



DISTRICT OF HUDSON'S HOPE AGENDA

Council Chambers

March 27, 2023

6:00 pm

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. Dedication Page:

3. Delegations:

D1 KPMG – Presentation of 2022 Financial Statements Page 4

4. Notice of New Business:

Mayor's List:

Councillors Additions:

CAO's Additions:

5. Adoption of Agenda by Consensus:

6. Declaration of Conflict of Interest:

7. Adoption of Minutes:

M1 Regular Council Minutes – March 13, 2023. Page 21

8. Business Arising from the Minutes:

9. Public Hearing:

10. Staff Reports:

SR1 RFD – 2022 Financial Statements Page 27

SR2 RFD – ATV Campground Phase III – Tender Evaluation Page 61

SR3 RFD – Rainbow Cross Walk near Hudson's Hope School Page 63

SR4 RFD – Solar Array Annual Report – 2022 Page 68

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SR9	Monthly Report – Special Projects Update	Page 90
SR10	Recreation Monthly Update	Page 91
11. Committee Meeting Reports:		
CMR1	Committee of Recreation Facilities Terms of Reference	Page 93
12. Bylaws		
13. Correspondence:		
C1	Growing Communities Fund – Signed Final	Page 95
C2	LGMA Annual Conference	Page 99
C3	NCLGA Member Notice – NCLGA Bylaw Review	Page 102
C4	UBCM – Strategic Priorities Fund Application – Sidewalks	Page 106
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C6	NCLGA AGM & Convention Agenda	Page 108
C7	NCLGA Notice Membership Fee Increase	Page 113
C8	MS Canada Proclamation Letter	Page 116
C9	Delay – Decommission of the Durack Brook Dam	Page 118
C10	Elected Officials Emergency Management Workshop	Page 119
C11	Reducing Community Cancer Risks from Radon	Page 120
C12	Request for Letter of Support – Rustic Pantry	Page 122
C13	Request for Letter of Support – Double H Saddle Club	Page 123
C14	Letter Re: Community Hall Celebration	Page 124
C15	Chetwynd Job Fair Poster	Page 126
C16	BC Society of Park Operators – Thank You	Page 127

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

15. Old Business:

16. New Business:

17. Public Inquiries:

18. In-Camera Session

ICSR1 Notice to Closed Meeting

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19. Adjournment



District of Hudson's Hope

December 31, 2022

—

Financial statement presentation to Council – March 27, 2023

D1

Agenda

- Auditor's Report
- Consolidated financial statements
- Surplus
- Questions

Auditors' Report

- Independent Auditor's Report
 - Clean auditors' report issued in respect of the consolidated financial statements in accordance with Canadian public sector accounting standards

Financial assets - December 31, 2022

Consolidated Statement of Financial Position

	2022	2021
Cash and cash equivalents	\$ 8,121,812	\$ 7,954,040
Accounts receivable	956,839	235,469
Deposits – Municipal Finance Authority	-	528
Total financial assets	\$ 9,078,651	\$ 8,190,037

Financial liabilities – December 31, 2022

Consolidated Statement of Financial Position

	2022	2021
Accounts payable and accrued liabilities	\$ 375,688	\$ 525,994
Reserve – Municipal Finance Authority	-	528
Deferred revenue	510,393	519,708
Debt, net of sinking funds	-	3,056
Total financial liabilities	\$ 886,081	\$ 1,049,286
Net financial assets	\$ 8,192,570	\$ 7,140,751

Non-financial assets - December 31, 2022

Consolidated Statement of Financial Position

	2022	2021
Tangible capital assets	\$ 26,311,052	\$ 26,596,248
Land held for resale	112,683	524,000
Prepaid expenses	19,450	18,580
Inventories	89,866	104,992
Total non-financial assets	\$ 26,533,051	\$ 27,243,820

Operations- Year ended December 31, 2022

Statement of Operations and Accumulated Surplus

	Budget	2022	2021
Revenue	\$ 6,560,876	\$ 7,408,173	\$ 7,232,351
Expenses	5,601,125	7,067,123	5,679,879
Surplus	\$ 959,751	\$ 341,050	\$ 1,552,472

Revenue – Year ended December 31, 2022

	Budget	2022	2021
Net taxation revenue	\$ 2,457,155	\$ 2,422,754	\$ 2,282,471
Grants in lieu of taxes	1,944,214	1,945,097	1,873,254
Sales of services and user charges	690,240	528,708	581,019
Other	142,411	535,465	142,445
Government transfers – Provincial	1,229,007	1,873,597	2,152,741
Government transfers – Federal	97,849	102,552	200,421
Total revenue	\$ 6,560,876	\$ 7,408,173	\$ 7,232,351

Expenses – Year ended December 31, 2022

	Budget	2022	2021
General government services and administration	\$ 1,466,578	\$ 2,095,899	\$ 2,087,664
Protective services	414,084	479,092	283,937
Public works services	1,954,404	1,609,089	1,558,145
Environmental and public health services	60,000	51,574	49,152
Environmental development services	40,000	17,174	12,099
Recreation and cultural services	1,077,886	949,888	814,694
Planning, development and bylaw services	94,899	84,904	92,188
Water utility and sanitary sewer systems	493,274	1,779,503	782,000
Total expenses	\$5,601,125	\$ 7,067,123	\$ 5,679,879

Net financial assets – Year ended December 31, 2022

Consolidated Statement of Change in Net Financial Assets

	Budget	2022	2021
Opening net financial assets	\$ 7,140,751	\$ 7,140,751	\$ 7,387,234
Annual surplus	959,751	341,050	1,552,472
Net change in non-financial assets*	(2,394,500)	710,769	(1,798,955)
Closing net financial assets	\$ 5,706,002	\$ 8,192,570	\$ 7,140,751

* Negative value represents an investment in non-financial assets

Accumulated surplus – Year ended December 31, 2022

Accumulated surplus

	2022	2021	Change
Surplus	\$ 30,230,526	\$31,197,725	\$(967,199)
Reserves set aside by Council	226,313	224,690	1,623
Reserve funds set aside for specific purposes	4,268,782	2,962,156	1,306,626
Total accumulated surplus	\$ 34,725,621	\$ 34,384,571	\$ 341,050

Accumulated surplus cont. - Year ended Dec 31, 2022

Surplus Breakdown

	2022	2021	Change
Invested in tangible capital assets	\$ 26,311,052	\$ 26,596,246	\$ (285,194)
General fund	4,735,715	4,503,855	231,860
Water utility fund	(852,841)	21,831	(874,672)
Sanitary sewer fund	36,600	75,793	(39,193)
Total surplus	\$ 30,230,526	\$ 31,197,725	\$ (967,199)

Accumulated surplus cont. - Year ended Dec 31, 2022

Reserves set aside by Council breakdown

	2022	2021	Change
MFA debt reserve	\$ 149,210	\$ 148,140	\$ 1,070
MFA sinking fund surplus	77,103	76,550	553
Total reserves	\$ 226,313	\$ 224,690	\$ 1,623

Accumulated surplus cont. - Year ended Dec 31, 2022

Breakdown of reserve funds set aside for specific purposes

	2022	2021	Change
Public works, infrastructure and equipment	\$ 3,008,490	\$ 2,094,310	\$ 914,180
General capital and office equipment	137,325	142,590	(5,265)
Water capital, infrastructure and equipment	263,601	127,299	136,302
Sewer capital, infrastructure and equipment	79,406	82,918	(3,512)
Tax sale properties	224,112	222,401	1,711
Community hall	152,522	121,587	30,935
Land	403,326	171,051	232,275
Total	\$ 4,268,782	\$ 2,962,156	\$ 1,306,626

Notes to the consolidated financial statements

- Significant accounting policies (note 1)
- Cash and cash equivalents (note 2)
- Accounts receivable (note 3)
- Accounts payable and accrued liabilities (note 4)
- Deferred revenue (note 5)
- Debt, net of sinking funds (note 6)
- Tangible capital assets (note 7)
- Land held for resale (note 8)
- Accumulated surplus (note 9)
- Commitments and contingencies (note 10)
- Net taxation revenue (note 11)
- Sales of services and user charges (note 12)
- Government transfers (note 13)
- General government services and administration (note 14)
- Trust fund (note 15)
- Budget data (note 16)
- Significant taxpayers (note 17)
- Segmented information (note 18)
- Comparative figures (note 19)
- Schedule 1 – COVID-19 Safe Restart Grant



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Questions on the consolidated financial statements?





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COUNCIL MEETING
District Office – Council Chambers
6:00 P.M.
March 13, 2023

Present: Mayor Dave Heiberg
Councillor Kelly Miller
Councillor Debbie Beattie
Councillor James Cryderman
Councillor Tashana Winnicky

Absent: Councillor Travous Quibell (without Notice)
Councillor Tina Jeffery (with Notice)

Staff: Chief Administrative Officer, Mokles Rahman
Administration, Andrea Martin
Director, Protective Services, Brad Milton

Other: Youth Councillor Quentin Kenny
3 others in the gallery

1. CALL TO ORDER

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

2. DEDICATION PAGE

3. DELEGATIONS

D1 SHAW FIBRE PROJECT UPDATE: CHETWYND TO FORT ST JOHN

Kiersten Enemark, Government Relations Director, BC, Shaw Communications Inc. presented as follows via TEAMS:

- Shaw Fibre Optics is in the design stage from Chetwynd to Fort St. John following HWY 29.
- Providing opportunities to improve services through partnerships.
- Will allow access to high-speed internet, choice, competition and Cell Services.
- Can provide services to Rural Areas of Hudson's Hope.
- Mayor Heiberg requested input into the placement of the access points (near Lynx Creek, Beryl Prairie, Ferrell Creek etc) for the hub/ pop stations which could be used to provide "last mile" service.
- Shaw cannot use Telus infrastructure/lines into households and businesses.

D2 MUNISIGHT: ASSET MANAGEMENT ORIENTATION FOR COUNCIL

Dale Peter. Sr. Customer Success Specialist, Catalis presented as follows via TEAMS:

- Overview of the Asset Management system, ideal for budgeting and reports. Enables the user to make informed data driven decisions.
- Track and maintain current infrastructure.
- Ability to add GIS system to our website to allow limited public access.
- Integrated data with tax, assessment and property information. Ability for access to phone apps and/ or tablets.

4. NOTICE OF NEW BUSINESS

Mayor's Additions: Thank You

Councillor's Additions: NB1 – Remuneration Committee Update - Councillor Winnicky

NB2 – Recreation Committee Update - Councillor Winnicky

NB3 – Northern Light College Meeting Update Councillor Winnicky

CAO's Additions: None

5. ADOPTION OF AGENDA BY CONSENSUS

6. DECLARATION OF CONFLICT OF INTEREST

7. ADOPTION OF MINUTES

M1 COMMITTEE OF THE WHOLE MINUTES – FEBRUARY 13, 2023

RESOLUTION NO. 045/2023

M/S Councillors Winnicky / Beattie

THAT the minutes of the February 13, 2023, Committee of the Whole be adopted.

CARRIED

M2 REGULAR COUNCIL MINUTES – FEBRUARY 13, 2023

RESOLUTION NO. 046 /2023

M/S Councillors Miller / Cryderman

THAT the minutes of the February 13, 2023, Regular Council Meeting be adopted.

CARRIED

M3 REGULAR COUNCIL MINUTES FEBRUARY 27, 2023

RESOLUTION NO. 047/2023

M/S Councillors Beattie / Winnicky

THAT the minutes of the February 27, 2023, Regular Council Meeting be adopted.

CARRIED

8. BUSINESS ARISING FROM THE MINUTES

9. PUBLIC HEARING

10. STAFF REPORTS

SR1 WATER TREATMENT PLANT – UPDATE

The Chief Administrative Officer provided a brief overview of his report.

- As per the original plan the UV Reactors will be delivered to the site by mid-April and installed by 1st week of May 2023.
- Until the UV Reactors are in operation, the Boil Water Notice will stay in place.
- River water quality is high. The plant's output is good.
- Mayor Heiberg added that the tour of the facilities was informative and appreciated. He will issue a PSA on the latest update.

SR2 TRANSFER SITE MAINTENANCE SERVICE AGREEMENT – SOLE SOURCE CONTRACT

RESOLUTION NO. 048/2023

M/S Councillors Miller / Winnicky

THAT Council approve signing an agreement with Kevin Howard Contracting for the maintenance of the Transfer site for another three years; and

THAT Council waive the Purchasing Policy and approve a sole source contract to Kevin Howard Contracting;

CARRIED

Councillor Cryderman had questions regarding the contract. CAO explained that the Transfer Site and the two gate staff belong to the PRRD. We have a permit to operate within the transfer site and Kevin Howard Contracting is a contractor of the District.

SR3 RFD – FINANCIAL GRANT IN AID REQUESTS - 2023

RESOLUTION NO. 049/2023

M/S Councillors Cryderman / Miller

THAT Council approve all applications from Schedule A for the 2023 Financial Grant-in-Aid allocation, except for the Hudson's Hope Radio Amateur Club for Signal Hill Revitalization Project which will be asked for a presentation regarding their fund-raising efforts; and

THAT requests for "In-Kind" assistance be referred back to the Administration to work with the requesting organization listed in Schedule A (except for the Hudson's Hope Radio Amateur Club) on a case-by-case basis.

CARRIED

RESOLUTION NO. 050/2023

M/S Councillors Miller / Beattie

THAT Council provide further direction to the Administration on the allocation of funds for the organization listed in Schedule B to be Tabled pending a presentation from the Lions Club for more information.

CARRIED

11. COMMITTEE MEETING REPORTS

12. BYLAWS

13. CORRESPONDENCE

C1 BC HYDRO – NOTICE OF SITE C CONSTRUCTION ACTIVITIES: APRIL – JUNE 2023

Staff to request that BC Hydro issue a public statement regarding the new boat launches and the status of the current boat launches to the residents and users.

C2 NORTHERN DEVELOPMENT – POOL REHABILITATION GRANT APPROVAL

Received for Information.

C3 LIDSTONE & COMPANY – DECRIMINALIZATION

Received for Information.

C4 CENSUS CANADA – CORRECTION OF 2021 CENSUS OF POPULATION HUDSON'S HOPE

Councillor Winnicky asked if there would be a back payment. CAO reiterated that the correction would not impact any payment as the revised number is not yet in effect with respect to grant funding.

C5 NCLGA – COMMUNITY OUTREACH INCENTIVE PROGRAM FOR EV OUTREACH GRANT OPPORTUNITY

Received for Information.

C6 SOUTH PEACR MACKENZIE TRUST – HUDSON'S HOPE ATV CAMPGROUND GRANT APPROVAL

Received for Information.

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

15. OLD BUSINESS

16. NEW BUSINESS

NB1 – REMUNERATION COMMITTEE UPDATE – COUNCILLOR WINNICKY

Two members had been identified for the committee however one of the individuals is no longer available. It was proposed to council that the committee move forward with one public member and one council member. Based on the difficulty finding public interest in the process this year, it is suggested that the policy be updated to be more adaptable based on the level of public interest. A minimum of two members would be required for the committee. One council member and up to three members of the public could comprise the committee. If no members of the public have applied for the committee within the designated application period (suggested 21 to 30 days), then two council members may be appointed to move forward with the committee. This way the public always has an opportunity for involvement in the

process, however if there is no interest, it does not result in delays to policy management which is time sensitive.

RESOLUTION NO. 051/2023

M/S Councillors Winnicky / Miller

THAT Council approve the decision to amend the Council Remuneration Policy for the current year to reflect one council member and one member of the community and to look into a new Model for the Policy for the future.

CARRIED

NB2 RECREATION COMMITTEE UPDATE - COUNCILLOR WINNICKY

The committee met to review the scope, terms of reference, and next steps for project planning. Subcommittee members for the community/recreation centre were identified as Amber Norton, Esther Vandergaag, and Greta Goddard. Subcommittee member for the outdoor pool was identified as Liza Rhymer. An invitation to the sub-committee members was extended and accepted by all. The scope for the architecture bid was distributed to the community/recreation centre subcommittee. The terms of reference will be included in the next agenda for council approval. Next sub-committee meeting will be on April 4 for the provision of background details to new members and subcommittee approval of architecture scope.

NB3 NLC UPDATE

A productive meeting was had with six members from Northern Lights College. Opportunities for NLC to integrate into the community and provide post-secondary schooling included: English as a Second Language, General Interest Courses, Dual Credit Programs, new career development, and Career Guidance for both high school students and adults. It was identified that the campus coordinator for Tumbler Ridge and Chetwynd could become an integral support person for the development and maintenance of NLC programming in Hudson's Hope.

NB4 THANK YOU

Mayor Heiberg thanked Darren Anderson for facilitation of the excellent council tour of the District facilities, Brad Milton for his EOC presentation, and Mokles Rahman for organizing the productive information tour and Councillor y Miller for driving the Lions Van for the tour.

Mayor Heiberg thanks Councillor Miller and Councillor Cryderman for their acting Mayor duties during his absence.

Mayor Heiberg thanked Fire Chief Milton for his dedication and commitment and wished him the very best with his new job position in Edson Alberta.

NB5 YOUTH COUNCILLOR QUENTIN KENNY – UPDATE

Quentin advised that the School council has 8 councillors and are excited to celebrate St. Patrick Day with the school on an organized fun hunt during school hours.

17. PUBLIC INQUIRIES

PI1 Costs of Hauling Water from Out of Town

Roger Rattie of Farrell Creek enquired about compensation for the cost of hauling water from Fort St John and Chetwynd. Mr. Rattie in the past has always hired locally to haul his water from the commercial water stand in Hudson's Hope and now has to pay to have the water hauled from Fort St. John and Chetwynd.

18. IN-CAMERA SESSION

RESOLUTION NO. 052/2023

M/S Councillors Winnicky / Beattie

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

- **Community Charter Section 97 (1) (b):**
 - (b) all minutes of Council meetings, other than a meeting or part of a meeting that is closed to the public
 - Closed Meeting Minutes – February 13, 2023
 - Closed Meeting Minutes – February 27, 2023
- **Community Charter Section 90 (1) (c):**
 - (c) labour relations or other employee relations
 - Director of Public Works Vacancy
- **Community Charter Section 90 (1) (g):**
 - (g) litigation or potential litigation affecting the municipality
 - Summer Road – Blocked Access – Verbal update by CAO

CARRIED

19. RISE AND REPORT

20. ADJOURNMENT

Mayor Heiberg declared the meeting adjourned at 7:33 pm.

