



DISTRICT OF HUDSON'S HOPE AGENDA

Council Chambers

April 11, 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 Hudson's Hope Radio Amateur Club – Grant-in-Aid
(Signal Hill Revitalization Project)

Page 3

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 27, 2023

Page 5

M2 Committee of the Whole Minutes – March 29, 2023

Page 12

8. Business Arising from the Minutes:

9. Public Hearing:

10. Staff Reports:

SR1 Water Treatment Plant – Rental Clarifier Installation – Sole Source Purchase

Page 14

SR2 Rainbow Cross walk

Page 16

11. Committee Meeting Reports:

12. Bylaws

| | | |
|----|--|---------|
| B1 | Growing Communities Capital Reserve Fund Bylaw No. 938 | Page 24 |
| B2 | Annual Financial Plan Bylaw No. 936 Tax Rate Bylaw No. 937 | Page 31 |
| B3 | Tax Rate Bylaw No. 937 | Page 56 |

13. Correspondence:

| | | |
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| C1 | Ministry of Municipal Affairs – <i>Local Government Grants Act</i> | Page 62 |
| C2 | Bulterys House in Dawson Creek – Accommodation for people seeking medical treatment | Page 63 |
| C3 | UBCM - Housing | Page 65 |
| C4 | BC Hydro – Peace to Kelly Lake Stations Sustainment Project | Page 70 |
| C5 | House of Hope Church – Letter of Support for BC Hydro Go Fund | Page 72 |
| C6 | HH Health Care & Housing Society Silver Willow Court – Land Transfer | Page 73 |

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

15. Old Business:

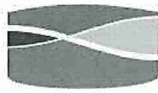
16. New Business:

17. Public Inquiries:

18. In-Camera Session

| | | |
|-------|--------------------------|---------|
| ICSR1 | Notice to Closed Meeting | Page 87 |
|-------|--------------------------|---------|

19. Adjournment



HUDSON'S
HOPE
PLAYGROUND OF THE PEACE

DISTRICT OF HUDSON'S HOPE

Delegation to Council Request Form

Name of person or group wishing to appear before Council:

Hudson's Hope Radio Amateur Club

Joel Stark, Wally Harwood, Royce Stark, JM Lessard

Subject of presentation:

Signal Hill Revitalization Project

Purpose of presentation:

- ☐ information only
- ☐ requesting a letter of support
- ☒ requesting funding
- ☒ other (provide details)

Invited by Council to make a presentation of the proposed Project to provide a better understanding of the project.

Contact person (if different than above):

Joel Stark

Telephone number: 250-263-1301

Email address: jtstark04@gmail.com

Will you be providing supporting documentation? ☐ Yes ☒ No

If yes: ☐ handouts at meeting
☐ publication in agenda (one original due by 12:00 the Wednesday prior to your appearance date)

Technical requirements:

- ☐ flip chart
 - ☐ multimedia projector
 - ☒ laptop
 - ☐ other
- Bringing a Thumb drive with presentation on it

Rules for Delegations:

1. fifteen minute maximum
2. name of person and or group and subject will be published in agenda (available to public and on internet)
3. direct your presentation to Council
4. Council may have questions
5. be courteous and polite
6. be respectful
7. is not a debate
8. don't expect an immediate answer
9. may not be on date requested as limit of three delegations per meeting on a first come, first served basis
10. bring enough handouts if your material is not published in agenda (the District will not provide reproduction services)

Helpful Suggestions:

- have a purpose
- get right to your point and make it
- be concise
- be prepared
- don't waste time
- state your request if any
- multiple-person presentations are still ten minutes maximum
- may be people in gallery who support or oppose you
- the Recording Secretary may ask for any relevant notes from you if not handed out or published in the agenda

I understand and agree to these rules for delegations

Joel Stark

Name of Delegate or Representative of Group

Signature

2023/04/05

Date

For Office Use

☐

Approved

☐

Rejected

By (signature): _____

☐

Mayor

☐

CAO

Appearance date if applicable: _____

Applicant informed of approval/rejection on (date): _____

By (signature) _____

Date: _____



COUNCIL MEETING
District Office – Council Chambers
6:00 P.M.
March 27, 2023

Present: Mayor Dave Heiberg
Councillor Kelly Miller
Councillor Debbie Beattie
Councillor James Cryderman
Councillor Tashana Winnicky
Councillor Travous Quibell
Councillor Tina Jeffery

Absent: None

Staff: Chief Administrative Officer, Mokles Rahman
Deputy Treasurer, Tonia Alexander
Manager, Public Works, Gordon Davies
Administration, Andrea Martin

Other: Youth Councillor Quentin Kenny

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 – KPMG 2022 Audit Report – Micaela Roque, Partner (via MS Teams)

Micaela Roque presented an overview of the 2022 Audited Financial Statements and advised that the audit was “clean”.

4. NOTICE OF NEW BUSINESS

Mayor's Additions: NB1 – Northeast Roundtable March 22, 2023

Councillor's Additions: NB2 – Remuneration Committee Update - Councillor Winnicky
NB3 – BC Hydro Go Fund Meeting update – Councillor Beattie
NB4 – RCMP Year End Report

CAO's Additions: None

5. ADOPTION OF AGENDA BY CONSENSUS

6. DECLARATION OF CONFLICT OF INTEREST

7. ADOPTION OF MINUTES

M1 REGULAR COUNCIL MINUTES MARCH 13, 2023

RESOLUTION NO. 053 / 2023

M/S Councillors Jeffery / Cryderman

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

8. BUSINESS ARISING FROM THE MINUTES

9. PUBLIC HEARING

10. STAFF REPORTS

SR1 2022 FINANCIAL STATEMENTS

RESOLUTION NO. 054 /2023

M/S Councillors Quibell / Miller

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

THAT the Mayor and CAO be authorized to sign the 2022 District of Hudson's Hope Financial Statements.

CARRIED

SR2 ATV CAMPGROUND PHASE III – TENDER EVALUATION

RESOLUTION NO. 055 /2023

M/S Councillors Miller / Beattie

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.

CARRIED

SR3 RAINBOW CROSSWALK NEAR HUDSON'S HOPE SCHOOL

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.

TABLED

The mentioned recommendations are tabled until staff can have a conversation with Miss Vicky Mee of Hudson's Hope School.

SR4 SOLAR ARRAY ANNUAL REPORT – 2022

RESOLUTION NO. 057 /2023

M/S Councillors Jeffery / Winnicky

THAT Council receive this report for information and discussion.

CARRIED

RESOLUTION NO. 058 /2023

M/S Councillors Jeffery / Beattie

THAT Council accept the proposed maintenance contract submitted by the Peace Energy Cooperative for a 2 years term as presented and authorize the Chief Administrative Officer to sign the contract.

CARRIED

Councillor Winnicky opposed

SR5 DIRECTOR OF PROTECTIVE SERVICES – APPOINTMENT

RESOLUTION NO. 059 /2023

M/S Councillors Beattie / Winnicky

THAT Council appoint Fred Burrows as an Officer of the District of Hudson's Hope as per Bylaw No. 903, 2019, and

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.

CARRIED

Discussion: Councillor Winnicky voiced concerns about fire response times for the new Fire Chief, Fred Burrows, as he does live at Moberly Lake. This would put undue stress and hardship on the volunteers in the department. Mokles responded by noting that Fred will commute to his current home at Cecil Lake on the weekends until suitable accommodations are found for him in Hudson's Hope. He will arrange his schedule with volunteers to accommodate this absence.

SR6 CHIEF ADMINISTRATION OFFICER – MONTHLY REPORT

The Chief Administrative Officer presented his report and added the latest news on the clarifier rental. While the clarifier is scheduled to mobilize by the supplier to the site on April 11, the consultant is still working with the two contractors (who will be installing the clarifier) to get quotes. Once the quotes are received, a staff report will be submitted by the CAO to the council for electronic votes.

SR7 DIRECTOR OF PROTECTIVE SERVICES – MONTHLY REPORT

Received for Information.

SR8 PUBLIC WORKS DEPARTMENT – MONTHLY REPORT

Received for Information.

SR9 SPECIAL PROJECTS UPDATE – MONTHLY REPORT

Received for Information.

SR10 RECREATION – MONTHLY REPORT

Received for Information.

11. COMMITTEE MEETING REPORTS

RESOLUTION NO. 060 /2023

M/S Councillors Beattie / Cryderman

THAT the District of Hudson's Hope accept the Committee for Recreation Facilities - Terms of Reference.

CARRIED

12. BYLAWS

13. CORRESPONDENCE

C1 GROWING COMMUNITIES FUND – SIGNED FINAL

Mayor Heiberg mentioned that this grant funds utilization will be a budget discussion during the Committee of the Whole meeting on Wednesday, March 29, 2023.

C2 LGMA ANNUAL CONFERENCE

Received for Information.

C3 NCLGA MEMBER NOTICE – NCLGA BYLAW REVIEW

Received for Information.

C4 UBCM – STRATEGIC PRIORITIES FUND APPLICATION – SIDEWALKS

Received for Information.

C5 UBCM - STRATEGIC PRIORITIES FUND APPLICATION – STREET REHABILITATION

Received for Information.

C6 NCLGA AGM & CONVENTION AGENDA

Mayor Heiberg requested councillors to communicate by Friday, March 31, 2023, with Andrea Martin, Office Assistant, if they are interested to attend the session.

C7 NCLGA NOTICE MEMBERSHIP FEE INCREASE

Received for Information.

C8 MS CANADA PROCLAMATION

Council directed staff to prepare the proclamation for MS Awareness Month for the Mayor to sign.

C9 DELAY – DECOMMISSION OF THE DURACK BROOK DAM

Received for Information.

C10 ELECTED OFFICIALS EMERGENCY MANAGEMENT WORKSHOP

RESOLUTION NO. 061 /2023

M/S Councillors Quibell / Jeffery

THAT the Council approve any Council members who wish to attend the Workshop as well as the Fire Chief, if he is available, and

THAT council let Andrea Martin, Office Assistant, know by Friday, March 31, 2023, if they are interested to attend the session.

CARRIED

C11 REDUCING COMMUNITY CANCER RISKS FROM RADON

Received for Information.

C12 REQUEST FOR LETTER OF SUPPORT – RUSTIC PANTRY

RESOLUTION NO. 062 /2023

M/S Councillors Quibell/ Jeffery

THAT the District of Hudson's Hope provide a letter of support to the South Peace Mackenzie Trust on behalf of The Rustic Pantry Farm-To-Table Café.

CARRIED

C13 REQUEST FOR LETTER OF SUPPORT – DOUBLE H SADDLE CLUB

RESOLUTION NO. 063 /2023

M/S Councillors Miller / Beattie

THAT the District of Hudson's Hope provide a letter of support to the Northern Development Initiative Trust on behalf of the Double H Saddle Club.

CARRIED

C14 LETTER RE: COMMUNITY HALL CELEBRATION

Direction to staff to reply to Lori Kelly that Council requires further details to support the request.

C15 CHETWYND JOB FAIR POSTER

Received for Information.

C16 BC SOCIETY OF PARK OPERATORS – THANK YOU

Received for Information.

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

15. OLD BUSINESS

16. NEW BUSINESS

NB1 NORTH EAST ROUNDTABLE MARCH 22, 2023

Mayor Heiberg updated the following:

Dale Morgan (MIRR) presented details regarding the Provincial Yahee (Blueberry First Nations) court decision.

The agreement was signed in January, 2023 and the details have only been released to the public a few weeks ago.

In the "eyes of the court" the Province failed to respect the terms of the Treaty 8 agreement.

Rather than appeal the court decision the Province moved forward to work together with Blueberry First Nations to address their concerns in a meaningful way.

The Province's goal is to complete similar agreements with the other Treaty 8 First Nations in the region.

A consensus document has been developed with input from all six Nations.

Focus is on five key areas: wildlife management, restoration, land use planning, cumulative impacts, and honouring the treaty.

West Moberly TLE signing ceremony.

After over two decades of discussion and negotiations West Moberly First Nations have reached a Treaty Land Entitlement agreement with Canada.

The signing of the completion papers will be held in Hudson's Hope.

Hudson's Hope was home to the Beaver Band established in 1914 which was comprised of the Halfway and West Moberly First Nations.

Mayor and council have been included as invited guests to participate in this historical celebration.

Direction to staff: Staff is to send a letter to Dale Morgan to speak to the council in a Committee of the Whole meeting in May or June whenever convenient.

NB2 – REMUNERATION COMMITTEE UPDATE – COUNCILLOR WINNICKY

Councillor Winnicky provided an update that the committee reviewed several surrounding community policy metrics of similar size to Hudson's Hope and their goal is to hit an average.

NB3 BC HYDRO GO FUND – COUNCILLOR BEATTIE

Councillor Beattie updated that there were 8 applications to the fund and 4 were from Hudson's Hope.

Councillor Jeffery requested staff to ask Erich Schmidt to provide the RCMP annual report to the council.

17. PUBLIC INQUIRIES

YOUTH COUNCILLOR QUENTIN KENNY – UPDATE

Quentin advised that the School Council St Patrick's day Hunt was a success and that the Council is working on an upcoming movie night in April.

18. IN-CAMERA SESSION

RESOLUTION NO. 64 /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 – 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

CARRIED

19. RISE AND REPORT

RESOLUTION NO. 65/23

M/S Councilors Winnicky/ Quibell

THAT Council accept the Change in Land Use Payment, and
THAT Council approve signing an agreement with BC Hydro reflecting the revised Change in Land Use Payment and prepare for the transfer of funds, and
THAT Council decision be released to the open agenda.

CARRIED

20. ADJOURNMENT

Mayor Heiberg declared the meeting adjourned at 7:53 pm.

DIARY

Diarized

Conventions/Conferences/Holidays

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

08/04/19
2022
2023

Certified Correct:



COMMITTEE OF THE WHOLE MEETING
District Office – Board Room
6:00 P.M.
March 29, 2023

Present: Mayor Dave Heiberg
Councillor Debbie Beattie
Councillor James Cryderman
Councillor Tashana Winnicky
Councillor Tina Jeffrey
Councillor Travous Quibell

Absent: Councillor Kelly Miller (notice given)

Staff: Chief Administrative Officer, Mokles Rahman
Administration, Andrea Martin
Deputy Treasurer, Tonia Alexander
Manager, Public Works & Engineering, Gordon Davies

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

RESOLUTION NO. 066 / 2023

M/S Councillors Beattie/Jeffry

THAT the agenda of the March 29, 2023, Committee of the Whole Meeting be adopted.

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

4. STAFF REPORTS

SR1 16 RFD – 2023 OPERATING BUDGET

RESOLUTION NO. 067 / 2023

M/S Councillors Winnicky / Beattie

THAT Council receive the draft 2023 Operating Budget for information and discussion, and

THAT Council direct administration to post the Draft Operating Budget on the District website for public access to the draft budget and communicate with the residents through different communication media to seek feedback on the draft budget, and

THAT Council direct administration to report back to Council with comments and feedback from residents and businesses during the next Council Meeting.

