have something for the girls to practice on. These mats will last for years and years to come and help Kylie, Aurora, and more athletes train for a long time," said Mark. permanent home.





Schlumberger Surplus Properties Auction Oct 22 Open Public Inspections 11-2pm Thur Sept 3 & Fri Sept 25

FORT NELSON, BC • 25 Chapstick Factory Rd 38,000+/- Industrial/ warehouse building on a

Auctions: 11am, Thu Oct 22 on site or bid online at auctionnetwork

LAC LA BICHE, AB - 999 Richard Road Industrial/warehouse on 4,944-2 acres with forced and graveled yard. 60° office traffer onsite will not convey with the property.

SWAN HILL, AB

• 44 Onely Crescent
SELLS WITHOUT
RESERVE. Industrial
building with 5,000+/- of on
1.50+/- acres with fenced
and graveled yard.

Alberta properties auctions 10am, Thu Oct 22 at 999 Richard Road, Lac La Biche, AB or bid online at

williamsauction com/SLB • 800 801 8003

For the Love of Pumpkin ided to get into the spain Open Monday-Wednesday 9:00-5:30 pm and Late Thursday & Friday until 6:30 pm Burble and RT for interd graphs their great for first filler, factoring, and for inter 1911 10442-100 Street 250-787-1552 www.hairbitt.com 963

Aurora Hainer and Kylie Kalas show off the new mats donated to the



Notice of Proposed Property Tax Exemptions

NOTICE is given in accordance with section 227 of the Community Charler that Council for the District of Hudson's Hope is considering a Property Tax Amendment Bylaw No. 918, 2020 which, If adopted, will provide certain properties with an exemption from taxes for the next 6 calendar years (2021 to and including 2029). The table below lists the properties under consideration and an astimate of the municipal texes that will be exempted for 2021 and the next two years:

Description of Properties	Proposed Exemption	Estimated Municipal Taxes		
		2021	2022	2023
Friends of Hudson's Hope Society PID: 007-268-319	Land & Improvements	\$2,838.85	\$2,838 85	\$2,838 85
Hudson's Hope HealthCare & Housing Society (Silver Willow) PID, 005-288-255	Lend & Improvements	\$1,608.72	51,608 72	\$1,608.72
Hudson's Hope Bible Fellowship Baptist Church PID: 013-685-227	Land & Improvements	\$566 49	\$566.49	\$568.49

A copy of proposed Property Tax Amendment Bylaw No 919, 2020 may be obtained between the hours of 8.30 a.m. to 4.30 p.m., Monday through Fidday, excepting statutory holidays, at the Municipal Office of the District of Hudson's Hope Jocated at 9904 Dudley Drive, Hudson's Hope, B.C.

Jeanaka McDougali, Corporate Officer derk@hudsonshope.ca



DISTRICT OF HUDSON'S HOPE Bylaw No.908,2019

A bylaw to exempt certain properties from taxation.

WHEREAS in any year, the Council may by bylaw, exempt land or improvements, or both, referred to in section 224 of the *Community Charter* (the "Charter"), from taxation under section 197 (1)(a) of the Charter for a maximum of 10 calendar years;

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

- 1. This Bylaw may be cited as "Property Tax Exemption Bylaw No. 908, 2019".
- Pursuant to section 224 (2) of the Charter, the whole of the taxable assessed value of the land and improvements of the following real properties shall be exempt from taxation under section 197 (1)(a) of the Charter for the calendar years 2020 to and including 2030
 - (a) Lot 1, Section 1 9, Township 81, Range 25, West of the 6th Meridian, Peace River District, Plan 19094 (Parcel Identifier: 004-341-21 O; BCAA Folio 01035.000), used principally as a community recreational grounds and commonly referred to as the Gary Powell Memorial Hall and the Rodeo Grounds;
 - (b) all the land surrounding the buildings commonly referred to as the Hudson's Hope Bible Fellowship Church, legally described as Lots 1 and 2, Block 2, Plan 12607, Part of the NE¼ of Section 13, Township 81, Range 26, West of the 6th Meridian, Peace River District and Parcel B, Block 1, Plan PGP4115, Section 18, Township 81, Range 25, Meridian W6, Peace River Land District (Parcel Identifiers: 018-157-319, 012-377-660 and 012-377-821 BCAA Folios: 00569.100, 04303.000 and 04304.000),used as a place of worship and as a community drop-in centre, registered in the name of the Hudson's Hope Bible Fellowship Church;
 - (c) Lot 1, Section 24, Township 81, Range 26, West of the 6th Meridian, Peace River District, Plan 32144 (Parcel Identifier: 006-969-569; BCAA Folio 04955.000), used principally as a community riding arena and commonly referred to as The Guelly Pavilion;
 - (d) Lot 2 except Plan 33250, District Lot 420, Caribou District situate within Peace River District, Plan 20207 (Parcel Identifier: 008-430-446, Folio: 40420.01 0) and Lot 1, District Lot 420, Caribou District situate within Peace River District, Plan 21846 (Parcel Identifier: 009-21 5-1 66;BCAA Folio: 40420.020), registered to the Hudson's Hope Historical Society (Inc. #7697), used as a museum and commonly referred to as the Hudson's Hope Museum;
 - (e) Lot A, Section 19, Township 81, Range 25, West of the 6th Meridian, Peace