DIARY

Diarized

Conventions/Conferences/Holidays

Commercial Water Rate Increase-annual budget
Consideration
ATV Campground – Naming / Memorial Plaque

08/04/19
2022

Certified Correct:

Dave Heiberg, Mayor

Andrea Martin, Administration

REQUEST FOR DECISION

RFD#: 2023-MR-10	Date: March 23, 2023
Meeting#: CM-03-27-23	Originator: Mokles Rahman
RFD TITLE: 2022 Financial Statements	

RECOMMENDATIONS:

1. *THAT Council accept the Draft Financial Statements of the District of Hudson's Hope as presented be approved as the 2022 Final Financial Statements, and*
2. *THAT the Mayor and CAO be authorized to sign the 2022 District of Hudson's Hope Financial Statements.*

BACKGROUND:

In accordance with Section 167 – Annual Financial Statements in the Community Charter, the Audited Financial statements for the preceding year must be presented for Council approval prior to May 15, 2023.

167 (1) Municipal financial statements for a fiscal year must be

- (a) prepared by the financial officer, and
- (b) presented to council for its acceptance.

(2) Subject to subsection (3), the financial statements must be prepared in accordance with generally accepted accounting principles for local governments.

(3) The inspector may require or authorize, generally or for a specified municipality, that the financial statements vary from or include additional information to the requirements of subsection (2).

(4) By May 15 in each year, a municipality must submit to the inspector its audited financial statements for the preceding year and any other financial information requested by the inspector.

(5) In addition to any requirement under subsection (4), the financial officer must compile and supply information on the financial affairs of the municipality requested by the inspector.

DISCUSSION:

KPMG, the Auditor for the District of Hudson's Hope, will be presenting the draft 2022 Financial Statements to Council via video conference on Monday, March 27, 2023, during the Regular Council Meeting.

The Financial Statements are comprised of the following:

1. Statement of Financial Position
2. Statement of Operations and Accumulated Surplus
3. Statement of Changes in Net Assets
4. Statement of Cash Flows
5. Notes to the Financial Statements.

FINANCIAL CONSIDERATIONS: N/A

COMMUNICATIONS:

A copy of the Financial Statements will be posted on the District website.

ATTACHMENTS:

1. Draft 2022 District of Hudson's Hope Financial Statements.

Prepared by:



Mokles Rahman, CAO

DRAFT Consolidated Financial Statements of

DISTRICT OF HUDSON'S HOPE

Year ended December 31, 2022



HUDSON'S
HOPE
PLAYGROUND OF THE PEACE

DISTRICT OF HUDSON'S HOPE

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MANAGEMENT'S RESPONSIBILITY FOR THE CONSOLIDATED FINANCIAL STATEMENTS

The accompanying consolidated financial statements of the District of Hudson's Hope (the "District") are the responsibility of the District's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The District's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by the District. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the District's consolidated financial statements.

Mr. Mokles Rahman
Chief Administrative Officer

Mrs. Tonia Alexander
Deputy Treasurer



INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of District of Hudson's Hope

Opinion

We have audited the consolidated financial statements of District of Hudson's Hope (the District), which comprise:

- the consolidated statement of financial position as at December 31, 2022
- the consolidated statement of operations and accumulated surplus for the year then ended
- the consolidated statement of change in net financial assets for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the District as at December 31, 2022 and its consolidated results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the **"Auditor's Responsibilities for the Audit of the Financial Statements"** section of our auditors' report.

We are independent of the District in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the District or to cease operations, or has no realistic alternative but to do so.

Those charged with Governance are responsible for overseeing the District's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the District to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

DRAFT

Chartered Professional Accountants

Prince George, Canada

March 27, 2023

Draft



DISTRICT OF HUDSON'S HOPE

DISTRICT OF HUDSON'S HOPE

Consolidated Statement of Financial Position

DRAFT

December 31, 2022, with comparative information for 2021

	2022	2021
Financial assets:		
Cash and cash equivalents (note 2)	\$ 8,121,812	\$ 7,954,040
Accounts receivable (note 3)	956,839	235,469
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Deferred revenue (note 5)	510,393	519,708
Debt, net of sinking funds (note 6)	-	3,056
	<u>886,081</u>	<u>1,049,286</u>
Net financial assets	8,192,570	7,140,751
Non-financial assets:		
Tangible capital assets (note 7)	26,311,052	26,596,248
Land held for resale (note 8)	112,683	524,000
Prepaid expenses	19,450	18,580
Inventories	89,866	104,992
	<u>26,533,051</u>	<u>27,243,820</u>
Accumulated surplus (note 9)	\$ 34,725,621	\$ 34,384,571

Commitments and contingencies (note 10)

See accompanying notes to consolidated financial statements.

Mayor

DISTRICT OF HUDSON'S HOPE

Consolidated Statement of Operations and Accumulated Surplus

DRAFT

Year ended December 31, 2022, with comparative information for 2021

	2022 Budget (note 16)	2022 Actual	2021 Actual
Revenue (note 18):			
Net taxation revenue (note 11)	\$ 2,457,155	\$ 2,422,754	\$ 2,282,471
Grants in lieu of taxes	1,944,214	1,945,097	1,873,254
Sales of services and user charges (note 12)	690,240	528,708	581,019
Other	142,411	535,465	142,445
Government transfers: (note 13)			
Provincial	1,229,007	1,873,597	2,152,741
Federal	97,849	102,552	200,421
Total revenue	6,560,876	7,408,173	7,232,351
Expenses (note 18):			
General government services and administration (note 14)	1,466,578	2,095,899	2,087,664
Protective services	414,084	479,092	283,937
Public works services	1,954,404	1,609,089	1,558,145
Environmental and public health services	60,000	51,574	49,152
Environmental development services	40,000	17,174	12,099
Recreation and cultural services	1,077,886	949,888	814,694
Planning, development and bylaw services	94,899	84,904	92,188
Water utility and sanitary sewer systems	493,274	1,779,503	782,000
Total expenses	5,601,125	7,067,123	5,679,879
Annual surplus	959,751	341,050	1,552,472
Accumulated surplus, beginning of year	34,384,571	34,384,571	32,832,099
Accumulated surplus, end of year	\$ 35,344,322	\$ 34,725,621	\$ 34,384,571

See accompanying notes to consolidated financial statements.



DISTRICT OF HUDSON'S HOPE

DISTRICT OF HUDSON'S HOPE

Consolidated Statement of Change in Net Financial Assets

DRAFT

Year ended December 31, 2022, with comparative information for 2021

	2022 Budget	2022	2021
Annual surplus	\$ 959,751	\$ 341,050	\$ 1,552,472
Acquisition of tangible capital assets	(2,394,500)	(1,119,436)	(3,110,560)
Proceeds on sale of land held for resale	-	328,377	-
Amortization of tangible capital assets	-	1,087,444	1,098,839
Write-down of land held for resale	-	-	133,600
Loss on sale of land held for resale	-	82,940	-
Loss on sale of tangible capital assets	-	290,387	13,493
Proceeds on sale of tangible capital assets	-	26,801	3,500
	(1,434,749)	1,037,563	(308,656)
Use of inventories	-	15,126	61,536
Use of prepaid expenses	-	18,580	19,217
Acquisition of prepaid expenses	-	(19,450)	(18,580)
Change in net financial assets	(1,434,749)	1,051,819	(246,483)
Net financial assets, beginning of year	7,140,751	7,140,751	7,387,234
Net financial assets, end of year	\$ 5,706,002	\$ 8,192,570	\$ 7,140,751

See accompanying notes to consolidated financial statements.



DISTRICT OF HUDSON'S HOPE

DISTRICT OF HUDSON'S HOPE

Consolidated Statement of Cash Flows

DRAFT

Year ended December 31, 2022, with comparative information for 2021

	2022 Actual	2021 Actual
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 341,050	\$ 1,552,472
Items not involving cash:		
Amortization of tangible capital assets	1,087,444	1,098,839
Loss on sale of tangible capital assets	290,387	13,493
Write down of land held for resale	-	133,600
Loss on sale of land held for resale	82,940	-
Changes in non-cash operating working capital:		
Accounts receivable	(721,370)	1,332,886
Deposit - Municipal Finance Authority	528	(9)
Inventories	15,126	61,536
Accounts payable and accrued liabilities	(150,305)	21,486
Reserve - Municipal Finance Authority	(528)	9
Prepaid expenses	(870)	637
Deferred revenue	(9,315)	(19,415)
	594,036	4,195,534
Capital activities:		
Proceeds on sale of tangible capital assets	26,801	3,500
Acquisition of tangible capital assets	(1,119,436)	(3,110,560)
Proceeds on sale of land held for resale	328,377	-
	(764,258)	(3,107,060)
Financing activities:		
Repayment of debt	(3,056)	(2,939)
Increase in cash and cash equivalents	167,772	1,085,537
Cash and cash equivalents, beginning of year	7,954,040	6,868,503
Cash and cash equivalents, end of year	\$ 8,121,812	\$ 7,954,040

See accompanying notes to consolidated financial statements.

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements

DRAFT

Year ended December 31, 2022

Nature of operations:

The District of Hudson's Hope (the "District") was incorporated in 1965 as a District Municipality under the Community Charter, formerly the Municipal Act, a statute of the Province of British Columbia. Its principal activities include the provision of local government services to residents of the incorporated area. These include administrative, protective, transportation, environmental, recreational, water, sanitary sewer and fiscal services.

1. Significant accounting policies:

The consolidated financial statements of the District are prepared in accordance with Canadian generally accepted accounting principles for governments as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. Significant accounting policies adopted by the District are as follows:

(a) Basis of consolidation:

(i) Consolidated entities:

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity. The reporting entity is comprised of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the District and which are owned or controlled by the District.

(ii) Accounting for Region and School Board Transactions:

The taxation, other revenues, expenses, assets and liabilities with respect to the operation of the Region and the School Board are not reflected in these consolidated financial statements.

(iii) Trust funds:

Trust funds and their related operations administered by the District are not included in these consolidated financial statements.



DISTRICT OF HUDSON'S HOPE

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

1. Significant accounting policies (continued):

(b) Basis of accounting:

The District follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

(c) Revenue recognition:

The District recognizes revenue in accordance with the provisions of the Community Charter. The District is required to act as the agent for the collection of certain taxes and fees imposed by other authorities. Collections for other authorities are excluded from the District's taxation revenues.

Revenue unearned in the current period is reported on the consolidated statement of financial position as deferred revenue.

(d) Investment income:

Investment income is reported as revenue in the period earned. When required by the funding agency or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

(e) Cash and cash equivalents:

Cash equivalents include short-term highly liquid investments with a term to maturity of 90 days or less at acquisition.

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

1. Significant accounting policies (continued):

(f) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful life - years
Building and site improvements	10 - 50
Machinery and equipment	5 - 25
Road infrastructure	15 - 40
Water and sanitary sewer infrastructure	15 - 40

Annual amortization is charged in the year that an asset becomes available for productive use and in the year of disposal.

Assets under construction are not amortized until the asset is available for productive use.



DISTRICT OF HUDSON'S HOPE

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

1. Significant accounting policies (continued):

(f) Non-financial assets (continued):

(ii) Contributions to tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Interest capitalization:

The District does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

(iv) Land held for resale:

Land held for sale is recorded at the lower of cost and net realizable value. Cost includes amounts for improvements to prepare the land for sale or servicing.

(v) Inventories:

Inventories consist of crushed gravel and sand. Inventories are valued at the lower of cost and replacement cost with cost determined using a moving average basis.

(g) Use of estimates:

The preparation of the consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Items subject to such estimates and assumptions include the carrying amount of tangible capital assets and accounts payable and accrued liabilities. Actual results could differ from these estimates.

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

1. Significant accounting policies (continued):

(h) Contaminated sites:

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard.

A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met:

- i) an environmental standard exists;
- ii) contamination exceeds the environmental standard;
- iii) the organization is directly responsible or accepts responsibility for the liability;
- iv) future economic benefits will be given up, and
- v) a reasonable estimate of the liability can be made.

(i) Government transfers:

Government transfers, which include legislative grants, are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfer revenue is recognized in the statements of operations as stipulations for liabilities are settled.

2. Cash and cash equivalents:

	2022	2021
Cash	\$ 3,345,848	\$ 3,577,939
Short-term investments	4,775,964	4,376,101
	\$ 8,121,812	\$ 7,954,040



DISTRICT OF HUDSON'S HOPE

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

3. Accounts receivable:

	2022	2021
Grants	\$ 824,085	\$ 106,592
Sales tax	32,719	62,943
Other	23,825	22,333
Taxes	76,210	43,601
	<u>\$ 956,839</u>	<u>\$ 235,469</u>

4. Accounts payable and accrued liabilities:

	2022	2021
Accounts payable - trade	\$ 250,828	\$ 402,940
Wages and related costs payable	119,195	104,163
Government remittances	2,940	16,166
Cemetery	2,725	2,725
	<u>\$ 375,688</u>	<u>\$ 525,994</u>

5. Deferred revenue:

	2022	2021
Partnering relationship agreement	\$ 510,393	\$ 519,708

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

6. Debt, net of sinking funds:

The District issues debt instruments through the Municipal Finance Authority of British Columbia ("MFA"), pursuant to security issuing bylaws under authority of Section 178 of the Community Charter, to finance certain capital expenditures.

	Purpose	Interest rate	Year of maturity	Debt	Debt	Sinking Fund Assets	Net debt 2022	Net debt 2021
General fund:								
	Local							
711	improvements	4.60%	2022	\$ 10,631	\$ 10,631	\$	- \$	3,056

Debt is reported net of sinking fund balances on the consolidated statement of financial position. During the 2022 fiscal year, the debt matured and was repaid.

- (a) Sinking fund instalments are invested by the MFA and earn income which, together with principal payments, are expected to be sufficient to retire the sinking fund debt at maturity. For sinking fund agreements, the MFA has established either a normal sinking fund or a capital repayment equalization fund.
- (b) The District has established a \$200,000 operating line of credit, which bears interest at prime and is secured by term deposits and accounts receivable. As at December 31, 2022 borrowing against the operating line of credit was nil (2021 - nil).

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

7. Tangible capital assets:

	2022						
	Land	Buildings and site improvements	Machinery and equipment	Road infrastructure	Water infrastructure	Sanitary sewer infrastructure	Total
Cost:							
Balance, beginning of year	\$ 1,703,921	\$ 10,215,616	\$ 7,368,624	\$ 6,705,895	\$ 10,771,676	\$ 4,856,409	\$ 41,622,141
Additions	184,156	70,319	118,675	255,429	461,707	29,150	1,119,436
Disposals	-	-	(371,219)	(69,168)	(887)	(493,728)	(935,002)
Balance, end of year	1,888,077	10,285,935	7,116,080	6,892,156	11,232,496	4,391,831	41,806,575
Accumulated amortization:							
Balance, beginning of year	-	3,954,688	3,703,562	3,873,034	2,625,975	868,634	15,025,893
Amortization expense	-	236,720	365,040	124,164	237,142	124,378	1,087,444
Disposal	-	-	(321,423)	(69,168)	(190)	(227,033)	(617,814)
Balance, end of year	-	4,191,408	3,747,179	3,928,030	2,862,927	765,979	15,495,523
Net book value, end of year	\$ 1,888,077	\$ 6,094,527	\$ 3,368,901	\$ 2,964,126	\$ 8,369,569	\$ 3,625,852	\$ 26,311,052

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

7. Tangible capital assets (continued):

	2021						
	Land	Building and site improvements	Machinery and equipment	Road infrastructure	Water infrastructure	Sanitary sewer infrastructure	Total
Cost:							
Balance, beginning of year	\$ 1,485,018	\$ 10,072,122	\$ 7,438,587	\$ 6,351,426	\$ 9,551,889	\$ 4,152,249	\$ 39,051,291
Additions	218,903	143,494	348,869	356,714	1,337,017	705,563	3,110,560
Disposals	-	-	(418,832)	(2,245)	(117,230)	(1,403)	(539,710)
Balance, end of year	1,703,921	10,215,616	7,368,624	6,705,895	10,771,676	4,856,409	41,622,141
Accumulated amortization:							
Balance, beginning of year	-	3,700,655	3,732,775	3,760,607	2,503,227	752,507	14,449,771
Amortization expense	-	254,033	379,479	114,672	233,125	117,530	1,098,839
Disposal	-	-	(408,692)	(2,245)	(110,377)	(1,403)	(522,717)
Balance, end of year	-	3,954,688	3,703,562	3,873,034	2,625,975	868,634	15,025,893
Net book value, end of year	\$ 1,703,921	\$ 6,260,928	\$ 3,665,062	\$ 2,832,861	\$ 8,145,701	\$ 3,987,775	\$ 26,596,248

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

8. Land held for resale:

Land held for resale consists of seventeen lots in relation to the Lucas subdivision. During the year, 13 of the 17 subdivision lots were sold. In prior year, a write down of \$133,600 was recognized in general government services and administration on the consolidated statement of operations for the Lucas subdivision. No write down was required within 2022.