CARRIED

The Chief Administrative Officer, Mokles Rahman, presented the draft operating and capital budget via PowerPoint presentation. He mentioned that there is a typo in the staff report on the contingency funds which should be \$100,000 instead of \$150,000.

Councillor Jeffery discussed the possibility of considering a Deputy Fire Chief/ Protective Service Coordinator in the Operating Budget. There was discussion on the possibility of keeping a placeholder under the Administration of the Operating Budget.

Councillor Jeffery asked how other municipalities are managing their assets. She suggested that the district should have its own software and staff to run the Asset Management and update data from time to time.

SR2 16 RFD – 2023 CAPITAL BUDGET

RESOLUTION NO. 068 / 2023

M/S Councillors Winnicky / Beattie

THAT Council receive the draft 2023 Capital Budget for information and discussion, and

THAT Council direct administration to post this Draft Capital Budget on the District website for public access to the draft budget and communicate with the residents through different communication media to seek feedback on the draft budget, and

THAT Council direct administration to report back to Council with comments and feedback from residents and businesses during the next Council Meeting.

5. PUBLIC INQUIRIES

6. ADJOURNMENT

Mayor Heiberg declared the meeting adjourned at 8:23 pm.

Certified Correct:

Dave Heiberg, Mayor

Administration, Andrea Martin

REQUEST FOR DECISION

| | | | |
|------------|--|-------------|----------------------|
| RFD#: | 2023-MR-18 | Date: | April 2, 2023 |
| Meeting#: | CM-04-11-23 | Originator: | Mokles Rahman |
| RFD TITLE: | Ratification of Electronic Votes Water Treatment Plant - Rental Clarifier Installation - Sole Source Purchase | | |

RECOMMENDATIONS:

THAT Council ratify the following motion which was passed through electronic votes on March 29, 2023.

THAT Council authorize the administration to amend the current contract with Clear Blue Water Systems as a sole source contractor to perform the installation of the rental clarifier unit (Ph-3).

THAT Council authorize the administration to amend the current contract with EPSCAN as a sole source contractor to perform the electrical work for the installation of the rental clarifier unit (Ph-3).

BACKGROUND:

On March 29, 2023, through an electronic voting system, Council approved amending the current sole source contract with Clear Blue Water Systems and EPSCAN to perform the installation of the rental clarifier unit (Ph-3).

ATTACHMENT

The staff report dated March 29, 2023 is attached herewith for information.

Prepared by:



Mokles Rahman, CAO

REQUEST FOR DECISION

| | | | |
|--|----------------------------------|-------------|-----------------------|
| RFD#: | 2023-MR-17 | Date: | March 28, 2023 |
| Meeting#: | Electronic Vote: 03-29-23 | Originator: | Mokles Rahman |
| RFD TITLE: Water Treatment Plant - Rental Clarifier Installation - Sole Source Purchase | | | |

RECOMMENDATIONS:

THAT Council authorize the administration to amend the current contract with Clear Blue Water Systems as a sole source contractor to perform the installation of the rental clarifier unit (Ph-3).

THAT Council authorize the administration to amend the current contract with EPSCAN as a sole source contractor to perform the electrical work for the installation of the rental clarifier unit (Ph-3).

BACKGROUND:

The Hudson's Hope Water Treatment Plant has been successfully running source water from the Peace River since early February and the RO units have been preserved and taken offline, in keeping with Council's decision to switch to surface water in 2022.

This completes Phase 1 of the conversion to surface water. The remaining are Phase 2: UV Disinfection, and Phase 3: Clarification.

DISCUSSION:

As discussed during the council meeting on March 13, 2023 , the next steps include the installation of Phase 2: UV Reactors (on order and set to be installed by early May), and the installation of Phase 3: a primary clarifier unit (a rental unit from Veolia) to assist in the treatment process through the spring freshet and summer storms when turbidity in the river is expected to rise above 10 NTU, which will be problematic for the filtration systems in the plant alone.

The Clarifier can be delivered as early as April 6th and installed and working before the end of April in anticipation of the more significant turbid waters, pending approval of the mechanical and electrical quotes. Both contractors are available to begin work when the unit arrives, assuming prompt approval.

UV Reactors are scheduled to arrive on April 12th: the mechanical installation of these units is covered under the Change Order 1 Supply & Install 2 UV Reactors. The electrical portion of the UV installation is covered in the Epscan quote.

The Application for Construction encompassing the UV and clarifier units has been submitted to Northern Health for approval, and the temporary conversion to surface water is scheduled for completion by the end of April or early May. Water quality data will be collected and sent to Northern Health shortly after the installation of the UV and clarifier units in order to lift the Boil Water Notice.

With temperatures rising and snowmelt increasing it would be prudent to make all reasonable efforts to ensure that the clarification unit is installed as soon as possible.

Based on the urgent nature of the work, the administration is requesting electronic votes which will be ratified during the council meeting on April 11, 2023.

FINANCIAL CONSIDERATIONS:

The breakdown of costs for this part of the Ph-3 are:

1. Installation of the rental clarifier unit by Clear Blue Water - \$47,520.57
2. Electrical work for the installation of the rental clarifier unit - \$28,405.26

The total cost for this part of Phase-3 is \$75,925.83 plus GST.

Please note that the council previously approved clarifier rental, the cost of which is \$660,000.00 plus GST

The cost proposals will be presented to BC Hydro after Council approval before awarding the contract. The administration will recoup these costs from BC Hydro.

Prepared by:



Mokles Rahman, CAO

REQUEST FOR DECISION

| | | | |
|--|--------------------|-------------|----------------------|
| RFD#: | 2023-MR-19 | Date: | April 6, 2023 |
| Meeting#: | CM-04-11-23 | Originator: | Mokles Rahman |
| RFD TITLE: Rainbow Cross Walk near Hudson's Hope School – Report #2 | | | |

RECOMMENDATIONS:

THAT Council direct administration to pay \$1000 to the Hudson's Hope school for the installation of the rainbow cross walk near the school by student. The source of fund is O&M public Works.

BACKGROUND:

At the March 27, 2023 regular Council meeting, Council tabled the following 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.

TABLED

The mentioned recommendations were tabled until staff can have a conversation with Miss Vicky Mee of Hudson's Hope School.

DISCUSSION:

The Chief Administrative Officer and the Manager of Public Work met with Miss Vicky Mee of Hudson's Hope School to discuss the proposed Rainbow Crosswalk location and the responsibilities of parties during the implementation of the project.

There were two options mentioned in the staff report dated March 27, 2023 (attached herewith). Staff and school representatives selected option-1 which is Acrylic Paint, sprayed, brushed, or rolled onto the asphalt surface. This option may require painting annually depending on traffic volume. This method could be constructed by students of the school as it is all hand work.

The Public Works crew will sweep the asphalt surface and supply some safety signs on request by the school.

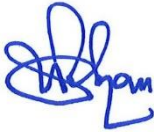
FINANCIAL CONSIDERATIONS:

The cost to construct the Rainbow Crosswalk is \$1,000.00 (materials only, construction by student).

ATTACHMENT:

1. Staff report to council dated March 27, 2023 on Rainbow Crosswalk

Prepared and approved 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-20 | Date: | April 5, 2023 |
| Meeting#: | CM-04-11-23 | Originator: | Mokles Rahman |
| RFD TITLE: Growing Communities Capital Reserve Fund bylaw no. 938, 2023 | | | |

RECOMMENDATION:

THAT Council approve First, Second, and Third Reading to Bylaw No. 938, 2023 - A Bylaw Growing Communities Capital Reserve Fund (bylaw no. 938, 2023).

BACKGROUND:

On March 16, 2023, the District received a communication from the Ministry of Municipal Affairs regarding a \$905,000 grant under the Growing Communities Fund.

DISCUSSION

As a condition of the Growing Communities Fund (GCF), the grant must be placed in a segregated reserve fund established by a bylaw under section 188 of the Community Charter for the Capital and Planning purpose of the GCF. The District is required to annually report on how it spends this grant until the funds are fully drawn down.

ATTACHMENT

Memo from the Ministry of Municipal Affairs dated March 16, 2023.

Prepared by:



Mokles Rahman, CAO



District of Hudson's Hope BYLAW NO. 938, 2023

A Bylaw to establish a capital reserve fund for Growing Communities
Fund Bylaw No. 938, 2023 for the District of Hudson's Hope

WHEREAS, the *Local Government Act* and *Community Charter* empower municipalities to establish reserve funds for specified purposes;

AND WHEREAS, the District wishes to establish a capital reserve fund for the Capital and Planning purposes of the Growing Communities Fund;

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

SECTION 1 – GENERAL PROVISIONS

1.1 This bylaw may be cited as “Growing Communities Capital Reserve Fund Bylaw no. 938, 2023”.

1.2 If any portion of this bylaw is declared invalid by a court, the invalid portion shall be severed and the remainder of the bylaw is deemed valid.

1.3 Any enactment referred to herein is a reference to the enactment of the Province of British Columbia and regulations thereto, as amended, revised, consolidated, or replaced from time to time.

SECTION 2 – ESTABLISHMENT OF FUND

2.1 A Capital Reserve Fund, to be known as the “Growing Communities Capital Reserve Fund”, is hereby established.

SECTION 3 – PAYMENTS INTO FUND

3.1 Money from current revenues or, as available, from general revenue surplus or as otherwise provided by law may be paid into the Capital Reserve Fund.

SECTION 4 – EXPENDITURES FROM FUND

4.1 Money in the Capital Reserve Fund, and interest earned on it, shall only be used for expenditures by the District for, or in relation to, any general projects, work or acquisition that is of a Capital nature, for the Capital and Planning purposes of the Growing Communities Fund.

This bylaw shall come into full force and effect the day this Bylaw is adopted.

Read a first time this __11__th day of April 2023

Read a second time this __11__th day of April 2023

Read a third time this __11__th day of April 2023

Adopted this _____th day of April 2023

Mokles Rahman, CAO

Dave Heiberg, Mayor

Certified a true copy of Bylaw No. 938, 2023

this _____ day of _____, _____.

Chief Administrative Officer



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;

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- 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.

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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-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 |

REQUEST FOR DECISION

| | | | |
|-------------------|--|--------------------|----------------------|
| RFD#: | 2023-MR-21 | Date: | April 5, 2023 |
| Meeting#: | CM-04-11-23 | Originator: | Mokles Rahman |
| RFD TITLE: | Financial Plan for 2023 to 2027 (Bylaw No. 936, 2023) | | |

RECOMMENDATION / RESOLUTION:

THAT Council approve First, Second, and Third Reading to Bylaw No. 936, 2023 - A Bylaw to adopt a Financial Plan for 2023 - 2027.

BACKGROUND:

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

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

DISCUSSION:

Council received the annual Operating and Capital Budget for discussion on March 29, 2023. The administration considered a three percent (3%) property tax increase in all types of properties.

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

FINANCIAL:

The proposed 2023 budget for the District of Hudson's Hope is \$9,179,021. This is based on the combined Operating Budget of \$5,782,021 and Capital Budget of \$3,397,000.

Based on BC Assessment, as of March 31, 2023, the overall property tax requisition for 2023 is \$2,758,495, of which \$388,394 is the residential requisition.

For comparative purposes, the 2022 budget was \$9,110,625 and the 2021 budget was \$7,915,743. The overall property tax requisition in 2022 was \$2,457,155 of which \$344,091 was the residential requisition so residential taxes will be increased by 3% in 2023.

OTHER:

Prior to adopting the financial plan, the District must undertake public consultation. The level of public consultation is not defined in legislation but should at a minimum provide residents in Hudson's Hope the opportunity to review, comment, and pose questions at a local government meeting. The administration issued a PSA on March 30, 2023 to notify the residents about 2023 Operating and Capital Budget and requested them to provide feedback to Administration. Furthermore, this 5-year financial plan is being posted on the District website with the Council Agenda for April 11, 2023 meeting. As of April 6, 2023 we received three email communications from the residents on the budget which are included here with the report.

ATTACHMENT(S)

1. Bylaw No. 936, 2023 Financial Plan for 2023 - 2027.
2. Schedule A: Financial Plan Summary (2023 – 2027).
3. Schedule B: Bylaw Statement of Objectives and Policies for the years 2023 to 2027.
4. Comments on the budget.

Prepared by:

A handwritten signature in blue ink, appearing to read 'Mokles Rahman', is positioned below the 'Prepared by:' text.

Mokles Rahman, CAO



BYLAW NO. 936, 2023

A Bylaw to Adopt a Financial Plan for 2023 to 2027

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

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

This Bylaw shall be cited as the "Annual Financial Plan Bylaw No. 936, 2023."

1. Schedule "A" which is attached to and forms part of this Bylaw, is adopted as the Financial Plan of the District of Hudson's Hope for the years 2023 to 2027.
2. Schedule "B" which is attached to and forms part of this Bylaw, is adopted as the Statement of Objectives and Policies of the District of Hudson's Hope for the years 2023 to 2027.
3. Annual Financial Plan Bylaw No. 926, 2022, is hereby repealed.

Read a First Time on this 11th day of April, 2023

Read a Second Time on this 11th day of April, 2023

Read a Third Time on this 11th day of April, 2023

Adoption of Bylaw on this _____ day of April, 2023

Dave Heiberg, Mayor

Mokles Rahman, Chief Administrative Officer

Certified a true copy of Bylaw No. 936, 2023
this _____ day of April, 2023.