District of Hudson's Hope
Property Tax Exemption Bylaw No. 908, 2019

River District, Plan 2031 (Parcel Identifier: 011-340-568; BCAA Folio: 01655.000), registered to Helen Rand Ruxton and dedicated as a memorial to a pioneer family;

- (f) Part E½ of NE¼, District Lot 1090, Peace River Land District and Part W½ of NW¼, District Lot 1091, Peace River Land District, except 88' strip (no parcel identifier; BCAA Folios 41090.010 and 41091.010), registered in the name of Hudson's Hope Rod & Gun Club.
- (g) all of the land surrounding the building commonly referred to as St. Peter's Church and the attached parish hall, legally described as Lot A, District Lot 420, Plan 33250, Part of the NW¼ of Section 18, Township 81, Range 25, West of the 6th Meridian, Peace River District (Parcel Identifier: 011- 916-354; BCAA Folio: 40420.040), registered in the name of The Anglican Synod of the Diocese of Caledonia; and
- 3. Pursuant to section 224(2) of the Charter, the whole of the taxable assessed value of the land and improvements of the following real properties shall be exempt from taxation under section 197 (1)(a) of the Charter for the calendar years 2020 to and including 2030.
 - (a) Peace River Land District, all that unsurveyed Crown Land adjacent to DL 1027 together with those parts of DL 1026 and DL 1027 purpose of commercial alpine ski hill and recreation area (no parcel identifier; BCAA Folio 41027.100), registered in the name of Hudson's Hope Ski Association.
- 4. Tax Exemption Bylaw No. 901, 2018 is repealed.

Read for a First Time on the 27^{th} day of May, 2019. Read for a Second Time on the 27^{th} day of May, 2019. Read for a Third Time on the 27^{th} day of May, 2019. Adopted on the 10^{th} day of June, 2019.

Mayor Dave Heiberg	Corporate Officer, Tammy McKeown
Certified a true copy of Bylaw No. 908, 2019 this day of, 20	
Clerk	



DISTRICT OF HUDSON'S HOPE

BYLAW NO. 919, 2020 A Bylaw to Amend the Property Tax Exemption Bylaw No. 908, 2019

A bylaw to exempt certain properties from taxation.

WHEREAS in any year, the Council may by bylaw, exempt land or improvements, or both, referred to insection 224 of the *Community Charter* (the "Charter"), from taxation under section 197 (I)(a) of the Charter for a maximum of 10 calendar years;

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

1. Citation

This Bylaw may be cited as "Property Tax Exemption Amendment Bylaw No. 919, 2020".

2. Term of Taxation Years

Pursuant to Division 7 – Permissive Exemptions, section 224(4)(a) of the Charter that the tax exemption term specified in Bylaw 908, 2019 is hereby amended to reflect the maximum allowable term of 10 years to 2020 – 2029.

3. Property Tax Exemptions

The "Property Tax Bylaw No. 908, 2019" is hereby amended by adding the following properties in accordance with section 224(2) of the Charter, which specifies that the whole of the taxable assessed value of the land and improvements of the following real properties shall be exempt from taxation under section 197 (I)(a) of the Charter for the calendar years 2021 to and including 2029:

- 3.1 Lot 16, Plan PGP 30869, Part 1 NE, Section 13, Township 81, Range 26, Meridian Land District 44, Parcel Identifier: 005-286-255; BCAA Folio 04425.000), used as a seniors supportive living facility and commonly referred to as the Hudson's Hope Health Care and Housing Society, dba Silver Willow.
- 3.2 Lot A, Plan PGP 26122, Part 1, NW Section 18, Township 81, Range 25, Meridian Land District 44, Formerly PT of L5 PL4115, also part of L4 BLK 3 Inc within Lot A, Parcel Identifier: 007-268-319, BCAA Folio 00635.000, used as a thrift store and public laundromat and commonly referred to as the Friends of Hudson's Hope Society.

