



DISTRICT OF HUDSON'S HOPE

AGENDA

Council Chambers

Monday, February 14, 2022

1. Call to Order:

2. Delegations:

3. Notice of New Business:

Mayor's List:

Councillors Additions:

CAO's Additions:

4. Adoption of Agenda by Consensus:

5. Declaration of Conflict of Interest:

6. Adoption of Minutes:

M1 Regular Council Minutes – January 10, 2022

Page 1

7. Business Arising from the Minutes:

8. Public Hearing:

10. Staff Reports:

SR1 Arena COVID-19 Safety Plan

Page 7

SR2 Pre-Budget Approval re Rehabilitation – Gaylor Avenue, Thompson Avenue, Kruger Street

Page 26

SR3 Swimming Pool – Capital Budget

Page 28

SR4 ICIP Grant Application – Kendrick Lift Station

Page 31

SR5 Memorial Benches – Options and Policy

Page 32

SR6 Chief Election Officers Appointments – 2022 Election

Page 43

11. Committee Meeting Reports:

CR1 North East Regional Advisory Committee
– Northern Bus Transportation

Page 45

12. Bylaws:

B1 Bylaw No. 923, 2022 - Traffic

Page 47

13. Correspondence:

C1 BC Hydro Representative, Site C – Delegation of Authority

Page 62

C2	Jamieson Woods – Request for Signage	Page 63
C3	Proclamation – Epilepsy Awareness	Page 64
C4	North Central Local Government Association - Board Highlights	Page 67
C5	Village of McBride – Old Growth Forests	Page 68

Old Business:

14. New Business:

15. Public Inquiries:

16. In-Camera Session

17. ICSR1 Notice to Closed Session Page 70

18. Adjournment



COUNCIL MEETING
District Office – Council Chambers
6:00 P.M.
January 24, 2022

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

Absent: Councillor Pat Markin (*with notice*)
Councillor Travous Quibell (*without notice*)

Staff: Chief Administrative Officer, Mokles Rahman
Corporate Officer, Jeanette McDougall
Director, Public Works and Engineering, Ruhul Amin
Director, Protective Services, Brad Milton

1. CALL TO ORDER

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

2. NOTICE OF NEW BUSINESS

Mayor's Additions: CR1 BC Oil & Gas Commission - Update
Councillor's Additions: None
CAOs Additions: None

3. ADOPTION OF AGENDA BY CONSENSUS

4. DECLARATION OF CONFLICT OF INTEREST

5. ADOPTION OF MINUTES

M1 REGULAR COUNCIL MINUTES – NOVEMBER 22, 2021

RESOLUTION NO. 014/22

M/S Councillors Paice / Miller

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

CARRIED

M2 SPECIAL COUNCIL MINUTES – JANUARY 10, 2022

RESOLUTION NO. 015/22

M/S Councillors Summer / Gibbs

THAT the minutes of the January 10, 2022 Special Council Meeting be adopted as presented.

CARRIED

M1

M3 REGULAR COUNCIL MINUTES – JANUARY 10, 2022

RESOLUTION NO. 016/22

M/S Councillors Gibbs / Miller

THAT the minutes of the January 10, 2022 Regular Council Meeting be adopted as presented.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

7. PUBLIC HEARING

8. STAFF REPORTS

SR1 LIQUOR AND CANNABIS REGULATION BRANCH

- REFERRAL RE PROTAGE MOUNTAIN CANNABIS APPLICATION

RESOLUTION NO. 017/22

M/S Councillors Summer / Paice

THAT Council approve the issuance of a written recommendation to the Liquor and Cannabis Regulation Branch indicating approval of the Portage Mountain Cannabis application for a non-medical cannabis retail store that will be located within the District of Hudson's Hope.

CARRIED

Councillor Gibbs voted in opposition.

Direction to Staff:

1. Staff to research whether further public hearings are required that are in addition to the one held on September 13, 2021, which was part of the process for approving Zoning Amendment Bylaw 924, 2021 that allows non-medical cannabis retail stores as a permitted use in Zones C1: Town Centre Commercial and Zone C:2 Service Commercial.
2. Staff to ensure that the District's Business Licence and Fees and Charges Bylaws are updated to include non-medical cannabis retail stores.

SR2 PLOW TRUCK 2021 – TENDER EVALUATION AND AWARD

RESOLUTION NO. 018/22

M/S Councillors Paice / Gibbs

THAT Council approve the purchase of a new Plow Truck from the low-cost bidder, Diamond International, Edmonton, at a cost of \$274,385.00 plus GST.

CARRIED

SR3 DISTRICT OFFICE ENTRANCE DESIGN

MAIN MOTION

M/S Councillors Miller / Summer

THAT Council approve the Option 2A Design for the District Office Entrance; and

THAT Council authorize the Director of Public Works and Engineering to proceed with the detailed design and issue a Request for Quotation (RFQ) for construction.

AMENDMENT TO THE MAIN MOTION

THAT Council approve the Option 2A Conceptual Design for the District Office Entrance; and

THAT Council authorize the Director of Public Works and Engineering to proceed with the detailed design and issue a Request for Quotation (RFQ) for construction and that the funding source will be from the COVID-19 fund.

MAIN MOTION AS AMENDED

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

RESOLUTION NO. 019/22

M/S Councillors Miller / Gibbs

THAT Council approve the Option 2A Conceptual Design for the District Office Entrance; and

THAT Council authorize the Director of Public Works and Engineering to proceed with the detailed design and issue a Request for Quotation (RFQ) for construction and that the funding source will be from the COVID-19 fund.

CARRIED

SR4 LIGHT INDUSTRIAL SUBDIVISION

RESOLUTION NO. 020/22

M/S Councillors Summer / Miller

THAT Council receive this report for information and discussion.

CARRIED

SR5 COMMAND TRUCK 1 REPLACEMENT – REQUEST FOR TENDER

RESOLUTION NO. 021/22

M/S Councillors Miller / Gibbs

THAT the Command Truck 1 Replacement – Request for Tender be referred to the 2022 Capital Budget deliberations.

CARRIED

SR6 EMERGENCY SOCIAL SERVICES GRANT APPLICATION

RESOLUTION NO. 022/22

M/S Councillors Miller / Paice

THAT Staff apply for grant funding for the Hudson's Hope ESS Establishment Initiative through UBCM's CEPF 2022 Emergency Support Services Grant; 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.

CARRIED

SR7 COVID-19 SAFETY PLAN - RE-ACTIVATION

RESOLUTION NO. 023/22

M/S Councillors Paice / Summer

THAT Council approve the updated COVID-19 Safety Plan and direct Administration to re-activate the COVID-19 Safety Plan.

CARRIED

Councillor Gibbs noted that MERV 13 or higher would be suitable for air filters for the District Office.

SR8 INFRASTRUCTURE MANAGEMENT PLAN - ROADS

RESOLUTION NO. 024/22

M/S Councillors Paice / Summer

THAT the presentation on the "Infrastructure Management Plan – Road" be received for information and discussion.

CARRIED

The Director, Public Works and Engineering provided an overview, noting that the District's roads inventory (asphalt) is categorized according to condition (ranging from good to very poor); prioritized according to which roads require repair, along with a schedule reflecting timelines and expected associated costs; and identified areas of potential cost-savings. This report has been referred to the Capital Budget planning sessions for future consideration.

SR9 CHIEF ADMINISTRATIVE OFFICER – MONTHLY UPDATE

As requested by the CAO, the Director of Public Works provided an overview and noted the following with respect to the Recreation Officer Position recruitment: there were 8 applicants of which 2 were scheduled for an interview, although one declined; an offer was extended to one candidate who declined, citing insufficient compensation.

SR10 CORPORATE OFFICER – MONTHLY REPORT

Received for Information.

SR11 DIRECTOR, PUBLIC WORKS AND ENGINEERING - MONTHLY REPORT

Councillor Paice was concerned that the hose pipe at the Beryl Prairie Water stand was disappearing from time to time.

SR12 DIRECTOR, PROTECTIVE SERVICES MONTHLY REPORT

The Director, Protective Services provided an overview, including a presentation on Staff and Council roles and responsibilities with respect to an Emergency Operations Centre (EOC) that would have to be set up in the event of an emergency.

In response to a question regarding the cellular outage that occurred on Friday, January 14, 2022, both the CAO and Mayor advised that the priority was to meet with Staff to try to find an alternative way for residents to be able to contact emergency services if needed, and also to develop clear and concise messaging before issuing a Public Service Announcement.

SR13 SPECIAL PROJECTS MONTHLY REPORT

Received for Information.

9. COMMITTEE MEETING REPORTS

10. BYLAWS

11. CORRESPONDENCE

C1 PEACE RIVER REGIONAL DISTRICT – ECONOMIC DEVELOPMENT MODEL

The Mayor advised that the Peace River Regional District (PRRD) currently does not have an economic development model and hired a consultant to prepare a potential model. The PRRD is seeking feedback from its member municipalities and electoral areas, and Council was in favour of the proposed Economic Development Service Model. The Mayor will discuss at the PRRD during its Board Meeting being held January 27, 2022 subsequent to issuing a letter of support.

C2 DOUBLE H SADDLE CLUB

RESOLUTION NO. 025/22

M/S Councillors Paice / Miller

THAT Council approve the request for a letter of support by the Double H Saddle Club for their application to the Northern Development Initiative Trust's Community Places Grant for the replacement of metal sheeting at the Gary Powell Dance Hall.

CARRIED

C3 LIFECYCLE EVENTS – SPONSORSHIP REQUEST RE PEACE VALLEY FOLK FEST 2022

RESOLUTION NO. 026/22

M/S Councillors Gibbs / Summer

THAT Council approve the sponsorship request by LifeCycle Events in the amount of \$2,705.00 to pay for the costs of a band called Blackberry Group that is being scheduled to play during the Peace Valley Folk Fest 2022.

CARRIED

Councillor Miller voted in opposition.

C4 NORTHERN HEALTH – SERVICES RE PATIENT SAFETY

Received for information.

C5 TC ENERGY – METER EXPANSION STATION AT MACKIE CREEK NORTH

Received for information.

C6 WESTCOAST CONNECTOR GAS TRANSMISSION PROJECT – CERTIFICATE CONDITIONS ENGAGEMENT

Received for information.

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

CR1 BC OIL AND GAS COMMISSION - UPDATE

The Mayor provided an update on seismic activity from the BC Oil & Gas Commission and noted that seismic activity in the area does not affect the two dams within the District near the Site C Project. There is a 5 kilometre buffer surrounding these dams and the BC Oil and Gas Commission has extensive seismic instrumentation to monitor oil and gas activity in the region.

13. OLD BUSINESS

14. NEW BUSINESS

15. PUBLIC INQUIRIES

16. NOTICE OF CLOSED MEETING

RESOLUTION NO. 027/22

M/S Councillors Summer / Gibbs

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 – January 10, 2022

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

- (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality.

- Lucas Subdivision – Marketing Strategies

CARRIED

17. RISE AND REPORT

18. ADJOURNMENT

Mayor Heiberg declared the meeting adjourned at 8:41 pm.

DIARY

Conventions/Conferences/Holidays

Commercial Water Rate Increase-annual budget
Consideration

Diarized

08/04/19

Certified Correct:

Dave Heiberg, Mayor

Jeanette McDougall, Corporate Officer

REQUEST FOR DECISION

RFD#:	2022-MR-09	Date:	February 5, 2022
Meeting#:	CM 02-14-22	Originator:	Mokles Rahman
RFD TITLE:	Re-activate COVID -19 Safety Plan for Arena		

RECOMMENDATION:

1. That Council approve the updated COVID -19 Safety Plan for Arena and direct administration to re-activate the Arena COVID -19 Safety Plan.

BACKGROUND:

On January 24, 2022, District Council approved the District of Hudson's Hope COVID -19 re-activation plan for District Office and Public Works Shop. Now, administration updated COVID -19 Safety Plan for Arena.

The District require re-activation of COVID -19 Safety Plan as per the recent Provincial Health Order.

DISCUSSION:

On January 7, 2022, the Provincial Health Officer announced an Order requiring employers to re-activate COVID-19 Safety Plans. District is operating the Arena from the beginning of the 2021-2022 season by following the Provincial Orders and updated orders.

As per the Order, the District is required to take all necessary precautions to minimize the risk of COVID-19 transmission and illness to workers and visitors coming to the District facility.

The District is not required to submit any plan to the Ministry or WorkSafeBC for approval but required by order of the provincial health officer to post COVID-19 Safety Plans at the worksite and on the website.

A similar plan will be developed for the Swimming Pool before start of the Swimming Pool.

Note: The content of the updated Safety Plan is based on staff input.

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENT:

1. Re-activate COVID -19 Safety Plan for Arena.

Prepared and approved by:



Mokles Rahman, CAO

SR1

District of Hudson's Hope

Arena

RE-ACTIVATION OF COVID SAFETY PLAN

Updated as of February 11, 2022

****This document will be updated as new information becomes available****

Table of Contents

RE-ACTIVATION OF COVID-19 SAFETY PLAN (ARENA)	3
Phased Response to COVID-19	4
Employee Safety Plan (Protocols and Procedures).....	4
Self Isolation.....	5
Health and Hygiene.....	7
First Aid Procedures	9
Disinfection Procedures	9
Rule and Guideline Monitoring and Supervision	10
Facility Admission and Access	11
User Group and Patron Safety	12
Arena Rental User Groups Return to Play Safe Plans	13
Occupancy limits – Public spaces (lobby and heated area)	13
Arena Programming.....	14
COVID-19 – Roles and Responsibilities	14
Communications	15
Conclusion	15
Appendix A - Guidelines for Public Access to the Arena	16
Appendix B – Proof of Vaccination Requirements.....	17
APPENDIX C – Arena Schedule (Sample).....	18

RE-ACTIVATION OF COVID-19 SAFETY PLAN (ARENA)

In conjunction with re-opening of the District Arena **effective October 4, 2020**, the District has developed a COVID-19 Safe Operation Plan which identifies how the resumption of services at the Arena would occur. These guidelines are based on information from the following resources.