Chief Administrative Officer

| Schedule A | | | | | |
|------------------------------------|----------------------|-----------------------|-----------------------|----------------------|----------------------|
| 2023 Annual Financial Plan Summary | | | | | |
| | 2023 Budget | 2024 Budget | 2025 Budget | 2026 Budget | 2027 Budget |
| REVENUE | | | | | |
| Property Taxes | -2,758,495 | -2,813,665 | -2,869,939 | -2,927,337 | -2,985,884 |
| Grants in Lieu | -2,041,321 | -2,082,148 | -2,123,791 | -2,166,267 | -2,209,592 |
| Grants Other | -2,327,314 | -2,373,860 | -2,421,337 | -2,469,764 | -2,519,160 |
| General Government Services | -61,250 | -62,475 | -63,725 | -64,999 | -66,299 |
| ICBC | -122,411 | -124,859 | -127,356 | -129,904 | -132,502 |
| Protective Services | -27,750 | -28,305 | -28,871 | -29,449 | -30,037 |
| Bylaw | -11,450 | -11,679 | -11,913 | -12,151 | -12,394 |
| Asset Management | -10,000 | -10,200 | -10,404 | -10,612 | -10,824 |
| Public Works | -2,250 | -2,295 | -2,341 | -2,388 | -2,435 |
| Environmental & Public Health | -88,825 | -90,602 | -92,414 | -94,262 | -96,147 |
| Auxiliary Facilities & Recreation | -221,750 | -226,185 | -230,709 | -235,323 | -240,029 |
| Lands | -642,315 | -655,161 | -668,265 | -681,630 | -695,262 |
| Economic Development | -112,500 | -114,750 | -117,045 | -119,386 | -121,774 |
| Water | -142,750 | -145,605 | -148,517 | -151,487 | -154,517 |
| Sewer | -634,278 | -646,964 | -659,903 | -673,101 | -686,563 |
| General Operations Revenue | -\$ 9,204,660 | -\$ 9,388,753 | -\$ 9,576,528 | -\$ 9,768,059 | -\$ 9,963,420 |
| CHANGE IN SURPLUS | | | | | |
| General Reserves Change | 586,773 | -1,193,452 | -224,421 | 1,050,891 | 1,442,509 |
| Water Reserves Change | -320,250 | -1,714,455 | -1,818,744 | -223,119 | -727,581 |
| Sewer Reserve Change | -240,884 | 203,999 | 14,079 | 324,360 | 134,847 |
| Total Change in Surplus | \$ 25,639 | -\$ 2,703,908 | -\$ 2,029,086 | \$ 1,152,132 | \$ 849,775 |
| Total Revenue / Surplus | -\$ 9,179,021 | -\$ 12,092,661 | -\$ 11,605,614 | -\$ 8,615,927 | -\$ 9,113,645 |
| OPERATION EXPENDITURES | | | | | |
| Council | 163,500 | 166,770 | 170,105 | 173,508 | 176,978 |
| Grant in AID | 51,339 | 52,366 | 53,414 | 54,482 | 55,571 |
| GGS | 1,206,550 | 1,230,681 | 1,255,295 | 1,280,401 | 1,306,009 |
| ICBC | 91,780 | 93,616 | 95,488 | 97,398 | 99,346 |
| Protective Services | 420,275 | 428,681 | 437,254 | 445,999 | 454,919 |
| Bylaw | 65,599 | 66,911 | 68,249 | 69,614 | 71,007 |
| Asset Management | 17,300 | 17,646 | 17,999 | 18,359 | 18,726 |
| Public Works | 2,029,600 | 2,070,192 | 2,111,596 | 2,153,828 | 2,196,904 |
| Environmental & Public Health | 63,000 | 64,260 | 65,545 | 66,856 | 68,193 |
| Auxiliary Facilities & Recreation | 1,034,915 | 1,055,614 | 1,076,726 | 1,098,260 | 1,120,226 |
| Lands | 25,000 | 25,500 | 26,010 | 26,530 | 27,061 |
| Economic Development | 120,000 | 122,400 | 124,848 | 127,345 | 129,892 |
| Water | 353,000 | 360,060 | 367,261 | 374,606 | 382,099 |
| Sewer | 140,162 | 142,965 | 145,824 | 148,741 | 151,716 |
| Total Operations Expense | \$ 5,782,021 | \$ 5,897,661 | \$ 6,015,614 | \$ 6,135,927 | \$ 6,258,645 |
| CAPITAL EXPENDITURES | | | | | |
| General Capital Expenditures | 2,552,000 | 4,395,000 | 3,490,000 | 2,280,000 | 1,955,000 |
| Water Capital Expenditures | 110,000 | 1,500,000 | 1,600,000 | 0 | 500,000 |
| Sewer Capital Expenditures | 735,000 | 300,000 | 500,000 | 200,000 | 400,000 |
| Total Capital Expenditures | \$ 3,397,000 | \$ 6,195,000 | \$ 5,590,000 | \$ 2,480,000 | \$ 2,855,000 |
| Total Expenditures | \$ 9,179,021 | \$ 12,092,661 | \$ 11,605,614 | \$ 8,615,927 | \$ 9,113,645 |

BYLAW No. 936, 2023 – Schedule B

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

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

1. Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2023.

For the 2023 fiscal year Property taxes form the largest portion of revenue. As a revenue source, property taxation offers a number of advantages, for example, it is simple to administer, and it is fairly easy for residents to understand. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis. These include services such as general administration, fire protection, police services, bylaw enforcement, and street lighting.

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

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

Objective

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

Policies

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

Table 1: Sources of Revenue

| REVENUE SOURCE 2023 | DOLLAR VALUE | % OF REV |
|----------------------------|-------------------------|---------------------|
| Property Taxes | 2,758,495 | 29.97 |
| Grants in Lieu | 2,041,321 | 22.18 |
| Grants Other | 2,327,314 | 25.28 |
| User Fees & Charges | 856,175 | 9.30 |
| Parcel Tax | 4,678 | 0.05 |
| Other Sources | 1,216,676 | 13.22 |
| TOTAL | 9,204,660 | 100.00 |

2. Distribution of Property Tax Rates

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

Objectives

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

Policies

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

Table 2: Distribution of Property Tax Rates

| PROPERTY CLASS 2023 | DOLLAR VALUE | % OF REV |
|------------------------------|---------------------|-----------------|
| 1. RESIDENTIAL | 388,394 | 14.36 |
| 2. UTILITIES | 1,925,581 | 71.19 |
| 4. MAJOR INDUSTRY | 16,796 | 0.62 |
| 5. LIGHT INDUSTRY | 218,306 | 8.07 |
| 6. BUSINESS | 147,496 | 5.45 |
| 8. REC/NON PROFIT | 362 | 0.01 |
| 9. FARM TAXES | 8,013 | 0.30 |
| TOTAL | 2,704,949 | 100.00 |
| Other Taxes | 53,546 | |
| Municipal Property Tax Total | 2,758,495 | |

3. Permissive Tax Exemptions

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

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

Objective

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

Policies

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

| Schedule B - Operating Budget Detail | | | | | |
|--------------------------------------|--|--------------------|--------------------|--------------------|--------------------|
| GL CODE | 2023 BUDGET | 2021 ACTUAL | 2022 BUDGET | 2022 ACTUAL | 2023 BUDGET |
| GENERAL GOVERNMENT SERVICES BUDGET | | | | | |
| TAXES REVENUE | | | | | |
| 01-10-1000-4002 | PENALTIES | (10,191) | (10,000) | (11,346) | (10,000) |
| 01-10-1000-4003 | INTEREST ON ARREARS | (1,294) | (2,000) | (1,492) | (1,500) |
| 01-10-1000-4004 | INTEREST ON DELINQUENT | (308) | (1,000) | (340) | (400) |
| 01-10-1000-4101 | RESIDENTIAL TAXES | (327,470) | (344,091) | (343,896) | (388,394) |
| 01-10-1000-4102 | UTILITIES TAXES | (1,601,801) | (1,714,733) | (1,714,733) | (1,925,581) |
| 01-10-1000-4103 | MAJOR INDUSTRY TAXES | (195,050) | (206,252) | (206,252) | (235,102) |
| 01-10-1000-4104 | BUSINESS TAXES | (128,568) | (132,379) | (132,379) | (147,496) |
| 01-10-1000-4105 | RECREATIONAL/NON PROFIT TAXES | (803) | (349) | (349) | (362) |
| 01-10-1000-4106 | FARM TAXES | (7,565) | (7,876) | (7,876) | (8,013) |
| 01-10-1000-4107 | TWELVE MILE ELECTRICAL EXTENSION | (2,536) | (2,536) | (2,536) | 0 |
| 01-10-1000-4110 | 1% REVENUE GRANT TAX | (11,695) | (11,860) | (11,860) | (12,505) |
| 01-10-1000-4111 | 3% FRANCHISE FEE | (14,265) | (16,981) | (16,981) | (21,184) |
| 01-10-1000-4112 | 1% EASTLINK | 0 | 0 | 0 | 0 |
| 01-10-1000-4113 | 1% FORTIS | (4,572) | (4,755) | (4,755) | (5,660) |
| 01-10-1000-4114 | 1% TELUS | (2,385) | (2,342) | (2,342) | (2,297) |
| | TOTAL TAXES REVENUE | (2,308,503) | (2,457,155) | (2,457,138) | (2,758,495) |
| GRANTS IN LIEU OF TAXES | | | | | |
| 01-10-1001-4201 | FEDERAL GOVERNMENT (PILT RCMP & CP) | (15,862) | (16,130) | (17,180) | (18,663) |
| 01-10-1001-4202 | PROVINCIAL GOVERNMENT (PILT BC LIQUOR) | (4,021) | (3,969) | (3,802) | (3,916) |
| 01-10-1001-4203 | BC HYDRO GRANT IN LIEU | (136,897) | (140,048) | (140,048) | (143,639) |
| 01-10-1001-4204 | BC HYDRO DAMS/RESERVOIR | (1,716,474) | (1,784,067) | (1,784,067) | (1,875,103) |
| | TOTAL GRANTS IN LIEU OF TAXES | (1,873,254) | (1,944,214) | (1,945,097) | (2,041,321) |
| GRANT REVENUE | | | | | |
| 01-10-1003-4206 | PEACE RIVER AGREEMENT (FAIR SHARE) | (698,487) | (707,007) | (707,007) | (702,814) |
| 01-10-1003-4207 | UNCONDITIONAL GRANT FUNDING | (313,000) | (313,000) | (397,000) | (320,000) |
| 01-10-1003-4208 | FEDERAL GAS TAX GRANT | (200,421) | (97,849) | (102,552) | (100,000) |
| 01-10-1003-4210 | PROV GRANTS- OTHER (NDIT/COMM REC/COVID) | 0 | (144,000) | (144,000) | (1,204,500) |
| 01-10-1003-4611 | BCH - CMA PARTNERING RELATIONS (SITE C) | (6,237) | (5,000) | 0 | 0 |
| | TOTAL GRANT REVENUE | (1,218,145) | (1,266,856) | (1,350,559) | (2,327,314) |
| GENERAL GOVERNMENT SERVICES REVENUE | | | | | |
| 01-10-1005-4001 | BANK INTEREST | (20,627) | (30,000) | (33,306) | (50,000) |
| 01-10-1005-4322 | INSURANCE % (NEW HRZN/REC COMM/SKI CLUB) | (1,000) | (1,500) | (750) | (1,250) |
| 01-10-1005-4324 | BULLETIN ADS | (7,340) | (6,000) | (7,390) | (7,000) |
| 01-10-1005-4405 | MISCELLANEOUS REVENUE | (10,364) | (10,000) | (2,194) | (2,500) |
| 01-10-1005-4411 | RETAIL SALES | (3,434) | (2,000) | (525) | (500) |
| | TOTAL GENERAL GOVERNMENT SERVICES | (42,765) | (49,500) | (44,165) | (61,250) |
| COLLECTION FOR OTHER GOVERNMENT | | | | | |
| 01-10-1009-4115 | SCHOOL TAX | (2,857,349) | (2,933,957) | (2,876,428) | (3,125,487) |
| 01-10-1009-4116 | PEACE RIVER REGIONAL DISTRICT | (178,134) | (205,526) | (205,526) | (240,602) |
| 01-10-1009-4117 | PEACE RIVER REGION HOSPITAL | (231,019) | (239,161) | (239,161) | (259,424) |
| 01-10-1009-4118 | BC ASSESSMENT AUTHORITY | (39,271) | (39,855) | (39,848) | (43,475) |
| 01-10-1009-4119 | MUNICIPAL FINANCE AUTHORITY | (81) | (84) | (84) | (92) |
| 01-10-1009-4120 | POLICING TAX | (111,445) | (116,030) | (91,919) | (100,528) |
| 01-10-1009-5050 | SCHOOL TAX | 2,860,134 | 2,933,957 | 2,884,241 | 3,125,487 |
| 01-10-1009-5051 | PEACE RIVER REGIONAL DISTRICT | 179,048 | 205,526 | 206,043 | 225,215 |
| 01-10-1009-5052 | PEACE RIVER REGION HOSPITAL | 232,514 | 239,161 | 241,006 | 261,557 |
| 01-10-1009-5053 | BC ASSESSMENT AUTHORITY | 39,530 | 39,855 | 39,980 | 43,475 |
| 01-10-1009-5054 | MUNICIPAL FINANCE AUTHORITY | 82 | 84 | 84 | 92 |
| 01-10-1009-5055 | POLICING TAX | 110,800 | 116,030 | 91,919 | 100,528 |
| | TOTAL COLLECTION FOR OTHER GOVERNMENT | 4,810 | 0 | 10,306 | (13,254) |
| | TOTAL GENERAL GOVERNMENT REVENUE | (5,437,857) | (5,717,725) | (5,786,654) | (7,201,635) |

