

DISTRICT OF HUDSON'S HOPE AGENDA

Council Chambers Monday, February 28, 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 – February 14, 2022 Page 1

- 7. Business Arising from the Minutes:
- 8. Public Hearing:
- 9. Staff Reports:

SR1	Annual Financial Grant-in-Aid	Page 7
SR2	RFD - Safety Wall - District Office	Page 64
SR3	RFD - Solar Array Annual Report	Page 66
SR4	CAO Monthly Report - February 2022	Page 77
SR5	Corporate Monthly Report - February 2022	Page 79
SR6	Fire Chief- Monthly Report - February 2022	Page 81
SR7	Public Works - Monthly Report - February 2022	Page 82
SR8	Recreation Services – Monthly Report - February 2022	Page 84
SR9	Special Projects - Monthly Report -February 2022	Page 86

- 10. Committee Meeting Reports:
- 11. Bylaws
- 12. Correspondence:

C1 Prince Rupert Gas Transmission Project – Permit Extension Page 87

C2 Nova Gas Transmission – North Montney Mainline Project Page 96

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

ICSR1 – Notice to Closed Page 103

18. Adjournment



COUNCIL MEETING District Office – Council Chambers 6:00 P.M. February 14, 2022

Present: Mayor Dave Heiberg

Councillor Mattias Gibbs Councillor Kelly Miller Councillor Valerie Paice Councillor Pat Markin Councillor Travous Quibell

Absent: Councillor Leigh Summer (without notice)

Staff: Chief Administrative Officer, Mokles Rahman

Corporate Officer, Jeanette McDougall

Director, Public Works and Engineering, Ruhul Amin

Director, Protective Services, Brad Milton Recreation Officer, Kelsey Shewfelt

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: NB2 Trucks – Osborne Street and Canyon Drive

NB3 2021 Census Results

Councillor's Additions: CM1 Northeast Regional Advisory Committee

- Councillor Markin

NB1 Seasonal Term - Parks - Councillor Paice

CAOs Additions: None

3. ADOPTION OF AGENDA BY CONSENSUS

4. DECLARATION OF CONFLICT OF INTEREST

Councillor Gibbs declared a conflict of interest pertaining to Item SR2 – Pre-Budget Approval re Rehabilitation – Gaylor and Thompson Avenues and Kruger Street.

5. ADOPTION OF MINUTES

M1 REGULAR COUNCIL MINUTES - FEBRUARY 14, 2022

RESOLUTION NO. 028/22

M/S Councillors Miller / Paice

THAT the minutes of the February 14, 2022 Regular Council Meeting be adopted as

presented. CARRIED

6. BUSINESS ARISING FROM THE MINUTES

М1

7. PUBLIC HEARING

8. STAFF REPORTS

SR1 ARENA COVID SAFETY PLAN - RE-ACTIVATION

RESOLUTION NO. 029/22

M/S Councillors Markin / Miller

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

Councillor Gibbs and Councillor Quibell voted in opposition.

Councillor Gibbs recused from the meeting at 6:10 pm.

SR2 PRE-BUDGET APPROVAL RE REHABILITATION - GAYLOR AND THOMPSON AVENUES AND KRUGER STREET

RESOLUTION NO. 030/22

M/S Councillors Quibell / Markin

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

Councillor Gibbs rejoined the meeting at 6:15 pm.

SR3 SWIMMING POOL - CURRENT STATE

MAIN MOTION

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.

AMENDMENT TO THE MAIN MOTION

M/S Councillors Miller / Gibbs

THAT Council pre-approve the allocation of \$25,000 from the 2022 Operating Budget for Pool repairs in preparation for the 2022 season and

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.

MAIN MOTION AS AMENDED

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

RESOLUTION NO. 031/22

M/S Councillors Miller / Gibbs

THAT Council pre-approve the allocation of \$25,000 from the 2022 Operating Budget for Pool repairs in preparation for the 2022 season and 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.

CARRIED

The CAO noted that replacement of the pool liner and membrane, including repairs to the concrete underneath and replacement of the gutters, will be an 8 – 12 week projection and may be scheduled for after the Pool closes in early September.

SR4 ICIP GREEN INFRASTRUCTURE – ENVIRONMENTAL QUALITY (EQ) SUB-STREAM PROGRAM – KENDRICK LIFT STATION

RESOLUTION NO. 032/22

M/S Councillors Summer / Miller

THAT Council approve a grant application for the ICIP Green Infrastructure – Environmental Quality (EQ) Sub-Stream Program for upgrades to the Kendrick Lift Station; and

THAT Council approve that the District take responsibility for all ineligible project costs and cost overruns: and

THAT Council approve \$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. **CARRIED**

SR5 MEMORIAL BENCH - OPTIONS AND POLICY

RESOLUTION NO. 033/22

M/S Councillors Miller / Paice

THAT Council approve Option 2, Barco Sterling Benches as the District of Hudson's Hope Memorial bench option. **CARRIED**

SR6 LOCAL GOVERNMENT GENERAL ELECTION 2022 APPOINTMENTS

- CHIEF ELECTION OFFICER & DEPUTY CHIEF ELECTION OFFICER

RESOLUTION NO. 034/22

M/S Councillors Paice / Gibbs

THAT Council appoint Jeanette McDougall as the Chief Election Officer for the 2022 General Local Government Election; and

THAT Council appoint Andrea Martin as the Deputy Chief Election Officer for the 2022 General Local Government Election. **CARRIED**

9. COMMITTEE MEETING REPORTS

CM1 NORTHEAST REGIONAL ADVISORY COMMITTEE

- NORTHERN BUS TRANSPORTATION

Councillor Markin provided an overview of the Northeast Regional Advisory Committee – Northern Bus Transportation and noted the following: the Lion's Club was commended for the bus service that they provide for Hudson's Hope and noted that Chetwynd and Tumbler Ridge have bus services; project costs generally are increasing due to supply chain issues and anticipates that this will impact costs for a new Community Hall; and had a discussion with Cantex and they may be able to provide some services with respect to building a new Community Hall and if so, would hire locally where possible.

10. BYLAWS

B1 TRAFFIC BYLAW NO. 925, 2022

RESOLUTION NO. 035/22

M/S Councillors Gibbs / Markin

THAT the 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; and

THAT Bylaw No. 925, 2022 be read a second time; and

THAT Bylaw No. 925, 2022 be read a third time; and

THAT Bylaw No. 925, 2022 be adopted. CARRIED

11. CORRESPONDENCE

- C1 BC HYDRO REPRESENTATIVE, SITE C DELEGATION OF AUTHORITY Received for Information.
- C2 JAMIESON WOODS REQUEST FOR SIGNAGE

RESOLUTION NO. 036/22

M/S Councillors Paice / Markin

THAT Staff issue a reminder to the Public that the walking trails in Jamieson Woods should not be used as an ATV trail and vice-versa, and that this communication be issued through the District's normal communication channels, eg. PSA, District website, Bulletin Boards, and the monthly Bulletin issue. **CARRIED**

Staff to check the District's Trail Policy and review whether the trail signs at Jamieson need upgrading.

C3 PROCLAMATION – EPILEPSY AWARENESS

The Mayor proclaimed March 26, 2022 as International PURPLE DAY for Epilepsy Awareness.

C4 NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION - BOARD HIGHLIGHTS

Received for information.

C5 VILLAGE OF MCBRIDE – OLD GROWTH FORESTS Received for information.

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

13. OLD BUSINESS

14. NEW BUSINESS

NB1 PARKS - OPENING EARLIER IN THE SEASON

Councillor Paice inquired whether the Parks could open on May 1st each year instead of the May long weekend as there are many industry workers who park on residential properties due to the shortage of accommodation. The CAO advised this would be difficult for the following reasons: 1) summer Staff are hired as of 1st Monday of May because they need the time to prepare the parks / campgrounds for opening on the May long weekend; 2) a number of the summer staff are at university and are not available until May; and 3) there is often snow in April, which prevents being able to do the required preparations.

The Mayor asked Councillor Paice to gather more information, eg the number of industry workers who would benefit from an earlier opening.

NB2 TRUCK TRAFFIC - OSBORNE STREET AND CANYON DRIVE

The Mayor addressed a residential complaint about truck traffic on Osborne Street; requested that Cantex ensure their trucks drive by the Post Office instead of using Osborne Street and will follow up with Flat Iron and BC Hydro.

NB3 CENSUS RESULTS

The Mayor advised that the 2021 census results indicate that the population of Hudson's Hope is 841, which is a significant reduction from the 2016 census results of 1,015. This is of concern as certain government funding is based on population size, eg the Peace River Agreement.

RESOLUTION NO. 037/22

M/S Councillors Quibell / Paice

THAT Administration direct Chris Cvik, Special Projects, to research options to verify the validity of the 2021 census results vis a visa the 2016 census results and report to Council.

CARRIED

15. PUBLIC INQUIRIES

16. NOTICE OF CLOSED MEETING

RESOLUTION NO. 038/22

M/S Councillors Gibbs / Miller

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

CARRIED

- 17. RISE AND REPORT
- **18. ADJOURNMENT**

Mayor Heiberg declared the meeting adjourned at 8:21 pm.

DIARY Conventions/Conferences/Holid	Diarized			
Commercial Water Rate Increase- Consideration		08/04/19		
Certified Correct:				
Dave Heiberg, Mayor	Jeanette McDougall,	Corporate Officer		

REQUEST FOR DECISION

RFD#:	JM-2022	Date:	February 28, 2022
Meeting#:	CM022822	Originator:	Jeanette McDougall

RFD TITLE: Financial Grant in Aid Requests - 2022

RECOMMENDATIONS:

THAT Council approve Schedule A as the 2022 Financial Grant in Aid allocation; and

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

BACKGROUND:

Based on the District's Financial Assistance Grant Policy No 001/20, an amount not exceeding 10% of the annual municipal residential tax revenue will be budgeted for financial assistance grants.

Of the total amount budgeted, eighty-percent (80%) will be eligible for disbursement through the budget approval process and the remaining twenty-percent (20%) will remain unallocated for requests that may be received later in the year.

The estimated residential taxes for 2022 are \$339,350 and ten-percent of this total is \$33,935, therefore \$27,148 (80% of \$33,935) is available for Financial Assistance Grants through the budget process with \$6,7987 (20% of \$33,935) remaining unallocated for requests throughout the year.

This compares to the 2021 Financial Assistance report that was included on the Council Agenda for March 8, 2021, where the estimated residential taxes were \$333,063 with 10% of this amount being \$33,301, therefore \$26,641 (80% of \$33,301) available through the budget process, leaving \$6,660 (20% of \$33,301) remaining unallocated for requests throughout the year.

DISCUSSION:

The District received five (5) Financial Grant in Aid requests for 2022 and the allocation of funds is as per Council's decisions. Administration is recommending that Council delegate the decision around the level of "In-Kind" support back to Administration to work directly with the societies making the requests.

FINANCIAL:

The total amount requested by all of the 2022 applicants is \$39,402.55, which is greater than the \$27,148 maximum amount available in the 2022 budget. For comparison, the 2021 amount spent on Grant in Aid was \$12,944.10.

ALTERNATIVES:

That Council provide further direction to Administration on the allocation of funds and provision on "In-Kind" support.

ATTACHMENTS:

- Summary of 2022 Financial Assistance Grant Applications
- 2022 Financial Assistance Grant Applications

Report Prepared by:

Jeanette McDougall,
Corporate Officer

Report Approved by:

Mokles Rahman, CAO

Financial Assistance - 2022 Schedule A

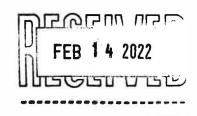
Name	Request	Amount Requested
Hudson's Hope Healthcare and Housing Society	Grant to improve outdoor gathering area (\$10,000)	\$10,000
Double "H" Saddle Club	Replace roof of Garry Powell Dance Hall: 30% construction costs (\$15,602.55). Waive the cost of building permit fees for 2022 and have Public Works install two "caution horse and rider" road signs that will be provided.	\$ 15,602.55
Friends of Hudson's Hope Society	Improve exisiting space used for the Food Bank and future invovlment with emergency service plans (\$5000)	\$5,000
Hope for Health Society	Funding for helping run the That Dam Run (\$800); plus in kind donations (safety cones, stop signs, office equipment/resources, transportation of porta-potties, small tent, sandwich boards, media and publicity support, hot chocolate back pack). Assistance from the Recreational Coordinator.	\$800
Hudson's Hope School	Help fun the following trips: Work ethics trip #2 (\$1200), Work Ethics trip #3 (\$500), Principals trip (\$3500). Grad Ceremony costs (\$2800)	\$8,000
Total:		\$39,402.55



Date: February 1st 2022

APPLICATION FOR A GRANT

Date Received: _



		GENERAL INI	FORI	MATION			
Official Name of Non-Pro	fit Organizati	on					
Hudson's Hope Health	ncare and H	lousing Soc	iety				
Mailing Address			Cit	ty		Provinc	e Postal Code
PO Box 342			Hu	udson's Ho	ре	вс	V0C 1V0
		SOCIETY INF	ORN				
Society Registration Num	ıber			Charity's E			
				Registration organization			
500301	049			receipts)			BC cool
SOCIETY EX	ECUTIVE - A	TTACH LIST I	F MO				
Title		Name			Phone Number		
Chairperson	Det	Debbie Beattie		1-250-262-1669			
Vice Chairperson	Sha	Shawn Shepherd		1-250-7	1-250-783-0325		
Secretary	Am	Amanda Halladay		1-250-7	1-250-783-0833		
Treasurer	Brit	Britt Silk		1-250-7	1-250-783-0624		
Director	Der	Dennis Beattie 1-250-7)-783-0952			
LOCAL CONTACT I	INFORMATIO	N OF PERSON	COM	IPLETING A	PPLICATIO	N FORM	4
Contact Name							
Shawn Shepherd							
Mailing Address		City		Province		Postal Code	
PO Box 683		Hudson's Hope		ВС		V0C 1V0	
Work Telephone Home Telephone		hone	Cell Telephone			Email Address	
	1-250-783	-2048	1-250-783-0325		325	shawnshepherd@contractor.ne	

GRANT APPLICATION			
Mew Grant Application	☐ Application for Project Previously Funded by the		



ORGANIZATION INFORMATION					
Describe the purpose of your organization:					
The Hudson's Hope Hea	Ithcare and Housing Society operates the Silver W	illows Court low in come housing for the benefit of the			
community of Hudson's	Hope. Housing is available to members of the com	munity who are of the age of 50 or older and who meet			
specific income requiren	nents.				
Silver Willows Court is a	10 unit development providing self contained living	spaces for it's tenants, offering both a safe and affordable			
space as well as opport	inies for independant living. Tenants also have acc	ess to shared social areas such as the common room and			
and outdoor gathering a	rea, promoting a sense of community.				
	Silver Willows Court include an outdoor raised gard	en, complete with fencing to control the local animal			
population.					
		support from the District of Hudson's Hope, which has			
		r exterior doors. This replacement has contributed to both			
the energy efficiency of	he facility as well as the comfort of our tenants.				
	-				
TT 01 .1					
User Statistics					
110The					
IThe	e number of persons that are served by	your organization annually.			
2. 7 The	number of members in your organizati	an las sister			
2. <u> </u>	number of members in your organization	on/society.			
Is the organization	ı run by volunteers, paid staff or a comb	sination of both?			
_	-				
1. 10 the	number of volunteers and 750 the	number volunteer hours worked per year.			
,	1)				
2. The number of paid staff, their titles and number of paid hours per year.					
Number	Title	Paid Hours Per Year			
Number 1	Title Administrator	416			
	Administrator	410			
-	-				
-					
L.					



REOLIES	T FOR GRANT		
Describe the reason for your grant application:	1 1 ON UIUN I		
positive are reason for grant approximent			
The purpose of this grant application is to fund the capital expe	nses assocated with improving the outdoor gathering area. Our intent		
is to provide safety and comfort improvements, as well a			
At present the outdoor gathering area is not fully covered, and t	he existing wooden frame and corrugated fiberglass roofing are		
	ed area was originally constructed with the building in 1985 and is		
long due for replacement.			
This grant application is intended to asssist with the cost of mat	erials associated with the project. The Hudson's Hope Healthcare and		
and Housing Society is currently engaged with other local bene	factors and volunteers to provide for the labor, design and cost of		
required permitting. 4A Electric LTD has offered their services fi	ree of charge including any necessary electrical permitting.		
The Hudson's Hope Healthcare and Housing Society makes thi	s grant application for the amount of 10,000 Dollars. We expect the		
total value of this project to be in excess of 25,000 dollars.			
-			
Proposal is best characterized as:			
☐ Event ☐ Capital Project			
,			
Participants/beneficiaries will primarily be:			
☐ Youth ☐ Seniors	☑ Disadvantaged Persons		
	E - 1000		
This proposal's activities can best be described as r	elated to:		
Arts and Culture Recreation and Sports	Environment, Social and Education		
	Y Divironment, Social and Education		
Attach the following information:			
Most recent Financial Statements including			
	e most recent Financial Statements provided are not the		
	income and expense statement in a format consistent		
with the organization's financial statements)			
Operating Budget for the Current Year (Please attach a copy of the projected income and expense			
statement in a format consistent with the or	<u> </u>		
Projected operating budget for the next yea			
Copy of Non-Profit Society Registration pap	ers		



DECLARATION

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

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

February 1st 2022

Date

Signature of Applicant

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

APPLICATION DEADLINE - FEBRUARY 15

SEND APPLICATIONS TO:

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

HHHC&HS and SWC Income Statement 2020-04-01 to 2021-03-31

REVENUE

Revenue SWC	
Rental Income	72,217.00
Interest Income	47.92
Donations Received	5,700.00
Total Revenue SWC	77,964.92
Revenue HHHC&H Society	
Donations Received	16,500.00
Interest Income	1,683.17
Other Revenue	713.33
Total Revenue HHHC&H Society	18,896.50
Total Nevende Illinodin Obciety	10,000.00
TOTAL REVENUE	96,861.42
EXPENSE	
Expenses SWC	
Office Supplies	2,457.04
Office Equipment _	1,392.06
Unit Renovations	27,226.22
Repairs & Maintenance Building	7,590.33
Insurance, Licences and Fees	7,167.29
Credit Card Fees & Interest	2.27
Fire Inspection	6,048.38
Snow Removal	150.00
Lawn and Garden Maintenance	780.00
Professional Fees	4,415.69
Utilities	16,532.49
Project Expenses	1,712.84
Property Taxes	1,608.72
Wages & Salaries - Administration	10,974.15
Wages & Salaries - Maintenance	4,243.30
El Expense	298.46
CPP Expense	417.92
WorkSafe BC	80.00
Bank Service Charges	37.75
Total Expenses SWC	93,134.91
Expenses HHHC&H Society	
Donations	2,816.50
Membership Fees	170.00
Bank Service Charges	86.77
Total Expenses HHHC&H Soci	3,073.27
TOTAL EXPENSE	96,208.18
NET INCOME	653.24

