



DISTRICT OF HUDSON'S HOPE

AGENDA

Council Chambers

Monday, March 22, 2021

1. Call to Order:

2. Delegations:

D1 Cannabis Retail Store – Hayden Huxley
(via teleconference) Page 1

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 March 8, 2021 Regular Council Meeting Minutes Page 9

7. Business Arising from the Minutes:

8. Public Hearing:

9. Staff Reports:

| | | |
|-----|--|---------|
| SR1 | Dinosaur Lake Campground – Licence of Occupation | Page 15 |
| SR2 | Arena & Curling Rink Condensors - Replacement | Page 56 |
| SR3 | Lynx Creek Re-Pavement - Tender Evaluation & Award | Page 59 |
| SR4 | CRIP FireSmart Grant | Page 61 |
| SR5 | CAO – Monthly Report | Page 63 |
| SR6 | Corporate – Monthly Report | Page 65 |
| SR7 | Public Works – Monthly Report | Page 67 |
| SR8 | Protective Services – Monthly Report | Page 72 |
| SR9 | Special Projects – Monthly Report | Page 73 |

10. Committee Meeting Reports:

11. Bylaws:

12. Correspondence:

C1 Northern Health Workforce COVID Vaccine Rollout Page 74

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



Hudson's Hope Cannabis Retail Store Application

Portage Mountain Cannabis

District of Hudson's Hope British Columbia

SUBMITTED BY: Portage Mountain
Cannabis

REVISION: 0

Date: February 20, 2021

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Document Information

| | |
|---------------------------|---|
| Project: | Portage Mountain Cannabis |
| Filename: | Hudson's Hope Cannabis Retail Store Application |
| Document Revision: | 0 |

Revision History

| Rev.# | Date of Issue | Reviewed By | Pg. | Description |
|-------|-------------------|-------------|-----|---|
| 0 | February 19, 2021 | | - | Initial Submission to Hudson's Hope Council |
| | | | | |
| | | | | |

The signatures below indicate that this document has been reviewed, accepted, and demonstrates that the signatories are aware of all the requirements contained herein and are committed to ensuring their provision.

| | Name | Sign Off | YYY-MM-DD |
|--------------|--|----------|------------|
| Prepared by: | Jane Price Portage Mountain Cannabis | | 2021-02-19 |
| Reviewed by: | Hayden Huxley Portage Mountain Cannabis | | 2021-02-19 |
| Approved by: | | | |

1. Introduction

"From its roots in trading and prospecting to its current role in energy and resources and beyond, the community of Hudson's Hope has learned to adapt and change to suit its conditions. Its continued presence is a testament to this community's resiliency in the face of a changing world. Currently, Hudson's Hope faces change again, associated with the development of major industrial projects in energy, oil and gas, and the mining sectors.

Hudson's Hope recognizes that regardless of the pressures it may face, sustainability is a key to its long term viability and success. Moving forward, this community understands the need to position and prepare itself for change in a way that meets the needs of the current community and the expectations of future generations.

Hudson's Hope appears poised to experience significant economic development as major utility projects, oil and gas, mining and other industries in the area continue to expand."

Official Community Plan
District of Hudson's Hope, 2013

Portage Mountain Cannabis will be a locally and family owned and operated business intent on participating in and encouraging Hudson's Hope's continued growth and prosperity. Our ownership has deep roots in Hudson's Hope and is excited to bring a new business to town. Our goal is to provide the community with a professional, safe and reliable resource for the full range of cannabis and CBD products that have come on the market since 2018.

Following the establishment of a successful retail outlet, Portage Mountain Cannabis looks forward to the opportunity to support local events, businesses, and recreation.

2. Key Personnel

| Organization | Name | Position | Contact Number |
|---------------------------|---------------|----------|----------------|
| Portage Mountain Cannabis | Hayden Huxley | Owner | (250) 783 3147 |
| Portage Mountain Cannabis | Jane Price | Owner | (604) 619 2595 |

Key Personnel will be available throughout the application review process to answer any questions that may arise.

3. Community Benefit

Portage Mountain Cannabis is determined to be a valuable member of the Hudson's Hope business community by working closely with the municipality to maximize the social and economic benefits that cannabis retail can provide.

This retail outlet will be a safe, professional way to provide a legal and sought-after amenity. The company will strive to create a positive perception and destigmatize cannabis to create an inclusive environment that will safely provide cannabis and CBD products to interested community members and visitors.

The stringent surveillance, signage, and lighting requirements will prevent nuisance behaviour and ensure the town centre remains productive, calm, and non-disruptive.

4. Employees

Since the legalization of cannabis in 2018, the market has been inundated with a range of consumables, CBD oils, skincare, beauty products and daily supplements. Portage Mountain Cannabis believes that by selecting professional staff members and ensuring each employee has a thorough and accurate education in the use of these products, we will be able to support our customers, personalize their experiences, and ensure their needs are met.

All staff members will undergo the provincially regulated non-medical cannabis worker security verification as well as the *Selling It Right* certification as required by the Liquor and Cannabis Regulation Branch (LCRB).

Portage Mountain Cannabis intends on employing two to four local staff members at peak operational capacity.

5. Retail Store Location and Site Plan

Portage Mountain Cannabis will be located at 9813 Fredette Avenue (*see Figure 1*). This location provides off the street parking and employee parking and will keep surrounding streets unobstructed. This location is 650 m from the closest school. The location, along with the robust security system described in section 6.3 will help ensure the store will be a non-disruptive addition to the town centre.

Current zoning for the proposed store location is C2: *Service Commercial* which permits uses such as retail stores and cold beer and wine stores. The company believes that this location conforms with the intended future form and character of the town centre as laid out by the Official Community Plan.

An application to amend the C2 zoning to add Cannabis Retail Store to the permitted uses for C2 Zones was submitted to the municipality on February 10th, 2021.

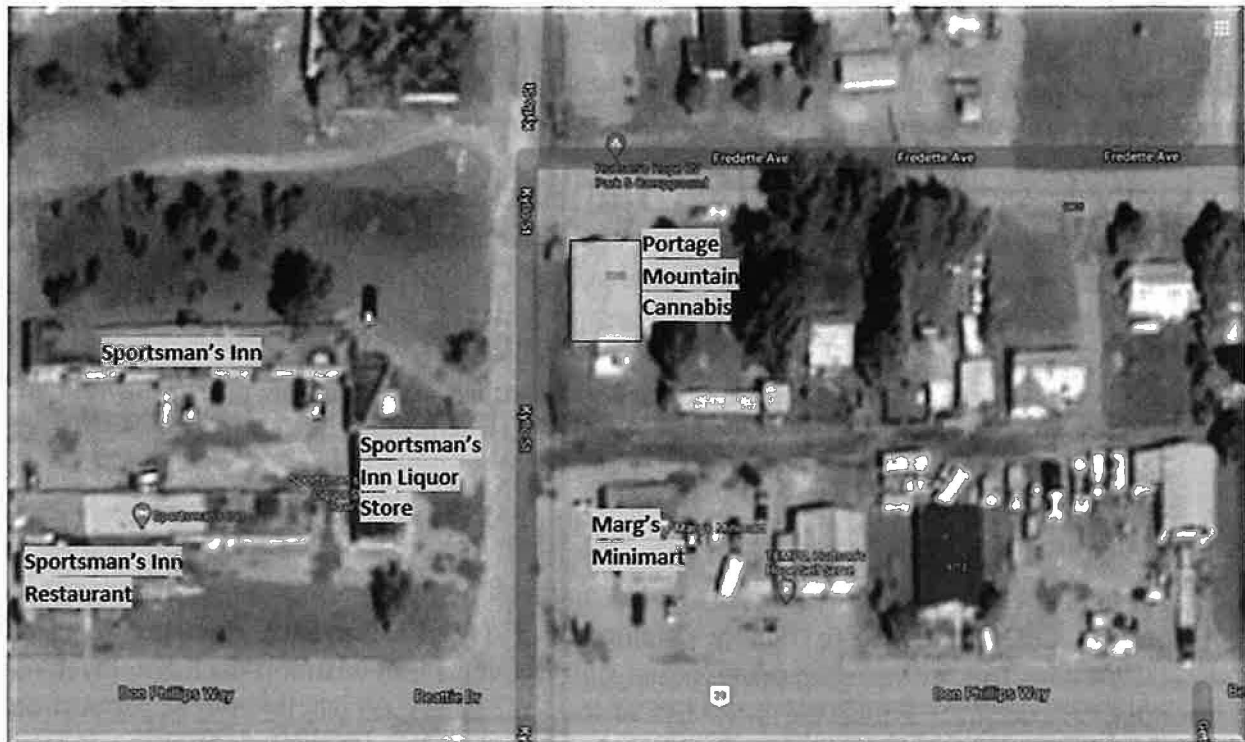


Figure 1: Site Plan

6. Building Design

The interior and exterior of the building will be designed to complement the welcoming, small-town feel of Hudson's Hope. This business intends to cultivate an inclusive and informative place to provide the community with cannabis products.

6.1 Storefront

The storefront will be upgraded to include company signage and frosted windows to ensure that non-medical cannabis products, packages, and labelling cannot be seen from outside the store, as per LCRB Policy Directive 20-15 issued June 18, 2020. Signage prohibiting the entrance of minors will be prominently displayed at the storefront.

The exterior of the building will intend to enhance street character by maintaining a clean, professional appearance. The building will be kept in good repair for the duration of operations.

6.2 Floor Plan and Interior Décor

The store interior will be designed to match the adventurous hometown feel of Hudson's Hope with a bright, modern, and inviting retail area (see Figure 2). Educational and informative displays will be positioned strategically throughout the area, and product displays will be located behind the front counter.

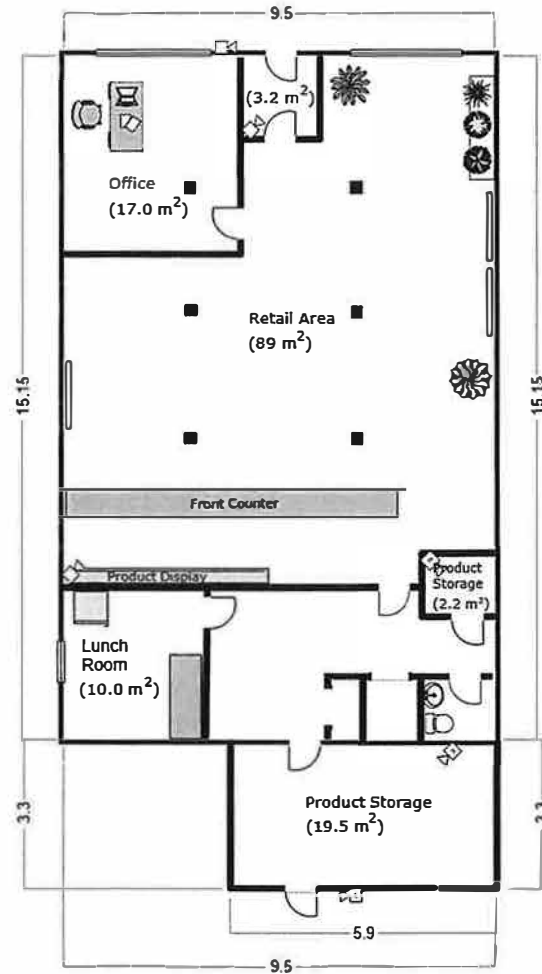


Figure 2: Floor Plan

6.3 Store Layout and Security

The dispensary will be equipped with the following physical security requirements as per the LCRB, the *Cannabis Act*, and related regulatory documents:

- Audible intruder alarm system
- Audible fire alarm
- Locked retail display cases
- Locked cannabis storage room
- Secure perimeter door locks
- Security cameras with a view of:
 - Retail sales area
 - Product storage area
 - Interior and exterior of all store entrances and exits.

To meet the Provincial Physical Security Requirements the storefront must also ensure there is adequate lighting both during and outside of operating hours and the primary retail entrance faces a street. The component of the security design consisting of locked doors, security cameras at all entrances, an audible alarm, and secondary locked

containment within the building will all work collectively to secure the site and prevent unauthorized access.

The absence of *visible* securing measures (such as barred windows or retractable gates) will ensure that the storefront does not detract from the overall streetscape.

7. Regulations, Policies and Guidelines

The goals of Portage Mountain Cannabis align with the provincial goals to prioritize social responsibility, protecting children and youth, promoting public health and safety, and keeping the criminal element out of cannabis.

Portage Mountain Cannabis is dedicated to ensuring that all regulations, policies, bylaws, and commercial Development Permit guidelines are met. The management and operation of the store will be in alliance with the following bylaws, Acts, and associated Regulations:

- Cannabis Act, June 21, 2018.
- Controlled Drugs and Substances Act, S.C. 1996, c. 19.
- Government of British Columbia, BC Cannabis Control and Licensing Act. May 31, 2018.
- Government of British Columbia. Cannabis Distribution Act, 2018.
- Government of British Columbia, Cannabis Retail Store Terms and Conditions: A handbook for the sale of non-medical cannabis in British Columbia. September 2020.
- Zoning Bylaw. Bylaw No. 823, 2013. District of Hudson's Hope. 2013.