| Schedule B - Operating Budget Detail | | | | | |
|---|---|------------------|------------------|------------------|------------------|
| GL CODE | 2023 BUDGET | 2021 ACTUAL | 2022 BUDGET | 2022 ACTUAL | 2023 BUDGET |
| COUNCIL EXPENSES | | | | | |
| 01-10-1002-5001 | COUNCIL RENUMERATION & MEETING STIPENDS | 84,693 | 90,084 | 84,259 | 91,000 |
| 01-10-1002-5006 | INDEMNITIES BENEFITS | 2,657 | 3,153 | 2,930 | 3,000 |
| 01-10-1002-5017 | TRAVEL KMS, MEALS, CONFERENCES FEES | 248 | 30,000 | 6,622 | 30,000 |
| 01-10-1002-5019 | LOCAL MEETINGS - COMMUNITY ENGAGEMENT ETC | 355 | 2,000 | 0 | 2,000 |
| 01-10-1002-5039 | ELECTIONS/REFERENDUMS | 0 | 18,000 | 13,573 | 2,500 |
| 01-10-1002-5100 | COMMUNICATIONS - COUNCIL | 6,598 | 7,000 | 6,591 | 7,000 |
| 01-10-1002-5106 | PUBLICATIONS (HOSTING/PROMOTIONS) | 1,475 | 4,000 | 2,155 | 4,000 |
| 01-10-1002-5107 | LEGAL FEES | 0 | 1,500 | 193 | 5,000 |
| 01-10-1002-5109 | MEMBERSHIP & DUES | 1,797 | 2,000 | 743 | 2,000 |
| 01-10-1002-5127 | SCHOLARSHIP/GRAD EXPENSES | 1,205 | 4,000 | 4,251 | 4,000 |
| 01-10-1002-5133 | AWARDS - VOLUNTEER APPRECIATION | 2,000 | 2,500 | 2,968 | 2,500 |
| 01-10-1002-5309 | STAFF APPRECIATION | 751 | 6,000 | 6,334 | 10,500 |
| | TOTAL COUNCIL EXPENSES | 101,779 | 170,237 | 130,621 | 163,500 |
| GRANT EXPENSES | | | | | |
| 01-10-1003-5038 | GRANT IN AID (FINANCIAL ASST GRANTS) | 12,944 | 33,935 | 37,293 | 38,839 |
| 01-10-1003-5708 | PROVINCIAL GRANT EXPENSE (COVID) | 4,706 | 10,000 | 2,526 | 12,500 |
| | TOTAL GRANT EXPENSES | 17,651 | 43,935 | 39,819 | 51,339 |
| GENERAL GOVERNMENT SERVICES EXPENSES | | | | | |
| 01-10-1005-5002 | WAGES (GGS) | 430,881 | 448,800 | 429,934 | 475,000 |
| 01-10-1005-5006 | WAGES BENEFITS (GGS) | 137,030 | 115,903 | 120,496 | 133,000 |
| 01-10-1005-5017 | TRAVEL KMS, MEALS, FLIGHTS | 1,091 | 10,000 | 2,715 | 10,000 |
| 01-10-1005-5018 | TRAINING AND DEVELOPMENT | 2,968 | 20,000 | 1,661 | 10,000 |
| 01-10-1005-5024 | CUSTODIAN WAGES | 47,282 | 53,000 | 49,774 | 53,000 |
| 01-10-1005-5034 | BAD DEBT EXPENSE | 0 | 0 | 0 | 0 |
| 01-10-1005-5100 | COMMUNICATIONS - GGS | 22,506 | 23,000 | 21,084 | 23,000 |
| 01-10-1005-5101 | NATURAL GAS | 8,009 | 7,500 | 10,756 | 11,000 |
| 01-10-1005-5102 | ELECTRICITY | 2,567 | 4,810 | (383) | 2,500 |
| 01-10-1005-5103 | POSTAGE | 5,697 | 6,200 | 5,877 | 6,200 |
| 01-10-1005-5105 | ADVERTISING | 1,112 | 2,000 | 1,530 | 2,500 |
| 01-10-1005-5106 | PUBLICATIONS (HOSTING/PROMOTIONS) | 1,207 | 1,000 | 257 | 1,000 |
| 01-10-1005-5107 | LEGAL FEES | 373 | 15,000 | 274 | 15,000 |
| 01-10-1005-5108 | AUDIT FEES | 39,000 | 40,000 | 40,858 | 41,000 |
| 01-10-1005-5109 | MEMBERSHIP & DUES | 2,612 | 4,500 | 1,716 | 4,500 |
| 01-10-1005-5110 | INSURANCE | 114,897 | 152,500 | 157,305 | 160,000 |
| 01-10-1005-5111 | SUPPLIES | 30,481 | 35,000 | 30,251 | 35,000 |
| 01-10-1005-5112 | LICENCES & PERMITS | 1,026 | 500 | 239 | 500 |
| 01-10-1005-5113 | EQUIPMENT RENTALS & LEASES | 26,032 | 40,000 | 32,674 | 28,850 |
| 01-10-1005-5117 | PROTECTIVE CLOTHING/FIRST AID | 0 | 500 | 0 | 500 |
| 01-10-1005-5118 | BUILDING MAINTENANCE & REPAIRS | 6,926 | 10,000 | 19,087 | 10,000 |
| 01-10-1005-5124 | CONTRACT SERVICES (PHOTO COPIER MAINT) | 65,775 | 60,000 | 72,094 | 77,000 |
| 01-10-1005-5128 | SITE C EXPENSES | 0 | 5,000 | 0 | 0 |
| 01-10-1005-5130 | BANK CHARGES & PAYROLL COSTS | 3,257 | 4,000 | 4,073 | 4,000 |
| 01-10-1005-5131 | RETAIL SALES EXPENSE (GGS) | 1,802 | 3,000 | 2,598 | 3,000 |
| 01-10-1005-5750 | MFA PAYMENT: 12 MILE (INTEREST) | 795 | 795 | 795 | 0 |
| 01-10-1005-5764 | MFA PAYMENT: 12 MILE (PRINCIPLE) | 1,765 | 1,765 | 1,765 | 0 |
| 01-10-1005-5774 | CONTINGENCY FUND | 43,996 | 100,000 | (231) | 100,000 |
| | TOTAL GGS EXPENSES | 999,086 | 1,164,773 | 1,007,199 | 1,206,550 |
| | TOTAL GOVERNMENT SERVICES EXPENSES | 1,118,516 | 1,378,944 | 1,177,639 | 1,421,389 |

| Schedule B - Operating Budget Detail | | | | | |
|---|---|-------------|-------------|-------------|-------------|
| GL CODE | 2023 BUDGET | 2021 ACTUAL | 2022 BUDGET | 2022 ACTUAL | 2023 BUDGET |
| OTHER GOVERNMENT SERVICES EXPENSES | | | | | |
| ICBC REVENUE | | | | | |
| 01-10-1006-4313 | HUNTING & FISHING LICENCES REVENUE | (10,436) | (8,000) | (8,122) | (8,000) |
| 01-10-1006-4319 | TELUS TOWER RENTAL | (4,411) | (4,411) | (4,411) | (4,411) |
| 01-10-1006-4320 | ICBC COMMISSIONS | (125,728) | (130,000) | (116,525) | (110,000) |
| | | (140,575) | (142,411) | (129,059) | (122,411) |
| ICBC EXPENSES & OTHER REVENUE | | | | | |
| 01-10-1006-5002 | WAGES (ICBC) | 60,507 | 62,000 | 62,064 | 63,500 |
| 01-10-1006-5006 | WAGES BENEFITS (ICBC) | 16,514 | 14,633 | 16,788 | 17,780 |
| 01-10-1006-5017 | TRAVEL KMS, MEALS, FLIGHTS | 0 | 1,000 | 0 | 1,000 |
| 01-10-1006-5018 | TRAINING AND DEVELOPMENT | 0 | 2,000 | 0 | 2,000 |
| 01-10-1006-5131 | RETAIL SALES EXPENSE (HUNTING & FISHING LIC) | 9,814 | 8,000 | 7,549 | 7,500 |
| | TOTAL OGS EXPENSES | 86,836 | 87,633 | 86,401 | 91,780 |
| | | | | | |
| | TOTAL ICBC | (53,739) | (54,778) | (42,658) | (30,631) |
| PROTECTIVE SERVICES BUDGET | | | | | |
| PROTECTIVE SERVICES REVENUE | | | | | |
| 01-12-1200-4317 | CANADA SUMMER STUDENT GRANT | (1,995) | 0 | 0 | (2,250) |
| 01-12-1200-4318 | OUT OF AREA RESPONSE REVENUE | (45,292) | (11,500) | (14,102) | (11,500) |
| 01-12-1200-4405 | MISC & OTHER GRANT REVENUE | 0 | (121,522) | (259,406) | (14,000) |
| | TOTAL PROTECTIVE SERVICES REVENUE | (47,287) | (133,022) | (273,508) | (27,750) |
| FIRE DEPT EXPENSES | | | | | |
| 01-12-1200-5002 | WAGES (PROT SERV) | 89,652 | 94,600 | 93,077 | 97,500 |
| 01-12-1200-5003 | WAGES CASUAL | 30,608 | 55,000 | 38,070 | 40,000 |
| 01-12-1200-5006 | WAGES BENEFITS (PROT SERV) | 24,228 | 35,284 | 26,236 | 34,375 |
| 01-12-1200-5017 | TRAVEL KMS, MEALS, FLIGHTS | 8,381 | 3,500 | 4,887 | 7,000 |
| 01-12-1200-5018 | TRAINING AND DEVELOPMENT | 3,146 | 6,000 | 1,462 | 6,000 |
| 01-12-1200-5022 | VOLUNTEER STIPEND | 16,350 | 20,000 | 15,105 | 20,000 |
| 01-12-1200-5023 | VOLUNTEER TRAINING COURSES & MATERIALS | 7,272 | 12,000 | 4,838 | 12,000 |
| 01-12-1200-5100 | COMMUNICATIONS - FIRE DEPT | 14,244 | 16,000 | 14,267 | 16,000 |
| 01-12-1200-5101 | NATURAL GAS | 1,581 | 2,500 | 2,057 | 2,500 |
| 01-12-1200-5102 | ELECTRICITY | 1,424 | 1,600 | 1,251 | 1,600 |
| 01-12-1200-5109 | MEMBERSHIP & DUES | 725 | 1,000 | 742 | 1,000 |
| 01-12-1200-5110 | INSURANCE VOLUNTEERS | 3,202 | 5,600 | 3,017 | 5,600 |
| 01-12-1200-5112 | LICENSES & PERMITS | 1,312 | 1,400 | 1,770 | 2,000 |
| 01-12-1200-5113 | EQUIPMENT RENTALS & LEASES | 455 | 1,000 | 1,335 | 1,300 |
| 01-12-1200-5115 | VEHICLE OPERATING & MAINTENANCE | 6,045 | 25,000 | 14,234 | 25,000 |
| 01-12-1200-5120 | MATERIALS & SUPPLIES | 20,366 | 35,000 | 21,253 | 35,000 |
| 01-12-1200-5123 | VEHICLE INSPECTIONS | 7,473 | 9,000 | 8,982 | 9,500 |
| 01-12-1200-5124 | CONTRACT SERVICES | 4,700 | 19,000 | 5,731 | 19,000 |
| 01-12-1200-5200 | O & M FIRE HALL | 589 | 30,000 | 6,283 | 30,000 |
| 01-12-1200-5201 | O & M FIRE EQUIPMENT | 22,060 | 20,000 | 12,070 | 20,000 |
| 01-12-1200-5202 | DUTY OFFICER | 6,250 | 6,600 | 4,200 | 6,000 |
| 01-12-1200-5204 | SCBA&C | 3,839 | 4,200 | 3,031 | 4,200 |
| 01-12-1200-5205 | O & M Special Grant | 0 | 0 | 9,392 | 14,000 |
| 01-12-1200-5207 | OUT OF AREA RESPONSE EXPENSE | 7,429 | 2,500 | 3,528 | 2,500 |
| 01-12-1200-5209 | PUBLIC RELATIONS | 1,906 | 3,100 | 3,462 | 3,500 |
| | TOTAL FIRE DEPT EXPENSES | 283,237 | 409,884 | 300,279 | 415,575 |
| MUNICIPAL EMERGENCY PREPAREDNESS EXPENSES | | | | | |
| 01-12-1201-5018 | TRAINING AND DEVELOPMENT | 0 | 2,000 | 594 | 2,500 |
| 01-12-1201-5100 | COMMUNICATIONS - MEP | 636 | 1,200 | 777 | 1,200 |
| 01-12-1201-5120 | MATERIALS & SUPPLIES | 64 | 1,000 | 7,336 | 1,000 |
| 01-12-1201-5002 | WAGES EOC | 0 | 0 | 45,699 | 0 |
| 01-12-1201-5200 | O & M EOC | 0 | 0 | 124,408 | 0 |
| | TOTAL MUNICIPAL EMERGENCY PREPAREDNESS EXPENSES | 700 | 4,200 | 178,813 | 4,700 |
| | | | | | |
| | TOTAL PROTECTIVE SERVICES EXPENSES | 283,937 | 414,084 | 479,092 | 420,275 |

Schedule B - Operating Budget Detail

| GL CODE | 2023 BUDGET | 2021 ACTUAL | 2022 BUDGET | 2022 ACTUAL | 2023 BUDGET |
|-------------------------------|---|-----------------|-----------------|-----------------|-----------------|
| BYLAW / ANIMAL CONTROL BUDGET | | | | | |
| BYLAW ENFORCEMENT REVENUE | | | | | |
| 01-13-1300-4310 | BUSINESS LICENCE FEES | (4,655) | (5,000) | (4,418) | (5,000) |
| 01-13-1300-4311 | BYLAW FINES | 0 | (250) | 0 | (250) |
| | TOTAL BYLAW ENFORCEMENT REVENUE | (4,655) | (5,250) | (4,418) | (5,250) |
| ANIMAL CONTROL REVENUE | | | | | |
| 01-13-1301-4312 | DOG LICENCES | (1,390) | (2,000) | (1,190) | (1,200) |
| | TOTAL BYLAW ENFORCEMENT REVENUE | (1,390) | (2,000) | (1,190) | (1,200) |
| BUILDING INSPECTION | | | | | |
| 01-13-1302-4315 | BUILDING PERMITS | (4,957) | (3,000) | (6,215) | (5,000) |
| | TOTAL BUILDING INSPECTION REVENUE | (4,957) | (3,000) | (6,215) | (5,000) |
| | TOTAL BYLAW REVENUE | (11,002) | (10,250) | (11,823) | (11,450) |
| BYLAW ENFORCEMENT EXPENSES | | | | | |
| 01-13-1300-5018 | TRAINING AND DEVELOPMENT | 1,344 | 2,000 | 0 | 2,000 |
| 01-13-1300-5105 | ADVERTISING | 0 | 500 | 0 | 500 |
| 01-13-1300-5107 | LEGAL FEES | 0 | 2,000 | 0 | 2,000 |
| 01-13-1300-5109 | MEMBERSHIP & DUES | 0 | 200 | 0 | 200 |
| 01-13-1300-5120 | MATERIALS & SUPPLIES | 41 | 500 | 0 | 500 |
| | TOTAL BYLAW ENFORCEMENT EXPENSES | 1,385 | 5,200 | 0 | 5,200 |
| ANIMAL CONTROL EXPENSES | | | | | |
| 01-13-1301-5026 | ANIMAL CONTROL CONTRACT WAGES | 37,763 | 37,714 | 37,706 | 37,714 |
| 01-13-1301-5027 | ANIMAL CONTROL EXPENSES | 525 | 1,500 | 112 | 1,500 |
| 01-13-1301-5110 | INSURANCE | 2,134 | 2,185 | 2,143 | 2,185 |
| 01-13-1301-5120 | MATERIALS & SUPPLIES | 729 | 1,000 | 404 | 1,000 |
| | TOTAL ANIMAL CONTROL EXPENSES | 41,151 | 42,399 | 40,365 | 42,399 |
| BUILDING INSPECTION EXPENSES | | | | | |
| 01-13-1302-5124 | CONTRACT SERVICES | 13,919 | 15,000 | 21,169 | 18,000 |
| | TOTAL BUILDING INSPECTION EXPENSES | 13,919 | 15,000 | 21,169 | 18,000 |
| | TOTAL BYLAW & BUILDING INSPECTION EXPENSES | 56,455 | 62,599 | 61,534 | 65,599 |
| PUBLIC WORKS BUDGET | | | | | |
| ASSET MANAGEMENT REVENUE | | | | | |
| 01-14-1011-4209 | ASSET MANGMT: FCM GRANT | 0 | (50,000) | (50,000) | |
| 01-14-1011-4329 | ASSET MANGMT: BC GOVERNMENT GRANT | 0 | (10,000) | (10,000) | (10,000) |
| | TOTAL ASSET MANAGEMENT REVENUE | 0 | (60,000) | (60,000) | (10,000) |
| ASSET MANAGEMENT EXPENSES | | | | | |
| 01-14-1011-5112 | LICENCES & PERMITS | 1,248 | 17,300 | 33,680 | 17,300 |
| | TOTAL ASSET MANAGEMENT EXPENSES | 1,248 | 17,300 | 33,680 | 17,300 |