Resources

The following resources are available to inform participants of programs and rentals in the arena about guidelines and necessary protocols in place from the Province of British Columbia:

BC Cleaning and Disinfectant for Public Settings:

<https://www.worksafebc.com/en/resources/health-safety/risk-advisory/increased-use-disinfectants-cleaners-sanitizers-covid-19>

Work Safe BC COVID-19 Safety Plan

<https://www.worksafebc.com/en/resources/health-safety/checklist/covid-19-safety-plan-0821?lang=en>

Preventing exposure to COVID-19 in the workplace: a guide that employers may use to assess the risks and controls in their workplace.

<https://www.worksafebc.com/en/resources/health-safety/books-guides/communicable-disease-prevention-guide-employers?lang=en>

ViaSport BC – Return to Sport Guidelines

<https://www.viasport.ca/return-sport>

The Recreation and Parks Sector Guideline for Restarting Operations

<https://www.bcrpa.bc.ca/media/242766/bcrpa-restarting-guidelines-final.pdf>

Reducing the risk of transmission within the District of Hudson's Hope is based on control of two variables:

- Contact Intensity (how close you are to someone and for how long)
- Number of Contacts (how many people are in the same setting at the same time).

Controls will focus on modifying the following areas within the District:

1. Physical distancing measures – establish occupancy limits, implement appropriate scheduling of user groups and programs.
2. Engineering controls - sanitization, physical barriers, and PPE (non-surgical masks)
3. Administrative controls - rules, guidelines, and procedures

Phased Response to COVID-19

Following new order has been issues in December 2021 to address New Variant.

<https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-mho-nh-gatherings-events.pdf>

Employee Safety Plan (Protocols and Procedures)

District of Hudson's Hope staff will be trained in the following protocols to support a healthy return to work and opening of the Arena.

COVID-19 Staff Assessment

To avoid transmission between employees and guests, every employee suspected or confirmed to have contracted COVID -19 or have the following symptoms must stay home and start to self-isolate immediately.

Symptoms of COVID-19 are similar to other respiratory illnesses including the flu and common cold. Symptoms may vary from person to person. Some people may experience mild symptoms, while others have more severe symptoms.

Key symptoms of COVID-19 include:

- Fever or chills
- Cough
- Loss of sense of smell or taste
- Difficulty breathing

Other symptoms may include:

- Sore throat
- Loss of appetite
- Extreme fatigue or tiredness
- Headache
- Body aches
- Nausea or vomiting
- Diarrhea

Use the BC COVID-19 symptom self-assessment tool: <https://covid19.thrive.health/>

Should you experience these symptoms contact Northern Health COVID-19 Information line at 1-844-645-7811.

Self Isolation

Self-isolation means staying home and avoiding situations where you are in contact with others. It is an important measure in stopping the spread of illness. There are a number of reasons why you should or may be required to self-isolate. For more information about self-isolation:

Who needs to self-isolate

Below are scenarios in which you may need to self isolate.

- Tested positive for COVID-19: Anyone who tests positive for COVID-19 will need to self-isolate.
- COVID-19 testing is not recommended but you develop symptoms of COVID-19: Even if you aren't recommended for testing, it's still important to stay home to reduce any potential spread of COVID-19.
- You travelled outside of Canada: Certain people entering the BC from outside of Canada will need to self-isolate upon arrival. This is a federal regulation and is determined by the Government of Canada.

To find out if you need to self-isolate after travelling, visit the [Government of Canada's website](#). Follow the [instructions](#) provided by the Government of Canada on how to self-isolate and quarantine.

How long should I self-isolate

The amount of time you need to self-isolate depends on your vaccination status and age.

1. Tested Positive for COVID-19 and Fully vaccinated: You are considered to be fully vaccinated if you have two doses of any of the World Health Organization [approved COVID-19 vaccines](#) or one dose of the Janssen COVID-19 vaccine. You do not need to have a booster dose to be considered fully vaccinated.

If you test positive for COVID-19 and are fully vaccinated, you need to self-isolate at home for 5 days AND until your symptoms improve and you no longer have a fever.

- After your self-isolation period, you also need to avoid non-essential visits to high-risk settings for 5 days. This guidance is intended to prevent non-essential visits (e.g. social visits) and does not apply to essential workers. Employees should follow their workplace guidance.
 - You do not need to be re-tested for COVID-19 to end your self-isolation period and return to your normal activities.
2. Tested Positive for COVID-19 and Not fully vaccinated: If you have not received a full series of any of the World Health Organization approved COVID-19 vaccines, you are not fully immunized.
- **If you are 18 years of age or older**, test positive for COVID-19, and are not fully vaccinated, you need to self-isolate at home for **10 days** AND until you no longer have a fever AND your symptoms improve. You do not need to be re-tested for COVID-19 after your self-isolation period ends to return to normal activities; you can remain test positive for many weeks, even after you are no longer infectious.
 - **If you are under 18 years of age**, test positive for COVID-19, and are not fully vaccinated, you need to self-isolate at home for **5 days** AND until you no longer have a fever AND your symptoms improve. You do not need to be re-tested for COVID-19 after your self-isolation period ends to return to normal activities; you can remain test positive for many weeks, even after you are no longer infectious.
3. COVID-19 testing was not recommended but have symptoms: If you were not recommended for testing but have symptoms of COVID-19, there is no set amount of time for self-isolation. Instead, you'll need to self-isolate until your symptoms improve, you no longer have a fever, and you feel well enough to return to your normal activities.

Please visit the link for details on self isolation: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/self-isolation>

Sick workers

- Sick workers should report to supervisor, even with mild symptoms. If any symptoms continue to 2nd day, employee need to call 811 for further guidance related to testing or self-isolation.
- Sick workers should be asked to wash or sanitize their hands and be provided with a mask and be isolated. Ask worker to go home and call the COVID- 19 information line 811.
- If the worker is severely ill (e.g. difficulty breathing or chest pain), Call 911.
- Clean and disinfect any surfaces that the ill worker has come into contact with.

Staff Training - The staff of the Hudson's Hope Arena will undergo training for the new protocols specific to COVID-19.

The training will include:

- A review of the District COVID-19 Safety Recovery Plan, 2022
- New procedures implemented in the facility due to COVID-19
- Staff will review personal health requirements in effect due to COVID-19
- Staff will ensure physical distancing is abided by the specific requirements for patrons and staff
- Enhanced safety education and rule enforcement policies
- Adapted patron and user group interactions and care and rule implementation
- Adapted First Aid procedures
- New PPE for all staff
- New assessments of safety supervision

Other

- Maintain proper physical or social distancing (2 meters or approximately 6 feet)
- Follow enhanced hand hygiene protocols
- Practice sneezing and coughing etiquette
- Avoid shaking hands
- Reduce in person interactions
- Stay home if you are unwell or experiencing COVID-19 related symptoms

Personal Protective Equipment

- Protective masks will be made available.
- Safety Googles or safety glasses will be made available.

Note: Protective Masks can be used for more than a single use.

Health and Hygiene

Hand washing

One of the best ways to prevent infection is to wash your hands regularly and avoid touching your face. Keep a routine for hand washing including role modelling proper and regular hand washing.

Liquid or foam soap is preferred. Any temperature of water can be used to wash hands. Cold water and warm water are both effective at cleaning hands as long as soap is used.

Use hand lotion if hands get dry or chapped because of extra handwashing.

Face Mask (WorkSafe BC, 2020)

- Never share masks with others.
- Masks that become wet, soiled, or damaged are to be replaced as they become less effective.
- If physical distancing cannot be maintained a face mask must be worn by staff.
- Avoid touching or adjusting face masks as the outside can become contaminated.
- Masks must be taken off properly, including not touching the front of the mask. and washing hands before and after application or removal.
- 3-layered surgical masks will be provided to all staff to do staff procedures
- Wearing a face mask is mandatory. This will be updated according to provincial health recommendations.

Children who wear a mask still need to:

- avoid touching their face
- wash their hands often
- stay home when sick to limit physical contact with other children or adults.

Personal Hygiene

Staff is to avoid personal greetings such as handshakes and hugs. Staff is expected to practice good hygiene throughout their shift, this includes covering their mouth when coughing or sneezing and washing their hands frequently.

Shared Spaces / Equipment

- Staff should try to maintain physical distancing in all areas including shared spaces such as the Administrative Office and designated staff rooms and locker spaces.
- Personal items brought into the workplace (e.g. bags, shoes, jackets) must be kept to a minimum
- If personal items are brought into the workplace, adequate space must be provided between an employee's items to encourage physical distancing and to reduce transmission
- All surface areas in shared common spaces should be properly disinfected after each use.
- Staff room and Office should be cleaned after each use with a deep clean of all equipment at the end of the day
- Where possible, stagger lunch or break times.
- Only one person in the office at a time.
- No sharing of cups, utensils, or glasses.

Workstations

- Disinfect/wipe computer, mouse, and other touch points frequently (i.e., before and after each use).
- All staff should avoid the sharing of common objects such as pens.
- Disinfect high touch points like switches, door handles, cupboard handles regularly.

Five Principles for Every Situation

Personal Hygiene:	Stay Home if You are Sick	Environmental Hygiene:	Safe Social Interactions:	Physical Modifications:
Frequent Hand-washing	Routine Daily screening	More frequent cleaning	Meet with small numbers of people	Spacing within rooms or in transit
Cough into your sleeve	Anyone with any symptoms must stay away from others	Enhance surface sanitation in high touch areas	Maintain distance between you and people	Room design
Wear a non-medical mask	Returning travelers must self-isolate	Touch-less technology	Size of room; the bigger the better	Plexiglass barriers
No handshaking			Outdoor over indoor	Movement of people within spaces

First Aid Procedures

General First Aid

Staff performing first aid for patrons in the arena, follow the protocols provided by governing bodies such as red Cross and Lifesaving Society for COVID -19 protocols. Staff will follow hygiene and distancing as guided by occupational first aid attendants in the workplace. Also see [WorkSafe BC OFAA protocols](#).

Use a universal approach: Assume all victims are COVID-19 positive (Lifesavings Society BC and Yukon pg. 30)

Disinfection Procedures

The disinfection that is listed below are in response to COVID-19. This cleaning is in addition to regular facility cleaning procedures.

Personal Protection (Lifesaving society BC and Yukon pg. 49-50)

The risk of exposure to cleaning staff is inherently low, however cleaning staff should wear mask for all tasks in the cleaning process, including handling trash. Staff should be careful when disposing PPE to avoid contamination. The workers uniform should be washed after each shift.

Cleaning Procedures and Disinfecting

- Program spaces and equipment will be cleaned and disinfected in accordance with the BC Centre for Disease Control Cleaning and Disinfecting Guidelines.
- District of Hudson's Hope is to secured cleaning/disinfection supplies (see WorkSafe BC Guide) and nonmedical PPE for employees.
- Arena staff scheduled on shifts that include new cleaning duties will be trained on proper cleaning/disinfection.
- Information for patrons on the District of Hudson's Hope cleaning and disinfection practices are posted.
- General cleaning and disinfecting of spaces will occur for 30 minutes between every Arena user group.
- Frequently touched surfaces such as door handles, light switches, faucets, tables, counters, chairs, and toys will be cleaned and sanitized frequently after use.
- Toys such as stuffed animals, beanbags and sponges that cannot easily be cleaned will be removed from all program areas.
- Garbage cans, and recycling bins, will be cleaned daily.
- Detailed cleaning logs have been made that staff must sign off on to ensure that cleaning is being performed and occurring often. The cleaning log can be found in the office.
- Cleaning is to occur after each user group in the changerooms and hourly in the washrooms. Extensive cleaning/disinfection occurs during the designated 30 minute cleaning blocks throughout the operational day and 1 hour after hours.

Rule and Guideline Monitoring and Supervision

Rule enforcement and safety education Guidelines (lifesavings society BC and Yukon pg.41)

- When giving information and enforcing rules staff must remember that not all patrons will be initially accepting the new protocols of the facility.
- Whenever possible while enforcing rules staff should try and maintain proper physical distancing.
- Staff should be patient with customers when providing information and take a customer-focused approach.

Applying Guidelines (Lifesavings society BC and Yukon pg. 41)

- Prior to entering the facility, inform and educate the public of all new admission requirements including health questions and their responsibilities regarding physical distancing from non-family members for all activities and facility amenities.
- Inform and educate patrons concerning one-way traffic measures around the facility.
- Inform and educate patrons on measures put in place to avoid crowd gathering and to encourage physical distancing in waiting lines for recreational equipment.
- Inform and educate program participants about not sharing personal equipment such as water bottles, sticks, etc.
- Wherever possible, arena staff should maintain physical distancing while providing effective and consistent rule enforcement and accident prevention.
- Wherever possible, staff should maintain physical distancing when providing information with other team members.
- DOHH staff should follow and maintain new protocols concerning regular disinfection of common contact surfaces throughout the operational day.