	Α	В	С
1	HHHC&HS	and SWC	
2	Budget - Cu		
3			
4	Account Number	Account Name	Amount
5	4010	Rental Income	72,000.00
6	4020	Interest Income	350.00
7	4210	Donations Received	20,000.00
8	4225	Other Revenue	1,000.00
9	5010	Office Supplies	1,500.00
10	5025	Unit Renovations	10,000.00
11	5030	Repairs & Maintenance Building	25,000.00
12	5040	Insurance, Licences and Fees	7,500.00
13	5050	Fire Inspection	2,700.00
14	5060	Snow Removal	200.00
15	5065	Lawn and Garden Maintenance	1,000.00
16	5070	Professional Fees	4,500.00
17	5080	Utilities	19,500.00
18	5085	Property Taxes	0.00
19	5090	Wages & Salaries - Administration	16,000.00
20	5094	El Expense	350.00
21	5096	CPP Expense	550.00
22	5098	WorkSafe BC	150.00
23	5100	Bank Service Charges	170.00
24	5222	Equipment Maintenance	200.00
25	5230	Membership Fees	250.00
26	5235	Advertising & Promotion	200.00

HUDSCN'S HOPE HEALTH CARE AND HOUSING SOCIETY CONSOLIDATED STATEMENT OF FINANCIAL POSITION MARCH 31, 2020

(unaudited)

(#)	ASSETS		<u>2020</u>	59)	2019
CURRENT Cash		\$	75,243	\$	56,239
Restricted cash - note 3			287,203		292,028
Accounts receivable		-	2,594 365,040	-	11.682 359,949
PROPERTY, PLANT & EQUIPMENT - n	otes 1 and 3	-	408,312	-	408.312
		\$	773,352	\$	768.261
	LIABILITIES				
CURRENT		\$	1 522	on.	2.020
Accounts payable and accrued liabilities Damage deposit on hand		3)	1,733 2.345	\$	2,939 1.695
Daniago doposit on nand		_	4,078		4,634
	EQUITY		,		,
SURPLUS			769,275		763,627
EQUITY IN CAPITAL ASSETS		-	-	-	760 607
		<u>s</u>	769,275	-	763,627
		₂ =	773,353	D ==	768.261
Approved by the Board					
			of the second		
Director	Director				

The accompanying notes are an integral part of these statements

HUDSON'S HOPE HEALTH CARE AND HOUSING SOCIETY CONSOLIDATED STATEMENT OF REVENUES AND EXPENDITURES

for the year ended March 31, 2020 (unaudited)

		<u>2020</u>		2019
REVENUES				
Capital Grants		18,934		-
Donations	\$	45,858	\$	14,702
Interest		957		983
Rentals		72,428		70,261
Expense recoveries	-	259		892
•		138,436		86,838
EXPENDITURES				
Capital expenditures		56,486		31,822
Donations		7,199		2,700
Insurance and licenses		7,081		9,399
Office supplies		3,764		3,163
PharmaSafe rental		1,168		1,266
Professional fees		6,662		6,033
Property taxes		1,608		1,575
Repairs and maintenance		15,974		11,855
Telephone and utilities		15,935		16,375
Wages and benefits	-	16,911		23,896
•	-	132,788	-	108.084
EXCESS OF REVENUES OVER EXPENDITURES		5,648		(21,246)
SURPLUS, BEGINNING OF YEAR	_	763,627		784.873
SURPLUS, END OF YEAR	\$_	769,275	\$	763.627

The accompanying notes are an integral part of these statements

HUDSON'S HOPE HEALTH CARE AND HOUSING SOCIETY CONSOLIDATED STATEMENT OF CASH FLOWS

for the year ended March 31, 2020 (unaudited)

		<u>2020</u>		2019
OPERATING ACTIVITIES Excess of revenues over expenditures for the year	\$	5,648	\$	(21,246)
Non-operating items:				
Changes in non-cash operating working capital: Net collections from (billings to) Government Agencies		9,089		(1,078)
Increase (Settlement) Accounts payable and accrued liabilities Increase (decrease) in Damage deposits on hand		(1,207) 650	(3	(976) <u>(</u> 847)
INVESTING ACTIVITIES		14,180		(24,147)
DECREASE IN CASH DURING THE YEAR		14,180		(24,147)
CASH, BEGINNING OF YEAR CASH, END OF YEAR	s	348,267 362,447	\$	372.414 348.267
Cash represented by:				
Cash Restricted Cook	\$	75,243	\$	56,239
Restricted Cash	s _	287,203 3 <u>62,</u> 446	\$_	292.028 348,267

The accompanying notes are an integral part of these statements

HUDSON'S HOPE HEALTH CARE AND HOUSING SOCIETY NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS MARCH 31, 2020 (unaudited)

2.	RESTRICTED	CASH	ND TERM	DEPOSITS
----	------------	------	---------	----------

Cash designated for specific purposes is segregated as follows:	2020	2019
Cash and term deposits specified by the donor to be used for		
the purchase of capital assets and other restricted expenditures		
for the Silver Willow Court.	\$ 232,402	\$ 228,608
Replacement Reserve	 54,801	63,420
•	\$ 287,203	\$ 292,028

3. CAPITAL ASSETS

	Cost		Accum Amort		<u> 2020</u>	NBV 2019	
Land	\$ 8,34	16 \$	-	\$	8,346	\$	8,346
Buildings	353,05	50			353,050		353,050
Equipment	36,73	80	-		36,730		36,730
Office Equipment	10.18	<u> </u>			10.186	-	10.186
	\$ 408,3	2 \$	-	\$	408,312	\$	408.312

4. COMPARATIVE FIGURES

Comparative figures have been restated to conform to the preset year's presentation.

Hudson's Hope Healthcare and Housing Society

PO Box 342

Hudson's Hope B.C.

V0C 1V0

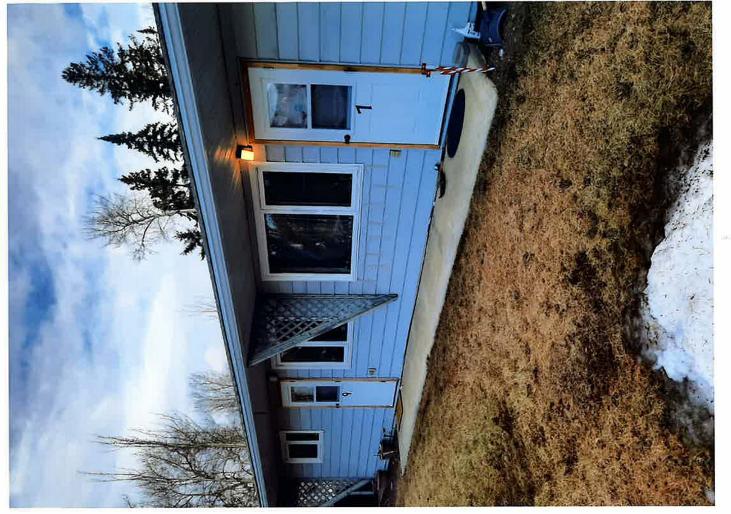
Dear, Council of Hudson's Hope

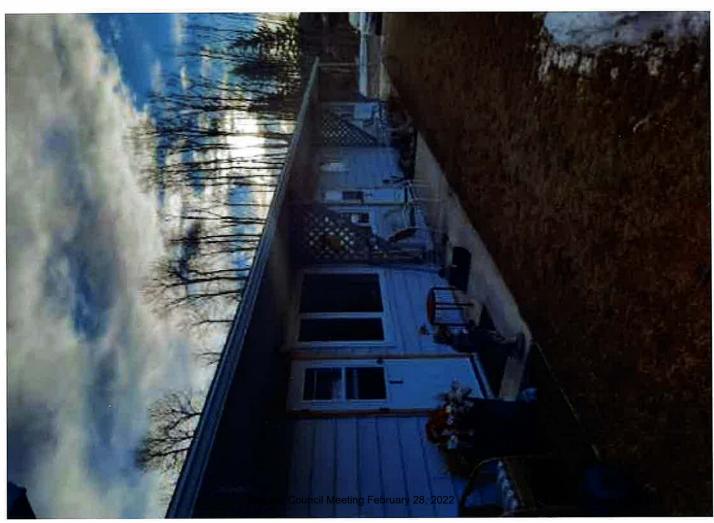
Thank you for your support and grant funding in 2021. With these funds we were able to complete the much-needed exterior doors for all ten units. The doors have greatly improved the energy efficiency of the building and have complimented the windows previously done in 2020.

I have included some photographs, of the completed work and invite you to come by at any time to view the improvements that you have helped make possible.

Once again, the Hudson's Hope Healthcare and Housing society, Silver Willows Court are grateful and forever thankful for your support in 2021!

Sincerely,





Keun Delawsky

* Alpine Glass Windows & Doors Ltd

9712-108 St.

Fort St. John, BC V1J 0A7 Phone: (250) 785-6409 - 108



QUOTE BY: Kevin

QUOTE #: JKGD00457

SOLD TO: Hudsons Hope Care Home

SHIP TO:

PROJECT NAME: Supply & Install

PO#:

REFERENCE:

Shin Via: Ground/Next Truck

LINE NO.	LOCATION SIZE INFO	BOOK CODE DESCRIPTION	NET UNIT PRICE	QTY	EXTENDED PRICE		
Line-1							
Rough Openir	ng: 34 1/4 X 82 1/8	Frame Size: 849 x 2076					
Viewed from Ex	terior. Scale: 1/4" = 1'	Frame Size: 849 x 2076 (33 7/16 x 81 3/4) Wood Frame, 1W, Inswing, 2/8 x 6/8 Door, Single RH Jamb= 164 mm (6 7/16) FJ Frame- Not Primed Std 2" Brkmld(180) Paint grade(NotPrimed) Brkmld Contours steel Dr Insert: No doorlite 6 panel, 1 3/4" 1/2 Venting-RH Out w/check chain, Storm dr hinged off jamb(primed frame/bmld), Active Dr- DD 2 3/8" BS (2 1/8" DB), 5 1/2" OC Std Finish Dr hinge Sillhorn= 0 mm/side ENERGY STAR Zone(s)-Door:123 (NFRC CPD# JEL-M-728-65123- 00001), ER: 20, U-Factor: 0.91, SHGC: 0.01 NAFS: This Configuration Not Tested for NAFS.					
		OSMBmld: 36 x 83 PEV 2019.2.2.2437/PDV 6.157 (05/06/19) WW					
				10			
Line-2		installation including removal & disposal of	old doors	10			
			Total:		\$17,676.00		
			GST(5%)		\$883.80		
	9		PST(7%)		\$740.32		
			T TOTAL:		•		
		NE	I IUIAL:		\$19,300.12		

QQ-2.20.900.2824 cust-002427

Quote Date: 18/09/2020

Page 1 of 2(Prices are subject to change.)

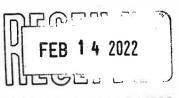
Drawings are for visual reference only and may not be to exact scale. All orders are subject to review by JELD-WEN

JKGD00457 - 18/09/2020 - 2:23 PM

Last Modified: 18/09/2020



APPLICATION FOR A GRANT



F-l		
Date: February 07 2022	Date Received:	

		Gl	ENERAL INF	OR	MATION				
Official Name of Non-Prof	it Organ	ization							
Double H Saddle Club									
Mailing Address				Ci	ty		Provinc	ce Postal Code	
Box 25				H	Hudson's Ho	ре	вс	V0C 1V0	
		S	OCIETY INF	ORN					
Society Registration Num	ber				Charity's B				
					Registratio				
S0008206					organization receipts)	30038411	7BC0001	e aonation	
SOCIETY EX	ECUTIVE	E – ATT	ACH LIST IF	MC			RY		
Title			Nan	ne			Phone	Number	
President		Teryl	ee Fieber			250.783.1305			
Vice President		Shon	a Duff			306.612.2813			
Secretary		Liza R	Rhymer			250.783.0691			
Treasurer		Debbi	e Beattie		250.262.1669				
Chair Building Upgrade		Elisab	eth Haags	mar	nan 250.783.1084				
LOCAL CONTACT I	NFORMA	TION (OF PERSON	COM	IPLETING A	PPLICATIO	N FORM		
Contact Name									
Elisabeth Haagsman									
Mailing Address			City	Provin		Province		Postal Code	
PO Box 307 Hudson's			s Ho	Hope BC			V0C 1V0		
Work Telephone	Home T	elepho	ne	Cel	Cell Telephone		Email Address		
250.783.5442	250.78	83.9955			250.783.1084		dhsaddleclub@gmail.co		
,									

GRANT APPLICATION						
☐ New Grant Application	☐ Application for Project Previously Funded by the					



ORGANIZATION INFORMATION								
Describe the purpos	se of your organization:							
	The Double "H" Saddle Club is a volunteer society dedicated to provide an affordable.							
safe and pleasura	able multi-purpose and equine facility/boarding							
	vas the starting point of some of the finest rode							
	Jake Watson. These and other rodeo individu	uals helped put Hudson's Hope on						
the map in the roo								
The arena is also	the classroom to the Hudson's Hope Seconda	ary School, providing an equine						
program taught b	by Lisa Rhymer and Caroline Brown. The scho	ol has been utilizing the arena for						
four years. This p	program offers hands-on teaching that encoura	ages non-traditional approaches to						
learning and is or	ne of the only few equine studies programs offer	ered in northern BC.						
The Double "H" S	addle Club sponsors a BC High School Rode	o each year brining a large amount of						
provincial high sc	hool rodeo competitors to Hudson's Hope.							
This event helps	oring in revenue for local businesses and the c	club.						
The Fall Fair com	mittee held a very successful event at the out	door arena of the DHSC and have						
similar plans for t								
The Archery club	has also been utilizing the indoor arena for wi	nter archery lessons.						
	he Double "H" Saddle Clubs' purpose has a w	onderful impact to our						
Hudson's Hope c								
These events brir	ng in revenue and foster cultural awareness ar	id provide equal access to different						
cultures for our co	ommunity.							
User Statistics								
1. <u>500+</u> The	number of persons that are served by your orga	anization annually.						
2. <u>35+</u> The	number of members in your organization/socie	ty.						
Is the organization:	run by volunteers, paid staff or a combination o	of both?						
15	0							
115the r	number of volunteers and $\underline{0}$ the number	volunteer hours worked per year.						
2. The number of	paid staff, their titles and number of paid hours	per year.						
Number	Title	Paid Hours Per Year						



REQUEST FOR GRANT							
Descri	be the reason f	or your grant application:	1 ON GRUIN				
		y g					
See	letter attached.						
			¥3				
			2				

		12					
_							
			7				
			,				
			44				
Propos	al is best charac	terized as:					
□Eve		☑ Capital Project					
_							
Partici	pants/benefici	aries will primarily be:					
X You		X Seniors	x Disadvantaged Persons				
·							
This pr	onosal's activiti	ies can best be described as re	elated to:				
	s and Culture	Recreation and Sports	x Environment, Social and Education				
	the following i	<u> </u>					
Attach			Ralance Sheet and Income Statement				
Z.							
4			ncome and expense statement in a format consistent				
with the organization's financial statements)							
Operating Budget for the Current Year (Please attach a copy of the projected income and expense							
			ganization's financial statements)				
X		rating budget for the next year					
$\overline{\mathbf{x}}$		rofit Society Registration paper					
	13	, G					



DECLARATION

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

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

2022 02 07 Signature of Applicant

Date

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

APPLICATION DEADLINE - FEBRUARY 15

SEND APPLICATIONS TO:

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



REQUEST FOR GRANT

Describe the reason for your grant application:

The Garry Powell Dance Hall has been in the mists of our Hudson's Hope community for over 5 decades established circa 1973. This pole building houses a large dance floor with seating on either side including a small stage that is used for musicians and speeches. On the south right-hand corner there is a small bar and at the south left-hand corner boasts two concrete walled washrooms. Leading onto the platform at the north end of the building is a wheelchair accessible ramp.

The open framed trusses are covered in metal roofing that needs to be replaced due to its age and wear. Due to the high winds in this area the metal sheeting has become thinner and has lifted through the screws. Rainwater has started to penetrate through the small gaps and is causing mois ture damage and leaks through the wood strapping, trusses, plywood on the south wall and dance hall flooring. Due to its age the metal roofing is becoming past its lifetime of 50 years. The Double H Saddle Club has been trying their bestto maintain this roof however, a reputable, local contractor suggested to replace it due to the age and wear.

The scope is to replace the metal roofing and the south end walls with new building product. Some of the least damaged metal roofing will be recycled for roofing on a horse shelter.

The objective/outcome for this project is to provide the community members with a safer, attractive, and uncompromising structure giving the building many more years of use and less maintenance issues.

The DHSC is requesting \$15,602.55 from the DOHH Financial Assistance Grant to cover the 30% required by another funding source through the NDIT Community Places Grant.

The Gary Powell Dance Hall was determined by the DHSC board will be an inclusive building for all our community members to use free of charge.

We would also like to request "in lieu of" - Waiver of building permit fees for 2022 and placement of two, caution horse and rider road signs, supplied by the Double H Saddle Club.