8. Operational Plan

Portage Mountain Cannabis intends to initially operate for the allowable business hours as set out by the LCRB, 9am to 11pm Monday to Sunday. Hours of operation will be adjusted 6 to 12 months after opening to best align with customer needs and operational efficiency.

Portage Mountain Cannabis will ensure that the store remains in compliance with all Federal, Provincial and municipal regulatory frameworks by following amendments to the Cannabis Control and Licensing Act at www.bclaws.gov.bc.ca, and staying current as the rules and regulations around cannabis retail and marketing in Canada evolve.

9. Closing

Portage Mountain Cannabis is excited with the opportunities to join the Hudson's Hope business community and of providing legal cannabis products in a safe and responsible manner. Our ownership and management team are committed to the long-term prosperity of the community and look forward to operating within and supporting the community for years to come.

Portage Mountain Cannabis welcomes feedback from Mayor and Council, and the community at large, and is committed to fully considering all feedback and wherever possible incorporating into future plans.



REGULAR COUNCIL MEETING
Council Chambers
6:00 P.M.
March 8, 2021

Present: Mayor Dave Heiberg
Councillor Mattias Gibbs
Councillor Pat Markin
Councillor Kelly Miller
Councillor Valerie Paice
Councillor Leigh Summer

Absent: Councillor Travous Quibell (*with notice*)

Staff: Chief Administrative Officer, Mokles Rahman
Corporate Officer, Jeanette McDougall
Director Protective Services, Brad Milton
Deputy Treasurer, Tonia Alexander (*partial attendance*)

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: None
Councillor's Additions: None
CAO Additions: NB1 Water Treatment Plant – Update
NB2 Welcome Sign - Update

4. ADOPTION OF AGENDA BY CONSENSUS AS AMENDED

5. DECLARATION OF CONFLICT OF INTEREST

Councillor Gibbs declared a conflict with the Item SR3 - Financial Assistance / Grant in Aid Report pertaining to the Hudson's Hope Bible Fellowship – Afterschool Club / Stay and Play item.

6. ADOPTION OF MINUTES

M1 REGULAR COUNCIL MINUTES

RESOLUTION NO. 023/21

M/S Councillors Miller / Summer

THAT the minutes of the February 22, 2021 Regular Council Meeting be adopted as presented.

CARRIED

M1

7. BUSINESS ARISING FROM THE MINUTES

8. PUBLIC HEARING

9. STAFF REPORTS

SR1 DRAFT OPERATING BUDGET 2021

RESOLUTION NO. 024/21

M/S Councillors Summer / Gibbs

THAT Council receive the draft 2021 Operating Budget for information and discussion.

CARRIED

SR2 DRAFT CAPITAL BUDGET 2021

RESOLUTION NO. 025/21

M/S Councillors Paice / Miller

THAT Council receive the draft 2021 Capital Budget for information and discussion.

CARRIED

The Deputy Treasurer left the meeting at 6:03 pm.

SR3 FINANCIAL ASSISTANCE - GRANT IN AID APPLICATIONS

Councillor Gibbs declared a conflict of interest and left the meeting at 6:05 pm.

M/S Councillors Miller / Paice

THAT Council approve the first item only of Schedule A of the 2021 Financial Grant in Aid allocation that pertains to the Hudson's Hope Bible Fellowship Afterschool Club Stay and Play request for \$1,000 for the purchase of children's toys and games.

DEFEATED

Mayor Heiberg voted in favour

Councillor Gibbs rejoined the meeting at 6:08 pm.

RESOLUTION NO. 026/21

M/S Councillors Miller / Paice

THAT Council approve Schedule A as the 2021 Financial Grant in Aid allocation, excluding the item that pertains to the Hudson's Hope Bible Fellowship Afterschool Club Stay and Play request; and

THAT requests for "In-Kind" Assistance be referred to Administration to work with the requesting organization on a case-by-case basis.

CARRIED

SR4 NORTH PEACE RURAL ROADS COALITION – MEMORANDUM OF UNDERSTANDING

RESOLUTION NO. 027/21

M/S Councillors Summer / Gibbs

THAT Council approve the North Peace Rural Roads Coalition – Memorandum of Understanding between the District of Hudson's Hope, the District of Taylor and the Peace River Regional District for the District of Taylor to provide contract and procurement administration effective 2021.

CARRIED

SR5 EMERGENCY OPERATIONS CENTRES & TRAINING - COMMUNITY PREPAREDNESS FUND

MAIN MOTION

THAT Council approve an application for the Emergency Operations Centres & Training, Community Emergency preparedness Fund to provide emergency services training for Staff and equipment upgrades; and

THAT Council support the application and commit to any associated ineligible costs and cost overruns.

AMENDMENT TO THE MAIN MOTION

THAT Council approve an application for the Emergency Operations Centres & Training, Community Emergency preparedness Fund to provide emergency services training for Staff and equipment upgrades; and

THAT Council support the application and commit to any associated ineligible costs and cost overruns if required and approved by Council.

MAIN MOTION AS AMENDED

The question was called on the Main Motion as Amended and reads as follows:

RESOLUTION NO. 028/21

M/S Councillors Paice / Markin

THAT Council approve an application for the Emergency Operations Centres & Training, Community Emergency preparedness Fund to provide emergency services training for Staff and equipment upgrades; and

THAT Council support the application and commit to any associated ineligible costs and cost overruns if required and approved by Council.

CARRIED

SR6 HOUSING NEEDS ASSESSMENT REPORT

RESOLUTION NO. 029/21

M/S Councillors Miller / Paice

THAT the report entitled Housing Needs Report, February 25, 2021, which is a joint project with the Peace River Regional District, be received in accordance with Section 585.31 of the Local Government Act; and

THAT the Housing Needs Report, February 25, 2021, be published to the District of Hudson's Hope website.

CARRIED

10. COMMITTEE MEETING REPORTS

11. BYLAWS

12. CORRESPONDENCE

C1 NORTHERN HEALTH BULLETIN – COVID-19 IMMUNIZATION

Received for Information.

C2 COMMUNITY ECONOMIC RESTRUCTURE INFRASTRUCTURE PROGRAM – DINOSAUR LAKE – ALL TERRAIN VEHICLES

Received for information.

C3 AERONAUTICAL STUDY PROCESS: AIR TRAFFIC CONTROL & WORKFORCE ADJUSTMENT

Received for information.

C4 DOUBLE H SADDLE CLUB – LETTER OF SUPPORT RE GRANT APPLICATION

RESOLUTION NO. 030/21

M/S Councillors Paice / Gibbs

THAT Council approve issuing a letter of support for the Double H Saddle Club's grant application to the Co Op Community Investment - Community Spaces Fund for facility upgrades that include a radiant heater for the bleachers and the addition of metal cladding on breezeway walls.

CARRIED

C5 NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION – SPECIAL COMMITTEE ON REFORMING THE POLICE ACT

Received for information.

C6 TC ENERGY – NOTIFICATION LETTER RE JOHNSON CREEK SITE

Received for information.

C7 NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION – 2021 ANNUAL GENEERAL MEETING & CONVENTION

Received for information.

C8 WOUNDED WARRIORS CANADA MAGAZINE – REQUEST FOR SPONSORSHIP
Received for information.

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

14. OLD BUSINESS

OB1 GRAVEL CAUSEWAY – FARRELL CREEK

Councillor Summer asked for an update regarding the gravel causeway that BC Hydro built at Farrell Creek to access the gravel from the island; the Mayor advised that he will discuss with the Chair of the Peace River Regional District.

15. NEW BUSINESS

NB1 WATER TREATMENT PLANT - UPDATE

The CAO provided a general update and advised that the well water is safe to drink as it is meeting the regulatory requirements and that the Contractor is working to solve aesthetic concerns, ie taste / odour. The Contractor is also evaluating options to remove the hydrogen sulphide odour outside the plant.

NB2 DISTRICT OF HUDSON'S HOPE WELCOME SIGN

The CAO advised that the East Welcome sign fell off and is severely damaged. The current sign, which is a composite structure built over time, is not fixable; Administration is reviewing the design of the structure and is in the process of collecting quotes. The design of the sign will be reviewed by the Sign Committee before submitting a report to Council.

Direction to Staff:

That the Sign Committee prepare a report for Council.

16. PUBLIC INQUIRIES

17. NOTICE OF CLOSED MEETING

RESOLUTION NO. 031/21

M/S Councillors Paice / 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 – February 22, 2021***

- ***Community Charter Section 90 (1) (k):***

- (k) ***negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public***

- ***Development Variance Permit – R. Travis***

CARRIED

18. RISE AND REPORT

RESOLUTION NO. IC018/21

M/S Councillors Paice / Markin

THAT the following motion from the March 8, 2021 In-Camera Meeting pertaining to Development Variance Permit No. 2020-05 be released into the open meeting:

M/S Councillors Summer / Paice

THAT Council approves the Development Variance Permit No. 2020-05.

TABLED

CARRIED

19. ADJOURNMENT

Mayor Heiberg declared the meeting adjourned at 7:15 pm.

DIARY

Conventions/Conferences/Holidays

Commercial Water Rate Increase-annual budget

Consideration

Pool Year End Report 2020

Diarized

08/04/19

04/01/20

Certified Correct:

Dave Heiberg, Mayor

Jeanette McDougall, Corporate Officer

REQUEST FOR DECISION

| | |
|--|-------------------------------|
| RFD#: CC-2021-04 | Date: March 10, 2021 |
| Meeting#: CM-03-22-21 | Originator: Chris Cvik |
| RFD TITLE: Dinosaur Lake Campground License of Occupation | |

(

RECOMMENDATION:

***THAT** Council approves the two-year License of Occupation agreement with the Province for the Dinosaur Lake ATV Campground (those parts of the SW & SE 1/4S of District Lot 149, Peace River District, Containing 4.19 Hectares, more or less); and*

***THAT** Council authorize the Mayor and CAO to sign the agreement on behalf of the District.*

BACKGROUND:

The current ten-year License of Occupation Agreement runs until February 28, 2023. Prior to commencing work on the Dinosaur Lake ATV Campground, Administration sought to obtain an updated ten-year Licence of Occupation Agreement extension.

The District was advised that at present, a two-year extension is the maximum the Province will allow. This would extend the Licence of Occupation to February 28, 2025.

DISCUSSION:

In talking with the Province (FLNR) to better understand why the District is only being offered a two-year extension instead of the requested ten, we were informed that the general area where the ATV Campground would be located overlaps a Section 15 Order in Council (OiC) reserve for the BC Hydro Site C Project for which only temporary licenses are allowed to overlap.

The Province does have an application in to amend the Section 15 OiC which can take up to two years. Once the amendment to the Section 15 OiC takes place, the District's tenure would automatically roll over onto a further 8 years. Overall, the tenure 8015316 is for the long term but just in two steps.

So even though the license is only for two years, the risk is very low that the Province would not extend the lease agreement if work commences on the ATV Campground in 2021.

SR1

If Council approves the two recommendations, Administration will action the 'to-do' items outlined in the Notice of Final Review attachment. These include:

1. Sign and Return of Tenure Documents.
2. Make a \$210 application payment.
3. Complete and deliver the Certificate of Insurance.
4. Other – Hire a qualified environmental professional to complete a bat survey and take necessary protective measure based on the findings.

FINANCIAL:

As part of the License of Occupation application, there is a \$210 application fee. In addition, the Province has set a requirement for a Qualified Environmental Professional specialized in bats to survey the area for signs of bat occupation prior to construction and minimize the removal of trees regardless of their health. It is expected, the cost of the survey will be under \$1,000. Both costs can be covered through the current budget.

Attachments:

1. Licence of Occupation Agreement No. 816239.
2. Dinosaur Lake ATV Campground Management Plan.
3. Notice of Final Review
4. Information to Avoid/Minimize Impacts to Environmental Values.
5. Certificate of Insurance template.

Report Approved by:



Mokles Rahman, CAO

Licence No.: 816239

File No.: 8015316

Disposition No.: 938957

THIS AGREEMENT is dated for reference January 28, 2021 and is made under the *Land*

Act. **BETWEEN:**

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the minister responsible for the *Land Act*, Parliament Buildings, Victoria, British Columbia

(the “Province”)

AND:

DISTRICT OF HUDSON'S HOPE
PO Box 330
Hudson'S Hope, BC V0C 1V0

(the “Licensee”)

The parties agree as follows:

ARTICLE 1 - INTERPRETATION

1.1 In this Agreement,

“**Agreement**” means this licence of occupation;

“**Commencement Date**” means February 28, 2023;

“**disposition**” has the meaning given to it in the *Land Act* and includes a licence of occupation;

“**Fees**” means the fees set out in Article 3;

“**Hazardous Substances**” means any substance which is hazardous to persons, property or the environment, including without limitation

(a) waste, as that term is defined in the *Environmental Management Act*; and

- (b) any other hazardous, toxic or other dangerous substance, the use, transportation or release into the environment of which, is now or from time to time prohibited, controlled or regulated under any laws or by any governmental authority, applicable to, or having jurisdiction in relation to, the Land;

“Improvements” includes anything made, constructed, erected, built, altered, repaired or added to, in, on or under the Land, and attached to it or intended to become a part of it, and also includes any clearing, excavating, digging, drilling, tunnelling, filling, grading or ditching of, in, on or under the Land;

“Land” means that part or those parts of the Crown land either described in, or shown outlined by bold line on, the schedule attached to this Agreement entitled “Legal Description Schedule” except for those parts of the land that, on the Commencement Date, consist of highways (as defined in the *Transportation Act*) and land covered by water;

“Management Plan” means the most recent management plan prepared by you in a form approved by us, signed and dated by the parties, and held on file by us;

“Realty Taxes” means all taxes, rates, levies, duties, charges and assessments levied or charged, at any time, by any government authority having jurisdiction which relate to the Land, the Improvements or both of them and which you are liable to pay under applicable laws;

“Security” means the security referred to in section 6.1 or 6.2, as replaced or supplemented in accordance with section 6.5;

“Term” means the period of time set out in section 2.2;

“we”, “us” or “our” refers to the Province alone and never refers to the combination of the Province and the Licensee: that combination is referred to as **“the parties”**; and

“you” or “your” refers to the Licensee.

