



DISTRICT OF HUDSON'S HOPE

AGENDA

Council Chambers

Monday, April 25, 2022

First Nations Acknowledgement

The District of Hudson's Hope would like to respectfully acknowledge that the land on which we gather is in traditional unceded territory of the Treaty 8 First Nations.

1. Call to Order:

2. Delegations:

D1 Corporal Rob Gardner, RCMP Update

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 – April 11, 2022

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7. Business Arising from the Minutes:

8. Public Hearing:

9. Staff Reports:

SR1 RFD – Rehabilitation of Gaylor Avenue, Thompson Avenue
and Kruger Street in Thompson Subdivision

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SR2 RFD – Installation of a Chlorine Booster & Piping Upgrades
at the Water Reservoir

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SR3 RFD – 2022 Water Valves and Hydrants Replacements
– Tender Evaluation and Award

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10. Committee Meeting Reports:

11. Bylaws

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12. Correspondence:

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

14. Old Business:

15. New Business:

16. Public Inquiries:

17. In-Camera Session:

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18. Adjournment



COUNCIL MEETING
District Office – Council Chambers
6:00 P.M.
April 11, 2022

Present: Acting Mayor Patricia Markin
Councillor Mattias Gibbs
Councillor Kelly Miller
Councillor Travous Quibell

Absent: Mayor Dave Heiberg (*with notice*)
Councillor Valerie Paice (*with notice*)
Councillor Leigh Summer (*with notice*)

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

1. CALL TO ORDER

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

2. DELEGATIONS

3. NOTICE OF NEW BUSINESS

Mayor's Additions: None
Councillor's Additions: None
CAOs Additions: None

4. ADOPTION OF AGENDA BY CONSENSUS

5. DECLARATION OF CONFLICT OF INTEREST

6. PUBLIC HEARING

7. ADOPTION OF MINUTES

M1 REGULAR COUNCIL MINUTES – MARCH 28, 2022

RESOLUTION NO. 060/22

M/S Councillors Gibbs / Quibell

THAT the minutes of the March 28, 2022 Regular Council Meeting be adopted as presented.

CARRIED

M1

8. STAFF REPORTS

SR1 NORTHERN DEVELOPMENT INITIATIVE TRUST – RECREATION INFRASTRUCTURE GRANT – POOL REHABILITATION

RESOLUTION NO. 061/22

M/S Councillors Quibell / Miller

THAT Council support the grant application to the Northern Development Initiative Trust (NDIT) - Recreation Infrastructure program in the amount of \$187,500 for the purpose of replacing the District of Hudson's Hope Swimming Pool Liner, Membrane and Gutters; and

THAT Council approve the expenditure of a minimum of \$187,500 from the approved 2022 capital budget toward the pool renovation project.

CARRIED

SR2 REVISED INTERNET CAMPGROUND RESERVATION POLICY

MAIN MOTION

THAT Council approve the revised Internet Campground Reservation Policy.

AMENDMENT TO THE MAIN MOTION

THAT Council approve the revised District of Hudson's Hope Internet Campground Reservation Policy.

MAIN MOTION AS AMENDED

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

RESOLUTION NO. 062/22

M/S Councillors Miller / Gibbs

THAT Council approve the revised District of Hudson's Hope Internet Campground Reservation Policy.

CARRIED

SR3 EMERGENCY OPERATIONS CENTRE – ESSENTIALS

Received for Information.

9. COMMITTEE MEETING REPORTS

10. BYLAWS

11. CORRESPONDENCE

C1 DOUBLE "H" SADDLE CLUB – REQUEST FOR GRANT IN AID FUNDS

RESOLUTION NO. 063/22

M/S Councillors Quibell / Gibbs

THAT Council approve releasing the previously approved 2022 Grant in Aid Funds in the amount of \$15,602.55 to the Double "H" Saddle Club in accordance with Section 8 of the District of Hudson's Hope Financial Assistance Grant Policy.
CARRIED

C2 CONNECTING COMMUNITIES BC PROGRAM

Councillor Quibell advised that this item is being dealt with under the Peace River Regional District's Broadband and Internet Mobility Committee.

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

13. OLD BUSINESS

OB1 BC HYDRO – SITE C CONSTRUCTION SCHEDULE

Councillor Miller inquired whether there was an update for BC Hydro's Site C construction schedule; the Chief Administrative Officer advised that an update had not yet been received.

14. NEW BUSINESS

15. PUBLIC INQUIRIES

16. ADJOURNMENT

Acting Mayor Patricia Markin declared the meeting adjourned at 6:12 pm.

DIARY

Conventions/Conferences/Holidays

*Commercial Water Rate Increase-annual budget
Consideration*

Diarized

08/04/19

Certified Correct:

Patricia Marking, Acting Mayor

Jeanette McDougall, Corporate Officer

REQUEST FOR DECISION

RFD#: 2022RA13	Date: April 25, 2022
Meeting#: CM042522	Originator: Ruhul Amin
RFD TITLE: Rehabilitation of Gaylor Avenue, Thompson Avenue and Kruger Street in Thompson Subdivision	

RECOMMENDATION:

THAT Council accept the bid received from Knelsen Sand and Gravel Ltd. for the rehabilitation of Gaylor Avenue, Thompson Avenue and Kruger Street located in the Thompson Subdivision.

THAT Council approve awarding the contract for the Rehabilitation Project for Gaylor Avenue, Thompson Avenue and Kruger Street located in the Thompson Subdivision to Knelsen Sand and Gravel Ltd. and authorize the Mayor and CAO to sign the contract.

BACKGROUND:

The bid period for the Rehabilitation of Gaylor Avenue, Thompson Avenue and Kruger Street in Thompson subdivision was closed on April 19, 2022 and three (3) bids were received within the deadline.

No addendum was issued for this tender.

As per the Purchasing Policy, Council will consider all tenders with the value exceeds \$200,000 for constructions and approve the award by resolution.

DISCUSSION:

The District posted a Request for Tender (RFT) for the Rehabilitation of Gaylor Avenue, Thompson Avenue and Kruger Street in Thompson subdivision project to MERX, BC Bid and District's Website. The submission deadline was April 19th, 2022 and three bids were received within the submission deadline.

Bids were received from the following proponents for the Rehabilitation of Gaylor Avenue, Thompson Avenue and Kruger Street in Thompson subdivision. A summary of all submissions are provided below:

	Proponents	Total quoted Price	Work completion	Rank
1	Knelsen Sand and Gravel Ltd.	\$ 290,743.33	14-July-22	1
2	TERUS Construction Ltd. DBA DGS ASTRO Paving	\$ 344,595.20	02-Sep-22	2
3	Driveway Paving Ltd.	\$ 400,507.00	02-Sep-22	3

SR1

All bids met the minimum requirements of the tender. Knelsen Sand and Gravel Ltd. is the lowest out of the three (3) proponents. The price submitted by Knelsen sand and Gravel Ltd. is reasonable and acceptable according to District staff.

Financial Summery:

Knelsen Sand and Gravel Ltd	\$ 290,743.33
Contingencies	\$ 8,000.00
Engineering	\$ 0
PST	\$ 0.00
Sub total	\$ 298,743.33
GST	\$ 14,937.17
TOTAL	\$ 313,680.50

ALTERNATIVES:

1. Award the contract to Knelsen Sand and Gravel Ltd. since it is a pre-approved project in 2022 Capital Budget.
2. Do not award the tender and wait for the 2022 Capital Budget approval.

FINANCIAL CONSIDERATIONS:

Alternative 1: The cost for Rehabilitation of Gaylor Avenue, Thompson Avenue and Kruger Street in Thompson subdivision is **\$298,743.33** plus GST, including contingencies. The Council pre-approved \$300,000.00 for this project in 2022 Capital Budget.

Alternative 2: There are no financial implications.

Prepared by:



Ruhul Amin,
Director of Public Works

Approved by:



Mokles Rahman, CAO

REQUEST FOR DECISION

RFD#: 2022RA14	Date: April 25, 2022
Meeting#: CM042522	Originator: Ruhul Amin
RFD TITLE: Installation of Chlorine Booster and Piping Upgrades at the Reservoir	

RECOMMENDATION:

THAT Council accept the bid received from Clear Blue Systems Ltd. for the installation of a chlorine booster and for piping upgrades at the Reservoir.

THAT Council approve awarding the contract for the installation of the chlorine booster and for piping upgrades at the Reservoir to Clear Blue Systems Ltd. and authorize the Mayor and CAO to sign the contract.

BACKGROUND:

The bid period for the Chlorine Booster and Piping Upgrades at the Reservoir was closed on April 19, 2022 and there is only one (1) bid received within the deadline.

Only One (1) addendum was issued in response to various enquires by the proponents.

DISCUSSION:

The District posted a Request for Tender (RFT) for the Chlorine Booster and Piping Upgrades at the Reservoir project to BC Bid and District's Website. The submission deadline was April 19th, 2022 and only one bid was received within the submission deadline.

The bid was received from the following proponent for the Installation of Chlorine Booster and Piping Upgrades at the Reservoir. A summary of the submission is provided below:

	Proponent	Total quoted Price	Bid Bond submitted	Work completion	Rank
1	Clear Blue Systems Ltd.	\$ 54,281.68	Yes	31-May-22	1

The bid submitted by Clear Blue Systems Ltd. met the minimum requirements of the tender. Even we have received only one bid, but the proposed price by Clear Blue Systems Ltd. is reasonable and acceptable as per recommendation from District staff. Please note that this contractor is well known to District staff and familiar with our reservoir systems.

Financial Summery:

Clear Blue Systems Ltd.	\$ 54,281.68
Contingencies	\$ 8,000.00
Engineering	\$ 11,000.00
PST	\$ 0.00
Sub total	\$ 73,281.68
GST	\$ 3,664.08
TOTAL	\$ 76,945.76

ALTERNATIVES:

1. Award the tender since it is a pre-approved project for 2022 Capital Budget.
2. Do not award the tender and wait for the 2022 Capital Budget approval.

FINANCIAL CONSIDERATIONS:

Alternative 1: The cost for Installation of Chlorine Booster and Piping Upgrades at the Reservoir is **\$73,281.68** plus GST, including contingencies and engineering. The Council pre-approved \$100,000.00 for this project in 2022 Capital Budget.

Alternative 2: There are no financial implications.

Prepared by:



Ruhul Amin,
Director of Public Works

Approved by:



Mokles Rahman, CAO

REQUEST FOR DECISION

RFD#: 2022RA12	Date: April 25, 2022
Meeting#: CM042522	Originator: Ruhul Amin
RFD TITLE: 2022 Water Valves and Hydrants Replacement – Tender Evaluation and Award	

RECOMMENDATION / RESOLUTION:

THAT Council accept the bid received from Swamp Donkey Oilfield Services Inc. for the 2022 Water Valves and Hydrants Replacement Project.

THAT Council approve awarding the 2022 Water Valves and Hydrants Replacement Project contract to Swamp Donkey Oilfield Services Inc. and authorize the Mayor and CAO to sign the contract.

BACKGROUND:

The bid period for the 2022 Water Valves and Hydrants Replacement project was closed on April 14, 2022 and three (3) bids were received within the deadline.

Only One (1) addendum was issued in response to various enquires by the proponents.

As per the Purchasing Policy, Council will consider all tenders with the value exceeds \$200,000 for constructions and approve the award by resolution.

DISCUSSION:

In 2022, the Water Valves and Hydrants replacement will be done at the following Ten (10) locations of the District.

- Location 1: 9934 Adams Street hydrant replacement
- Location 2: 9908 Adams Street hydrant replacement
- Location 3: 10104 Paquette Street hydrant replacement
- Location 4: 10119 Boynton Street hydrant replacement
- Location 5: 10215 Garbitt Crescent hydrant replacement
- Location 6: 10401 Beattie Drive hydrant replacement
- Location 7: 10104 Robinson Avenue hydrant replacement
- Location 8: Water Reservoir hydrant relocation
- Location 9: Water valve replacement near the reservoir at the T to Jamieson and Thompson subdivision.
- Location 10: Curb stop replacement at the lot west of Stillwater Inn & Suites.

Bids were received from the following proponents for the replacement of the Water Valves and Hydrants. A summary of all submissions are provided below:

	Proponents	Total quoted Price	Work completion	Rank
1	Swamp Donkey Oilfield Services Inc. Box 2394, Dawson Creek, BC V1G 4T9	\$ 234,560.08	31-May-22	1
2	Knappett Industries, Fort St John	\$ 387,500.00	31-Oct-20	3
3	C. Chandler Contracting Celtic Construction LTD. Box 507, Dawson Creek, BC V1G 4H4	\$ 247,291.00	31-Oct-22	2

All bids met the minimum requirements of the tender. Swamp Donkey Oilfield Services Inc. is the lowest out of the three (3) proponents. After a thorough review staff recommended that the price submitted by Swamp Donkey Oilfield Services Inc. is reasonable and acceptable to the District.

Financial Summery:

Swamp Donkey Oilfield Services Inc.	\$ 234,560.08
Contingencies (15%)	\$ 35,184.01
Engineering	\$ 15,000.00
PST	\$ 0.00
Sub total	\$ 284,744.09
GST	\$ 14,237.20
TOTAL	\$ 298,981.29

ALTERNATIVES:

1. Award the tender subject to the 2022 Capital Budget is being approved.
2. Do not award the tender and wait for the 2022 Capital Budget approval.

FINANCIAL CONSIDERATIONS:

Alternative 1: The cost for replacing valves and hydrants at Ten (10) locations is \$284,744.09 plus GST, including contingencies and engineering. The Council already pre-approved \$300,000.00 for this project in 2022 Capital Budget.

Alternative 2: There are no financial implications.