Last Frontier Hunting Company Ltd

4842, miller road, PO box 486 Hudson's Hope BC V0C 1V0 lastfrontierhunting@gmail.c om GST/HST Registration No.: 821436599



Estimate

ADDRESS

Double H Saddle Club

ESTIMATE # face lift
DATE 16-12-2021

ACTIVITY	(YTÇ	TAX	첉	RATE	AMOUNT
Construction:Metal roofing Remove old roofing, supply and install metal roofing	3	1	GST	5 a	28,861.00	28,861.00
Construction:Misc. exspenses Fix beams/level, Install new facia boards, replace end wall and gable ends with stained boards and batton	201 28	1	GST	*	14,570.00	14,570.00
		SUBT GST (TOTA	2 5%		CAD 4	43,431.00 2,171.55 15,602.55

Accepted By

Accepted Date

Double H Saddle Club Balance Sheet As at 01/27/2022

ASSET

Current Assets Platinum Account Gaming Account- 59071 Chequing - 622340	2,689.47 91.69 22,576.99	
Total Cash	22,0,0.00	25,358.15
Accounts Receivable	3,735.00	
Total Receivable	· · · · · · · · · · · · · · · · · · ·	3,735.00
Total Current Assets		29,093.15
Capital Assets		
Office Furniture & Equipment	10,235.14	
Accum. AmortFurn. & Equip.	4,985.62	
Net - Furniture & Equipment Vehicle	5,000.00	15,220.76
Net - Vehicle		5,000.00
Building	4,430.39	2,22222
Net - Building		4,430.39
Total Capital Assets		24,651.15
TOTAL ASSET		53,744.30
LIABILITY		
Current Liabilities Deposits on hand	8	250.00
PST Payable		8.75
GST/HST Charged on Sales	6.25	0.70
GST/HST Paid on Purchases	-2,169.51	
GST/HST Owing (Refund)		-2,163.26
Prepaid Sales/Deposits		650.00
Total Current Liabilities		-1,254.51
TOTAL LIABILITY		-1,254.51
EQUITY		
Owners Equity		54 02G 22
Retained Earnings - Previous Year Current Earnings		51,836.23 3,162.58
Total Owners Equity		54,998.81
e miere aquity		3-1,000.01
TOTAL EQUITY		54,998.81
LIABILITIES AND EQUITY		53,744.30

	A	В	C	D
1	Double H Saddle Club			
2	Income Statement 12/01/2021 to 01/2	7/2022		
3				
4				
5	REVENUE			
6				
7	Sales Revenue			
8	Pen Rental		1,325.00	
9	Locker Rental		285.00	
10	Membership Fees		1,890.00	
_	Donations - Bequests	7/0	1,650.00	
	Donations - Corporate		850.00	
13	Operating Revenue from Fund Raising		460.26	
14	Extra Horse in Pens		900.00	
15	Events		10.00	
16	Heat		460.00	
17	Arena Rental		65.00	
18	Net Sales		7,895.26	
19				
20	TOTAL REVENUE		7,895.26	
21				
22	EXPENSE			1
23				
24	General & Administrative Expenses			
25	Insurance		-94.00	
26	Interest & Bank Charges		4.75	
27	Miscellaneous Expenses		162.09	
28	Rent		35.00	
29	Repair & Maintenance		2,030.81	
	Utilities		2,519.03	74
31	Suspense		75.00	
32	Total General & Admin. Expenses		4,732.68	
33				
34			4,732.68	7
35	- Lancer and the second			
36			3,162.58	
37				
38	Generated On: 01/26/2022			

	Α	В	С	D	E
1	Double H Saddle Club				3
2			12/1/2020-11/30/2021	12/01/2019-11/30/2020	Budget -2022
3					
4					
5	REVENUE				
6					
_	Sales Revenue				
$\overline{}$	Grants		\$ 13,577.10	\$ 6,002.40	\$ 1,500.00
9	Pen Rental		\$ 7,990.00		\$ 9,500.00
10	Locker Rental		\$ 1,510.00		\$ 1,500.00
11	Concession		\$ 1,094.25		\$ 2,500.00
12	Membership Fees		\$ 2,489.00	\$ 2,618.00	\$ 2,500.00
13	Donations - Bequests		\$ 4,138.00	\$ 8,284.73	\$ 4,500.00
14	Donations - Corporate		\$ 6,740.00	\$ 1,500.00	\$ 4,500.00
15	Operating Revenue from Fund Raising		\$ 193.15	\$ 300.00	\$ 1,000.00
16	Extra Horse in Pens		\$ 2,448.50	\$ 1,875.00	\$ 2,500.00
17	Play Day		\$ 1,275.00	\$ 2,280.00	\$ 2,000.00
18	Heat		\$ 207.50		
19	Arena Rental		\$ 5,615.00	\$ 8,680.00	\$ 7,500.00
20	Net Sales		\$ 47,277.50	\$ 40,461.88	\$ 32,000.00
21					* * *
22	Other Revenue				e ti
23	Miscellaneous Revenue		\$ 573.60	\$ 2,319.05	\$ 1,500.00
-	Total Other Revenue		\$ 573.60		
25					•
26	TOTAL REVENUE		\$ 47,851.10	\$ 42,780.93	\$ 37,000.00
27					
28	EXPENSE				•
29					
30	Cost of Goods Sold				
31	Concession Groceries		\$ 63.31	\$ 1,876.94	\$ 1,500.00
32	Total Cost of Goods Sold		\$ 63.31	\$ 1,876.94	\$ 1,500.00

A	В		С	D	E
34 General & Administrative Expenses		1			
35 Advertising & Promotion				\$ 369.15	\$ 400.00
36 Business Fees & Licenses		\$	250.00	\$ 125.00	\$ 250.00
37 Insurance		\$	9,313.00	\$ 9,085.00	\$ 9,500.00
38 Interest & Bank Charges		\$	67.55	\$ 40.25	\$ 70.00
39 Office Supplies		\$	165.86	\$ 139.70	\$ 170.00
40 Motor Vehicle Expenses		\$	416.02	\$ 28.08	\$ 500.00
41 Miscellaneous Expenses		\$	440.98	\$ 8,081.35	\$ 6,500.00
42 Rent		\$	35.00		
43 Repair & Maintenance		\$	6,641.94	\$ 15,030.07	\$ 7,500.00
44 Utilities		\$	4,935.42	\$ 4,708.01	\$ 5,200.00
45 Suspense				\$ 2,250.90	\$ 1,500.00
46 Total General & Admin. Expenses		\$	22,265.77	\$ 39,857.51	\$ 31,590.00
47					
48 TOTAL EXPENSE		\$	22,329.08	\$ 41,734.45	\$ 33,090.00
49					
50 NET INCOME		\$	25,522.02	\$ 1,046.48	\$ 3,910.00



2021 BC SOCIETY ANNUAL REPORT

IRC Societies Act

MAME OF SOCIETY:

DOUBLE "H" SADDLE CLUB

incorporation Number:

S0008206

Business Number:

80038 4117 BC0001

Filed Date and Time:

October 29, 2021 08:24 PM Pacific Time

Annual General Meeting (AGM) Date:

October 28, 2021

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:

12550 CARTER ST

HUDSON'S HOPE BC VCC 1V0

Mailing Address:

9505 - 100TH STREET

BOX 25

HUDSON'S HOPE BC VOC 1VO

DIRECTOR INFORMATION AS OF October 28, 2021

Last Name, First Name Middle Name:

BEATTIE DEBBIE

Delivery Address:

4673 SERYL PRAIRIE PO BOX 339 HUDSON'S HOPE BC VOC 1VO

Last Mame, First Name Middle Name:

DUFF, SHONA MAYA

Delivery Address:

5094 BOARING ROAD PO BOX 284 HUDSON'S HOPE BC VOC 1V0

Last Name, First Name Middle Name:

FIEBER, TERYLEE

Delivery Address:

PO BOX 137

HUDSON'S HOPE BC VOC 1V0

Last Name, First Name Middle Name:

RHYMER, LIZA

Delivery Address:

9235 POLLON AVE. PO BOX 4 PO

HUDSON'S HOPE BC VOC 1VO

"SOCIETIES ACT"

CANADA:
Province of British Columbia.



No.____8206____

Certificate of Incorporation

I hereby certify that

,				544 J	
has this day been incorporated as a Soc	iety under t	he "Societies Act.	3 5		
The locality in which the operation	is of the So	ciety will be chiefly	carried on	is	
Delace Vers			Deovis	nga of Reitich (Columbia
			, 110711	te of Dittail	Common
GIVE	IN under n	ny hand and Seal	of Office	at Victoria, Pi	ovince o
GIVE		ny hand and Seal Columbia, this	of Office	422	
GIVE		1 0	-irte	422	da
IRTHRED TRUE COPY OF A DOCUMENT	British	Columbia, this	, one		da
GIVE RETURED TRUE COPY OF A DOCUMENT LED WITH THE REGISTRAR OF COMPANIES MAR 1 4 2017	British	Columbia, this	, one		da

Dear Selection Committee:

I am writing this letter in support of the Double H Saddle Club in Hudson's Hope, BC. T hey are a very well-run and community-focused organization that has created and facilitated many opportunities for our community, particularly our youth. As my association with this club is largely through their work with our local school, this is the subject I will be addressing.

The Double H Saddle Club has a contract with Hudson's Hope School for two courses of one semester each, meaning school-based courses at the indoor riding arena run all school year long. These courses not only teach our students about horsemanship and animal husbandry; they also teach leadership, communication, self-confidence, body language and many other important skills. These courses are especially important to students who benefit most from hands on activities, allowing them opportunities to feel positive toward their educational experience and giving them an opportunity to validate the importance of their unique skill sets.

It has been scientifically proven that working with horses is beneficial to the human mind, inducing calm, connectedness, relaxation and focus. These things are always important, but especially for those in their adolescent years. We have seen this in our students, as their work with horses and younger children increases their self-confidence, ability to deal with social situations, and sense of personal worth.

Our work at the arena is also a venue for improving relations between students of different ages, as we have established a mentoring program in the horsemanship class between secondary and elementary students. This improves the students' compassion and empathy toward their peers, while establishing a strong sense of overall community within the school population.

The Hudson's Hope School is very grateful to be able to take advantage of the opportunities that the Double H Saddle Club provides. Any assistance you can supply would be greatly appreciated, and I guarantee it would be put to excellent use.

Thank you for your consideration:

Caroline Beam

Teacher, Hudson's Hope School

Peace River North

"Learning to live, Living to Learn"

School District #60

March 9, 2021

To Whom it may concern:

The British Columbia High School Rodeo Association would like to extend our Sincere Support of the Double H Saddle Club of Hudson's Hope, BC. They have desperately required Financial Aide for some time now to address multiple repairs to the Hudson's Hope Facility that will, if left unaddressed, pose a safety hazard in the future. The rodeo grounds and facilities have proven over the years to be quite valuable to our rodeo association not only for hosting rodeos but for Directors' Meetings, Bar-B Que Suppers, Awards Banquets, and other Entertainment purposes.

The Double H Saddle Club has been a vital and integral partner in our endeavours to produce Bi-Annual high school rodeos during the Fall & Spring (September & May) for not only our Northern Division High School and Jr High School Rodeos, but they have also hosted our Provincial finals bring kids from across the province of BC to the town of Hudson's Hope.

The BC High School Rodeo Association consists of Student Members for the Junior Division of Grades 6-8; and also for the Senior Division of Grades 9-12. The student members compete at local Provincial rodeos throughout the school year in hopes of finishing the season with top honours at their Provincial Finals, then the opportunity to compete Nationally in the Canadian High School Rodeo Finals, and also Internationally in the National High School Rodeos for both Juniors and Seniors, and the Silver State International Finals; in the United States. These opportunities have proven invaluable to many families over the years as this exposure has led to numerous scholarships from schools across North America which often sees the kids return to BC and become integral members of our communities.

It is our understanding that The Double H Saddle Club has been able to obtain Donations of Monetary and In-Kind Support through local businesses, through Fundraising Events, and through Grant Applications. To improve and make repairs to the grounds as they age. They have succeeded in a large number of renovations through their Revitalization/Rejuvenation Project during the past 8 years, including renovation jobs on a grand scale such as:

2013 - Upgrade Livestock Electric Waterers 2013 - Replace/Build New Announcer's Booth and Stairs

2014 - Build New Bleachers 2014 - Install Safe Horse Vet/Bath Station

2015 - Install Roping Cattle Return Pipe Fencing 2015 - Upgrade Cattle Roping Boxes

2016 - Build New Chute Gates and Deck with Treated Lumber; Weld up Fences and Gates

2017 - Upgrade Concession w/ Stainless Steel Countertops, Work Stations, sinks, hot water tank, paint cupboards

With the improvements done to the grounds over the past decade, this venue is such a great place for a small community. It would be a shame to see all this hard work go to waste due to a safety concern that could be alleviated with the help of your group. Therefore, The BC High School Rodeo Association of BC would like to recommend the Double 'H' Saddle Club of Hudson's Hope, BC as a great candidate for any donation or grant money you may have available. This will help them continue their Revitalization Projects at the facility which in return will continue to support our youth as well as many Agricultural and Western Heritage events for years to come.

Sincerely,

Tyler Kosick, BCHSRA President

February 26, 2021

Re: Letter of Support for Double H Saddle Club

To Whom It May Concern;

My name is Jake Watson, I am a 27 year old Professional Cowboy. I was born and raised in Hudson's Hope, BC about a mile north of the Double H Saddle Club grounds. Our family runs a ranching operation, raising beef cattle and registered quarter horses. As a kid I spent many hours with my 5 older brothers and sisters, mom and dad, at both the Saddle Club arena's enjoying great family time while honing my 'cowboying skills'. I participated in all of the activities the Club put on thru the years; gymkanas, ropings, barrel races, poker and trail rides and volunteer activities way too numerous to remember. I know that all of the hours of volunteering I did as a member of the club while growing up helped shape my character immensely. I was provided the opportunity to partake in many different clinics and weekend schools put on by the club where they brought in individuals skilled in different disciplines in the equine industry, almost always at the clubs cost and usually to the benefit mostly of the youth in our community. Because of my early involvement with the saddle club, the spark to be a cowboy was ignited and I participated in BC High School Rodeos for three years before being accepted to Panhandle State University in Goodwell, Oklahoma on a Rodeo Scholarship. I became a member of the Professional Rodeo Cowboys Association in 2012 and once done my four years of schooling in Oklahoma went on to rodeo professionally full time. I spend most of the year rodeoing all over the US but when I do get home to help out on the ranch I still use the saddle club indoor and outdoor facilities to ride and train colts. The current club members are doing an outstanding job of providing a quality facility and service to the community of Hudson's Hope. There have been many upgrades to the arena grounds in recent years all thanks to the hard work of the membership.

I would encourage you to consider the Double H Saddle Club for any sponsorship or grants you may be offering. I believe the club provides a valuable venue and service to our community, promotes and encourages a rural, healthy lifestyle and being a member of the club for many years has definitely benefited me and influenced the choices I have made to pursue the career and lifestyle that I have. When I am done riding bucking horses for a living I plan to settle back into ranching fulltime with the family. I will be active again in the Double H Saddle Club to give back a little of what I was given growing up.

Jake Watson

Professional Cowboy



Final project report to the District of Hudson's Hope from Financial Assistance Grant 2021

The board of directors and members of the Double H Saddle Club would like to thank, Mayor Heiberg and Council for the 2021 DOHH Financial Assistance Grant 2021.

Our club is the proud owner of a wonderful uncompromising round pen thanks to the approval of the DOHH Grant. It will last the club for many years to come.

Please see picture and invoice attached as final project report.

Sincerely,

Board of Double H Saddle Club Directors



9511 85 Ave Fort St John, BC V1J 6M5 p 250.785.2116 | prbp@prbp.ca f 250.785.9113

Sold To:

Double H Saddle Club po box 25 hudson hope BC V0C 1V0 **Invoice 533206**

Cash Sale

21-08-2021

11:14:30 AM Page 1 of 1

Sukh

3

Job Number

Customer PO

(250) 783-9359

Shipped	lbs/pcs/ft	Description	Price/Unit	Price	Total
	250-783-9955 ek of Aug/16				
15.00		Hi Hog Parkland Pen Panels #2910		317.000	4,755.00
1.00		Hi Hog Parkland Pen Panel with gate #2906		436.000	436.00
20.00		7' 5-6" Treated Wood Post (Approx. 50 pcs)		13.120	262.40

Check 001514

\$6,107.81

\$5,453.40
\$381.74
\$272.67
\$0.00
\$6,107.81

AGREED TO and RECEIVED BY

TERMS: NET 30

Return Policy:
No Returns or Exchanges after 30 days.
No Returns without Receipt.
Returns may be subject to a restocking fee.
SPECIAL ORDER items are NOT Returnable
Regular Council Meeting February 28, 2022

Thank You

GST

818835084 age 39 (







APPLICATION FOR A GRANT

Date: February 11,2022 Date Received:

				INF	FORMATION				
Official Name of Non-Profi	t Organ	ization	l						
Friend's of Hudson's Hope Society Mailing Address City Province Postal Code HUDSON'S Hope BC VOCINO SOCIETY INFORMATION									
Mailing Address					City		Province	e Postal Code	
PO BOX 24	1				HUDSON'S	Hope	BC	VOCIVO	
		S	OCIETY I	INF	OKMATION				
Society Registration Numb	er				Charity's B Registratio	on Numbei	the nui	nber the	
895889715					organizatio receipts)			donation	
	CUTIVI	E – ATT			F MORE ROOM IS	NECESSA			
Title		1		Nar			Phone N		
PRES DENT		MA	UREEN		<u>GRAHAM</u>	250	250 - 783 - 0967		
VICE PRESIDEN	72	Jul	-1E j	Bi	EVER	250 - 783 - 0597			
SECRETARY TREAS	SUSER	JOA	N GG	25	EM	250-783-8756			
FOOD BANK DIRECT	DR	LYN	INEA	STABLY 250-783-0883			-0883		
DIRECTOR									
LOCAL CONTACT IN	FORMA	TION	OF PERSO	ON	COMPLETING A	PPLICATIO	N FORM		
Contact Name			2	}					
Shawn	51	e P	herd		\mathcal{I}	DIRE	CTOR	2	
Mailing Address			City			Province		Postal Code	
Shawn Mailing Address Po Box 683	,		HVD:	So	n's Hope	B.C	_ \	VOC IVO	
Work Telephone	Home T	elepho	one		Cell Telephone		Email A	idress	
778-204-0325 shownshepherda				shepherda,					
contractorinet									
GRANT APPLICATION									
New Grant Application					ınded by the				



	ORGANIZATION INFO	DRMATION						
Describe the purpos	se of your organization:							
SE	ATTACHED							
,								
User Statistics								
. 10 00								
	number of persons that are served by							
2. <u>5</u> The	number of members in your organiza	tion/society.						
Is the organization	run by volunteers, paid staff or a com	bination of both?						
_	-							
1the number of volunteers andthe number volunteer hours worked per year.								
2. The number of paid staff, their titles and number of paid hours per year.								
Number	Title	Paid Hours Per Year						
1	FACILITATOR	1800						

The Friends of Hudson's Hope is a nonprofit group that includes our local Thrift store, Laundry Mat, and Food bank. Our organization runs with the help of community volunteers and currently 5 board members. We have a one paid position, a facilitator that deals directly with the day-to-day responsibilities. As well as providing these services we also provide the following:

- Year-round food bank
- Christmas Hamper Program
- Provide financial assistance for medical travel
- Provide 911 (medic Aid) units free of charge to applicants
- Palliative care assistance
- Disaster Relief services



REQUEST FOR GRANT						
Describe the reason for your grant application						
SEE ATTACHED						
*						
N.						
	· · · · · · · · · · · · · · · · · · ·					
Proposal is best characterized as:						
Event Capital Project						
,						
Participants/beneficiaries will primarily be:	28.					
Youth Seniors	Disadvantaged Persons					
This proposal's activities can best be described	as related to:					
Arts and Culture Recreation and Sports						
•	2. 2. 2. 2. 2. 2. 2. 2. 2. 2. 2. 2. 2. 2					
Attach the following information:						
✓ Most recent Financial Statements include ✓ The statements of the statement of						
Previous year's actual operating budget if the most recent Financial Statements provided are not the						
previous year's (Please attach a copy of the income and expense statement in a format consistent						
with the organization's financial statem						
Operating Budget for the Current Year (Please attach a copy of the projected income and expense						
statement in a format consistent with th						
Projected operating budget for the next						
Z Copy of Non-Profit Society Registration	papers					

The purpose of this grant application is to help fund the capital expenses associated with improving the existing space we currently use for the food bank and future involvement will emergency services plans. Or intent is to increase the current space, for more long-term storage and freezer space for meat storage.

At present the space we are using will not accommodate future demand, based on the past few years increasing numbers of people requiring help. As well as a new upcoming project, that will be increasing space needed for Disaster relief and emergency services.

This grant is intended to assist with the cost of materials associated with the project. Friends of Hudson's Hope is currently engaged with other local groups and benefactors, for volunteer time on the Renovation, cost, design as well as any permitting that will be required.

The Friends of Hudson's Hope make this grant application for 5000.00 dollars. We expect the total value of this project to be in excess of 10,000 dollars.