- 1.2 In this Agreement, “person” includes a corporation, partnership or party, and the personal or other legal representatives of a person to whom the context can apply according to law and wherever the singular or masculine form is used in this Agreement it will be construed as the plural or feminine or neuter form, as the case may be, and vice versa where the context or parties require.
- 1.3 The captions and headings contained in this Agreement are for convenience only and do not define or in any way limit the scope or intent of this Agreement.
- 1.4 This Agreement will be interpreted according to the laws of the Province of British Columbia.

- 1.5 Where there is a reference to an enactment of the Province of British Columbia or of Canada in this Agreement, that reference will include a reference to every amendment to it, every regulation made under it and any subsequent enactment of like effect and, unless otherwise indicated, all enactments referred to in this Agreement are enactments of the Province of British Columbia.
- 1.6 If any section of this Agreement, or any part of a section, is found to be illegal or unenforceable, that section or part of a section, as the case may be, will be considered separate and severable and the remainder of this Agreement will not be affected and this Agreement will be enforceable to the fullest extent permitted by law.
- 1.7 Each schedule to this Agreement is an integral part of this Agreement as if set out at length in the body of this Agreement.
- 1.8 This Agreement constitutes the entire agreement between the parties and no understanding or agreement, oral or otherwise, exists between the parties with respect to the subject matter of this Agreement except as expressly set out in this Agreement and this Agreement may not be modified except by subsequent agreement in writing between the parties.
- 1.9 Each party will, upon the request of the other, do or cause to be done all lawful acts necessary for the performance of the provisions of this Agreement.
- 1.10 Any liabilities or obligations of either party arising, or to be performed, before or as a result of the termination of this Agreement, and which have not been satisfied or remain unperformed at the termination of this Agreement, any indemnity and any release in our favour and any other provision which specifically states that it will survive the termination of this Agreement, shall survive and not be affected by the expiration of the Term or the termination of this Agreement.
- 1.11 Time is of the essence of this Agreement.
- 1.12 Wherever this Agreement provides that an action may be taken, a consent or approval must be obtained or a determination must be made, then you or we, as the case may be, will act reasonably in taking such action, deciding whether to provide such consent or approval or making such determination; but where this Agreement states that you or we have sole discretion to take an action, provide a consent or approval or make a determination, there will be no requirement to show reasonableness or to act reasonably in taking that action, providing that consent or approval or making that determination.
- 1.13 Any requirement under this Agreement for us to act reasonably shall not require us to act in a manner that is contrary to or inconsistent with any legislation, regulations, Treasury Board directives or other enactments or any policy, directive, executive direction or other such guideline of general application.
- 1.14 Wherever this Agreement provides that you may not undertake some activity or do something
-

without our prior written approval or consent, our prior approval of the Management Plan will constitute our approval of, or consent to, the activity or thing to the extent the same is specifically and expressly described in the Management Plan and subject always to any conditions or qualifications that may be set in the Management Plan.

ARTICLE 2 - GRANT AND TERM

- 2.1 On the terms and conditions set out in this Agreement, we grant you a licence of occupation of the Land for community campground purposes, as set out in the Management Plan. You acknowledge this licence of occupation does not grant you exclusive use and occupancy of the Land.
- 2.2 The term of this Agreement commences on the Commencement Date and terminates on the 2nd anniversary of that date, or such earlier date provided for in this Agreement. We reserve the right to terminate this Agreement in certain circumstances as expressly provided in this Agreement.

ARTICLE 3 - FEES

- 3.1 The Fee for the Term is \$1.00, the receipt of which we acknowledge.

ARTICLE 4 - COVENANTS

- 4.1 You must
- (a) pay, when due,
 - (i) the Fees to us at the address set out in Article 10,
 - (ii) the Realty Taxes, and
 - (iii) all charges for electricity, gas, water and other utilities supplied to the Land for use by you or on your behalf or with your permission;
 - (b) deliver to us, immediately upon demand, receipts or other evidence of the payment of Realty Taxes and all other money required to be paid by you under this Agreement;
 - (c) observe, abide by and comply with
 - (i) all applicable laws, bylaws, orders, directions, ordinances and regulations of any

government authority having jurisdiction in any way affecting your use or occupation of the Land or the Improvements including without limitation all laws, bylaws, orders, directions, ordinances and regulations relating in any way to Hazardous Substances, the environment and human health and safety, and

- (ii) the provisions of this Agreement;
- (d) in respect of the use of the Land by you or by any person who enters upon or uses the Land as a result of your use of the Land under this Agreement, keep the Land and the Improvements in a safe, clean and sanitary condition satisfactory to us, and at our written request, rectify any failure to comply with such a covenant by making the Land and the Improvements safe, clean and sanitary;
- (e) not commit any wilful or voluntary waste, spoil or destruction on the Land or do anything on the Land that may be or become a nuisance to an owner or occupier of land in the vicinity of the Land;
- (f) use and occupy the Land only in accordance with and for the purposes set out in the Management Plan;
- (g) not construct, place or affix any Improvement on or to the Land except as permitted in the Management Plan;
- (h) pay all accounts and expenses as they become due for work performed on or materials supplied to the Land at your request, on your behalf or with your permission, except for money that you are required to hold back under the *Builders Lien Act*;
- (i) if any claim of lien over the Land is made under the *Builders Lien Act* for work performed on or materials supplied to the Land at your request, on your behalf or with your permission, immediately take all steps necessary to have the lien discharged, unless the claim of lien is being contested in good faith by you and you have taken the steps necessary to ensure that the claim of lien will not subject the Land or any interest of yours under this Agreement to sale or forfeiture;
- (j) not cut or remove timber on or from the Land without being granted the right under the *Forest Act* to harvest Crown timber on the Land;
- (k) take all reasonable precautions to avoid disturbing or damaging any archaeological material found on or under the Land and, upon discovering any archaeological material on or under the Land, you must immediately notify the ministry responsible for administering the *Heritage Conservation Act*;
- (l) permit us, or our authorized representatives, to enter on the Land at any time to inspect the Land and the Improvements, including without limitation to test and remove soil,

groundwater and other materials and substances, where the inspection may be necessary or advisable for us to determine whether or not you have complied with your obligations under this Agreement with respect to Hazardous Substances, provided that we take reasonable steps to minimize any disruption of your operations;

(m) indemnify and save us and our servants, employees and agents harmless against all claims, actions, causes of action, losses, damages, costs and liabilities, including fees of solicitors and other professional advisors, arising out of one or more of the following:

- (i) any breach, violation or non-performance of a provision of this Agreement,
- (ii) any conflict between your use of the Land under this Agreement and the lawful use of the Land by any other person, and
- (iii) any personal injury, bodily injury (including death) or property damage occurring or happening on or off the Land by virtue of your entry upon, use or occupation of the Land,

and the amount of all such losses, damages, costs and liabilities will be payable to us immediately upon demand; and

(n) on the termination of this Agreement,

- (i) peaceably quit and deliver to us possession of the Land and, subject to paragraphs (ii), (iii) and (iv), the Improvements in a safe, clean and sanitary condition,
- (ii) within 90 days, remove from the Land any Improvement you want to remove, if the Improvement was placed on or made to the Land by you, is in the nature of a tenant's fixture normally removable by tenants and is not part of a building (other than as a tenant's fixture) or part of the Land and you are not in default of this Agreement,
- (iii) not remove any Improvement from the Land if you are in default of this Agreement, unless we direct or permit you to do so under paragraph (iv),
- (iv) remove from the Land any Improvement that we, in writing, direct or permit you to remove, other than any Improvement permitted to be placed on or made to the Land under another disposition, and
- (v) restore the surface of the Land as nearly as may reasonably be possible, to the condition that the Land was in at the time it originally began to be used for the purposes described in this Agreement, but if you are not directed or permitted to remove an Improvement under paragraph (iii), this paragraph will not apply to

that part of the surface of the Land on which that Improvement is located,

and all of your right, interest and estate in the Land will be absolutely forfeited to us, and to the extent necessary, this covenant will survive the termination of this Agreement.

4.2 You will not permit any person who enters upon or uses the Land as a result of your use of the Land under this Agreement to do anything you are restricted from doing under this Article.

4.3 You must not use all or any part of the Land

- (a) for the storage or disposal of any Hazardous Substances; or
- (b) in any other manner whatsoever which causes or contributes to any Hazardous Substances being added or released on, to or under the Land or into the environment from the Land;

unless

- (c) such storage, disposal, release or other use does not result in your breach of any other provision of this Agreement, including without limitation, your obligation to comply with all laws relating in any way to Hazardous Substances, the environment and human health and safety; and
- (d) we have given our prior written approval to such storage, disposal, release or other use and for certainty any such consent operates only as a consent for the purposes of this section and does not bind, limit, or otherwise affect any other governmental authority from whom any consent, permit or approval may be required.

4.4 Despite any other provision of this Agreement you must:

- (a) on the expiry or earlier termination of this Agreement; and
- (b) at any time if we request and if you are in breach of your obligations under this Agreement relating to Hazardous Substances;

promptly remove from the Land all Hazardous Substances stored, or disposed of, on the Land, or which have otherwise been added or released on, to or under the Land:

- (c) by you; or
- (d) as a result of the use of the Land under this Agreement; or
- (e) as a result of the use of the Land under the following prior agreements: Licence of

Occupation No. 815531

save and except only to the extent that we have given a prior written approval expressly allowing specified Hazardous Substances to remain on the Land following the expiry of the Term.

4.5 We may from time to time

- (a) in the event of the expiry or earlier termination of this Agreement;
- (b) as a condition of our consideration of any request for consent to an assignment of this Agreement; or
- (c) if we have a reasonable basis for believing that you are in breach of your obligations under this Agreement relating to Hazardous Substances;

provide you with a written request to investigate the environmental condition of the Land and upon any such request you must promptly obtain, at your cost, and provide us with, a report from a qualified and independent professional who has been approved by us, as to the environmental condition of the Land, the scope of which must be satisfactory to us and which may include all such tests and investigations that such professional may consider to be necessary or advisable to determine whether or not you have complied with your obligations under this Agreement with respect to Hazardous Substances.

4.6 You must at our request from time to time, but not more frequently than annually, provide us with your certificate (and if you are a corporation such certificate must be given by a senior officer) certifying that you are in compliance with all of your obligations under this Agreement pertaining to Hazardous Substances, and that no adverse environmental occurrences have taken place on the Land, other than as disclosed in writing to us.

ARTICLE 5 - LIMITATIONS

5.1 You agree with us that

- (a) in addition to the other reservations and exceptions expressly provided in this Agreement this Agreement is subject to the exceptions and reservations of interests, rights, privileges and titles referred to in section 50 of the *Land Act*;
- (b) other persons may hold or acquire rights to use the Land in accordance with enactments other than the *Land Act* or the *Ministry of Lands, Parks and Housing Act*, including rights held or acquired under the *Coal Act*, *Forest Act*, *Geothermal Resources Act*, *Mineral Tenure Act*, *Petroleum and Natural Gas Act*, *Range Act*, *Water Sustainability Act* or *Wildlife Act* (or any prior or subsequent enactment of the Province of British

Columbia of like effect); such rights may exist as of the Commencement Date and may be granted or acquired subsequent to the Commencement Date and may affect your use of the Land;

- (c) other persons may hold or acquire interests in or over the Land granted under the *Land Act* or the *Ministry of Lands, Parks and Housing Act*; such interests may exist as of the Commencement Date; following the Commencement Date we may grant such interests (including fee simple interests, leases, statutory rights of way and licences); you acknowledge that your use of the Land may be affected by such interests and the area or boundaries of the Land may change as a result of the granting of such interests;
- (d) you have no right to compensation from us and you release us from all claims, actions, causes of action, suits, debts and demands that you now have or may at any time in the future have against us arising out of any conflict between your use of the Land under this Agreement and any use of, or impact on the Land arising from the exercise, or operation of the interests, rights, privileges and titles described in subsections (a), (b), and (c);
- (e) this Agreement does not limit any right to notice, compensation or any other benefit that you may be entitled to from time to time under the enactments described in subsection (b), or any other applicable enactment;
- (f) you will not commence or maintain proceedings under section 65 of the *Land Act* in respect of any interference with your use of the Land as permitted under this Agreement that arises as a result of the lawful exercise or operation of the interests, rights, privileges and titles described in subsections (a), (b) and (c);
- (g) you will not remove or permit the removal of any Improvement from the Land except as expressly permitted or required under this Agreement;
- (h) any interest you may have in the Improvements ceases to exist and becomes our property upon the termination of this Agreement, except where an Improvement may be removed under paragraph 4.1(n)(ii), (iii) or (iv) in which case any interest you may have in that Improvement ceases to exist and becomes our property if the Improvement is not removed from the Land within the time period set out in paragraph 4.1(n)(ii) or the time period provided for in the direction or permission given under paragraph 4.1(n)(iii); and
- (i) if, after the termination of this Agreement, we permit you to remain in possession of the Land and we accept money from you in respect of such possession, a tenancy from year to year will not be created by implication of law and you will be deemed to be a monthly occupier only subject to all of the provisions of this Agreement, except as to duration, in the absence of a written agreement to the contrary.