Facility Admission and Access

To mitigate risks related to its facilities the District of Hudson's Hope is implementing the following facility admission and access protocols:

- **COVID-19 TRACING-** A COVID-19 symptom questionnaire and personal information including name, phone number, address, date and time of attendance will be required upon entering the Arena for all public and registered programs.
- **NO MASK NO ENTRY-** signage posted on entrance. Patrons will always be required to wear a mask in the Arena including to and from the field of play (Arena ice).
- **Maximum Capacity/Number-** Based on the recent NH order, the district will be allowing maximum 150 people in the Arena at any time. This number is subject to change with NH updates.
- All access to the arena for general programming will be done on a first come first serve basis. It is recommended if attending with a large group to call ahead. Additionally, a reservation/pre-registration system for registered programs accessible by phone or online only to minimize contact with employees.
- Public skate times will be on a first come first serve basis.
- Signage will be posted at the entrance to all facility and program spaces regarding COVID-19 safety precautions.
- Patrons must not enter if they suspect they have COVID-19 or if they have any of the known COVID -19 symptoms
- POV check will be done at the entrance following the NH POV check protocol
- Patrons must maintain physical distance of 2 meters from other patrons and staff.
- On arrival, patrons must disinfect their hands with hand sanitizer.

- Avoid the facility if they are at high-risk of COVID -19 contraction or severe illness. Participants will be advised and directed to arrive at the facility in the appropriate gear and equipment for their activity (other than skates and helmet which may be put on at the Arena).
- Participants will be dropped off in the nearby parking lot.
- Participants in any program or activity must adhere to physical distancing requirements.
- Seating will be used to tie skates, fasten helmets, and remove skate guards.
- Skate guards / shoes and equipment bag will be left in the designated seating area as the participant takes the ice.
- Change rooms will be open to approved user groups and closed for public skates.
- Showers will not be available at this time.
- **Absolutely no spitting will be tolerated.** Participants seen spitting on the ice or in the arena will be asked to leave the facility immediately. Employees will then quarantine off the area and request cleaning and sanitization by DOHH staff.
- The Arena Lobby washrooms will be available with use restricted to two people at a time.
- General cleaning and disinfecting of the arena lobby and spectator area will occur during time slots built into arena schedule between every user group. During this time frequently touched surfaces such as door handles, light switches, counters, chairs, and equipment will be cleaned and sanitized.
- Bleachers will be closed during skate times designated for the public skate and programs not requiring registration.
- Facility guidelines and protocols must be followed for the safety of all staff, participants, and the greater community: any violations could result in the termination of the booking contract.
- Participants will go to the designated seating locations in the foyer (unless otherwise posted). Seating in the arena lobby will be limited with directions for patrons to sit at least 6 feet/2 meters apart.

Facility guidelines and protocols must be followed for the safety of all staff, participants, and the greater community: any violations could result in the termination of the booking contract.

User Group and Patron Safety

- User groups will be required to attend a mandatory facility walk through prior to ice use.
- Maximum allowable registrations within each program session have been reduced to reflect the need for physical distancing and to meet the maximum ice occupancy level as stated below.
- Instructors will inform patrons on the safety guidelines and expectations of hand washing and sanitization at the start of each class.
- Hand sanitizer and/or hand washing options will be available, and patrons will be instructed to use these options before and after participation in class.

Maximum ice occupancy to ensure physical distancing requirements will be **150 people at one time**. The occupancy level has been determined by the guidelines.

Arena Rental User Groups Return to Play Safe Plans

- The user group must contact the DOHH if the affiliated association's Safety Plan or Return to Play plan has changed, moved phases or been altered in any way.
- Sports groups should consider the following when developing their return to play plans
Meet the provincial guidelines in the delivery of the activity by:
 - Maintaining social distancing
 - Minimal sharing of equipment
 - Focus on skill development and small group training
- All user groups are to follow the recommended guidelines set by BC Health
- Sport rental user groups that are not affiliated with a recognized PSO or LSO will be required to provide a safety plan that adheres to the VIASport BC and recognized PSO guidelines for their sport. User groups of this nature will be required to provide signed acknowledgment and acceptance of these guidelines prior to any participation on the ice.
- District of Hudson's Hope staff will periodically monitor the activities of rental/user groups and those found in contravention of the approved COVID-19 guidelines of their respective sport risk losing their ice time and risk closure of the facility for all.
- Hockey games or scrimmages will be allowed, all sports activities must follow the Return to play guidelines set by BCRPA, VIASport, and affiliated associations.

Occupancy limits – Public spaces (lobby and heated area)

Public Spaces	Maximum Occupancy
Dressing rooms 1,2,3,4,5 and girls	marked occupancy for registered user groups
Women's washroom	2
Men's washroom	2
Lobby	40
Staff Spaces **	Maximum Occupancy
Office	1
Storage Rooms	1
Zamboni room	1
Mechanical Room	1
Skate room	1

*More than one person of the same party can be within proximity to one another and can have access to the washrooms at the same time if needed.

**Should the need arise that staff exceed occupancy limits in staff spaces, e.g. the mechanical room, it is highly recommended that Staff adhere to WorkSafe BC safety procedures and use proper PPE.

Occupancy limits -Arena Ice spaces

Spaces	Maximum Occupancy
Bleachers -Center	50% Capacity
Bleachers	Bottom bench – marked seating 6ft apart
Time keepers box	Field of Play
Players bench (home)	Field of Play
Players bench (visitor)	Field of Play
Penalty box 1 and 2	Field of Play

Arena Programming

Recreation Hudson's Hope Ice Arena Facility Safety Plan.

Prior to developing this plan, a risk assessment was reviewed on all arena programs and sessions. Risk mitigation strategies were developed to assist in ensuing a safe re-opening.

Public Skate Schedule

- To limit the number of users in the facility at a time skate have been broken up into 2-3 hour blocks followed by a closure for cleaning so that staff has time to clean between groups.

COVID-19 – Roles and Responsibilities

Objective: Provide guidelines for all District Employees to ensure the health and safety of those working at the Arena.

Manager/ Supervisor

- Ensure workers have been trained in new COVID-19 procedures, how to safely provide first aid response to Arena users.
- Communicate any changes to procedures.
- Ensure workers have the necessary supplies, tools and equipment.
- Respond to questions and resolve conflicts about unsafe work due to COVID-19.

Employees

- Employees must stay behind counter/ plexiglass area as much as possible when serving customers.
- Bring health and safety concerns forward to your supervisor, health and safety committee representative or union shop steward. This includes any verbal abuse from residents.
- Follow proper physical distancing guidelines of 2 meters (approximately 6 ft.) wherever possible.
- Do not report to work if you have any symptoms of COVID-19 including fever, chills, cough, shortness of breath, sore throat and painful swallowing.
- If you are at work and start to feel ill with the symptoms noted above, notify your supervisor, and let them know how you will be traveling home to self-isolate. Follow the self-isolation protocol.
- Only one (1) person is allowed in the office / lunch area at a time. You must wipe down the lunch area (table, microwave, fridge handle) after use.
- Employees must use PPE when providing first aid response.
- Employees must wash their uniform following any First Aid response.
- Employees handling cash/ debit cards are encouraged to wear gloves.

Public

- Public must follow signs and new procedures, or they will be asked to leave (see Appendix A).
- NO verbal abuse of employees by Arena users will be tolerated.

Communications

- The District will post guidelines outside the arena make everyone aware of the expectations for entering buildings.
- Guidelines will be issued to all residents via the Public Service Announcement (PSA) system. In addition, the guidelines will be posted on the District website, shared through Facebook, and included in future issues of the Bulletin.
- Communication with employees will be face-to-face and hard-copy document will be posted on internal bulletin boards.

Conclusion


The District of Hudson's Hope will continue to monitor and adapt to the guidelines and recommendations of the Health Authorities. Our safety plans may be adjusted and changed as required over time and experience in program implementation.

Appendix A - Guidelines for Public Access to the Arena


To reduce exposure to employees, the following guidelines apply to the Arena during the pandemic.

1. Do not access the building if you have any symptoms of COVID-19 including fever, chills, cough, shortness of breath, sore throat, and painful swallowing.
2. Public access to the Arena is limited to a **Maximum of 150** users at any time for Public Skate.
3. Public must follow signs and new procedures, or they will be asked to leave.
4. The Public are requested to sanitize their hands upon entering the Arena Building.
5. Where possible, the Public is asked to pay Arena admission fees by debit card to avoid the use of money.
6. After a person leaves the reception area, the person next-in-line must wait until called as staff will sanitize the area and equipment (debit machines) after each use.
7. Showers inside the change rooms are closed.
8. When leaving the Arena, users are to Exit through the exit located on the side of the building. The door at the front of the Arena is for Entering only.
9. Washrooms are available with a limited occupancy of 2 persons.
10. If the maximum number of customers are in the Arena, please safely wait outside or in your vehicle and respect proper social distancing.
11. Anyone 12 years of age and older, must show proof of vaccine and a government piece of ID, in order to enter the building. Exemptions: Youth organized sports events, 21 years and younger and paid coaches.

Appendix B – Proof of Vaccination Requirements

 PROOF OF VACCINATION, Quick Reference PHO Gathering and Events Order		December 17, 2021	
Children & Youth (under 22 yrs) PoV Exempt		Adults 12 yrs+ Proof of Full Vaccination Required	
INDOOR RECREATION	Exempted for any program or physical activity that is for children and youth.	<p>Individual activities: Order section (c) pg 7 In work-out gyms, fitness studios/facilities, classes in exercise/fitness/dance. No capacity limits Exempt: 12-21yr olds when programmed for children & youth only.</p> <p>Group activities: Order section (b)(iii) pg 7 Gatherings and classes of any size. Capacity limits at 50% if over 1000 capacity. Exempt: programs only for children & youth under 22 yrs</p> <p>Spectators: All spectators at all ticketed and non-ticketed entertainment events (eg. theatre, music, dance); All spectators of children/youth programs, including spectators of aquatic activities; Must remain seated. Capacity limited to 50% of venue capacity if over 1000.</p> <p>Adult and youth volunteer leaders of child/youth programs: those who lead, supervise or assist with any indoor child/youth program require PoV, including parents involved in their children's programs and activities</p>	<p>Exempt: Activities in swimming pools, including in-pool parent participants; Rehab/therapy programs; social services for people in need; Parenting & breast-feeding classes.</p> <p>Exempt: Leaders who are employed to work with child/youth; School-led activities in off-school spaces.</p>
INDOOR SPORT	Exempted when participating in any sport program for children and youth	<p>Adult sport participants, coaches, officials, and adults participating in sport for children/youth; Adult and youth volunteer leaders of child/youth sport, including parents; Youth (12-21) participating in sport primarily intended for adults; Spectators at all ticketed and non-ticketed sports events, including child and youth sport.</p> <p>Capacity limited to 50% of venue with over 1000 capacity</p>	<p>Exempt: Adults participating in outdoor sports who come indoors to use amenities; Leaders who are employed to work with children/youth.</p>
INDOOR EVENTS	0-11 exempted	Attendees of indoor organized events of any size. Order section (a)(i-iv) pg 6-7	

APPENDIX C – Arena Schedule (Sample)

<div> <h3>Hudson's Hope Arena Schedule & Rates</h3> <h4>February 6 to February 12, 2022</h4>  </div>						
Feb 6	Feb 7	Feb 8	Feb 9	Feb 10	Feb 11	Feb 12
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Public Skating 3:00-4:15 PoV required 12+	Public Skating 3:00-5:00 PoV required 12+	Public Skating 3:00-4:15 PoV required 12+	Public Skating 3:00-5:00 PoV required 12+	Stick & Puck 3:00-4:15 PoV required 12+	
Public Skating 12:00-3:00 PoV required 12+	Figure Skating 4:45-7:45	Minor Hockey 5:30-7:15	Figure Skating 4:45-7:15	Minor Hockey 5:30-7:15	Public Skating 5:00-7:00 PoV required 12+	Stick & Puck 12:00-3:00 PoV required 12+
Stick & Puck 3:30-6:30 PoV required 12+	Adult Shinny 8:00-9:00 PoV Required 12+	Adult Skating Lessons 7:30-8:30 PoV Required 12+	Stick & Puck 7:30-8:30 PoV required 12+	Adult Skating Lessons 7:30-8:30 PoV Required 12+	Adult Shinny 7:30-9:00 PoV Required 12+	Public Skating 3:30-5:30 PoV required 12+

INFORMATION

- Children under the age of 12 years must be under direct supervision, within eyesight or verbal range of a parent or guardian.
- CSA approved helmets are recommended for public skating times for participants 16 years of age & under.
- If you have a monthly or annual pass, please remember to first check in with the Arena Attendant.
- All spectators 12+ must show proof of vaccine**
- Shoes & boots are not allowed on the ice.
- Anyone age of 5+ and older, masks are mandatory for entry

Schedule is subject to change without notice. Please call 250-783-5563 for more information.

ADMISSION	DROP IN	10X PASS	SEASON PASS
Family	\$10.00	\$60.00	\$125.00
Adult (19 years & over)	\$6.00	\$30.00	\$75.00
Youth (13 to 18 years)	\$5.00	\$25.00	
Child (4 to 12 years)	\$3.00	\$15.00	
Infant (3 years & under)	Free		

Tel: 250-783-5563 **Email: arena@hudsonshope.ca** **Website: www.hudsonshope.ca**

REQUEST FOR DECISION

RFD#: 2022RA-6	Date: February 8, 2022
Meeting#: CM021422	Originator: Ruhul Amin
RFD TITLE: Pre-budget approval for Rehabilitation of Gaylor Avenue, Thompson Avenue and Kruger Street in Thompson Subdivision	

RECOMMENDATION:

THAT Council approve a pre-budget amount of \$300,000.00 plus GST for the Rehabilitation of Gaylor Avenue, Thompson Avenue and Kruger Street.