	2022	2021
Balance, beginning of year	\$ 524,000	\$ 657,600
Write down	-	(133,600)
Sales of lots, at cost	(411,317)	-
Net book value, end of year	\$ 112,683	\$ 524,000

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

9. Accumulated surplus:

	2022	2020
Surplus (deficit):		
Invested in tangible capital assets	\$ 26,311,052	\$ 26,596,246
General fund	4,735,715	4,503,855
Water utility fund	(852,841)	21,831
Sanitary sewer fund	36,600	75,793
	<u>30,230,526</u>	<u>31,197,725</u>
Reserves set aside by Council:		
Water utility fund:		
Unexpended funds:		
MFA debt reserve	149,210	148,140
MFA sinking fund surplus	77,103	76,550
	<u>226,313</u>	<u>224,690</u>
Reserve funds set aside for specific purposes by Council:		
Public works, infrastructure and equipment	3,008,490	2,094,310
General capital and office equipment	137,325	142,590
Water capital, infrastructure and equipment	263,601	127,299
Sewer capital, infrastructure and equipment	79,406	82,918
Tax sale properties	224,112	222,401
Community hall	152,522	121,587
Land	403,326	171,051
	<u>4,268,782</u>	<u>2,962,156</u>
	<u>\$ 34,725,621</u>	<u>\$ 34,384,571</u>

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

10. Commitments and contingencies:

- (a) The District is responsible, as a member of the Peace River Regional District, for its portion of any operating deficits or capital debt related to functions in which it participates. Management does not consider payment under this contingency to be likely and therefore no amounts have been accrued.
- (b) The District has debt instruments through the MFA. As a condition of these borrowings, the MFA requires that 1% of gross proceeds are deposited by the District into a debt reserve fund. The District is also required to execute demand notes in connection with each debenture whereby the District may be required to loan certain amounts to the MFA. These demand notes are contingent in nature and are not reflected in the accounts. During the 2022 fiscal year, the debt matured and was repaid.
- (c) The District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2021, the plan has about 227,000 active members and approximately 118,000 retired members. Active members include approximately 42,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the Plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the Plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the Plan. This rate may be then adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

10. Commitments and contingencies (continued):

- (c) The District paid \$133,569 (2021 - \$140,514) for employer contributions to the Plan in fiscal 2022.

The next valuation will be as at December 31, 2024, with results available in 2025.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

- (d) The District is obligated to collect and transmit property taxes levied on Hudson's Hope taxpayers in respect of the following bodies:

Ministry of Education, Province of British Columbia
Peace River Regional District
British Columbia Assessment Authority
Municipal Finance Authority
Peace River Regional Hospital District
Royal Canadian Mounted Police

- (e) The District is a participant in the Municipal Insurance Association of British Columbia. Should the Association pay out claim in excess of premiums received, it is possible that the District, along with other participants, would be required to contribute toward the deficit. Management does not consider external payment under this contingency to be likely and therefore no amounts have been accrued.
- (f) The District has entered into a contract with Hudson's Hope Public Library Association (the "Library") to provide financial assistance to the Library for library services. The term of the contract is for four years commencing on January 1, 2022 with annual payments consisting of \$125,638 plus 1.7% per year to be paid to the Library.
- (g) The District has entered into a contract with Hudson's Hope Historical Society and Museum (the "Museum") to provide financial assistance towards the operations of the Museum. The term of the contract is three years commencing on May 31, 2022 with annual payments consisting of \$87,576 plus 1.5% per year to be paid to the Museum.

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

11. Net taxation revenue:

The District is required to collect taxes on behalf of and transfer these amounts to the government agencies noted below:

	2022	2020
Taxes collected:		
General purposes	\$ 2,433,060	\$ 2,287,281
Collections for other governments	3,452,967	3,417,298
	5,886,027	5,704,579
Less transfers to other governments:		
Province of British Columbia - school taxes	2,884,241	2,860,134
Peace River Regional District	206,043	179,048
Peace River Regional Hospital District	241,006	232,514
Royal Canadian Mounted Police	91,919	110,800
B.C. Assessment Authority	39,980	39,530
Municipal Finance Authority	84	82
	3,463,273	3,422,108
	\$ 2,422,754	\$ 2,282,471

12. Sales of services and user charges:

The District recognizes sales of services and user charges as revenues in the period in which the services are provided. The sales of services and user charges reported on the consolidated statement of operations and accumulated surplus are as follows:

	2022	2021
Water utility	\$ 147,430	\$ 173,155
Sewer system	82,222	82,297
General government services	82,684	124,563
Planning, development and bylaw services	14,245	15,438
Environmental and public health services	91,413	87,758
Recreation and cultural services	110,714	97,808
	\$ 528,708	\$ 581,019

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

13. Government transfers:

	2022	2021
Revenue:		
Provincial grants:		
Canada Student Grant	\$ -	\$ 13,644
Climate Action revenue incentive program grant	48,082	5,546
BC Hydro	646,508	1,112,064
Federation of Canadian Municipalities	60,000	-
Peace River agreement - Fair Share	707,007	698,487
Small Community grant	397,000	313,000
Tourism BC grant	15,000	10,000
	1,873,597	2,152,741
Federal grants:		
Gas tax	102,552	200,421
	\$ 1,976,149	\$ 2,353,162

14. General government services and administration:

	2022	2020
Legislative	\$ 93,811	\$ 87,953
Grants in aid	37,292	12,944
General government services	1,885,945	1,909,746
ICBC	78,851	77,021
	\$ 2,095,899	\$ 2,087,664

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

15. Trust fund:

The District maintains a cemetery perpetual care fund in accordance with the Cemeteries and Funeral Services Act. As at December 31, 2022, the trust fund balance for both the liability and its corresponding term deposit is \$18,736 (2021 - \$18,300).

16. Budget data:

The budget data presented in these consolidated financial statements is based upon the 2022 operating and capital budgets approved by Council on May 9, 2022. Amortization was not contemplated on development of the budget and, as such, has not been included. The table below reconciles the approved budget to the budget figures reported in these consolidated financial statements.

	Budget amount
Revenues:	
Operating budget	\$ 6,560,876
Capital operations budget	1,704,500
Less:	
Transfers from other funds	(1,704,500)
	6,560,876
Expenses:	
Operating budget	6,182,725
Capital operations budget	2,394,500
Less:	
Transfers from other funds	(581,600)
Capital expenditures	(2,394,500)
	5,601,125
	\$ 959,751

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

17. Significant taxpayers:

The District derives a significant portion of its taxation revenue from the utility sector. Any changes in this sector could have an impact on the ongoing operations of the District.

18. Segmented information:

Segmented information has been identified based upon lines of services provided by the District. District services are provided by the departments and their activities are reported by functional area in the body of the consolidated financial statements. Certain lines of services that have been separately disclosed in the segmented information, are as follows:

(i) General Government Services and Administration:

The general government services and administration provides the functions of corporate administration and legislative services and any other functions categorized as non-departmental in the District.

(ii) Protective Services:

Protective services is comprised of the fire department and other community protection costs incurred by the District.

(iii) Public Works Services:

The public works department is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, the maintenance of parks and open space, and street lighting in the District.

(iv) Environmental and Public Health Services:

Environmental and public health services is responsible for environmental programs such as waste management, which encompasses garbage collection and recycling. This segment is also responsible for rental of the doctor's office in the District.

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

18. Segmented information: (continued):

(v) Environment Development Services:

Environmental development services is responsible for community and economic development, in regard to community development projects.

(vi) Planning, Development and Bylaw Services:

Planning, development and bylaw services is responsible for community planning (OCP), zoning, bylaw enforcement, animal control and building inspection in the District.

(vii) Recreation and Culture Services:

Recreational and cultural services provides various recreational and cultural opportunities to the residents and visitors of the District, including the library, pool, arena, community hall, tourism information centre and museum.

(viii) Water Utility and Sanitary Sewer Systems:

The water utility installs and maintains water mains, pump stations and the water treatment plant. The treatment and distribution of water in the District is included in this segment. The sanitary sewer utility installs and maintains sewer mains, lift stations and the sewage treatment facility. The collection and treatment of sewage in the District is included in this segment.

Certain allocation methodologies are employed in the preparation of segmented financial information. Taxation and payments-in-lieu of taxes are allocated to the segments based on the segment that generated the revenue. Development charges earned and developer contributions received were allocated to the segment for which the charge was collected.

The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in note 1.

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

18. Segmented information: (continued):

	2022									
	General Government Services and Administration	Protective Services	Public Works Services	Environmental and Public Health Services	Environmental Development Services	Planning, Development and Bylaw Services	Recreation and Culture Services	Water Utility and Sanitary Sewer System		Total
Revenue:										
Taxation	\$ 2,422,754	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		2,422,754
Government transfers	1,346,151	-	-	-	-	-	-	629,998		1,976,149
Grants in lieu	1,945,097	-	-	-	-	-	-	-		1,945,097
Sales of services and user charges	82,683	-	-	91,413	-	14,245	110,714	229,653		528,708
Other	535,465	-	-	-	-	-	-	-		535,465
Total revenues	6,332,150	-	-	91,413	-	14,245	110,714	859,651		7,408,173
Expenses:										
Salaries, wages and employee benefits	692,735	210,024	1,193,255	-	-	-	241,127	257,285		2,594,426
Operating	347,517	249,627	379,144	39,457	17,174	38,223	707,659	1,160,698		2,939,499
Legislature	113,976	-	-	-	-	6,108	-	-		120,084
Amortization	737,883	-	-	-	-	-	-	361,520		1,099,403
Interest	5,158	-	-	-	-	-	-	-		5,158
Insurance	146,805	3,017	36,690	-	-	2,143	1,102	-		189,757
Professional services	51,825	16,424	-	-	-	38,430	-	-		106,679
Garbage disposal	-	-	-	12,117	-	-	-	-		12,117
Total expenses	2,095,899	479,092	1,609,089	51,574	17,174	84,904	949,888	1,779,503		7,067,123
Annual surplus (deficit)	\$ 4,236,251	\$ (479,092)	\$ (1,609,089)	\$ 39,839	\$ (17,174)	\$ (70,659)	\$ (839,174)	\$ (919,852)		\$ 341,050

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

18. Segmented information: (continued):

	2021									
	General Government Services and Administration	Protective Services	Public Works Services	Environmental and Public Health Services	Environmental Development Services	Planning, Development and Bylaw Services	Recreation and Culture Services	Water Utility and Sanitary Sewer System		Total
Revenue:										
Taxation	\$ 2,282,471	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,282,471
Government transfers	1,250,411	-	-	-	-	-	-	1,102,751	-	2,353,162
Grants in lieu	1,873,254	-	-	-	-	-	-	-	-	1,873,254
Sale of services and user charges	124,563	-	-	87,758	-	15,438	97,808	255,452	-	581,019
Other	142,445	-	-	-	-	-	-	-	-	142,445
Total revenue	5,673,144	-	-	87,758	-	15,438	97,808	1,358,203	-	7,232,351
Expenses:										
Salaries, wages and employee benefits	699,024	156,014	1,085,540	-	-	-	253,894	205,241	-	2,399,713
Operating	400,236	108,025	439,099	42,572	12,099	40,402	560,327	213,140	-	1,815,900
Legislature	94,551	-	-	-	-	5,960	-	-	-	100,511
Amortization	735,220	-	-	-	-	-	-	363,619	-	1,098,839
Interest (recovery)	4,363	-	-	-	-	-	-	-	-	4,363
Insurance	114,897	3,202	33,506	-	-	2,134	473	-	-	154,212
Professional services	39,373	16,696	-	-	-	43,692	-	-	-	99,761
Garbage disposal	-	-	-	6,580	-	-	-	-	-	6,580
Total expenses	2,087,664	283,937	1,558,145	49,152	12,099	92,188	814,694	782,000	-	5,679,879
Annual surplus (deficit)	\$ 3,585,480	\$ (283,937)	\$ (1,558,145)	\$ 38,606	\$ (12,099)	\$ (76,750)	\$ (716,886)	\$ 576,203	\$ -	1,552,472



DISTRICT OF HUDSON'S HOPE

DISTRICT OF HUDSON'S HOPE

Notes to Consolidated Financial Statements (continued)

DRAFT

Year ended December 31, 2022

19. Comparative information

Certain 2021 comparative information has been reclassified. The changes had no impact on prior year annual surplus.

Draft

Schedule 1 - Consolidated

DRAFT

Year ended December 31, 2022

(Unaudited)

In November 2020, the District of Hudson's Hope was the recipient of a \$499,000 grant under the COVID-19 Safe Restart for Local Governments program from the Province of BC. Due to the conditions of use this grant funding allows local governments to use the funding where the greatest need arises, the initial \$499,000 amount received was considered revenue in 2020 and included in grant revenue on the consolidated statement of operations and accumulated surplus. The District allocated \$89,662 within 2022 to cover operational costs and maintenance and repair costs for main structures within the District in addition to overall pandemic responses incurred since the beginning of the pandemic in the spring of 2020.

	2022
Balance of COVID-19 Safe Restart grant funds at December 31, 2021	\$ 334,957
Less amount utilized in 2022:	
Masks and Hand Sanitizer	2,526
Beattie Park Gazebo Roof Repair	11,470
Community Hall- Bathroom Repair	23,880
Council Entrance- Concrete Repair	10,225
Council Chambers- Sound System	17,919
Main Office Reno - Conceptual Design	22,213
Operations	1,429
	89,662
Main Office Entry	20,000
Main Office Entry- Flooring & Stairs	18,000
Council Chambers - Live Stream System	27,000
Public Spaces - Washrooms & Water Fountains	25,000
Playground & Gazebo - Pool Park	75,295
Playground & Gazebo - Dinosaur Lake	80,000
Total 2022 allocation of COVID-19 Safe Restart grant	245,295
Remaining COVID-19 Safe Restart grant	\$ -

REQUEST FOR DECISION

RFD#:	2023-MR-11	Date:	March 21, 2023
Meeting#:	CM-03-27-23	Originator:	Mokles Rahman
RFD TITLE:	ATV CAMPGROUND PHASE III – Tender evaluation		

RECOMMENDATIONS:

THAT Council accept the tender submitted by A.C.L Construction LTD. for the construction of the ATV Campground Phase III, and

THAT Council approve awarding the ATV Campground Phase III contract to A.C.L Construction LTD and authorize the Mayor and CAO to sign the contract.

BACKGROUND:

The District completed Phase I & II of the ATV Campground in 2021 and 2022 respectively. Phase-I included gravel works for 26 campsites and the public parking area and Phase II included the north wing of the Campground with four outhouse style toilets, gravel work for the Group Campsite and Group Parking, installation of picnic benches, install signs and garbage bins.

The Council pre-approved a Capital Budget of \$200,000 for the construction of the ATV Campground Phase III in 2023.

The scope of work for Phase III includes completion of the south wing with two post and beam picnic shelters, two outhouse style toilets, gravel work, installation of picnic benches, install signs and bear proof garbage bins etc.

DISCUSSION:

The District received two bids for this project. Please see details on the submissions in the Table below:

<i>A.C.L Construction LTD.</i> Box 6297, Fort St. John, BC	Northern Legendary Construction LTD. 11196 Clairmont Frontage Road, Fort St John, BC
\$287,973.00 Plus GST	\$299,813. 10 Plus GST

Both bids met the minimum requirements of the tender. Among the 2 (two) proponents A.C.L Construction LTD is the lowest.

Furthermore, both bids exceeded the pre-approved 2023 Budget for this project. The tender was done at a perfect tendering time of the season. Considering the complex nature of the

work, A.C.L Construction submitted bid is reasonable and acceptable. Item 4.2 of the RFP was to assemble the District-supplied picnic tables and haul and place them at the 16 sites. The quoted price of \$22,416.00 to assemble and place the 16 tables was seen to be unbalanced in relation to the scope of work. The District requested this to be removed from the scope and A.C.L Construction has agreed to this.

The cost of supply of the sixteen (16) picnic tables is \$13,000 (includes assembly), and \$2,000 to haul and place, totaling \$15,000.00, managed by Public Works.

The project cost summary is as follows:

A.C.L Construction LTD	\$287,973.00
Item 4.2 credit	(\$22,416.00)
A.C.L Construction LTD	\$265,557.00
Picnic Tables	\$15,000.00
Contingency (about 7%)	\$19,443.00
PST	\$0.00
Sub Total	\$300,000.00
GST (5%)	\$15,000.00
TOTAL with GST	\$315,000.00

The total cost before GST \$300,000.00 exceeded our pre-approved amount of \$200,000.00

ALTERNATIVES:

1. Do not award the bid and retender early next year.

FINANCIAL CONSIDERATIONS:

As the pre-approved budget for this project is \$200,000.00, an additional amount of \$100,000.00 is required. The sources of funds are as flows;

1. South Peace Mackenzie Trust - \$112,500.00
2. Peace River Agreement - \$40,000.00
3. Growing Communities fund - \$147,500.00

Prepared by:



Mokles Rahman, CAO

REQUEST FOR DECISION

RFD#:	2023-MR-12	Date:	March 21, 2023
Meeting#:	CM-03-27-23	Originator:	Gordon Davies
RFD TITLE:	Rainbow Cross Walk near Hudson's Hope School		

RECOMMENDATIONS:

THAT Council direct administration to buy paint and supply to the Hudson's Hope School for the installation of the rainbow cross walk near the school. The source fund is O&M public Works.

OR

THAT Council direct administration to hire Yellowhead Pavement Marking Inc for the installation of the rainbow cross walk near the Hudson's Hope School. The source fund is O&M public Works.

BACKGROUND:

At the February 13, 2023 regular Council meeting, Council passed the following resolution:

RESOLUTION NO. 037/2023

M/S Councillors Winnicky/Miller

THAT Council direct administration to report back with costs on how the painting of the rainbow sidewalk near the school can be accomplished.

CARRIED

DISCUSSION:

The Rainbow Crosswalk design consists of six colours: red, orange, yellow, green, indigo, and violet. At this time, it is assumed that the crosswalk will be with the above six colours, not incorporating the black, brown, light blue, pink, and white triangle of the Progress Pride Flag as some other communities have done.

The following are two methods to construct a Rainbow Crosswalk:

Option 1: Acrylic Paint – sprayed, brushed, or rolled onto the asphalt surface. It is water soluble, and polymer based. Required to be painted annually to stay looking fresh (depending on traffic volume). This method could be constructed by students at the school or volunteers as it is all hand work.

Option 2: Methyl Methacrylate (MMA) – MMA coatings consist of a two part mixture that forms a chemical bond with a surface after the catalyst is properly mixed in. The product can last as long as 10 years and is extremely durable and can withstand frequent snow plow hits.

The asphalt surface near the school is in fair to poor condition and is not expected to last the next ten years without reconstruction or a major asphalt overlay.

This product may be too costly to be used in this application due to its high life cycle cost if the asphalt surface is to be maintained in the near future.

This product may be too costly to be used in this application due to its high lift cycle cost if the asphalt surface is to be maintained in the near future.

Public works has consulted with the two line painting contractors who service this area.

Harold's A-1 Service suggested that several of the colours of paint may only be available in 5-gallon quantities instead of 1 gallon. One-gallon quantities of each paint should be sufficient for the project. They also suggested that this could be completed by volunteers.