Prepared by:



Ruhul Amin,
Director of Public Works

Approved by:



Mokles Rahman, CAO

REQUEST FOR DECISION

RFD#: CC-2022-04	Date: April 12, 2022
Meeting#: CM042522	Originator: Chris Cvik, Special Projects
RFD TITLE: Statistics Canada Census Results – Report #2	

RECOMMENDATION:

THAT Council not proceed with undertaking a census to determine the population of Hudson's Hope.

BACKGROUND:

At the Council Meeting on March 28, 2022, the following item was discussed:

SR4 STATISTICS CANADA – 2021 CENSUS

RESOLUTION NO. 055/22

M/S Councillors Gibbs / Markin

THAT Council receive the attached report for information and discussion.

CARRIED

RESOLUTION NO. 056/22

M/S Councillors Miller / Markin

THAT Council direct Administration to prepare a report that outlines what would be required to undertake its own census.

CARRIED

The above noted resolution was based on a resolution from the meeting on February 14, 2022, Council meeting where the following item was discussed:

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 vis the 2016 census results and report to Council.

CARRIED

As part of the discussion, Council requested the follow-up include a description of the following:

1. Proposed methodology of data collection.
2. Financial implication for data collection.

DISCUSSION:

The purpose of undertaking a census is to compare population information to the Statistics Canada federal census data released on February 9, 2022. As Council is aware, the District of Hudson's Hope population decreased from 1,015, in 2016 to 841 residents in 2021, based on the federal data. This represents a 17.1% percentage decrease in the population.

Administration contacted the following resources to determine if any locally generated census results would be considered valid by the Province.

1. Martin Monkman, Provincial Statistician & Director, BC Stats Ministry of Citizens' Services
2. Brittany Johnson, Finance Analyst, Municipal Affairs
3. Kwong Wong, Intercensal Manager, Statistics Canada

Municipal Affairs who are responsible for administering the Peace River Agreement grant funding indicated they use Provincial population information in the formula as one of the variables to establish funding amounts and Martin Monkman who is with BC Statistics indicated they mainly use Statistics Canada data to establish provincial population numbers, although they may use estimate information in between the five-year surveys. The estimate data will often consider health record information to help establish a population estimate. **In other words, the use of any locally generated data (i.e., data determined by the District of Hudson's Hope undertaking its' own census) would receive little or no consideration.** Having said this, if Council wishes to still pursue this option, the following is suggested:

Proposed Methodology

A Public Service Announcement would be sent out to notify residents about the census and that an employee of the District would collect the information. A listing of all dwellings with civic addresses within the District could be generated and a summer student could be hired to work on the go 'door to door' to collect the data and compile the data. Generating the listing of all dwellings and undertaking the survey is not without the risk of error (i.e., residents away, absent landlords, couch-surfing, separating 'usual residence from temporary residence', etc).

FINANCIAL CONSIDERATIONS:

The cost of undertaking our own survey would be approximately \$12,570. This is based on:

# of Positions:	One (1)
Length of Position:	Sixteen Weeks (16) – maximum.
Rate of Pay:	\$19.64 per hour. This includes a 20% loading factor for statutory and vacation pay and other required costs (CPP and EI Premiums, etc). ~ \$16.37 x 1.20.
Hours Per Week:	Up to 40 Hours Per Week

NOTE: The cost noted above does NOT factor in the cost of vehicle and gas. It does also not factor in staff time to develop the database that would be used as the source of eligible dwellings that would be contacted through the census.

ALTERNATIVES:

1. That Council proceed conducting its' own census to determine the population of the District of Hudson's Hope.
2. That Council provides further direction.

Other:

As mentioned in a prior report, the deadline to submit a request for a formal review of the Statistics Canada census information is December 31, 2022. Administration has contacted Statistics Canada to request a formal review. At the time of writing this report, no decision has been received by Statistics Canada on whether they will proceed with the review.

Attachment:

1. April 11, 2022 - Email from Martin Monkman, Provincial Statistician & Director, BC Stats Ministry of Citizens' Services.
2. April 12, 2022 – Email from Brittany Johnson, Financial Analyst, Ministry of Municipal Affairs.

Prepared by:



Chris Cvik, Special Projects.

Reviewed by:



Mokles Rahman, CAO

Attachment I

April 11, 2022

Hello Chris,

This is to confirm that BC Stats relies on population data released by Statistics Canada for our population estimates.

The Census of Population, conducted by Statistics Canada every 5 years, provides the foundation for all subsequent population estimates, for all regions of Canada. Using these, and incorporating other sources of information (including provincial health records and tax records from Canada Revenue Agency), Statistics Canada also produces quarterly population estimate for the provinces and territories, and annual estimates for Census Divisions (Regional Districts here in B.C.) and Census Subdivisions (municipalities, the Regional District rural electoral areas, and Indian Reserves).

This approach ensures that there is a consistent methodology applied to all regions of Canada, and captures every individual person only once.

For population estimates for other administrative geographies in B.C., such as school districts and health regions, BC Stats uses the Statistics Canada estimates as the baseline. To the best of my knowledge, the Ministry of Municipal Affairs relies exclusively on those estimates for the administration of their programs.

Thanks again for your enquiry, and please let me know if you have further questions.

Martin

Martin Monkman
Provincial Statistician & Director, BC Stats Ministry of Citizens' Services
T: 250.216.5848

Attachment II

April 12, 2022

Hi Chris,

The PRA uses BC Stats annual population estimates in its formula, not Census. While BC Stats population estimates are based on the Census, they also incorporate other information including provincial health records and tax records from CRA, and accordingly they have historically always been higher than the Census baseline. Additionally, while the Census is only adjusted every 5 years, BC Stats population estimates are adjusted annually.

The Ministry uses BC Stats population estimates as our most reliable gauge for population, and given it is specifically listed in the PRA to be used in the calculations, we will not accept any other form of population including a census undertaken by the district.

If you strongly believe the Census for the District is incorrect, you can email Statistics Canada at infostats@statcan.gc.ca detailing why you wish to appeal the District's population and one of their analysts will get back to you. I'm not sure if they have a process of allowing you to do your own count but you could ask. They do adjustments to census to correct mistakes so this will be your best bet at having the District's population looked into. If it does in fact, get changed by Stats Can, then it will filter down into the BC Stats annual population estimates that are used in the PRA.

Please let me know if you have any further questions.

Brittany

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: CAO Update
DATE: April 20, 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 March 24, 2022 to April 20, 2022.

- Sloughs near Water Treatment Plant (WTP): There were two small sloughs that occurred at the BC Hydro berm construction site; one right below the Water Treatment Plant and another one approximately 150 meters upstream from the WTP. BC Hydro has requested geo-tech assessments of the slope to ensure that the site remains safe. Also, BC Hydro representative communicated with the concerned residents.
- Budgets: Operations and Capital Budgets, 5 years Financial Plan and Tax Rate Bylaw will be approved by Council on April 25, 2022, and will be adopted on May 9, 2022.
- Agreements preparation: Library Lease Agreement, Library Service Agreement, Museum Service Agreement, and Community Hall Kitchen Agreements are under negotiation and preparation.
- Consulting Services:
 - Awarded contract to McElhanney for the Water Distribution Systems Assessment, especially the dead-end water mains assessment.
 - McElhanney is also working on an alternative source water assessment for the Water Treatment Plant.
 - L & M Engineering is working on the Water Services Regulations Bylaw update.

HR

- Quarterly performance reviews are done for the Director of Public Works and Director of Protective Services.
- Manager of Public Works position re-posting closed on March 29, 2022. Interviewed short-listed candidates but did not work. Re-hired previous Manager of Public work for a six-month contract.
- Senior staff had a mini job fair at the HH school targeting the Grade 11 and 12 to share the student jobs available within the District especially to attract them to build their career in the lifeguard areas.

Prepared by:



Mokles Rahman, CAO

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
FROM: Jeanette McDougall, Corporate Officer
DATE: April 25, 2022
SUBJECT: CORPORATE DEPARTMENT – MONTHLY UPDATE

PURPOSE

To provide Council with an update for the Corporate Department.

GENERAL

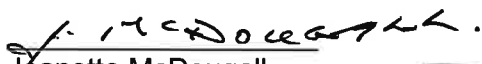
- ***2022 Vacation Planning & Scheduling***
 - Office Clerks, ICBC Clerk & Custodian – ongoing.
 - Corporate Officer – submitted vacation plans for 2022; note: the Chief Election Officer & Deputy Chief Election Officer will avoid vacation during the fall due to the Election on October 15, 2022, except possibly for the occasional day.
- ***Bylaws – In Progress***
 - Bylaw No. 915, 2020 Fees & Charges being reviewed
- ***Bylaw Index***
 - Meeting with the CAO & B. Mercereau to select certain bylaws to add to the District's website; also standardized naming conventions and format for listing the bylaw listing on the website.
- ***Commissioner for Taking Affidavits / Oaths***
 - ongoing
- ***Council Meetings***
 - Agenda Preparations – April 25, 2022 & Minutes preparation – April 11, 2022
- ***Custodian - Casual***
 - Hiring replacement for one of two Casual Custodians (on-call) who retired.
- ***Insurance Appraiser - Facilities***
 - Appraiser scheduled for Wednesday, April 20th; report expected mid-May
- ***IT***
 - Arrangements made for computer, telephone & cell phone for the Manager, PW

SR6

- **ICBC**
 - ICBC is in the process of upgrading the Driver's Licencing connections to fibre; current expected timeline is late April 2022 (originally March 2022)
- **Signage – Peace View Lookout**
 - First draft reviewed and second draft expected week of April 25, 2022
 - Designer advised that the Printer has a fast turn-around time
- **Visitor Centre - Hiring**
 - Supervisor & one Summer Student returning; interviewing for one Summer Student
- **Volunteer of the Year & Youth Volunteer of the Year**
 - Submissions deadline was April 14, 2022 with a few applications received
 - The Awards Ceremony has been held during the Farmer's Market in September over the past 2 years

CONFERENCES / EDUCATION / TRAINING

- **LGMA Freedom of Information & Records Management Committee**
 - Freedom of Information – Sub-Committee – Ongoing Activities
 - Committee Meeting scheduled for May 27, 2022
- **Local Government Elections 2022**
 - Elections are scheduled for October 15, 2022
 - On-line training is being provided by LGMA
- **Emergency Operations Centre**
 - Corporate Officer – registered for an online Emergency Operations Centre - Operations course, May 2022, paid for through Emergency Management BC; this course follows on the Incident Command Course and the Emergency Operations Centre Essentials courses taken earlier this year.
 - Scheduling for Office Staff in progress in conjunction with the Director, Protective Services – on-going
- **Freedom of Information & Protection of Privacy**
 - Online course offered by the Province as of April 20, 2022; all Office Staff will take
- **ICBC Training**
 - M. Heiberg – training on-going


 Jeanette McDougall,
 Corporate Officer

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: Public Works Department Update
DATE: April 25, 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 March to April 2022.

A. OPERATIONS:

- **Community Hall Repairs:** The District issued an RFQ for this project. The major components are flooring works at both washrooms and bar area. The scope of the project is also included other repair works such as repair washroom partition walls, repair bar area, replace toilets, paintings, replace washroom fixers, lightings, dry walls, handrail, base board etc.

The RFQ was posted on District's website and an email was sent to three contractors at Fort St. John and requested them to submit a quotation for this project. Only one local contractor visited the site and submitted a quotation for this work. KARLIN Enterprises, Hudson's Hope, BC appeared to be the only bidder for this project at \$22,430.00. A Purchase Order (PO) was issued to Karlin Enterprises on April 7, 2022 for this work. The contractor has already started the project on April 11, 2022.

- **Library Building and New Horizon Building Roof:** Hired DM Henderson Roofing Ltd. to replace roof shingles, most probably work will be done by end by May 2022.

Library Building Doors Adjustments: Completed in the week of April 11, 2022.

- **Visual Slope Monitoring:** Since December 03, 2021, PW is doing weekly visual monitoring on the slope of the riverbank adjacent to the Library building. No visible movements.
- **Winter Maintenance:** PW staff are working on Snow Plowing in the week of April 18th at different locations.

B. CAPITAL PROJECTS:

1. **ATV campground Phase II:** Awarded the contract to A.C.L Construction Ltd., Box 6297, Fort St. John, BC. The contractor is planning to start the project on last week of May.
2. **Safety Wall in the District Office:** Awarded the contract to a local contractor Karlin Enterprises for constructions. Waiting on door supply from the door manufacturer.
3. **2022 Water Valves and Hydrant Replacements:** Received tenders from contractors. Will be awarded upon approval from the Council.

SR7

4. Road Rehabilitation in Thompson Subdivision: Received tenders from contractors. Will be awarded upon approval from the Council.
5. Chlorine Booster and Piping upgrades at reservoir: Received tender from one contractor only. Will be awarded upon approval from the Council.

C. OPERATING PROJECTS:

1. Garbage Bins: Purchased 11 garbage bins with larger wheels.
2. Arena and Curling Rink Building Envelop Assessments: Received report, no significant issues on these facilities.

E. UPCOMING ACTIVITIES:

- Tennis court net replacement: Completed in April 2022.
- Pool: Opening on May long weekend. Facing challenges with the contractor for repairs.
- Dust Control: in May 2022
- Crack Sealing: in June 2022

Prepared and submitted by:



Ruhul Amin, Director of Public Works and Engineering

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

SUBJECT: Protective Services Update

DATE: April 20, 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.