BACKGROUND:

Pre-approval of budget is requested so that administration can tender the project early in the season and find competitive price with competition among the contractors.

DISCUSSION:

Pursuant to Asset Management Condition ratings Gaylor Avenue and Thompson Avenue is identified as very poor and poor roads. Though Kruger Street is in fair condition, it would be cost effective to take this road for rehabilitation with the other 2 roads.

According to Asset Management Strategy the District needs to invest at least \$400,000.00 every year to keep its road inventory in acceptable condition. Total estimated costs for this project would be in range of \$350,000.00 to \$400,000.00. There is a possibility to receive even lower price if tender early. Based on the conditions Gaylor Avenue and Thompson Avenue may need some base repair with overlay. Whereas Kruger Street would be just an overlay.

As per PRA Annual Development Plan, funding for this project will be \$250,000.00 from PRA and remaining from Infrastructure/ General Reserve.

ALTERNATIVES:

1. Pre-approve Rehabilitation of Gaylor Avenue, Thompson Avenue and Kruger Street. so that administration can perform the tender early in the season, and report back to council with tender results.
2. Wait for capital budget approval scheduled for April 2022. This delay of approval may delay the tendering process which ultimately may result in delay in construction completion or incomplete project.

FINANCIAL CONSIDERATIONS:

\$250,000.00 plus GST will be from Peace River Agreement and remaining from the Infrastructure/ General Reserve.

Prepared by:



Ruhul Amin, Director of PW

Approved by:



Mokles Rahman, CAO

REQUEST FOR DECISION

RFD#:	2022-MR-10	Date:	February 1, 2022
Meeting#:	CM 02-14-22	Originator:	Mokles Rahman
RFD TITLE:	Swimming Pool – Current State		

RECOMMENDATIONS:

***THAT** Council pre-approve a capital budget of \$375,000 plus taxes for the replacement of the Pool liner and membrane, including repairs to the concrete underneath and replacement of the gutters.*

OR

***THAT** Council direct administration to bring this project forward for the 2022 Capital Project discussion.*

OR

***THAT** Council direct administration to hire a consultant for a full structural assessment of the Pool and associated infrastructure at a cost of \$20,000, and perform a status quo repair in 2022 at a cost of \$25,000.*

BACKGROUND:

The Hudson's Hope outdoor swimming pool was built in 2002/2003 with concrete floor and steel vertical plates in all side walls. The bottom and sides are wrapped by membrane and liner. The life expectancy of many components of the Pool are fifteen (15) years. During the last few years several deficiencies noted with respect to the pool especially the liner, and every year reactive repair were done to run the summer programs in the pool.

During the Strategic Planning workshop in December 2018, Council identified "providing quality infrastructure services in a sustainable manner" as one of the top priority objectives for the Council during 2019-2022.

In addition, during the Strategic Planning workshop on November 13, 2022 Administration presented three (3) options to Council regarding the swimming Pool to consider in 2022. Option-1: Perform status quo repair/ maintenance at a cost of \$25,000 to \$30,000; Option-2: Perform pole liner replacement at a cost of \$300,000; Option-3: Perform entire rehabilitation of Pool including heating system, water circulation lines, water connections, water heater etc at a cost of \$850,000.

DISCUSSION:

On January 30, 2022, staff found Pool liner failure. In one location, the pool liner shattered. Similar incident happened in February 2021 in two (2) locations and those were bigger in size. A contractor was hired to fix those problems last year. Every year the liner is assessed by in-house staff, consult with contractor and fix the liner by contractor. The cost of those repairs was in the range of \$25,000 to \$30,000 from 2019 to 2021. Until 2020, it was observed that the liner was failing at panel joints and water was accumulating under the liner. In 2021 and 2022, we observed different types of problems, which are that liners at different locations are shattered with irregular shapes (see pictures).

SR3

Replacement of entire liner of Pool walls and floor Membrane:

There is no doubt that the pool liner is at the end of its life. There are many joints and seals which are no longer impervious to the water. Concrete spalling under the liner which requires liner removal and repair of concrete bowl which is not localized and widespread across pool floor especially at the shallower depth.

To maintain a longer life for the pool, replacement of existing liner with new liner is needed. A new liner should extend the life of the pool by approximately another 15 years.

The following is tentative estimate for the replacement of liner using either generic material or using material compatible with the original liner/installation.

- Generic Materials: \$300,000 plus Taxes; 3 to 4 weeks for delivery.
- Myrtha Materials: \$375,000 plus Taxes; 6 to 8 weeks for delivery.

If an installation window of 4 weeks is allowed, then the time from award of work to final installation and refilling pool is approximately 8 to 12 weeks.

The perfect time of doing the work is summer. In that case we have to shut down part or full operation of the Pool. The other alternative is perform this rehabilitation in September after Pool season is over.

Rehabilitation of entire pool including the mechanical room:

There are many problems in the mechanical room and water circulation systems.

Water circulation lines run from the mechanical room underground to the various jets around the pool. Water return is through side troughs/gutters and a central outlet in the floor of the pool. Within the circulation lines there might be leaks, as there are approximately 1200-1500 gallons of water loss every day. Given the underground layout of the piping, finding the leak is extremely difficult and would require excavating much of the pool deck and potentially pool bottom to find and repair the leak.

The Surge tank allows for fluctuating volumes of water depending on the occupancy levels. The current surge tank does not adequately compensate for a full crowd entering or exiting the pool

The mechanical room has numerous valves to operate the multiple components and control the flow on water into and out of the pool, from the potable supply to the sanitary sewer. Many of these valves are coated in rust and are becoming difficult to operate.

A glycol water heating system with heat exchanger was installed few years ago with a backup gas fired water heater. The glycol utilizes the sun's heat on the roof of the pool house and passes through the heat exchanger. Since its installation, the system has not generated the expected heat. The glycol is heating up but it is not transferring the heat to the water. Staff think that the glycol should be drained out and it should be disconnected.

OTHER INFORMATION

Council already pre-approved budgets of \$150,000 for Water Reservoir Chlorine Booster, \$300,000 for Water Valves and Hydrants, and \$150,000 for ATV Campground. Furthermore, a pre-budget approval request for \$300,000 for Road Pavement is on the Council Agenda for February 14, 2022. If road budget is pre-approved and if swimming pool liner budget of \$375,000 is pre-approved, then the total pre-approval of capital budget would be \$1,275,000.

ALTERNATIVES:

1. Rehabilitation of Pool Liner and membrane.
2. Rehabilitation of entire Pool including the mechanical room.
3. Continue performing repair and maintenance same as other years. However, the pool will not be safe for use and anytime during operations we may have to shut down the pool.

FINANCIAL CONSIDERATIONS:

Alternative 1: Rehabilitation of Liner - The costs of new liner installation including materials is \$375,000.

Alternative 2: Rehabilitation of Pool including associated infrastructure is \$850,000

Alternative 3: Repair and maintenance cost is \$25,000. And structural assessment cost is \$20,000

Prepared and approved by:



Mokles Rahman, CAO

REQUEST FOR DECISION

RFD#: 2022RA-5	Date: February 7, 2022
Meeting#: CM021422	Originator: Ruhul Amin
RFD TITLE: Grant Application for Kendrick Lift Station Upgrade	

RECOMMENDATIONS:

1. **THAT** Council approves a grant application for the ICIP, Green Infrastructure- Environmental Quality (EQ) Sub-Stream Program for upgrades to the Kendrick Lift Station.
2. **THAT** Council approves that the District take responsibility for all ineligible project costs and cost overruns.
3. **THAT** Council approves \$25,000 for proceeding with a detailed geotechnical investigation and a detailed design of the project. The source of funds will be from General Reserves and will be returned to the General Reserves fund if the grant is approved.

BACKGROUND:

The administration is in the process of applying to ICIP, Green Infrastructure- Environmental Quality (EQ) Sub-Stream Program. If approved, EQ Program will develop funding partnerships between Federal, Provincial, and ultimate recipient (District of Hudson's Hope). The levels of federal and provincial contribution are:

Ultimate Recipient	Government of Canada (up to)	Province of British Columbia (up to)	Total Senior Government Contribution (up to)
Local Government	40%	33.33%	73.33%

Based on the level of contribution from Senior Governments, District may need to contribute up to 27% (rounding 26.67%) for the costs of this project. District will also be responsible for all ineligible project costs and cost overruns.

As per the Assessment Study report dated January 2022, prepared by URBAN Systems, the estimated costs (Class B) for this upgrade is \$582,400.00, including 15% Engineering and 15% contingencies. After detailed design, public tender, and completion of the construction, we will be able to know the exact cost of the project. Administration would go back to Council for approval of any cost overrun. The source of such funds will be General Reserve.

As this project is planned for 2022 season, the detailed design should be started immediately including detailed geotechnical investigation.

Initiated by:



Ruhul Amin, Director of Public Works

Approved by:



Mokles Rahman, CAO

SR4

REQUEST FOR DECISION

RFD#: 2022RA-4	Date: February 7, 2022
Meeting#: CM021422	Originator: Ruhul Amin
RFD TITLE: Memorial Bench Options	

RECOMMENDATION:

THAT Council approve Option 2, Barco Sterling Benches as the District of Hudson's Hope Memorial Bench Option.

BACKGROUND:

Council directed staff to submit a draft Memorial Bench Policy in the 2022 Strategic Planning Session. A draft policy was submitted to the 2022 Strategic Planning Session. Subsequently a Memorial Bench Policy was submitted to Council for approval and following resolution was made in council:

"On January 10, 2022 Council directed Staff to review the Policy with respect to the quality and maintenance of the memorial benches and provide a report to Council with options."

DISCUSSIONS:

Public Works Department conducted a research on available off the self Park Benches in the market with different materials and designs. Staff identified suitable four options for the Memorial Benches for the District. Please see attached are details on these options. A comparable table is developed based on Five criteria for all four options.

Comaparison Table:

	Option 1: Cassidy Arched Benches		Option 2: Sterling Benches		Option 3: Winfield Premium Benches		Option 4: Dominion Concrete Benches	
	Descriptions	Score	Descriptions	Score	Descriptions	Score	Descriptions	Score
Price	\$1598.85 plus Shipping	7	\$1358.85 plus Shipping	10	\$1598.85 plus Shipping	7	\$1350 Shipping need labour costs to unload	10
Maintenance	Need some Maintenace Occasionaly	8	Maintenace free	9	Need some Maintenace Occasionaly	8	Maintenace free	9
Durability	Good	8	Good	8	Good	8	Good	9
Asthetic	Good	8	Excellent	10	Good	8	poor	5
Staff Comfortability	Good	8	Good	10	Good	8	poor	3
Total	Acceptable	39	Recemmeded	47	Acceptable	39	Not Acceptable	36



Photo: Beattie Park Sterling Bench

Based on Public Works's evaluation Option 2, Sterling Benches is ranked as the best option for the district. The District installed these benches at Beattie Park in 2015. So far they are in good shape and Public Works had to do almost no maintenance on them. Please note that Sterling Benches are available in 4'0 and 6'0 sizes. 4'0 size have one seating support at the middle and 6'0 size have 2 supports at 2'0 spacing to protect from lagging or bending. Other two acceptable options are Option 1, Cassidy Arched Benches and Option 3. Winfeild Premium Benches are made of steel and may need some maintenance such as rust removal, painting etc.

ALTERNATIVES:

1. Council can select any other acceptable option.
2. Council can direct the administration to explore more options.

FINANCIAL CONSIDERATIONS:

A budget of \$10,000.00 revolving fund is requested for 2022 Cemetery Operation Budget

Prepared by:

Ruhul Amin, Director of Public Works

Approved by:

Mokles Rahman, CAO

Attachments:

1. Bench Options Report
2. Memorial Bench Policy

Memorial Bench Options for the District of Hudson's Hope

Option 1: Cassidy™ Arched Back Bench, Price: \$1,598.85



Description

- Powder-coated steel benches in your choice of 6 ft. benches in Black Onyx, Blue or Green
- Suitable indoors and outdoors for schools, parks and storefronts
- Stainless steel hardware
- Simple four-piece assembly
- Pre-drilled for surface mount option (surface mounting hardware not included)
- Optional centre armrest available
- Material: Cold rolled carbon steel Finish
- Powder coating Fasteners
- Seat Steel Slats
- Bench End Steel: Stainless steel 7 Gauge 0.4" thickness

Option 2: Sterling Benches, Price: \$1,358.85



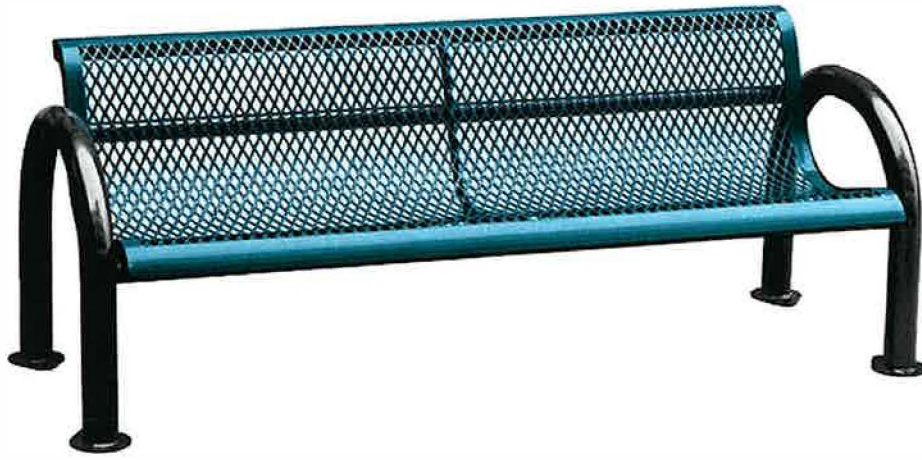
Description

- Perfect for parks, streetscapes, business campuses, and more
- Smoothly contoured seat and backrest
- High grade, recycled plastic slats are long lasting and maintenance-free
- Cast aluminum frame, powder-coated Black
- UV and moisture resistant
- Portable with pre-drilled frames for surface mount option
- Stainless steel assembly hardware included; some assembly required
- Keep all screws loose during assembly until entire bench is assembled
- Four colours available
- Custom engraved version available, see Related Items below
- Custom engraved Bronze plaque available, see Related Items below
- 50-year guarantee against breakage

Delivery Info

- Usually ships in 2-3 weeks; select colors in stock for quicker shipment, call for details
- Summer season could have longer lead times
- Purchase of one will normally ship UPS

Oprion 3: Winfield Premium Benches, Price: \$1,598.85



Description

- Exceptional-quality 6-ft. bench features contoured seating for extra comfort
- Expanded metal pattern provides enhanced water drainage
- Smooth, rounded edges increase comfort and safety
- Bench seat and back are coated with a weather- and UV-resistant thermoplastic finish
- Frames constructed with heavy-duty 2-3/8" OD powder-coated steel tubes
- Available in Black, Blue or Green
- Surface mountable, hardware not included
- Stainless steel assembly hardware included

Option 4: Dominion Pre-cast Concrete Bench, Price: \$1350.00



Description

This commercial park bench comes in 4 colour choices.