ARTICLE 6 - SECURITY AND INSURANCE

- 6.1 On the Commencement Date, you will deliver to us Security in the amount of \$0.00 which will
- (a) guarantee the performance of your obligations under this Agreement;
 - (b) be in the form required by us; and
 - (c) remain in effect until we certify, in writing, that you have fully performed your obligations under this Agreement.
- 6.2 Despite section 6.1, your obligations under that section are suspended for so long as you maintain in good standing other security acceptable to us to guarantee the performance of your obligations under this Agreement and all other dispositions held by you.
- 6.3 We may use the Security for the payment of any costs and expenses associated with any of your obligations under this Agreement that are not performed by you or to pay any overdue Fees and, if such event occurs, you will, within 30 days of that event, deliver further Security to us in an amount equal to the amount drawn down by us.
- 6.4 After we certify, in writing, that you have fully performed your obligations under this Agreement, we will return to you the Security maintained under section 6.1, less all amounts drawn down by us under section 6.3.
- 6.5 You acknowledge that we may, from time to time, notify you to
- (a) change the form or amount of the Security; and
 - (b) provide and maintain another form of Security in replacement of or in addition to the Security posted by you under this Agreement;
- and you will, within 60 days of receiving such notice, deliver to us written confirmation that the change has been made or the replacement or additional form of Security has been provided by you.
- 6.6 You must
- (a) without limiting your obligations or liabilities under this Agreement, at your expense, purchase and maintain during the Term the following insurance with insurers licensed to do business in Canada:
 - (i) Commercial General Liability insurance in an amount of not less than \$2,000,000.00 inclusive per occurrence insuring against liability for personal injury, bodily injury (including death) and property damage, including coverage

for all accidents or occurrences on the Land or the Improvements. Such policy will include cross liability, liability assumed under contract, provision to provide 30 days advance notice to us of material change or cancellation, and include us as additional insured;

- (b) ensure that all insurance required to be maintained by you under this Agreement is primary and does not require the sharing of any loss by any of our insurers;
- (c) within 10 working days of Commencement Date of this Agreement, provide to us evidence of all required insurance in the form of a completed "Province of British Columbia Certificate of Insurance";
- (d) if the required insurance policy or policies expire or are cancelled before the end of the Term of this Agreement, provide within 10 working days of the cancellation or expiration, evidence of new or renewal policy or policies of all required insurance in the form of a completed "Province of British Columbia Certificate of Insurance";
- (e) notwithstanding subsection (c) or (d) above, if requested by us, provide to us certified copies of the required insurance policies.

6.7 We may, acting reasonably, from time to time, require you to

- (a) change the amount of insurance set out in subsection 6.6(a); and
- (b) provide and maintain another type or types of insurance in replacement of or in addition to the insurance previously required to be maintained by you under this Agreement;

and you will, within 60 days of receiving such notice, cause the amounts and types to be changed and deliver to us a completed "Province of British Columbia Certificate of Insurance" for all insurance then required to be maintained by you under this Agreement.

6.8 You shall provide, maintain, and pay for any additional insurance which you are required by law to carry, or which you consider necessary to insure risks not otherwise covered by the insurance specified in this Agreement in your sole discretion.

6.9 You waive all rights of recourse against us with regard to damage to your own property.

ARTICLE 7 - ASSIGNMENT

7.1 You must not sublicense, assign, mortgage or transfer this Agreement, or permit any person to use or occupy the Land, without our prior written consent, which consent we may withhold.

7.2 Prior to considering a request for our consent under section 7.1, we may require you to meet

certain conditions, including without limitation, that you provide us with a report as to the environmental condition of the Land as provided in section 4.5.

ARTICLE 8 - TERMINATION

8.1 You agree with us that

- (a) if you
 - (i) default in the payment of any money payable by you under this Agreement, or
 - (ii) fail to observe, abide by and comply with the provisions of this Agreement (other than the payment of any money payable by you under this Agreement),and your default or failure continues for 60 days after we give written notice of the default or failure to you,
- (b) if, in our opinion, you fail to make diligent use of the Land for the purposes set out in this Agreement, and your failure continues for 60 days after we give written notice of the failure to you;
- (c) if you
 - (i) become insolvent or make an assignment for the general benefit of your creditors,
 - (ii) commit an act which entitles a person to take action under the *Bankruptcy and Insolvency Act* (Canada) or a bankruptcy petition is filed or presented against you or you consent to the filing of the petition or a decree is entered by a court of competent jurisdiction adjudging you bankrupt under any law relating to bankruptcy or insolvency, or
 - (iii) voluntarily enter into an arrangement with your creditors;
- (d) if you are a corporation,
 - (i) a receiver or receiver-manager is appointed to administer or carry on your business, or
 - (ii) an order is made, a resolution passed or a petition filed for your liquidation or winding up;
- (e) if you are a society, you convert into a company in accordance with the *Society Act*

without our prior written consent;

- (f) if this Agreement is taken in execution or attachment by any person; or
- (g) if we require the Land for our own use or, in our opinion, it is in the public interest to cancel this Agreement and we have given you 60 days' written notice of such requirement or opinion;

this Agreement will, at our option and with or without entry, terminate and your right to use and occupy the Land will cease.

8.2 If the condition complained of (other than the payment of any money payable by you under this Agreement) reasonably requires more time to cure than 60 days, you will be deemed to have complied with the remedying of it if you commence remedying or curing the condition within 60 days and diligently complete the same.

8.3 You agree with us that

- (a) you will make no claim against us for compensation, in damages or otherwise, upon the lawful termination of this Agreement under section 8.1; and
- (b) our remedies under this Article are in addition to those available to us under the *Land Act*.

ARTICLE 9 - DISPUTE RESOLUTION

9.1 If any dispute arises under this Agreement, the parties will make all reasonable efforts to resolve the dispute within 60 days of the dispute arising (or within such other time period agreed to by the parties) and, subject to applicable laws, provide candid and timely disclosure to each other of all relevant facts, information and documents to facilitate those efforts.

9.2 Subject to section 9.5, if a dispute under this Agreement cannot be resolved under section 9.1, we or you may refer the dispute to arbitration conducted by a sole arbitrator appointed pursuant to the *Commercial Arbitration Act*.

9.3 The cost of the arbitration referred to in section 9.2 will be shared equally by the parties and the arbitration will be governed by the laws of the Province of British Columbia.

9.4 The arbitration will be conducted at our offices (or the offices of our authorized representative) in Fort St. John, British Columbia, and if we or our authorized representative have no office in Fort St. John, British Columbia, then our offices (or the offices of our authorized representative) that are closest to Fort St. John, British Columbia.

9.5 A dispute under this Agreement in respect of a matter within our sole discretion cannot, unless

we agree, be referred to arbitration as set out in section 9.2.

ARTICLE 10 - NOTICE

- 10.1 Any notice required to be given by either party to the other will be deemed to be given if mailed by prepaid registered mail in Canada or delivered to the address of the other as follows:

to us

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND
RURAL DEVELOPMENT**

100-10003 110th Ave
Fort St. John, BC V1J 6M7;

to you

DISTRICT OF HUDSON'S HOPE

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

or at such other address as a party may, from time to time, direct in writing, and any such notice will be deemed to have been received if delivered, on the day of delivery, and if mailed, 7 days after the time of mailing, except in the case of mail interruption in which case actual receipt is required.

- 10.2 In order to expedite the delivery of any notice required to be given by either party to the other, a concurrent facsimile copy of any notice will, where possible, be provided to the other party but nothing in this section, and specifically the lack of delivery of a facsimile copy of any notice, will affect the deemed delivery provided in section 10.1.
- 10.3 The delivery of all money payable to us under this Agreement will be effected by hand, courier or prepaid regular mail to the address specified above, or by any other payment procedure agreed to by the parties, such deliveries to be effective on actual receipt.

ARTICLE 11 - MISCELLANEOUS

- 11.1 No provision of this Agreement will be considered to have been waived unless the waiver is in writing, and a waiver of a breach of a provision of this Agreement will not be construed as or constitute a waiver of any further or other breach of the same or any other provision of this Agreement, and a consent or approval to any act requiring consent or approval will not waive

or render unnecessary the requirement to obtain consent or approval to any subsequent same or similar act.

- 11.2 No remedy conferred upon or reserved to us under this Agreement is exclusive of any other remedy in this Agreement or provided by law, but that remedy will be in addition to all other remedies in this Agreement or then existing at law, in equity or by statute.
- 11.3 The grant of a sublicence, assignment or transfer of this Agreement does not release you from your obligation to observe and perform all the provisions of this Agreement on your part to be observed and performed unless we specifically release you from such obligation in our consent to the sublicence, assignment or transfer of this Agreement.
- 11.4 This Agreement extends to, is binding upon and enures to the benefit of the parties, their heirs, executors, administrators, successors and permitted assigns.
- 11.5 If, due to a strike, lockout, labour dispute, act of God, inability to obtain labour or materials, law, ordinance, rule, regulation or order of a competent governmental authority, enemy or hostile action, civil commotion, fire or other casualty or any condition or cause beyond your reasonable control, other than normal weather conditions, you are delayed in performing any of your obligations under this Agreement, the time for the performance of that obligation will be extended by a period of time equal to the period of time of the delay so long as
- (a) you give notice to us within 30 days of the commencement of the delay setting forth the nature of the delay and an estimated time frame for the performance of your obligation; and
 - (b) you diligently attempt to remove the delay.
- 11.6 You acknowledge and agree with us that
- (a) this Agreement has been granted to you on the basis that you accept the Land on an “as is” basis;
 - (b) without limitation we have not made, and you have not relied upon, any representation or warranty from us as to
 - (i) the suitability of the Land for any particular use, including the use permitted by this Agreement;
 - (ii) the condition of the Land (including surface and groundwater), environmental or otherwise, including the presence of or absence of any toxic, hazardous, dangerous or potentially dangerous substances on or under the Land and the current and past uses of the Land and any surrounding land and whether or not the Land is susceptible to erosion or flooding;

- (iii) the general condition and state of all utilities or other systems on or under the Land or which serve the Land;
- (iv) the zoning of the Land and the bylaws of any government authority which relate to the development, use and occupation of the Land; and
- (v) the application of any federal or Provincial enactment or law to the Land;
- (c) you have been afforded a reasonable opportunity to inspect the Land or to carry out such other audits, investigations, tests and surveys as you consider necessary to investigate those matters set out in subsection (b) to your satisfaction before entering into this Agreement;
- (d) you waive, to the extent permitted by law, the requirement if any, for us to provide you with a “site profile” under the *Environmental Management Act* or any regulations made under that act;
- (e) we are under no obligation, express or implied, to provide financial assistance or to contribute toward the cost of servicing, creating or developing the Land or the Improvements and you are solely responsible for all costs and expenses associated with your use of the Land and the Improvements for the purposes set out in this Agreement; and
- (f) we are under no obligation to provide access or services to the Land or to maintain or improve existing access roads.

11.7 You agree with us that nothing in this Agreement constitutes you as our agent, joint venturer or partner or gives you any authority or power to bind us in any way.

11.8 This Agreement does not override or affect any powers, privileges or immunities to which you are entitled under any enactment of the Province of British Columbia.

The parties have executed this Agreement as of the date of reference of this Agreement.

SIGNED on behalf of **HER MAJESTY
THE QUEEN IN RIGHT OF THE
PROVINCE OF BRITISH COLUMBIA**
by the minister responsible for the *Land Act*
or the minister's authorized representative

Minister responsible for the *Land Act*
or the minister's authorized representative

SIGNED on behalf of **DISTRICT OF HUDSON'S HOPE**
By its authorized signatories

Authorized Signatory

Authorized Signatory

LEGAL DESCRIPTION SCHEDULE

THOSE PARTS OF THE SW & SE 1/4S OF DISTRICT LOT 149, PEACE RIVER DISTRICT,
CONTAINING 4.19 HECTARES, MORE OR LESS.



MANAGEMENT PLAN

File #8015316

Document #816239

ACCEPTED BY:

SIGNED on behalf of HER MAJESTY THE QUEEN IN RIGHT OF THE **PROVINCE OF BRITISH COLUMBIA** by the minister responsible for the *Land Act* or the Minister's authorized representative.

The signature of the Province's authorized representative is solely for the purpose of acknowledging the Province's acceptance of this document as the Management Plan for the purposes of the tenure document and does not represent a certification by the Province or its signatory of any factual content or acceptance of professional responsibility by the Province's signatory for any advice or analysis contained in this document.