| Schedule B - Operating Budget Detail | | | | | |
|--------------------------------------|---|------------------|------------------|------------------|------------------|
| GL CODE | 2023 BUDGET | 2021 ACTUAL | 2022 BUDGET | 2022 ACTUAL | 2023 BUDGET |
| PUBLIC WORKS BUDGET | | | | | |
| PUBLIC WORKS REVENUE | | | | | |
| 01-14-1007-4303 | CARIP GRANT | (5,546) | 0 | (48,082) | 0 |
| 01-14-1007-4317 | CANADA SUMMER STUDENT GRANT | (1,995) | 0 | 0 | (2,250) |
| | TOTAL PUBLIC WORKS REVENUE | (7,541) | 0 | (48,082) | (2,250) |
| PUBLIC WORKS ADMINISTRATION EXPENSES | | | | | |
| 01-14-1007-5002 | WAGES (DPW ADMIN) | 653,044 | 900,000 | 747,867 | 880,000 |
| 01-14-1007-5003 | WAGES CASUAL | 227,608 | 230,000 | 218,505 | 245,000 |
| 01-14-1007-5004 | WAGES OVERTIME (DPW ADMIN) | 21,564 | 30,000 | 27,452 | 30,000 |
| 01-14-1007-5006 | WAGES BENEFITS (DPW ADMIN) | 183,325 | 230,105 | 199,431 | 281,250 |
| 01-14-1007-5017 | TRAVEL KMS, MEALS, FLIGHTS | 3,649 | 14,350 | 13,990 | 15,000 |
| 01-14-1007-5018 | TRAINING AND DEVELOPMENT | 7,130 | 15,000 | 6,562 | 17,000 |
| 01-14-1007-5029 | OH & SAFETY EQUIPMENT | 3,320 | 8,500 | 5,891 | 8,500 |
| 01-14-1007-5105 | ADVERTISING | 4,048 | 2,000 | 2,205 | 2,000 |
| 01-14-1007-5109 | MEMBERSHIP & DUES | 690 | 2,000 | 945 | 2,000 |
| 01-14-1007-5110 | INSURANCE - FLEET | 33,506 | 45,000 | 36,690 | 45,000 |
| 01-14-1007-5117 | PROTECTIVE CLOTHING/FIRST AID | 7,314 | 11,000 | 6,151 | 11,000 |
| 01-14-1007-5124 | CONTRACT SERVICES | 15,134 | 25,000 | 5,956 | 22,000 |
| | TOTAL PW ADMINISTRATION EXPENSES | 1,160,331 | 1,512,955 | 1,271,645 | 1,558,750 |
| PUBLIC WORKS SHOP EXPENSES | | | | | |
| 01-14-1400-5100 | COMMUNICATIONS - PW SHOP | 14,469 | 15,000 | 14,119 | 15,000 |
| 01-14-1400-5101 | NATURAL GAS | 11,554 | 12,000 | 16,470 | 15,000 |
| 01-14-1400-5102 | ELECTRICITY | 1,433 | 4,000 | (784) | 4,000 |
| 01-14-1400-5112 | LICENSES & PERMITS | 1,162 | 1,200 | 892 | 1,200 |
| 01-14-1400-5300 | O & M PUBLIC WORKS SHOP | 34,140 | 65,000 | 38,415 | 50,000 |
| | TOTAL PW SHOP EXPENSES | 62,759 | 97,200 | 69,111 | 85,200 |
| PUBLIC WORKS ROADS EXPENSES | | | | | |
| 01-14-1401-5102 | ELECTRICITY STREET LIGHTING | 51,208 | 57,600 | 53,193 | 54,000 |
| 01-14-1401-5114 | FUEL, OIL LUBRICANTS | 72,742 | 75,000 | 100,816 | 120,000 |
| 01-14-1401-5122 | REPLACEMENT PARTS & EQUIPMENT | 38,799 | 46,500 | 35,919 | 46,500 |
| 01-14-1401-5123 | VEHICLE INSPECTIONS | 2,085 | 4,000 | 2,195 | 4,000 |
| 01-14-1401-5301 | O & M ROADS | 168,835 | 160,000 | 51,189 | 160,000 |
| | TOTAL PW ROADS EXPENSES | 333,668 | 343,100 | 243,311 | 384,500 |
| AIRSTRIP MAINTENANCE | | | | | |
| 01-14-1402-5102 | ELECTRICITY | 139 | 150 | 120 | 150 |
| 01-14-1402-5302 | O & M AIRSTRIP | 0 | 1,000 | 258 | 1,000 |
| | TOTAL AIRSTRIP MAINTENANCE | 139 | 1,150 | 377 | 1,150 |
| | TOTAL PUBLIC WORKS EXPENSES | 1,556,897 | 1,954,405 | 1,584,444 | 2,029,600 |

Schedule B - Operating Budget Detail

| GL CODE | 2023 BUDGET | 2021 ACTUAL | 2022 BUDGET | 2022 ACTUAL | 2023 BUDGET |
|--------------------------------------|--|-----------------|-----------------|-----------------|-----------------|
| ENVIRONMENTAL & PUBLIC HEALTH BUDGET | | | | | |
| ENVIRONMENTAL SERVICES REVENUE | | | | | |
| 01-15-1500-4301 | RESIDENTIAL GARBAGE FEES | (84,608) | (85,825) | (85,057) | (85,825) |
| | TOTAL ENVIRONMENTAL REVENUE | (84,608) | (85,825) | (85,057) | (85,825) |
| PUBLIC HEALTH REVENUE | | | | | |
| 01-15-1600-4304 | CEMETERY FEES | (3,150) | (3,000) | (6,356) | (3,000) |
| | TOTAL PUBLIC HEALTH REVENUE | (3,150) | (3,000) | (6,356) | (3,000) |
| | TOTAL ENVIRO & PUBLIC HEALTH REVENUE | (87,758) | (88,825) | (91,413) | (88,825) |
| ENVIRONMENTAL SERVICES EXPENSES | | | | | |
| 01-15-1500-5115 | VEHICLE OPERATING & MAINTENANCE | 0 | 1,500 | 1,175 | 1,500 |
| 01-15-1500-5400 | O & M ENVIRONMENTAL | 3,676 | 5,000 | 377 | 5,000 |
| 01-15-1500-5401 | LANDFILL FEES (CHETWYND) | 28,401 | 32,000 | 30,985 | 32,000 |
| 01-15-1500-5402 | LANDFILL CLEAN UP | 6,580 | 11,000 | 12,117 | 14,000 |
| | TOTAL ENVIRONMENTAL SERVICES EXPENSES | 38,657 | 49,500 | 44,655 | 52,500 |
| PUBLIC HEALTH EXPENSES | | | | | |
| 01-15-1600-5500 | CEMETERY EXPENSES | 10,485 | 10,000 | 13,878 | 10,000 |
| 01-15-1600-5502 | O & M PUBLIC HEALTH | 10 | 500 | 72 | 500 |
| | TOTAL PUBLIC HEALTH EXPENSES | 10,495 | 10,500 | 13,950 | 10,500 |
| | TOTAL ENVIRONMENTAL & HEALTH EXPENSES | 49,152 | 60,000 | 58,604 | 63,000 |
| ARENA BUDGET | | | | | |
| ARENA REVENUE | | | | | |
| 01-17-1700-4401 | DROP IN FEES | (904) | (1,100) | (1,473) | (1,100) |
| 01-17-1700-4402 | PASS FEES | (972) | (1,500) | (2,555) | (1,500) |
| 01-17-1700-4404 | RENTAL FEES | (10,870) | (10,000) | (14,884) | (10,000) |
| 01-17-1700-4405 | MISCELLANEOUS REVENUE | (222) | (500) | (426) | (500) |
| 01-17-1700-4411 | RETAIL SALES | 0 | (500) | (519) | (500) |
| | TOTAL ARENA REVENUE | (12,969) | (13,600) | (19,857) | (13,600) |
| ARENA EXPENSES | | | | | |
| 01-17-1700-5031 | SPECIAL EVENTS ARENA | 0 | 2,000 | 0 | 2,000 |
| 01-17-1700-5100 | COMMUNICATIONS - ARENA | 4,418 | 4,400 | 4,323 | 4,400 |
| 01-17-1700-5101 | NATURAL GAS | 16,925 | 15,000 | 20,851 | 17,000 |
| 01-17-1700-5102 | ELECTRICITY | 40,411 | 30,000 | 34,854 | 35,000 |
| 01-17-1700-5111 | SUPPLIES | 473 | 2,000 | 1,102 | 2,000 |
| 01-17-1700-5131 | RETAIL PURCHASES ARENA (VENDING/POP) | 0 | 500 | 1,410 | 500 |
| 01-17-1700-5900 | O & M ARENA EXPENSES | 53,072 | 85,000 | 92,978 | 85,000 |
| | TOTAL ARENA EXPENSES | 115,300 | 138,900 | 155,518 | 145,900 |

| Schedule B - Operating Budget Detail | | | | | | |
|--------------------------------------|---|-------------|-------------|-------------|-------------|--|
| GL CODE | 2023 BUDGET | 2021 ACTUAL | 2022 BUDGET | 2022 ACTUAL | 2023 BUDGET | |
| | | | | | | |
| SWIMMING POOL BUDGET | | | | | | |
| | | | | | | |
| SWIMMING POOL REVENUE | | | | | | |
| 01-17-1701-4401 | DROP IN FEES | (1,038) | (2,500) | (1,893) | (2,500) | |
| 01-17-1701-4402 | PASS FEES | (14,078) | (15,000) | (7,225) | (15,000) | |
| 01-17-1701-4403 | LESSONS | 0 | (3,500) | (1,015) | (3,500) | |
| 01-17-1701-4404 | RENTAL FEES | (789) | (400) | 0 | (400) | |
| 01-17-1701-4317 | CANADA SUMMER STUDENT GRANT | (3,988) | 0 | 0 | (54,000) | |
| | TOTAL SWIMMING POOL REVENUE | (19,893) | (21,400) | (10,133) | (75,400) | |
| | | | | | | |
| SWIMMING POOL EXPENSES | | | | | | |
| 01-17-1701-5003 | WAGES SEASONAL (POOL) | 112,310 | 120,000 | 113,179 | 120,000 | |
| 01-17-1701-5006 | WAGES BENEFITS (PDW POOL) | 8,304 | 8,873 | 9,019 | 10,800 | |
| 01-17-1701-5017 | TRAVEL KMS, MEALS, FLIGHTS | 2,923 | 3,000 | 209 | 3,000 | |
| 01-17-1701-5018 | TRAINING AND DEVELOPMENT | 1,284 | 5,000 | 1,303 | 5,000 | |
| 01-17-1701-5100 | COMMUNICATIONS - POOL | 1,940 | 1,800 | 1,361 | 1,800 | |
| 01-17-1701-5101 | NATURAL GAS | 17,714 | 17,000 | 19,683 | 19,000 | |
| 01-17-1701-5102 | ELECTRICITY | 14,122 | 13,000 | 4,619 | 13,000 | |
| 01-17-1701-5111 | SUPPLIES | 1,131 | 3,000 | 508 | 3,000 | |
| 01-17-1701-5124 | CONTRACT SERVICES | 10,468 | 8,000 | 0 | 8,000 | |
| 01-17-1701-5901 | O & M POOL | 51,080 | 55,000 | 78,986 | 60,000 | |
| | TOTAL SWIMMING POOL EXPENSES | 221,275 | 234,673 | 228,868 | 243,600 | |
| | | | | | | |
| | | | | | | |
| VISITOR CENTER BUDGET | | | | | | |
| | | | | | | |
| VISITOR INFORMATION CENTER REVENUE | | | | | | |
| 01-17-1702-4205 | TOURISM BC GRANT | (10,000) | (15,000) | (15,000) | (15,000) | |
| 01-17-1702-4411 | RETAIL SALES | (587) | (1,650) | (356) | (1,650) | |
| | TOTAL VISITOR INFORMATION CENTER REVENUE | (10,587) | (16,650) | (15,356) | (16,650) | |
| | | | | | | |
| VISITOR INFORMATION CENTER EXPENSES | | | | | | |
| 01-17-1702-5003 | WAGES SEASONAL (INFO) | 27,901 | 36,000 | 29,295 | 40,000 | |
| 01-17-1702-5006 | WAGES BENEFITS (INFO) | 2,693 | 5,646 | 3,117 | 4,800 | |
| 01-17-1702-5017 | TRAVEL KMS, MEALS, FLIGHTS | 0 | 0 | 0 | 0 | |
| 01-17-1702-5018 | INFO CTR TRAINING | 595 | 1,500 | 0 | 1,500 | |
| 01-17-1702-5100 | COMMUNICATIONS - VIS CENT | 3,791 | 4,600 | 3,043 | 4,600 | |
| 01-17-1702-5102 | ELECTRICITY | 1,569 | 2,000 | 1,463 | 2,500 | |
| 01-17-1702-5105 | ADVERTISING - INFO CTR TOURISM | 3,600 | 7,000 | 3,626 | 7,000 | |
| 01-17-1702-5106 | PUBLICATIONS (HOSTING/PROMOTIONS) | 6,623 | 9,500 | 1,630 | 9,500 | |
| 01-17-1702-5131 | RETAIL SALES | 0 | 1,000 | 1,000 | 1,000 | |
| 01-17-1702-5903 | O & M VISITORS CENTER | 150 | 25,500 | 7,000 | 20,000 | |
| | TOTAL VISITOR INFORMATION CENTER EXPENSES | 46,921 | 92,746 | 50,174 | 90,900 | |
| | | | | | | |
| | | | | | | |
| CURLING CLUB BUDGET | | | | | | |
| | | | | | | |
| CURLING CLUB REVENUE | | | | | | |
| 01-17-1703-4308 | CURLING CLUB RENTAL/LEASE | 0 | (10,000) | (10,000) | (10,000) | |
| | TOTAL CURLING CLUB REVENUE | 0 | (10,000) | (10,000) | (10,000) | |
| | | | | | | |
| CURLING CLUB EXPENSES | | | | | | |
| 01-17-1703-5100 | COMMUNICATIONS - CURLING | 2,752 | 2,800 | 2,752 | 2,800 | |
| 01-17-1703-5101 | NATURAL GAS | 3,554 | 4,200 | 5,127 | 4,200 | |
| 01-17-1703-5102 | ELECTRICITY | 1,366 | 3,500 | (1,877) | 2,000 | |
| 01-17-1703-5906 | O & M CURLING RINK | 26,890 | 30,000 | 29,234 | 40,000 | |
| | TOTAL CURLING CLUB EXPENSES | 34,563 | 40,500 | 35,236 | 49,000 | |
| | | | | | | |