Friends of Hudson's Hope Society Profit & Loss

January through December 2021

	Jan - Dec 21
Ordinary Income/Expense	
Income	
090 · Covid 19 - Wage Subsidy Program	-140.11
095 · Fundraising Income	2,035.85
160 · Interest Earned	1.65
099 · Donations	27,112.46
100 · Laundromat Income	
101 · Laundromat Income Cash	15,643.39
102 · Laundromat Income Contract	4,506.25
Total 100 · Laundromat Income	20,149.64
120 · Thrift Store Income	
121 · Thrift Store Income Cash	17,275.25
122 · Thrift Store Income Debit	13,003.67
Total 120 - Thrift Store Income	30,278.92
Total Income	79,438.41
Gross Profit	79,438.41
Expense	
Reconciliation Discrepancies	-7,439.70
200 · Thrift Store Expenses	
201 · Debit Machine Fees	1,088.72
202 · Debit Machine Rental	600.99
203 · Electricity	937.39
204 · Natural Gas	1,818.49
205 · Telephone	1,329.16
206 · Supplies	214.75
Total 200 · Thrift Store Expenses	5,989.50
250 · Laundromat Expenses	
251 · Electricity	815.06
252 · Natural Gas	1,671.99
253 · Machine Repair & Maintance	2,158.84
254 · Supplies	875.53
256 · Water & Sewer	612.00
Total 250 · Laundromat Expenses	6,133.42

Friends of Hudson's Hope Society Profit & Loss

January through December 2021

	Jan - Dec 21
300 - Garbage collection	243.00
302 · Insurance	6.479.55
303 · Office Expense	902.58
304 · Payroll	33,253.15
305 · Payroll Remittance	10,402.82
306 · Work Safe BC	405.90
307 · General Maintance & Repairs	412.33
310 · Legal & Accounting	1,121.62
311 · Bank Fees	329.85
400 · Medical Expenses	
403 · Medical Travel and Treatment	4,338.34
401 · MedicAid Response Systems	975.69
402 · Prescriptions	7,097.58
Total 400 · Medical Expenses	12,411.61
500 ⋅ Food Bank	7,657.75
Total Expense	78,303.38
Net Ordinary Income	1,135.03
Other Income/Expense Other Income	
096 · Grant Funding Received	4,916.00
Total Other Income	4,916.00
Net Other Income	4,916.00
Net Income	6,051.03



DECLARATION

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

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

Signature of Applicant

Date

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

APPLICATION DEADLINE - FEBRUARY 15

SEND APPLICATIONS TO:

DISTRICT OF HUDSON'S HOPE HUDSON'S HOPE, BC VOC 1VO, CANADA Friends Of Hudson's Hope

PO Box247

Hudson's Hope B.C.

V0C 1V0

Dear, Council of Hudson's Hope

Thank you for your support and grant funding in 2021. With these funds, we were able to successfully operate the food bank and complete the demand for the Christmas hampers.

Due to the all the recent challenges of the past 2 years, the amount of community requiring help has increased. Your help was not only needed, but it was also greatly appreciated, through these hard times of lock downs and the lack of public fundraisers we were still able to help those in need.

I have included some receipts of the local purchases that helped complete the Hampers for 2021.

Once again thank you so much for your support!

Sincerely,

Shawn Shepherd



HUDSONS HOPE BIGWAY FOODS

BOX 510 10115 MACDOUGAL STREET HUDSONS HOPE, BC VOC1VO [250] 783-5355 819136805RP0001

#HUD-001 12/21/2021 11:01:25 DIANIA - C Inv#:00097472 Trs#:097855

TEMPORARY 2

********** DUPLICATE **********

Payment: \$348.88 Account payment SUB TOTAL \$348.88 Check \$348.88 Previous customer balance \$348.88 New Payments \$348.88 New customer balance \$0,00

Thank You For Shopping



HUDSONS HOPE BIGWAY FOODS BOX 510

10115 MACDOUGAL STREET HUDSONS HOPE, BC VOC1VO [250] 783-5355 819136805RP0001

#HUD-001 1/7/2022 13:39:45 DIANIA - C

Iriv#:00099098 Trs#:099493 TEMPORARY

XXXXXXXXXXXX DUPLICATE XXXXXXXXXXXXX

New customer balance

Thank You For Shopping



Peace Pioneer Properties Ltd/HHHardware

10321 Gething Street Box 389

Hudson's Hope, BC V0C 1V0 Tel (250) 783-5507 (250) 783-5531

INVOICE

Web: www.hhhardware.ca

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Friends of Hudsons Hope Hudsons Hope BC VOC 1VO

ID: 10072

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SAME			

Invoice Date	Invoice #	PO Number	Terms	Trans #	Employee	Page #	
12/08/21 12:31:3	2 218127			POS1-273436	Olivia	1	
Item	Quantity Un	it Des	cription	List	Net	Extended	
SURGMASK 5784574 4386892 5121249 5121249 4139002 1242270 1242270 1980929 1980929 9210568 MMMHD202 9354739 9354739 93778107 3778107 3778107 1209667 1209667 1209667 555903 555903 14000	2.00 B) 2.00 E/A 1.00	A SURG MASK BX/50 K GLOVE NITRILE 3M3 A TOTE LTCH/CRY CLE A 105629 GORILLA BL A 105629 GORILLA BL K MATCHES WOODEN 3C MA	R/TRU BLUE 18G ACK 30YD TAPE ACK 30YD TAPE COUNT BOX COUNT BOX DUCTPRO+ 48MM DUCTPRO+ 48MM ED 200LUMEN E 12X16FT O 40/BX O 40/BX O 6N1 DISPLAY OFF PLSTC 18MM OFF PLSTC 18MM	16.99 12.99 3.79 3.79 14.99 14.99 19.99 7.62 7.62 6.99 6.99 2.59 2.59	39.99 16.99 12.99 12.99 3.79 3.79 14.99 19.99 19.99 7.62 7.62 6.99 6.99 2.59 2.59 2.59 2.59 2.59 2.59 2.59 2	50.98 79.98 33.98 12.99 12.99 3.79 3.79 14.99 19.99 19.99 2.59 2.59 2.59 2.59 2.59 2.59 2.59	GPF GFF GFF GFF GFF GFF GFF GFF GFF GFF
				SubTot	al	360.19	
	eace Pioneer	GS Properties Ltd Overdue Balances	ST#: 104119532R1	Γ0001 GST PST		18.01 25.21	

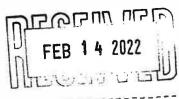
Signature:

Regular Council Meeting February 28, 2022

Total 403.41



APPLICATION FOR A GRANT



Date: February 09, 22	Date Received:	

		G	ENERAL IN	FOR	MATION				
Official Name of Non-Pro	fit Organ	ization							
Hope for Health S	ociety								
Mailing Address			Ci	ty		Provinc	ce Postal Cod		
PO Box 356		Hudson's Hope BC			V0C 1V0				
		S	OCIETY INF	ORN	ATION				
Society Registration Num	ber				Charity's E	N (Busine	ss Numb	er) /	
					Registratio				
					organizatio	n puts on	charitabl	e donation	
CO CURRELL PR	In all marks		A CIT I I COM II		receipts)	O NEGEGG A	DII		
SOCIETY EX	KECUTIV	E – ATT			RE ROOM IS	S NECESSA		Number	
Chair		Name William Lindsay		Phone Number 250-783-5557					
		<u> </u>				250-783-0855			
Secretary		Greta Goddard							
Treasurer		Colleen Gillie				250-783-2330			
Director		Liza R	hymer			250-783-9994			
Director	Director Amber Norton				250-783-9414				
LOCAL CONTACT	NFORMA	ATION (OF PERSON	COM	IPLETING A	PPLICATIO	N FORM		
Contact Name									
Greta Goddard									
Mailing Address City				Province			Postal Code		
PO Box 687	Hudson's H			Нор	e	ВС		V0C 1V0	
Work Telephone 250-783-0855	Home 7			ell Telephone 50-0783-0855		Email Address rgfequet@pris.ca			

GRANT APPLICATION				
☐ New Grant Application	X Application for Project Previously Funded by the District			



ORGANIZATION INFORMATION

Describe the purpose of your organization:

- a. To promote health and wellness in Hudson's Hope and the surrounding area by creating awareness about healthy options, in part by making these available, affordable and accessible;
- b. To increase physical activity as a lifestyle choice;
- c. To reduce the use and consumption of tobacco and alcohol products;
- d. To educate our citizens on proper nutrition; and
- e. To develop and support health-oriented events and activities

User Statistics

- 1. <u>Varies</u> The number of persons that are served by your organization annually.
- 2. <u>Seven (7)</u> The number of members in your organization/society.

Is the organization run by volunteers, paid staff or a combination of both?

- 1. <u>Varies (from 40 50)</u> the number of volunteers and <u>200 approximately</u> the number volunteer hours worked per year.
- 2. The number of paid staff, their titles and number of paid hours per year. N/A

Number	Title	Paid Hours Per Year



Proposal is best characterized as: X Event Participants/beneficiaries will primarily be: for walkers and runners of all ages, we can accommodate disabled individuals as well if needed, Hope for Health will assist financially disadvantaged person This proposal's activities can best be described as related to: X Recreation and Sports
Attach the following information: ☐ Most recent Financial Statements including a Balance Sheet and Income Statement ☐ Previous year's actual operating budget if the most recent Financial Statements provided are not the previous year's (Please attach a copy of the income and expense statement in a format consistent with the organization's financial statements) ☐ Operating Budget for the Current Year (Please attach a copy of the projected income and expense statement in a format consistent with the organization's financial statements) ☐ Projected operating budget for the next year ☐ Copy of Non-Profit Society Registration papers
<u>DECLARATION</u>
I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.
I hereby agree to indemnify and save harmless the District of Hudson's Hope and its employees against

Signature of Applicant

and bylaws in force in the District of Hudson's Hope.

Inte of Ho C Greta Goddard

the said City and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes

Jeh. 140/29



Number: S0062868

Societies Act CERTIFICATE OF RESTORATION

HOPE FOR HEALTH SOCIETY

I Hereby Certify that ~

HOPE FOR HEALTH SOCIETY, which was incorporated on July 14, 2014 at 03:03 PM Pacific Time under certificate number S0062868, and was dissolved on July 16, 2018 at 11:52 PM Pacific Time, has on July 29, 2020 at 09:53 AM Pacific Time been restored to the register under the *Societies Act*.



Issued under my hand at Victoria, British Columbia

Mout

CAROL PREST

REGISTRAR OF COMPANIES PROVINCE OF BRITISH COLUMBIA CANADA

Hope For Health Society Interim Income Statement 01-04-2021 to 31-12-2021

REVENUE

Revenue	
Grant Funding	0.00
Donations Revenue	0.00
Fund Raising Revenue	0.00
Event Revenue	750.00
Interest Revenue	0.31
Total Revenue	750.31
TOTAL DEVENUE	750.24
TOTAL REVENUE	750.31_
EXPENSE	
Expenses	
Accounting & Legal	315.00
Bank Charges & Interest	110.25
Advertising & Promotions	0.00
Business Fees & Licenses	40.00
Commissions on Event Registration	0.00
Donations Expense	0.00
Event Supplies, Small Equip & Materials	0.00
Honorariums	0.00
Insurance	0.00
Office Supplies/Postage/Admin	0.00
Other Subsidies	0.00
Travel Costs	0.00
Venue Rent	0.00
Wage/Contract Costs	638.04
Total Expenses	1,103.29_
TOTAL EXPENSE	1,103.29_
NET INCOME	-352.98

Hope For Health Society Projected Operating Budget for next year 01-04-2022 to 31-03-2023

REVENUE

Revenue	
Grant Funding	4,000.00
Donations Revenue	1,000.00
Event Revenue	2,900.00
Total Revenue	7,900.00
TOTAL REVENUE	7,900.00
EXPENSE	
Expenses	
Accounting & Legal	800.00
Bank Charges & Interest	147.00
Advertising & Promotions	200.00
Business Fees & Licenses	100.00
Commissions on Event Registration	300.00
Event Supplies, Small Equip & Materials	3,600.00
Honorariums	200.00
Insurance	175.00
Office Supplies/Postage/Admin	25.00
Wage/Contract Costs	3,000.00
Total Expenses	8,547.00
TOTAL EXPENSE	8,547.00
	
NET INCOME	-647.00

Hope For Health Society Income Statement 01-04-2021 to 31-03-2022 Projected operating budget for current year

REVENUE

Revenue	
Grant Funding	0.00
Donations Revenue	0.00
Fund Raising Revenue	0.00
Event Revenue	750.00
Total Revenue	750.00
TOTAL REVENUE	750.00
EXPENSE	
Expenses	
Accounting & Legal	650.00
Bank Charges & Interest	147.00
Advertising & Promotions	0.00
Business Fees & Licenses	40.00
Commissions on Event Registration	0.00
Donations Expense	0.00
Event Supplies, Small Equip & Materials	0.00
Honorariums	0.00
Insurance	0.00
Office Supplies/Postage/Admin	0.00
Wage/Contract Costs	638.04_
Total Expenses	1,475.04
TOTAL EXPENSE	1,475.04_
NET INCOME	-725.04

HOPE FOR HEALTH SOCIETY BALANCE SHEET As at Dec 31, 2021

ASSETS		LIABILITIES		
Current Assets		Current Liabilities		
NPSCU Chaing 952	\$ 151.20	Deferred grant monies rec'd this year	\$	
NPSCU Equity Shares	\$ 30.70	Accounts Payable (Due to CRA & WCB)	-\$	20.95
Grant money in transit	\$ -	Total Current Liabilities	-\$	20.95
Total Current Assets	\$ 181.90			
	(TOTAL LIABILITIES	-\$	20.95
		Equity Equity		
		Unspent Funds - Previous Year	¢	555.83
		Current Earnings	- \$	352.98
		Total Equity	\$	202.85
		TOTAL EQUITY	_\$_	202.85
TOTAL ASSET	\$ 181.90	LIABILITIES AND EQUITY	T \$	181.90



APPLICATION FOR A GRANT

Date: Jan 21/202	2		ate Re	eceived:	JAN Ubse	2 5 2022 	_لْكَ	
		GENERAL	INFOR	RMATION				
Official Name of Non-Pro	fit Organi	ization						
Hodis	sons Ha	s School	·					
Mailing Address			City			Province	Postal Code	
Box 3º				Hudson's	Hype	SC	VOC 100	
		SOCIETY	INFOR	MATION				
Society Registration Num	ber					ss Number)		
						the numb		
				receipts)	on puts on	charitable do	onation	
SOCIETY EX	ECUTIVE	E – ATTACH LIS	T IF M		S NECESSA	RY		
Title			Name			Phone Nu	Number	
		-						
LOCAL CONTACT I	NFORMA	TION OF PERS	ON CO	MPLETING A	PPLICATIO	N FORM		
Contact Name								
Derrek Bean	n							
Mailing Address		City			Province	Po	ostal Code	
B 6x 471		History	sens	Mar	SC	V	SCIUE	
Work Telephone	Home T	elephone	Ce	l Telephon	e	Email Add	ress	
•		•				1/		
250 783 9994		250 783 3049 dbeandpon.			dpen, beca			
		GRANT	APPLI	CATION				
New Grant Application				pplication for	r Project Pre	viously Fun	ded by the	
					,	,	, , , , ,	



	ORGANIZATION INFORMATION					
Describe the purpose	of your organization:					
10 educati	and previde opportunities his	youth to great inte				
7 11						
- tantotic (community minded individuals.					
		-				
	-					
User Statistics						
1/The nu	mber of persons that are served by your orgar	nization annually.				
2.						
2The nu	mber of members in your organization/society	7.				
T-Al	. h	1.4.2				
is the organization rul	n by volunteers, paid staff or a combination of	Dotn?				
1 2 the nur	mber of volunteers and 2000 the number v	columntary hours worked per year				
ithe nul	inder of volunteers andthe number v	volunteer nours worken per year.				
2 The number of pai	id staff, their titles and number of paid hours p	ner vear				
2. The number of par	a stail, their titles and number of paid hours p	ser year.				
Number	Title	Paid Hours Per Year				
/	Principal	2400				
10	Trades/admin support	2460				
ic	EAS	2462				



REQUEST FOR GRANT					
Describe the reason for your grant application:					
The Work Eshies Genove, Rell gewords recognizes students, showing					
good work hobits is orthernship. There is no public handing available. This					
program helps studiet learn healthy daily routines, set goals, work higelier, identity					
with their school, connect with peers and staff, and build life long memories.					
I would be happy to provide a presentation to council.					
Part D. I.					
Grant Request:					
Work Ethics Trip #2 to Pourder King (Lift tickets : Rentals) \$ 120000					
Work Ethics Trip 12 to Moberty Late (Greens : Rentals) \$ 1200 -					
Principals " Trus to Grande Prairie Caccommodations, Law \$3500					
Tao East Link)					
\$5200					
H.H.E.SS. Grad Ceremonies Costs have increased due to Covid 19 restrictions					
Our school would grathy appreciate a grant to support our celebration					
ceremony:					
Livestream \$1500 \$ 16t - The Gad 2023 class he					
Decorations \$ 1000 not started fundrains get. So no					
Grad Posters \$ 150 financial statements are available					
Caps: Gans 150					
\$ 2800					
Proposal is best characterized as:					
Event Capital Project					
Capital Floject					
Participants/beneficiaries will primarily be:					
Youth Seniors Disadvantaged Persons					
John John John John John John John John					
This proposal's activities can best be described as related to:					
Arts and Culture Recreation and Sports Environment, Social and Education					
Attach the following information:					
 Most recent Financial Statements including a Balance Sheet and Income Statement Previous year's actual operating budget if the most recent Financial Statements provided are not the 					
previous year's (Please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)					
 Operating Budget for the Current Year (Please attach a copy of the projected income and expense 					
statement in a format consistent with the organization's financial statements)					
□ Projected operating budget for the next year					
Copy of Non-Profit Society Registration papers					



DECLARATION

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

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

Signature of Applicant

Data

Jan 21/2022

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

APPLICATION DEADLINE - FEBRUARY 15

SEND APPLICATIONS TO:

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

REQUEST FOR DECISION

RFD#:	2022RA-7	Date:	February 21, 2022		
Meeting#:	CM022822	Originator:	Ruhul Amin		
RFD TITLE: SAFETY WALL – DISTRICT OFFICE ENTRANCE					

RECOMMENDATION:

THAT Council approve the quotation submitted by KARLIN Enterprises for the installation of the Safety Wall at the District Office Entrance.

BACKGROUND:

This project was approved in 2021 as a capital project. The District retained an architect, DK Architecture for the design work. The architect submitted multiple options, which were presented to the Council on January 24, 2022 Council Meeting. The staff recommended Option 2A to the Council and it was approved by the Council.

The funding source would be the COVID-19 grant of \$499,000 that was issued by the Province in November 2020. The approved Costs for this project is \$30,000.00

DISCUSSION:

A RFQ was sent to 5 (five) contractors to submit a quotation for this project. Only two contractors submitted their quotations.

Quotations were received from the following companies for this project.

Item	Company #1	Company #2
	We Care Restoration	KARLIN Enterprises
	Ltd.	
Installation of Safety Wall at District Office	\$32,400.00	\$19,350.00
Entrance.		
Subtotal	\$32,400.00	\$19,350.00
GST	\$1,620.00	\$967.50
PST	-	-
Quotation Total	\$34,400.00	\$20,317.50

KARLIN Enterprises is identified as the lowest bidder for this project.

The project costs summery is as follows:

KARLIN Enterprises	\$19,350.00
Contingency	\$4,000.00
PST	\$1,354.50
GST (5%)	\$ 967.50
Total with Tax	\$ 25,672.00

SR₂

Scope of Work:

The scope of the project is to supply and install framin, dry wall, finishings, and painting. Supply and install sliding wind, door with 6mm tempered glass, side light and door assembly. Supply all materials such as framing lumber, dry wall, trim etc.