Yellowhead Pavement Marking submitted the email as attached with photos of four communities for which they have installed Rainbow Crosswalks.

FINANCIAL CONSIDERATIONS:

The following are estimated costs to construct a basic Rainbow Crosswalk.

- Option 1: Acrylic Paint and Supplies - \$1,000.00 (materials only, construction by student)
- Option 2: Methyl Methacrylate (MMA) - \$5,000.00 (materials and construction by contractor)

ATTACHMENTS:

1. Examples of rainbow crosswalks in the other communities
2. Rainbow Crosswalk Proposed Locations near the HH school

Prepared by:

Gordon Davies, Manager of Public Works

Approved By:



Mokles Rahman, CAO



Examples of Rainbow Crosswalks in Kitimat, Quesnel, Smithers and Valemount.



Photo 1: Holland Street at Front of School opposite MacIntosh Cres.



Photo 2: Beattie Drive at Holland Street.



Photo 3: Beattie Drive across from staff parking entrance.

REQUEST FOR DECISION

RFD#:	2023-MR-12	Date:	March 21, 2023
Meeting#:	CM-03-27-23	Originator:	Mokles Rahman
RFD TITLE:	Solar Array Annual Report – 2022		

RECOMMENDATIONS:

THAT Council receive this report for information and discussion.

BACKGROUND:

Like the other years, Peace Energy Cooperative (the contractor) submitted an Annual Report (2022) of the District of Hudson's Hope Solar Arrays which is attached herewith.

DISCUSSION:

There are nine (9) Solar Arrays owned and operated by the District. The good news is that the arrays continue to perform very well, saving the District \$58,300 last year on its electrical bills, for total savings to date of approximately \$275,000.

Remote monitoring is done by the contractor from Dawson Creek, especially during peak solar energy production. An annual inspection is done by the contractor through a physical visit in early spring 2022, and repairs were done at the same time to save costs. Most of the solar arrays are working very well. The contractor is planning to come soon for the annual inspection and repair.

The Operations and Maintenance (O & M) cost during 2022 reporting period was \$3,900 (similar to 2020 and 2021). The contractor is proposing to increase the yearly O & M from \$3,900 to \$5,940 plus tax, as their rate structure has been increased slightly.

These increases reflect 1) their increased costs of operation over the last three years and 2) the complexity of the yearly Final Report which has increased over the last three years (eg: adding a separate report for each individual solar array), and many hours of office work and coordination with the inverter manufacturer needed to keep the solar arrays in top working order throughout the year.

As the current O & M agreement is going to expire on June 30, 2023, the contractor sent a draft agreement and proposed to change the term from three years to two years.

The actual cost of repair in 2022 was \$3,604. The contractor is estimating \$5,500 plus tax for 2023. The reason for this increase is that there are a few optimizers that are known to be unresponsive and not reporting properly on some of the arrays, although they expect that the number needing review is lower than in previous years.

Due to snow still covering most of the arrays at the time of this report, the contractor will need to wait for warmer weather to review the systems and provide an accurate number of optimizers across all nine (9) systems that require on-site review. An updated review and estimated quote for work will be submitted as soon as possible this spring after the arrays have cleared.

ATTACHMENT

1. Yearly PV Report 2022.
2. PV Operation and Maintenance Agreement

Prepared and approved by:



Mokles Rahman, CAO



Peace Energy Renewable Energy Cooperative

Office: 1204-103rd Ave., Dawson Creek, BC V1G 2G9

admin@peaceenergy.ca www.peaceenergy.ca

ph: 250-782-3882

March 1, 2023

Attention: Mokles Rahman CAO

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

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

gordon@hudsonshope.ca

RE: District of Hudson's Hope Yearly PV Report for 2022

Mr. Rahman:

Following, please find our third Yearly PV Report to conclude our 3-year PV O&M agreement.

Once again, we are pleased to report that the solar systems installed on District buildings have performed well, with only a slightly reduced power production (-7.5%) compared to 2021. This is due in large part to inverter issues on the large PV systems located at the Arena, Bullhead Curling Club and the Public Works. We estimate that the total lifetime value of power produced by the solar systems at the end of 2022 is in the range of \$275,000 or more. Excess solar power production from three sites, with a value of \$12,700, was transferred and credited to the District Street Lighting account to offset some of the costs on that account.

In this Report you will find:

- 1) an overview of PV energy output to date and total money saved by the District, as well as a performance summary for each of the nine solar arrays;
- 2) a summary of any issues found during our on-going remote monitoring of the solar arrays and our on-site 2022 inspection, plus a description of actions that were taken to correct any problems that we have found;
- 3) our recommended actions for 2023 and their associated costs and financial rationale.

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

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

Greg Dueck, solar consultant

250-782-3882

Greg.Dueck@peaceenergy.ca

Don Pettit

dpettit@pris.ca

250-782-1063 hm office



**District of Hudson's Hope
Solar PV Operation and Maintenance
Yearly PV Report 2022**
page 1

REPORTING PERIOD: Jan. 1 to Dec. 31, 2022

ELECTRICAL AUDIT:

TOTAL SOLAR OUTPUT FROM ALL NINE ARRAYS to Dec. 31/22 = **454,700 kWh**

TOTAL VALUE OF ENERGY PRODUCED during this reporting period: **\$58,300**

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

OTHER ENVIRONMENTAL BENEFITS:

Equivalent trees planted: **5318**

GHG displaced by solar energy: **178,190 kg.**

O&M COSTS DURING THIS REPORTING PERIOD:

Monthly fees 12 months x \$325 = \$3,900 (includes the one annual site visit to all nine locations as outlined in the O&M contract. Suggested additional work plan including quote for 2023 follows on Page 4 of this report)

Contract repairs as approved = \$3,604

ISSUES IDENTIFIED AND DEALT WITH DURING REPORTING PERIOD:

1) REMOTE MONITORING: thanks to the remote monitoring capabilities of all nine solar systems, routine checks were performed remotely from our Dawson Creek office, with extra reviews during the peak solar energy production season April to October. These reviews have shown that 2022 was a very good year for solar energy production.

Yearly PV Report 2022

page 2

ISSUES IDENTIFIED, ACTIONS TAKEN:

- 1) We identified a number of O&M issues with optimizers and inverters that required a site visit and presented a proposed plan with budget to coordinate with the spring O&M contract work. This work was subsequently approved by the District and completed in April over 2 long days on site, plus prep and follow up office work. Once this work was completed, the systems were able to produce more power from that point onward.
- 2) We supplied power valuation data and report information that the District wished to share with other Municipalities regarding the Hudson's Hope Solar Initiative.
- 3) We identified communications issues with multiple solar sites through the year and advised District personnel. District personnel then attended these sites and managed to identify and fix the issue with no need for an O&M visit by Peace Energy Co-op.
- 4) We reviewed the District's solar web page information throughout the year to ensure the solar information was reporting correctly.

2) PHYSICAL INSPECTION:

In April 2022 Greg Dueck (PEC solar consultant) and Ron Moch of Moch Electric Ltd. (PEC lead solar installer) conducted a physical inspection of all nine solar arrays. This included:

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

Yearly PV Report 2022

page 3

ISSUES IDENTIFIED, ACTIONS TAKEN in 2022:

- a. With last years report we supplied 'Recommended Actions for 2022' which outlined a list of items to review and fix. This work was approved and our annual spring contract visit in early April to all 9 sites, was combined with targeted maintenance on some major issues that has also been identified. This required a multi-day trip as outlined in the May 10, 2022 email of work performed.
- b. The warranty replacement LCD screen at the Bullhead Curling Club was installed unsuccessfully. This necessitated a subsequent trip wherein SolarEdge support finally identified that a replacement inverter would be required – not just the LCD board. A third trip was required to install the warranty replacement unit once it arrived. This new inverter would not power up properly. SolarEdge support identified that the activation code was incorrectly programmed into this inverter. A follow up visit in spring 2023 will be required (once snow is cleared off the array) for a follow up site visit to work with SolarEdge support and get this inverter operational. This inverter is the primary communication connection point for this site, so although the second inverter is still making power we are not receiving that data through the monitoring portal. Lost data will affect the benefit statement for both 2022 and 2023 until the issue is rectified.
- c. There has been a recurring issue with the model SE33.3K inverters installed at the Arena (x3) and the Bullhead Curling Club (x2). The inverter DC switch string fuses burn out, are replaced and burn out again – resulting in lost power production. Peace Energy even supplied District staff with extra fuses to keep on site and install when necessary, to negate a Peace Energy site visit each time this occurred. SolarEdge support have been contacted multiple times over the two years with requests for a permanent fix. In 2022 they finally supported this request and supplied all new replacement DC switch fuse blocks. With subsequent request they agreed to supply a new model of replacement DC switches that do not require DC fuses. These were installed on all 5 inverters mid-November. Winter set in shortly after this was completed, but 2023 should see the benefit of this work with increased solar power production and savings for the District from both sites.
- d. The internal firmware (operating system) of the inverters at all nine locations was confirmed or upgraded to the newest version for continued smooth operation and maximum power production.
- e. Remote monitoring revealed that Inverter #3 at the Public Works site stopped working in July. A site visit and consultation with SolarEdge support indicated a new electronic board would be required. While installing this new warranty board during a following visit, a secondary board was identified as requiring replacement as well. SolarEdge support choose to replace the entire inverter which was received and installed in November. The inverter was making power upon installation, however still requires review for a lack of monitoring communication and data upload.

Yearly PV Report 2022

page 4

f. A broken solar panel has been identified at the Lagoons and spare replacement found under the PV array. Unfortunately we were unable to replace the PV module in 2022 due to more pressing matters – but will complete this in 2023.

g. We know that there are a few optimizers that are known to be unresponsive and not reporting properly on some of the arrays, although we expect that the number needing review is lower than previous years. Due to snow still covering most of the arrays at the time of this report, we will need to wait for warmer weather to review the systems and provide an accurate number of optimizers across all 9 systems that require on-site review. An updated review and estimated quote for work will be submitted as soon as possible this spring after the arrays have cleared. **An estimated cost for this work would be around \$5,500 plus GST.**

RECOMMENDED ACTIONS for 2023:

Office work and a site inspection will be required this spring to identify and deal with the following actions plus any other issues identified before the trip is made:

- Note: optimizer issues require preliminary office work, then potentially on-site research at the array level to identify the issue. This is then followed up by a second trip to replace the optimizer after receiving RMA approval and replacement materials from SolarEdge. There will be some cost-effective savings and increased solar production to be had from pre-ordering some District owned spare replacements to keep on hand for the first trip. These will be used immediately where deemed necessary, then follow up with SolarEdge for any warranty replacement units. Any spares after the work is complete would then be kept as spares for similar future use. Following office review we will pre-order the necessary spare.

1. **Arena** - array research to identify a defective optimizer(s) which is keeping string #1.2 from operating.
2. **BullHead Curling club** – install the corrected activation code for Inverter #1, review arrays for unresponsive optimizers.
3. **Public Works** – identify / correct potential monitoring connection issue for inverter #3 and #2
4. **District Office/Fire Hall** – array research on-site to identify defective or unresponsive optimizers
5. **Lagoons** – replace the damaged PV module, research and replace unresponsive optimizers where required
6. **Swimming Pool Wave** – identify and replace unresponsive optimizers where needed.
7. **Museum** – on site review of optimizer #1.2.1 for under performance and potential warranty replacement.



Yearly PV Report 2022

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COST ESTIMATE to complete this work: \$5,500 plus GST

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

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

EXPENDITURE RATIONALE:

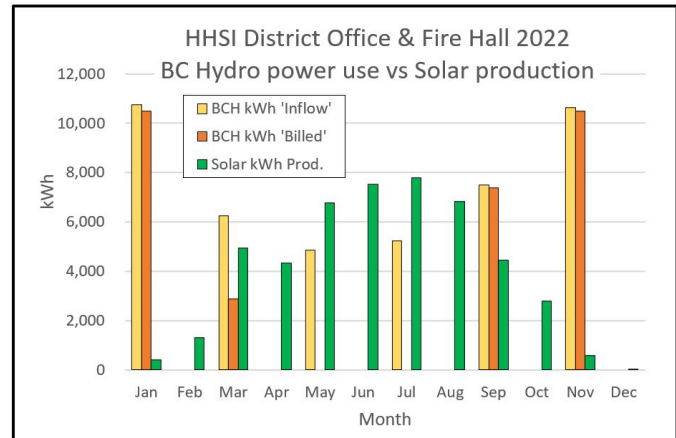
Each optimizer produces energy and income for the District. Each optimizer has an average "money-saved" value of approximately \$42 / year. Over their 25-year warranty period lifetime that equals \$1050 per optimizer based on today's grid electrical rates. Similarly any inverter issues affecting energy production should also be dealt with immediately.

Yearly PV Report 2022

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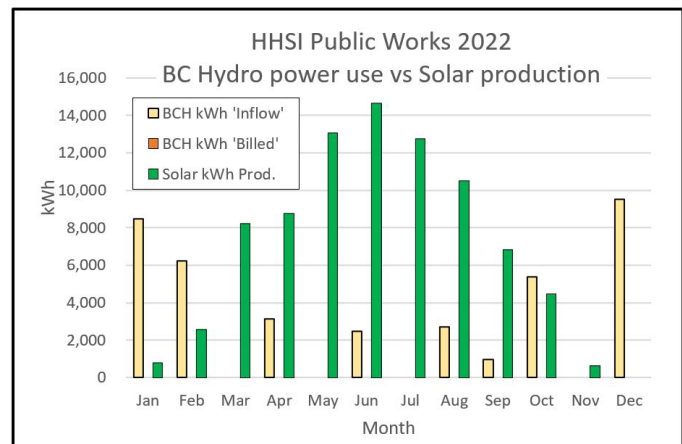
A CLOSER LOOK AT EACH SOLAR ARRAY:

District Office and Fire Hall: 53 kW array



The District Office/Fire Hall continued to produce solar power on par with 2021. As you can see from the graph, in 2 of the 6 billing cycles the District Office/Fire Hall did not have any kWh billed and the March bill was substantially reduced by solar power production. Overall BC Hydro annual power inflow at this location has been reduced by around 36% which has helped the solar system to achieve around 67% Net Zero of the original pre-PV system power use. **Value of solar produced power in 2022 was approx. \$6,125.**

District Public Works: 92 kW PV array

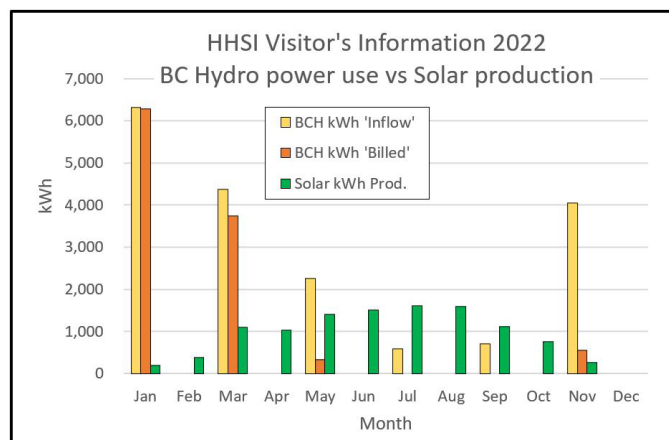


Even with 1 of the 4 inverters going off-line mid-year, the Public Works solar system continued to perform very well this past year. From the graph you can see that the system is once again Net Zero plus. We expect upcoming maintenance to return the system to full operation and data reporting in early 2023. A substantial benefit to the District is that the system once again produced excess power production credits for a cash benefit at years end. **Overall solar power production for 2022 had an estimated value of \$10,680. Year-end excess credits in the Generation Account translated to a value of around \$3,896 - which was once again transferred to the District's BC Hydro District Street Light account, to reduce those costs.**

Yearly PV Report 2022

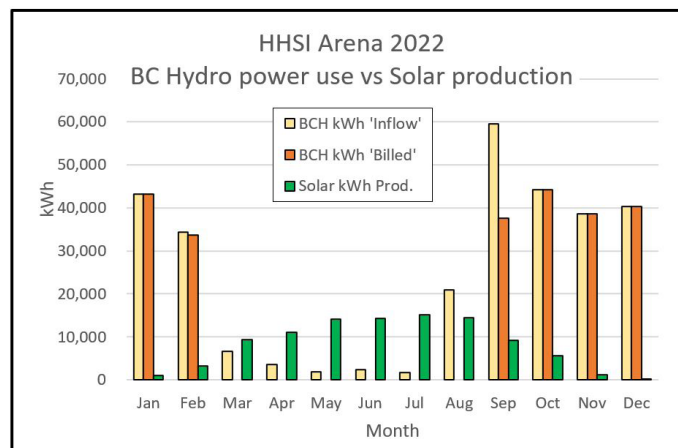
page 7

Visitor Centre: 10.1 kW array



The Visitor Centre continued to produce solar power on par with 2021. Annual power use at the Visitors Centre has been slowly reduced and in 2022 was around 75% of the power used before the solar system was installed. As you can see from the graph, most of the BC Hydro bills have been substantially reduced or completely displaced by the solar system power. **Value of solar produced power in 2022 was approx. \$1,410.**

Hudson's Hope Arena: 132 kW array

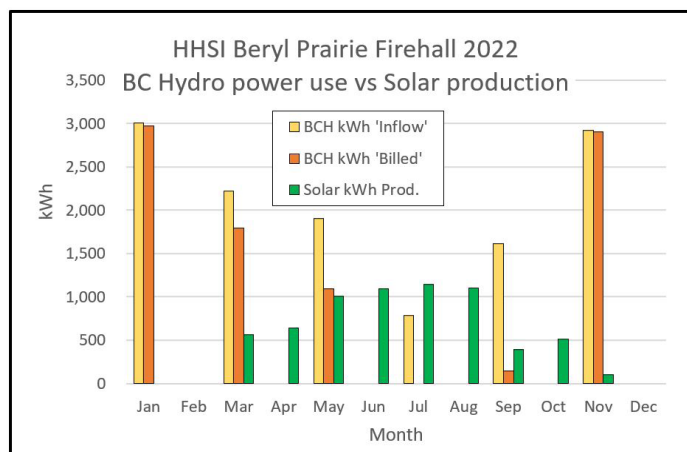


The Hudson's Hope Arena faced some ongoing inverter issues this year due to the DC fuse issue mentioned previously, which resulted in approx. 19% lower power production compared to 2021. Overall, the system is performing well and we would expect a banner year for 2023 once the final string is brought back into production this spring. **Value of solar produced power in 2022 was approx. \$12,650.**