- February 22, 2022 - April 20, 2022, HHFR received 9 calls for service. – 4 - First Responder (medical), 3 Brush Fires, 1 Grass Fire, 1 Motor Vehicle Fire.
- Chief Milton Applied for 2 Grants and is awaiting a decision for:
 - a. Pembina Community Investment Grant for Bunker Gear Replacement for \$33,000.00
 - b. TC Energy Build Strong Grant for radio replacement for \$87,000.00
- HHFR has booked a Chain Saw Operators Course for April 22 -24, 2022 and will have 5 members attending
- HHFR's FireSmart Team has Reached 60 home assessments that have been completed. All Critical Infrastructure assessments are complete.
- HHFR has had 1 new member awarded their pager, Mr. Josh Deitner is now a responding member of HHFR, in addition we have 1 potential candidate in the process of completing their probation and training.
- Chief Milton has completed the Referrals and Registration course through EMBC, and Blue Card Command Recertification held through Fort St John Fire Department. He is Course loaded for the ESS directors Course in May.
- There have been 0 bylaw complaints and 0 complaint resolutions this reporting period.

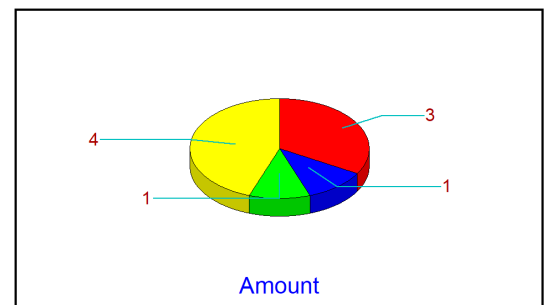
SR8

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

Prepared by:


Brad Milton, Director of Protective Service

From Feb 22 22 to Apr 20 22



THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

SUBJECT: Recreation and Special Events Update

DATE: April 19, 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 April 1 to April 30, 2022.

A. COMPLETED ACTIVITIES AND EVENTS:

- Easter Event (Saturday, April 16, 2022): Event was held at the community hall. There were 35 children who attended with their parents. Activities were an Easter themed yoga class, Bingo, crafts, and pictures with the Easter Bunny.
Total Cost - \$332.87
Cost Breakdown - \$150.00 for volunteer stipend for Grad 2023, \$122.50 for chocolate bunnies, \$60.37 for prizes and craft supplies.



SR9

B. UPCOMING ACTIVITIES AND EVENTS:

- Annual Day of Mourning (Thursday, April 28, 2022) – Ceremony will be held at 11AM at the Municipal Worker's Monument. Invitations to request speakers have been sent. Estimated Cost – None
- ParticipACTION Community Better Challenge (June 2022) – Planning for this month-long event is underway. Have been in contact with multiple fitness instructors in town and they are willing to participate. Some other activities being considered are a bike rodeo for kids, a color run for all age groups, guided hikes, pickle ball etc.

C. GRANTS:

- ParticipACTION Community Better Challenge Grant – Application was successful. Amount requested was \$1500.00, due to high volume of requests full amount may not be granted.

Prepared and submitted by:



Kelsey Shewfelt
Recreation Officer

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Dave Heiberg and Council
SUBJECT: Special Projects – Update Report
DATE: April 2022
FROM: Chris Cvik

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

- Completed the follow-up Census Report for Council review and discussion.
- Compiling Information for Annual Report. The Annual Report will be on second Council meeting in May.
- 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.
Update: Since the recent Blueberry First Nation successful legal challenge over cumulative impacts, the province has been moving slowly on making any final decisions on applications.

Upcoming

- Working on Recreation Infrastructure Grant (NDIT) application for swimming pool liner replacement. Report will be coming to Council for the first meeting in May.
- Assist with CAO as necessary.



Chris Cvik

REQUEST FOR DECISION

RFD#: 2022-MR-19	Date: April 14, 2022
Meeting#: CM041122	Originator: Mokles Rahman
RFD TITLE: Bylaw No. 926, 2022 – Annual 5 Year Financial Plan (2022 – 2026)	

RECOMMENDATION / RESOLUTION:

***THAT** Council approve the first, second and third readings for Bylaw No. 926, 2022 - A Bylaw to Adopt a Financial Plan for 2022 - 2026.*

BACKGROUND:

All municipalities must adopt a property tax bylaw each year. The property tax bylaw must be adopted after the annual budget (financial plan) has been approved by Council. The rationale is that based on the tax revenue requirements in the annual budget, the District will set its' municipal tax rates to raise the required revenue from the nine different classes of properties. The annual tax rate bylaw must be adopted before May 15th of each year. This year the deadline is May 16, 2022.

The Planning period for the Financial Plan must include the current fiscal year and the next four fiscal years (a five-year plan). In addition to the financial information, the plan must include objectives and policies for the fiscal year regarding the distribution of the funding sources, the distribution of property taxes amongst the various property classes, and the use of any permissive tax exemptions.

DISCUSSION:

Council received the annual Operating and Capital Budget for discussion on March 14, 2022. Administration considered a two percent (2%) property tax increase in all types of properties. It may be mentioned here that there were no property taxes increase for the last several years.

Please note that the amount requisitioned from the Peace River Regional District for such services as 911, Solid Waste, and the Peace River Regional Hospital District has increased.

FINANCIAL:

The proposed 2022 budget for the District of Hudson's Hope is \$7,995,625. This is based on the combined Operating Budget of \$5,601,125 and Capital Budget of \$2,394,500.

Based on BC Assessment, as of March 31, 2022, the overall property tax requisition for 2022 is \$2,457,155, of which \$344,091 is the residential requisition. This property tax requisition is the updated number, which was different in the Draft Operating Budget submitted on March 14, 2022.

B1

For comparative purposes, the 2021 budget was \$7,919,743 and the 2020 budget was \$7,299,954. The overall property tax requisition in 2021 was \$2,310,684 of which \$332,696 was the residential requisition so residential taxes will be increased by 2% in 2022.

OTHER:

Prior to adopting the financial plan, the District must undertake public consultation. The level of public consultation is not defined in legislation but should at a minimum provide residents in Hudson's Hope the opportunity to review, comment, and pose questions at a local government meeting. The administration issued a PSA on March 15, 2022 to notify the residents about 2022 Operating and Capital Budget and requested them to provide feedback to Administration. Furthermore, this 5-year financial plan is being posted on the District website with the Council Agenda for April 25, 2022 meeting.

ATTACHMENT(S)

1. Bylaw No. 926, 2022 Financial Plan for 2022 - 2026.
2. Schedule A: Financial Plan Summary (2022 – 2026).
3. Schedule B: Bylaw Statement of Objectives and Policies for the years 2022 to 2026.

Prepared by:



Mokles Rahman, CAO



BYLAW NO. 926, 2022

A Bylaw to Adopt a Financial Plan for 2022 to 2026

WHEREAS section 165 of the *Community Charter* requires the adoption of an annual financial plan by bylaw and the financial plan is to include the current year plus the following 4 years;

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

This Bylaw shall be cited as the "Annual Financial Plan Bylaw No. 926, 2022."

1. Schedule "A" which is attached to and forms part of this Bylaw, is adopted as the Financial Plan of the District of Hudson's Hope for the years 2022 to 2026.
2. Schedule "B" which is attached to and forms part of this Bylaw, is adopted as the Statement of Objectives and Policies of the District of Hudson's Hope for the years 2022 to 2026.
3. Annual Financial Plan Bylaw No. 920, 2021, is hereby repealed.

Read a First Time on this 25th day of April, 2022

Read a Second Time on this 25th day of April, 2022

Read a Third Time on this 25th day of April, 2022

Adoption of Bylaw on this _____ day of May, 2022

Dave Heiberg, Mayor

Jeanette McDougall, Corporate Officer

Certified a true copy of Bylaw No. 926, 2022
this _____ day of May 2022.

Corporate Officer

Bylaw 926, 2022 - Schedule A					
5 Years Financial Plan Summary					
	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
REVENUE					
Property Taxes	-2,457,155	-2,506,299	-2,556,425	-2,607,553	-2,659,704
Grants in Lieu	-1,944,214	-1,983,098	-2,022,760	-2,063,215	-2,104,479
Grants Other	-1,266,856	-1,292,193	-1,318,037	-1,344,398	-1,371,286
General Government Services	-49,500	-50,490	-51,500	-52,530	-53,580
ICBC	-142,411	-145,259	-148,164	-151,128	-154,150
Protective Services	-133,022	-135,682	-138,396	-141,164	-143,987
Bylaw	-10,250	-10,455	-10,664	-10,877	-11,095
Asset Management	-60,000	-61,200	-62,424	-63,672	-64,946
Public Works	0	0	0	0	0
Environmental & Public Health	-88,825	-90,602	-92,414	-94,262	-96,147
Auxiliary Facilities & Recreation	-155,050	-158,151	-161,314	-164,540	-167,831
Lands	-1,000	-1,020	-1,040	-1,061	-1,082
Economic Development	-1,200	-1,224	-1,248	-1,273	-1,299
Water	-167,750	-171,105	-174,527	-178,018	-181,578
Sewer	-83,643	-85,316	-87,022	-88,763	-90,538
General Operations Revenue	-\$ 6,560,876	-\$ 6,692,094	-\$ 6,825,936	-\$ 6,962,454	-\$ 7,101,703
CHANGE IN SURPLUS					
General Reserves Change	-767,868	-1,154,993	-2,112,822	-2,062,819	-977,315
Water Reserves Change	-566,062	-1,469,383	-1,672,771	-476,226	-679,751
Sewer Reserve Change	-100,819	-577,335	-378,882	-380,459	-282,069
Total Change in Surplus	-\$ 1,434,749	-\$ 3,201,711	-\$ 4,164,475	-\$ 2,919,504	-\$ 1,939,134
Total Revenue / Surplus	-\$ 7,995,625	-\$ 9,893,804	-\$ 10,990,410	-\$ 9,881,958	-\$ 9,040,838
OPERATION EXPENDITURES					
Council	170,237	173,641	177,114	180,656	184,270
Grant in AID	43,935	44,814	45,710	46,624	47,557
GGs	1,164,773	1,188,068	1,211,830	1,236,066	1,260,788
ICBC	87,633	89,386	91,174	92,997	94,857
Protective Services	414,084	422,366	430,813	439,429	448,218
Bylaw	62,599	63,851	65,128	66,431	67,759
Asset Management	17,300	17,646	17,999	18,359	18,726
Public Works	1,954,405	1,993,493	2,033,362	2,074,030	2,115,510
Environmental & Public Health	60,000	61,200	62,424	63,672	64,946
Auxiliary Facilities & Recreation	1,077,886	1,099,444	1,121,432	1,143,861	1,166,738
Lands	15,000	15,300	15,606	15,918	16,236
Economic Development	40,000	40,800	41,616	42,448	43,297
Water	333,812	340,488	347,298	354,244	361,329
Sewer	159,462	162,651	165,904	169,222	172,607
Total Operations Expense	\$ 5,601,125	\$ 5,713,147	\$ 5,827,410	\$ 5,943,958	\$ 6,062,838
CAPITAL EXPENDITURES					
General Capital Expenditures	1,969,500	2,380,657	3,363,000	3,338,000	2,278,000
Water Capital Expenditures	400,000	1,300,000	1,500,000	300,000	500,000
Sewer Capital Expenditures	25,000	500,000	300,000	300,000	200,000
Total Capital Expenditures	\$ 2,394,500	\$ 4,180,657	\$ 5,163,000	\$ 3,938,000	\$ 2,978,000
Total Expenditures	\$ 7,995,625	\$ 9,893,804	\$ 10,990,410	\$ 9,881,958	\$ 9,040,838

BYLAW No. 926, 2022 – Schedule B

In accordance with Section 165(3.1) of the *Community Charter*, the District is required to include in the Five-Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*;
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

1. Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2022.

For the 2022 fiscal year Property taxes form the largest portion of revenue. As a revenue source, property taxation offers a number of advantages, for example, it is simple to administer, and it is fairly easy for residents to understand. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis. These include services such as general administration, fire protection, police services, bylaw enforcement, and street lighting.

Grants in Lieu are the second-largest source of revenue with Grant in Lieu payments from BC Hydro Dam/Reservoir payments accounting for the largest percentage.

The third-largest source of Revenue is Other Grants which includes the Peace River Agreement (PRA) Grant, formerly known as Fair Share, and the Canada Community Building Fund (Gas Tax).

Objective

- To use Peace River Agreement Funding on Capital projects.
- To increase the proportion of revenue that is received from user fees and charges to ensure that users of the service are not being subsidized by non-users, especially with respect to water and sewer services.

Policies

- The District of Hudson's Hope will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service.
- The District will look at market comparable to see how competitive the District is.

Table 1: Sources of Revenue

REVENUE SOURCE 2021	DOLLAR VALUE	% OF REVENUE
Property Taxes	2,457,155	37.45
Grants in Lieu	1,944,214	29.63
Grants Other	1,266,856	19.31
User Fees & Charges	330,540	5.04
Parcel Tax	7,214	0.11
Other Sources	554,897	8.46
TOTAL	6,560,876	100.00

2. Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. The Utilities property class provides the largest proportion of property tax revenue. This is appropriate as this class forms the largest portion of the assessment base.

Objectives

- To have Property Class 2 (Utilities) close to the Provincial Average.
- To slowly raise the percentage of property tax rate for all classes.

Policies

- To compare the District against other municipalities within the Peace River Regional District and municipalities of similar size to see the percentage of property tax paid by each Property Class.
- Continue to maintain and encourage economic development initiatives.
- Regularly review and compare the District's distributions of tax burden relative to other BC municipalities.

Table 2: Distribution of Property Tax Rates

PROPERTY CLASS 2022	DOLLAR VALUE	% OF REV
1. RESIDENTIAL	344,091	14.30
2. UTILITIES	1,714,733	71.28
4. MAJOR INDUSTRY	15,645	0.65
5. LIGHT INDUSTRY	190,608	7.92
6. BUSINESS	132,379	5.50
8. REC/NON PROFIT	349	0.01
9. FARM TAXES	7,876	0.33
TOTAL	2,405,681	100.00
Other Taxes	51,474	
Municipal Property Tax Total	2,457,155	

3. Permissive Tax Exemptions

The District of Hudson's Hope has an existing permissive tax exemption (Bylaw No. 908, 2019 and amending Bylaw No. 919, 2020) that guides the administration and approval of permissive tax exemptions. Some of the eligibility criteria for permissive tax exemptions that are outlined in the policy include the following:

- The tax exemption must demonstrate benefit to the community and residents of the District of Hudson's Hope by enhancing the quality of life (economically, socially, and culturally) within the community.
- The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the District of Hudson's Hope.
- The organization receiving the exemption must be a registered non-profit society, as the support of the municipality will not be used for commercial and private gain.
- Permissive tax exemptions will be considered in conjunction with: (a) other assistance being provided by the District; (b) the potential demands for the District services or infrastructure arising from the property; and (c) the amount of revenue that the District will lose if the exemption is granted.