ALTERNATIVES:

- 1. Award the contract to KARLIN Enterprises.
- 2. Do not award the contract.

FINANCIAL CONSIDERATIONS:

The funding source would be the COVID-19 grant of \$499,000 that was issued by the Province in November 2020. The approved Costs for this project is \$30,000.00

MAN

Ruhul Amin, Director of PW.

Approved by

Mokles Rahman, CAO

REQUEST FOR DECISION

RFD#:	2022-MR-14	Date: February 18, 2022
Meeting#:	CM 02-28-22	Originator: Mokles Rahman
RFD TITLE:	Solar Array Annual Report – 2021	

RECOMMENDATIONS:

THAT Council receive this report for information and discussion.

BACKGROUND:

Like the other years, Peace Energy Cooperative (the contractor) submitted an Annual Report (2021) of District of Hudson's Hope Solar Arrays which is attached herewith.

DISCUSSION:

There are nine (9) Solar Arrays owned and operated by the District. As mentioned in the report, the District saved \$63,150 in 2021 and total value of energy produced as of to-date is \$215,150. In addition, as of to-date, total generation of solar output, CO_2 saved and Carbon Offset are 1,662,868 kWh, 651,844 kg, and 19,546 trees respectively.

The Operations and Maintenance (O & M) cost during 2021 reporting period was \$3,900 (similar to 2020) and repair cost for the same period was \$3,285. Remote monitoring is done by the contractor from Dawson Creek, especially during the peak solar energy production. Annual inspection is done by the contractor by physical visit, and repairs are done at the same time to save costs.

Most of the solar arrays are working very well. However, couple of optimizers in the Pool Wave, one optimizer at Museum require research. There are some internet problems, off and on, at the Beryl Prairie Fire Hall solar arrays. The internet problems create some reporting glitch but not losing money.

An up-to-date information on the Solar Arrays at any time can be found at the following link of the District website.

https://hudsonshope.ca/district-office/solar-energy/

ATTACHMENT

Mokles Rahman, CAO

1. Yearly PV Report 2021.

Prepared and approved by:

SR3

peace energy cooperative

Peace Energy Renewable Energy Cooperative

Office: 1204-103rd Ave., Dawson Creek, BC V1G 2G9 admin@peaceenergy.ca www.peaceenergy.ca ph: 250-782-3882

February 17, 2022

Attention: Mokles Rahman CAO

CAO@hudsonshope.ca ph 250-783-9901 ext. 212

cc: Gordon Davies, manager of public works, ph 250-783-9901 ext. 225 gordon@hudsonshope.ca

RE: District of Hudson's Hope Yearly PV Report for 2021

Mr. Rahman:

Following please find our second Yearly PV Report as required under our PV O&M Agreement.

Overall we are pleased to report that the solar arrays continue to perform very well, and in fact have produced about 15% more energy than last year's Jan. 1 to Dec. 31 production, increasing the yearly financial benefit to the District significantly.

In this Report you will find:

- 1) an overview of PV energy output to date over all and total money saved by the District, as well as a performance summary for each of the nine solar arrays;
- 2) a summary of any issues found during our on-going remote monitoring of the solar arrays and our on-site 2021 inspection, plus a description of actions that were taken to correct any problems that we have found;
- 3) our recommended actions for 2022 and their associated costs and financial rationale.

We are submitting this now so that if you would like to proceed with our recommended actions to keep your solar arrays in top working condition this year you will be able to receive budget approval from the District in a timely fashion. We have supplied a solid financial rationale for these corrective actions that should be of assistance to you.

If you have any questions regarding anything in this report, please contact myself or

Greg Dueck, solar consultant 250-782-3882 Greg.Dueck@peaceenergy.ca

Don Pettit dpettit@pris.ca 250-782-1063 hm office



Peace Energy Renewable Energy Cooperative

Office: 1204-103rd Ave., Dawson Creek, BC V1G 2G9 admin@peaceenergy.ca www.peaceenergy.ca ph: 250-782-3882

District of Hudson's Hope PV Operation and Maintenance

Yearly PV Report 2021

REPORTING PERIOD: Jan. 1 to Dec. 31, 2021

ELECTRICAL AUDIT:

TOTAL SOLAR OUTPUT FROM ALL NINE ARRAYS to Dec. 31/21 = 492,500 kWh

(NOTE: this total represents an increase of 14.7% over the previous year. This is the best annual solar energy production to date.)

TOTAL VALUE OF ENERGY PRODUCED during this reporting period: \$63,150

(**Note:** this dollar amount represents the money **the District has not had to pay** for electricity because it has generated its own electricity with the solar arrays. The rate that the District pays for grid electricity varies over time and is slightly different for each building/facility. The dollar value of the energy generated by the District solar arrays shown here is based on the District's averaged estimated grid rate of 13 cents per kWh.)

OTHER ENVIRONMENTAL BENEFITS: Equivalent trees planted: 5762

GHG displaced by solar energy: **193,061 kg.**

O&M COSTS DURING THIS REPORTING PERIOD:

Monthly fees 12 months x \\$325 = \\$3,900 (includes the one annual site visit to all nine locations as outlned in the O&M contract. Suggested additional work plan including quote for 2022 follows on Page 4 of this report)

Contract repairs as approved = \$3,285

ISSUES IDENTIFIED AND DEALT WITH DURING REPORTING PERIOD:

1) **REMOTE MONITORING:** thanks to the remote monitoring capabilities of all nine solar systems, routine checks were performed remotely from our Dawson Creek office, with extra reviews during the peak solar energy production season April to October. These reviews have shown that 2021 was the best year for solar energy production to date with a year over year increase of more than 14% compared to 2020.

peace energy cooperative

Peace Energy Renewable Energy Cooperative

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Yearly PV Report 2021

ISSUES IDENTIFIED, ACTIONS TAKEN:

- 1) We identified a number of O&M issues with optimizers and inverters that required a site visit and presented a proposed plan with budget to coordinate with the spring O&M contract work. This work was subsequently approved by the District and completed in May over 2 long days on site, plus prep (getting RMA approvals etc) and follow up office work. Once this work was completed, the systems were able to produce more power from that point onward.
- 2) We supplied SolarEdge remote monitoring links to District Staff, support information on solar equipment design, operation and monitoring.
- 3) We identified communications issues with multiple solar sites through the year and advised District personnel. District personnel then attended these sites and managed to identify and fix the issue with no need for an O&M visit by Peace Energy Co-op.
- 4) We reviewed the District's solar web page information throughout the year to ensure the solar information was reporting correctly and advised the District of issues that were found and subsequently corrected.
- 5) Late in the summer, we identified a small number of O&M issues and presented a proposed workplan with budget, for potential completion before winter. The District decision was to wait and possibly include this work in the Spring 2022 work. A new workplan and budget is hereby submitted for review and decision with this Report.

2) PHYSICAL INSPECTION:

In May 2021 Greg Dueck (PEC solar consultant) and Ron Moch of Moch Electric Ltd. (PEC lead solar installer) conducted a physical inspection of all nine solar arrays. This included:

- check solar panels, (remove major debris, check for damage, re-align out of place or shifted panels, spot check clamp torque)
- check bolts and mounting brackets, wiring, grounding, SLD labels still in place
- check cable insulation not cracked, worn or frayed, clamps and zip ties OK
- check transition boxes tight and weather sealed, labels still in place
- check inverters: cooling fan vents clear and free of dust
- wire connections tight
- current firmware installed and operational



Peace Energy Renewable Energy Cooperative

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Yearly PV Report 2021 page 3

ISSUES IDENTIFIED, ACTIONS TAKEN in 2021:

- a) The internal firmware (operating system) of the inverters at all nine locations was upgraded to the newest version for continued smooth operation.
- b) the LCD display screen on one of the Bullhead Curling Club inverters was noted to be dark and difficult to read. Maintenance was attempted while on site with no results. Follow up was undertaken with SolarEdge support, resulting in a warranty replacement LCD screen which is ready for installation on the next site visit.
- c) A back brace on one of the Lagoons PV arrays was found to be loose and subsequently tightened to avoid any potential damage and maintenance issues.
- d) Deficiencies were noted on the Bullhead Curling club building (roof curb flashing issues) and on the Beryl Prairie Fire Hall (roof flashing around the electrical mast and cracking of the insulation on the BC Hydro white supply conductor) while conducting our solar array inspections. These issues were passed on to District staff to attend to as necessary.
- e) a number of inverters exhibited operational 'Fault' codes in August. With further research the codes were cleared and the inverters returned to regular power production without incident. The Faults are assumed to be the product of local lightning storms which may have caused power fluctuations on the BC Hydro power lines.



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Yearly PV Report 2021

RECOMMENDATIONED ACTIONS for 2022:

A site inspection will be required this spring to identify and deal with the following:

- 1) Two strings on two arrays are under-reporting energy production and need to be inspected;
- 2) (14) optimizers are also underporting and may need to be replaced;
- 3) The Beryl Prairie Fire Hall inverter needs to have the internet connection restablished to enable remote monitoring and data collection.

COST ESTIMATE to complete this work:

0	Office research 3 hrs x \$60/hr	\$	180.00
0	Travel 640 km x \$1.00/km	\$	640.00
0	One electrician 20 hours x \$85/hr	\$	1,700.00
0	One labourer 20 hours x \$60/hr	\$ 1	,200.00
0	Office followup work 3 hr x \$60/hr	\$	180.00

Total estimated budget is \$3,900.00 plus GST

Please advise as soon as possible if you approve of Peace Energy undertaking this work so we can begin the preparatory office work and book this into our work schedule.

Please note that this work is in addition to the normal "Yearly Physical Review of all Solar Arrays" included in our O&M contract. The regular physical review work is usually planned for one day in the spring (weather dependent) but should take place in mid to late March. This regular physical review will help us refine the above quote. If other work is found to be necessary when we are on site we will discuss the options with Gordon or yourself and get approval before proceeding.

EXPENDITURE RATIONALE:

Each optimizer produces energy and income for the District. Each optimizer has an average "money-saved" value of approximately \$42 / year. Over their 25-year warranty period lifetime that equals \$1050 per optimizer based on today's grid electrical rates. The value to the District from energy saved by these 14 optimizers will therefore equal $14 \times 1050 = 14,700$ at today's grid electrical rates over the optimizers' 25-year warranty lifetime.

The two strings that are not now producing power represent a significant power loss and need to be inspected to determine the cause. However we expect from past experience this should be a relatively simple fix (such as a fuse replacement) but a site inspection is needed to confirm.

PLEASE NOTE: this work should be performed in early spring (weather permitting) to maximize the District's summer solar energy production and money saved.



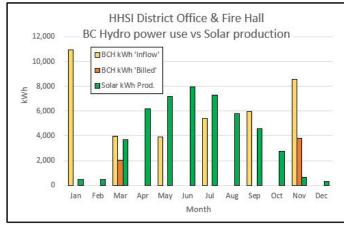
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Yearly PV Report 2021

A CLOSER LOOK AT EACH SOLAR ARRAY:

District Office and Fire Hall: 53 kW array

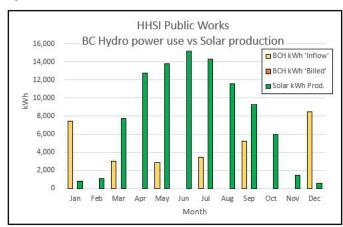




As you can see from the graph, the District Office and Fire Hall are close to Net Zero. There were small electrical costs billed in March and November only. **Value of solar produced power in 2021 was approx. \$6,305.**

District Public Works: 92 kW PV array





The Public Works array has continued to perform well this past year. From the graph it is clear that the Public Works has continued to be Net Zero Plus, producing more electricity than it needed over the year. Value of solar produced power in 2021 was approx. \$12,586 which included a generation credit of \$1887 which was transferred from this account to another District BC Hydro account, reducing by that amount the cost of electricity on that account.

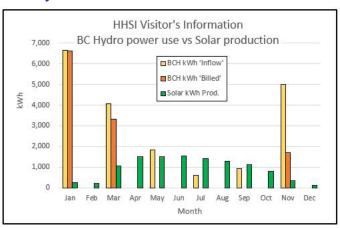


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Yearly PV Report 2021

Visitor Information Centre: 10.1 kW array

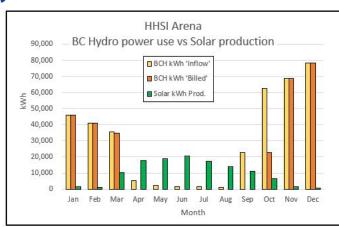




The Visitor Info Centre did not have enough room on the roof to be Net Zero, but as you can see from the graph it has greatly reduced electricity costs through the summer. Winter electrical use is high because the building is heated with electricity yet has low insulation values. To reduce electrical costs in this building we recommend improved insulation, installing an energy efficient heat pump (which would also provide air conditioning in the summer). The addition of a free-standing solar pergola would provide more solar electricity and a shaded public outdoor space. (Please ask for pricing). **Value of solar produced power in 2021 was approx. \$1,396.**

Hudson's Hope Arena: 132 kW array





The Hudson's Hope Arena was provided with the largest solar array permissable under the BC Hydro net meter policy. Under that policy the array size for the Arena unfortunately cannot be increased. As you can see from the graph, summer costs for electricity were zero and October bills were greatly reduced due to kWh credits carried over from the summer's over-production. As we would expect winter solar production was reduced due to daylight hours and snow, while energy use was at it's peak causing the observed spikes in energy bills. **Value of solar produced power in 2021 was approx. \$14,075.**

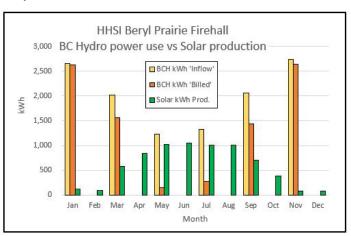


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Yearly PV Report 2021

Beryl Prairie Fire Hall: 7.5 kW PV array

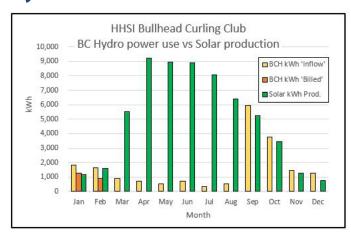




Unfortunately the roof area and the electrical service size of the Beryl Prairie Fire Hall were not large enough to install a Net Zero solar power system. From the graph you can see that the solar has significantly reduced the cost of electricity here during the spring, summer and fall seasons. This system has been producing power with no issues. **Value of solar produced power in 2021 was approx. \$905.**

Bullhead Curling Club: 72 kW PV array





The Bullhead Curling Club array has continued to perform well this past year. From the graph it is clear that the Curling Club has continued to be Net Zero Plus, producing more electricity than it needed over the year. **Value of solar produced power in 2021 was approx. \$7,860 which included a generation credit of \$325** which was transferred to this account reducing subsequent power bills. From the continued excellent performance of this array we expect a Generation Settlement in 2022 as well.

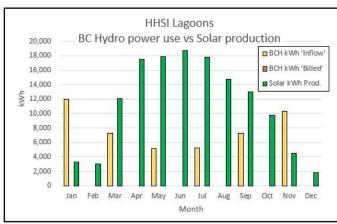


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Yearly PV Report 2021

Sewage Treatment Lagoons: 122.4 kW PV array

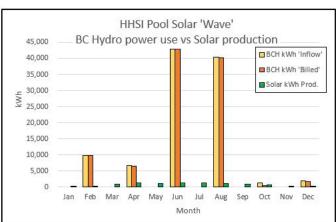




The Lagoons array has continued to perform well this past year. From the graph it is clear that the Lagoons array has continued to be Net Zero Plus, producing more electricity than it needed over the year. Value of solar produced power in 2021 was approx. \$17,858 which included a generation credit of \$6406 which was transferred from this account to another District BC Hydro account, reducing by that amount the cost of electricity on that account. From the continued excellent performance of this array we expect a significant Generation Settlement in 2022 as well.

Pool Solar Wave: 10.2 kW PV array





As we can see from the graph it would take a substantially larger solar array to make this system Net Zero due to the very high electrical use in this facility. However we have received many positive comments about the Solar Wave artistic values and the value of a shaded outdoor space near the pool. To reduce the cost of heating the pool water, we recommend the addition of an energy efficient air source heat pump. **Value of solar produced power in 2021 was approx. \$1,282.**

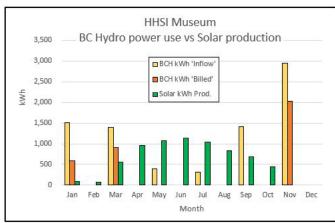


Office: 1204-103rd Ave., Dawson Creek, BC V1G 2G9 admin@peaceenergy.ca www.peaceenergy.ca ph: 250-782-3882

Yearly PV Report 2021

Museum: 7 kW PV array





As you can see from the graph, the cost of electricity for the Museum has been greatly reduced through the spring, summer and fall. November electrical bills were reduced because of kWh credits carried over from the summer. To reduce winter electrical heating costs and also gain efficient air conditioning in the summer, we recommend adding an air source heat pump to this facility. (Please call for pricing.) **Performing very well with value saved last year of approx. \$881**

REPORT TO: Mayor and Council

SUBJECT: CAO Update

DATE: February 23, 2022

FROM: Mokles Rahman, CAO

Below please find highlights of some of the major activities either done or underway in the Office of the Chief Administrative Officer (CAO) during the period of January 19 to February 23, 2022.

- Annual Audit (2021):
 - KPMG, the Auditor for the District, conducted annual audits by physical visit to Hudson's Hope during the week of February 7, 2022.
 - Audit team will be presenting the draft 2021 Financial Statements via video conference to Council on March 28, 2021.
- Peace River Agreement (PRA) Reporting:
 - Submitted both Annual Development Plan (2022) and Annual Report (2021) to the Province within the deadline.
- Census: Council directed administration to research options to verify the validity of the 2021 Federal Census and report back to Council. Work is in progress.
- Swimming Pool:
 - a. Working with the contractor (Master Pools) to perform the repair work of the Pool in April so that it can be started during the May long weekend.
 - b. Also working with the same contractor for rehabilitation of the Pool in fall 2022 or spring 2023.
- Water Treatment Plant (WTP) operations:
 - a. Reverse Osmosis membranes sub-contractor did their 1st visit to the site in the week of January 24, 2022 as part of the six (6) months operational contract. They will provide remote services and few field visits.
 - b. District Operators are working with them to run the plant.
- Water Treatment Plant (WTP) future:
 - a. Based on the meeting between senior officials of BC Hydro and District representatives (Mayor and CAO), it is decided to hire a consultant to assess the feasibility of using river/reservoir water as source water for the WTP.
- Library Lease Agreement and Servicing Agreement are under negotiation and preparation. Library representatives presented their views of the agreements to Council during an in-camera council meeting on January 14, 2022.

Upcoming Activities:

- Draft Budgets (Operating and Capital) submission to Council in March 2022.
- Hiring a consultant for the feasibility study of using river/reservoir water as source water.
- Management of Water Treatment Plant issues with the consultant, contractor, legal and BC Hydro.

Prepared by:

Mokles Rahman, CAO

REPORT TO: Mayor and Council

FROM: Jeanette McDougall, Corporate Officer

DATE: February 28, 2022

SUBJECT: CORPORATE DEPARTMENT – MONTHLY UPDATE

PURPOSE

To provide Council with an update for the Corporate Department.