Authorized Signatory
Ministry of Forests, Lands, Natural Resource
Operations & Rural Development

Joyce C Veller, P.Ag.
Print Name

Licensed Authorization Specialist
Title

January 21, 2021
Date

SIGNED on behalf of District of Hudson's Hope
by a duly authorized signatory

Authorized Signatory

Print Name

Title

containing 12 pages (including this page)

Management Plan

Please describe the details of your project to the extent known. Consult the guidance document for further information on regulatory requirements, rational for why the information is required, and how to find required information.

The scope and the timing for response will be provided. If information is requested and not received, it may result in the disallowance of the application.

Information on these topics may be required as part of the application processing and if further detail is necessary that is not part of the application and management plan received, you will be contacted and requested to provide additional information. In some circumstances, the use of a qualified professional to complete the plan may be required.

1.0 Background

1.1 Project Overview

Describe project for which authorization is requested, including construction and/or phased development details:

The project is the construction of a twenty (20) space Campground at Dinosaur Lake, Hudson's Hope that will cater to All Terrain Vehicle (ATV) enthusiasts. There would be fourteen (14) single lots (Type T1) and six (6) double lots (Type T2). In addition, there would be a large group campground and expansion area.

The construction of the campground would occur during the summer of 2020. Opening would occur during the summer of 2021 once washrooms, bear-proof garbage bins, fire pits and picnic tables, and proper signage are completed.

1.2 Investigative Work

If any preliminary investigative work has been carried out, with or without an investigative authorization, provide details on work completed, incomplete or on-going from previous term.



| Activity | Brief Description of Activity | Status (e.g. Complete, incomplete, ongoing) | Comments / Milestones |
|---|--|---|---|
| Development of a site plan | Completed Campground Design | Completed | |
| Obtain Agricultural Land Commission Non-Farm Use approval | 4.2 hectare parcel of land is in the ALR. Permission to use for non-farming use is required. | Completed | Obtained non-farm use approval from the ALC in June 2015. |
| First Nations Consultation | Consulted with West Moberly First Nations regarding proposed campground. | Completed | Received comments back from WMFN. Comments will be considered in final design (i.e., installation of a fence along the back). |

[Add Row](#)

1.4 First Nations Consultation

Describe any contact you may have had, including the name of the First Nation(s) and representatives contacted.



Contact with West Moberly First Nations (July 2011)
Bruce Robert Muir, Senior Environmental Planner
Land Use Manager, Land Use Department,
West Moberly First Nations
Post Office, Box 90,
Moberly Lake, BC V0C 1X0
P: (250) 788-•-3676

2.0 Location

2.1 Description

Provide a general description of the location of the project:



Located 7 km (4 miles) south of Hudson's Hope off Hwy. 29.

Dinosaur Lake was created when the Peace Canyon Dam was completed in 1980 and named for the fossils of dinosaur footprints that were covered when the area was flooded. There is an existing campground - Dinosaur Park that provides seventeen dry sites, outhouses, cooking boxes, fire pits, hiking trails, fishing, and a boat launch.

The proposed ATV Campground would be located right approximately one kilometre ahead of the existing campground.

2.2 Location Justification

Provide your reasons/justification of the need for this type of project at this location:



The ATV Campground would provide campers with more recreational options other than boating, and would increase economic opportunities for the District by offering a different type of camping option than currently provided.

2.3 Seasonal Expectations of Use

When will the Project require use of the land? Include information on key works during construction phases as well as operations phase. Please reference [reduced risk fish windows](#) as required by DFO:



| Project Phase (Construction / Operations) | Brief Description of Activity / Works | Season |
|--|--|--|
| Two Phases - Phase I, construction (2020); Phase II, final landscaping and signage (2021). | Phase I involves clearing of the area and the creation of the camping pads (gravelling and leveling of sites, installation of fire pits). Phase II in the spring of 2021 involves final landscaping (top soil), installation of bear-proof bins, outhouses, signage. | Season will follow the existing campground season which is approximately May 1st until after the September long weekend. |

Add Row

3.0 Infrastructure and Improvements

3.1 Facilities and Infrastructure

Detail any new and existing facilities, infrastructure or processes proposed and any ancillary uses. Provide details of planned construction methods and materials, and construction scheduling.

| Facility/Infrastructure/Process | Construction Methods/Materials | Construction Schedule |
|---|--------------------------------|-----------------------|
| Construction to follow BC Ministry of Environment, BC Parks - Technical Specifications (Refer to Dinosaur Lake Operations and Maintenance Guide). | | |

Add Field

3.2 Access

Identify existing and proposed roads used for access and their use by season. Include any proposed connections to public or Forest Service Roads; traffic information including volume of traffic during construction/operation and phase or season that the traffic is expected:



| Roadway/Proposed Connection | Existing/Proposed | Existing Road Classification | Road Permittee Information and Road Use Agreements | Traffic Volume | | Mitigation of Traffic Effects |
|--|-------------------|------------------------------|--|--------------------|------------------|-------------------------------|
| | | | | Construction Phase | Operations Phase | |
| Access from existing Peace Canyon Road (see map) | | | | | | |

Add Field

3.3 Utility Requirements and Sources

Describe utility requirements and sources, include agreements in place or underway allowing access to utilities.



No utility requirements. Outhouses with be pump out. Future requirements - there is BC Hydro line that is accessible.

3.4 Water Supply

Identify water requirements for construction and operation phases (e.g. surface water and/or groundwater), including sources, location, volume and a general description of infrastructure planned to meet water supply requirements, include any agreements outside of Water Act Authorizations identified above (Section I, Authorizations, Permits or Approvals), such as Municipal water supply.

| Project Phase (Construction/ Operation) | Water Requirement (e.g. Surface water or ground water, etc) | Source/location | Volume | Infrastructure Description | Agreements |
|--|---|-----------------|--------|----------------------------|------------|
| Not applicable. No water service provided. | | | | | |

Add Field

3.5 Waste Collection Treatment and Disposal

Identify any waste disposal (note septic system required), sewage, sanitation facilities and refuse disposal proposed.



| Project Phase (Construction/ Operation) | Is there a water requirement (e.g. Surface water or ground water, etc) | Discharge distance to closest body of water (well, lake, etc.) | Volume of daily discharge | Infrastructure Description | Existing Agreements |
|--|--|--|---------------------------|----------------------------|---------------------|
| Outhouses will be pump out operated by the District of Hudson's . Refuse will be via bear-proof bins maintained by the District. | | | | | |

Add Field

4.0 Environmental

Describe any significant impacts and proposed mitigation for the following environmental classes:

4.1 Land Impacts

4.1.1 Vegetation Removal

Is any timber removal required?

☒ Yes ☐ No

Are any areas of vegetation to be cleared, outside of timber removal?

☒ Yes ☐ No

| Removal Type | Impacts | Proposed Mitigation |
|--------------|---------|--|
| Shrub growth | N/A | Work with the Peace River Regional District on Invasive Plant Species management plan. |
| Add Field | | |

4.1.2 Soil Disturbance

Will there be any areas of soil disturbance, including clearing, grubbing, excavation and levelling?

☒ Yes ☐ No

| Disturbance Type | Impacts | Proposed Mitigations |
|---------------------------|---------|---|
| Clearing of camping sites | N/A | Existing base will be maintained as much as possible. Gravel added on top to build camping sites. |
| Add Field | | |

Is the area to be excavated a Brownfield site or has the potential to be contaminated?

☐ Yes ☒ No

Is there potential for disturbance of archaeological, paleontological fossils or historical artifacts?

☐ Yes ☒ No

4.1.3 Riparian Encroachment

Will any works be completed within or adjacent to the riparian zone of any water body?

☒ Yes ☐ No

Identify all works that may affect the Riparian zone, the impacts, and proposed mitigations:

| Work Type | Impacts | Proposed Mitigations |
|-----------|---------|----------------------|
|-----------|---------|----------------------|



| Work Type | Impacts | Proposed Mitigations |
|------------------|---------|--|
| Clearing of site | | Ensure boundaries for site clearing are clearly identified for contractors building the camping sites. |
| Add Field | | |

4.1.4 Pesticides and Herbicides

Will there be any use of pesticides or herbicides during construction, operations and/or maintenance?

☐ Yes ☒ No

4.1.5 Visual Impacts

Will there be any adverse effects of the projects, and any potential adverse effects on sight lines to the project area from surrounding areas likely to be used for scenic viewing by residents or other users?

☐ Yes ☒ No

4.1.6 Archaeological Sites

Are there any known or high potential (Arch Procedure) archaeological sites within the project area?

☐ Yes ☒ No

Have you conducted an AIA or engaged an archaeologist to assist with your investigations?

☐ Yes ☒ No

4.1.7 Construction Methods and Materials

Identify the types of construction materials, the methods used, their impacts, and any mitigations:

| Construction Material/Method | Impacts | Mitigations |
|------------------------------|---------|-------------|
| Gravel base - campsite | minimal | N/A |
| Add Field | | |

4.2 Atmospheric Impacts

4.2.1 Sound, Odor, Gas or Fuel Emissions

Will the project construction or operation cause any of the following to disturb wildlife or nearby residents:

Sound? ☒ Yes ☐ No

Explain the current conditions, source, type and range of emission. Provide a description of atmospheric effects from proposed construction, operation, and decommissioning phases. Also include proposed mitigation measures to manage or mitigate adverse effects.

| Emission Source | Current Conditions | Project Impacts | Proposed Mitigations / Management |
|--|--------------------|-----------------|-----------------------------------|
| Will require heavy equipment to clear the area and trucks to haul and level gravel | | N/A | N/A |

Add Field

Odor? ☐ Yes ☒ No

Gas? ☐ Yes ☒ No

Fuel Emissions? ☐ Yes ☒ No

4.3 Water or Land Covered by Water Impacts

4.3.1 Drainage Effects

Will the project result in changes to land drainage?

☐ Yes ☒ No

4.3.2 Public Access

Will the project result in changes to public access?

☒ Yes ☐ No

Describe the potential effect or impact and include plans for mitigation/management:

| Effect | Potential Impacts | Proposed Mitigations / Management Plan |
|---|-------------------|--|
| Entry and exit to ATV Campground built of existing Peace Canyon Park Road | N/A | Signage will mitigate vehicle incidents. |

Add Field

4.3.3 Flood Potential

Will the project result in a potential for flooding?

☐ Yes ☒ No

4.4 Fish and Wildlife Habitat Impacts

4.4.1 Disturbance to Wildlife and Wildlife Habitat

Will the project result in adverse effects to wildlife or wildlife habitat?

[\(BC Wildlife Act\)](#)

☐ Yes ☒ No

Will the project (construction or operations phase) occur in and around streams, lakes, estuarine or marine environments?

☒ Yes ☐ No

Describe the fish habitat on or near the project site, include potential impacts of the Project (e.g. stream crossings, water diversions, etc), including seasonal considerations, and plans to manage/mitigate effects.

| Project Phase | Impacts | Proposed Mitigations / Management |
|---------------|--|-----------------------------------|
| Construction | N/A - Dinosaur Lake is located approx. 1 km away | N/A |
| Add Field | | |

Is the project (construction or operations phase) likely to increase erosion or sedimentation?

☐ Yes ☒ No

Will the project (construction or operations phase) require water diversion?

☐ Yes ☒ No

Will the project threaten or endanger species at risk in the area?

[Species At Risk Act](#)

☐ Yes ☒ No

5.0 Socio-Community

5.1 Land Use

Describe the current community setting on or near the project area, including the location of non-aboriginal and aboriginal communities or known use areas.

The proposed ATV Campground is located 7 km (4 miles) south of the District of Hudson's Hope. West Moberly First Nations are located approximately thirty (30) Kilometers South off Hwy. 29.

5.1.1 Land Management Plans and Regional Growth Strategies

Are there any land and resource management plans, coastal plans, provincial, regional growth strategies or local government plans with zoning, or management policies or use restrictions in place that could limit or preclude your proposed use of the land? *(Please refer to the [Union of BC Municipalities \(UBCM\)](#), and check the websites of the municipality, regional district or other organization with jurisdiction including your project area.)*

☐ Yes ☒ No

5.2 Socio-Community Conditions

5.2.1 Adjacent Users or Communities

Is the project likely to restrict public access, or the ability, or the ability of adjacent land owners or tenure holder to access their property or tenures?

☐ Yes ☒ No

5.2.2 Existing Services

Provide a description any increased demand on fire protection and other health facilities and emergency services arising from your Project, including proposed management or mitigation measures.



Proposed campground is located within the District of Hudson's Hope municipal boundary. Fire Protection provided by the District of Hudson's Hope Volunteer Fire Department. Ambulance Service and Health Facilities available in the District of Hudson's Hope.

END O F FORM



Ministry of Forests, Lands, Natural
Resource Operations and Rural
Development
100-10003 110th Ave
Fort St. John, BC V1J 6M7

Telephone No: 778-576-8937
Facsimile No: 250-261-2084

GST Registration No: R107864738

Your contact is: Nicole Bosch

Our file: 8015316

Your file: Dinosaur Lake

NOTICE OF FINAL REVIEW

January 28, 2021

DISTRICT OF HUDSON'S HOPE
PO Box 330
Hudson's Hope, BC V0C 1V0

Attention: Chris Cvik

Dear Mr. Cvik:

Re: Your Application for a Tenure over Crown Land

The review of your application for a licence for community campground purposes over:

THOSE PARTS OF THE SW & SE 1/4S OF DISTRICT LOT 149, PEACE RIVER
DISTRICT, CONTAINING 4.19 HECTARES, MORE OR LESS.