Objective

- The District of Hudson's Hope will continue with its current bylaw to provide permissive tax exemptions to non-profit societies.

Policies

- To continue encouraging the development of non-profit societies that provide services (as per its Property Tax Exemption Bylaws) to the communities by offering its Insurance Expansion Coverage Policy.
- To ensure that applicants continue to be eligible and qualify under the District's tax exemption guidelines.

GL CODE	2022 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET
GENERAL GOVERNMENT SERVICES BUDGET					
TAXES REVENUE					
01-10-1000-4002	PENALTIES	-8,178	-10,000	-10,191	-10,000
01-10-1000-4003	INTEREST ON ARREARS	-3,203	-2,000	-1,294	-2,000
01-10-1000-4004	INTEREST ON DELINQUENT	-967	-1,000	-308	-1,000
01-10-1000-4101	RESIDENTIAL TAXES	-346,312	-332,696	-327,470	-344,091
01-10-1000-4102	UTILITIES TAXES	-1,570,034	-1,601,801	-1,601,801	-1,714,733
01-10-1000-4103	MAJOR INDUSTRY TAXES	-197,097	-195,050	-195,050	-206,252
01-10-1000-4104	BUSINESS TAXES	-141,705	-128,568	-128,568	-132,379
01-10-1000-4105	RECREATIONAL/NON PROFIT TAXES	-684	-803	-803	-349
01-10-1000-4106	FARM TAXES	-7,562	-7,565	-7,565	-7,876
01-10-1000-4107	TWELVE MILE ELECTRICAL EXTENSION	-2,536	-2,536	-2,536	-2,536
01-10-1000-4110	1% REVENUE GRANT TAX	-11,964	-11,695	-11,695	-11,860
01-10-1000-4111	3% FRANCHISE FEE	-13,715	-14,265	-14,265	-16,981
01-10-1000-4112	1% EASTLINK	0	-500	0	0
01-10-1000-4113	1% FORTIS	-4,295	-4,295	-4,572	-4,755
01-10-1000-4114	1% TELUS	-2,430	-2,430	-2,385	-2,342
	TOTAL TAXES REVENUE	-2,310,684	-2,315,204	-2,308,503	-2,457,155
GRANTS IN LIEU OF TAXES					
01-10-1001-4201	FEDERAL GOVERNMENT (PILT RCMP & CP)	-13,817	-13,500	-15,862	-16,130
01-10-1001-4202	PROVINCIAL GOVERNMENT (PILT BC LIQUOR)	-3,304	-3,300	-4,021	-3,969
01-10-1001-4203	BC HYDRO GRANT IN LIEU	-121,907	-136,897	-136,897	-140,048
01-10-1001-4204	BC HYDRO DAMS/RESERVOIR	-1,634,851	-1,716,474	-1,716,474	-1,784,067
	TOTAL GRANTS IN LIEU OF TAXES	-1,773,879	-1,870,171	-1,873,254	-1,944,214
GRANT REVENUE					
01-10-1003-4206	PEACE RIVER AGREEMENT (FAIR SHARE)	-700,284	-697,196	-698,487	-707,007
01-10-1003-4207	UNCONDITIONAL GRANT FUNDING	-311,198	-311,000	-313,000	-313,000
01-10-1003-4208	FEDERAL GAS TAX GRANT	-97,869	-97,849	-200,421	-97,849
01-10-1003-4210	PROV GRANTS- OTHER (NDI/COMM REC/COVID)	-499,000	0	0	-144,000
01-10-1003-4611	BCH - CMA PARTNERING RELATIONS (SITE C)	-10,029	-35,000	-6,237	-5,000
	TOTAL GRANT REVENUE	-1,618,380	-1,141,045	-1,218,145	-1,266,856
GENERAL GOVERNMENT SERVICES REVNEUE					
01-10-1005-4001	BANK INTEREST	-59,153	-35,000	-20,627	-30,000
01-10-1005-4322	INSURANCE % (NEW HRZN/REC COMM/SKI CLUB)	-1,000	-1,500	-1,000	-1,500
01-10-1005-4324	BULLETIN ADS	-7,110	-5,500	-7,340	-6,000
01-10-1005-4405	MISCELLANEOUS REVENUE	-40,740	-5,000	-10,364	-10,000
01-10-1005-4411	RETAIL SALES	-757	-750	-3,434	-2,000
	TOTAL GENERAL GOVERNMENT SERVICES	-108,760	-47,750	-42,765	-49,500
COLLECTION FOR OTHER GOVERNMENT					
01-10-1009-4115	SCHOOL TAX	-2,775,361	-2,816,542	-2,857,349	-2,933,957
01-10-1009-4116	PEACE RIVER REGIONAL DISTRICT	-195,447	-178,211	-178,134	-205,526
01-10-1009-4117	PEACE RIVER REGION HOSPITAL	-195,666	-231,193	-231,019	-239,161
01-10-1009-4118	BC ASSESSMENT AUTHORITY	-41,090	-39,284	-39,271	-39,849
01-10-1009-4119	MUNICIPAL FINANCE AUTHORITY	-82	-81	-81	-84
01-10-1009-4120	POLICING TAX	-114,140	-113,243	-111,445	-116,030
01-10-1009-5050	SCHOOL TAX	2,771,542	2,816,542	2,860,134	2,933,957
01-10-1009-5051	PEACE RIVER REGIONAL DISTRICT	195,510	178,211	179,048	205,526
01-10-1009-5052	PEACE RIVER REGION HOSPITAL	195,731	231,193	232,514	239,161
01-10-1009-5053	BC ASSESSMENT AUTHORITY	39,395	39,284	39,530	39,849
01-10-1009-5054	MUNICIPAL FINANCE AUTHORITY	82	81	82	84
01-10-1009-5055	POLICING TAX	113,600	113,243	110,800	116,030
	TOTAL COLLECTION FOR OTHER GOVERNMENT	-5,926	0	4,810	0
	TOTAL GENERAL GOVERNMENT REVENUE	-5,817,629	-5,374,170	-5,437,857	-5,717,725

GL CODE	2022 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET
COUNCIL EXPENSES					
01-10-1002-5001	COUNCIL STIPENDS & RENUMERATION	85,501	89,693	84,693	90,084
01-10-1002-5006	INDEMNITIES BENEFITS	0	0	2,657	3,153
01-10-1002-5017	TRAVEL, MEETINGS, CONFERENCES	2,391	30,000	248	30,000
01-10-1002-5019	LOCAL MEETINGS	232	2,000	355	2,000
01-10-1002-5039	ELECTIONS/REFERENDUMS	0	2,500	0	18,000
01-10-1002-5100	COMMUNICATIONS - COUNCIL	6,284	7,000	6,598	7,000
01-10-1002-5106	PUBLICATIONS (HOSTING/PROMOTIONS)	884	4,000	1,475	4,000
01-10-1002-5107	LEGAL FEES	0	1,500	0	1,500
01-10-1002-5109	MEMBERSHIP & DUES	0	2,000	1,797	2,000
01-10-1002-5127	SCHOLARSHIP/GRAD EXPENSES	1,510	4,000	1,205	4,000
01-10-1002-5133	AWARDS - VOLUNTEER APPRECIATION	0	2,500	2,000	2,500
01-10-1002-5309	STAFF APPRECIATION	3,691	6,000	751	6,000
	TOTAL COUNCIL EXPENSES	100,492	151,193	101,779	170,237
GRANT EXPENSES					
01-10-1003-5038	GRANT IN AID (FINANCIAL ASSIST GRANTS)	20,591	50,700	12,944	33,935
01-10-1003-5708	PROVINCIAL GRANT EXPENSE (COVID)	68	428,671	4,706	10,000
	TOTAL GRANT EXPENSES	20,659	479,371	17,651	43,935
GENERAL GOVERNMENT SERVICES EXPENSES					
01-10-1005-5002	WAGES (GGS)	472,449	440,000	430,881	448,800
01-10-1005-5006	WAGES BENEFITS (GGS)	172,375	88,000	137,030	115,903
01-10-1005-5017	TRAVEL	3,985	10,000	1,091	10,000
01-10-1005-5018	TRAINING AND DEVELOPMENT	4,134	20,000	2,968	20,000
01-10-1005-5024	CUSTODIAN WAGES	51,210	56,100	47,282	53,000
01-10-1005-5034	BAD DEBT EXPENSE	7,163	0	0	0
01-10-1005-5100	COMMUNICATIONS - GGS	21,859	22,500	22,506	23,000
01-10-1005-5101	NATURAL GAS	7,134	7,200	8,009	7,500
01-10-1005-5102	ELECTRICITY	5,159	4,810	2,567	4,810
01-10-1005-5103	POSTAGE	4,959	6,000	5,697	6,200
01-10-1005-5105	ADVERTISING	1,651	2,000	1,112	2,000
01-10-1005-5106	PUBLICATIONS (HOSTING/PROMOTIONS)	65	1,000	1,207	1,000
01-10-1005-5107	LEGAL FEES	39,576	35,000	373	15,000
01-10-1005-5108	AUDIT FEES	38,829	45,000	39,000	40,000
01-10-1005-5109	MEMBERSHIP & DUES	4,369	4,500	2,612	4,500
01-10-1005-5110	INSURANCE	91,813	125,000	114,897	152,500
01-10-1005-5111	SUPPLIES	37,945	37,500	30,481	35,000
01-10-1005-5112	LICENCES & PERMITS	631	500	1,026	500
01-10-1005-5113	EQUIPMENT RENTALS & LEASES	37,785	40,000	33,832	40,000
01-10-1005-5117	PROTECTIVE CLOTHING/FIRST AID	1,116	500	0	500
01-10-1005-5118	BUILDING MAINTENANCE & REPAIRS	7,088	10,000	6,926	10,000
01-10-1005-5124	CONTRACT SERVICES (PHOTO COPIER MAINT)	55,539	60,000	57,975	60,000
01-10-1005-5128	SITE C EXPENSES	20,931	35,000	0	5,000
01-10-1005-5130	BANK CHARGES & PAYROLL COSTS	3,988	7,000	3,257	4,000
01-10-1005-5131	RETAIL SALES EXPENSE (GGS)	461	1,000	1,802	3,000
01-10-1005-5750	MFA PAYMENT: 12 MILE (INTEREST)	795	795	795	795
01-10-1005-5764	MFA PAYMENT: 12 MILE (PRINCIPLE)	1,765	1,765	1,765	1,765
01-10-1005-5774	CONTINGENCY FUND	73,369	150,000	43,996	100,000
	TOTAL GGS EXPENSES	1,168,144	1,211,170	999,086	1,164,773
	TOTAL GOVERNMENT SERVICES EXPENSES	1,289,296	1,841,734	1,118,516	1,378,944

GL CODE	2022 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET
OTHER GOVERNMENT SERVICES EXPENSES					
ICBC REVENUE					
01-10-1006-4313	HUNTING & FISHING LICENCES REVENUE	-7,260	-7,500	-10,436	-8,000
01-10-1006-4319	TELUS TOWER RENTAL	-4,411	-4,411	-4,411	-4,411
01-10-1006-4320	ICBC COMMISSIONS	-128,570	-130,000	-125,728	-130,000
		-140,241	-141,911	-140,575	-142,411
ICBC EXPENSES					
01-10-1006-5002	WAGES (ICBC)	68,257	62,000	60,507	62,000
01-10-1006-5006	WAGES BENEFITS (ICBC)	1,289	12,400	16,514	14,633
01-10-1006-5017	TRAVEL	0	1,000	0	1,000
01-10-1006-5018	TRAINING AND DEVELOPMENT	0	2,000	0	2,000
01-10-1006-5131	RETAIL SALES EXPENSE (HUNTING & FISHING LIC)	6,926	7,500	9,814	8,000
	TOTAL OGS EXPENSES	76,472	84,900	86,836	87,633
	TOTAL ICBC	-63,769	-57,011	-53,739	-54,778
PROTECTIVE SERVICES BUDGET					
PROTECTIVE SERVICES REVENUE					
01-12-1200-4317	CANADA SUMMER STUDENT GRANT	0	-1,650	-1,995	0
01-12-1200-4318	OUT OF AREA RESPONSE REVENUE	-340	-11,500	-45,292	-11,500
01-12-1200-4405	MISC & OTHER GRANT REVENUE	-23,699	0	0	-121,522
	TOTAL PROTECTIVE SERVICES REVENUE	-24,039	-13,150	-47,287	-133,022
FIRE DEPT EXPENSES					
01-12-1200-5002	WAGES (PROT SERV)	97,270	91,000	89,652	94,600
01-12-1200-5003	WAGES CASUAL	6,653	12,000	30,608	55,000
01-12-1200-5006	WAGES BENEFITS (PROT SERV)	166	20,600	24,228	35,284
01-12-1200-5017	TRAVEL	2,166	12,500	8,381	3,500
01-12-1200-5018	TRAINING AND DEVENOPMENT	4,000	5,000	3,146	6,000
01-12-1200-5022	VOLUNTEER STIPEND	13,890	20,000	16,350	20,000
01-12-1200-5023	VOLUNTEER TRAINING COURSES & MATERIALS	1,463	12,000	7,272	12,000
01-12-1200-5100	COMMUNICATIONS - FIRE DEPT	15,054	15,500	14,244	16,000
01-12-1200-5101	NATURAL GAS	1,815	2,500	1,581	2,500
01-12-1200-5102	ELECTRICITY	977	1,500	1,424	1,600
01-12-1200-5109	MEMBERSHIP & DUES	904	1,000	725	1,000
01-12-1200-5110	INSURANCE VOLUNTEERS	5,019	5,600	3,202	5,600
01-12-1200-5112	LICENSES & PERMITS	880	1,000	1,312	1,400
01-12-1200-5113	EQUIPMENT RENTALS & LEASES	0	1,500	455	1,000
01-12-1200-5115	VEHICLE OPERATING & MAINTENANCE	22,016	25,000	6,045	25,000
01-12-1200-5120	MATERIALS & SUPPLIES	31,068	36,150	20,366	35,000
01-12-1200-5123	VEHICLE INSPECTIONS	7,208	9,000	7,473	9,000
01-12-1200-5124	CONTRACT SERVICES	18,316	19,000	4,700	19,000
01-12-1200-5200	O & M FIRE HALL	21,394	28,000	589	30,000
01-12-1200-5201	O & M FIRE EQUIPMENT	2,143	19,650	22,060	20,000
01-12-1200-5202	DUTY OFFICER	11,650	6,500	6,250	6,600
01-12-1200-5204	SCBA&C	4,551	2,500	3,839	4,200
01-12-1200-5207	OUT OF AREA RESPONSE EXPENSE	0	2,500	7,429	2,500
01-12-1200-5209	PUBLIC RELATIONS	851	3,100	1,906	3,100
	TOTAL FIRE DEPT EXPENSES	269,455	353,100	283,237	409,884
MUNICIPAL EMERGENCY PREPAREDNESS EXPENSES					
01-12-1201-5018	TRAINING AND DEVELOPMENT	0	2,000	0	2,000
01-12-1201-5100	COMMUNICATIONS - MEP	857	1,200	636	1,200
01-12-1201-5120	MATERIALS & SUPPLIES	447	1,000	64	1,000
	TOTAL MUNICIPAL EMERGENCY PREPAREDNESS EXPENSES	1,305	4,200	700	4,200
	TOTAL PROTECTIVE SERVICES EXPENSES	270,759	357,300	283,937	414,084