Yearly PV Report 2022

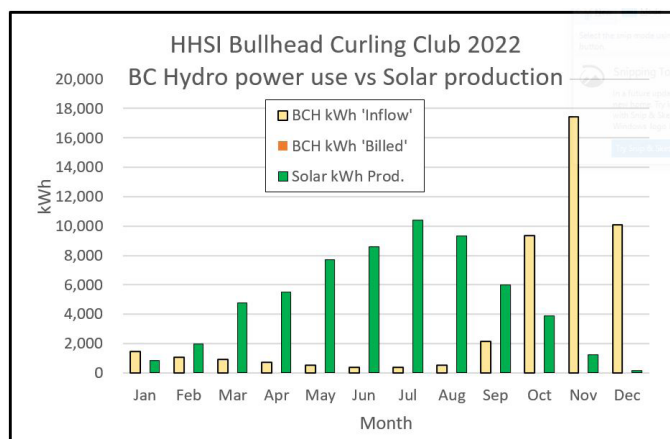
page 8

Beryl Prairie Fire Hall: 7.5 kW PV array



Although the Beryl Prairie Fire Hall solar system is not large enough to become Net Zero, the system continues to perform very well and on par with the previous year. The only issue has been maintaining monitoring data transfer via the on-site internet connection. Some monthly data was not reported on this site during 2022 and was estimated for this report based on the previous year's data. **Value of solar produced power in 2022 was approx. \$870.**

Bullhead Mountain Curling Club: 72 kW PV array

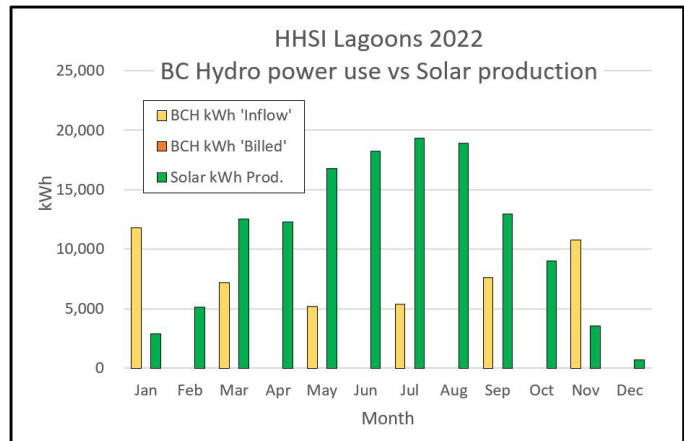


The Bullhead Mountain Curling Club PV system performed about equal to 2021 power production. This occurred even with some lost production due to the inverter DC fuse issue discussed previously. However, a substantial benefit to the District is that the power production once again exceeded power use - which created an end-of-year credit on the Generation Account. **Overall solar power production for 2022 had an estimated value of \$7,750. Year-end excess credits in the Generation Account translated to a value of around \$3,190 - which was once again transferred to the District's BC Hydro District Street Light account, to reduce those costs.**

Yearly PV Report 2022

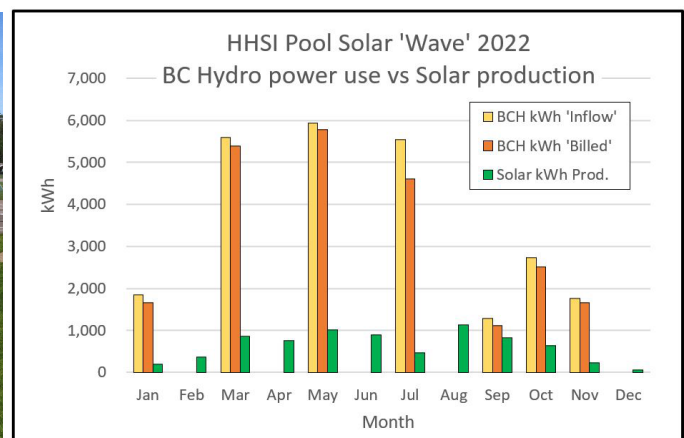
page 9

Sewage Treatment Lagoons: 122.4 kW PV array



The Lagoons PV system showed excellent performance once again for 2022 and has continued to have very few maintenance issues. A substantial benefit to the District is that the system once again produced excess power production credits for a cash benefit at the Net Meter year end. **Overall solar power production for 2022 had an estimated value of \$16,960. Year-end excess credits in the Generation Account translated to a value of around \$5,612 - which was once again transferred to the District's BC Hydro District Street Light account, to reduce those costs.**

Pool Solar Wave: 10.2 kW PV array

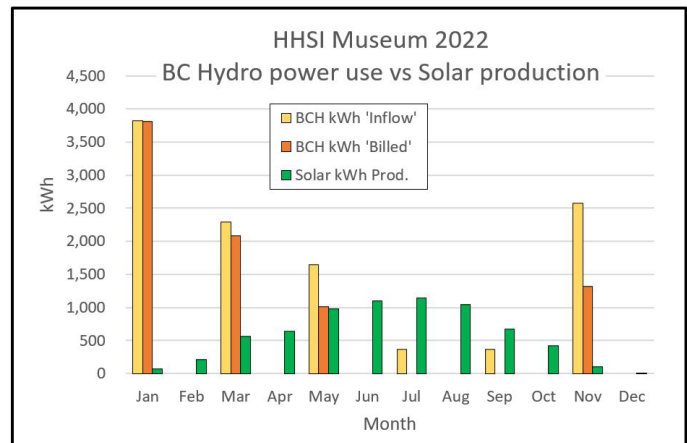


The artistic Solar Wave at the outdoor swimming pool continues to perform well and displace power needed to operate this popular community facility. There are a couple of optimizers that were not reporting properly in 2022 and this is reflected in the monitoring data with 22% lower power production compared to 2021. The District may want to consider trimming the tree that is located nearby the PV array to reduce any shading impact and reduced power production. **Value of solar produced power in 2022 was approx. \$950.**

Yearly PV Report 2022

page 10

Museum: 7 kW PV array



As you can see in the graph, the Museum continued with solid power production through 2022 providing around 2/3 Net Zero power production, thereby reducing costs in most of the billing cycles. **Value of solar produced power in 2022 was approx. \$890**

PV Operation and Maintenance Agreement District of Hudson's Hope page 1

RATIONALE:

Because PV power plants have all solid-state components with no moving parts, operation and maintenance costs are low. However, solar power systems are not 100% maintenance free; they require a planned regime of on-going monitoring, periodic inspection, scheduled preventive maintenance and occasional service calls. Without this consistent attention, PV array investments can be jeopardized and return on investment will not be maximized.

The following O&M plan will insure that your solar plant runs at peak efficiency over its 25-year-plus lifetime, reducing the risk of early equipment failure and unscheduled downtime to maximize power output and money saved on electrical bills.

Solar O&M costs do not comprise a capital expenditure because they are drawn from the money already saved on District electrical bills by self-generating electrical energy with the solar arrays.

It is proposed that the PV O&M Agreement between Peace Energy Cooperative and the District of Hudson's Hope will include the following services:

Item #1) POWER OUTPUT & ARRAY MONITORING

All of the Hudson's Hope solar arrays have built-in cloud-based power monitoring for remote evaluation. During the highest energy production season (March through September) we will remotely check all nine solar arrays once every two weeks; in low energy production season (October through February) we will check once every two months.

This remote systems check will show the status of every solar panel in every array to insure all arrays are working as expected. Using this system, problems are quickly identified so that action can be taken in a timely manner to minimize power loss (and to maximize your savings).

We will review energy production from individual inverters, strings and PV modules for similar periods of time in the past to identify possible issues for further investigation.

PV Operation and Maintenance Agreement District of Hudson's Hope Continued...page 2

Item #2) YEARLY PHYSICAL REVIEW OF ALL SOLAR ARRAYS

Once per contract year a certified electrician will come on-site and physically inspect each of the nine arrays. Work performed while on-site will include:

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

Item #3) YEARLY REPORTING

In late winter a written report will be submitted to Hudson's Hope Mayor, Council and administration detailing:

a) Electrical audit, including: power output compared to previous years and theoretical output. This will show the real, measured energy output of each array in kilowatt hours (kWh) and the total value of that energy in dollars. This number represents the money saved on District electrical bills, yearly and in total to date.

b) Problems identified and dealt with this year:

- what was the issue?
- how was it identified?
- how was it fixed?
- what did it cost?

c) Conclusions and recommendations: an overview of system performance and recommendations for improvements, suggestions for preventive maintenance, etc.





Peace Energy Renewable Energy Cooperative

Box 2567, Dawson Creek, British Columbia, Canada V1G 5A1

Office: 1204-103rd Ave., Dawson Creek, BC V1G 2G9

admin@peaceenergy.ca www.peaceenergy.ca

ph: 250-782-3882

PV Operation and Maintenance Agreement District of Hudson's Hope

Continued...page 3

COST:

a) PV Operation and Maintenance Agreement (includes all of the above Items #1-3):

\$5,940 plus tax per year (\$495 plus tax per month)

TERM of O & M Agreement: two years

b) Maintenance Services as required and pre-approved by District of Hudson's Hope. Regular system remote monitoring under this O&M Agreement (above Items #1-3) will from time to time reveal problems, such as a solar panel or group of solar panels under performing due to equipment failure, damage, loose connections, debris, etc.)

Failed equipment will be replaced by the manufacturer under the following warranties (Warranty documents are included in the O&M Manuals supplied to your office as per our supply/install contract):

Hanwha solar panels: 12 year product warranty, 25 year power output guarantee (expires approx. 2042)

Hansol and HES solar panels: 10 year product warranty, 25 year power output guarantee (expires approx. 2042)

SolarEdge Inverters: 12 years (expires approx. 2029)

SolarEdge Optimizers: 25 years (expires approx. 2042)

Our remote monitoring and yearly site inspection may from time to time reveal problems needing attention above and beyond this O&M agreement that will require our staff to visit the site and make repairs or replace equipment. PEC will order, replace, install any failed or damaged equipment and take care of the warranty process between the District and the manufacturer. We will perform identified and agreed upon services and maintenance of the solar power systems at the following contract service rates, billed monthly:

Mileage (from Dawson Creek)	\$1.10 per kilometer
Certified Electrician:	\$95.00 per hour
Assistant (labourer if needed)	\$70.00 per hour
Office (ordering, research, etc)	\$95.00 per hour
Parts not under warranty:	Cost plus 30%
Equipment rental (if needed):	Cost plus 20%
Meals and misc. expenses	billed at cost with receipts
LOA:	\$180 per person / day

c) Consultation (when requested) regarding such things as: technology research, system expansion options, efficiency improvements, new funding and grant opportunities, etc. : \$95.00 per hour



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**PV Operation and Maintenance Agreement
District of Hudson's Hope
Continued...page 4**

The District of Hudson's Hope and Peace Energy Renewable Energy Cooperative (PEC) herein enter into a contractual agreement under which PEC will provide Operations and Maintenance services as detailed above pages 1 to 3. The term of this agreement will be for two years from the start date of July 1, 2023. Either party may terminate this agreement at any time with one month prior written notice.

for the District of Hudson's Hope:

(print and sign): _____ Date: _____

(position or title): _____

for Peace Energy Renewable Energy Cooperative:

(print and sign): Donald Pettit

A handwritten signature in black ink, appearing to be "DP" followed by a stylized flourish.

Date: March 1, 2023

(position or title): Executive Director Peace Energy Renewable Energy Cooperative

REQUEST FOR DECISION

RFD#:	2023-MR-13	Date:	March 21, 2023
Meeting#:	CM-03-27-23	Originator:	Mokles Rahman
RFD TITLE:	Director of Protective Services - Appointment		

RECOMMENDATIONS:

1. *THAT Council appoint Fred Burrows as an Officer of the District of Hudson's Hope as per Bylaw No. 903, 2019, and*
2. *THAT Council notify the Office of the Fire Commission that Fred Burrows is appointed to exercise the powers of a Local Assistant to the Fire Commissioner within the District of Hudson's Hope.*

BACKGROUND:

Section 4 of Bylaw No. 903, 2019, states that the Director of Protective Services is recognized as an Officer of the District of Hudson's Hope, and Section 7 reads that Officers shall be appointed by Resolution of Council.

Section 6 (1) of the Fire Services Act, states Local Assistants to the Fire Commissioner in a municipality that maintains a fire department, the fire chief and persons authorized in writing by the fire chief to exercise the powers of a local assistant.

DISCUSSION:

A Notice of Appointment is required to provide the Director of Protective Services with the proper power, duties, and responsibilities associated with the position and to carry out activities under the authority and on behalf of the Fire Commissioner.

FINANCIAL CONSIDERATIONS: N/A

ALTERNATIVES: N/A

ATTACHMENT:

1. Draft appointment letter to the Office of the Fire Commission.

Prepared by:



Mokles Rahman, CAO

March 23, 2023

File: 0110-01

Office of the Fire Commissioner
PO Box 9201 Stn. Prov. Govt.
Victoria, BC
V8W 9J1

Dear Sirs/Madams:

RE: New Hudson's Hope Fire Chief – Fred Burrows

Effective April 3, 2023, the District of Hudson's Hope has appointed Fred Burrows as the new fire chief, replacing Brad Milton who resigned effective March 23, 2023 to take a position with another municipality. Pursuant to the provisions of Section 6 (1)(a) of the *Fire Services Act*, I hereby authorize Fred Burrows to exercise the powers of a Local Assistant to the Fire Commissioner within the District of Hudson's Hope.

Please issue Fred Burrows a Local Assistant Fire Chief (LAFC) badge and identification card and send it to my attention for distribution.

It is understood that the badge will be returned to the Office of the Fire Commissioner when the authority of the holder ceases as per section 41(3) of the *Fire Services Act*.

Thank you for your attention to this matter, and if you have any questions or concerns, please do not hesitate to contact this Office.

Yours truly,

DISTRICT OF HUDSON'S HOPE

Dave Heiberg
Mayor

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: CAO Update
DATE: March 22, 2023
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 February 24, 2023 to March 22, 2023.

- Prepared Draft Operating and Capital Budgets for 2023.
- Water Treatment Plant (WTP):
 - Boil water advisory is still in place. Water is safe to drink if boiled.
 - UV Reactors delivery to the site is expected by mid April, and installation is completed by 1st week of May 2023. At that point, the Boil water advisory may be removed.
 - Rental clarifier will be mobilized to the site by mid April and will be in operation by the end of April 2023.
- Approved Gilliss subdivision in Drew Road.
- HR:
 - The new Director of Protective Service will start on April 3, 2023.
 - In the process of hiring a recruitment firm for the hiring of a Director of Public Works
 - Manager of Public Works posting will be closed on March 27, 2023.
 - Corporate Officer posting will be closed on March 31, 2023.

Upcoming Activities:

- Present Draft Operating and Capital Budgets to the Council during a Committee of the Whole Meeting on March 29, 2023.
- Preparation of Tax rate bylaw and Financial plan bylaw.

Prepared by:



Mokles Rahman, CAO

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

SUBJECT: Protective Services Update

DATE: March 23, 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 21, 2023 – March 23, 2023, HHFR received 5 calls for service. – 4 - First Responder (medical), 1 – Structure Fire.
- A new Fire Chief has been selected and turn of with Chief Milton Complete.
- HHFR JR Firefighters continue training on the various aspects of the fire services, each student has been working hard and participating fulling in all activities.
- The new HHFR pick up truck had been delivered and placed into service. HHFR is waiting on the delivery of the pump due in early May.
- Chief Milton would like to thank everyone for their support during his time here and wished all the very best in the future.
- There have been 0 bylaw complaints and 0 complaint resolutions this reporting period.

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

Prepared by:



Brad Milton, Director of Protective Service

REPORT TO: Mayor and Council

FROM: Public Works Department Update

DATE: March 21, 2023

FROM: Gordon Davies

Below please find highlights of some of the activities either completed or underway in the Public Works Department for February and March.

A. OPERATIONS

- Arena closed March 15, 2023, with ice removal in progress.
- Winter road maintenance coming to the end of the season – Now clearing ditches and steaming culverts and catch basins.
- GT Xcavating with direction and assistance from Public Works located, excavated, and repaired a watermain leak on the 250mm Ø on Jamieson Avenue.
- District Office entrance refurbishment and new flooring installation starts April 7.

B. CAPITAL PROJECTS 2023

- Swimming Pool – contractor to confirm the schedule for pool rehabilitation.
- Kendrick Lift station Pre-Design complete, final report to come from the DGH consulting.
- Waiting to receive final Tender Documents from Consultants for preapproved projects.
 - King Gething Campground Sani Dump
 - New Sanitary Manhole on Highway 29 – near the school.

C. OPERATING PROJECTS

- Swimming Pool – obtaining repair materials and a local contractor for one known liner repair.

D. UPCOMING ACTIVITIES

- Road sweeping to eliminate airborne dust.

Gordon Davies,
Public Works Manager

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor Dave Heiberg and Council
SUBJECT: Special Projects – Update Report
DATE: March 2023
FROM: Chris Cvik

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

- Received positive response on NDIT Grant for pool upgrades.
- Received positive response on SMPT Grant for Lake ATV Campground Phase III projects. **Note:** Grant is for \$112,500 not \$125,000.
- Assisting with recruitment for Director of Protective Services, Public Works Manager, and Corporate Officer.
- 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. UPDATE: Submitted Fossil Chance Find Protocol. No change from previous month(s).

Upcoming

- Work with the CAO on the recruitment for a Director of Public Works, Director of Protective Services, Corporate Officer and Public Works Manager.
- Start work on Annual Report.
- Assist with CAO as necessary.



Chris Cvik

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: Recreation & Special Events Update
DATE: March 23, 2023
FROM: Kelsey Shewfelt, Recreation Officer

Below, please find highlights of some of the activities either completed or underway in the Recreation Department during the period of February 22, 2023, to March 23, 2023. The report is being submitted by the Recreation Officer.