3.3 Lot 12, Block 1 Plan PGP4115 Section 18 Township 81, Range 25, Meridian Land District 44; Parcel Identifier Number: 013-665-227, BCAA Folio 00571.000, owned and used for storage, snow removal storage, parking and youth group events by the Hudson's Hope Bible Fellowship Church.
 Read for a First Time on the 13th day of October, 2020.
 Read for a Second Time on the 13th day of October, 2020.
 Read for a Third Time on the 13th day of October, 2020.
 Adopted on the day of October, 2020.

Mayor Dave Heiberg	Jeanette McDougall, Corporate Officer
Certified a true copy of Bylaw No. 919, 2020	
this, 2020	
Corporate Officer	

On behalf of the Hudson's Hope Pickleball Club, I would like to make a request for funding to upgrade the two existing tennis / pickleball courts.

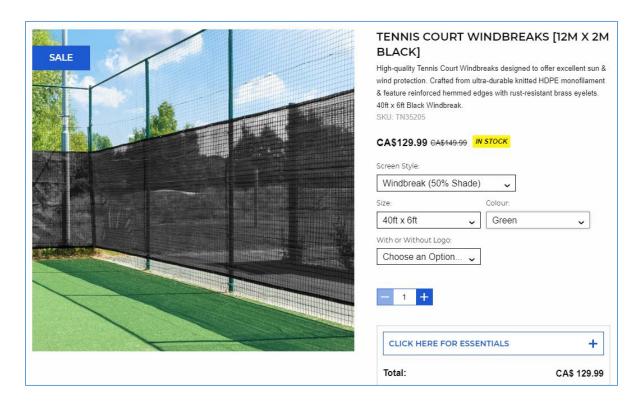
The pickleball club has been playing for several years now, twice a week outdoors throughout the summer in the gym through the winter months. It is steadily gaining in popularity nationwide and replacing tennis in many areas as it is easier to play, easier on the joints and so much fun. As a result, we would like to apply for some grant money for much needed upgrades to the existing outdoor courts. Just a note here to say thank you for painting the new lines on the court this summer. The staff did a great job and we very much appreciated it!

REQUEST #1

As a pickleball ball is light, plastic and full of holes, the wind has a big effect on ball travel, making play difficult at times. We would like windbreak mesh attached to the west and a portion of the south side of the fence to reduce the wind. This mesh is not solid and you can see through it though it blocks the wind. It is attached with ties and is easily removed. The Peace Country Pickleball Club installed some in Taylor and find them very effective.



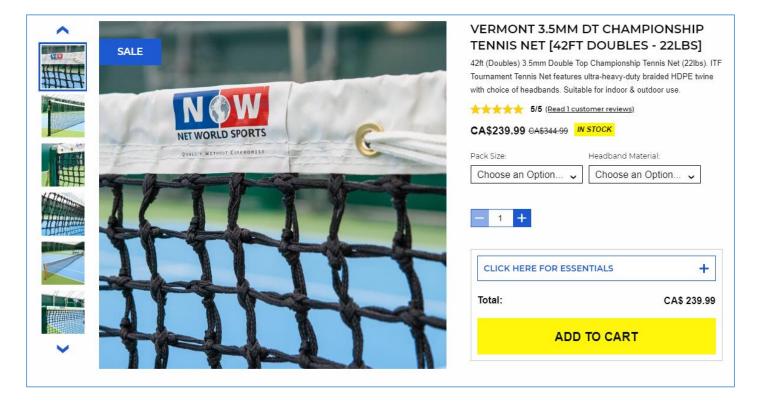
The fence on our District courts is 12' high, the south fence is 113' long and the west fence is 95' long. We would need 6 lengths of 40' x 6' windscreen to do the full height from the door, covering all of the west side and down 30' on the south side. The cost for the windscreen from Net World Sports would be \$129.99ea and we need 6ea.