GL CODE	2022 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET
BYLAW / ANIMAL CONTROL BUDGET					
BYLAW ENFORCEMENT REVENUE					
01-13-1300-4310	BUSINESS LICENCE FEES	-4,501	-5,000	-4,655	-5,000
01-13-1300-4311	BYLAW FINES	0	-250	0	-250
	TOTAL BYLAW ENFORCEMENT REVENUE	-4,501	-5,250	-4,655	-5,250
ANIMAL CONTROL REVENUE					
01-13-1301-4312	DOG LICENCES	-1,570	-2,000	-1,390	-2,000
	TOTAL BYLAW ENFORCEMENT REVENUE	-1,570	-2,000	-1,390	-2,000
BUILDING INSPECTION					
01-13-1302-4315	BUILDING PERMITS	-2,550	-1,500	-4,957	-3,000
	TOTAL BUILDING INSPECTION REVENUE	-2,550	-1,500	-4,957	-3,000
	TOTAL BYLAW REVENUE	-8,621	-8,750	-11,002	-10,250
BYLAW ENFORCEMENT EXPENSES					
01-13-1300-5018	TRAINING AND DEVENOPMENT	0	2,000	1,344	2,000
01-13-1300-5105	ADVERTISING	0	500	0	500
01-13-1300-5107	LEGAL FEES	694	2,000	0	2,000
01-13-1300-5109	MEMBERSHIP & DUES	0	0	0	200
01-13-1300-5120	MATERIALS & SUPPLIES	33	500	41	500
	TOTAL BYLAW ENFORCEMENT EXPENSES	727	5,000	1,385	5,200
ANIMAL CONTROL EXPENSES					
01-13-1301-5026	ANIMAL CONTROL CONTRACT WAGES	35,933	37,600	37,763	37,714
01-13-1301-5027	ANIMAL CONTROL EXPENSES	1,845	1,530	525	1,500
01-13-1301-5110	INSURANCE	2,090	2,142	2,134	2,185
01-13-1301-5120	MATERIALS & SUPPLIES	614	1,020	729	1,000
	TOTAL ANIMAL CONTROL EXPENSES	40,481	42,292	41,151	42,399
BUILDING INSPECTION EXPENSES					
01-13-1302-5124	CONTRACT SERVICES	11,934	17,748	13,919	15,000
	TOTAL BUILDING INSPECTION EXPENSES	11,934	17,748	13,919	15,000
	TOTAL BYLAW & BUILDING INSPECTION EXPENSES	53,143	65,040	56,455	62,599
PUBLIC WORKS BUDGET					
ASSET MANAGEMENT REVENUE					
01-14-1011-4209	ASSET MANGMT: FCM GRANT	0	-50,000	0	-50,000
01-14-1011-4329	ASSET MANGMT: BC GOVERNMENT GRANT	0	-10,000	0	-10,000
	TOTAL ASSET MANAGEMENT REVENUE	0	-60,000	0	-60,000
ASSET MANAGEMENT EXPENSES					
01-14-1011-5134	MUNISIGHT - ASSET PLANNING	16,051	0	0	0
01-14-1011-5135	MUNISIGHT - ASSET MANAGEMENT SERVICES	70,621	0	0	0
01-14-1011-5136	CONDITION ASSESSMENT - CCTV	0	0	0	0
01-14-1011-5112	LICENCES & PERMITS	0	17,120	1,248	17,300
	TOTAL ASSET MANAGEMENT EXPENSES	86,672	17,120	1,248	17,300

GL CODE	2022 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET
PUBLIC WORKS BUDGET					
PUBLIC WORKS REVENUE					
01-14-1007-4303	CARIP GRANT	-10,462	-10,000	-5,546	0
01-14-1007-4317	CANADA SUMMER STUDENT GRANT	0	-1,650	-1,995	0
	TOTAL PUBLIC WORKS REVENUE	-10,462	-11,650	-7,541	0
PUBLIC WORKS ADMINISTRATION EXPENSES					
01-14-1007-5002	WAGES (DPW ADMIN)	879,330	900,000	653,044	900,000
01-14-1007-5003	WAGES CASUAL	245,129	200,000	227,608	230,000
01-14-1007-5004	WAGES OVERTIME (DPW ADMIN)	26,079	30,000	21,564	30,000
01-14-1007-5006	WAGES BENEFITS (DPW ADMIN)	32,006	220,000	183,325	230,105
01-14-1007-5017	TRAVEL	2,615	14,350	3,649	14,350
01-14-1007-5018	TRAINING AND DEVELOPMENT	7,588	15,888	7,130	15,000
01-14-1007-5029	OH & SAFETY EQUIPMENT	4,052	8,500	3,320	8,500
01-14-1007-5105	ADVERTISING	1,280	2,040	4,048	2,000
01-14-1007-5109	MEMBERSHIP & DUES	1,881	2,040	690	2,000
01-14-1007-5110	INSURANCE - FLEET	56,612	57,500	33,506	45,000
01-14-1007-5117	PROTECTIVE CLOTHING/FIRST AID	7,735	11,220	7,314	11,000
01-14-1007-5124	CONTRACT SERVICES	6,414	28,000	15,134	25,000
	TOTAL PW ADMINISTRATION EXPENSES	1,270,721	1,489,538	1,160,331	1,512,955
PUBLIC WORKS SHOP EXPENSES					
01-14-1400-5100	COMMUNICATIONS - PW SHOP	14,316	14,500	14,469	15,000
01-14-1400-5101	NATURAL GAS	12,332	11,000	11,554	12,000
01-14-1400-5102	ELECTRICITY	-3,043	4,000	1,433	4,000
01-14-1400-5112	LICENSES & PERMITS	1,378	1,200	1,162	1,200
01-14-1400-5300	O & M PUBLIC WORKS SHOP	38,470	61,000	34,140	65,000
	TOTAL PW SHOP EXPENSES	63,453	91,700	62,759	97,200
PUBLIC WORKS ROADS EXPENSES					
01-14-1401-5102	ELECTRICITY STREET LIGHTING	43,806	41,000	51,208	57,600
01-14-1401-5114	FUEL, OIL LUBRICANTS	52,260	74,149	72,742	75,000
01-14-1401-5122	REPLACEMENT PARTS & EQUIPMENT	48,676	46,500	38,799	46,500
01-14-1401-5123	VEHICLE INSPECTIONS	2,470	4,162	2,085	4,000
01-14-1401-5301	O & M ROADS	9,518	160,000	168,835	160,000
	TOTAL PW ROADS EXPENSES	156,731	325,811	333,668	343,100
AIRSTRIP MAINTENANCE					
01-14-1402-5102	ELECTRICITY	139	150	139	150
01-14-1402-5302	O & M AIRSTRIP	14,739	6,000	0	1,000
	TOTAL AIRSTRIP MAINTENANCE	14,879	6,150	139	1,150
	TOTAL PUBLIC WORKS EXPENSES	1,505,783	1,913,199	1,556,897	1,954,405

GL CODE	2022 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET
ENVIRONMENTAL & PUBLIC HEALTH BUDGET					
ENVIRONMENTAL SERVICES REVENUE					
01-15-1500-4301	RESIDENTIAL GARBAGE FEES	-84,887	-85,825	-84,608	-85,825
	TOTAL ENVIROMENTAL REVENUE	-84,887	-85,825	-84,608	-85,825
PUBLIC HEALTH REVENUE					
01-15-1600-4304	CEMETERY FEES	430	-2,300	-3,150	-3,000
	TOTAL PUBLIC HEALTH REVENUE	430	-2,300	-3,150	-3,000
	TOTAL ENVIRO & PUBLIC HEALTH REVENUE	-84,457	-88,125	-87,758	-88,825
ENVIRONMENTAL SERVICES EXPENSES					
01-15-1500-5115	VEHICLE OPERATING & MAINTENANCE	381	1,500	0	1,500
01-15-1500-5400	O & M ENVIRONMENTAL	12,068	10,000	3,676	5,000
01-15-1500-5401	LANDFILL FEES (CHETWYND)	27,118	32,000	28,401	32,000
01-15-1500-5402	LANDFILL CLEAN UP	8,441	11,000	6,580	11,000
	TOTAL ENVIRONMENTAL SERVICES EXPENSES	48,008	54,500	38,657	49,500
PUBLIC HEALTH EXPENSES					
01-15-1600-5500	CEMETERY EXPENSES	209	11,000	10,485	10,000
01-15-1600-5502	O & M PUBLIC HEALTH	129	500	10	500
	TOTAL PUBLIC HEALTH EXPENSES	338	11,500	10,495	10,500
	TOTAL ENVIRONMENTAL & HEALTH EXPENSES	48,346	66,000	49,152	60,000
ARENA BUDGET					
ARENA REVENUE					
01-17-1700-4401	DROP IN FEES	-1,161	-1,100	-904	-1,100
01-17-1700-4402	PASS FEES	-1,648	-1,500	-972	-1,500
01-17-1700-4404	RENTAL FEES	-10,506	-10,000	-10,870	-10,000
01-17-1700-4405	MISCELLANEOUS REVENUE	-2,449	-500	-222	-500
01-17-1700-4411	RETAIL SALES	-449	-500	0	-500
	TOTAL ARENA REVENUE	-16,212	-13,600	-12,969	-13,600
ARENA EXPENSES					
01-17-1700-5031	SPECIAL EVENTS ARENA	86	2,000	0	2,000
01-17-1700-5100	COMMUNICATIONS - ARENA	4,009	4,200	4,418	4,400
01-17-1700-5101	NATURAL GAS	14,377	12,500	16,925	15,000
01-17-1700-5102	ELECTRICITY	35,189	30,000	40,411	30,000
01-17-1700-5111	SUPPLIES	1,775	2,000	473	2,000
01-17-1700-5131	RETAIL PURCHASES ARENA (VENDING/POP)	-433	2,000	0	500
01-17-1700-5900	O & M ARENA EXPENSES	31,385	40,000	53,072	85,000
	TOTAL ARENA EXPENSES	86,388	92,700	115,300	138,900