A. COMPLETED ACTIVITIES AND EVENTS:

1. Winter Fest (January 27 – February 3, 2023) –Friday, February 3, 2023 – Recreation Department is still waiting for final invoices and will provide total cost break down on next monthly report.
2. Family Day (February 19, 2023) – Event was held at the Arena with approximately 35 people in attendance. Activities that were offered were multiple “Minute to Win It” style games, skating, “Laser” room and snow painting. Attendees were provided hot dogs, refreshments, and cupcakes. Total costs for event were \$777.78.
3. St. Patrick’s Day (March 17, 2023) – Family Bingo Night was held at the Community Hall. Five games were played. Attendees were provided with refreshments, snacks, and green necklaces. There were roughly 65 people in attendance. Recreation Department is still waiting for final invoices and will provide total cost break down on next monthly report.

B. UPCOMING ACTIVITIES AND EVENTS:

1. Easter (April 8, 2023) – Planning for this event is currently underway.
2. Annual Day of Mourning (April 28, 2023) – Planning for this event currently underway.
3. ParticipACTION Community Better Challenge (June 2023) – Planning for this event is currently underway.
4. Canada Day (July 1, 2023) – Planning for this event is currently underway.

C. GRANTS:

1. Heritage Day Grant – Application has been submitted.
2. Canada Summer Jobs Grant – Application has been submitted.
3. ParticipACTION Community Better Challenge Grant – Application for \$3800 was successful.
4. BC Family Day Grant – Application for \$1000 was successful.

5. New Horizons Senior's Programs – Application for \$7100 was successful.

Prepared and submitted by:

A handwritten signature in cursive script that reads "Kelsey Shewfelt".

Kelsey Shewfelt, Recreation Officer

Committee for Recreation Facilities – Terms of Reference

Mandate

To support diverse facilities that provide recreational opportunities that meet the current and future needs for people of all ages and capabilities within the Hudson's Hope community.

The Committee will:

1. Focus committee time and attention to facilities designated by council. Recreational facilities can be added or removed as identified by the majority of council.
2. Explore feasible options and support the progress of active projects.
3. Provide supporting information in addition to staff reports and advise council on recreational facility projects.
4. Support the process and ensure requirements are met for public consultation in the development of new facilities to ensure new projects reflect the needs and priorities of the community.
5. Provide feedback and direction to staff and consultants concerning active projects.

Current Recreation Facilities the Committee is involved with:

- Development of a District of Hudson's Hope community centre/recreation facility
 - Full definition of this facility is to be developed following committee deliberation, architect proposal, public consultation, and council review
- District of Hudson's Hope Outdoor Swimming Pool

Committee of Recreation Facility Membership Composition:

- Tashana Winnicky - Chair
- Tina Jeffrey – Vice Chair
- Travous Quibell – Council Committee Member
- One District of Hudson's Hope Staff Member (Mokles Rahman)

Quorum

- Majority of Committee Members (3)

Meeting Schedule

- The committee will meet a minimum of quarterly with additional meetings as required.
- While major projects are in progress, it is recommended that the committee or sub-committee applicable meet monthly.

Subcommittees

1. District of Hudson's Hope Community Centre/Recreation Facility Subcommittee

Quorum

- Majority of Sub-Committee Members (4)

Membership Composition:

- Tashana Winnicky - Chair
- Tina Jeffrey – Vice Chair
- Travous Quibell – Council Sub-Committee Member
- Amber Norton – Hudson's Hope Library Director
- Greta Goddard – iSpark director, Hope 4 Health, and Community representative
- Esther Vandergaag - New Horizons Representative
- Mokles Rahman - District of Hudson's Hope Staff Member

2. District of Hudson's Hope Outdoor Swimming Pool Subcommittee

Quorum

- Majority of Sub-Committee Members (3)

Membership Composition:

- Tashana Winnicky - Chair
- Tina Jeffrey – Vice Chair
- Travous Quibell – Council Sub-Committee Member
- Liza Rhymer – Community Representative
- Mokles Rahman - District of Hudson's Hope Staff Member



March 16, 2023

Ref: 271994

Their Worship Mayor David Heiberg
District of Hudson's Hope
PO Box 330
Hudson's Hope BC V0C 1V0

Dear Mayor Heiberg:

The population of B.C. has increased consistently over the past decade and is projected to keep growing in the next 10 years. The provincial government understands the need to facilitate greater housing supply for our growing population. The province will support local governments in addressing the multiple funding and financing constraints to aid in the construction of infrastructure and amenities for all B.C. communities. Local governments' investment in core community infrastructure and amenities increases the amount of land that is ready to be developed to a higher density.

The Government of B.C. has invested considerable resources in infrastructure and amenities in the past 10 years and has strategically leveraged federal funding to that effect. More than \$1.6 billion in federal and provincial funding have been invested in our communities since 2018 through the Investing in Canada Infrastructure Program. However, as there is still more to be done for infrastructure and amenities, the provincial government is pleased to provide the Growing Communities Fund (GCF) for local governments province-wide.

As a one-time grant, the GCF will provide up to \$1 billion through direct grants to local governments to support all B.C. communities, with a focus on those communities that need to increase the pace and scale of housing supply. The principal objective of the GCF is to increase the local housing supply with investments in community infrastructure and amenities. Municipalities are encouraged to work closely with adjacent local First Nations, in recognition of the *Declaration on the Rights of Indigenous Peoples Act*, as this collaboration strengthens our communities and regions.

The funding provided through the GCF should be limited to one-off costs needed to build required infrastructure and amenities rather than funding ongoing or operational activities. These funds are to be incremental to currently planned investments and should accelerate the delivery of capital projects.

Eligible costs are as follows:

- Public drinking water supply, treatment facilities and water distribution;
- Local portion of affordable/attainable housing developments;

.../2

- Childcare facilities;
- Municipal or regional capital projects that service, directly or indirectly, neighbouring First Nation communities;
- Wastewater conveyance and treatment facilities;
- Storm water management;
- Solid waste management infrastructure;
- Public safety/emergency management equipment and facilities not funded by senior level government;
- Local road improvements and upgrades;
- Sidewalks, curbing and lighting;
- Active transportation amenities not funded by senior level government;
- Improvements that facilitate transit service;
- Natural hazard mitigation;
- Park additions/maintenance/upgrades including washrooms/meeting space and other amenities; and
- Recreation-related amenities.

Further to the above-noted capital costs, one-off costs can include:

- Costs of feasibility studies (including infrastructure capacity assessment); other early-stage development work; costs of designing, tendering and acquiring land (where it is wholly required for eligible infrastructure projects); constructing eligible infrastructure projects; and, in limited situations, non-capital administrative costs where these are necessary, for example adding staff capacity related to development or to establish complementary financing for local government owned infrastructure or amenities.

I am pleased to advise you that the District of Hudson's Hope is the recipient of a \$905,000 grant under the Growing Communities Fund. This amount will be directly transferred to your local government by March 31, 2023.

Under part 7 of the Local Government Grants Regulations, the amount of the grant to each local government is set by the Minister of Municipal Affairs. The determination of this amount was based on a formula that applies to all municipalities.

This formula is based on three components: a flat funding amount, an "adjusted population" amount and a "population growth" amount. The flat amount is \$500,000. The "adjusted population" amount is \$365 per adjusted population. The population adjustment ensures smaller municipalities get a higher per capita share of funding despite larger municipalities receiving more funding in absolute dollars. The "population growth" amount is \$1,000 per capita population growth between 2016 and 2021.

.../3

As a condition of this funding, the grant must be placed in a segregated reserve fund established by bylaw under section 188 of the *Community Charter* for the Capital and Planning purposes of the GCF. This fund must be separate from other existing reserve funds. To ensure full transparency regarding the use of funds, your local government will be required to annually report on how it spends this grant. This will be part of the annual financial reporting required under section 167 of the *Community Charter*. Your local government will provide a schedule to the audited financial statements respecting the amount of funding received, the use of those funds and the year-end balance of unused funds. Your local government must continue to annually report on the use of grant money until the funds are fully drawn down.

Further to the financial reporting, an annual report that identifies work-related Housing Needs Reports and pre-zoning requirements, as applicable, is required. The province also encourages highlighting projects that align with provincial priorities such as CleanBC and childcare; as well as those that align with the province's Environmental, Social and Governance framework for capital projects.

Finally, requirements will include parameters for public recognition of the funding related to projects. The province must be consulted prior to any proactive media events or news releases related to the project. Funded projects must also acknowledge the province's contribution through temporary and permanent on-site signage. The provincial government anticipates that the funds will be expended within approximately five years of receipt.

If you have any questions or comments regarding this letter, please feel free to contact the Local Government Infrastructure and Finance Branch by email at: LGIF@gov.bc.ca. Further information on the program will be available on the following webpage:

<https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/grants/bc-s-growing-communities-fund>.

The province welcomes this opportunity to support the growth of the supply of housing throughout British Columbia. We believe that this funding will contribute to the capacity of B.C. local governments to provide critical services as our province and economy grows.

Sincerely,



Anne Kang
Minister

pc: Mokles Rahman, Chief Administrative Officer, District of Hudson's Hope

Attachment with Example Calculation for a Municipality with 15,000 People

Population Range	From	To	Adjustment Factor
1. Very Small	0	2,000	100%
2. Small	2,001	5,000	80%
3. Small-Med	5,001	10,000	60%
4. Medium	10,001	20,000	40%
5. Large-Med	20,001	40,000	20%
6. Large	40,001	150,000	10%
7. Very Large	150,001	900,000	5%

To illustrate, for a city of 15,000 people, the adjusted population is:

- For this first 2,000 residents, adjustment of 100% = $2,000 \times 100\% = 2,000$
- For the next 3,000 (up to 5,000), adjustment of 80% = $3,000 \times 80\% = 2,400$
- For the next 5,000 (up to 10,000), adjustment of 60% = $5,000 \times 60\% = 3,000$
- For the last 5,000 (up to 15,000), adjustment of 40% = $5,000 \times 40\% = 2,000$

Thus, the city of 15,000 people has an adjusted population of 9,400 ($=2,000 + 2,400 + 3,000 + 2,000$).

If the city grew by 4,500 people between 2016-2021, the total grant amount is calculated as follows:

Component	Calculation	Result
Flat Funding	\$500,000	\$500,000
Adjusted Population	$= 9,400 \times \$365$	\$3,431,000
Population Growth	$= 4,500 \times \$1,000$	\$4,500,000
Total Grant		\$8,431,000

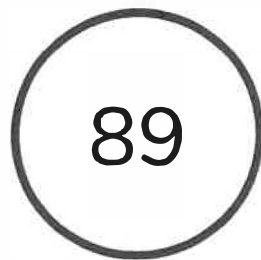


LGMA

LOCAL GOVERNMENT
MANAGEMENT ASSOCIATION
OF BRITISH COLUMBIA

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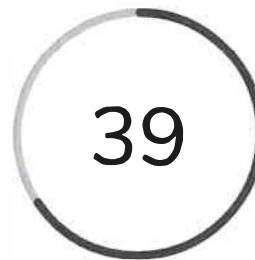
Annual Conference



Days



Hours



Minutes



Seconds

2023 Annual Conference, June 13-15
Vancouver Island Conference Centre, Nanaimo,
BC

We gratefully acknowledge we will be gathering on the traditional territories of
the **Snuneymuxw First Nations**

LGMA2023, **Taking Stock, (re) Shaping Together**, will bring together local government practitioners, experts, and partners from across British Columbia to explore a wide range of current topics and trends and expand their professional networks.



**Taking Stock,
Re(Shaping) Together**
2023 LGMA CONFERENCE
JUNE 13-15 | NANAIMO



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LOCAL GOVERNMENT
MANAGEMENT ASSOCIATION
OF BRITISH COLUMBIA

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showcase local government ingenuity; reflect, analyze, and share transferable tools; and collectively address emerging issues impacting communities, citizens, and local government organizations.

2023 learning tracks:

- Livable, Sustainable Communities
- Trends in Technology and the Impact of Digitalization
- Advancing Equity, Inclusion, and Decolonization
- Team and Organizational Effectiveness
- Personal Growth and Development

Hotel Accommodations

Book your hotel accommodations at one of our conference hotels before the cut-off dates.

- **Coast Bastion Hotel**, \$189 - \$209 Standard rooms, King or Double. Call 1-800-716-6199 and quote CBI-GFC21858, or book online: <https://book.passkey.com/e/50500653> **Book before May 12, 2023.**
- **Best Western Dorchester Hotel**, \$160 - \$170 standard rooms. **Book before May 13, 2023.**

Keynote Speakers



WANEK HORN-MILLER, Indigenous and Reconciliation Activist and Olympian

At the age of fourteen Waneek Horn-Miller was stabbed in the chest by a Canadian soldier while protesting a condo development on traditional Mohawk lands. A photo of the event launched her into the public eye as a symbol of Indigenous struggle, but Horn-Miller battled the very real trauma and PTSD that followed. On stage,



LGMA

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MANAGEMENT ASSOCIATION
OF BRITISH COLUMBIA

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technology has on our relationship with the world, Jesse believes that it should be used in responsible and creative ways. He encourages audiences to use technology as the catalyst for collaboration, education, and growing thriving organizations.



LGMA Trade Show Returns, June 13 & 14!

15 Standard Exhibitor Booths (8' x 8') are available, plus four **Connection Corners (16' x 8')** with soft seating for easy conversations available in double-wide exhibit space. All exhibitor booth pricing includes TWO Exhibitors.

Standard Booth and TWO exhibitors:

Connection Corners and TWO Exhibitors:

\$1,900 + GST before April 30, \$2,100 + GST May 1

\$2,500 + GST before April 30, \$2,700 + GST
May 1

Review the [Trade Show information package](#) and the [Trade Show floor plan](#). Registration will open mid-January.

Contact Shannon Gustafsson sgustafsson@lgma.ca if you're keen to exhibit at the 2023 event.

Relive Your Favourite LGMA Conference Memory With Our Photo Gallery:

Dear Members,

On March 5th, 2023, the NCLGA Governance Committee and Board of Directors identified several potential amendments (Table 1.0) to the Society Constitution and Bylaws and approved the submission of a **Resolution to Amend** (see below), for member consideration, at the upcoming Annual General Meeting & Convention (May 9-12, 2023, Ovintiv Centre, Dawson Creek, BC).

Link: [NCLGA Constitution and Bylaws](#)

RESOLUTION TO AMEND:

WHEREAS the North Central Local Government Association Constitution and Bylaws were last updated in April 2018.

AND WHEREAS maintaining an updated Constitution and Bylaws is important for the integral governance of the NCLGA.

THEREFORE BE IT RESOLVED that the amendments identified in Table 1.0 (NCLGA Society Constitution and Bylaws Summary of Amendments) be **APPROVED**.

Table 1.0 NCLGA Society Constitution and Bylaws Summary of Amendments

Section	Current Wording	Amended Wording
Society Purposes a	To secure united action among the members in dealing with all matters of individual or common local government interest.	To secure united action among the members in dealing with matters of local government interest.
Society Purposes b	To be an agency for cooperation with the Union of British Columbia Municipalities for the continued development of sound local government.	To be an agency for cooperation with the Union of British Columbia Municipalities (UBCM) for the continued development of sound local government.
4	Cities, districts, townships, towns, villages, regional districts and other local governments in the north area of British Columbia as described above may apply to the directors for membership in the society and on acceptance by the directors will become members.	Cities, districts, townships, towns, villages, regional districts, First Nations , and other local governments in the north area of British Columbia as described above may apply to the directors for membership in the society and on acceptance by the directors will become members.
7	A municipality, regional district or other local government ceases to be a member of the society: a) by delivering its resignation in writing to the secretary of the society or by	A city, district, township, town, village, regional districts, First Nations , or other local government, ceases to be a member of the society:

NCLGA MEMBER NOTICE
NCLGA BYLAW REVIEW
SUMMARY OF PROPOSED CHANGES
MARCH 9, 2023

	<p>mailing or delivering it to the address of the society;</p> <p>b) on being expelled; or</p> <p>c) on having been a member not in good standing for 12 consecutive months.</p>	<p>a) by delivering its resignation in writing to the secretary of the society or by mailing or delivering it to the address of the society;</p> <p>b) on being expelled; or</p> <p>c) on having been a member not in good standing for 6 consecutive months.</p>
13 (1)	<p>Notice of a general meeting must specify the place, day and hour of the meeting, and, in case of special business, the general nature of that business.</p>	<p>Notice of a general meeting must specify the place (if in person), the videoconference format (if virtual), day and hour of the meeting, and, in case of special business, the general nature of that business.</p>
27 (1)	<p>If a director resigns his or her office or otherwise ceases to hold office, the remaining directors must appoint a delegate of a member to take the place of the former director.</p>	<p>If a director resigns their office or otherwise ceases to hold office, the remaining directors must appoint a delegate of a member to take the place of the former director.</p>
28 (1)	<p>The members may by special resolution remove a director before the expiration of his or her term of office and may elect a successor to complete the term of office.</p>	<p>The members may by special resolution remove a director before the expiration of their term of office and may elect a successor to complete the term of office.</p>
28 (2)	<p>The office of a director must be vacated if the director:</p> <p>a) delivers a resignation in writing to the secretary or mails or delivers it to the address of the Society;</p> <p>b) is convicted of an indictable offence, and the directors must have resolved to remove him;</p> <p>c) fails to attend three consecutive meetings of the directors without good and sufficient reason in the opinion of the directors and the directors must have resolved to remove him;</p> <p>d) if he or she is found by a court to be of unsound mind;</p> <p>e) if he or she becomes bankrupt; or on death;</p>	<p>The office of a director must be vacated if the director:</p> <p>a) delivers a resignation in writing to the secretary or mails or delivers it to the address of the Society;</p> <p>b) is convicted of an indictable offence, and the directors must have resolved to remove them;</p> <p>c) fails to attend three consecutive meetings of the directors without good and sufficient reason in the opinion of the directors and the directors must have resolved to remove him;</p> <p>d) if they are found by a court to be of unsound mind;</p> <p>e) if they become bankrupt; or on death;</p>
30 (1)	<p>The directors may meet at the places they think fit to conduct business, adjourn and otherwise regulate their meetings and proceedings, as they see fit.</p>	<p>The directors may meet at the places (in person or virtually) they think fit to conduct business, adjourn and otherwise regulate their meetings and proceedings, as they see fit.</p>