REQUEST #2

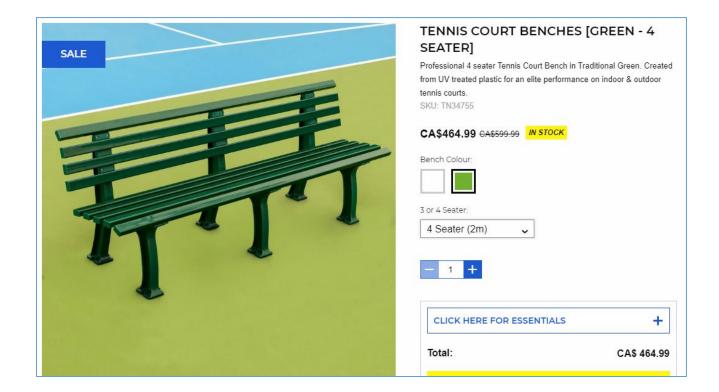
The existing tennis are in a sorry state and need to be replaced. I understand that they were slated to be replaced this summer but unfortunately that didn't happen. There is significant wear on the sleeve that the cable runs through and even more so now as this picture was taken last year. Nets that will work with our tensioning system are also available at Net World Sport for \$239.99 each and 2 are required.





REQUEST #3

We would also like to see a couple of benches at the courts. The existing one is an old wooden bench I was given from the firehall and I have had to beef it up due to rot. I made a second bench this summer with recycled treated wood. This 4 seater bench in the photo is available from Net World Sports for \$464.99 each and we would like 2 of them to allow for social distancing.



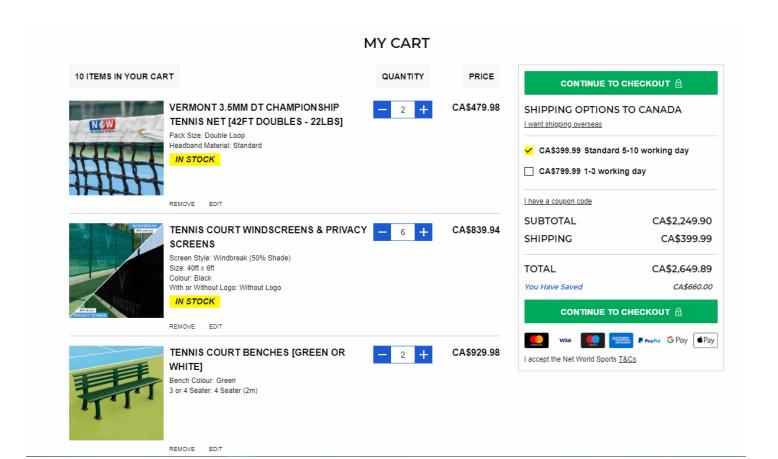
MOVING FORWARD

Something else that would really improve the courts is to cover the court surface with an epoxy surface sealant. In a lengthy email from Robin Sipe, the president of the Taylor Peace Country Pickleball Club, he recommended which products worked best. There is a sealant available from Canadian Tire that is used for tennis & pickleball court improvement. It is \$50 for a 5 gallon pail and we estimated that it would take 20 pails to cover both courts, a total cost of about \$1,000. The Taylor Club did all the work themselves with the blessing of the District. Our club would be willing to do the work here as well.

The prices for the items on the Net World Sports are all sale prices. I talked to a sales executive with the company to see how long the prices would be valid. He said he would do up a quote for me that he would honour whenever we were ready to purchase. I haven't received his quote yet but wanted to get the request to Council to be included in the agenda for the budget. I will forward his quote as soon as I have it. In the meantime, I have gone with the sale prices and shipping costs from the website.

In conclusion, we would like to request the District for a grant of \$2,649.89 for the purchase of 6 windbreak panels to cover the west and a portion of the south sides of the courts, 2ea tennis nets and 2ea four seater benches.

Kind Regards Kelly Newsholme kellynew@telus.net



THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

FROM: Jeanette McDougall, Corporate Officer

DATE: October 26, 2020

SUBJECT: NOTICE OF CLOSED SESSION

RECOMMENDATION:

"THAT Council move to a Closed Meeting for the purpose of discussing the following items:

Community Charter Section 97 (1) (b):

- (b) all minutes of Council meetings, other than a meeting or part of a meeting that is closed to the public
 - Closed Meeting Minutes October 13, 2020
- Community Charter Section 90 (1) (b)(c)(e):
- (b) personal information about an identifiable individual
 - > Dedication Page Elected Officials
- (c) labour or other employee relations
 - > CAO Recruitment Timeline Report No. 3
- (e) acquisition, disposition or expropriation of land
 - Purchase of District Owned Property by BC Hydro

ALTERNATIVE OPTIONS:

The Council may recess to a Closed Meeting to discuss whether the proposed agenda items properly belong in a Closed Meeting (*Community Charter* Section 90(1) (n).

Jeanette McDougall, Corporate Officer