GENERAL

• 2022 Vacation Planning & Scheduling

- > Office Clerks, ICBC Clerk & Custodian ongoing.
- ➤ Corporate Officer submitted vacation plans for 2022; note: the Chief Election Officer & Deputy Chief Election Officer will avoid vacation during the fall due to the Election on October 15, 2022, except possibly for the occasional day.

Public Service Announcements

> Very little Staff time has been required thus far and an outsourcing solution continues to be worked on.

Council Chambers Sound System, Recording / Live Streaming System

- > Sound in Town has now received delivery of some of the sound equipment (current equipment is on loan, pending delivery) and installation expected early March.
- > Sound in Town to provide quote with options for recording / live streaming, ie equipment purchase or rental, recording / live streaming managed by Sound in Town or internally by Staff. Quote to be provided on February 28, 2022.

• Server Replacement

➤ Quote obtained & order placed in 2021; obtaining current estimated delivery (there continues to be supply chain issues).

ICBC

➤ ICBC is in the process of upgrading the Driver's Licencing connections to fibre; expected to take place in March 2022 and expected significant improvement in speed.

• Local Government Elections 2022

- > Elections are scheduled for October 15, 2022
- > On-line training is being provided by LGMA

SR5

- Commissioner for Taking Affidavits / Oaths ongoing
- Visitor Centre Destination BC Reporting
 - > Submitted reporting to Destination BC; approved for \$12,500, which is a \$2,500 increase from 2019, 2020 & 2021.

COUNCIL MEETINGS

- Agenda Preparations & Minutes (Regular & In Camera) February 14, 2022
- Agenda Preparations (Regular & In Camera) February 28, 2022

BYLAWS

- Bylaw No. 915, 2020 Fees & Charges being reviewed
- Fee for comfort letters needs to be added

CONFERENCES / EDUCATION / TRAINING

- LGMA Freedom of Information & Records Management Committee
 - > Freedom of Information Sub-Committee Ongoing
- **Emergency Social Services**

LICEDOMONALL.

- > Scheduling for Office Staff in progress in conjunction with the Director, Protective Services – on-going
- Corporate Officer completed the Incident Command System course, Justice Institute
- ICBC Training
 - > M. Heiberg training on-going

Jeanette McDougall,

Corporate Officer

REPORT TO: Mayor and Council

SUBJECT: Protective Services Update

DATE: February 22, 2022

FROM: **Brad Milton, Director of Protective Services**

Please find highlights of activities either done or underway in the Protective Services Departments during the last reporting period.

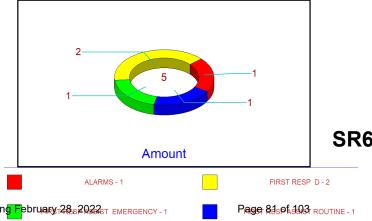
- January 17, 2022 February 22, 2022, HHFR received 5 calls for service. 4 First Responder (medical) and 1 Alarms Ringing.
- Flood Siren Removal has been completed. All units had been moved to a District yard for repurposing.
- HHFR members have been assisting the school with their Thursday skating. Members have been assisting with tying of skates for the children
- HHFR has booked an Advanced Burning Course for April 1-3. Members attending will be learning how to plan and execute preventative burning techniques. This skill will allow HHFR to conduct preventative burns around the District to assist in our wildfire protection planning.
- HHFR has received the resignation of Deputy Chief John Vandenberg, after 27 years of dedicated service to the District of Hudson's Hope and its residents as a volunteer firefighter, John has decided to hang up his helmet permanently. Chief Milton and all the members of HHFR would like to thank Deputy Chief Vandenberg for the years of dedicated, unwavering support and guidance to HHFR, the District and the entire membership.
- There have been 2 bylaw complaints this reporting period and 2 complaint resolutions this reporting period.

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

Prepared by:

Bred south

Brad Milton, Director of Protective Service



REPORT TO: Mayor and Council

SUBJECT: Public Works Department Update

DATE: February 28, 2022

FROM: Ruhul Amin

Below please find highlights of some of the activities either done or underway in the Public Works Department during the period of January 19 to February 23, 2022

A. OPERATIONS:

- Arena: Arena Safety Plan approve by Council. Staff were briefed on how to implement the Mask and Vaccination mandate sensitively and respectfully.
- Library Building: The contractor (Energetic Plumbing) completed the AC installation. Heating systems is good now according to the Director of Library.
- Visual Slope Monitoring: Since December 03, 2021, PW is doing weekly visual monitoring on the slope of the riverbank adjacent to Library building.
- Winter Maintenance: Due to unusual weather condition we encountered flooding situation in several areas of the district in last couple of weeks. PW staff had done fantastic job, handled all flooding situations proactively.
- Pool Preparation: Taking preparation for Pool liner repair soon and rehabilitation in either fall this year or spring 2023.
- Summer Preparation: Working on planning for road maintenance for upcoming summer season. Started communication with contractor for Pool maintenance.

B. CAPITAL PROJECTS:

- 1. Arena Door and Water Heater: Water heater installation was completed last week. Doors installation will be completed by March 2022.
- 2. Tendered the ATV Phase II out, submission will be on March 15, 2022.
- 3. Capital Project 2022: Consultants are working on pre-approved projects. Expecting to tender them in March.

C. OPERATING PROJECTS:

1. Arena and Curling Rink Building Envelop Assessments: Hired BC Building Science Engineering and received the reports.

SR7

E. UPCOMING ACTIVITES:

Tennis court net replacement: Received nets and posts, will be installed early spring this year.

Prepared and submitted by:

Ruhul Amin, Director of Public Works and Engineering

REPORT TO:

Mayor and Council

SUBJECT:

Recreation and Special Events Department Update

DATE:

February 23, 2022

FROM:

Kelsey Shewfelt

Below please find highlights of some of the activities either done or underway in the Recreation and Special Events Department during the period of February 14 to February 28, 2022.

A. COMPLETED ACTIVITIES AND EVENTS:

Family Day (Saturday, February 19, 2022): Pajama Party event with glow stick skating, rock painting and a scavenger hunt. Hot dogs and hot chocolate were provided as refreshments. There were 71 attendees. We have received only positive feedback on event. Approximate costs were \$751.85. Event costs were covered by Family Day Activity Grant.







B. UPCOMING ACTIVITIES AND EVENTS:

 St. Patrick's Day Scavenger Hunt (Saturday, March 12,2022) – Event will be scavenger hunt with clues all over town. All participants will send Recreation Officer a "selfie" with final clue to be entered into a draw for Pot O' Gold.
 Estimated Cost - \$100.00 in loonies for Pot O' Gold

- Free Skate (Saturday, March 12,2022) Free skate scheduled for 12-2 pm.
 Estimated Cost N/A
- Family Bingo Night (Sunday, March 13, 2022) Event will be free of cost to residents and live streamed on Facebook. We have arranged use of the Lion's Club bingo machine, and bingo cards were bought previously. We have solicited for donations from prizes from a couple of local business. Depending on donations we may still need to purchase prizes.

Estimated Cost – Approximately \$200 to purchase prizes.

C. GRANTS:

- Family Day Activity 2022 Application was successful. Have received funds of \$1000.
- ParticipACTION Community Better Challenge Grant Application for funds of \$1500 submitted. Decision will be made in March.

Prepared and submitted by:

REPORT TO: Mayor Dave Heiberg and Council

SUBJECT: Special Projects – Update Report

DATE: February 2022

FROM: Chris Cvik

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

- Participated on Public Works Supervisor posting.
- Submitted amended Notice of Work application on November 14, 2021, on the District of Hudson's Hope Gravel Pit License of Occupation extension awaiting a response.

Upcoming

- Starting to pull together information for the preparation of the 2021 Annual Report.
- Assist with CAO as necessary.

Chris Cvik

Chi Bvik

TC Energy 450 - 1 Street S.W. Calgary, AB Canada, T2P 5H1 Tel: 403-920-6491 princerupertgas@tcenergy.com



February 18, 2022

Sent by Email: cao@hudsonshope.ca

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

RE: NOTIFICATION LETTER

Prince Rupert Gas Transmission Project ("the Project")

Permit Extension Application

Location: Section 1 from c-27-I, 94-B-1 to b-89-C, 93-O-10

RN File: 130316 PRGT File: 2-933

Disposition: District of Hudson's Hope / Municipality (ID 02019, 03020, 04034,

05023, 06039, 07022, 08020, 09015)

Institutional Lease - Miscellaneous 0302366 (ID 04025)

Peace Canyon Road (ID 06036)

This letter is to advise you that in compliance with Section 32 (3) of the *Oil and Gas Activities Act* (**OGAA**) Prince Rupert Gas Transmission Project (**PRGT**) intends to submit a permit extension application to the BC Oil and Gas Commission (**the Commission**). This permit was previously applied for in 2014, approved in 2015 and there are no changes to the pipeline and its relationship to your land interest. This is only an application to extend the permit expiry date. Your interest in relation to the Project is shown on the enclosed map with the ID number noted above.

PRGT has approval to construct and operate a sweet natural gas pipeline and associated facilities, approximately 900 km in length, starting from the area near the community of Hudson's Hope, BC. to the proposed meter site on Lelu Island, near Port Edward, BC. The current permit approval will expire on May 6, 2022 and will be renewed for a total of one year.

Should you have any questions regarding this application, please do not hesitate to contact one of the following representatives.

Company Contact

Any questions or objections regarding this project can be directed to the following personnel:

Tammy Dickson – Project Manager Roy Northern Land Service

Email: tammy.dickson@roynorthern.com Phone: 250-261-2300

Sheri Wannamaker – Senior Land Representative Prince Rupert Gas Transmission Limited

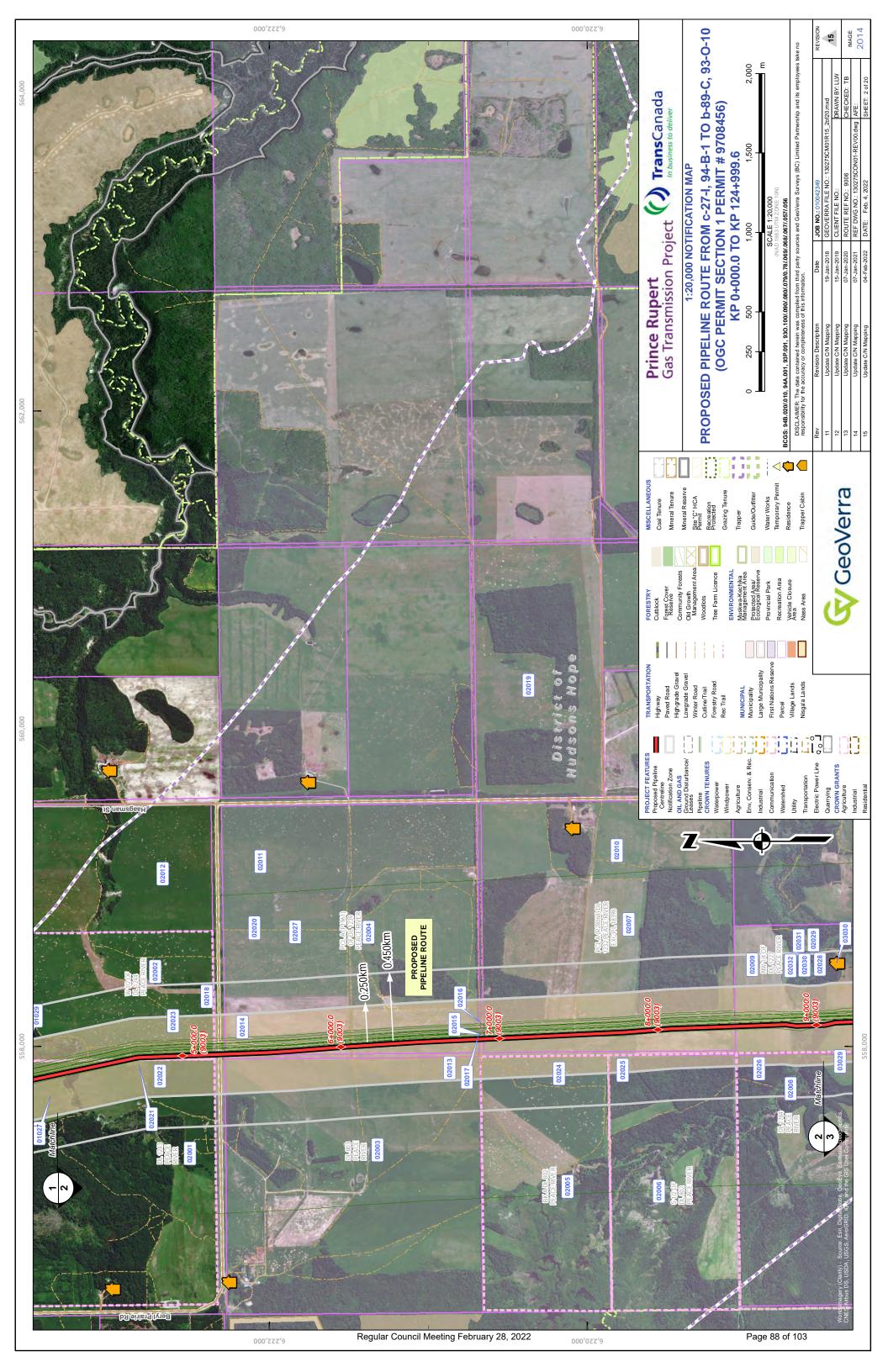
Email: sheri_wannamaker@tcenergy.com Partnership