Schedule B - Operating Budget Detail

| GL CODE | 2023 BUDGET | 2021 ACTUAL | 2022 BUDGET | 2022 ACTUAL | 2023 BUDGET |
|-------------------------|--------------------------------------|-----------------|-----------------|-----------------|-----------------|
| COMMUNITY HALL BUDGET | | | | | |
| COMMUNITY HALL REVENUE | | | | | |
| 01-17-1704-4332 | COMMUNITY HALL RENTALS | (820) | (1,700) | (2,300) | (2,000) |
| | TOTAL COMMUNITY HALL REVENUE | (820) | (1,700) | (2,300) | (2,000) |
| COMMUNITY HALL EXPENSES | | | | | |
| 01-17-1704-5100 | COMMUNICATIONS - COMM HALL | 1,503 | 1,500 | 1,610 | 2,500 |
| 01-17-1704-5101 | NATURAL GAS | 3,391 | 3,200 | 4,682 | 4,500 |
| 01-17-1704-5102 | ELECTRICITY | 983 | 1,530 | 244 | 1,530 |
| 01-17-1704-5907 | O & M COMMUNITY HALL | 3,358 | 25,000 | 30,109 | 15,000 |
| | TOTAL COMMUNITY HALL EXPENSES | 9,235 | 31,230 | 36,645 | 23,530 |
| LIBRARY BUDGET | | | | | |
| LIBRARY REVENUE | | | | | |
| 01-17-1705-4307 | LIBRARY IT MAINTENANCE COSTS | (9,599) | (9,600) | (9,599) | (9,600) |
| | TOTAL LIBRARY REVENUE | (9,599) | (9,600) | (9,599) | (9,600) |
| LIBRARY EXPENSES | | | | | |
| 01-17-1705-5038 | GRANT IN AID | 129,954 | 126,008 | 125,638 | 127,773 |
| 01-17-1705-5119 | BUILDING MAINTENANCE & REPAIRS | 5,573 | 55,000 | 40,986 | 20,000 |
| 01-17-1705-5124 | CONTRACT SERVICES (IT MNTHLY MAINT) | 9,599 | 9,600 | 9,599 | 9,600 |
| | TOTAL LIBRARY EXPENSES | 145,126 | 190,608 | 176,222 | 157,373 |
| PARK BUDGET | | | | | |
| PARK REVENUE | | | | | |
| 01-17-1706-4203 | BC HYDRO/TREE PROGRAM | 0 | (7,500) | (7,500) | (7,500) |
| | TOTAL PARK REVENUE | 0 | (7,500) | (7,500) | (7,500) |
| PARKS EXPENSES | | | | | |
| 01-17-1706-5101 | NATURAL GAS | 512 | 600 | 553 | 600 |
| 01-17-1706-5102 | ELECTRICITY | 2,266 | 3,100 | 2,208 | 3,100 |
| 01-17-1706-5120 | MATERIALS & SUPPLIES | 7,913 | 12,200 | 11,273 | 12,200 |
| 01-17-1706-5132 | TREE PROGRAM EXPENSES | 1,000 | 5,000 | 3,128 | 5,000 |
| 01-17-1706-5902 | O & M PARKS | 17,132 | 30,000 | 15,689 | 20,000 |
| | TOTAL PARKS EXPENSES | 28,824 | 50,900 | 32,850 | 40,900 |
| CAMPGROUNDS BUDGET | | | | | |
| CAMPGROUNDS REVENUE | | | | | |
| 01-17-1707-4402 | PASS FEES | (8,902) | (6,000) | (7,031) | (7,000) |
| 01-17-1707-4405 | MISCELLANEOUS REVENUE | (5,655) | (6,500) | (6,513) | (6,500) |
| 01-17-1707-4406 | ALWIN HOLLAND PASS | (2,616) | (2,000) | (2,689) | (2,000) |
| 01-17-1707-4407 | CAMERON LAKE PASS | (27,236) | (27,500) | (23,909) | (25,000) |
| 01-17-1707-4409 | DINOSAUR LAKE PASS | (11,103) | (11,000) | (12,423) | (12,000) |
| 01-17-1707-4410 | KING GETHING PASS | (2,585) | (3,000) | (3,243) | (3,000) |
| 01-17-1707-4411 | ATV CAMPGROUND PASS | 0 | 0 | 0 | (6,000) |
| | TOTAL CAMPGROUNDS REVENUE | (58,097) | (56,000) | (55,809) | (61,500) |
| CAMPGROUNDS EXPENSES | | | | | |
| 01-17-1707-5100 | COMMUNICATIONS - CAMPGROUNDS | 773 | 7,800 | 899 | 900 |
| 01-17-1707-5905 | O & M CAMPGROUNDS | 6,744 | 15,000 | 6,385 | 20,000 |
| | TOTAL CAMPGROUNDS EXPENSES | 7,517 | 22,800 | 7,283 | 20,900 |

Schedule B - Operating Budget Detail

| GL CODE | 2023 BUDGET | 2021 ACTUAL | 2022 BUDGET | 2022 ACTUAL | 2023 BUDGET |
|-------------------------|---|-----------------|-----------------|-----------------|------------------|
| SPECIAL EVENTS BUDGET | | | | | |
| SPECIAL EVENTS REVENUE | | | | | |
| 01-17-1708-4214 | GRANTS - OTHER (CANADA DAY) | (1,700) | (2,600) | (11,280) | (10,000) |
| 01-17-1708-4215 | PROGRAM REGISTRATIONS | (2,250) | (9,000) | (3,880) | (4,000) |
| 01-17-1708-4317 | CANADA SUMMER STUDENT GRANT | (5,666) | 0 | 0 | (4,500) |
| 01-17-1708-4330 | WINTER FESTIVAL DONATIONS | (6,300) | (6,500) | 0 | (6,500) |
| 01-17-1708-4331 | DONATIONS | (50) | (500) | 50 | (500) |
| | TOTAL SPECIAL EVENTS REVENUE | (15,966) | (18,600) | (15,110) | (25,500) |
| SPECIAL EVENTS EXPENSES | | | | | |
| 01-17-1708-5002 | WAGES (REC) | 70,253 | 66,096 | 57,110 | 69,000 |
| 01-17-1708-5003 | WAGES CASUAL (REC) | 11,496 | 13,860 | 13,130 | 14,000 |
| 01-17-1708-5006 | WAGES BENEFITS (SEC) | 20,500 | 18,045 | 15,822 | 19,090 |
| 01-17-1708-5017 | TRAVEL KMS, MEALS, FLIGHTS | 436 | 1,500 | 454 | 1,500 |
| 01-17-1708-5018 | TRAINING AND DEVELOPMENT | 588 | 3,000 | 450 | 3,000 |
| 01-17-1708-5030 | SPECIAL EVENTS CONTRACT & FIT FOR LIFE | 2,036 | 13,000 | 0 | 13,000 |
| 01-17-1708-5031 | SPECIAL EVENTS EXPENSES | 15,764 | 28,000 | 20,473 | 28,000 |
| 01-17-1708-5100 | COMMUNICATIONS - SPECIAL EVENTS | 2,073 | 2,200 | 1,581 | 2,000 |
| 01-17-1708-5109 | MEMBERSHIP & DUES | 357 | 500 | 25 | 500 |
| 01-17-1708-5308 | WINTER FESTIVAL EXPENSES | 4,455 | 20,000 | 0 | 15,000 |
| 01-17-1708-5311 | SPECIAL PROJECTS: DESIGN & PRINTNG TRAIL MAPS | 0 | 5,000 | 6,650 | 5,000 |
| | TOTAL SPECIAL EVENTS EXPENSES | 127,957 | 171,201 | 115,696 | 170,090 |
| LANDS BUDGET | | | | | |
| LANDS | | | | | |
| 01-18-1800-4316 | LAND USE APPLICATION FEES | (4,437) | (1,000) | (2,422) | (1,000) |
| 01-18-1800-4325 | SITE C TECHNICAL SUPPORT | (9,315) | 0 | (9,315) | (641,315) |
| | TOTAL LANDS DEVELOPMENT REVENUE | (13,752) | (1,000) | (11,737) | (642,315) |
| LANDS | | | | | |
| 01-18-1800-5034 | BYLAW EXPENSE | 5,960 | 5,000 | 6,108 | 5,000 |
| 01-18-1800-5107 | LEGAL FEES | 9,693 | 10,000 | 17,261 | 20,000 |
| | | 15,653 | 15,000 | 23,369 | 25,000 |
| MUSEUM BUDGET | | | | | |
| MUSEUM EXPENSES | | | | | |
| 01-17-1709-5038 | GRANT IN AID | 87,576 | 89,328 | 88,889 | 90,222 |
| | TOTAL MUSEUM EXPENSES | 87,576 | 89,328 | 88,889 | 90,222 |
| NEW HORIZONS BUDGET | | | | | |
| NEW HORIZONS | | | | | |
| 01-17-1711-5119 | NEW HORIZONS BUILDING REPAIRS & MAINT | 0 | 15,000 | 16,945 | 2,500 |
| | TOTAL NEW HORIZONS EXPENSES | 0 | 15,000 | 16,945 | 2,500 |

Schedule B - Operating Budget Detail

| GL CODE | 2023 BUDGET | 2021 ACTUAL | 2022 BUDGET | 2022 ACTUAL | 2023 BUDGET |
|--|---|--------------------|------------------|------------------|------------------|
| ECONOMIC DEVELOPMENT BUDGET | | | | | |
| ECONOMIC DEVELOPMENT REVENUE | | | | | |
| 01-19-1900-4210 | PROV GRANTS- OTHER (NDI/COMM REC) | 0 | 0 | 0 | (112,500) |
| 01-19-1900-4405 | MISCELLANEOUS REVENUE | (1,165) | (1,200) | (1,087) | 0 |
| | TOTAL ECON DEV REV | (1,165) | (1,200) | (1,087) | (112,500) |
| ECONOMIC DEVELOPMENT EXPENSES | | | | | |
| 01-19-1900-5400 | O & M ECONOMIC DEV & SIGNS | 12,099 | 40,000 | 17,174 | 120,000 |
| | TOTAL ECON DEV EXP | 12,099 | 40,000 | 17,174 | 120,000 |
| WATER & TREATMENT BUDGET | | | | | |
| WATER TREATMENT & DISTRIBUTION REVENUE | | | | | |
| 04-80-4001-4611 | BCH - CMA PARTNERING RELATIONS | (1,096,516) | 0 | (629,998) | 0 |
| 04-40-4000-4501 | WATER - RESIDENTIAL CHARGES | (115,927) | (115,250) | (116,816) | (115,250) |
| 04-40-4000-4502 | WATER - COMMERCIAL WATER STAND CHARGES | (43,518) | (40,000) | (18,544) | (15,000) |
| 04-40-4000-4503 | WATER - RESIDENTIAL WATER STAND CHARGES | (5,995) | (6,200) | (5,652) | (6,200) |
| 04-40-4000-4507 | WATER - METERED CHARGES | (10,892) | (8,500) | (9,701) | (8,500) |
| 04-40-4000-4512 | WATER - DISCOUNTS | 3,176 | 3,200 | 3,283 | 3,200 |
| | TOTAL WATER TREATMENT & DIST REVENUE | (1,269,670) | (166,750) | (777,428) | (141,750) |
| WATER CONNECTION REVENUE | | | | | |
| 04-40-4001-4504 | CONNECTION & SERVICE CHARGES | 0 | (1,000) | 0 | (1,000) |
| | TOTAL WATER CONNECTION REVENUE | 0 | (1,000) | 0 | (1,000) |
| | TOTAL WATER REVENUE | (1,269,670) | (167,750) | (777,428) | (142,750) |
| WATER TREATMENT & DISTRIBUTION EXPENSES | | | | | |
| 04-40-4000-5002 | WAGES (WATER) | 86,080 | 65,000 | 93,237 | 100,000 |
| 04-40-4000-5004 | WAGES OVERTIME (WATER) | 41,733 | 40,000 | 74,880 | 55,000 |
| 04-40-4000-5006 | WAGES BENEFITS (WATER) | 23,751 | 15,812 | 27,292 | 30,000 |
| 04-40-4000-5017 | TRAVEL KMS, MEALS, FLIGHTS | 1,823 | 2,000 | 6,233 | 2,000 |
| 04-40-4000-5018 | TRAINING AND DEVELOPMENT | 1,618 | 8,000 | 3,013 | 8,000 |
| 04-40-4000-5100 | COMMUNICATIONS - WATER | 6,276 | 6,500 | 7,645 | 6,500 |
| 04-40-4000-5102 | ELECTRICITY | 69,158 | 65,000 | 61,593 | 65,000 |
| 04-40-4000-5107 | LEGAL FEES | 20,080 | 35,000 | 126,576 | 0 |
| 04-40-4000-5112 | LICENCES & PERMITS | 1,159 | 1,500 | 1,362 | 1,500 |
| 04-40-4000-5124 | CONTRACT SERVICES | 9,693 | 25,000 | 24,278 | 5,000 |
| 04-40-4000-5800 | O & M WATER TREATMENT AND DISTRIBUTION | 70,069 | 70,000 | 171,968 | 80,000 |
| 04-40-4000-5827 | O & M WATER TREATMENT - FAILURE COSTS | 0 | 0 | 457,020 | 0 |
| | TOTAL WATER TREATMENT EXPENSES | 331,439 | 333,812 | 1,055,096 | 353,000 |
| | TOTAL WATER EXPENSES | 331,439 | 333,812 | 1,055,096 | 353,000 |

Schedule B - Operating Budget Detail

| GL CODE | 2023 BUDGET | 2021 ACTUAL | 2022 BUDGET | 2022 ACTUAL | 2023 BUDGET |
|--------------------------------|---|--------------------|--------------------|--------------------|--------------------|
| WASTE WATER BUDGET | | | | | |
| WASTE WATER REVENUE | | | | | |
| 05-50-5000-4405 | MISC & OTHER GRANT REVENUE | 0 | 0 | 0 | (550,000) |
| 05-50-5000-4502 | SEWER - RESIDENTIAL CHARGE | (70,115) | (70,165) | (70,451) | (71,000) |
| 05-50-5000-4505 | SEWER - LAGOON DUMPS | (4,625) | (5,500) | (5,250) | (5,500) |
| 05-50-5000-4508 | SEWER - METERED CHARGES | (4,866) | (4,500) | (4,297) | (4,500) |
| 05-50-5000-4513 | SEWER - DISCOUNTS | 1,986 | 2,200 | 2,454 | 2,400 |
| | TOTAL SEWER TREATMENT REVENUE | (77,619) | (77,965) | (77,544) | (628,600) |
| WASTE WATER COLLECTION REVENUE | | | | | |
| 05-50-5001-4504 | CONNECTION & SERVICE CHARGES | 0 | (1,000) | 0 | (1,000) |
| 05-50-5001-4514 | THOMPSON SEWER BYLAW NO# 877 | (4,678) | (4,678) | (4,678) | (4,678) |
| | TOTAL WASTE WATER COLLECTION REVENUE | (4,678) | (5,678) | (4,678) | (5,678) |
| | TOTAL SEWER REVENUE | (82,297) | (83,643) | (82,222) | (634,278) |
| WASTE WATER EXPENSES | | | | | |
| 05-50-5000-5002 | WAGES (SEWER) | 18,957 | 35,000 | 16,517 | 20,000 |
| 05-50-5000-5004 | WAGES OVERTIME (SEWER) | 19,445 | 20,000 | 16,362 | 20,000 |
| 05-50-5000-5006 | WAGES BENEFITS (SEWER) | 5,582 | 8,162 | 4,720 | 8,162 |
| 05-50-5000-5017 | TRAVEL KMS, MEALS, FLIGHTS | 0 | 1,500 | 0 | 1,500 |
| 05-50-5000-5018 | TRAINING AND DEVELOPMENT | 399 | 6,000 | 327 | 6,000 |
| 05-50-5000-5100 | COMMUNICATIONS - SEWER | 1,284 | 1,500 | 1,284 | 1,500 |
| 05-50-5000-5101 | NATURAL GAS | 1,647 | 1,700 | 2,086 | 2,000 |
| 05-50-5000-5102 | ELECTRICITY | (2,216) | 0 | (928) | 0 |
| 05-50-5000-5112 | LICENCES & PERMITS | 10,511 | 25,000 | 11,076 | 20,000 |
| 05-50-5000-5124 | CONTRACT SERVICES | 11,507 | 5,000 | 11,779 | 5,000 |
| 05-50-5000-5802 | O & M SEWER & PIPING | 39,906 | 55,600 | 32,273 | 56,000 |
| | TOTAL WASTE WATER EXPENSES | 107,022 | 159,462 | 95,496 | 140,162 |
| | TOTAL SEWER EXPENSES | 107,022 | 159,462 | 95,496 | 140,162 |
| | TOTAL REVENUE | (7,226,834) | (6,560,876) | (7,418,677) | (9,217,914) |
| | TOTAL OPERATIONS EXPENSES | 4,443,546 | 5,601,125 | 5,616,855 | 5,782,021 |
| | NET INCOME (LOSS) | 2,783,287 | 959,751 | 1,801,822 | 3,435,894 |
| | CAPITAL ACQUIRED | 3,107,061 | 3,509,500 | 764,256 | 3,397,000 |
| | CHANGE IN SURPLUS | (323,773) | (2,549,749) | 1,037,565 | 38,894 |