It is one of our most popular concrete benches.

It is often chosen to be used as a memorial bench, with the installation of a commemorative plaque recessed in the backrest.

It is also an excellent choice as site furniture in any area where durable outdoor bench seating is required.

Length: 72" inches

Height: 33" inches

Weight: 650 pounds, Width assembled approx. 32



MEMORIAL BENCH POLICY
Council Resolution No. {to be added}
Effective Date: January 1, 2022

Section: Administration

1. Purpose:

- 1.1 To provide an opportunity for remembrance by permitting, subject to certain specific conditions, the donation of memorial benches within the District of Hudson's Hope's Parks, Open Spaces, Garden of Peace Cemetery and Pioneer Cemetery.

2. Policy Application:

The Public Works Department of the District will receive applications for memorial benches throughout the calendar year. Installation of memorial benches will occur in accordance with the following:

- 2.1 Those wishing to purchase a memorial bench shall be required to complete the application form which is attached to this policy and to submit to the Public Works Department for approval.
- 2.2 The applicant shall select the location for a memorial bench and submit the application to the District.
- 2.3 Once the application has been submitted, staff will confirm with the applicant whether their application has been approved and update them on the approximate date of installation.
- 2.4 Applicants need to supply the dedication plaque and Public Works will be responsible to install them on the bench. The dedication plaque will be in the form as set out in the application form. No other types of plaques will be permitted.
- 2.5 An application will not be deemed approved until the location and the wording of the memorial has been approved and payment has been processed in full.
- 2.6 Once an application is approved and payment has been processed, then no further changes to the wording of the memorial will be permitted.

3. Procedure:

Request to donate a memorial bench should be submitted in writing using the "Memorial Bench Request Form" at the District office, located at 9904 Dudley Drive.

The Public Works Manager or designate for the District of Hudson's Hope will contact and discuss the placement, timing, species, size, cost, and location of benches with the prospective donors,



4. Inventory

- 4.1 The District of Hudson's Hope reserves the right to sell memorial benches on a first come, first serve basis for those submitting a complete application. The Director shall determine the style of bench to be installed.
- 4.2 The District reserves the right to relocate a memorial bench in the event that such a move is necessary, e.g. in the event the bench is subject to recurrent vandalism; the cemetery, parks, open space is scheduled for redevelopment; or servicing upgrades are required.

5. Costs

- 5.1 The donor shall pay the full costs for the purchase, supply, delivery, and installation of the memorial bench.
- 5.2 Maintaining the quality and safety during installation of benches will be performed by the District only and substitution by other providers, contractors, or do-it-yourself work shall not be permitted. This is due to concerns with respect to risk management.
- 5.3 The District may consider contributing funds or in-kind donations only when a memorial bench is for a broad community purpose that has affected the entire community.

Fee Schedule - Bench Memorials

Bench Category Fee	
A - New bench 6'	\$1,800 + GST
B - New bench 4'	\$1,600 + GST

6. Duration of Contract

- 6.1 Memorial benches and / or plaques contracts will be in place for a Fifteen (15) year term from the date of installation.
- 6.2 Once the end of the Fifteen (15) year term is reached; the donor of a bench will have an opportunity to renew within two weeks of the term expiry. The donor will be contacted at the end of term through contact information provided on the initial application form to see if they would like to renew the term before opening to the public. If the purchaser cannot be contacted or chooses not to renew, the bench will become available for a new dedication.

7. Maintenance

- 7.1 The upkeep and maintenance of the memorial bench and plaque is the responsibility of the District.



Memorial Bench Request Form

First Name _____

Last Name _____

Address _____ PO Box _____

District (?) _____ Postal Code _____

Telephone (Primary) _____ (Secondary) _____

Type of Bench Requested (Please Circle): Black Brown Other

Requested Location (Parks, Green Space, Cemetery) _____

Plaque Information (Name, Date, Verse – 10-word limit): Note maximum plaque size would be 8"X6" with Black/Bronze Color or Black/Bronze base.

Payment: _____ Tax Receipt Requested: YES NO

Applicants Signature _____ Date _____

Please allow 6-10 weeks (depending on season) for bench installation completion. Please make cheques payable to District of Hudson's Hope and return the request form to the District Office at 9904 Dudley Drive, Hudson's Hope, BC V0C 1V0.

Office Use Only:

Approved By: _____

Date _____

Approved Location: _____ Installation Timeframe: _____



Approved Bench Types: A - New bench 6'



BARCO: Sterling Benches (KBC1350), 6' bench, Color: Cedar



BARCO: Sterling Benches (KBC1350), 6' bench, Color: Brown



Approved Bench Types: B - New bench 4'



BARCO: Sterling Benches (KBC1350), 4' bench, Color: Cedar



BARCO: Sterling Benches (KBC1350), 4' bench, Color: Brown

****Please note that the Type of Benches is subject to change in case of any production or supply chain issues.**

REQUEST FOR DECISION

RFD#: 2022-JM	Date: February 14, 2022
Meeting#: CM-02-14-2022	Originator: Jeanette McDougall
RFD TITLE: LOCAL GOVERNMENT GENERAL ELECTION 2022 Appointments - Chief Election Officer & Deputy Chief Election Officer	

RECOMMENDATIONS:

1. **THAT** Council appoint Jeanette McDougall as the Chief Election Officer for the 2022 General Local Government Election.
2. **THAT** Council appoint Andrea Martin as the Deputy Chief Election Officer for the 2022 General Local Government Election.

INFORMATION:

A local government general election is held every 4 years in British Columbia and is being held this year on Saturday, October 15, 2022. Pursuant to section 58(1) of the *Local Government Act*, Council must appoint a Chief Election Officer and a Deputy Chief Election Officer. Both J. McDougall and A. Martin have relevant experience as follows:

- J. McDougall - Presiding Election Officer Official for Assent Voting for the PRRD Service Establishment Bylaws in July 2021; Deputy Chief Election Officer for the local government general election held in 2014; and previous campaign experience with both Provincial and Federal elections; and
- A. Martin has previous election experience as an Election Official for Assent Voting for the PRRD Service Establishment Bylaws in July 2021 and worked during the local government general election held in 2018.

Both J. McDougall and A. Martin are registered for election training through the Local Government Management Association, which is comprised of a series of online modules and online "Town Halls" for question and answer sessions. In the past, election training was provided in-person, however the COVID-19 pandemic has caused the training to be moved to online delivery.

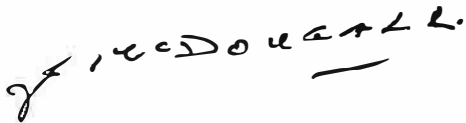
Both B. Mercereau and J. Dupuis have committed to working the 2022 Election, and other Staff members will be engaged as staffing requirements are identified over the coming months.

The District currently has 2 bylaws related to local government elections: 1) General Local Government Election Bylaw No. 839, 2014; and 2) Mail Ballot Authorization and Procedure Bylaw No. 753, 2008. These Bylaws are being reviewed to ensure alignment with current legislation and will be brought before Council when the review is completed.

FINANCIAL CONSIDERATIONS:

An amount of \$18,000 has been included in the proposed 2022 Budget to cover the cost of the 2022 local government general election.

Prepared by:

A handwritten signature in black ink, appearing to read "J. McDougall", with a horizontal line underneath.

Jeanette McDougall, Corporate Officer

Approved by:

A handwritten signature in blue ink, appearing to read "Mokles Rahman", with a horizontal line underneath.

Mokles Rahman, CAO

From: Harmon, Linda TRAN:EX <Linda.Harmon@gov.bc.ca>
Sent: February 7, 2022 6:28 PM
To: Patricia Markin <patricia@hudsonshope.ca>
Cc: Sutherland, Nicole 1 TRAN:EX <Nicole.1.Sutherland@gov.bc.ca>
Subject: RE: BC Bus North Jan 21 presentation, some input

Hello Ms Markin

Thank you for taking the time to write and tell me more about transportation available in Hudson's Hope, and your reflections on intercity bus service. There was some speculation that tourists may be interested in taking the intercity bus; however, I have heard from others what your experience has been- that most northern tourists are travelling in their own vehicles and carrying gear with them for recreational activities such as camping and fishing.

We have heard from smaller communities that transportation solutions that are developed by local residents, in cooperation with groups such as the Lions Club, really reflect the needs of the community. They are also nimble and can respond quickly, such as delivering groceries during the pandemic rather than seniors leaving their homes to shop. Your local Lions Club is to be commended for their service to Hudson's Hope.

Good to hear from you, your experience and information about Hudson's Hope is appreciated.

Best regards,
Linda

From: Patricia Markin <patricia@hudsonshope.ca>
Sent: February 7, 2022 10:36 AM
To: Harmon, Linda TRAN:EX <Linda.Harmon@gov.bc.ca>
Subject: BC Bus North Jan 21 presentation, some input

Councillor Patricia Markin
Hudson's Hope, BC

Linda Harmon
Transit Branch
Ministry of Transportation and Infrastructure

Good Morning Ms. Harmon,

I am replying to your presentation of January 21 at the meeting of the North East Regional Advisory Committee. You were looking for some input regarding northern bus transportation. First I would like to answer as best as I can your questions from page 17 then, as offered through our chair, Mayor Ackerman, I would like to explain how Hudson's Hope manages some out of town transportation for residents. Perhaps some of that info will be helpful.

- Pg. 17 - Currently Hudson's Hope has no commercial bus service and has not had any for quite some time as Greyhound pulled service even before their big closure. Some out of town transportation is provided via a van owned by the Lions Club.
- I cannot say whether a bus service would be supported by a labour force as most people work in town or for BC Hydro at one of the nearby dams.
 - There could be a demographic in Hudson's Hope that aligns with your under 40, travelling alone category that may require a service to access secondary institutions in Fort St. John, Chetwynd, Dawson Creek and even Prince George. The Northern Health bus no longer comes to Hudson's Hope and has to be boarded in Fort St. John so people connecting to that might use a commuter service.
 - A commercial bus service could be a consideration for people choosing to live here as we have no such service at this time as so would be a positive addition to the community.
 - Hudson's Hope gets a lot of tourists in the summer but that is predominantly tire traffic passing through with RVs, on their way to other destinations. Being a small community I can think of no other industries that could benefit from commercial bus service.

And so here in Hudson's Hope our Lions Club raised funds to buy a 15 seat passenger van (they are on their second one) that they rent to the District of Hudson's Hope and often the school when a smaller vehicle is better suited. Any group is welcome to rent the van with the properly licensed driver. The van is maintained and insured by the Lions. Pre-covid, on its four monthly runs, the van was usually full but of course now it runs at half.

A volunteer driver takes residents to Fort St. John and Chetwynd, each twice a month. This service is free of charge to seniors and is sponsored by the District of Hudson's Hope via grant money to the Lions Club, rental of the van and a mileage charge.

This has been in operation for some years and seems to work pretty good. All riders meet at the same spot at the same time to get on the bus! 😊

It came to my mind during your presentation that perhaps similar small vans stationed in certain outlying communities could use a feeder (?) bus to the mainline offering a twice or once a week service or whatever the need, that coordinated with the mainline schedule.

These are some of my thoughts. Thank you for the opportunity.