(the "Land") has reached the stage where we anticipate making our final decision once the various matters described in this letter have been completed.

This is to replace Licence of Occupation No. 815531 which expires February 28, 2023.

1. Deadline for Completion of Requirements

We ask that you complete the requirements described below by March 28, 2021.

Please complete the Response to Notice of Final Review page attached, indicating whether you will **or** will not proceed with the application and sign and return that page to us for our records.

2. Requirements

Signing and Return of Tenure Documents

You must sign and deliver to us a copy of the licence document which is enclosed with this letter. You are responsible for ensuring that this is properly completed including, if applicable, obtaining any appropriate corporate authorizations and having any Land Title Act form C or D witnessed by a solicitor, notary or commissioner.

Monies Payable

You must deliver to us the following amounts:

| | | |
|---------------------------|-----|----------------------|
| Application Fee | *\$ | 200.00 |
| GST Total | \$ | <u>10.00</u> |
| Total Fees Payable | \$ | <u><u>210.00</u></u> |

* denotes GST payable

Your cheque or money order must be payable to the Minister of Finance and be delivered to 100-10003 110th Ave Fort St. John, BC V1J 6M7. Please quote our file number when sending us your payment.

If we disallow your application and do not grant a Crown land tenure to you, the Licence Fee and associated GST payment made by you as set out in section 2 will be returned to you.

Insurance

You must deliver to us the attached Province of British Columbia Certificate of Insurance, signed by your insurance agent, for the insurance required to be maintained under the licence. A blank certificate is enclosed.

Additional Requirements

Construction work is subject to applicable timing windows and Best Management Practices. The attached letter provided from FLNRORD Ecosystems provides guidance and direction regarding these standards. Please have a Qualified Environmental Professional specialized in bats to survey the area for signs of bat occupation prior to construction and minimize the removal of trees regardless of their health.

3. Process following completion of Requirements

If the requirements set out above are completed within the required time, we expect to make our decision and advise you of that decision within 30 days.

Please note however that this letter does not constitute an offer by us and we reserve all our rights in connection with the decision making process, including, if appropriate, to disallow your application, to extend the decision making process and to establish additional requirements not set out in this letter.

Upon decision to issue the licence to you we will sign and return one copy of the licence to you.

4. Acknowledgments of the Applicant

You represent, acknowledge and agree that:

- (a) Your application for a Crown land tenure cannot be transferred to another person.
- (b) This Letter does not obligate us to issue the licence to you and does not give you any right to use or occupy the Land for any purpose.
- (c) You are responsible for, and encouraged to seek, your own legal advice with respect to:
 - (i) any laws, bylaws, orders, directions, ordinances and regulations associated with your use of the Land,
 - (ii) the terms and conditions set out in this Letter, and
 - (iii) the terms and conditions of, and your rights and obligations that will arise under, the licence.
- (d) You are responsible for the costs and expenses incurred by you in pursuing your application, including any cost you incur in connection with satisfying the requirements set out in this letter.
- (e) If you sign and return the licence to us that will constitute your offer to us to enter into the licence.

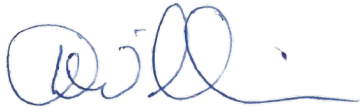
Freedom of Information

Personal information is collected under the *Land Act* for the purpose of administering Crown land. Information on your application, and if issued, your tenure, will become

- 4 -

part of the Crown Land Registry, from which information is routinely made available to the public under Freedom of Information and Protection of Privacy legislation.

Yours truly,

A handwritten signature in blue ink, consisting of a series of loops and a trailing line.

Authorized Representative

cc: CSNR, FSJ Attn: Sabina Neupane

Response to Notice of Final Review

File No. 8015316

Ministry of Forests, Lands, Natural Resource Operations and Rural Development
100-10003 110th Ave
Fort St. John, BC V1J 6M7

Dear Nicole Bosch:

Re: Application for licence

- ☐ I/We wish to proceed to obtain a licence in accordance with the letter dated January 28, 2021 from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development and enclose all copies of the licence which I/We have signed.
- ☐ I/We do not wish to proceed to obtain a licence in accordance with the letter dated January 28, 2021 from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

DATED the ____ of _____, ____.

Applicant's signature/Applicant's
representative's signature

Applicant's signature/Applicant's
representative's signature

Print name of person signing

Print name of person signing



Re: Information to Avoid/Minimize Impacts to Environmental Values

Dear Sir/Ms,

Your recently submitted application has been reviewed by Northeast Region Front Counter BC staff and determined to be of low risk to known fish and wildlife populations and/or the habitat they occupy.

To ensure your proposed activity does have minimal impact, please review Guideline and Best Management Practice (BMP) documents *that are applicable* to your activity. These documents provide suggested practices, that when implemented, will assist you in avoiding and/or minimizing impacts to environmental values associated with your proposed activities.

Regional Guideline and BMP documents are available at:

<http://www2.gov.bc.ca/gov/content/environment/plants-animals-ecosystems/wildlife/regional-wildlife/northeast>.

Provincial Guideline and BMP documents are available at:

<http://www.env.gov.bc.ca/wld/BMP/bmpintro.html>.

Please note that these sites are routinely updated. Prior to commencing work, it is recommended that you check the weblinks above to see if relevant Guideline or BMP document(s) have been revised or added.

Timing of Activities

To reduce the risk of adverse impacts your activity may have on fish and wildlife species during sensitive life requisite periods (e.g. waterbird nesting, fish spawning, caribou calving) and to avoid contraventions under relevant pieces of provincial and/or federal legislation (e.g. provincial *Wildlife and Water Acts*, federal *Fisheries Act*.), it is advisable that you undertake activities within the appropriate least risk window. The above mentioned Regional Guideline and BMP weblink provides a “Least Risk Windows.pdf” for your reference and planning use.

Vegetation removal, if occurring during a critical window can negatively impact a number of fish and wildlife species, in particular, birds species. Birds in Canada are protected under provincial and territorial statute (i.e. *Wildlife Act*), in addition to the federal *Migratory Birds Convention Act (MBCA)* and it’s *Migratory Birds Regulations (MBR)*.

Section 34 of the BC *Wildlife Act* stipulates:

34 *A person commits an offence if the person, except as provided by regulation, possesses, takes, injures, molests or destroys*

- (a) a bird or its egg,
- (b) the nest of an eagle, peregrine falcon, gyrfalcon, osprey, heron or burrowing owl, or
- (c) the nest of a bird not referred to in paragraph (b) when the nest is occupied by a bird or its egg.

The *MBCA* and *MBR* also have general prohibitions against the disturbance and destruction of nests, eggs and the depositing of harmful substances into areas frequented by migratory birds. Migratory birds, the nests of migratory birds and/or their eggs can be inadvertently harmed or disturbed (often referred to as incidental take) as a result of many activities – including, but not limited to, clearing trees and other vegetation and draining or flooding land. As such, to minimize the possibility of contravening this federal law, you are advised to exhibit due diligence in regards to your responsibilities under the *MBCA* and *MBR* and review the direction on the following Environment Canada website: <http://www.ec.gc.ca/paom-itmb/default.asp?lang=En&n=C51C415F-1>.

In the event that working within a critical window for any species is unavoidable, you should contact an appropriate qualified professional (eg. Registered Professional Biologist with BC accreditation) to discuss with you alternatives, potential mitigation and monitoring plans.

Works In and Around Watercourses

For proposed work in and around watercourses (e.g. wetlands, seasonal or dry creeks, streams, rivers, lakes), you *must* comply with all applicable federal, provincial and municipal enactments (e.g. federal *Fisheries Act*, provincial *Water Act* etc.).

One of the most important pieces of legislation regarding the conservation and protection of fish and fish habitat in Canada is the federal *Fisheries Act*. The *Fisheries Act* requires that projects avoid causing [serious harm to fish](#) unless authorized by the Minister of Fisheries and Oceans Canada. This applies to work being conducted in or near waterbodies that support fish that are part of a commercial, recreational or Aboriginal fishery, or to fish that support such a fishery. Prior to commencing work, it is your responsibility to determine whether or not your project needs to be reviewed by the Department of Fisheries and Oceans Canada. More information about this matter is available on-line at: <http://www.dfo-mpo.gc.ca/pnw-ppe/index-eng.html>.

Please be advised that on February 29, 2016, the *Water Sustainability Act* (WSA) and its regulations were passed through legislation in BC. The former *Water Act* and its regulations have been repealed and replaced by the WSA. The WSA has introduced a number of significant changes to the policy, regulatory and operational aspects of water management in BC. Of note, under the WSA, deleterious substances cannot be added to a waterbody, groundwater used for non-domestic uses will now require a fee, and wetlands have been further defined. Visit www.gov.bc.ca/water for links to the Act, the regulations and to access public information resources to ensure that your activities are in compliance with the WSA.

To help inform you of fish and fish habitat values in your project area, you can consult HabitatWizard, which is accessible at: <http://www.env.gov.bc.ca/habwiz/>.

Rare and Endangered Species

The distribution of rare and endangered plant and animal species can change over time. To ensure your activities do not adversely impact a rare and endangered species, it is advisable that you consult the Conservation Data Centre (<http://www.env.gov.bc.ca/cdc/>) to determine the occurrence of rare and endangered plants and animals in your project area. If your activities are deemed to physically overlap

with a rare and endangered species occurrence or are in close proximity to such an occurrence to have an indirect project effect on the species, it is recommended that a qualified professional undertake appropriate field studies (as required), prior to commencement of on-the-ground activities, to confirm the species occurrence, abundance and distribution and if necessary, develop relevant mitigation plans to avoid/minimize impacts to subject animal or plant species.

Land and Resource Management Plans (LRMP's)

Several LRMP's exist for the Northeast Region. These documents outline a strategic planning framework for resource development while providing for the protection of environmental and recreation resource values through the creation and implementation of objectives and strategies to manage and maintain these values over the planning area. You are advised to review the relevant LRMP for your project area and consider that guidance in your planning of activities. The Fort St. John, Dawson Creek and Fort Nelson LRMP's are available at: <https://www.for.gov.bc.ca/tasb/slrp/>.

Reclamation and Invasive Plant Management

It is recommended that all disturbed areas associated with your project be reclaimed as soon as possible to ensure sites are stable and erosion does not become a project concern. Re-establishing vegetation on exposed soils will also greatly assist with invasive plant management. The Peace-Liard Re-Vegetation Manual is a good reference for revegetation in northeast B.C. and should be consulted if you require guidance for revegetation planning, native plant material, seed mixes, seeding equipment and timing and rates for planting or other aspects of revegetation. This manual is available on line at:

http://prrd.bc.ca/wp-content/uploads/2014/12/NEIPC_Reveg_manual_PeaceLiard_April2010_002.pdf. In addition, a variety of sector specific invasive plant BMP's are available on the Peace River Regional Districts (PRRD) website at: <http://prrd.bc.ca/services/invasive-plants/>.

Environmental protection and stewardship is the responsibility of all British Columbians and utilizing the above noted information will support this undertaking.

Sincerely,



Kerry Harvey RPBio
Senior Ecosystem Biologist
Environmental Stewardship Division
Ministry of Forests, Lands and Natural Resource Operations - Northeast Region



CERTIFICATE OF INSURANCE

Freedom of Information and Protection of Privacy Act

The personal information requested on this form is collected under the authority of and used for the purpose of administering the *Financial Administration Act*. Questions about the collection and use of this information can be directed to the Director, Client Services, Core Government and Crowns at 250 356-8915, PO Box 9405 STN PROV GOVT, Victoria BC V8W 9V1.

Please refer all other questions to the contact named in Part 1.

Part 1 To be completed by the Province

| | | |
|---|--|--|
| THIS CERTIFICATE IS REQUESTED BY and ISSUED TO (Name of office) HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, as represented by the Minister responsible for the Land Act. | | AGREEMENT IDENTIFICATION NO. File 8015316 |
| PROVINCE'S CONTACT PERSON NAME & TITLE Nicole Bosch, Portfolio Administrator | | PHONE NO. 778-576-8937 |
| | | FAX NO. 250-261-2084 |
| MAILING ADDRESS 100 10003 110 th Avenue Fort St John BC | | POSTAL CODE V1J 6M7 |
| CONTRACTOR NAME | | |
| CONTRACTOR ADDRESS | | POSTAL CODE |

Part 2 To be completed by the Insurance Agent or Broker

| | | | |
|--|--|---------------------------|---------------------------|
| INSURED | NAME District of Hudson's Hope | | POSTAL CODE V0C 1V0 |
| | ADDRESS PO Box 330 Hudson's Hope, BC | | |
| OPERATIONS INSURED | PROVIDE DETAILS Community campground | | |
| TYPE OF INSURANCE <i>List each separately</i> | COMPANY NAME, POLICY NO. & BRIEF DESCRIPTION | EXPIRY DATE YYYY/MM/DD | LIMIT OF LIABILITY/AMOUNT |
| | | | |

This certificate certifies that policies of insurance described herein are in full force and effective as of the date of this certificate and comply with the insurance requirements of the Agreement identified above, except as follows:

AGENT OR BROKER COMMENTS:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, as represented by the Minister responsible for the Land Act, is added as Additional Insured under the Commercial General liability Policy, but only with respect to liability arising out of the operations of the Named Insured.

| | | |
|--|--|-------------|
| AGENT OR BROKERAGE FIRM | ADDRESS | PHONE NO. |
| NAME OF AUTHORIZED AGENT OR BROKER (PRINT) | SIGNATURE OF AGENT OR BROKER ON BEHALF OF THE ABOVE INSURER(S) | DATE SIGNED |

REQUEST FOR DECISION

| | |
|--|----------------------------------|
| RFD#: 2021MR06 | Date: March 16, 2021 |
| Meeting#: CM032221 | Originator: Mokles Rahman |
| RFD TITLE: Replacement of condensers at the Arena and Curling Rink. | |

RECOMMENDATIONS:

1. That Council waive the Purchasing Policy and direct award a contract to Yeti Refrigeration to replace the existing condenser at the Arena with a correctly sized unit and reinstall the old Arena condenser at the curling rink.