35	A director who may be absent temporarily from British Columbia may send or deliver to the address of the society a waiver of notice, which may be by letter or email, of any meeting of the directors and may at any time withdraw the waiver, and until the waiver is withdrawn,	A director who may be absent temporarily from British Columbia may send or deliver to the society a waiver of notice, which may be by letter or email, of any meeting of the directors and may at any time withdraw the waiver, and until the waiver is withdrawn,
39 (4)	Either the president or a director authorized by resolution of the directors must co-sign with the secretary/treasurer banking resolutions and cheques drawn on the society's bank account.	Either the president or a director authorized by resolution of the directors must co-sign with the secretary/treasurer banking resolutions and payments drawn on the society's bank account.
39 (6)	The president may appoint two persons to audit the accounts of the secretary/treasurer if he or she deems it necessary.	The president may appoint two persons to audit the accounts of the secretary/treasurer if they deem it necessary.
39 (7)	The president may appoint such special committees as he or she deems necessary.	The president may appoint such special committees as they deem necessary.
45	Subject to the provisions of the Societies Act, the directors may cause the Society to indemnify a director or former director of the Society and the heirs and personal representatives of any such person against all costs, charges and expenses, including an amount paid to settle an action or satisfy a judgment, actually and reasonably incurred by him, her or them including an amount paid to settle an action or satisfy a judgment in a civil, criminal or administrative action or proceeding to which he or she or they are made a party by reason of their being or having been a director of the Society, including any action brought by the Society. Each director of the Society on being elected or appointed must be deemed to have contracted with the Society on the term of the foregoing indemnity.	Subject to the provisions of the Societies Act, the directors may cause the Society to indemnify a director or former director of the Society and their heirs and personal representatives of any such person against all costs, charges and expenses, including an amount paid to settle an action or satisfy a judgment, actually and reasonably incurred by them including an amount paid to settle an action or satisfy a judgment in a civil, criminal or administrative action or proceeding to which he or she or they are made a party by reason of their being or having been a director of the Society, including any action brought by the Society. Each director of the Society on being elected or appointed must be deemed to have contracted with the Society on the term of the foregoing indemnity.
46	Subject to the provisions of the Societies Act, the directors may cause the Society to indemnify any officer or former officer of the Society and his or her heirs and personal representatives against all costs and expenses whatsoever incurred by	Subject to the provisions of the Societies Act, the directors may cause the Society to indemnify any officer or former officer of the Society and their heirs and personal representatives against all costs and expenses whatsoever incurred by

NCLGA MEMBER NOTICE
NCLGA BYLAW REVIEW
SUMMARY OF PROPOSED CHANGES
MARCH 9, 2023

	him, her, or them and resulting from acting as an officer of the Society.	them and resulting from acting as an officer of the Society.
47	The directors may cause the Society to purchase and maintain insurance for the benefit of any person who is or was serving as a director or officer of the Society and his or her heirs or personal representatives against any liability incurred by him or her as such director or officer.	The directors may cause the Society to purchase and maintain insurance for the benefit of any person who is or was serving as a director or officer of the Society and their heirs or personal representatives against any liability incurred by them as such director or officer.

STAFF CONTACT(S):	Terry Robert, Executive Director troberty@nclga.ca Sandra Moore, Board and Committee Support admin@nclga.ca
NCLGA GOVERNANCE COMMITTEE MEMBERS	Steve Forseth, President Sheila Boehm (Chair), 1 st Vice President Judy Greenaway, 2 nd Vice President Cori Ramsay, Past President

March 14, 2023

Mokles Rahman
Chief Administrative Officer
District of Hudson's Hope
Box 330
Hudson's Hope, BC V0C 1V0

Dear Mokles Rahman:

RE: STRATEGIC PRIORITIES FUND APPLICATION

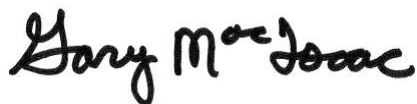
Thank you for submitting your Strategic Priorities Fund (SPF) application for funding under the Canada Community-Building Fund. We have now completed approvals and unfortunately your application for the Cycling Network Master Plan & Sidewalk Master Plan (22-0235-SPF) was not approved for funding at this time.

As with previous intakes for pooled funding delivered through the Canada Community-Building Fund, the 2022 SPF intake was oversubscribed. In total, 190 applications were made, with a funding request of over \$514 million. Of these, 45 projects were approved for approximately \$100 million. The projects selected reflect the technical ranking provided to the Management Committee for all projects.

We wish to thank you for taking the time to develop and forward your application. The Management Committee anticipates that funding under the SPF is now fully committed.

Should you have any questions regarding the 2022 SPF intake, please contact Brant Felker, Manager, Canada Community-Building Fund by e-mail at bfelker@ubcm.ca or by phone at 250-356-0893.

Sincerely,

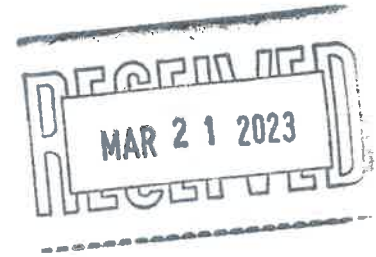
A handwritten signature in black ink that reads "Gary MacIsaac". The signature is written in a cursive, flowing style.

Gary MacIsaac, Chair
Canada Community-Building Fund Management Committee

C4

March 16, 2023

Mokles Rahman
Chief Administrative Officer
District of Hudson's Hope
Box 330
Hudson's Hope, BC V0C 1V0



Dear Mokles Rahman:

RE: STRATEGIC PRIORITIES FUND APPLICATION

Thank you for submitting your Strategic Priorities Fund (SPF) application for funding under the Canada Community-Building Fund. We have now completed approvals and unfortunately your application for the Reschke Road, Kylo Street, Paquette Ave, and Ellis Cr. Rehabilitations (22-0683-SPF) was not approved for funding at this time.

As with previous intakes for pooled funding delivered through the Canada Community-Building Fund, the 2022 SPF intake was oversubscribed. In total, 190 applications were made, with a funding request of over \$514 million. Of these, 45 projects were approved for approximately \$100 million. The projects selected reflect the technical ranking provided to the Management Committee for all projects.

We wish to thank you for taking the time to develop and forward your application. The Management Committee anticipates that funding under the SPF is now fully committed.

Should you have any questions regarding the 2022 SPF intake, please contact Brant Felker, Manager, Canada Community-Building Fund by e-mail at bfelker@ubcm.ca or by phone at 250-356-0893.

Sincerely,

Gary MacIsaac, Chair
Canada Community-Building Fund Management Committee

C5



ALBERTA
POOL
ELEVATORS LTD
DAWSON CREEK

WELCOME to CHETWYND

Chetwynd

Dawson Creek

Agenda

2023 NCLGA AGM & CONVENTION

MAY 9 – 12, 2023 IN DAWSON CREEK



Northern Communities Leading Together



North Central Local Government Association



Dawson Creek



Chetwynd

AGM Agenda

Monday, May 8

TIME	EVENT	LOCATION
8:30AM – 4:30PM	Healthy Communities Forum HOSTED BY NORTHERN HEALTH	OVINTIV CENTRE

Tuesday, May 9

TIME	EVENT	LOCATION
8:00AM	Registration for NCLGA AGM and Convention	OVINTIV CENTRE
9:00AM – TBC	Tour and Lunch	CHETWYND
6:00PM – 8:00PM	Dinner and Evening Entertainment	CALVIN KRUK CENTRE FOR THE ARTS

Wednesday, May 10

TIME	EVENT	LOCATION
8:00AM – 9:00AM	Continental Breakfast, Delegate Networking, and Trade Show	OVINTIV CENTRE
9:00AM – 9:30AM	1) Opening Ceremonies	OVINTIV CENTRE
9:30AM – 10:00AM	2) Annual General Meeting <ul style="list-style-type: none"> • Approval of Agenda and Previous AGM Minutes • President's Report • Financial Report • Board Nominations Report 	OVINTIV CENTRE
10:00AM – 10:15AM	Refreshment Break	OVINTIV CENTRE
10:15AM – 11:30AM	3) Executive and Director at Large Nominations	OVINTIV CENTRE
11:30AM – 12:00PM	4) Plenary Session: NCLGA Bylaw Review	OVINTIV CENTRE
12:00PM – 12:30PM	5) Resolutions Session (Part 1)	OVINTIV CENTRE
12:30PM – 1:15PM	Lunch, Networking and Trade Show	OVINTIV CENTRE
12:30PM	Polls Open	OVINTIV CENTRE
1:15PM – 2:15PM	6) Concurrent Panel Sessions <ul style="list-style-type: none"> A. Concurrent Panel Session 6A: Overview of Property Assessment and 2023 Property Assessment Roll B. Concurrent Panel Session 6B: Northern Leadership Through Collaboration: A Home-Grown Climate Action Network C. Concurrent Panel Session 6C: Community Risk Assessments and Community Risk Reduction Plans 	OVINTIV CENTRE
2:15PM – 2:30PM	Refreshment Break	OVINTIV CENTRE
2:30PM – 3:30PM	7) Concurrent Panel Sessions, Continued <ul style="list-style-type: none"> A. Concurrent Panel Session 7A: Overview of Property Assessment and 2023 Property Assessment Roll B. Concurrent Panel Session 7B: Community Risk Assessments and Community Risk Reduction Plans C. Concurrent Panel Session 7C: Northern Leadership Through Collaboration: A Home-Grown Climate Action Network 	OVINTIV CENTRE
3:30PM	8) Polls Close And Meeting Adjourned For Day 1	OVINTIV CENTRE

TIME	EVENT	LOCATION
6:00PM – 7:00PM	9) Evening Dinner <ul style="list-style-type: none"> • Elder Blessing • Recognition of past members • Announcement of 2023/2024 NCLGA Board of Directors 	OVINTIV CENTRE
7:00PM	10) Keynote Speaker: Gary Mar, CEO and President, Canada West Foundation	OVINTIV CENTRE
8:30PM	Musical Evening Entertainment	OVINTIV CENTRE

Thursday, May 11

TIME	EVENT	LOCATION
8:00AM – 9:00AM	Continental Breakfast, Delegate Networking, Trade Show, and Registration	OVINTIV CENTRE
9:00AM – 9:05AM	11) Opening Remarks	OVINTIV CENTRE
9:05AM – 10:05AM	12) Plenary Session: UBCM: Canada Community Building Fund Renewal	OVINTIV CENTRE
10:05AM – 10:20AM	13) Plenary Session: MIABC	OVINTIV CENTRE
10:20AM – 10:35AM	14) Plenary Session: NDIT	OVINTIV CENTRE
10:45AM – 11:00AM	Refreshment Break	OVINTIV CENTRE
11:00AM – 12:00PM	15) NCLGA Strategic Planning Session	OVINTIV CENTRE
12:00PM – 1:00PM	Lunch, Networking, and Trade Show	OVINTIV CENTRE
12:15PM – 12:55PM	Plenary Session Community Safety Plans	OVINTIV CENTRE
1:00PM – 2:30PM	16) Resolutions Session (Part 2)	OVINTIV CENTRE
2:30PM – 3:30PM	17) Plenary Session: EMBC Elected Officials Orientation – What To Do In The Event Of A Local Emergency	OVINTIV CENTRE

TIME	EVENT	LOCATION
3:30PM – 4:30PM	 18) Plenary Session: Mental Health Crisis Continuum	OVINTIV CENTRE
6:00PM	19) Dawson Dine Out	TBC

Friday, May 12

TIME	EVENT	LOCATION
8:00AM – 9:00AM	Continental Breakfast and Delegate Networking	OVINTIV CENTRE
9:00AM – 9:30AM	Opening Remarks – Day 3 <ul style="list-style-type: none"> • Introduction to 2023/2024 NCLGA Board of Directors • New NCLGA President's Address • Presentation from 2024 Host Community for NCLGA Convention 	OVINTIV CENTRE
9:30AM – 10:00AM	20) Plenary Session: Strategies for Meeting Requirements of Part 3 of the Accessibility Act	OVINTIV CENTRE
10:10AM – 11:10AM	21) Plenary Session: Ministers Panel	OVINTIV CENTRE
11:10AM – 11:15AM	22) Conclusion of AGM and Convention	OVINTIV CENTRE



Chetwynd



Dawson Creek



NCLGA MEMBER NOTICE
PROPOSED TOTAL MEMBERSHIP FEE INCREASE
2023/24 BUDGET
MARCH 16, 2023

Dear Members,

On March 5th, 2023, the NCLGA Board of Directors identified a 2% increase in the total annual membership fee amount (from \$160,000 to \$163,200) for inclusion in the 2023/24 NCLGA Budget (Attachment 1), which will be presented to the membership at the Annual General Meeting on May 10th 2023 in Dawson Creek.

The total annual membership fee amount was previously adjusted in 2018/19 and the recommended 2% increase for 2023/24 is designed to help mitigate the impacts of inflation. The 2% (\$3,200) increase in total annual membership fees would be pro-rated across the entire membership based on the established criteria (proportion of population and proportion of regional hospital district value) during the next invoicing cycle (June 2023).

However, even with the 2% increase in total membership fees in 2023/24, and with additional 2% increases projected in 2025/26 & 2027/28 as identified in the current multi-year budget plan (Attachment 2), the following unidentified discretionary revenue is still required to meet operational needs:

- 2023/24 = \$64,753, Proposed 2% increase in the total membership fee year
- 2024/25 = \$49,069
- 2025/26 = \$44,567, Projected 2% increase in the total membership fee year
- 2026/27 = \$53,528
- 2027/28 = \$49,003, Projected 2% increase in the total membership fee year
- 2028/29 = \$83,667
- Total Required Unidentified Discretionary Revenue to be secured = \$344,587

We recognize that an increase in membership fees is challenging and have made every effort to keep the increase to a manageable amount in 2023/24. The Board is committed to exploring options for securing the additional required unidentified discretionary revenue, from other sources, prior to implementing any additional increases in the total membership fees.

Please feel free to contact me if you have any questions or would like additional information. Thank you for your continued support of the NCLGA.

Sincerely,

Terry Robert
Executive Director

C7

Attachment 1: NCLGA 2023/24 Budget

Category	2023/24	Notes
REVENUE		
Non-Restricted Deferred Revenue	\$ 40,000	Deferred from 2022/23
Total Membership Fees	\$ 163,200	Increased by \$3,200 (2%)
AGM & Convention	\$ 322,000	Sponsorship and Registration
Solid Waste Forum	\$ 35,625	Sponsorship and Registration
Webinars	\$ 3,054	Sponsorship
UBCM Convention	\$ 5,090	Sponsorship
Unidentified Discretionary	\$ 64,753	Sources to be identified
TOTAL REVENUE	\$ 633,722	
EXPENSES		
Professional Services – Operations	\$ 90,000	FBC Services Agreement Ends 31/12/2023
Professional Services – Organizational	\$ 17,500	Consultants – Strat plan
AGM & Convention	\$ 301,210	Event Planner, Venue, Catering, Tech...
Solid Waste Forum	\$ 32,750	Event Planner, Venue, Catering, Tech...
Webinars	\$ 611	Online Support Tools
UBCM Convention	\$ 3,818	Venue, Catering, Tech...
Interest & Bank Charges	\$ 104	Annual Fees
Office Expense	\$ 3,500	Office Setup for New Staff Starting in Q3/Q4
Miscellaneous	\$ 1,050	Materials and Supplies
Communications	\$ 12,500	Website Update
Rent	\$ 2,700	Office Setup for New Staff Starting in Q3/Q4
Telephone	\$ 1,800	NCLGA Land Line and Mobile
Board Meetings	\$ 30,000	Venue, Catering, Director Travel
Insurance	\$ 4,800	Directors/Event Insurance
Accounting	\$ 5,600	Notice to Reader and Bookkeeping
Advocacy and Outreach	\$ 13,500	Victoria Delegation Travel
Wages	\$ 65,000	New Staff (~ 1.5 FTE) starting in Q3/Q4
EI	\$ 845	New Staff (~ 1.5 FTE) starting in Q3/Q4
CPP	\$ 3,835	New Staff (~ 1.5 FTE) starting in Q3/Q4
WCB	\$ 1,170	New Staff (~ 1.5 FTE) starting in Q3/Q4
Benefits	\$ 1,430	New Staff (~ 1.5 FTE) starting in Q3/Q4
TOTAL EXPENSES	\$ 593,722	
NET	\$ 40,000	Deferred for expenses in next fiscal

Notes:

- NCLGA Fiscal Year – April 1st to March 31st.
- For decision at the upcoming Annual General Meeting.