Yours Sincerely,
Patricia Markin
Hudson's Hope councillor

REQUEST FOR DECISION

RFD#: 2022-MR-10	Date: February 7, 2022
Meeting#: CM 02-14-22	Originator: Mokles Rahman
RFD TITLE: Traffic Bylaw Update 2022	

RECOMMENDATIONS:

1. *THAT District of Hudson's Hope Traffic Bylaw No. 925, 2022 be read a first time as prepared by L&M Engineering with input from Council, residents, and other stakeholders.*
2. *THAT Bylaw No. 925, 2022 be read a second time.*
3. *THAT Bylaw No. 925, 2022 be read a third time*
4. *THAT Bylaw No. 925, 2022 be adopted.*

BACKGROUND:

At the April 12, 2021 Regular Council Meeting, Council approved the following:

SR3 STREET AND TRAFFIC BYLAW UPDATE - AWARD

RESOLUTION NO. 042/21

M/S Councillors Summer / Quibell

THAT Council accept the bid received from L&M Engineering Limited for the update of the Street and Traffic Bylaw; and

THAT Council approve awarding the Street and Traffic Bylaw update contract to L&M Engineering Limited and authorize the Mayor and the CAO to sign the contract.

CARRIED

Administration retained L & M Engineering (the consultant) for the update of the Streets & Traffic Regulations Bylaw No. 27, 1967, and Streets & Traffic Regulations Amendment Bylaw No. 708, 2006 to reflect current standards and regulations.

All old bylaws and amendments will be repealed and replaced by Bylaw No. 925, 2022.

DISCUSSION:

The new Traffic Bylaw No. 925, 2022 is a complete re-write. In order to ensure that the Traffic Bylaw is relevant and enforceable, included fine amounts in portions of the Bylaw that can be enforceable through the District's MTI (Municipal Ticket Information) system.

The scope of the consultant's work included background research of relevant Bylaws, Public and stakeholder consultation including RCMP and Ministry of Transportation.

As part of Public Consultation process, the consultant conducted an online survey of residents to gain insights related to traffic in the District of Hudson's Hope. The online survey was posted in August 2021 for a period of 2 weeks using Survey Monkey. For those who were unable to access the internet, printed copies of the survey were available at the District office. An invitation to participate in the online survey was mailed out to all residents of Hudson's Hope and a public notice regarding the Traffic Bylaw Update and survey link were posted on the District's website, in an effort to ensure that residents had every opportunity to participate in the public survey. A total of seventy (70) responses were received which included fifty three (53) via Survey Monkey and seventeen (17) printed copies delivered to the District office. In addition, the consultant conducted one-to-one interviews with local businesses.

Furthermore, consultant conducted interviews or collected comments/ feedback from the other stakeholders including RCMP and Ministry of Transportation.

All written survey responses have been typed into the report verbatim in order to ensure complete transparency. All questionnaires, draft reports were circulated to Council and internal staff for review and comments.

Changes incorporated:

The following are the some of the changes incorporated in the new bylaw:

The name of the bylaw has been changed from Street and Traffic Bylaw to Traffic Bylaw.

Section 5.2 (1) d has been updated to include a policy that restricts commercial vehicle parking overnight in the residential streets.

Section 5.2 (1) j has been updated to include a policy that restricts parking on a street over 72 hours.

Section 6.1 (a) the speed limit of Carter Street was max of 30 km/ hr as per the amended bylaw No. 708, 2006, section 2(a). However, it was never posted on site. Public Works will post required signs accordingly.

Section 6.1 (b) the speed limit of portion of Dudley Drive, as per amended Bylaw No. 708, 2006, section 2(b), was missing a speed limit amount of max of 30 km/ hr which has been incorporated in the new bylaw.

Section 6.1 (c) has been updated to include policy that restricts speed to a max of 30 km/ hr on Holland Street and Macintosh Crescent.

FINANCIALS:

N/A

ALTERNATIVES:

1. Table the new bylaw and provide specific comments and feedback to change or improve the bylaw and direct administration to report back.

ATTACHMENTS:

1. Traffic Bylaw No. 925, 2022.
2. Public Engagement Summary Report

Prepared and approved by:



Mokles Rahman, CAO

TRAFFIC BYLAW NO. 925, 2022

INDEX

PART 1 – INTRODUCTION.....	3
1.1 Citation	3
1.2 Applicability.....	3
1.3 Interpretation.....	3
1.4 Definitions.....	4
PART 2 – REGULATORY POWERS	5
2.1 Delegation of Authority.....	5
PART 3 – GENERAL REGULATIONS	6
3.1 General.....	6
3.2 Noise.....	6
3.3 Obstruction on Street, etc.....	6
3.4 Removal of Vehicles and Chattels	6
3.5 Parades.....	7
3.6 Funeral or Authorized Processions	7
3.7 Snow Removal.....	7
PART 4 – TRAFFIC CONTROL DEVICES	7
4.1 Traffic Signs and Traffic Control Signal.....	7
PART 5 – PARKING REGULATIONS	7
5.1 Parking Prohibition.....	7
5.2 On – Street Parking	8
5.3 Parking Violations.....	9

PART 6 – HIGHWAY AND TRAFFIC REGULATIONS.....	9
6.1 Speed Limits	9
6.2 School Zones	9
6.3 Motor Vehicle Traffic Regulations.....	9
6.4 Highway Regulations	10
6.5 Extraordinary Traffic.....	11
PART 7 – NON-MOTOR VEHICLE REGULATIONS	11
7.1 Sidewalks	11
7.2 Pedestrians	12
7.3 Cycles, Roller Skates and Skateboards	12
PART 8 – BYLAW OFFENCES AND PENALTIES.....	12
8.1 Offences and Penalties.....	12
8.2 Repeal of Bylaws	12

**DISTRICT OF HUDSON'S HOPE
BYLAW NO. 925, 2022**

**A bylaw to regulate the movement of vehicles and other traffic within the boundaries of
the District of Hudson's Hope**

WHEREAS, pursuant to section 124 of the *Motor Vehicle Act*, the Council of the District of Hudson's Hope is empowered to regulate certain matters in relation to the use of highways and boulevards;

AND WHEREAS Council deems it desirable to establish regulations for the movement and stopping of vehicles and traffic on highways and boulevards within the municipality;

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

PART 1 – INTRODUCTION

1.1 Citation

This bylaw may be cited for all purposes as "District of Hudson's Hope Traffic Bylaw No. 925, 2022."

1.2 Applicability

Lands in the District of Hudson's Hope. Except otherwise indicated, this Bylaw applies to all lands within the area incorporated as the District of Hudson's Hope.

Provincial Arterial Highways. Unless otherwise indicated, this Bylaw does not apply to arterial highways classified as such order by the Lieutenant Governor in Council pursuant to the *Highway Act*.

1.3 Interpretation

Enactments. Any enactment referred to herein as a reference to an enactment of British Columbia or Canada, as the case may be, and regulations thereto, as amended, revised, consolidated, or replaced from time to time, and any bylaw referred to herein in a reference to an enactment of the Council of the District of Hudson's Hope, as amended, revised, consolidated or replaced from time to time.

Headings. The headings given to the Parts, Sections and Paragraphs in this Bylaw are for convenience of reference only. They do not form part of this Bylaw and will not be used in the interpretation of this Bylaw.

Severability. If any Part, Section or phrase of this Bylaw is for any reason held to be invalid by the decision of a Court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Bylaw.

1.4 Definitions

- (1) In this bylaw, the expressions as so defined by and contained in the *Motor Vehicle Act*, the *Passenger Transportation Act*, the *Transportation Act*, the *Offence Act*, the *Local Government Act*, the *Community Charter* and the *Interpretation Act* and regulations thereto shall be applicable.
- (2) If there is any inconsistency between the terms defined herein and any other enactment, the definitions herein shall prevail.
- (3) In this bylaw:

Bus Stop means a part of a highway designated as a point at which busses may stop to take on or let off passengers.

Bylaw Enforcement Officer shall mean the person appointed by Council or the Corporate Officer and their designate to assist in the enforcement of municipal bylaws

Chief Constable means the Officer in Charge of the R.C.M.P. Detachment at Hudson's Hope.

Chattel means a tangible, inanimate and moveable item of personal property.

Council means the Municipal Council of the District of Hudson's Hope.

Commercial Vehicle means a vehicle that is engaged in or capable of carrying goods, wares or merchandise during the normal course of business.

Cycle means a device having any number of wheels that is predominately propelled by human power and on which a person may ride. This definition shall not in any way be constructed or interpreted as being inclusive of:

- a. roller skates or skateboards;
- b. wheelchairs;
- c. strollers, baby buggies or other non-motorized vehicles designed to carry infants or young children; or,
- d. tricycles which are being ridden by a child who is apparently or actually under six (6) years of age.

Dangerous Goods means the same as in the *Transport of Dangerous Goods Act*.

Driveway means any portion of a highway, boulevard and parcel of land which is improved for the purpose of providing vehicular access and storage on the improved parcel of land.

Director of Public Works means the Director of Public Works of the District of Hudson's Hope or their deputy.

Highway means and includes any road, lane, street, avenue, or other such paved or gravel surface intended for use and access by the public and includes the roadway, shoulder, boulevard, ditch and sidewalk area and whatever lands lie between the property lines of the highway, but shall not include any part or portion of arterial highways as designated by the Lieutenant-Governor in Council.

Lane means any highway which separates the rear property line of parcels of land fronting on highways running more or less parallel to and usually on each side of the lane.

Municipal Ticket means a form, notice or violation ticket provided to a person or vehicle by a Bylaw Enforcement Officer as a result of a contravention of the provisions of this Bylaw.

Parade shall mean any procession or body of:

- a. pedestrians marching or walking on any highway or sidewalk in an organized fashion; or,
- b. vehicles standing or moving on a highway in an organized fashion.

Park, Parking or Parked means the standing of a vehicle whether occupied or not upon a roadway, otherwise than temporarily for the purpose of and while actually engaged in loading or unloading merchandise, discharging or taking on passengers or in obedience to traffic regulations or traffic signs or signals.

Traffic Control Device means a sign, signal, line, meter, marking, space, barrier or device placed or erected under the provisions of the *Motor Vehicle Act* or this Bylaw

Traffic Officer means Peace Officers, District Employees, Firemen, R.C.M.P Officers and Emergency Program Organization.

Trailer means a vehicle without motive power designed to be drawn by a motor vehicle or truck tractor and so constructed that an appreciable part of its weight and that of its load rests on and is carried by the motor vehicle.

PART 2 – REGULATORY POWERS

2.1 Delegation of Authority

(1) The Chief Constable is hereby authorized to:

- a. authorize and cause the placement, alteration, maintenance or removal of such traffic control devices as are necessary to regulate traffic and parking on highways, except for traffic control devices to establish new no-parking zones, bus stops or commercial loading zones which have not been approved by the resolution of Council;
- b. designate streets or parts of streets on which stopping or parking is prohibited, restricted, limited or regulated, and,
- c. issue, refuse, suspend, amend, vary or rescind permits issued under this Bylaw, after having advised the applicant of such decision.

(2) Bylaw Enforcement Officers are hereby authorized to:

- a. issue municipal tickets to those persons or vehicles in contravention of any of the provisions of this Bylaw;
- b. impound any vehicle, trailer or cycle that is unlawfully occupying a portion of a highway or public lands, conducted in a manner in accordance with the provisions of this Bylaw;
- c. enter upon any property in order to ascertain where a default or violation against this Bylaw has occurred, subject to the limits and regulations imposed by this Bylaw or the *Community Charter*; and,
- d. refer any disputed municipal ticket to the Provincial Court or an alternate dispute resolution.

PART 3 – GENERAL REGULATIONS

3.1 General

- (1) No person within the District shall refuse to comply with any lawful direction command or order, when made, required demanded or signaled by the Chief Constable.
- (2) No person driving or operating any vehicle, shall follow closer than 150 metres (m) of any emergency vehicle, or drive or stop any vehicle within a radius of 150 m of any fire, unless so directed by a Traffic Officer.

3.2 Noise

No person or persons shall, while operating any vehicle or while on passenger on any vehicle in any street or public place in the District shout, call or make any unnecessary noise either with the aid of any mechanical or electronic instrument or other device or otherwise; provided that it shall be lawful for the Council or the Chief Constable to permit in writing any person or persons to broadcast orally or by means of a mechanical device whilst operating or being a passenger in any vehicle upon such terms and conditions as to time, place, subject or regulation or otherwise as shall be specified in such permit.

3.3 Obstruction on Street, etc.

No person shall cut, saw, break, split, place, or pile firewood, lumber blocks, stone, debris, or other material, or mix mortar, or do any act upon any street, or sidewalk which will obstruct or impede traffic thereon or deface or injure such street or sidewalk. Temporary storage of materials may be authorized in writing by the Director of Public Works.

3.4 Removal of Vehicles and Chattels

(1) Unlawful Occupancy. Where any motor vehicle is unlawfully occupying any portion of a highway or is either:

- a. standing or parked in violation of the *Motor Vehicle Act* or this Bylaw;
- b. in a position that causes it to interfere with fire-fighting, or other emergency vehicles or equipment;
- c. in a position that causes it to interfere with the normal flow of traffic on a highway;
- d. in a position that causes it to interfere with construction, improvement, maintenance, snow removal, alteration, extension, widening, marking, or repair of a highway;
- e. apparently abandoned on a highway; or
- f. a motor vehicle with an expired license,

the Chief Constable, Bylaw Enforcement Officer, or a person authorized by the Director of Public Works may either:

- g. move the vehicle, or require the operator or person in charge of the vehicle to move it to a position determined by the Chief Constable or Bylaw Enforcement Officer or authorized person; or
- h. take the vehicle into custody and cause it to be taken to and stored in a safe and otherwise suitable place.

- (2) Impoundment of Chattel. Any chattel or any other similar means of conveyance obstructing, or unlawfully occupying any portion of a highway may be removed, detained or impounded by the Chief Constable, Bylaw Enforcement Officer, or a person authorized by the Director of Public Works.