BACKGROUND:

Invitational Bid received from Yeti Refrigeration to replace condensers at the Hudson's Hope Arena and Curling Rink.

As Yeti Refrigeration performs all of the mechanical maintenance work of the Arena and Curling Rink, we did not ask for any other quotations.

As per the Purchasing Policy, Council will consider all tenders where the value exceeds \$50,000 and approve the award by resolution.

DISCUSSION:

Both Arena and Curling Rink condensers are very old and are undersized, especially the one at the Arena. Every year Operators face some trouble in running the ice plant at the Arena. The recent trouble was, in 2020, when we start up the Arena on August 31, the condenser was not able to generate enough energy to make ice. Sometimes in September, suddenly it shut down and we had to remake the ice.

This condenser replacement initiative is an energy saving opportunities at the Arena and Curling Club.

The work involves replacing the existing condenser at the Arena with a correctly sized unit. Then reinstall the old Arena condenser at the Curling Club.

Also, the work will involve retrofitting the arena chiller with electronic expansion valves (EXVs). These changes would provide the opportunity to dramatically reduce the compressor head pressure (condensing pressure) at both facilities.

Advantages of reduced compressor head pressure:

- Estimated annual electrical savings of \$4,500 at the Arena.
- Estimated annual electrical savings of \$1,500 at the Curling Club.
- Reduced equipment run times.
 - Longer equipment life.
 - Longer maintenance intervals.
- Increased system capacity will allow for ice making during hot outside temperature beginning of September.

The life expectancy of an air-cooled condenser coil is 20 years. It is estimated that this improvement will pay for itself in 12 years.

The cost breakdown is provided below:

| Items | Cost |
|--|----------------------|
| Arena condenser | \$ 52,400.00 |
| Arena Chiller | \$ 5,500.00 |
| Relocation of condenser from Arena to Curling Rink | \$ 16,970.00 |
| Sub total | \$ 74,870.00 |
| Crane and labour for placing and relocating units (District staff will rent crane and arrange labour) | \$ 10,000.00 |
| Sub total | \$ 84,870.00 |
| Contingency (15%) | \$ 12,730.50 |
| TOTAL | \$ 97,600.50 |
| GST | \$ 4,880.03 |
| TOTAL including GST | \$ 102,480.53 |

The total cost of the project is \$97,600.50 plus GST.

The price includes:

- Supply and installation of new larger condenser at the Arena.
- Removal and relocation of old arena condenser to Curling Club.
- All modifications to condenser base at both facilities.
- Supply and installation of two (2) electronic expansion valves (EXVs) at Arena.
- Recommissioning of Arena refrigeration plant.
- All required refrigerant piping and valves.
- All required electrical work.
- All required fan controls (VFD fan sequencer).
- TSBC permits and compliance.
- All required labour, travel, LOA.
- All equipment freight to site.
- 1-year warranty on all above work.

ALTERNATIVES:

1. Continue running the Arena and Curling Club with the old condenser. In that case the starting of ice making facilities at the beginning of the season (September 1) would be challenging.

FINANCIAL CONSIDERATIONS:

An amount of \$97,600.50 plus GST is required for this project. A budget of \$100,000 proposed for the replacement of the condensers at the Arena and Curling Rink in the Draft Capital Budget which has been submitted to Council on March 8, 2021. The source of funds are \$40,000 PRA and \$60,000 Capital Machinery and Equipment Reserve.

Prepared by:



Mokles Rahman, CAO

REQUEST FOR DECISION

| | |
|---|----------------------------------|
| RFD#: 2021MR07 | Date: March 16, 2021 |
| Meeting#: CM032221 | Originator: Mokles Rahman |
| RFD TITLE: Lynx Creek Road Repavement (Ph-2) – Tender Evaluation and Award | |

RECOMMENDATION / RESOLUTION:

THAT Council accept the bid received from Terus Construction Ltd (dba: DGS Astro Paving) for the Re-Pavement of the Lynx Creek Subdivision Road (Phase-2); and

THAT Council approve awarding the Lynx Creek Road Re-Pavement contract to Terus Construction Ltd. and authorize the Mayor and CAO to sign the contract.

BACKGROUND:

The tender for Lynx Creek Road Re-Pavement project was posted on the MERX, BC BID and District website on February 25, 2021 with a closing date March 16, 2021. Three (3) bids were received within the closing date. One (1) addendum was issued in response to the enquires by the proponents.

There is a pre-approved Capital Budget of \$408,000 in the 2021 for the re-pavement of 220m of Reschke Road and 810m of Lesage road in the Lynx Creek subdivision.

As per the Purchasing Policy, Council will consider all tenders where the value exceeds \$50,000 and approve the award by resolution.

DISCUSSION:

Bids were received from the following proponents for the Re-Pavement of the Lynx Creek subdivision road.

A summary of all submissions is provided below:

| Name of the company | Meeting Specifications | Bid Bond Received | Price | GST | Total |
|--|------------------------|-------------------|------------|-----------|------------|
| Terus Construction Ltd dba. DGS Astro Paving | Yes | Yes | \$ 263,225 | \$ 13,161 | \$ 276,386 |
| Peters Bros. Construction Ltd. | Yes | Yes | \$ 321,632 | \$ 16,082 | \$ 337,714 |
| Knelsen Sand and Gravel Ltd | Yes | Yes | \$ 353,508 | \$ 17,675 | \$ 371,183 |

SR3

All 3 bids met the minimum requirements of the tender. Terus Construction Ltd is the lowest out of the 3 proponents.

The project cost summary is as follows:

| | |
|--|----------------------|
| Terus Construction Ltd. (dba:DGS Astro Paving) | \$ 263,225.00 |
| Quality Assurance | \$ 5,000.00 |
| Sub- total | \$ 268,225.00 |
| Contingencies (10%) | \$ 26,822.50 |
| Engineering | \$ 8,000.00 |
| Total | \$ 303,047.50 |
| GST (5%) | \$ 15,152.38 |
| TOTAL with GST | \$ 318,199.88 |

Scope of Work: The scope of the project is to pulverize existing road structure, add 100mm thickness of 20mm minus gravel base and apply 75mm thickness of asphalt surface. In addition, all the existing driveways (gravel/ asphalt) will be adjusted up to the property line with the existing driveway materials. The ditches will not be regraded, and shoulder dressing is not part of this scope of work to save money. Like 2020, the shoulder will be re-graded by the Public Works summer crews.

ALTERNATIVES:

1. Award the tender to Terus Construction Ltd. (dba:DGS Astro Paving) .
2. Do not award the tender and continue repair potholes during wintertime based on the need and spot repair the asphalt during summertime.

FINANCIAL CONSIDERATIONS:

The costs for Re-Pavement of the Lynx Creek subdivision road including driveway tie-in is \$303,047.50 (plus GST), including contingencies and engineering. The source of fund is 2021 budget for Road Improvement. An amount of \$408,000 proposed in the Draft Capital Budget for the re-pavement of part of Reschke Road and full Lesage road in the Lynx Creek subdivision which has been submitted to Council on March 8, 2021. The source of funds are \$130,000 carry over from 2020, \$250,000 from PRA and \$28,000 Capital Machinery and Equipment Reserve.

Prepared by:



Mokles Rahman, CAO

REQUEST FOR DECISION

| | |
|--|--|
| RFD#: BM-2021-02 | Date: March 16, 2021 |
| Meeting#: CM-2021-09 | Originator: Brad Milton, Director of Protective Services |
| RFD TITLE: CRIP FireSmart Grant Application | |

RECOMMENDATIONS

THAT Council approve an application for the Hudson's Hope FireSmart Crew Initiation through the Union of British Columbia Municipalities Community Resiliency Investment Program 2021 FireSmart Economic Recovery Fund; and

THAT Council supports the project, provides overall grant management, and commits to any associated ineligible costs and cost overruns, if required and approved by Council.

BACKGROUND

CRIP 2021 FireSmart Economic Recovery Fund through UBCM is accepting applications for grants to assist communities with immediate job creation to build local wildfire resiliency. If accepted, the grant will cover 100 % of eligible project costs.

This grant will allow for the creation of jobs in the District, and the grant is eligible to be used against wages, training, and basic FireSmart Tools.

DISCUSSION

The Director of Protective Services has identified the following to build wildfire resiliency:

The intent is to establish a 1 year temporary, two person Fire Smart Crew that will create a local fire smart program. This team will conduct property and town site assessments. They will also conduct surgical vegetation management, along with general maintenance and servicing of wildland response equipment.

This team will also coordinate and oversee the town information and education program such as flyers, pamphlets and social media for resident education. FireSmart members will also assist neighbourhoods in working toward receiving FireSmart Canada Neighbourhood Recognition, while also responding to wildland events. This will provide for a quicker response to local wildfire emergencies, helping reduce the towns exposure through quick response and rapid attack, reducing wildfire growth.

After 1 year of operating the FireSmart Program there are a number of options. We can reapply for the grant funding, if the grant is offered again; if not, we can assume the wages and cost of the positions as the District and continue with the Local FireSmart program. Another option is to terminate the positions ending the FireSmart program or we can alter the positions to a seasonal position this would

SR4

allow us to continue to engage the community in the FireSmart Program, continue to build our wildfire resiliency while continuing to protect the District with rapid response to wildland emergencies.

The estimated costs for the proposed work and wages are \$97,962.00, which should be covered by the grant.

As per the grant conditions, the District is responsible for all ineligible costs and overruns. The amount of which is unknown at this moment. Currently there are no forecasted overruns or ineligibility's, and staff will ensure that work is completed within the parameters of the grant conditions.

RECOMMENDATION

THAT staff submit an application for grant funding for the Hudson's Hope FireSmart Crew Initiation through UBCM's, CRIP 2021 FireSmart Economic Recovery Fund and

THAT Council supports the project, provides overall grant management, and commits to any associated ineligible costs and cost overruns if required and approved by council.

Prepared by:



Brad Milton, Director of Protective Services

Reviewed by:



Mokles Rahman, CAO

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

SUBJECT: CAO Update

DATE: March 16, 2021

FROM: Mokles Rahman, CAO

Below please find highlights of some of the major activities either done or underway in the Office of the CAO during the last month.

- Budgets:
 - a. Draft Operating and Capital Budgets presented to Council on March 8, 2021.
- Water Treatment Plant (WTP) Upgrade:
 - a. Water Quality
 - i. The water meets the regulatory requirements for health and safety. Both wells have had two (2) tests each that are free of total coliforms. Continue weekly tests.
 - ii. There have been some complaints regarding the water taste, colour and odour. We are monitoring the situation, communicating with the consultant, contractor, and BC Hydro, and changes will be made if the issues persist.
 - iii. Chlorine residual is still an issue that needs to be addressed.
 - b. Air Quality
 - i. There is odour outside the plant. Evaluating options to remove the odour from the aerator exhaust.
 - c. Schedule: The contractor has applied for Substantial Completion Certificate (SCC) but there are deficiencies.
 - i. Consistent chlorine residual.
 - ii. Electrical work to be finished and water monitoring system completed.
 - iii. Staff training partially done, finish the remaining training after the plant is fully operational.
- Land Administration:
 - a. Light Industrial Subdivision detailed design completed. Subdivision application submitted and referral checks are going on. The deadline for completion of the project and utilization of NDIT funds extended to June 30, 2021.
 - b. R. Travis subdivision: Council tabled the staff report. Waiting to hear from the applicant regarding penalty payment.
 - c. E. Edgar subdivision: Pre-approved this subdivision on March 12, 2021.
- BC Hydro Pole damage at Carter Street: Met with the BC Hydro Design team on site on February 24, 2021 to discuss about the alignment of the poles. BC Hydro will replace thirteen (13) poles, three (3) of which will require armoring by culvert. We are negotiating the cost sharing.

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Upcoming Activities:

- Submission of five (5) years financial plan and audited financial statement to Council on April 12, 2021.
- Issuance of Substantial Completion Certificate (SCC) for Water Treatment Plant.
- Re-classification of new Water Treatment Plant by EOCP.