Attachment 2: NCLGA Multiyear Budget Plan

Category	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	Total	Notes
REVENUE								
Non-Restricted Deferred Rev	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	From previous fiscal for expenses in Q1
Total Membership Fees	\$ 163,200	\$ 163,200	\$ 166,464	\$ 166,464	\$ 169,793	\$ 169,793	\$ 998,915	2% increase in 2023/24, 2025/26 & 2027/28
AGM & Convention	\$ 322,000	\$ 327,796	\$ 333,696	\$ 339,703	\$ 345,818	\$ 352,042	\$ 2,021,055	Sponsorship and registration fees
Solid Waste Forum	\$ 35,625	\$ 2,500	\$ 36,266	\$ 2,500	\$ 36,919	\$ 2,500	\$ 116,310	Sponsorship and registration fees
Webinars	\$ 3,054	\$ 3,109	\$ 3,165	\$ 3,222	\$ 3,280	\$ 3,339	\$ 19,169	Sponsorship
UBCM Convention	\$ 5,090	\$ 5,182	\$ 5,275	\$ 5,370	\$ 5,466	\$ 5,565	\$ 31,948	Sponsorship
Unidentified Discretionary	\$ 64,753	\$ 49,069	\$ 44,567	\$ 53,528	\$ 49,003	\$ 83,667	\$ 344,587	Sources to be determined
TOTAL REVENUE	\$ 633,722	\$ 590,855	\$ 629,434	\$ 610,787	\$ 650,279	\$ 656,906	\$ 3,571,983	
EXPENSES								
Professional Services-Ops	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,000	FBC Agreement ends December 31, 2023
Professional Services-Org	\$ 17,500	\$ 17,815	\$ 18,136	\$ 18,462	\$ 18,794	\$ 19,133	\$ 109,840	1.8% inflation
AGM & Convention	\$ 301,210	\$ 306,632	\$ 312,151	\$ 317,770	\$ 323,490	\$ 329,313	\$ 1,890,565	1.8% inflation
Solid Waste Forum	\$ 32,750	\$ 2,125	\$ 30,826	\$ 2,125	\$ 31,381	\$ 2,125	\$ 101,332	Every two years
Webinars	\$ 611	\$ 622	\$ 633	\$ 644	\$ 656	\$ 668	\$ 3,834	1.8% inflation
UBCM Convention	\$ 3,818	\$ 3,886	\$ 3,956	\$ 4,027	\$ 4,100	\$ 4,174	\$ 23,961	1.8% inflation
Interest & Bank Charges	\$ 104	\$ 106	\$ 108	\$ 110	\$ 112	\$ 15,000	\$ 15,539	1.8% inflation
Office Expense	\$ 3,500	\$ 2,400	\$ 2,443	\$ 2,487	\$ 2,532	\$ 2,578	\$ 15,940	New office setup in 2023/24
Miscellaneous	\$ 1,050	\$ 1,069	\$ 1,088	\$ 1,108	\$ 1,128	\$ 1,148	\$ 6,590	1.8% inflation
Communications	\$ 12,500	\$ 2,000	\$ 2,036	\$ 2,073	\$ 2,110	\$ 12,725	\$ 33,444	Material updates in 2023/24 & 2027/28
Rent	\$ 2,700	\$ 10,800	\$ 10,994	\$ 11,192	\$ 11,394	\$ 11,599	\$ 58,679	New office setup in Q3 of 2023/24
Telephone	\$ 1,800	\$ 1,832	\$ 1,865	\$ 1,899	\$ 1,933	\$ 1,968	\$ 11,298	1.8% inflation
Board Meetings	\$ 30,000	\$ 30,540	\$ 31,090	\$ 31,649	\$ 32,219	\$ 32,799	\$ 188,297	1.8% inflation
Insurance	\$ 4,800	\$ 4,886	\$ 4,974	\$ 5,064	\$ 5,155	\$ 5,248	\$ 30,128	1.8% inflation
Accounting	\$ 5,600	\$ 7,839	\$ 7,980	\$ 8,123	\$ 8,270	\$ 8,418	\$ 46,230	Auditor, new bookkeeper in Q3 of 2023/24
Advocacy and Outreach	\$ 13,500	\$ 13,743	\$ 13,990	\$ 14,242	\$ 14,499	\$ 14,760	\$ 84,734	1.8% inflation
Wages	\$ 65,000	\$ 130,000	\$ 132,340	\$ 134,722	\$ 137,147	\$ 139,616	\$ 738,825	New staff (1.5 FTE) in Q3/Q4 of 2023/24
EI	\$ 845	\$ 1,690	\$ 1,720	\$ 1,751	\$ 1,783	\$ 1,815	\$ 9,605	New staff (1.5 FTE) in Q3/Q4 of 2023/24
CPP	\$ 3,835	\$ 7,670	\$ 7,808	\$ 7,949	\$ 8,092	\$ 8,237	\$ 43,591	New staff (1.5 FTE) in Q3/Q4 of 2023/24
WCB	\$ 1,170	\$ 2,340	\$ 2,382	\$ 2,425	\$ 2,469	\$ 2,513	\$ 13,299	New staff (1.5 FTE) in Q3/Q4 of 2023/24
Benefits	\$ 1,430	\$ 2,860	\$ 2,911	\$ 2,964	\$ 3,017	\$ 3,072	\$ 16,254	New staff (1.5 FTE) in Q3/Q4 of 2023/24
TOTAL EXPENSES	\$ 593,722	\$ 550,855	\$ 589,433	\$ 570,787	\$ 610,279	\$ 616,906	\$ 3,531,983	
NET (to be deferred)	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	To next fiscal for expenses in Q1

Notes:

- Total membership fee 2% increases projected for 2023/24, 2025/26 and 2027/28 (every two years).
- Remaining total unidentified discretionary revenue required to meet operational needs (after projected total membership fee 2% increases) = \$344,587 (between April 1st 2023, and March 31st 2029).



102-8328 92nd Ave
Fort St. John, BC, V1J 6X2
(250)263-8058
Toll-Free : 1-800-268-7582
mssociety.ca

March 14, 2023

Mayor Dave Heiberg
9904 Dudley Dr.
Hudson's Hope, BC
V0C 1V0

Dear Mayor Dave Heiberg:

MS Canada (formerly MS Society of Canada) is asking 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 MS Canada to connect and empower the MS community to create positive change.

MS 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, MS Canada 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 and we thank you in advance for helping to recognize May 2023 as *MS Awareness Month*. We look forward to hearing from you.

Sincerely,

Sherri Mytopher
Council Member, Northern Regional Chapter
MS Canada

C8

Enclosure

PROCLAMATION

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, MS 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, MS Canada has contributed over \$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 connect and empower the MS community to create positive change and see a world free of multiple sclerosis

NOW, THEREFORE, I (name here), Mayor of the City of (name of city here) of the Province of [insert province] Canada, do hereby proclaim this month of May 2023 to be MS Awareness Month for MS Canada.

(signature)

Mokles Rahman

From: Kellett, Mike <Mike.Kellett@bchydro.com>
Sent: March 15, 2023 10:28 AM
To: Mokles Rahman
Cc: Dave Heiberg
Subject: RE: Project to Decommission the Durack Brook Dam near Hudson's Hope

Hi Mokles

I wanted to update you on the Durack Brook Dam project to let you know that the project timeline has been pushed back until next year.

I have noted and shared Council's feedback regarding advising the Hudson's hope community in advance of construction with the project team.

Given the adjusted timeline, we will be delaying any communication on the project until next spring.

Thanks again for your time on this,

Mike

From: Mokles Rahman <cao@hudsonshope.ca>
Sent: 2023, March 13 11:56 AM
To: Kellett, Mike <Mike.Kellett@bchydro.com>
Cc: Dave Heiberg <mayor@hudsonshope.ca>
Subject: [External] RE: Project to Decommission the Durack Brook Dam near Hudson's Hope

Security Risk Assessment: Use Caution

The email is from <cao@hudsonshope.ca> with a friendly name of Mokles Rahman <cao@hudsonshope.ca>

DO NOT click on links or open attachments unless you trust the sender and are expecting the link or attachment.

If you suspect this message to be phishing, please report it by clicking the Report Message button in the Outlook toolbar and select "Phishing".

Hello Mike;

Yes, it is posted. Please see page number 18/141 of the council agenda for tonight.

<https://hudsonshope.ca/wp-content/uploads/2023/03/FinalAgenda-13.03.23.pdf>

C6 BC HYDRO – PROJECT TO DECOMMISSION THE DURACK BROOK DAM RESOLUTION NO. 044/2023

M/S Councillors Winnicky / Beattie

THAT Council request BC Hydro to provide a response and media information to advise the community. CARRIED

Thank you

Mokles Rahman, P.Eng, MBA

Chief Administrative Officer

Office: 250-783-9901

Mokles Rahman

From: Sean Cairns <Sean.Cairns@prrd.bc.ca>
Sent: March 20, 2023 1:10 PM
To: Mokles Rahman; Brad Milton
Cc: Kyla Traichevich
Subject: Invitation to an Elected Officials Emergency Management Workshop

The PRRD is looking to bring in a contractor (Chad Pacholik, from the Logic League) to facilitate an introduction to emergency management workshop for elected officials. We are tentatively looking at holding the workshop in Dawson Creek on May 5th from 9 am - 3:30 pm – exact location TBD.

We are wondering if any of the municipalities would be interested in sending their elected officials to this workshop, and one staff person can join the training. There would be no cost to attend the workshop. This invitation will also be sent to the Regional Board.

The workshop will strive to provide elected officials with the context and knowledge to understand the emergency management structure, their role within it and the skills to complete tasks required of them, including:

- Introduction to emergency management
- The new Emergency Program Act
- Introduction to Emergency Operations Centres (EOCs)
- State of Local Emergencies
- Sample actions of a local government in an emergency
- Evacuations
- Emergency Support Services (ESS)
- Disaster financial assistance
- Disaster risk reduction
- Local resources

The exact workshop content will be customized for us. We can include additional topics that may be relevant to the group.

If you would like to attend, please RSVP to Kyla Traichevich (kyla.traichevich@prrd.bc.ca), an invite will be sent once the details have been confirmed.

Sincerely,

Sean Cairns, MPA | Protective Services Manager

Direct: 250-784-3222 | Cell: 250-219-4080 | sean.cairns@prrd.bc.ca

PEACE RIVER REGIONAL DISTRICT | Box 810, 1981 Alaska Highway, BC V1G 4H8

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[WARNING: This message is from an external source]

From: [CARST Radon](#)
To: [Dave Heiberg](#)
Cc: [Debbie Beattie](#); [James Cryderman](#); [Tina Jeffrey](#); [District Email](#); [Mokles Rahman](#); [Tashana Winnicky](#)
Subject: Reducing Community Cancer Risks from Radon
Date: March 24, 2023 12:47:51 AM

Dear Mayor Heiberg and Council,

We are a group of Community and Health Service students from Simon Fraser University (SFU) working on a multi-week service-learning project with a community-based partner. We have partnered with the Canadian Association of Radon Scientists and Technologists ([CARST](#)) for this project. Our objective is to gather insights regarding the perspectives of different municipalities in British Columbia on radon and we are doing this through conducting a survey. The survey aims to evaluate the level of awareness and action taken towards this issue by municipalities throughout BC. The results will be shared.

In 2022, Health Canada's National Radon Program developed the Radon Action Guides ([RAGS](#)), which were designed to help provinces, territories, and municipalities across Canada develop programs and policies to address radon. As an organization committed to promoting public health and safety, CARST believes that gathering information directly from municipalities on this issue will help provide a base understanding of where municipalities are at in terms of radon awareness and action as stakeholders work to distribute these new resources.

British Columbia Centres for Disease Control offers a public map illustrating radon levels by various jurisdiction, including municipality. To find out about radon in your municipality, you can explore the [BC Radon Map](#) to learn more.

We are inviting your municipality to participate in this **36-question** survey, which will consist of three parts: (1) general radon awareness (2) what radon policies or actions your municipality has implemented and (3) how CARST can best support your municipality in taking further radon action. The survey will take approximately 10 to 15 minutes to complete.

The information you provide through this survey will be combined with information from other municipalities to help us to gain a better understanding of the current state of radon awareness and policies in municipalities and help us to identify areas where we can provide support and assistance to municipalities in addressing radon.

To access the survey, please click here: [link to survey](#)

If you have any questions, please don't hesitate to contact us at carst.radon23@gmail.com , or Pam Warkentin, CARST's Executive Director, at p_warkentin@carst.ca.

Thank you for your time and consideration. We look forward to hearing from you soon.

Link to Survey:

https://docs.google.com/forms/d/e/1FAIpQLSd0deM4sjwg7C-l-uU-tGySonFmbxsdlh7kyN4v38DuKRJQDA/viewform?usp=sf_link

Link to Canadian Association of Radon Scientists and Technologists:

<https://carst.ca/>

Link to Radon Action Guide for municipalities: <https://www.canada.ca/en/health-canada/services/health-risks-safety/radiation/radon/action-guides/municipalities.html>

Link to BC Radon Map:

<https://bccdc.shinyapps.io/bcradonmap/>

Sincerely,

Clémence, Cyris, Gurveen, Harneet, and Rica - SFU Students working with CARST

[WARNING: This message is from an external source]

From: [Caitlin Vince](#)
To: [Jeanette McDougall \(Disabled\)](#)
Cc: [Office Admin 2](#)
Subject: Request For Letter Of Support
Date: March 23, 2023 7:16:11 AM

Hello,

I am writing today to request a letter of support for "The Rustic Pantry Farm-To-Table Café" Grant application to the South Peace Mackenzie Trust. I am applying for a kitchen upgrade and funding to supplement the income of one full-time and two part-time individuals for the first year of operation of a fully functioning cafe that would serve breakfast and lunch daily.

I was hoping that I made the deadline for the April Council meeting?

Thank you for your consideration,
Caitlin Vince
The Rustic Pantry
1-250-793-6691

[WARNING: This message is from an external source]

From: [Double H Saddleclub](#)
To: [Andrea Martin](#)
Subject: Request to council
Date: March 22, 2023 7:33:40 AM

Hello Andrea,

The Double H Saddle Club would like to request a **letter** of **support** from council at the next council meeting, please.

The Double H Saddle Club would like to apply to Northern Development Initiative Trust for a grant to replace all the horse pens at the indoor arena. The replacement would cost up to \$80,000.

We are hoping that the district will **support** us for this grant application, it would be greatly appreciated thus the horse pens are the main revenue to keep the riding arena running.

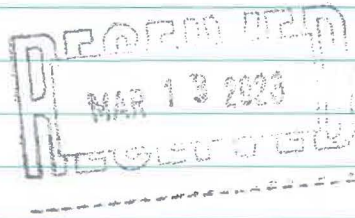
We would be happy to show you our plans and the existing horse pens.

Please let me know if you have any questions or concerns.

Sincerely,

Elisabeth Haagsman
President/Chair of Building Upgrade Committee
Double H Saddle Club
250.783.1084

[WARNING: This message is from an external source]



March 13, 2023
Lori Kelly
Box 207
Hudson's Hope W.C.
VOC 110
356-783-0775

To the District of Hudson's Hope Council:

I propose that we as a community, celebrate the "55TH Anniversary of our Community Hall." Before it is replaced by a newer venue.

I am asking for a week-end this summer, rent free so we can have a dinner, a dance, a time to visit and share pictures and stories of days gone by.

I would also like you to consider that the Pearkes Center and W.H.C. Bennett Dam are also celebrating their "55 Anniversary". All have played such an important

part of our history in Hudson's Hope.

I believe it would be a great time to get together with many people from around the world, to come back and share their memories.

Sincerely Yours

Rai Kelly.

hori Kelly.

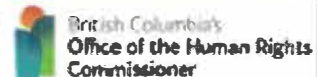
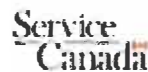
WorkBC Centre

Canfor Mill Closure Transition Support Job Fair!

Tuesday, March 28, 2023 at the Chetwynd Recreation Centre's Cottonwood Hall
(4512 N Access Rd) from 9am to 7pm.
Lunch will be provided on site to all attendees!



This event venue is accessible and features an elevator and accessible restrooms.

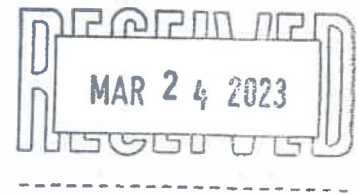


This program is funded by the Government of Canada
and the Province of British Columbia



BC Society of Park Operators

c/o #3 – 1274 Kootenay Way
Kamloops, BC V2H 1K2



March 19, 2023

Dear Advertiser;

The BC Society of Park Operators would like to express our sincere appreciation for your support of the 2023 edition of *Go Camping BC*. This visitor's guide, produced in cooperation with the Ministry of Environment and BC Parks, is one of the premier guides to the provincial parks of British Columbia. The guide is distributed through Visitor Centres in British Columbia; sent to visitors worldwide; and is distributed to campers visiting the provincial campgrounds in BC.

Go Camping BC has proved to be a great success with provincial park users and has quickly grown to be a "must-have" tool for anybody planning to spend time in a BC provincial park.

The BC Society of Park Operators is excited for the success of this comprehensive and high-quality guide produced by our publisher, Accelerate Communications Group Inc.

We look forward to your continued support in the future publication and development of *Go Camping BC*.

Thank you.

Cory Munk
President
BC Society of Park Operators



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FOR MORE INFORMATION: Tel: 250-783-9154 (May - September) Tel: 250-783-9901 (Off Season)
CONTACT OUR VISITOR CENTRE: Email: visitorinfo@hudsonshope.ca Email: office2@hudsonshope.ca

@Hudsons.Hope.BC

12 One Island Lake



Size: 61 ha.

Facilities: Situated by a clear lake noted for its fishing opportunities.

Location: 60 km southeast of Dawson Creek. Take Hwy #2 east of Dawson Creek for 30 km and look for the park signs.

Activities include bird watching, fishing, swimming and just relaxing. A variety of waterfowl congregate at One Island Lake. Moose, white-tail and mule deer, beaver and black bear are also common to the area.

One Island Lake is a popular destination for area anglers. The lake is stocked annually with brook and rainbow trout. The lake also supports other fish species such as brook stickleback, finescale dace and fathead minnow.

13 Pine Le Moray



Size: 43,245 ha.

Facilities: Heart Lake Campground is located adjacent to Heart Lake and is a picturesque and tranquil location. This small campground is great for tenting and small RV camping. This lake is for motor free boats only, which will ensure a quiet relaxing stay. There is a small day use area set up with two picnic tables and a grassy beach. There are numerous small campsites containing a fire pit and a picnic table per site, outhouses are available, but there is no potable water.

Location: Heart Lake Campground is located in Pine Le Moray Provincial Park, 71 km southwest of Chetwynd and 50 km northeast of McLeod Lake on Hwy 97. The grassy beach is great for setting up the family to enjoy your lake activities for the day. Try your luck for rainbow or brook trout as you paddle the smooth water or take a wilderness hike to the alpine.

Gwillim Lake Provincial Park



YOUR GUIDE TO BRITISH COLUMBIA PROVINCIAL PARKS

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
FROM: Mokles Rahman, CAO
DATE: March 27, 2023
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 13, 2023*
- **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;*
 - *BC Hydro land payment*
- **Community Charter Section 90 (1) (g):**
 - (g) *litigation or potential litigation affecting the municipality*
 - *Summer Road – Blocked Access – verbal update*
- **Community Charter Section 90 (1) (c):**
 - (c) *labour relations or other employee relations*
 - *Personnel – 2 items*

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)*).

"Mokles Rahman"

Mokles Rahman, CAO