3.5 Parades

Permission of Council must be obtained for parades to be conducted within the District. Council may prescribe special regulations and conditions governing the holding of any parade which regulations and conditions shall be complied with by all persons taking part therein.

3.6 Funeral or Authorized Processions

No driver of a motor vehicle shall drive between the motor vehicles comprising of a funeral or authorized procession while it is in motion. This provision shall not apply at intersections where traffic is being controlled by Traffic Officers.

3.7 Snow Removal

The owner or occupier of any real property shall remove snow, ice and litter from any sidewalk in front of or adjacent to such real property and apply such materials as are necessary to create sufficient surface traction for pedestrians no later than 10:00 AM in the morning.

PART 4 – TRAFFIC CONTROL DEVICES

4.1 Traffic Signs and Traffic Control Signal

- (1) Council shall approve the installation of all permanent traffic signs and traffic control signals in the District.
- (2) Temporary traffic signs and traffic control signals may from time to time be placed by the Chief Constable or by an employee of the District upon authority of the Director of Public Works, in the interest of public safety.
- (3) No person other than those authorized by this Bylaw shall place or maintain, any traffic sign or traffic control signal or other device which attempts to direct the movement of traffic or the parking of vehicles within the District, unless prior permission has been obtained from the Director of Public Works.
- (4) No person shall in any way obliterate, deface, damage, move, obstruct or otherwise interfere with any traffic sign or traffic control signal within the District.

PART 5 – PARKING REGULATIONS

5.1 Parking Prohibition

- (1) No person shall park a motor vehicle, trailer or combination thereof upon any of the streets or places as follows:
 - a. on or within six (6) meters of:
 - i. any traffic sign or traffic signal located at the intersection of any street, or at any corner;
 - ii. a pedestrian crosswalk;

- iii. the entrance or exit from a hotel or public meeting place, unless otherwise permitted by a traffic control device;
 - iv. the main entrance of any school on any street which any school or school property abuts, on any school day between the hours of 8:00 am and 5:00 pm; or,
- b. within any street intersection;
- c. adjacent to a curb that is painted yellow;
- d. on or within five (5) meters of any fire hydrant;
- e. in front of any lane or private driveway;
- f. on the side of the street in front of the driveway entrance to any Fire Hall;
- g. in such a manner so as to obstruct, inhibit or impede:
 - i. the clearing and removal of snow or ice from a highway;
 - ii. highway cleaning operations;
 - iii. collecting solid waste from bins provided for such purpose;
 - iv. the regular flow of traffic; or,
- h. on any street for the principal purpose of advertising, washing, greasing, repairing or wrecking (except repairs necessitated by an emergency), or for the principal purposes of displaying such motor vehicle for sale;
- i. on any portion of a street where official signs prohibit parking; or,
- j. on a highway for more than 72 hours.

5.2 On – Street Parking

(1) No Parking and No Stopping Zones.

- a. Council may designate “No Parking” or “No Stopping” zones for areas in which parking or stopping is prohibited, or designate restricted parking or restricted stopping zones, and may designate certain areas as Loading Zones;
- b. If Council has not limited the hours or days when the prohibition or restriction shall be in effect, the prohibition or restriction in the foregoing subsection shall be in effect at all times;
- c. Council may place or cause to be placed signs to indicate areas which it designates as “No Parking” zones, “No Stopping” zones, restricted parking or restricted stopping zones or loading zones.
- d. Commercial Vehicles are not permitted to park overnight on the street in areas designated for residential use within the District.

(2) Angle Parking

- a. Council may designate streets or parts of streets on which vehicles shall be parked at an angle with curb or edge of the roadway, and it shall be lawful for Council to place or authorize to be placed on such streets or parts of streets signs indicating that vehicles shall park at an angle with the curb or road edges.
- b. Where angle parking is indicated by signs only, the angle of parking shall be forty-five (45) degrees.

5.3 Parking Violations

- (1) Where any vehicle is found in violation of the provisions of Section 5.1 of this Bylaw, the Bylaw Enforcement Officers may issue a parking bylaw offence notice.
- (2) A person who allows, causes or permits any motor vehicle of which they are the owner or operator to be stopped, standing or parking in contravention of Section 5.1 of this Bylaw shall be subject to a fine of not less than Seventy-five (\$75.00) dollars, but notwithstanding this section, may arrange to plead guilty to said offence and pay the District the penalties hereinafter provided.
 - a. payment received by the District within 14 days of offence \$25.00
 - b. payment received by the District after 15 days of offence \$75.00

PART 6 – HIGHWAY AND TRAFFIC REGULATIONS

6.1 Speed Limits

Notwithstanding the provisions of the *Motor Vehicle Act*, no person shall drive or operate a motor vehicle:

- a. upon any portion of Carter Street at a rate of speed in excess of 30 km/hr;
- b. upon that portion of Dudley Drive lying between MacDougall Street and Arena Road at a rate of speed in excess of 30 km/hr.
- c. upon any portion of Holland Street and Macintosh Crescent at a rate of speed in excess of 30 km/hr.

6.2 School Zones

Every person driving, between the hours of 8 a.m. and 5 p.m. on a day school is regularly held, a vehicle on a highway where signs are displayed stating a speed limit of 30 km/hr or on which the numerals "30" are prominently shown shall drive at a rate of speed not exceeding 30 km/hr while approaching, passing or in the vicinity (as indicated by the signs) of the school to which the sign relates.

6.3 Motor Vehicle Traffic Regulations

- (1) No person shall operate a vehicle:
 - a. along any boulevard, except when parking in accordance with this Bylaw; or,
 - b. having wheels, tires or tracks constructed or equipped with projections which extend beyond the tread or traction surface of the wheel on a highway except for studded tires used between October 1 of any year to March 31 of the following year or as otherwise required in order to safely operate a vehicle on roads experiencing severe weather conditions.
- (2) The Chief Constable and/or Director of Public Works may, by public notice or the placement of signs, prohibit vehicles from being driven or operated on a highway which are not equipped with chains, winter and/or studded tires, sanding devices or any combination of these which the Chief Constable and/or Director of Public Works may consider adequate and necessary in consideration of prevailing road conditions.
- (3) No person, while in operation of a motor vehicle, shall drive such vehicle onto any highway if such vehicle's legal axel loading exceeds the established load limit for that road.

- a. where there are no traffic control devices erected upon a boulevard indicating a reduced legal axel loading, any regulation provided by the Province of British Columbia which limits the legal axel loading of vehicles shall apply.
 - b. Traffic control devices prescribing a limit on legal axel loading:
 - i. may not prescribe a limit which is in excess of Provincial regulations;
 - ii. shall specify the limit as a percent value of the legal axel loading for any given vehicle prescribed by Provincial regulations; and,
 - iii. shall be active during periods in which the Province seasonally reduces legal axle loading.
- (4) No person shall operate any off-highway vehicle on any public lands within the District, unless permitted by Council to do so.
- (5) No person operating a motor vehicle shall use an engine brake device or “Jake Brake” within the District boundaries.
- (6) Motor vehicles carrying dangerous goods:
- a. shall only travel on Highway 29 as it is designated as a dangerous goods route; and,
 - b. shall only travel on other highways and arterial highways as required and as directly as possible in order to complete a delivery to the location to which such goods are being carried to.

6.4 Highway Regulations

- (1) No person without a valid permit shall, either by their own actions or their own authorization:
- a. drive, drag or skid anything along or over a highway that damages the surface of the highway;
 - b. dig-up, plant, break, remove or excavate in or under any part of a highway;
 - c. plug or stop the flow of water through any drain, sewer or culvert on, through or under a highway;
 - d. cause damage to, cut down or remove trees, plants, shrubs, fences, grass, signs, or other things on a highway;
 - e. erect any such barrier upon a highway which would impede or redirect traffic or deface a highway;
 - f. place, construct or maintain a loading platform, skids, rails, mechanical devices, buildings, signs, or any other structure or thing on a highway;
 - g. construct or maintain a ditch, sewer or drain, the effluent from which causes damage, fouling, injury or nuisance to any portion of a highway;
 - h. alter, tear down or remove any sign, advertisement or guide-post erected or maintained on a highway;
 - i. construct a boulevard crossing, including a curb, ditch, pathway or sidewalk crossing;
 - j. display any goods, merchandise, chattel or ware of any nature upon any boulevard or highway;
 - k. occupy any portion of a highway or the airspace above the highway to maintain, clean, construct, alter, repair, demolish, or move a building, structure, sign, awning or part thereof;
 - l. mark, imprint or deface in any manner whatsoever a highway or structure thereon;

- m. install or erect any traffic control device, or the likeness thereof, on or within sight of a highway; or,
- n. undertake blasting or any other use of explosives on or over a highway or other District owned property, except for the lawful use of fireworks.

(2) No person without prior Council authorization shall:

- a. form part of a group of persons congregated on a highway in such a manner which obstructs the free passage of pedestrians or vehicles; or,
- b. do anything which will attract the attention of other persons and cause them to congregate in a group upon any highway in such a manner so as to obstruct the free passage of pedestrians or vehicles,'

unless such person is on a sidewalk or actively using a crosswalk to cross a highway.

6.5 Extraordinary Traffic

- (1) This Section does not apply to arterial highways.
- (2) In this Section "Extraordinary Traffic" includes any carriage of goods or persons over a highway, at either one or more times, and whether in vehicles draw by animal power or propelled by some other means, that taken in conjunction with the nature or existing condition of the highway is so extraordinary or improper in the quality or quantity of the goods or the number of persons carried, or in the mode or time of use of the highway, or in the speed at which the vehicles are driven or operated as, in the opinion of the Director of Public Works, substantially to alter or increase the burden imposed on the highway through its proposed use by ordinary traffic, and to cause damage and expense in respect of the highway beyond what is reasonable or ordinary.
- (3) Where in the opinion of the Director of Public Works, any highway is liable to damage through extraordinary traffic thereon, they may regulate, limit or prohibit the use of the highway by any person operating or in charge of the extraordinary traffic, or owning the goods carried thereby or the vehicles used therein.
- (4) Any person to whom this Section might otherwise apply may, with the approval of the Director of Public Works, enter into an agreement for the payment to the District of compensation in respect of the damage or expenses in which may, in the opinion of the Director of Public Works, be caused by the extraordinary traffic, and thereupon that person shall not be subject to any prohibition or penalty prescribed in this Part, in respect of that extraordinary traffic.
- (5) Every person driving on or using the highway, in contravention of a regulation, limitation or prohibition made under this Section, is guilty of an offence against this Bylaw, and is liable, on a summary conviction, to a fine of not less than ONE HUNDRED DOLLARS (\$100.00) and not more than TWO THOUSAND DOLLARS (\$2,000.00).

PART 7 – NON-MOTOR VEHICLE REGULATIONS

7.1 Sidewalks

- (1) No person shall obstruct or block a sidewalk without first obtaining a permit.
- (2) No person shall erect, construct, maintain or place any structure, fixture or furniture on sidewalks, except where permitted to do so by bylaw or permit.

7.2 Pedestrians

- (1) Council may designate certain areas on streets as pedestrian crossings or cross-walks and may place to cause to be placed traffic control devices to indicate the area so designated.
- (2) No pedestrian shall cross a highway in front of a bus which has stopped to load or unload passengers, except at a crosswalk.
- (3) No person shall solicit any other person:
 - a. so as to interfere with, obstruct or impede the convenient passage of any motor vehicle or pedestrian traffic;
 - b. within five (5) metres of:
 - i. the entrance or exit to a bank, automated teller machine, credit union, trust company or other financial institution;
 - ii. a bus stop or bus shelter; or,
 - iii. the entrance or exit to a liquor store;
 - c. who is occupying a vehicle that is parked or stopped in traffic; and,
 - d. after a negative response has been provided by the person being solicited.

7.3 Cycles, Roller Skates and Skateboards

- (1) No person shall:
 - a. propel, coast, ride or in any other way use a cycle or skateboard upon a sidewalk or walkway, and where it would be unsafe to operate such cycle or skateboard upon a highway, they shall dismount and walk alongside such cycle or skateboard; or,
 - b. use roller skates on any sidewalk or walkway in such a manner so as to create a hazard or impede the free movement of pedestrians.
- (2) No person shall leave a cycle or skateboard on a highway or public lands in a position which obstructs the free movement of or creates a hazard to the safety of any traffic.

PART 8 – BYLAW OFFENCES AND PENALTIES

8.1 Offences and Penalties

- (1) A person must not interfere, disrupt or impede the actions of the Chief Constable or Bylaw Enforcement Officer who is exercising their lawful duties.
- (2) Except as in this Bylaw is otherwise provided, any person contravening or committing any breach of or committing any offence against any of the provisions of this Bylaw or of the regulations or refusing, omitting, or neglecting to fulfill, observe, carry out, or perform any duty or fulfill, observe, carryout or perform any duty or fulfill, observe, carry out, or perform any duty or obligation by this Bylaw or by the regulations, created, prescribed or imposed, shall be liable, on summary conviction to a fine of not more than 350 dollars.

8.2 Repeal of Bylaws

The District of Hudson's Hope Streets and Traffic Regulation By-law No. 27, 1966, as amended is hereby repealed.

Read a first time this ___ day of _____

Read a second time this ___ day of _____

Read a third time this ___ day of _____

Adopted this ___ day of _____

We hereby certify that the foregoing is a true and correct copy of the District of Hudson's Hope Bylaw cited as
"District of Hudson's Hope Traffic Bylaw No. 925, 2022." this ___ day of ___.