Attachment B - 2023 Financial Plan Summary

| INVESTMENT IN TCA | 2023 Opening | | | Total Changes in Capital | 2023 End Balances |
|---|--------------|-------------------|----------------------------|--|-------------------|
| INVESTED IN TANGIBLE CAP ASSETS GEN | 13,567,235 | | | 1,802,000 | 15,369,235 |
| INVESTED IN TANGIBLE CAP ASSETS WATER | 8,513,101 | | | -120,000 | 8,393,101 |
| INVESTED IN TANGIBLE CAP ASSETS SEWER | 4,230,716 | | | 600,000 | 4,830,716 |
| | 26,311,053 | 0 | | 2,282,000 | 28,593,053 |
| | | | | | |
| SURPLUS | 2023 Opening | 2023 Net (Income) | Council Approved Transfers | Net Transfers for Current Year Capital | 2023 End Balances |
| SURPLUS- GENERAL FUND | 4,735,715 | 3,152,027 | -2,461,100 | -464,500 | 4,962,142 |
| SURPLUS -WATER UTILITY FUND | -852,841 | -210,250 | 1,200,000 | 230,000 | 366,909 |
| SURPLUS- SANITARY SEWER FUND | 36,600 | 494,116 | 200,000 | -571,000 | 159,716 |
| | 3,919,473 | 3,435,894 | -1,061,100 | -805,500 | 5,488,767 |
| | | | | | |
| RESERVE FUNDS | 2023 Opening | | Council Approved Transfers | Net Transfers for Current Year Capital | 2023 End Balances |
| RESERVE - LAND | 403,326 | | | 0 | 403,326 |
| RESERVE - GENERAL OFFICE EQUIPMENT | 137,325 | | | -17,000 | 120,325 |
| RESERVE - PROTECTIVE SERVICES EQUIPMENT | 923,718 | | 126,100 | 0 | 1,049,818 |
| RESERVE - PUBLIC WORKS INFRASTRUCTURE & EQUIP | 2,084,771 | | | -1,030,000 | 1,054,771 |
| RESERVE - TAX SALE PROPERTIES | 224,112 | | | 0 | 224,112 |
| RESERVE - COMMUNITY HALL | 152,522 | | 30,000 | -150,000 | 32,522 |
| RESERVE - GROWING COMMUNITIES FUND | 0 | | 905,000 | -240,500 | 664,500 |
| RESERVE - WATER INFRASTRUCTURE & EQUIPMENT | 263,601 | | 226,313 | -10,000 | 479,914 |
| RESERVE - SEWER INFRASTRUCTURE & EQUIPMENT | 79,406 | | | -29,000 | 50,406 |
| | 4,268,782 | 0 | 1,287,413 | -1,476,500 | 4,079,695 |
| | | | | | |
| SPECIAL RESERVES | 2023 Opening | | Council Approved Transfers | Total Changes | 2023 End Balances |
| BANK CEMETERY TRUST FUND | 18,736 | | | 0 | 18,736 |
| DUE TO CEMETERY TRUST FUND | -18,736 | | | 0 | -18,736 |
| MFA SINKING FUND SURPLUS | 77,103 | | -77,103 | 0 | 0 |
| MFA DEBT RESERVE REFUND - WATER | 149,210 | | -149,210 | 0 | 0 |
| | 226,313 | 0 | -226,313 | 0 | 0 |
| TOTAL ACCUMULATED SURPLUS | 34,725,620 | | | | 38,161,514 |
| | | | | 2023 NET CHANGE | 3,435,894 |

From: Craig Stephenson <cstephensonsparky@hotmail.com>
Sent: Monday, April 3, 2023 6:08 PM
To: Tonia Alexander <tonia@hudsonshope.ca>
Cc: craig.stephenson <craig.stephenson@bchydro.com>
Subject: Proposed 2023 budget

To whom it may concern,

I am writing this letter in regards to the proposed 2023 budget. It was with some concern and upset that I notice that there is no line item for the hiring of a Deputy Fire Chief in the proposed budget for 2023.

The reason for my concern is that this position has been needed for many years and it's lack is causing some serious and potentially deadly issues in regards to the proper functioning of the Fire Department. These include a loss of quality Chiefs and volunteers due to burnout, morale issues, lack of consistency in operations, loss of service, longer response times and a possible downgrading of the rating of the fire department by professional underwriting organizations. The downgrading of our fire service rating could lead to massive increases in insurance rates for the entire town. I hope council has considered the ramifications of adding several thousand dollars to household bills because they would not fund Protective Services properly and the issue it would cause with property values and attracting persons to the community.

I cannot overstate the impact that constantly being on call has on the fire chief and those who are covering as duty officer. These impacts are significant and multifaceted. The Chief is expected to be on call at all times, unless they have found a willing volunteer to cover, and cannot enjoy a relaxing alcoholic beverage, go hunting, fishing, for a drive or any other relaxing activity that may help them to relax, all while making the same wage as a driver/helper for BC Hydro. The higher wages at BC Hydro is also why increasing the stipend for coverage will not solve this issue. Most of the volunteers already have full time jobs that they took to have a work/ life balance and are simply not interested in giving up their hard earned time off to sit at home and wait for a fire call.

If a volunteer for coverage can be found it is generally a person who has been serving their community for decades in the role and has seen some of the most horrible accidents in the history of Hudson's Hope and has to worry about the next one and if it will be someone they know. It is already hard to get volunteers and when they see the mental struggles and burnout that come with the job they are reluctant to stick around. This only gets worse without constant and quality leadership. The lack of a Deputy Chief is compounding the mental health issues for both the Chief and the Duty Officers.

In two summers since I have lived here the Town of Hudson's Hope has been evacuated twice and had fire encroach on Jamieson Subdivision. During all three of those responses the BC Wildfire personnel gave glowing reviews and highly praised the actions of our Chief and Fire

Department giving accolades to the level of execution and professionalism of our leadership and our members. Both of those Fire Chief's are no longer part of the Fire Department because of this exact issue. They could not have a work/ life balance and work for this community. Without that balance and ability to focus more on the Fire Department the level of operation and the numbers on the halls will continue to deteriorate and the community will be more at risk. This is especially important as we struggle with ambulance coverage in Hudson's Hope as well.

I can say with absolute certainty that without a quality Fire Chief, who lives in town and could respond quickly, there would have been three members of this community that would not be with us today and several homes that would not be standing. I strongly urge you to take this into consideration and realize that one day it could be you who needs help to save your life or your home and what value you put on those two things.

Regards,
Craig Stephenson
9235 Pollon Avenue
Hudson's Hope BC

Dear Hudson's Hope Council & Mayor,

As members of Hudson's Hope Fire Rescue, we are writing to express our concerns regarding the lack of a full-time Deputy Chief. Over the past several months, we have experienced a significant strain on our membership and on the fire chief as a result of the absence of this critical position.

We are concerned that without adequate support mental health will become more the just a buzz word for volunteer fire fighters in town. The absence of a Deputy Chief creates a mental health strain on everyone at the Fire Hall. This strain is amplified due to the increased amount calls the Hall is responding to. In times like these with growing stress of everyday life, it only seems fair to help alleviate one of those stressors by hiring a Deputy Chief.

Similar fire departments, including Taylor(pop 1,373 (2011)) and Tumbler Ridge (pop 1,987 (2016)), incur the same responsibilities such as; provide bylaw enforcement, and emergency management services, rely on the assistance of a deputy chief to ensure the sustainability of the position.

We are concerned that without adequate support for our department, there will be a continued turnover of fire chiefs, which will impact the quality of training provided and the safety of our responders on scene. Additionally, having a deputy chief could help with the recruitment of new members and address this issue for the future of our Beryl Prairie and Downtown fire halls.

We strongly urge you to consider the long-term benefits of investing in this position. Not only will it alleviate the strain on our members and our new chief, but it will also help ensure that our community is receiving the highest level of fire protection possible. Thank you for your attention to this matter, and we look forward to your prompt response.

Sincerely,

Hudson's Hope Fire Rescue

From: Wally <wharwood@pris.ca>

Sent: Friday, March 31, 2023 11:04 AM

To: Tonia Alexander <tonia@hudsonshope.ca>

Subject: draft operating budget question : site c technical support

I would like to know more about the line item

01-18-1800-4325 SITE C TECHNICAL SUPPORT -9,315 0 -9,315 -641,315

This is a large amount and a significant increase from previous years.

What is this for? Is it a one year item? How will it affect the other budget items in future years if not available?

Thank you

Wally Harwood
wharwood@pris.ca

Mokles Rahman

From: Tina Jeffrey
Sent: March 31, 2023 8:56 AM
To: Dave Heiberg; Mokles Rahman; Tashana Winnicky; Debbie Beattie; Tina Jeffrey; James Cryderman; Travous Quibell; Kelly Miller
Subject: Agenda item - April 11 - Decision on Protective Coordinator Position
Attachments: icm.02.13.2023 Agenda Pkg - Final.pdf

Good morning all,

Apologies that this may not be 100% aligned on process. To learn I need to try so here goes.

I would like to add an agenda item for April 11, 2023 council meeting. I am recommending a decision by council on the Business case presented to us by Brad Milton for the proposed protective services coordinator role.

Recommending:

THAT council re-reviews the recommendation and approves the addition of the Protective Coordinator role (Deputy Fire Chief) given budget review has been completed and a new Fire Chief has been hired.

THAT council considers our value of attraction and retention of staff and community population and their safety. THAT Fire and Protective Services are to remain intact, meeting regulation for response time, home insurance of our community and Fire department membership numbers. THAT Fire are First responders for an already challenged ambulance situation in Hudson's Hope.

THAT council considers the retention of the volunteer fire department and impacts forthcoming if this role is not approved.

THAT council considers the preparation and time required to be ready for another drought and wildfire season.

THAT council agrees that this role is a high priority hire and requests staff to expedite and add to 2023 Operating Budget.

Discussion points:

- Suggesting this full time permanent role would be inclusive of bylaw enforcement
- This role will be in a similar challenge of retention due to weekend and night work unless a fair schedule is mandated sharing the responsibility between both Fire Chief and Deputy Fire Chief.
- If work volume prove to be low that there is some fluidity and ability to review and assign additional duties if necessary.

Tina

Get [Outlook for iOS](#)

From: Jeanette McDougall <jeanette@hudsonshope.ca>
Sent: Thursday, February 9, 2023 3:58:40 PM
To: HHDL - Council 2022 <council2022@hudsonshope.ca>
Cc: Mokles Rahman <cao@hudsonshope.ca>
Subject: In Camera Agenda - Feb 13, 2023

REQUEST FOR DECISION

| | |
|---|---------------------------|
| RFD#: 2023-MR-22 | Date: April 5, 2023 |
| Meeting#: CM-04-11-23 | Originator: Mokles Rahman |
| RFD TITLE: Tax Rate Bylaw No. 937, 2023 | |

RECOMMENDATION:

THAT Council approve First, Second and Third readings of the "District of Hudson's Hope Tax Rate Bylaw No. 937, 2023".

BACKGROUND:

Community Charter: Annual property tax bylaw

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

- (4) For the purposes of subsection (1) (b), for each local government or other public body in relation to which the amounts are to be collected,
- (a) the bylaw must establish separate rates for each property class, and
 - (b) the relationships between the different property class rates must be the same as the relationships established under subsection (3) unless otherwise required under this or another Act.
- (5) If the amount of revenue raised in any year for a body under subsection (1) (b) is more or less than the amount that is required to meet the municipality's obligation, the difference must be used to adjust the rate under subsection (1) (b) for the next year.
- (6) The minimum amount of tax under subsection (1) in any year on a parcel of real property is \$1.
- (7) Property value taxes under subsection (1) are deemed to be imposed on January 1 of the year in which the bylaw under that subsection is adopted, unless expressly provided otherwise by the bylaw or by the enactment under which they are imposed.

DISCUSSION:

Section 197 of the *Community Charter* requires municipalities to adopt a bylaw before May 15th of each year to impose property taxes. The proposed Tax Rate Bylaw is attached for Council's review on April 11, 2023, and will come back to Council for adoption on April 24, 2023.

The municipal tax rate for utilities for the District of Hudson's Hope is well below the municipalities in our region. While our tax rate for utilities in 2022 was 24.48, the same was 43.63, 47.04, 40.00, 36.07, and 40.00 for Chetwynd, Dawson Creek, Fort St John, Taylor, and Tumbler Ridge respectively. A 3% increase in the tax rate for utilities is not enough to catch up. Council should consider increasing the tax rate for utilities more than the other classes.

FINANCIAL CONSIDERATIONS:

A 3% increase in the tax rate for 2023 for all Classes (1- Residential; 2-Utilities; 4-Major Industry; 5-Light Industry; 6-Business; 8-Recreation/Non-profit; 9-Farm) of properties are considered.