GL CODE	2022 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET
SWIMMING POOL BUDGET					
SWIMMING POOL REVENUE					
01-17-1701-4401	DROP IN FEES	-701	-2,500	-1,038	-2,500
01-17-1701-4402	PASS FEES	-8,234	-10,000	-14,078	-15,000
01-17-1701-4403	LESSONS	0	-3,500	0	-3,500
01-17-1701-4404	RENTAL FEES	0	-400	-789	-400
01-17-1701-4317	CANADA SUMMER STUDENT GRANT	0	-5,000	-3,988	0
	TOTAL SWIMMING POOL REVENUE	-8,935	-21,400	-19,893	-21,400
SWIMMING POOL EXPENSES					
01-17-1701-5003	WAGES SEASONAL (POOL)	87,725	120,000	112,310	120,000
01-17-1701-5006	WAGES BENEFITS (PDW POOL)	0	24,000	8,304	8,873
01-17-1701-5017	TRAVEL	0	3,000	2,923	3,000
01-17-1701-5018	TRAINING AND DEVELOPMENT	878	5,000	1,284	5,000
01-17-1701-5100	COMMUNICATIONS - POOL	1,680	1,500	1,940	1,800
01-17-1701-5101	NATURAL GAS	13,598	14,000	17,714	17,000
01-17-1701-5102	ELECTRICITY	8,557	8,000	14,122	13,000
01-17-1701-5111	SUPPLIES	1,170	2,000	1,131	3,000
01-17-1701-5124	CONTRACT SERVICES	0	10,000	10,468	8,000
01-17-1701-5901	O & M POOL	22,665	66,300	51,080	55,000
	TOTAL SWIMMING POOL EXPENSES	136,273	253,800	221,275	234,673
VISITOR CENTER BUDGET					
VISITOR INFORMATION CENTER REVENUE					
01-17-1702-4205	TOURISM BC GRANT	-11,000	-10,000	-10,000	-15,000
01-17-1702-4411	RETAIL SALES	-801	-1,650	-587	-1,650
	TOTAL VISITOR INFORMATION CENTER REVENUE	-11,801	-11,650	-10,587	-16,650
VISITOR INFORMATION CENTER EXPENSES					
01-17-1702-5003	WAGES SEASONAL (INFO)	35,581	39,000	27,901	36,000
01-17-1702-5006	WAGES BENEFITS (INFO)	0	7,800	2,693	5,646
01-17-1702-5017	TRAVEL	0	0	0	0
01-17-1702-5018	INFO CTR TRAINING	0	0	595	1,500
01-17-1702-5100	COMMUNICATIONS - VIS CENT	4,557	4,600	3,791	4,600
01-17-1702-5102	ELECTRICITY	2,165	2,000	1,569	2,000
01-17-1702-5105	ADVERTISING - INFO CTR TOURISM	6,130	7,000	3,600	7,000
01-17-1702-5106	PUBLICATIONS (HOSTING/PROMOTIONS)	2,641	9,500	6,623	9,500
01-17-1702-5131	RETAIL SALES	0	1,000	0	1,000
01-17-1702-5903	O & M VISITORS CENTER	1,057	25,500	150	25,500
	TOTAL VISITOR INFORMATION CENTER EXPENSES	52,131	96,400	46,921	92,746
CURLING CLUB BUDGET					
CURLING CLUB REVENUE					
01-17-1703-4308	CURLING CLUB RENTAL/LEASE	0	-10,000	0	-10,000
	TOTAL CURLING CLUB REVENUE	0	-10,000	0	-10,000
CURLING CLUB EXPENSES					
01-17-1703-5100	COMMUNICATIONS - CURLING	2,772	2,800	2,752	2,800
01-17-1703-5101	NATURAL GAS	4,618	4,200	3,554	4,200
01-17-1703-5102	ELECTRICITY	2,685	3,500	1,366	3,500
01-17-1703-5906	O & M CURLING RINK	7,823	45,000	26,890	30,000
	TOTAL CURLING CLUB EXPENSES	17,898	55,500	34,563	40,500

GL CODE	2022 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET
COMMUNITY HALL BUDGET					
COMMUNITY HALL REVENUE					
01-17-1704-4332	COMMUNITY HALL RENTALS	-700	-1,700	-820	-1,700
	TOTAL COMMUNITY HALL REVENUE	-700	-1,700	-820	-1,700
COMMUNITY HALL EXPENSES					
01-17-1704-5100	COMMUNICATIONS - COMM HALL	1,086	1,300	1,503	1,500
01-17-1704-5101	NATURAL GAS	2,111	3,000	3,391	3,200
01-17-1704-5102	ELECTRICITY	817	1,530	983	1,530
01-17-1704-5907	O & M COMMUNITY HALL	6,832	15,000	3,358	25,000
	TOTAL COMMUNITY HALL EXPENSES	10,845	20,830	9,235	31,230
LIBRARY BUDGET					
LIBRARY REVENUE					
01-17-1705-4307	LIBRARY IT MAINTENANCE COSTS	-9,599	-9,600	-9,599	-9,600
	TOTAL LIBRARY REVENUE	-9,599	-9,600	-9,599	-9,600
LIBRARY EXPENSES					
01-17-1705-5038	GRANT IN AID	122,314	123,537	129,954	126,008
01-17-1705-5119	BUILDING MAINTENANCE & REPAIRS	2,519	55,000	5,573	55,000
01-17-1705-5124	CONTRACT SERVICES (IT MNTHLY MAINT)	10,399	9,600	9,599	9,600
	TOTAL LIBRARY EXPENSES	135,232	188,137	145,126	190,608
PARK BUDGET					
PARK REVENUE					
01-17-1706-4203	BC HYDRO/TREE PROGRAM	0	0	0	-7,500
	TOTAL PARK REVENUE	0	0	0	-7,500
PARKS EXPENSES					
01-17-1706-5101	NATURAL GAS	426	500	512	600
01-17-1706-5102	ELECTRICITY	3,008	3,100	2,266	3,100
01-17-1706-5120	MATERIALS & SUPPLIES	7,343	10,200	7,913	12,200
01-17-1706-5132	TREE PROGRAM EXPENSES	1,039	1,000	1,000	5,000
01-17-1706-5902	O & M PARKS	14,643	30,000	17,132	30,000
	TOTAL PARKS EXPENSES	26,459	44,800	28,824	50,900
CAMPGROUNDS BUDGET					
CAMPGROUNDS REVENUE					
01-17-1707-4402	PASS FEES	-4,997	-6,000	-8,902	-6,000
01-17-1707-4405	MISCELLANEOUS REVENUE	-10,007	-6,500	-5,655	-6,500
01-17-1707-4406	ALWIN HOLLAND PASS	-1,850	-2,000	-2,616	-2,000
01-17-1707-4407	CAMERON LAKE PASS	-23,515	-25,000	-27,236	-27,500
01-17-1707-4409	DINOSAUR LAKE PASS	-10,445	-11,000	-11,103	-11,000
01-17-1707-4410	KING GETHING PASS	-1,001	-2,000	-2,585	-3,000
	TOTAL CAMPGROUNDS REVENUE	-51,815	-52,500	-58,097	-56,000
CAMPGROUNDS EXPENSES					
01-17-1707-5100	COMMUNICATIONS - CAMPGROUNDS	327	7,625	773	7,800
01-17-1707-5905	O & M CAMPGROUNDS	6,338	15,000	6,744	15,000
	TOTAL CAMPGROUNDS EXPENSES	6,665	22,625	7,517	22,800

GL CODE	2022 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET
SPECIAL EVENTS BUDGET					
SPECIAL EVENTS REVENUE					
01-17-1708-4214	GRANTS - OTHER (CANADA DAY)	-1,300	-2,600	-1,700	-2,600
01-17-1708-4215	PROGRAM REGISTRATIONS	-350	-9,000	-2,250	-9,000
01-17-1708-4317	CANADA SUMMER STUDENT GRANT	0	-5,000	-5,666	0
01-17-1708-4330	WINTER FESTIVAL DONATIONS	-8,915	-6,500	-6,300	-6,500
01-17-1708-4331	DONATIONS	-625	-500	-50	-500
	TOTAL SPECIAL EVENTS REVENUE	-11,190	-23,600	-15,966	-18,600
SPECIAL EVENTS EXPENSES					
01-17-1708-5002	WAGES (REC)	62,673	64,800	70,253	66,096
01-17-1708-5003	WAGES CASUAL (REC)	0	15,000	11,496	13,860
01-17-1708-5006	WAGES BENEFITS (SEC)	1,943	15,960	20,500	18,045
01-17-1708-5017	TRAVEL	514	1,500	436	1,500
01-17-1708-5018	TRAINING AND DEVELOPMENT	392	3,000	588	3,000
01-17-1708-5030	SPECIAL EVENTS CONTRACT & FIT FOR LIFE	4,077	13,000	2,036	13,000
01-17-1708-5031	SPECIAL EVENTS EXPENSES	10,483	28,000	15,764	28,000
01-17-1708-5100	COMMUNICATIONS - SPECIAL EVENTS	1,426	1,500	2,073	2,200
01-17-1708-5109	MEMBERSHIP & DUES	405	500	357	500
01-17-1708-5308	WINTER FESTIVAL EXPENSES	10,616	15,000	4,455	20,000
01-17-1708-5311	SPECIAL PROJECTS: DESIGN & PRINTNG TRAIL MAPS	33	5,000	0	5,000
	TOTAL SPECIAL EVENTS EXPENSES	92,564	163,260	127,957	171,201
LANDS BUDGET					
LANDS					
01-18-1800-4316	LAND USE APPLICATION FEES	-1,600	-1,000	-4,437	-1,000
01-18-1800-4325	SITE C TECHNICAL SUPPORT	-366,140	0	-9,315	0
	TOTAL LANDS DEVELOPMENT REVENUE	-367,740	-1,000	-13,752	-1,000
LANDS					
01-18-1800-5034	BYLAW EXPENSE	2,589	5,000	5,960	5,000
01-18-1800-5107	LEGAL FEES	3,930	8,500	9,693	10,000
01-18-1800-5405	LUCAS SUBDIVISION - MARKETING/GRADING	8,135	4,000	0	0
		14,654	17,500	15,653	15,000
MUSEUM BUDGET					
MUSEUM EXPENSES					
01-17-1709-5038	GRANT IN AID	86,708	87,576	87,576	89,328
	TOTAL MUSEUM EXPENSES	86,708	87,576	87,576	89,328
NEW HORIZONS BUDGET					
NEW HORIZONS					
01-17-1711-5119	NEW HORIZONS BUILDING REPAIRS & MAINT	122	15,000	0	15,000
	TOTAL NEW HORIZONS RECPENES	122	15,000	0	15,000

GL CODE	2022 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET
ECONOMIC DEVELOPMENT BUDGET					
ECONOMIC DEVELOPMENT REVENUE					
01-19-1900-4210	PROV GRANTS- OTHER (NDI/COMM REC)	-15,548	-15,000	0	0
01-19-1900-4405	MISCELLANEOUS REVENUE	-1,356	-1,200	-1,165	-1,200
	TOTAL ECON DEV REV	-16,904	-16,200	-1,165	-1,200
ECONOMIC DEVELOPMENT EXPENSES					
01-19-1900-5400	O & M ENVIRONMENTAL CTO SIGNS	1,203	11,000	12,099	40,000
	TOTAL ECON DEV EXP	1,203	11,000	12,099	40,000
WATER & TREATMENT BUDGET					
WATER TREATMENT & DISTRIBUTION REVENUE					
04-80-4001-4611	BCH - CMA PARTNERING RELATIONS	-2,934,665	0	-1,096,516	0
04-40-4000-4501	WATER - RESIDENTIAL CHARGES	-113,801	-115,250	-115,927	-115,250
04-40-4000-4502	WATER - COMMERCIAL WATER STAND CHARGES	-40,086	-40,000	-43,518	-40,000
04-40-4000-4503	WATER - RESIDENTIAL WATER STAND CHARGES	-5,933	-6,200	-5,995	-6,200
04-40-4000-4507	WATER - METERED CHARGES	-11,339	-8,500	-10,892	-8,500
04-40-4000-4512	WATER - DISCOUNTS	3,212	3,200	3,176	3,200
	TOTAL WATER TREATMENT & DIST REVENUE	-3,102,612	-166,750	-1,269,670	-166,750
WATER CONNECTION REVENUE					
04-40-4001-4504	CONNECTION & SERVICE CHARGES	0	-1,000	0	-1,000
	TOTAL WATER CONECTION REVENUE	0	-1,000	0	-1,000
	TOTAL WATER REVENUE	-3,102,612	-167,750	-1,269,670	-167,750
WATER TREATMENT & DISTRIBUTION EXPENSES					
04-40-4000-5002	WAGES (WATER)	49,118	65,000	86,080	65,000
04-40-4000-5004	WAGES OVERTIME (WATER)	26,406	35,000	41,733	40,000
04-40-4000-5006	WAGES BENEFITS (WATER)	792	13,000	23,751	15,812
04-40-4000-5017	TRAVEL	1,190	2,000	1,823	2,000
04-40-4000-5018	TRAINING AND DEVELOPMENT	4,470	6,500	1,618	8,000
04-40-4000-5100	COMMUNICATIONS - WATER	6,240	6,300	6,276	6,500
04-40-4000-5102	ELECTRICITY	58,747	65,000	69,158	65,000
04-40-4000-5112	LICENCES & PERMITS	913	1,500	1,159	1,500
04-40-4000-5107	LEGAL FEES	0	0	20,080	35,000
04-40-4000-5124	CONTRACT SERVICES	0	5,000	9,693	25,000
04-40-4000-5800	O & M WATER TREATMENT AND DISTRUBUTION	29,716	40,600	70,069	70,000
	TOTAL WATER TREATMENT EXPENSES	177,592	239,900	331,439	333,812
	TOTAL WATER EXPENSES	177,592	239,900	331,439	333,812