Dave Heiberg
Mayor

Jeanette McDougall
Corporate Officer

Mr. Jerry Muir
Project Manager, Site C Clean Energy Project
333 Dunsmuir Street,
Vancouver, B.C., V6B 5R3
Office: 604-623-3986
Email: Jerry.Muir@bchydro.com

February 22, 2022
File: PO 4130005982 (CO 097095)

District of Hudson's Hope
PO Box 330
9904 Dudley Drive
Hudson's Hope, BC V0C 1V0
Attention: Mr. Mokles Rahman

Dear Mr. Rahman

YM80004 – Site C Clean Energy Project
4130005982 (097095) – Site C – Hudson's Hope Community Agreement ("Contract")
HYDRO'S REPRESENTATIVE – DELEGATION OF AUTHORITY – CHANGE

Pursuant to Article 11.3 of this Contract, this letter hereby notifies District of Hudson's Hope of a change of Hydro's Representative and that I, **Jerry Muir**, have been appointed Hydro's Representative.

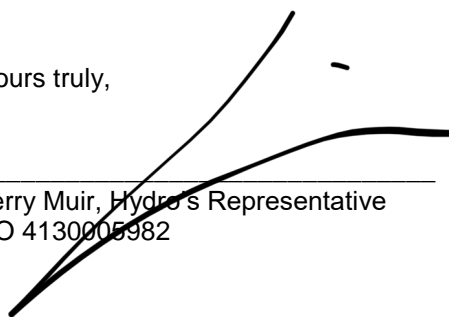
My contact information is as follows:

Office: 604-623-3986
Email: Jerry.Muir@bchydro.com

My appointment superseded and replaces the appointment of **Karen Von Muehldorfer** as Hydro's Representative.

I hereby notify that **Ms. Alex Gray**, will no longer hold the position of Hydro's Representative Delegate. Please ensure all correspondence is addressed directly to me.

Yours truly,



Jerry Muir, Hydro's Representative
PO 4130005982

Feb. 01, 2022

Greta Goddard

Box 687 Hudson's Hope, BC V0C 1V0

To Mayor and Council,

I love trekking through beautiful Jamieson Woods, but lately not only the "walking" trails, but all areas are riddled with extended snowmobile, quad and other ATV tracks.

Jamieson Woods is a nature preserve with an extremely fragile ecosystem. The ancient dunes, and the delicate landscape is being scarred by the destructive use of multiple ATVs. If this is not curbed now, it will certainly wreck not only the trails but the natural preserve itself; a preserve that former councilors and community members worked hard to designate and protect.

I sincerely hope that the ATVers who are running amuck do not intend to be malicious or destructive. It is more likely that they do not realize that the ATV use is so damaging. It is ripping apart the fragile ecosystem of Jamieson Woods. Whether this behavior is a blatant disregard for the area, a disrespect for the signage, or an uneducated recreation, the result is the same: irreversible damage. There is a worry if this is not nipped in the bud now, it will continue, and will encourage others to follow suit resulting in irreparable vandalism.

The signage for ATVs needs to be clearly marked, visible, and some actually need to be replaced. Perhaps an educational campaign would be beneficial to remind community members how delicate the Woods are, the history of the place and the commitment made to make this a community site. Folks should be reminded to keep to designated ATV trails in Jamieson Woods. The Bulletin is a good source, PSA as well, or even a flyer dedicated solely to this problem. In this small community, a targeted discussion with the perpetrators is more than possible and would most likely be the most effective.

I encourage you all to take the time to take a walk through the woods to see for yourselves the mounting damage and, take in, how important this area is to the community.

Sincerely,

Greta Goddard

cc: CAO, Mokles Rahman

cc: Corporate Officer, Jeanette McDonald

cc: Director of Protective Services, Brad Milton

Jeanette McDougall

From: Sonia Ali <sonia@bcepilepsy.com>
Sent: February 3, 2022 1:46 PM
To: Dave Heiberg; Jeanette McDougall
Subject: Request for Proclamation from the District Municipality of Hudson's Hope
Attachments: 2022 Proclamation Draft.docx; Letter from the BC Epilepsy Society.pdf

To Mayor and Council,

Epilepsy is one of the most common neurological conditions, however, it has the least recognition in society. The BC Epilepsy Society is a provincially incorporated non-profit organization and a federally registered charitable organization that serves the over 50,000 people living with epilepsy in BC and their families, friends and loved ones and works to raise awareness of epilepsy in the communities in which we live.

We are excited to let you know that International PURPLE DAY® for Epilepsy Awareness is coming up and will take place on March 26th, 2022. International PURPLE DAY® for Epilepsy Awareness is a time when people in countries around the world take part in events and activities to raise much-needed awareness of epilepsy.

We would like to request a Proclamation from Mayor and Council designating March 26th, 2022, as International PURPLE DAY® for Epilepsy Awareness in the District Municipality of Hudson's Hope. Included with this letter is a document outlining our draft Proclamation.

Through your participation in International PURPLE DAY® for Epilepsy Awareness on March 26th, 2022, you will not only be able to show people living with epilepsy that they are not alone but will also get people talking about epilepsy in an effort to raise awareness of epilepsy in the community.

We look forward to working with you on International PURPLE DAY® for Epilepsy Awareness on March 26th, 2022, and in the future. Please feel free to contact me via email at deirdre@bcepilepsy.com or via telephone at 1-788-533-0790 should you have any questions or require any additional information.

Sincerely,

Deirdre Syms
Interim Executive Director
BC Epilepsy Society

Kind regards,
Sonia Ali
Provincial Manager of Programs and Services
BC Epilepsy Society

#610 - 4180 Lougheed Highway
Burnaby, BC V5C 4B3
Office Hours: Monday - Friday 9:00am - 4:00pm
Tel: 604-875-6704 Ext. 2
Fax: 604-875-0617
Website: www.bcepilepsy.com

Email: sonia@bcepilepsy.com

Social Media:

Instagram: BCEpilepsySociety

Facebook: BC Epilepsy Society

Twitter: BC Epilepsy

The BC Epilepsy Society empowers, educates, and supports British Columbians living with epilepsy.

[WARNING: This message is from an external source]



2022 Proclamation Draft

"Purple Day"

WHEREAS Purple Day is celebrated on March 26 annually, during Epilepsy Awareness Month, to increase the knowledge and understanding of epilepsy that will improve the quality of life of British Columbians living with epilepsy:

AND WHEREAS Purple Day was founded in 2008 by Cassidy Megan, a nine-year-old girl from Nova Scotia, who wanted people living with epilepsy that they were not alone;

AND WHEREAS People in communities around the world are encouraged to wear purple and host events in support of epilepsy awareness on Purple Day;

AND WHEREAS There are over 50,000 people in British Columbia, over 380,000 people in Canada and over 65 million people worldwide living with epilepsy;

AND WHEREAS The onset of epilepsy can occur at any age and stage of life and does not discriminate against age, gender, race, ethnicity, religion, socioeconomic status, geographic location, or sexual orientation;

AND WHEREAS Purple Day is a health promotion effort that encourages people to raise awareness of epilepsy so that we can create a society that embraces the beauty of difference and understand how we can all come together to make the world a better place:

NOW THEREFORE I [Insert Name and Title] DO HEREBY PROCLAIM Saturday March 26th, 2022 as

"PURPLE DAY"

in the District Municipality of Hudson's Hope.

January 14-15, 2022 (Virtual Board Meeting)

NCLGA Committee Updates

Finance Committee:

The committee and Board approved the Preliminary Budget for 2022/23. No significant variation in revenue or expenses is projected for the 2022/23 budget (when compared to the current fiscal year). The Multiyear Budget (5 years) was received by the Board with two new elements, the continuation of the Solid Waste Management Forum (every 3 years with the next event in 2024/25) and the integration of the NCLGA Strategic Plan development cycle (every 5 years starting in 2022/23).

Governance Committee:

The committee and Board reviewed the current committee structure and endorsed the:

- Executive, Finance and Governance Committees as Standing Committees,
- Health Care Committee as a Select Committee,
- AGM & Convention Organizing Committees as a Select Committee,
- Formation of an Indigenous and Local Government Relations Select Committee, and
- Formation of a Solid Waste Management Select Committee.

Planning & Priorities Committee:

Committee members continued to identify a variety of BC Hydro service issues in their communities. The committee explored an advocacy strategy and agreed that a series of additional discussions with BC Hydro were required. Members are encouraged to continue to submit their BC Hydro service issue and concerns via [online survey](#) by **January 31st, 2022**.

Resolutions Committee:

The committee and Board approved the NCLGA Advocacy Framework. The framework outlines the steps in the annual advocacy process for each resolution and will be used to guide advocacy activities with senior government officials. Two Executive Resolution topics were also identified (Medical Transportation and Justice System reform) and working groups were formulated to advance development in time for the **March 4th, 2022**, submissions deadline. The 2022 resolution submission guidelines are available on the [NCLGA website](#).

2022 NCLGA AGM and Convention (May 3rd to 5th 2022)

The Board received the preliminary program and budget (co-hosted with the City of Fort Saint John). The Program will be available, and registration will open in February 2022. Additional information on ancillary events will be shared at that time as well.

If you have any questions regarding the content of this Board Highlights Report, please contact:

Terry Robert
Executive Director, NCLGA
trobert@nclga.ca

C#



Corporation of the Village of McBride

P.O. Box 519
McBride, B.C.
V0J 2E0

Phone: 250-569-2229

Fax: 250-569-3276

Premier John Horgan
PO Box 9041 Stn Prov Govt
Victoria, BC V8W 9E1

January 17, 2022



RE: Old Growth Forest Deferral Announcement on November 2, 2021.

Dear Premier John Horgan,

I am writing to you regarding the Old Growth Deferral announcement made on November 2, 2021, by the Provincial Government. At Council's last Regular meeting on January 11, 2022, the following motion was passed:

Green/Hruby

Resolved: THAT Council directs Administration to send a letter to Premier John Horgan, regarding the Old Growth Forest Deferral Announcement on November 2, 2021, and the detrimental effects it is having on the Village of McBride, Neighboring Communities and The First Nations in the Robson Valley.

CARRIED

Resolution # 170111.22

In December 2021, Council sent a letter to the Assistant Deputy Minister of Municipal Affairs, Tara Faganello, related to a circular from the Ministry, which was intended to demonstrate the suite of supports that the Province was providing to workers impacted by this announcement. In our letter, it was underscored how these new programs would not support the demographics of our labour force. We have not yet received response to our concerns.

Given the importance of the subject to the Village of McBride and surrounding communities, Council made the unanimous decision to write another letter directly to your office.

The shutdown of McBride's local sawmill several years ago, due to the provincial government's policy on appurtenance, led to crippling economic losses, reductions in population and losses of many local businesses; therefore, we have serious concerns surrounding the new forestry harvest restrictions. The new support programs attempt to transition forestry-tied employment to other industries, which simply will not work given our lack of local options along with an older workforce. Another consideration for our community is that a large proportion of our local forestry is value-added forestry, so it appears contradictory that one of the Provincial support programs aims to create jobs in this space, when in fact, it will have the opposite effect.

The recently announced harvest restrictions may impact as much as half of the harvestable area for our local Community Forest, which will require a more regional and local approach to the potentially devastating impacts that this announcement will have on our community.

Corporation of the Village of McBride

I would like to take this opportunity to raise some of the concerns that we've been hearing from our residents and businesses:

1. This deferral in the Robson Valley and McBride area is disproportionate to the rest of the province. When added to previous caribou closures, establishment of parks, Old Growth and other protected areas (also disproportionate in the province), it has the potential to close down forestry in our area, which is one of our main economic drivers;
2. The Province has advised that there would be significant programs and opportunities by those in the industry that are impacted from the deferrals. It is not clear what those jobs or opportunities would be within remote, rural areas such as ours;
3. There is a direct contradiction between the Provincial announcement that the end product or value-added industries are being encouraged when in fact, this deferral will actually decrease the quantities of fibre sources for the value-added mills in our area; and
4. Exception is taken to the fact that the surrounding First Nations were not properly consulted in this process. By only being given a short 30-day window for feedback, you have effectively removed many First Nations from having a voice.

I await your response to the above concerns and would welcome Provincial representation to visit the area to witness first-hand the impacts of this announcement.

Respectfully,



Gene Runtz

Mayor

Village of McBride

cc: Shirley Bond, MLA and Leader of the Opposition
Honourable Katrine Conroy, Minister of Forests, Lands & Natural Resource Operations,
and Rural Development
Honourable Ravi Kahlon, Minister of Jobs, Economic Recovery and Innovation
Members of the NCLGA
Chief and Council Simpc'w
Chief and Council Lheidli T'enneh
Robson Valley Old Growth Roundtable

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
FROM: Jeanette McDougall, Corporate Officer
DATE: February 14, 2022
SUBJECT: NOTICE OF CLOSED SESSION

RECOMMENDATION:

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

- **Community Charter Section 97 (1) (b):**
 - (b) *all minutes of Council meetings, other than a meeting or part of a meeting that is closed to the public*
 - *Closed Meeting Minutes – January 24, 2022*
- **Community Charter Section 90 (1) (c):**
 - (c) *labour relations or other employee relations*
 - *Letter of Complaint re Requirement for Masks*
- **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 Council, could reasonably be expected to harm the interests of the municipality if they were held in Public*
 - *Library – Service and Lease Agreements*
 - *Water Treatment Plant - Update*

ALTERNATIVE OPTIONS:

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


Jeanette McDougall,
Corporate Officer

ICSR1