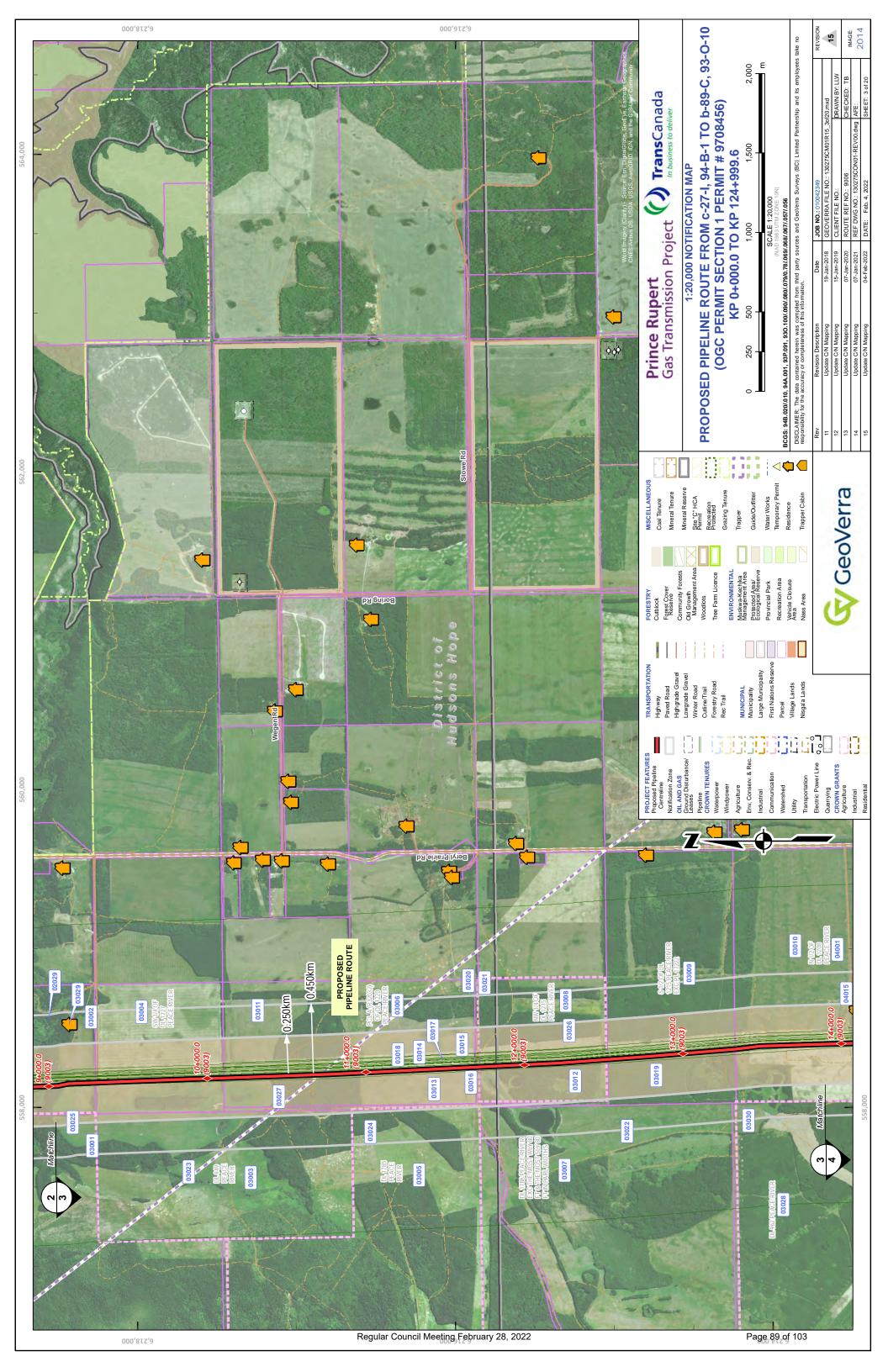
Phone: 403-920-3767

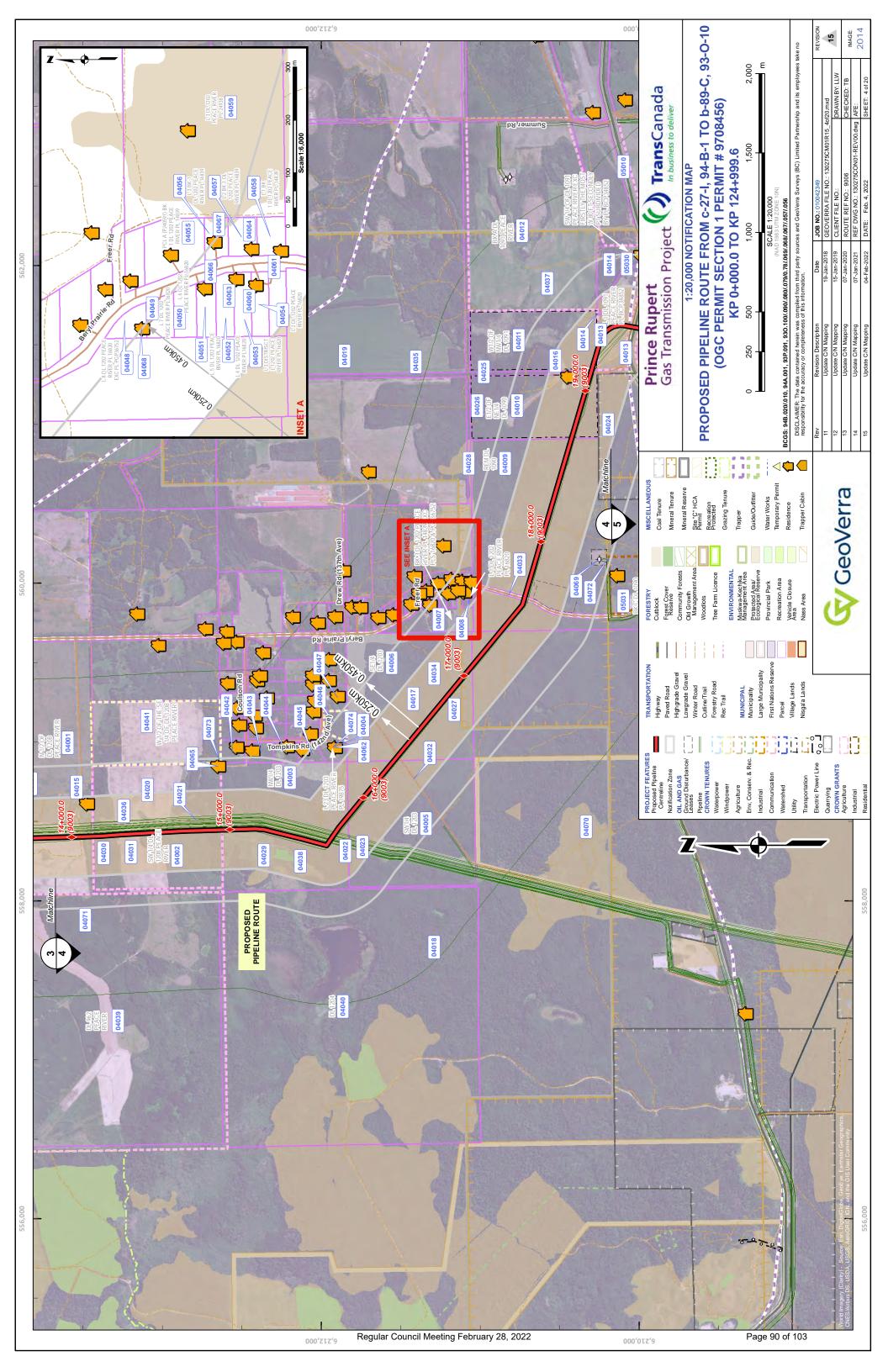
Yours truly,

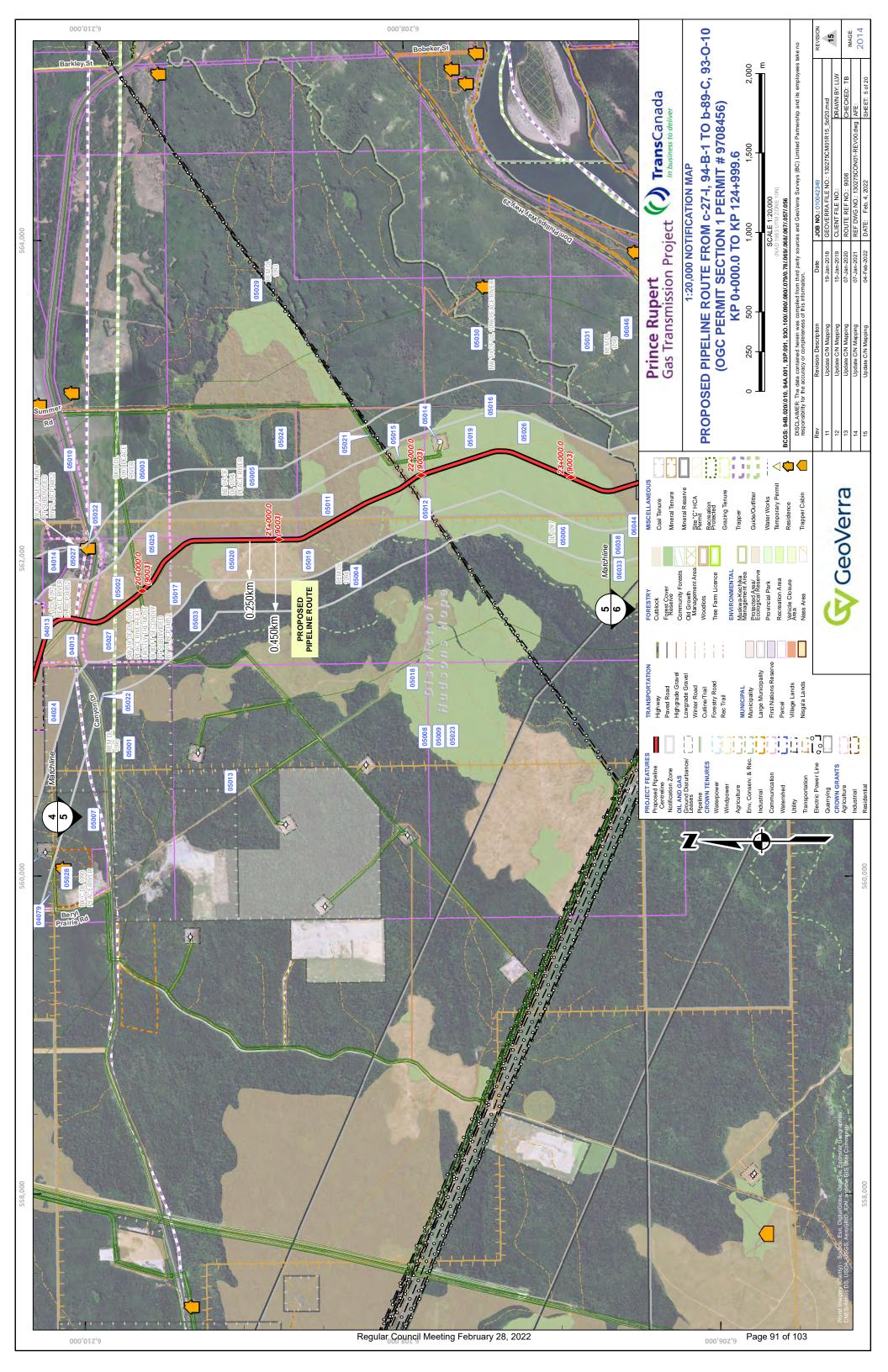
Prince Rupert Gas Transmission Limited Partnership

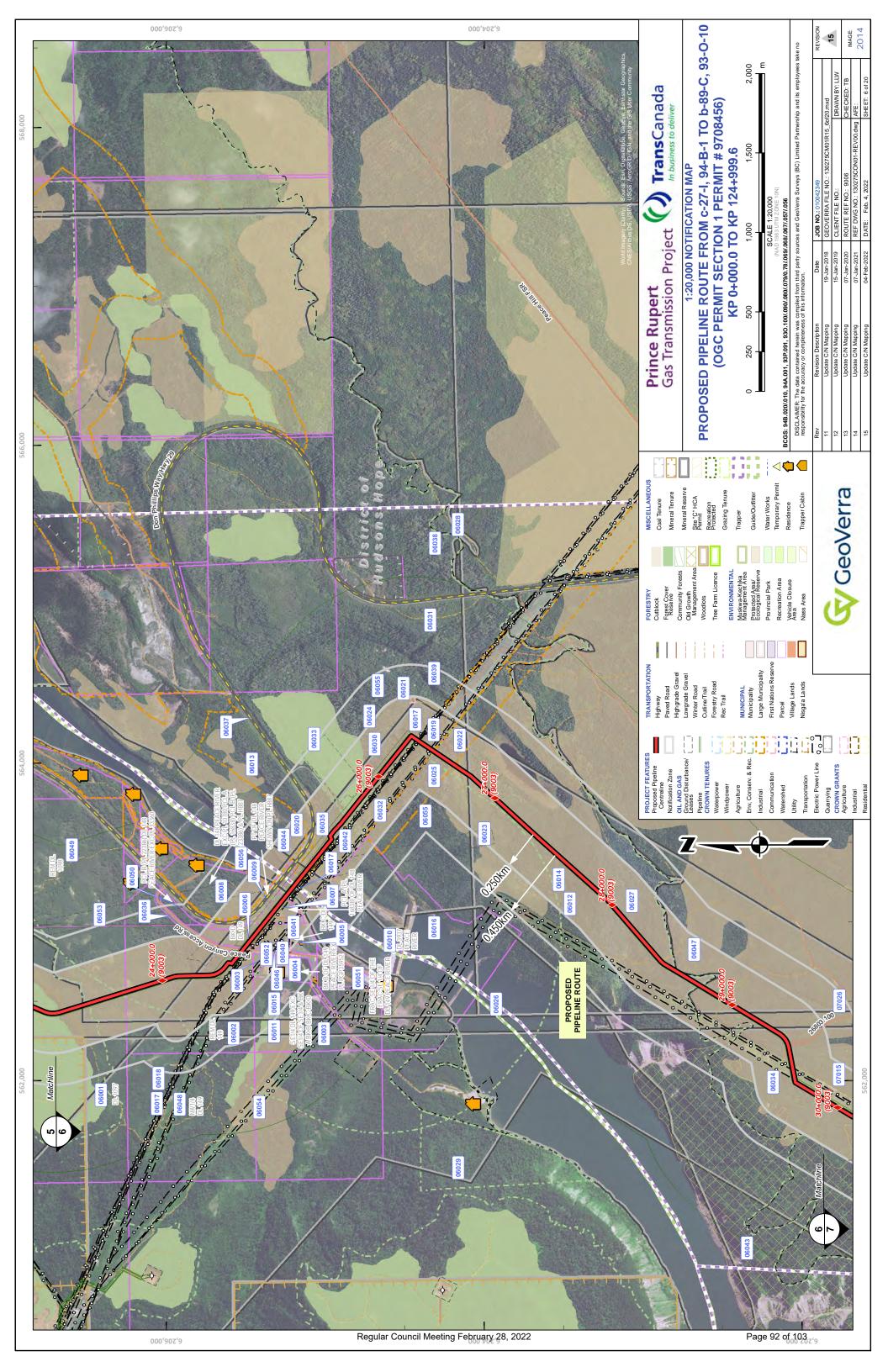
Sheri Wannamaker Senior Land Representative C1

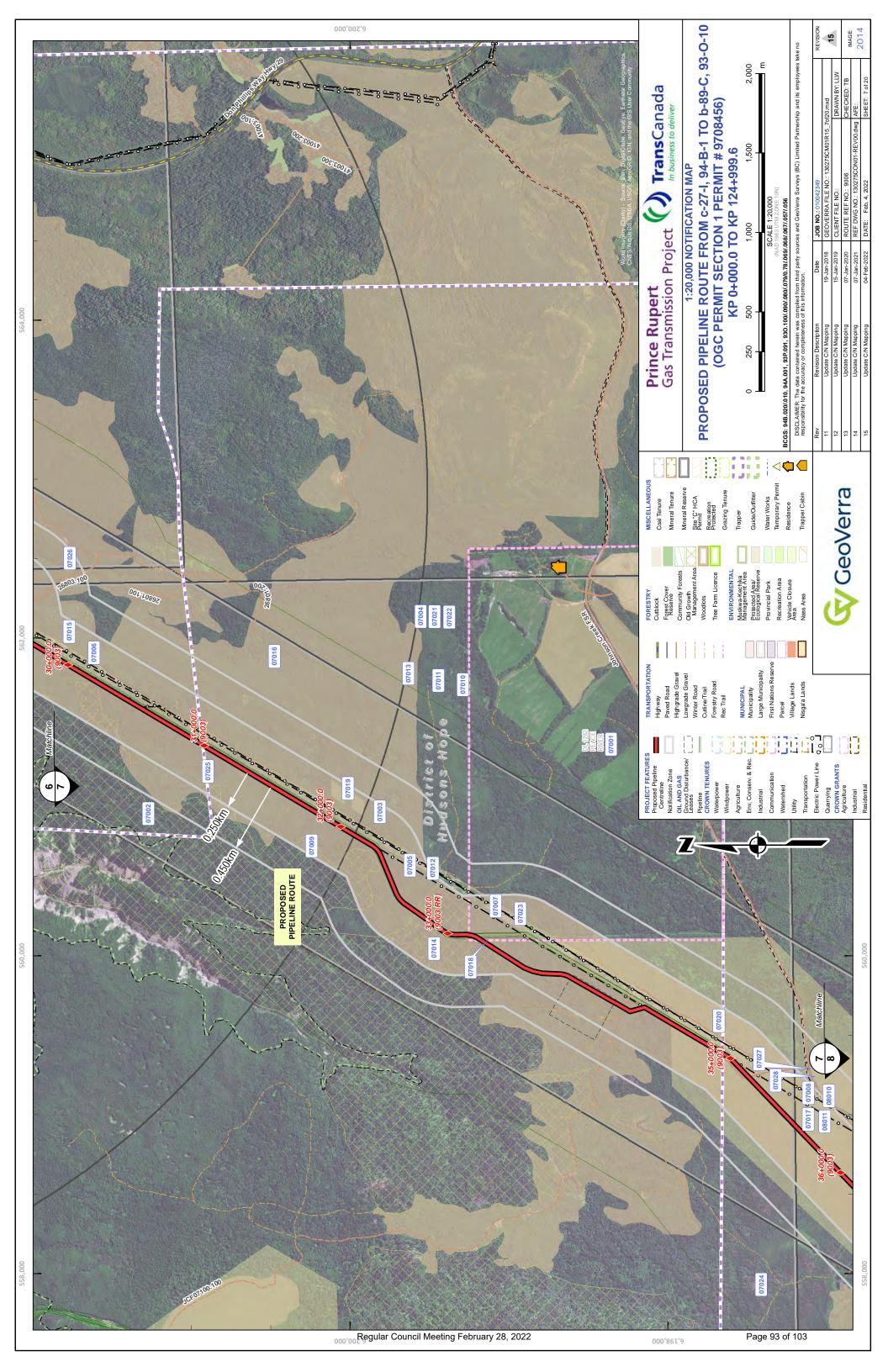


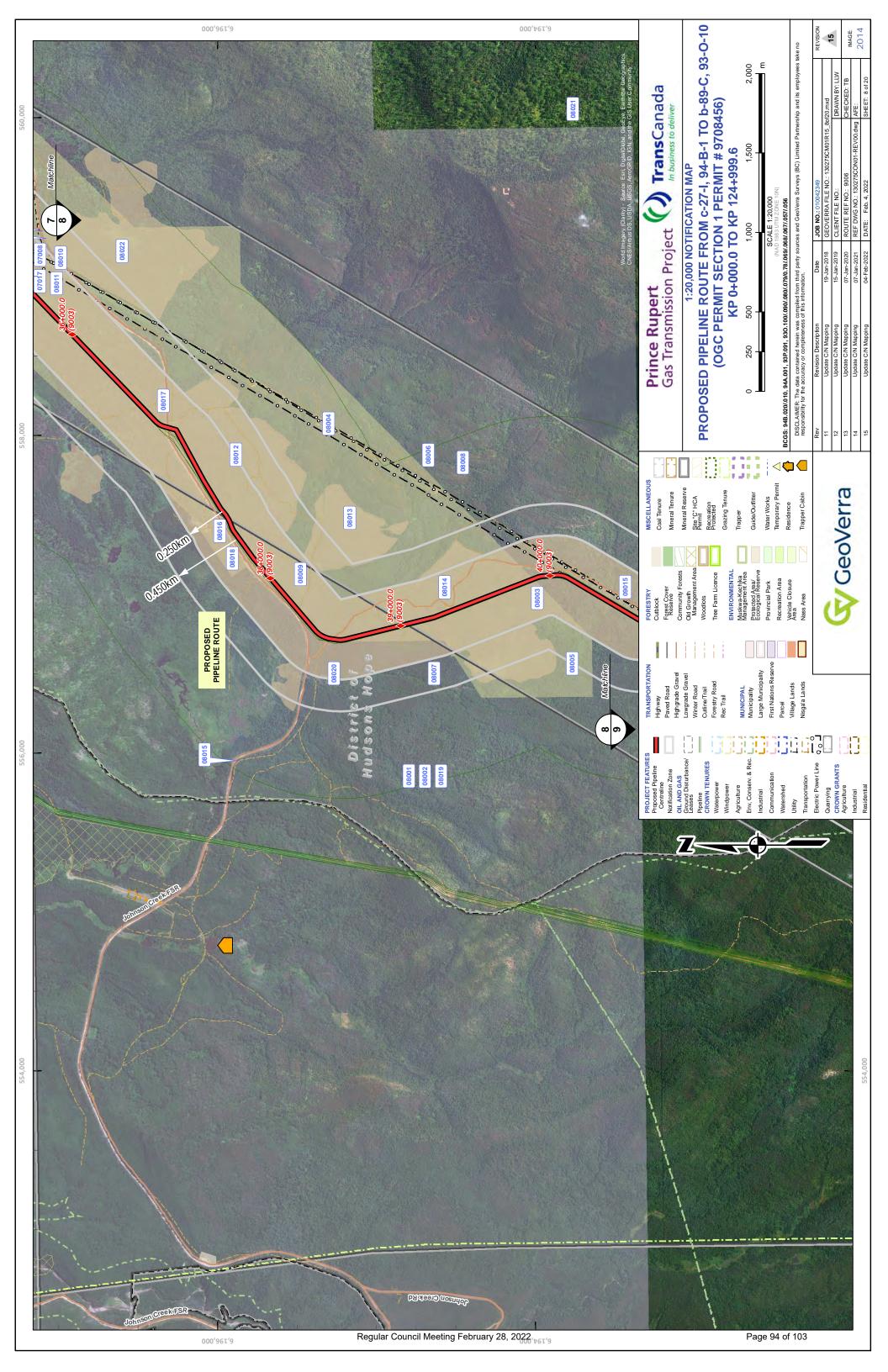


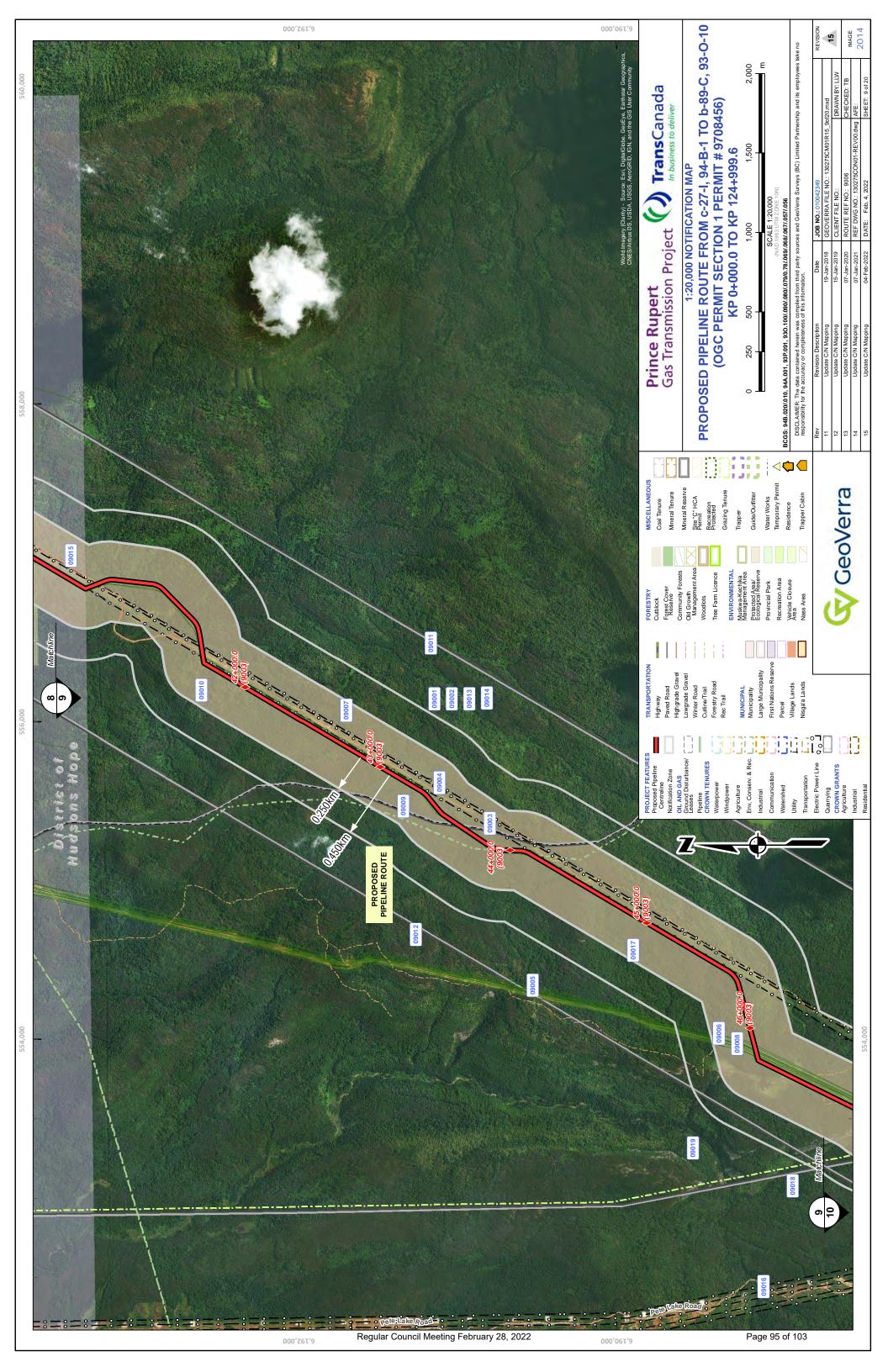












From: Heather Desarmia heather desarmia@tcenergy.com

Sent: February 24, 2022 8:43 AM

Subject: NGTL Facility Update | North Montney Mainline Project - Kobes Receipt Meter Station

Good morning,

NOVA Gas Transmission Ltd. (NGTL), a wholly owned subsidiary of TransCanada PipeLines Limited, an affiliate of TC Energy Corporation, is writing to provide an update about the North Montney Mainline project.