GL CODE	2022 BUDGET	2020 ACTUAL	2021 BUDGET	2021 ACTUAL	2022 BUDGET
WASTE WATER BUDGET					
WASTE WATER REVENUE					
05-50-5000-4405	MISCELLANEOUS REVENUE	-10,000	0	0	0
05-50-5000-4502	SEWER - RESIDENTIAL CHARGE	-69,549	-70,165	-70,115	-70,165
05-50-5000-4505	SEWER - LAGOON DUMPS	-3,375	-5,500	-4,625	-5,500
05-50-5000-4508	SEWER - METERED CHARGES	-4,709	-4,000	-4,866	-4,500
05-50-5000-4513	SEWER - DISCOUNTS	2,011	2,200	1,986	2,200
	TOTAL SEWER TREATMENT REVENUE	-85,622	-77,465	-77,619	-77,965
WASTE WATER COLLECTION REVENUE					
05-50-5001-4504	CONNECTION & SERVICE CHARGES	0	-1,000	0	-1,000
05-50-5001-4514	THOMPSON SEWER BYLAW NO# 877	-4,678	-4,678	-4,678	-4,678
	TOTAL WASTE WATER COLLECTION REVENUE	-4,678	-5,678	-4,678	-5,678
	TOTAL SEWER REVENUE	-90,300	-83,143	-82,297	-83,643
WASTE WATER EXPENSES					
05-50-5000-5002	WAGES (SEWER)	23,193	35,000	18,957	35,000
05-50-5000-5004	WAGES OVERTIME (SEWER)	18,234	20,000	19,445	20,000
05-50-5000-5006	WAGES BENEFITS (SEWER)	278	7,000	5,582	8,162
05-50-5000-5017	TRAVEL	0	1,500	0	1,500
05-50-5000-5018	TRAINING AND DEVELOPMENT	760	6,000	399	6,000
05-50-5000-5100	COMMUNICATIONS - SEWER	1,395	1,500	1,284	1,500
05-50-5000-5101	NATURAL GAS	1,422	1,700	1,647	1,700
05-50-5000-5102	ELECTRICITY	-5,334	1,020	-2,216	0
05-50-5000-5112	LICENCES & PERMITS	11,948	35,552	10,511	25,000
05-50-5000-5124	CONTRACT SERVICES	5,751	22,000	11,507	5,000
05-50-5000-5802	O & M SEWER & PIPING	32,018	55,600	39,906	55,600
	TOTAL WASTE WATER EXPENSES	89,666	186,872	107,022	159,462
	TOTAL SEWER EXPENSES	89,666	186,872	107,022	159,462
	TOTAL REVENUE	-9,773,256	-6,109,899	-7,226,834	-6,560,876
	TOTAL OPERATIONS EXPENSES	4,264,870	5,841,193	4,443,546	5,601,125
	NET INCOME (LOSS)	5,508,386	268,706	2,783,287	959,751
	CAPITAL ACQUIRED	3,118,212	2,078,550	2,021,221	2,394,500
	CHANGE IN SURPLUS	2,390,174	-1,809,844	762,067	-1,434,749

Attachment B - 2022 Financial Plan Summary

Attachment B - 2022 Financial Plan Summary				
INVESTMENT IN TCA	2022 Opening		Total Changes in Capital	2022 End Balances
INVESTED IN TANGIBLE CAP ASSETS GEN	13,714,378		1,219,500	14,933,878
INVESTED IN TANGIBLE CAP ASSETS WATER	8,289,234		170,000	8,459,234
INVESTED IN TANGIBLE CAP ASSETS SEWER	4,592,638		-110,000	4,482,638
	26,596,250	0	1,279,500	27,875,750
SURPLUS	2022 Opening	2022 Net (Income)	Total Changes in Surplus	2022 End Balances
SURPLUS- GENERAL FUND	4,503,851	1,201,632	-1,776,100	4,914,383
SURPLUS -WATER UTILITY FUND	21,831	-166,062	-170,000	85,769
SURPLUS- SANITARY SEWER FUND	75,793	-75,819	85,000	109,974
	4,601,475	959,751	-1,861,100	5,110,126
RESERVE FUNDS	2022 Opening		Total Changes in Reserves	2022 End Balances
RESERVE - PROTECTIVE SERVICES EQUIPMENT	879,876		-100,900	778,976
RESERVE - PUBLIC WORKS INFRASTRUCTURE & EQUIP	1,187,030		440,000	642,030
RESERVE - TAX SALE PROPERTIES	222,401		0	222,401
RESERVE - SEWER INFRASTRUCTURE & EQUIPMENT	82,918		25,000	82,918
RESERVE - WATER INFRASTRUCTURE & EQUIPMENT	127,918		400,000	127,918
RESERVE - GENERAL OFFICE EQUIPMENT	142,590		-62,500	80,090
RESERVE - LAND	197,835		0	197,835
RESERVE - COMMUNITY HALL	121,587		-120,000	1,587
	2,962,156	0	581,600	2,133,756
SPECIAL RESERVES	2022 Opening		Total Changes	2022 End Balances
MFA SINKING FUND SURPLUS	76,551			76,551
MFA DEBT RESERVE REFUND - WATER	148,142			148,142
	224,694	0	0	224,694
TOTAL ACCUMULATED SURPLUS	34,384,574			35,344,325
		2022 NET CHANGE		959,751

REQUEST FOR DECISION

RFD#: 2022-MR-20	Date: April 14, 2022
Meeting#: CM042522	Originator: Mokles Rahman
RFD TITLE: Tax Rate Bylaw No. 927, 2022	

RECOMMENDATION:

THAT Council approve First, Second and Third readings of the "District of Hudson's Hope Tax Rate Bylaw No. 927, 2022."

BACKGROUND:

Community Charter: Annual property tax bylaw

- 197** (1) Each year, after adoption of the financial plan but before May 15, a council must, by bylaw, impose property value taxes for the year by establishing tax rates for
- (a) the municipal revenue proposed to be raised for the year from property value taxes, as provided in the financial plan, and
 - (b) the amounts to be collected for the year by means of rates established by the municipality to meet its taxing obligations in relation to another local government or other public body.
- (2) Unless otherwise permitted by this or another Act, a property value tax under subsection (1) must be imposed
- (a) on all land and improvements in the municipality, other than land and improvements that are exempt under this or another Act in relation to the tax, and
 - (b) on the basis of the assessed value of the land and improvements.
- (3) For the purposes of subsection (1) (a), the bylaw may establish for each property class
- (a) a single rate for all revenue to be raised, or
 - (b) separate rates for revenue to be raised for different purposes but, in this case, the relationships between the different property class rates must be the same for all purposes.
- (3.1) In relation to tax rates established for the purposes of subsection (1) (a), before adopting the bylaw, the council must consider the tax rates proposed for each property class in conjunction with the objectives and policies set out under section 165
- (3.1) (b) *[property value tax distribution]* in its financial plan.
- (4) For the purposes of subsection (1) (b), for each local government or other public body in relation to which the amounts are to be collected,

<p>(a) the bylaw must establish separate rates for each property class, and</p> <p>(b) the relationships between the different property class rates must be the same as the relationships established under subsection (3) unless otherwise required under this or another Act.</p> <p>(5) If the amount of revenue raised in any year for a body under subsection (1) (b) is more or less than the amount that is required to meet the municipality's obligation, the difference must be used to adjust the rate under subsection (1) (b) for the next year.</p> <p>(6) The minimum amount of tax under subsection (1) in any year on a parcel of real property is \$1.</p> <p>(7) Property value taxes under subsection (1) are deemed to be imposed on January 1 of the year in which the bylaw under that subsection is adopted, unless expressly provided otherwise by the bylaw or by the enactment under which they are imposed.</p>
<p>DISCUSSION:</p> <p>Section 197 of the <i>Community Charter</i> requires municipalities to adopt a bylaw before May 15th of each year to impose property taxes. This year the deadline for submission is May 16, 2022, Monday. The proposed Tax Rate Bylaw is attached for Council's review on April 25, 2022, and will come back to Council for adoption on May 9, 2022.</p>
<p>FINANCIAL CONSIDERATIONS:</p> <p>A 2% increase in the tax rate for 2022 for all Classes (1- Residential; 2-Utilities; 4-Major Industry; 5-Light Industry; 6-Business; 8-Recreation/Non-profit; 9-Farm) of properties are considered.</p>
<p>ATTACHMENTS:</p> <p>1. Draft copy of "District of Hudson's Hope Tax Rate Bylaw 927, 2022".</p>

Prepared by:



Mokles Rahman, CAO



**DISTRICT OF HUDSON'S HOPE
Tax Rates Bylaw No. 927, 2022**

A bylaw to levy rates for the municipal, regional district, and regional hospital district purposes for 2022

WHEREAS section 197 of the *Community Charter* directs the Council to adopt a bylaw, before May 15 in each year, to impose property value taxes, subject to the Charter, on all taxable land and improvements according to their assessed values;

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

1. This Bylaw shall be cited as the "District of Hudson's Hope Tax Rates Bylaw No. 927, 2022".
2. The following property value taxes are imposed and levied for 2022:
 - (a) for purposes of the District of Hudson's Hope on the assessed value of land and improvements taxable for general municipal purposes, the tax rates appearing in column "A" of the Schedule attached to and made part of this Bylaw;
 - (b) for purposes of the Peace River Regional District on the assessed value of land and improvements taxable for regional district purposes, the tax rates appearing in column "B" of the Schedule attached to and made part of this Bylaw;
 - (c) for the 911 emergency telephone service of the Peace River Regional District on the assessed value of improvements taxable for regional district purposes, the tax rates appearing in column "C" of the Schedule attached to and made part of this Bylaw; and
 - (d) for purposes of the Peace River Regional Hospital District on the assessed value of land and improvements taxable for regional hospital district purposes, the tax rates appearing in column "D" of the Schedule are attached to and made part of this Bylaw.
3. That Tax Rate Bylaw No. 921, 2021, be repealed.

Read a First Time on this the 25th day of April, 2022

Read a Second Time on this 25th day of April, 2022

Read a Third Time on this 25th day of April, 2022

Adoption of Bylaw on this _____ day of May, 2022

Dave Heiberg, Mayor

Jeanette McDougall, Corporate Officer

Certified a true copy of Bylaw No. 927, 2022
this _____ day of May 2022.

Corporate Officer

District of Hudson's Hope
Schedule of 2022 Tax Rates Bylaw No. 927, 2022

Tax Rates (dollars of tax per \$1,000 of taxable value)				
	"A"	"B"	"C"	"D"
	District of Hudson's Hope	Peace River Regional District	Peace River Regional District (9-1-1)	Peace River Regional Hospital District
Property Class				
1. Residential	3.5700	0.1595	0.3626	0.5698
2. Utilities	24.4800	0.5584	1.2690	1.9941
4. Major Industry	16.3200	0.5424	1.2327	1.9372
5. Light Industry	16.3200	0.5424	1.2327	1.9372
6. Business/Other	9.8940	0.3909	0.8883	1.3959
8. Recreational/ Non Profit	3.0600	0.1595	0.3626	0.5698
9. Farm	3.0600	0.1595	0.3626	0.5698



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Yukon Toll Free: 1-866-991-0577
www.mssociety.ca

Mayor Heiberg and Council
9904 Dudley Drive
Hudson's Hope BC, V0C 1V0

April 2022

Dear Mayor Heiberg:

May is MS Awareness Month.

As a member of the Northern Regional Chapter of the MS Society of Canada, I am requesting the District of Hudson's Hope to officially declare the month of May as *MS Awareness Month*. This declaration will significantly raise public awareness of the disease and its effects on 90,000 Canadians living with MS, plus the work of the MS Society to connect and empower the MS community to create positive change.

The Multiple Sclerosis Society of Canada serves people affected by multiple sclerosis. MS is unpredictable and may cause [symptoms](#) such as extreme fatigue, lack of coordination, weakness, tingling, impaired sensation, vision problems, bladder problems, cognitive impairment and mood changes. Its effects can be physical, emotional and financial. Currently there is no cure, but each day researchers are learning more about what causes MS and are zeroing in on ways to prevent it

We are here to help. No one needs to face MS alone. In communities across Canada, the MS Society provides information, support, education and other resources for people living with MS and their families. Approximately 1 in every 400 Canadians live with MS and on average, 12 Canadians are diagnosed with MS every day. Canada has one of the highest incidence rates of MS in the world and most of us know somebody who is affected by the disease.

Attached is the Proclamation document for your consideration.

I hope that you would also consider hoisting the MS Society flag for the Month of May to celebrate May as *MS Awareness Month*. Through the combined efforts of people across Canada in towns such as Hudson's Hope, the MS Society is able to bring hope for an end to MS.

Sincerely,

Sherri Mytopher, Fort St. John
Council Member, Northern Regional Chapter
MS Society of Canada

C1

**Office of the Mayor
District of Hudson's Hope, British Columbia**

**MS Awareness Month for the
Multiple Sclerosis Society of Canada
May 2022**

- WHEREAS multiple sclerosis is a chronic, often disabling neurological disease affecting an estimated 1 in 400 Canadians and approximately 90,000 across the country; and
- WHEREAS multiple sclerosis symptoms vary widely and may lead to problems with numbness, coordination, vision and speech, as well as extreme fatigue and even paralysis; and
- WHEREAS there is no known cause of, prevention of, or cure for multiple sclerosis; and
- WHEREAS the Multiple Sclerosis Society of Canada is the only national organization in Canada that supports both MS research and services for people with MS and their families; and
- WHEREAS annual fundraising events such as the MS WALK, MS Bike, and A&W Canada's *Burgers to Beat MS* campaign support programs to enhance the lives of people affected by multiple sclerosis and their families and support MS research in Canada; and
- WHEREAS since 1948, the Multiple Sclerosis Society of Canada has contributed \$200 million towards MS research; and is grateful for the dedication and commitment of its supporters and volunteers that has made this possible; and
- WHEREAS together we will find ways to enhance the quality of lives for people affected by multiple sclerosis and to find a cure to end MS;

NOW, THEREFORE, I, DAVE HEIBERG, MAYOR THE DISTRICT OF HUDSON'S HOPE OF THE PROVINCE OF BRITISH COLUMBIA, CANADA, DO HEREBY PROCLAIM THIS MONTH OF MAY 2022, AS:

**"MS AWARENESS MONTH FOR THE
MULTIPLE SCLEROSIS SOCIETY OF CANADA"**

In the District of Hudson's Hope

Dave Heiberg, Mayor
Dated this 25th day of April, 2022

From: LCRB Liquor Policy LCRB:EX <LCRBLiquorPolicy@gov.bc.ca>
Sent: April 11, 2022 2:35 PM
To: Barnes, Kristen M C MMHA:EX <Kristen.Barnes@gov.bc.ca>; Mackenzie, Katherine MMHA:EX <Katherine.MacKenzie@gov.bc.ca>
Subject: RE: Policy Directive 22-07 Managed Alcohol Programs

Hello,

[Policy Directive 22-07](#) has now been posted to the Liquor and Cannabis Regulation Branch website.

This directive announces amendments to the Liquor Control and Licensing Regulation which authorize the sale, service, manufacture, and delivery of liquor in specific circumstances for the purposes of administering a managed alcohol program approved by a health authority.