Prepared by:



Mokles Rahman, CAO

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
FROM: Jeanette McDougall, Corporate Officer
DATE: February 22, 2021
SUBJECT: CORPORATE DEPARTMENT – MONTHLY UPDATE

PURPOSE

To provide Council with an update for the Corporate Department.

INFORMATION

- **Agenda Preparations – March 8, 2021 & March 22, 2021 Council Meetings**
- **Bylaws**
 - Bylaw Index – conversion from Word to Excel (*mostly complete, some adjustments and proof-reading in progress*)
- **Subdivision Applications**
 - Light Industrial – issued Referrals (except for MoTI), tracked responses
 - Residential – organized documentation, assisted in prepping Preliminary Letter of Approval, liaised with Applicant
- **Insurance – New Water Treatment Plant – In Progress**
 - Property Insurance being obtained for the new WTP; rates being checked with current insurance broker and the Municipal Insurance Association of BC
- **IT / Cell Phones / Telephones**
 - Problem-solving for various issues – On-going
- **UBCM 2021**
 - Scheduled for September 13–17, 2021, Vancouver
 - Checked with UBCM on March 17/21; confirmed that no Hotel block released as yet, UBCM is anticipating a virtual event.
- **Conferences / Education / Training**
 - **General & Records Management**
 - ❖ B. Mercereau & M. Heiberg participated in Records Management webinar held February 25, 2021 @ \$125 per registrant: Summary as follows:

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Records Management (RM) Fundamentals Webinar – February 25, 2021
B. Mercereau & M. Heiberg

- Difference between transitory vs master records and how to manage them differently
 - Differences between administrative records verses case records and how they are managed differently
 - Role of metadata in electronic records management
 - Overview of Records Classification System and Records Retention
 - Records management responsibilities
-
- ❖ A. Martin & J. McDougall registered for BCIT Planning online course @ \$336 per registrant – on-going
 - ❖ B. Mercereau & J. McDougall registered for full-day course being held March 30, 2021 on EDMS (Electronic Data Management Systems); course is free
 - ❖ B. Mercereau registered for online LGMA Writing course in April 2021 @ \$695
 - ❖ J. McDougall registered for online LGMA Bylaw Drafting course in April 2021 @ \$695
- **ICBC**
- ❖ General training ongoing for M. Heiberg; dates / times of training being tracked
- **LGMA Freedom of Information & Records Management Committee**
- ❖ Committee Conference call scheduled for March 17, 2021; review of 2021 Work Plan.
 - ❖ *Note:* a Freedom of information – Advanced webinar is being held September 2021 and will include a session on FOI in relation to release of information pertaining to property files, etc. with the focus being on small communities


Jeanette McDougall,
Corporate Officer

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

SUBJECT: Public Works Department Update

DATE: March 16, 2021

FROM: Mokles Rahman, CAO

Below please find highlights of some of the activities either done or underway in the Public Works Department during the last month.

A. Capital Projects:

1. Water quality improvement at the reservoir: RFP posted on March 1, 2021 with a closing date of March 29, 2021. Waterwork Construction Permit Application will be submitted to the Norther Health (NH) after confirming the type of mixer from the proponents.
2. MacDougall Street Rehab:
 - Waterwork Construction Permit Application submitted to NH on February 22, 2021. NH may take up to two (2) months to approve the application.
 - Tender posted on February 26, 2021 with a closing date of March 23, 221.
3. Lynx Creek Re-pavement (Ph-2): Tender posted on February 25, 2021 with a closing date of March 16, 2021. Three (3) bids received with very competitive prices. In the process of awarding the contract.
4. Received quotation for Arena and Curling Rink condenser replacement. In the process of awarding the contract.
5. In the process of tendering other capital projects of 2021.

B. OPERATIONS:

- Arena closed for the season at the end of the programs on March 12, 2021. Staff are cleaning and painting the arena as regular maintenance.
- There were sanitary sewer blockages at three (3) houses in the MacDougall Street. Our operators tried to flush the line but failed. Called a contractor to steam the line and spend over \$1,500.
- Hudson's Hope East Welcome sign fell off. In the process of hiring a contractor who will design and install the sign and associated structure. The design of the sign will be same as before, but it will be run through the sign committee.
- In the process of tendering other capital projects such as Beryl Prairie water stand, Beryl Prairie subdivision culvert replacement, Carter street & Post office culvert replacement, Arena door and water heater replacement, Restroom block for Dinosaur Lake Campground, ATV Campground etc.

SR7

UPCOMING ACTIVITIES:

- Award contract of Lynx Creek Re-pavement, MacDougall Street Rehab, Water quality improvement at the reservoir, and Arena/ Curling Rink condenser replacement.
- Award 2021 operating project.
- Send re-call letters to eligible summer employees.
- Advertise summer temporary, causal and student positions.

Prepared by:

A handwritten signature in blue ink, appearing to read 'Mokles Rahman', is positioned above a horizontal line.

Mokles Rahman, CAO

Attachment: Recreation and Special Events update

Recreation and Special Events Coordinator – MONTHLY UPDATE

INFORMATION- Special Events

➤ **Winter Carnival – February 5 -17, 2021** Completed.

This year Winter Carnival was altered to offer a safe, fun, and socially distant event to the community that maintained PHO's and COVID-19 recommendations. This event supported local businesses, engaged residents in a positive way contributing to the mental and physical wellbeing of the community. These events included both virtual and live activities and an activity Bingo that residents could participate at their leisure and submit bingo cards to the DOHH for a virtual final prize draw where over 50 prizes were awarded.

Winter Carnival 2021 activities:

| | |
|--|-------------------------------|
| Activity Bingo (68 activities) | Art Exhibit |
| RCMP colouring contest | Photo Fest |
| Fire Chief for a day/ fire escape plan | Lip Sync Battle |
| Wilderness Scavenger Hunt | Essentrics |
| Ski and snowshoe loans/ guided treks | Mommy and me |
| Winter Wonderland challenge "Try-it" | Core |
| CAN Skate | F.I.T |
| Address visibility campaign | Library story time |
| Frosty Front yard, snowman building | Taco Tuesday |
| Yoga | Where's Dudley Scavenger Hunt |
| Bingo Prize Draw | |
| Kindness Wall (extension requested by community) | |

Community impact:

Live participants: 74
Bingo Card entries: 180
Lip Sync Battle votes: 74
Facebook engagements: 24,404

Community Feedback: Extremely positive feedback was received with many phone calls, texts and emails from residents expressing their appreciation to the DOHH.

Donations:

| | |
|------------------|---------|
| CANTEX | \$2,000 |
| Urban Systems | \$1,000 |
| Petronas | \$1,000 |
| Pacific Canbriam | \$1,000 |
| ARC Industries | \$1,000 |
| Butler Ridge | \$ 300 |

In Kind Donations:

P&L Ventures: Two loads of gravel (\$600)
Powder King Mountain Resort: Four (4) adult day ski lift passes (\$340)
Cameron Lake outdoor Ed site: Staff time
Legacy Village Market: Gift Cards (\$100)

Sponsorship from corporations was collected, local and homebased businesses supported, and prizes purchased.

Total donations received: \$6,300

Total expenses: \$5,328

Total event cost: (\$972)

- **Valentine's Day Skate**- Feb 14, 2021. Completed. Free public skating Valentines' Day themed with decorations, music, cookies, and hot chocolate. Included with Winter Carnival 2021 schedule of activities and budget.

- **Family Day**

- **Glow Skate – Feb. 13, 2021** Completed- This event was supported by the Province of British Columbia.
Free Public Skate (Two sessions) with a pajama party twist. Door prizes, stuffed animal give-away, cinnamon buns, hot chocolate, music, and a glow in the dark skate. This was the most well attended skate of the year, and occupancy limits were at capacity.

Community impact – 40 participants, 2 youth volunteers

Community Feedback:

- **Family Photo Fest – Feb. 15, 2021** Completed. Residents submitted photos of their families having fun and being active in the "Playground of the Peace," and were entered to win a draw prize for a family photoshoot from a local photographer.

Total Family Day Expense: \$800

BCRPA Family Day Grant approved: \$800

Total Cost: None

- **Emergency Services Tour the Parking Lot** – Feb 28, 2021. Completed.
Hudson's Hope fleet of Emergency vehicles lined up through the curling rink parking lot. Residents were able to drive through, and served as a great opportunity for residents to be introduced (masked and socially distant) to Fire Chief Brad Milton, EHS Unit Chief James Paulgaard, and Corporal Rob Gardner all newer members of our emergency service team. This was a rescheduled event from Winter Carnival and was held in correspondence with the Fire Chief for a day and RCMP colouring contest activities and prizes.

Total Cost: None

- **Upcoming Events**

- **St Patrick's Day Scavenger Hunt – March 21, 2021** A self-led community scavenger hunt, where residents follow clues to a pot of gold, submit a photo of themselves and are entered to win a prize.
- **Easter- Kid's Eggstaviganza Camp – April 2, 2021** Two (2) 45minute sessions for children to search for Easter eggs in Beattie Park, Craft and play a game. Three (3) Grads will assist RSEC.

➤ **Projects**

- Pool employment sustainability-In progress.

➤ **Grants**

- BCRPA Family Day- Successful \$800
- Canada Summer Jobs- In progress
- Participaction/ Active Communities- In progress

➤ **Initiatives**

- Networking – Local, Regional, and Provincial
- Professional Development – Participaction Webinar January 21,2021
- Grants -Research and application
- Creating new community-based activities and safety plans in consideration restrictions

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

SUBJECT: Protective Services Update

DATE: March 16, 2021

FROM: Brad Milton, Director of Protective Services

Below please find highlights of activities either done or underway in the Protective Services Departments during the last month.

- From Feb 17 – March 16, there were 2 calls for service. 2 – First Responder calls.
- HHFR Wildfire preparations are underway. Training for the 2021 season will begin in early April, the membership of HHFR have conducting equipment service test along with stocking all response vehicles with the needed equipment.
- Feb 11 HHFR COVID safe emergency services drive by was a great success. We had over a dozen vehicles drive through, resident feed back was very positive, and the community was happy to meet the new Chief and their first responders in a safe manner.
- HHFR worked diligently with the operators of Laprairie Group for 2 large road moves, ensuring emergency response capability would not be impacted.
- 2 Grant applications have been submitted to UBMC for EOC training, IT infrastructure and the 2021 FireSmart Program.
- HHFR has safely returned to its weekly training on Tuesday nights. The members are excited to be back training, honing their skills while doing so in a COVID safe manner.
- Chief Milton has completed another EMBC Emergency Operations Center course and half of the Bylaw 1 course in this reporting period,
- There have been no bylaw complaints, with 1 – Noise complaint and 1 - parking issue resolved.

It's a great day to be a Hudson's Hope Firefighter.

Prepared by:



Brad Milton, Director of Protective Services

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THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Dave Heiberg and Council
SUBJECT: Special Projects – Update Report
DATE: March 2021
FROM: Chris Cvik

Some of the initiatives that I have been remotely working on or recently completed:

- Working on Director of Public Works recruitment. This is the third time at trying to find a suitable candidate for the position of Director of Public Works and Engineering. Competition closes on April 1st.
- Submitted DOHH Gravel Pit License of Occupation to the Province.

Upcoming

- Pending the outcome by Council on this item at the Council Meeting on March 22nd, implement next steps (i.e., arrange for bat survey, etc.).
- Pending the outcome of the above report, draft Dinosaur Lake ATV Campground RFP.
- Work with Union on Lead Hand Job Description to incorporate Water Treatment Plant qualifications.
- Start work on the 2020 Annual Report. The report must be presented at a public meeting before June 29 each year and made available for public inspection at least 14 days prior to that meeting.



Chris Cvik

SR9

INFORMATION BULLETIN

For Immediate Release
March 17, 2021

Workforce COVID-19 Immunizations – NH region

Northern Health, in consultation with the Ministry of Health and the Provincial Health Officer is helping to facilitate the vaccination of workers in high risk locations such as industrial work settings as part of BC's province-wide immunization program.

Additional supply of COVID-19 vaccine in BC is allowing for complementary immunization programs targeting outbreak response in communities and high-risk industrial settings, while Phase 2 of BC's foundational immunization program continues to be implemented for seniors 80 years of age and older, and Indigenous people 65 and older.

Vaccination of workers in high risk industrial settings have been one of the key parts of BC's vaccination strategy, and was planned to start as additional vaccines were approved and become available. This will not impact the completion of Phase 2 immunizations, and the move to Phase 3 and 4 immunizations across the North.

BC's supply of the AstraZeneca – SII Covishield vaccine - is being targeted toward large industrial project worksites, including where workers live or work in congregate settings, in the Northern Health region. The first priorities are workforces of LNG Canada, Coastal GasLink, Trans Mountain Pipeline, BC Hydro's Site C project, and Rio Tinto Alcan. Additional industrial settings will be targeted in the coming weeks.

Beginning in the next few days, approximately 15,000 doses will be distributed and utilized toward this effort in the NH region; Northern Health is helping to facilitate the immunization effort, and industry will be responsible for delivering vaccine to their workforces, at their own clinic sites.

This, along with the Phase 2 – seniors 80 years of age and older, and Indigenous people 65 and older - will provide more protection for rural, remote and First Nations communities ahead of the start of Phase 3 in April.

Media Contact: NH media line – 877-961-7724

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