NGTL filed an application with the National Energy Board, predecessor to the Canada Energy Regulator (CER) in November 2013 for the construction and operation of the Project. The NEB approved the Project in July 2018. In spring 2020, both Aitken Creek and Kahta Sections of the project were complete, bringing the North Montney Mainline into service.

In May 2020, NGTL shared that the Kobes Receipt Meter Station, a component of the North Montney Mainline, would be scheduled for construction in November 2020 to meet the growing need for the transportation of natural gas. NGTL is writing to you today to inform you that the Kobes Receipt Meter Station is complete and was placed in-service February 26, 2021.

For more information about the North Montney Mainline, please visit https://www.tcenergy.com/operations/natural-gas/north-montney-mainline/

TC Energy is a leading North American energy infrastructure company with over 65 years of experience and has an industry leading safety record. We are committed to building and operating our natural gas system safely. From design and construction to operation and maintenance, safety is an integral part of everything we do.

We strive to engage stakeholders early and often. We believe engagement is a two-way process and invite communities, landowners, and other interested stakeholders to share their questions and concerns with us so that we can provide information, follow up, and, where possible, incorporate input into our plans. Please do not hesitate to contact TC Energy's Public Affairs department if you have any questions.

Enclosures:

North Montney Mainline Fact Sheet Meter Stations Fact Sheet

Thank you,

Heather Desarmia

Public Affairs Advisor | British Columbia heather desarmia@tcenergy.com 250 263 5299



TCEnergy.com

North Montney Mainline Project

Project details

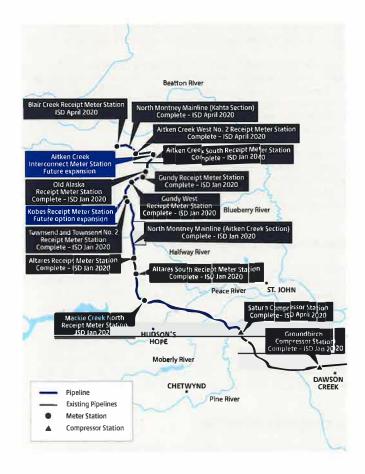
We're pleased to announce that the North Montney Mainline (NMML) Project is now in-service. Located in British Columbia's Peace River Regional District, the NMML will provide the critical natural gas transmission infrastructure required to connect natural gas producers and downstream markets throughout Canada and the United States, generating jobs and tax revenues for hospitals, schools and more in some of B.C.'s more remote communities.

The Project consisted of a 206 kilometre (km), 42-inch pipeline, two compressor stations, and 11 meter stations. Construction of the Project began in mid-2018 and the facilities were phased into service starting in early 2020. The first phase was completed in January 2020 included the 182 km Aitken Creek pipeline section, the Groundbirch compressor station and nine meter stations. The remaining 24 km Kahta pipeline section, the Saturn compressor station and two meter station as part of phase two were completed in spring 2020.

Over the past five years, TC Energy has undertaken extensive engineering and environmental studies, as well as engagement with stakeholders, landowners, municipalities, and Indigenous communities near the route and facilities to share information, gather input, and consider feedback.

In March 2017, NGTL filed a variance application with its regulator, the National Energy Board (NEB), to enable NGTL to proceed with specific components of the previously approved Project independent of any final investment decision related to LNG exports from the west coast of British Columbia (BC). In May 2017, NGTL filed seven applications to the NEB under Section 58 of the National Energy Board Act to construct and operate eight new meter stations. These additional meter stations are required to connect natural gas producer's facilities to the NGTL System and to transport this gas to markets across North America.

In May 2018, NGTL received a recommendation to approve the Project from the NEB. Subject to Governor in Council approval, NGTL started construction in Q3 2018.





Project schedule

2011	Began landowner, Indigenous, and stakeholder engagement	
Q3 2015	3 2015 Received Project approval from the NEB	
Q1/Q2 2017	Filed variance application and meter station applications with the NEB	
Q3 2018	Subject to regulatory approval, commence construction activities	
Q3 2019	Groundbirch Compressor Station went into service	
Q1 2020	Aikten Creek Section was placed into service	
Q2 2020	Kahta Section and Saturn Compressor Station were placed into service	
Q4 2020 Kobes Receipt Meter Station construction		

Stakeholder engagement

We will be engaging with potentially affected and interested stakeholders through various forms of communications including meetings, phone calls and emails, brochures and information packages and more throughout construction of the Project.

TC Energy invites stakeholders to share their questions and concerns with us so that we can provide information, follow-up on concerns, and consider feedback as part of Project planning. We document the entire stakeholder engagement process including the issues raised by stakeholders and the ways we address these issues.

TC Energy is proud of the relationships we have built with our neighbours over the last 65 years. TC Energy's four core values of safety, integrity, responsibility and collaboration are at the heart of our commitment to stakeholder engagement. These values guide us in our interactions with our stakeholders.

Indigenous engagement

Building and maintaining relationships with Indigenous communities near our proposed projects and existing facilities has long been an integral part of TC Energy's business.

Through ongoing information sharing, Indigenous groups are able to share their concerns and interests with TC Energy, which we consider as part of project planning. TC Energy also strives to create opportunities that support Indigenous group participation through community investment, scholarships and partnering with community contractors and businesses.

Community benefits

The proposed Project will offer short-term and long-term economic benefits and help strengthen the economy on a local, provincial and national level.

Employment Opportunities – Construction will require the services of equipment operators, welders, mechanics, truck drivers, labourers and more.

Business Opportunities – Pipeline construction will create demand for local goods and services including food and accommodation, hardware, industrial parts, automotive parts and servicing, fuel and more.

Annual Revenue to Support Local Services – Project construction will result in tax payments to municipal, provincial and federal governments. When the Project is operational, annual tax payments will help support schools and hospitals, emergency services, recreation facilities, recycling programs and other local programs vital to sustaining communities.

Investment in Local Communities – Through our engagement with people in the areas we work, we will identify areas where we can help build stronger, safer and more vibrant communities through local partnerships and initiatives.

Building stronger communities

TC Energy awards contracts to qualified pipeline construction contractors through a competitive bid process, and works with them to provide local employment opportunities. Building stronger communities TC Energy awards contracts to qualified pipeline construction contractors through a competitive bid process, and works with them to provide employment local opportunities. We are proud of the local partnerships we have formed in communities where we operate, and we will continue to invest in these communities.

Environmental considerations and management of potential project effects

TC Energy is committed to protecting the environment. As part of our corporate commitment to environmental stewardship and compliance with regulatory processes, TC Energy collects and analyzes environmental information to better understand and manage the potential effects of its projects. TC Energy collects data on a number of environmental elements including, but not limited to, soils and terrain, wildlife and wildlife habitat, vegetation and wetlands, fish and fish habitat, heritage resources, air emissions and acoustic environment, and socio-economic considerations such as land and resource use, infrastructure and services, and social and cultural well-being. This information is then considered during project planning and is used to develop the Project-specific Environmental and Socio-economic Assessment (ESA).

With the support of technical specialists, TC Energy carefully evaluates the potential project effects and implements proven and effective environmental protection and mitigation measures to minimize or avoid those effects. While all reasonable efforts are made to avoid effects, when they do occur they are typically temporary in nature. If effects are anticipated to last beyond construction they are subject to ongoing mitigation and reclamation efforts. An Environmental Protection Plan (EPP) is developed to identify the necessary environmental protection measures to be implemented for the Project, which ensures responsible construction and results in a return to equivalent land capability.

What to expect during construction and beyond

During construction, there will be an increase in traffic flow in and around the Project area. There will be heavy equipment onsite for use in earth moving, material handling/hauling, welding and testing. After the facilities have been constructed, there will be minimal traffic associated with ongoing operations and maintenance. Strict adherence to construction plans and commitments in the EPP will ensure that the effects of construction activities on local communities are minimized. Construction activities typically generate a certain amount of noise. TC Energy will work to meet applicable limits on noise throughout construction and ongoing operations.

Once construction has been completed, the land will be reclaimed to an equivalent land capability. Measures will be taken to prevent topsoil/surface material loss from wind and water erosion, and to establish a vegetative cover that is compatible with surrounding vegetation and land use. On freehold lands, landowners will have the right to fully use and enjoy the right-of-way subject to the terms of the right-of-way agreement and the National Energy Board Act and National Energy Board Damage Prevention Regulations. Crossing a pipeline with an agricultural vehicle is authorized if it meets the conditions of the National Energy Board Damage Prevention Regulations. Activities that do not require authorizations are: cultivation to a depth of less than 45 cm below the surface of the ground; or any other activity to a depth of less than 30 cm and that does not result in a reduction of the earth cover over the pipeline to a depth that is less than the cover provided when the pipeline was constructed.

Pipeline safety

For more than 65 years, TC Energy has been a leader in the safe and reliable operation of North American energy infrastructure. From design to construction, to operations and maintenance, safety is integral to everything we do.

We use high quality steel and industry-leading welding techniques throughout our pipeline system to ensure we meet or exceed industry standards. We take additional safety precautions when the pipeline crosses roads, railways, waterways and communities.

During construction, welds are checked by x-ray and/or ultrasonic inspection methods and then we pressure-test the pipe, which is coated to protect against corrosion. We also use "smart pigs" – sophisticated inline inspection devices – to record information about the internal conditions of the pipeline.

TC Energy monitors its pipeline systems 24 hours a day, 365 days a year. Satellite technology sends data to our monitoring centre every five seconds. If a drop in pressure is detected, we immediately identify the problem area and isolate that section of the pipe remotely, closing the valves that control the flow of gas. Trained crews are dispatched by land or helicopter, depending on the location.

Emergency preparedness and response

The proposed Project will be designed, built and operated in a safe and environmentally responsible manner. In the unlikely event of an emergency, our comprehensive Emergency Response Program would be activated. We train our staff to know what to do in the event of an emergency, both during construction and ongoing operations. Our staff work with landowners, and area emergency responders to protect the health, safety or welfare of people, and to limit damage to property, company operations and the environment.

If there is an incident, we work closely with authorities, emergency responders and the media to ensure local residents are safe, and are aware of the situation.

In the event of an emergency, please contact TC Energy's 24-hour emergency line at 1-888-982-7222. TC Energy's policies and practices will be applied to this project.



Addressing concerns

TC Energy's approach to consultation and engagement with landowners, stakeholders and Indigenous communities, is designed to inform and to address issues or disputes to reach a mutual resolution or mitigate effects. We work hard to address questions and resolve issues raised by those who are potentially affected by TC Energy's projects. We consult early and often, invite feedback, and continue to provide updates and address concerns throughout the regulatory process and the lifecycle of the project.

TC Energy's preferred method for addressing the concerns of landowners, stakeholders and Indigenous communities is through direct and respectful discussion. Issues received or identified during these discussions are systematically tracked and followed up on to promote mutual resolution and positive interest-based outcomes. In the event that mutual resolution through this approach is not achievable, the parties may consider use of the National Energy Board's collaborative Alternative Dispute Resolution (ADR) Process.

About TC Energy

We are a Canadian company, with over 65 years of experience building and operating pipelines throughout North America. We are an industry leader in safety and reliability. We believe in making a positive difference in the lives of others by investing in our communities. TC Energy takes our commitment to being a good neighbour seriously and takes pride in being a strategic community partner and an employer of choice.

TC Energy plays a vital role in connecting energy supplies to key North American markets with assets in our natural gas pipelines, energy, and oil pipelines portfolios.

We operate one of the largest natural gas transmission networks in North America – 90,300 km – tapping into virtually every major gas supply basin and transporting over 25 per cent of the continent's daily natural gas supply. We are North America's third largest provider of natural gas storage and related services with more than 664 billion cubic feet of storage capacity.

Our success is a reflection of our exceptional team of almost 7,700 employees who bring skill, experience, energy, and dedication to the work they do every day. Our employees are an important part of the communities where we live and operate in 7 Canadian provinces, 34 U.S. states and 5 states in Mexico.

You can find out more about our business, our history, and our focus on the future by visiting TCEnergy.com.

Contact Us

Contact us with any questions:

Phone 1-855-895-8754 Email community_relations@tcenergy.com Web TCEnergy.com

Or write to us:

TC Energy

450 – 1 Street S.W. Calgary, Alberta Canada, T2P 5H1

For further information regarding the CER's processes, please contact us or contact the regulator directly:

Canada Energy Regulator

Suite 210, 517 – 10 Avenue S.W. Calgary, Alberta Canada, T2R 0A8 Phone 1-800-899-1265 Web www.cer-rec.gc.ca Email info@cer-rec.gc.ca

TC Energy periodically provides project information beginning at the early stages of project development, continuing throughout the life of the project. The information provided is intended to give people the opportunity for meaningful input. Please be aware that as projects progress, new information becomes available and details may change from the time of this printing. Please contact TC Energy (using the contact information listed above) with any questions.

North Montney Mainline Project - October 2020

Natural gas meter stations.

With more than 65 years' experience, TC Energy is a leader in the responsible development and reliable operation of North American energy infrastructure, including natural gas and liquids pipelines, power generation and gas storage facilities.

Meter stations are an important piece of infrastructure for a natural gas pipeline system. They are used to measure the volume and composition of natural gas transported through a pipeline.

About meter stations

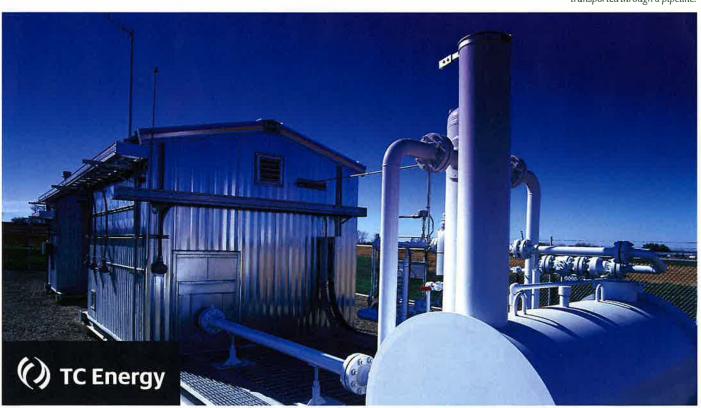
Meter stations perform the crucial function of measuring the amount of natural gas that enters and exits the pipeline so customers can reliably deliver and receive their scheduled volumes. Meter stations also ensure that the natural gas in the line meets pipeline specifications for quality. Meter stations are used at all locations where natural gas enters the pipeline (receipt meter station) or leaves the pipeline (delivery or sales meter station).

In addition to receipt, delivery or sales meter stations, there are also many small delivery points called sales taps that provide natural gas to local distribution companies such as gas co-ops, which in turn provide natural gas to communities along the pipeline.

A typical meter station site consists of a skid-mounted building that houses the meters and an instrument building. Associated piping connects the meter station to the underground natural gas pipeline. The size of the site varies based on the flow through the meter station.

Meter station equipment communicates with TC Energy's Supervisory Control and Data Acquisition (SCADA) system. The SCADA system is connected to TC Energy's operations control centres located in Calgary, Houston and Mexico City, which monitor the pipeline system 24 hours a day. All natural gas received on the pipeline is monitored to ensure it meets TC Energy gas quality specifications. These are defined in the gas transportation tariff that is filed with the regulator.

Meter stations are used to measure the volume and composition of natural gas transported through a pipeline.



Safety factors

Safety is the first consideration in planning and constructing a meter station. A number of safety systems are built into the stations to ensure the safety of the facility, the public, our employees and the environment.

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Safety is the first consideration in planning and constructing a meter station.

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Clean-up and reclamation

Once construction has been completed, land required for ongoing operations, such as the surrounding site and access road, will be in most cases graveled, fenced and maintained throughout the life cycle of the facility. Land not required for operation will be reclaimed.



Operations

Once the facilities have been constructed, there will be minimal impact to people and the environment throughout their operation. The facilities comply with federal and provincial regulations for operation of a meter station. For safety reasons, authorization from TC Energy is required prior to any ground disturbance within 30 metres of the area.

Emergency preparedness and response

TC Energy is a responsible company and is committed to the health and safety of the communities in which we operate. All facilities are designed, built and operated in a safe and environmentally responsible manner. In the unlikely event of an emergency, our comprehensive emergency response program would be activated. While we strive for zero safety incidents, we train our staff to know exactly what to do in the event of an emergency – both during construction and ongoing operations. Our employees work with landowners and area emergency responders to protect the health, safety and welfare of people, property and the environment.



TC Energy is a responsible company and is committed to the health and safety of the communities in which we operate.

Contact us

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TC Energy 1-800-661-3805 TC Energy, Technology Management tech_management@tcenergy.com

TCEnergy.com

REPORT TO:

Mayor and Council

FROM:

Jeanette McDougall, Corporate Officer

DATE:

February 28, 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 February 14, 2022
- 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
 - Water Treatment Plant Feasibility Study and Conceptual Design RFP
 Proposal Evaluation

ALTERNATIVE OPTIONS:

L'DouGALL.

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