Managed alcohol programs are a harm reduction strategy that dispense doses of liquor to individuals most vulnerable to experiencing severe harms, including death, related to their alcohol use.

For your reference, I have attached background information about managed alcohol programs.

If you have any questions regarding the operation of managed alcohol programs, please email Kristen Barnes, Director Substance Use Policy, Ministry of Mental Health and Addictions at kristen.barnes@gov.bc.ca.

Kind regards,

Jillian Rousselle

A/Assistant Deputy Minister and General Manager

Liquor and Cannabis Regulation Branch

www.gov.bc.ca/lcrb

C2

Date: April 11, 2022

To:

All LCRB Staff
All Local Governments, Indigenous Nations, and Police Agencies
First Nations Health Authority
Provincial Health Services Authority
All regional health authorities

Re: Managed Alcohol Programs

Current Regulation Provisions

The sale, service, manufacture and delivery of liquor are activities regulated under the *Liquor Control Licensing Act* (Act). Generally, persons involved in these activities require some kind of authorization under the Act (typically a licence or permit).

Some exceptions exist when liquor is provided in a medical context. For example, nothing in the Act applies to medical practitioners or nurse practitioners when liquor is provided in the scope of their profession. Similarly, persons in charge of an assisted living residence or community care facility do not require a licence to provide liquor to a resident or patient.

New Regulation Provisions

The Liquor Control and Licensing Regulation has been amended to add section 192.1, which enables the lawful operation of managed alcohol programs. Among other things, the amendments authorize the sale, service, manufacture, and delivery of liquor in specific circumstances for the purposes of administering a managed alcohol program approved by a health authority.

Managed alcohol programs are a harm reduction strategy that dispense doses of liquor to individuals most vulnerable to experiencing severe harms, including death, related to their alcohol use.

Disclaimer

This communication is intended to be used only for general informational purposes and may not apply to all situations. This communication does not constitute legal advice nor is it a comprehensive statement of the legal obligations that arise under the *Liquor Control and Licensing Act*, regulations, or any other applicable laws. When interpreting and applying the information contained in this communication, you are encouraged to seek specific advice from your professional advisors as appropriate in the circumstances.

Further Information

Further information regarding liquor and cannabis control and licensing in British Columbia is available on the Liquor and Cannabis Regulation Branch website at <http://www.gov.bc.ca/lcrb>.

If you have any questions regarding these changes, please email the Liquor and Cannabis Regulation Branch at LCRBLiquorPolicy@gov.bc.ca.

If you have any questions regarding the operation of managed alcohol programs, please email Kristen Barnes, Director Substance Use Policy, Ministry of Mental Health and Addictions at kristen.barnes@gov.bc.ca.

Original signed by

Jillian Rousselle,
A/Assistant Deputy Minister and General Manager
Liquor and Cannabis Regulation Branch



Managed Alcohol Programs Information Sheet

Below you will find more information on Managed Alcohol Program (MAPs)

Managed Alcohol Programs (MAPs) are evidence-based harm reduction services that support people who are experiencing harms related to alcohol use. MAPs provide access to beverage alcohol to help clients manage their drinking and reduce potentially hazardous behaviours such as using non-beverage alcohols like cleaning products or hand sanitizer.

By providing regular and measured access to beverage alcohol, MAPs help clients prevent over-intoxication while also managing the risk of withdrawal – both of which can be very dangerous.

MAPs have a strong body of evidence supporting their service approach, and are associated with improved housing outcomes, improved physical health, and reduction in hazardous drinking behaviours, such as use of non-beverage alcohol or binge drinking.

How do they work?

- In a MAP, program participants work with the program staff to develop an individualized plan that details how much they should drink to manage potential withdrawal symptoms and to avoid over-intoxication.
- Based on this plan, program staff will dispense a particular dose of alcohol at key times so that clients are able to manage their alcohol consumption more safely.
- MAP clients can also work with program staff to set up clear goals on what they want their plan to include, such as gradual reduction in the amount they drink or not relying on non-beverage alcohols.
- MAPs can also help people connect to other health and social supports as appropriate.

Who do they serve?

- MAPs provide support to people who are struggling with serious and severe harms related to their alcohol use.
- This includes people who may need to drink significant amounts of alcohol each day to avoid dangerous withdrawal symptoms, or people who need to use non-beverage alcohols like hand sanitizers or cleaning products to manage their symptoms.
- MAPs are a harm reduction service, so they focus on supporting those people who are already experiencing harms related to alcohol. People under the legal drinking age or people whose drinking is not causing significant distress would not be eligible for these services.



Why are MAPs important?

- People who drink high volumes of alcohol are at risk for a range of serious harms, including potentially life-threatening symptoms from withdrawal if it is not managed in a medical setting (e.g., detox).
- MAPs provide a safer option for people who are at risk of serious harms by providing safer and measured access to alcohol and getting people connected into the substance use system of care.
- We also know that Indigenous people are both disproportionately impacted by alcohol-related harms and are a key population served by existing MAPs. For example, approximately 70% of clients at the Community MAP in Vancouver's Downtown East Side self-identify as Indigenous, while some First Nations have worked to stand up their own culturally-based MAPs to support their community members and reduce alcohol-related harms.

Where are MAPs based?

- MAPs can be implemented for any community and delivered either by a health authority or by an authorized community partner. Under the Province's proposals, MAPs would need to be approved by their regional health authority, or by the First Nations Health Authority if located on reserve, in order to not violate restrictions in the *Liquor Control and Licensing Act*.
- In B.C., the [Canadian Managed Alcohol Program Study](#) keeps a record of current MAPs operating across the province.
- Not all communities need a dedicated MAP, but it's important to ensure that there is a clear pathway for those who would like to set one up.

Learn More

To learn more about the program, please contact Kristen Barnes, Director, Substance Use Policy at the Ministry of Mental Health and Addictions (MMHA).

Kristen.Barnes@gov.bc.ca

From: LCRB Liquor Policy LCRB:EX <LCRBLiquorPolicy@gov.bc.ca>
Sent: April 12, 2022 3:31 PM
Subject: Policy Directive 22-08: Liquor products sold in manufacturer on-site stores

Hello,

I'm writing to announce [Policy Directive 22-08](#), which amends the Liquor Control and Licensing Regulation (LCLR) to authorize Manufacturer licensees to sell in their on-site stores, liquor products they own that are manufactured at the manufacturing site **and** liquor products manufactured (in part or full) on their behalf by another licensed manufacturer of the same licence class.

Previously, the LCLR authorized Manufacturer licensees to sell in their on-site stores liquor they own that was manufactured at the manufacturing site. However, the Manufacturer Terms and Conditions stated that Manufacturer licensees may sell in their on-site stores liquor products registered to their licence, meaning products a manufacturer owns that are manufactured at the manufacturing site in addition to the products they own that are manufactured on their behalf by another licensed manufacturer of the same class.

The LCLR amendment and associated T&C amendments bring the LCLR and the Manufacturer Terms and Conditions Handbook into alignment.

The terms and conditions related to this policy can be viewed in the updated Terms and Conditions Handbook here: <https://www2.gov.bc.ca/assets/gov/employment-business-and-economic-development/business-management/liquor-regulation-licensing/guides-and-manuals/manufacture-handbook.pdf>.

If you have questions about this policy, please email LCRBLiquorPolicy@gov.bc.ca.

Sincerely,

Jillian Rousselle
A/Assistant Deputy Minister and General Manager
Liquor and Cannabis Regulation Branch

C3

Date: April 12, 2022

To: All Manufacturer Licensees
All LCRB Staff
All Liquor Manufacturing Associations
All Local governments, Indigenous Nations and Police agencies

Re: Liquor products sold in manufacturer on-site stores

Current Policy

The Liquor Control and Licensing Regulation (LCLR) authorizes manufacturer licensees to sell in their on-site stores, liquor they own that is manufactured at their manufacturing site.

However, the Manufacturer Terms & Conditions (T&Cs) state that manufacturer licensees may sell in their on-site stores liquor products registered to their licence, meaning products a manufacturer owns that are manufactured at their manufacturing site, in addition to products they own that are manufactured (in part or full) on their behalf, by another licensed manufacturer of the same licence class.

New Policy

The LCLR has been amended to authorize manufacturer licensees to sell in their on-site stores, liquor products they own that are manufactured at their manufacturing site **and** liquor products manufactured (in part or full) on their behalf by another licensed manufacturer of the same licence class.

For more information regarding liquor products sold in on-site stores, please see the [Manufacturer T&Cs handbook](#).

Further Information

Further information regarding liquor and cannabis regulation and licensing in British Columbia is available on the LCRB website at <https://www.gov.bc.ca/lcrb>.

If you have any questions regarding these changes, please contact the LCRB at LCRBLiquorPolicy@gov.bc.ca .

Disclaimer

This communication is intended to be used only for general informational purposes and may not apply to all situations. This communication does not constitute legal advice nor is it a comprehensive statement of the legal obligations that arise under the Liquor Control and Licensing Act, regulations, or any other applicable laws. When interpreting and applying the information contained in this communication, you are encouraged to seek specific advice from your professional advisors as appropriate in the circumstances.

Original signed by
Jillian Rousselle,
A/Assistant Deputy Minister and General Manager
Liquor and Cannabis Regulation Branch

District of Sicamous

446 Main Street
PO Box 219
Sicamous, BC
V0E 2V0

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



April 7, 2022

Department of Finance Canada
Tax Policy Branch
fin.luxury-luxe.fin@fin.gc.ca

DELIVERED ELECTRONICALLY

Re: Luxury Tax on Recreational Boats

The District of Sicamous is considered the *Houseboat Capital of Canada*, and as such, we strongly object to the implementation of a luxury tax on the sale of recreational boats over \$250,000.

The houseboating industry in Sicamous is comprised of small business owners who provide short-term rentals of houseboats to residents and tourists to explore the Shuswap; tens of thousands visit Sicamous every year bringing their tourist dollars into our community, supporting our small business owners such as our local restaurants and shops.

Our local houseboat companies form part of the fabric of our community, offering local employment opportunities for residents in both tourism and manufacturing trades; these companies are responsible corporations which annually provide financial and in-kind donations to support our community, benefiting local not-for-profit organizations and our elementary and high school students.

The District opposes the proposed introduction of a tax on the sale of boats over \$250K as it would hinder investment in the houseboat industry which supports local employment and creates substantial economic spinoffs within the community. The average houseboat costs \$750,000 – a luxury tax of 10 percent would add \$75,000 in expense directly to our houseboat operators. Beyond houseboats, other boat rental providers will be limited in their offerings as a result of increased taxation. Operators are required to update their rental fleet and the proposed luxury tax will have significant financial implications for our boating industry.

Following the 2008 Financial Crisis, the houseboat manufacturing industry took a devastating hit and is just now starting to witness interest for custom and fleet manufacturing. It is Council's opinion that the federal government has a responsibility to support the industry which has already been negatively impacted, not cause further disruption and damage.

C4

We respectfully request the federal government to reconsider the intent of this luxury tax and the impact it has on small business. Further, we ask for the federal government's continued support of the boating industry and tourism economy that keeps our community the vibrant and attractive destination that it is.

Regards,

DISTRICT OF SICAMOUS

A handwritten signature in black ink, appearing to read "Terry Rysz", written in a cursive style.

Terry Rysz, Mayor

cc: MP Mel Arnold
MLA Greg Kylo
Boating BC Association
UBCM Member Municipalities

BC Hydro Community ReGreening Grant - Reference #2022020022

**This is an automated message sent from a server that cannot receive replies.
Please do not respond to this email.**

Reference #2022020022 - District of Hudson's Hope

Dear Becky Mercereau:

Thank you for your recent application to BC Hydro's Community ReGreening Program. We are pleased to share that a grant of up to C\$7,500.00 is approved to support the Cemetery Re-greening project.

Important Program Reminders

- Funds are only to be used for the purchase of plants and other vegetation (and shipping costs when appropriate).
- No funding may be used for the purchase of invasive species.
- For any major changes to your project and/or plant list, please email us at ReGreening@bchydro.com before you start planting.

See our full terms and conditions for program participation [here](#).

Final Report Requirements

After project completion, please complete your Final Report using the link below. You will be prompted to attach the following required documents:

- Project photos – Before and after installation
- Plant supplier invoice(s)
- Official invoice from your finance department for the approved grant amount. Please note your submitted plant supplier invoices must support your invoice to claim the grant. If all eligible costs are lower than the approved grant amount, please update your grant invoice accordingly.

<https://grantstream.com/BCHydro/link/2lybM4V2>

Once all program requirements are met upon review of your final report submission, grant payment will be processed and released. The deadline to submit final reports is **December 31, 2022**.

C5

If the link does not work, simply copy and paste the entire link into the address line of your web browser. For technical support, please contact grants@benevity.com with your reference number.

We're interested in sharing your project through our communication channels. When you have project photos or stories you'd like to share, please email them to ReGreening@bchydro.com. Over the next couple of months, we may contact you to discuss profiling opportunities.

Also, if there are upcoming events around this project, please let us know as we may be able to attend.

Once again, we appreciate the opportunity to work with you and support this project, while at the same time promoting the planting of appropriate vegetation to reduce power line encroachment. Your partnership helps make it possible for us to support urban forests and ensure safe, reliable electrical service.

All the best with your tree planting project, and please feel free to contact us if you have any questions.

Sincerely,

Vegetation Strategy and Standards Department
BC Hydro

ReGreening@bchydro.com
bchydro.com/regreening

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
FROM: Jeanette McDougall, Corporate Officer
DATE: April 25, 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 – March 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*
 - *Hudson's Hope Historical Society and Museum – Funding and Service Agreement*
 - *Lucas Subdivision – Sale of Properties*

ALTERNATIVE OPTIONS:

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



Jeanette McDougall,
Corporate Officer

ICSR1