ATTACHMENT:

- 1. Regional comparison of utilities tax rate*
- 2. Draft copy of "District of Hudson's Hope Tax Rate Bylaw 937, 2023".*

Prepared by:



Mokles Rahman, CAO

702 - 2022 Tax Rates

| Municipalities | Residential | Utilities | Supportive Housing | Major Industry ¹ | Light Industry | Business | Managed Forest Land | Recreation Non-Profit | Farm ¹ |
|----------------|-------------|-----------|--------------------|-----------------------------|----------------|----------|---------------------|-----------------------|-------------------|
| Chetwynd | 4.2943 | 43.6300 | 4.2943 | 22.0000 | 18.0000 | 11.2242 | 12.8829 | 0.0491 | 4.7510 |
| Dawson Creek | 6.2375 | 47.0406 | 0.0000 | 32.0989 | 19.0104 | 18.8162 | 0.0000 | 7.0623 | 18.7776 |
| Fort St. John | 5.1865 | 40.0000 | 0.0000 | 28.7817 | 26.2921 | 14.5923 | 0.0000 | 10.9317 | 1.5560 |
| Hudson's Hope | 3.5700 | 24.4800 | 0.0000 | 16.3200 | 16.3200 | 9.8940 | 0.0000 | 3.0600 | 3.0600 |
| Taylor | 3.6224 | 36.0768 | 0.0000 | 43.9967 | 23.2743 | 5.7893 | 0.0000 | 3.7392 | 5.3009 |
| Tumbler Ridge | 6.4032 | 40.0000 | 0.0000 | 99.4682 | 61.2322 | 14.2213 | 0.0000 | 6.4032 | 6.4032 |



**DISTRICT OF HUDSON'S HOPE
Tax Rates Bylaw No. 937, 2023**

A bylaw to levy rates for the municipal, regional district, and regional hospital district purposes for 2023

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

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

1. This Bylaw shall be cited as the "District of Hudson's Hope Tax Rates Bylaw No. 937, 2023".
2. The following property value taxes are imposed and levied for 2023:
 - (a) for purposes of the District of Hudson's Hope on the assessed value of land and improvements taxable for general municipal purposes, the tax rates appearing in column "A" of the Schedule attached to and made part of this Bylaw;
 - (b) for purposes of the Peace River Regional District on the assessed value of land and improvements taxable for regional district purposes, the tax rates appearing in column "B" of the Schedule attached to and made part of this Bylaw;
 - (c) for the 911 emergency telephone service of the Peace River Regional District on the assessed value of improvements taxable for regional district purposes, the tax rates appearing in column "C" of the Schedule attached to and made part of this Bylaw; and
 - (d) for purposes of the Peace River Regional Hospital District on the assessed value of land and improvements taxable for regional hospital district purposes, the tax rates appearing in column "D" of the Schedule are attached to and made part of this Bylaw.
3. That Tax Rate Bylaw No. 927, 2022, be repealed.

Read a First Time on this the 11th day of April, 2023
Read a Second Time on this 11th day of April, 2023
Read a Third Time on this 11th day of April, 2023
Adoption of Bylaw on this _____ day of April , 2023

Dave Heiberg, Mayor

Mokles Rahman, CAO

Certified a true copy of Bylaw No. 937, 2023
this _____ day of April 2023.

Chief Administrative Officer

District of Hudson's Hope
Schedule of 2023 Tax Rates Bylaw No. 937, 2023

| Tax Rates (dollars of tax per \$1,000 of taxable value) | | | | |
|---|---------------------------|-------------------------------|---------------------------------------|--|
| | "A" | "B" | "C" | "D" |
| | District of Hudson's Hope | Peace River Regional District | Peace River Regional District (9-1-1) | Peace River Regional Hospital District |
| Property Class | | | | |
| 1. Residential | 3.6771 | 0.1728 | 0.3848 | 0.5651 |
| 2. Utilities | 25.2144 | 0.6048 | 1.3467 | 1.9779 |
| 4. Major Industry | 16.8096 | 0.5875 | 1.3082 | 1.9213 |
| 5. Light Industry | 16.8096 | 0.5875 | 1.3082 | 1.9213 |
| 6. Business/Other | 10.1908 | 0.4233 | 0.9427 | 1.3845 |
| 8. Recreational/ Non Profit | 3.1518 | 0.1728 | 0.3848 | 0.5651 |
| 9. Farm | 3.1518 | 0.1728 | 0.3848 | 0.5651 |



March 28, 2023

Ref: 272008

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

Dear Mayor Heiberg and Councillors:

On behalf of the Province of British Columbia, I am pleased to advise you that your application under the *Local Government Grants Act* for an infrastructure planning grant has been conditionally approved for the following project:

| Grant Description | Amount |
|--|----------|
| Underground Infrastructure Condition Assessment 2023 | \$10,000 |

Details of the terms and conditions attached to this grant will be dealt with in an agreement that will be forwarded to you by Ministry of Municipal Affairs staff as soon as possible. This agreement must be signed and returned to the ministry, indicating your acceptance of the terms and conditions.

The province welcomes the opportunity to support planning in the District of Hudson's Hope. We believe that early and ongoing planning is the best way to ensure that the environmental, social, and economic needs of your community will continue to be met in the years ahead.

Through your planning efforts, the province encourages you to find ways to use new technology to promote environmental excellence and sustainable service delivery.

Congratulations on your successful application and my best wishes with your infrastructure study. Please direct follow up inquiries to program staff by email at: infra@gov.bc.ca, or by telephone at: 250 387-4060.

Sincerely,

Anne Kang
Minister

From: Denae Dafoe <ddafoe@dcscsl.org>
Date: March 28, 2023 at 2:25:19 PM MST
To: Dave Heiberg <mayor@hudsonshope.ca>
Subject: Bulterys House in Dawson Creek

Good afternoon Dave, I hope this email finds you well.

I am the Program Director of Bulterys House in Dawson Creek. The grand opening was March 9, 2023.

The facility will house individuals traveling to Dawson Creek for medical treatment and care. It is a 6-bedroom, 5-bathroom, wheelchair accessible home, with a shared kitchen and eating area, two lounge areas, and shared laundry. Housekeeping services are provided and we are committed to high levels of cleanliness. Bulterys House can accommodate a short-term or a long-term stay with special attention to the unique needs of each house guest.

I am honored to be a part of bringing such a great resource and amenity to the Peace Region. I am writing to share these documents with you – a flyer for Bulterys House and an intake form. I hope you can assist with networking in the surrounding area as Hudson's Hope residents can utilize this resource. My hope is to reach more people and get them the support they need.

Here is the link to the Bulterys House tab on the DCSCSL website as well:

<https://dcscsl.org/bulterys-house/>

Please reach out to me if you have any questions or require more information.

Thank you for your support in this process.
Kind regards,

Denae Dafoe, RN BSN

Program Director, Bulterys House Manager
Dawson Creek Society for Community Living
1334-102 Ave, Dawson Creek BC, V1G 2C6
Tel: 250-782-2611 ext. 239
Fax: 250-782-2662
Email: ddafoe@dcscsl.org
www.dcscsl.org



We gratefully acknowledge that we live, learn, work, and play on the traditional territory of the Treaty 8 people.

OPENING MORE DOORS – to meet physical needs of people served by providing safe comfortable housing.

OPENING MORE HEARTS – to foster our community to be passionate about radical inclusiveness.

OPENING MORE MINDS – to provide education on radical inclusiveness.

[WARNING: This message is from an external source]



ACCOMMODATION FOR PEOPLE SEEKING MEDICAL TREATMENT IN DAWSON CREEK



Dawson Creek Society for Community Living in partnership with South Peace Health Services Society is the operator of Bulterys House.

Bulterys House is a 6-bedroom, 5-bathroom, wheelchair accessible home, with a shared kitchen and eating area, two lounge areas, and shared laundry. Housekeeping services are provided and we are committed to high levels of cleanliness.

- Courtesy items (if needed)
- Security protocols
- Short-term stays
- Long-term stays
- Free Wi-Fi
- Television



March 24, 2023

Dear Mayor and Chief Administrative Officer,

In a spirit of continued partnership with the provincial government to address the issue of housing, which is pressing in so many of our member communities both rural and urban, we are writing to convey a voluntary request on behalf of the Ministry of Housing. The Ministry is seeking your assistance with respect to documenting potential municipal land for housing as the Province rolls out and implements its refreshed housing strategy in the coming months and years.

The provincial government is currently undertaking an inventory of provincial lands that could potentially be used for the creation of affordable housing of all sorts: co-ops, non-profits, affordable home ownership and other opportunities to get more people into housing they can afford.

At the same time, the Ministry of Housing would like to invite willing local governments to provide a list of municipally owned land that could potentially be used for housing. This can include bare land. And they are also encouraging local governments to think ahead for the next five to ten years: in addition to potential bare land, is there a community centre, library, firehall or other municipal infrastructure that you plan to build or rebuild where, through partnership, housing could be part of the development or redevelopment?

Providing a list to the Ministry creates no obligation on behalf of the Province or the local government to take any further action. The purpose at this point is to get a sense of public land available for housing and understand which municipalities might be interested down the road in partnerships to create more housing in their communities. All information shared with the Province will be kept confidential.

To make it simple, the Ministry is providing an example (see Appendix A) of the kind of information they are seeking. All that is being requested at this point, as per the Appendix, is a simple description of the lot or lots and any maps or information easily available to share.

Please submit any information you wish to share in confidence with the Ministry by July 31st 2023 by email to housing.policy@gov.bc.ca

In Minister Kahlon's words, "The Province and local governments have been working together to address the housing crisis and together we've had success. In 2017, our government committed \$7 billion to get housing built for people and today we see new affordable housing opening in communities across the province. Yet still with a strong economy and high quality of life, our province, and your communities, continue to grow. That's why in budget 2023 our government is

committing another \$4.2 billion to continue to work with you to build housing that working people, families and seniors can afford, so they can make a good life and have a good home in your cities and towns.”

Sincerely,

A handwritten signature in black ink that reads "JCFord". The letters are cursive and fluid, with the "J" and "C" being particularly prominent.

Jen Ford
UBCM President

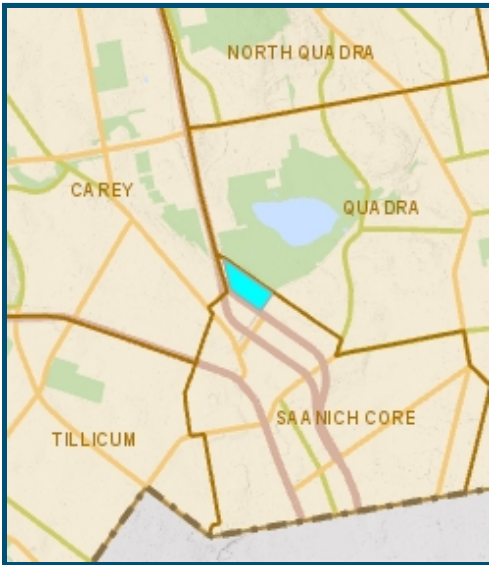
APPENDIX A

770 Vernon Avenue (C-4 Office and Apartment Zoned) 366,775 sq ft. This property houses the District of Saanich Municipal Hall, Fire Station and Police Station, which would all need to be incorporated into a redeveloped building on the site (unless suitable alternate location(s) are found).



District of Saanich Property Information Report

Report generated 3/14/2023 2:01:10 PM



Property location within District of Saanich



Property Map

770 VERNON AVE

Property Information

Folio: 65-2046-999

PID: 004-317-211

Status: ACTIVE

Property Number: 114568

LTO Number: EM6832

Legal: LOT A SECTION 33 VICTORIA DISTRICT PLAN 14934 EXCEPT PLAN 33545 AND PT IN 803RW.

Land Attributes

Exemption/ Taxation Code:

SAANICH OWNED PROPERTY

School District:

SCHOOL DISTRICT 61

BCAA Lot Size:

366775 SQUARE FEET

BCAA Manual Class:

WAREHOUSE - STORAGE

BCAA Neighbourhood Code:

SWAN LAKE/CREASE-CADILLAC

Development Cost Charge Area:

Municipal Parks DCC Area:

Year Built:

1962

Zoning:

C-4 OFFICE AND APARTMENT

Local Area:

SAANICH CORE

Development Permit Area:

SAANICH CORE

Property Tax Levies and Assessments Summary

| Notice Date | Total Levy | Class | Gross Land | Gross Improvement | Gross Assessment | Net Assessment |
|--------------|------------|-------------|------------|-------------------|------------------|----------------|
| May 11, 2022 | 0.00 | 6-Bus/Other | 41,627,000 | 175,000 | 41,802,000 | 0 |
| May 11, 2021 | 0.00 | 6-Bus/Other | 36,423,000 | 179,000 | 36,602,000 | 0 |

Property Activity

| | |
|---|-----|
| Building Permits: (any) | YES |
| Engineering Permits: (any) | YES |
| Active Tree Permits: | NO |
| Active Development Applications: | NO |
| Active Business License: | NO |
| Active Bylaw Calls: | NO |
| Covenants on File With Saanich: | NO |

It is the responsibility of the client to confirm through a title search at the Land Title Office whether there are covenants or other charges on title. A YES or NO in this field only indicates that the District of Saanich does or does not have a copy of a covenant on file.

If you require additional information, call 250-475-5457 (Inspection Enquiries).

Local Service / Business Improvement Areas

There is no additional information.

Additional Comments

| Category | Date | Details |
|----------|--------------|---|
| PLANNING | Dec 19, 2011 | STREAMSIDE DP AREA |
| PLANNING | Jul 29, 2003 | DEVELOPMENT PERMIT NUMBER DPR2003-00001 proposed construction of a single storey addition for vehicle maintenance bays, with basement, at the north end of the existing municipal fire hall. |
| PLANNING | Jul 29, 2003 | VARIANCE PERMIT DVP97-00007; DVP93-00008 DVP99-00007 |
| PLANNING | Mar 29, 2007 | CONTROLLED ACCESS CLASSIFICATION CONTACT MINISTRY OF TRANSPORTATION REGARDING ACCESS TO OR FROM MINISTRY CONTROLLED ROADS |
| PLANNING | Sep 02, 2008 | CONTROLLED ACCESS CLASSIFICATION CONTACT MINISTRY OF TRANSPORTATION REGARDING ACCESS TO OR FROM MINISTRY CONTROLLED ROADS |
| PLANNING | Sep 02, 2008 | DEVELOPMENT PERMIT NUMBER DPR2003-00001 - PROPOSED CONSTRUCTION OF A SINGLE STOREY ADDITION FOR VEHICLE MAINTENANCE BAYS, WITH BASEMENT, AT THE NORTH END OF THE EXISTING MUNICIPAL FIRE HALL |
| PLANNING | Sep 02, 2008 | VARIANCE PERMIT DVP97-00007 DVP93-00008 DVP99-00007 |

April 5, 2023

Hudson's Hope
9904 Dudley Drive
Hudson's Hope, BC
V0C 1V0

Attn: Mayor Heiberg and Council,

Re: Peace to Kelly Lake Stations Sustainment Project

We've received approval from BC Utilities Commission to start construction on the Peace to Kelly Lake Stations Sustainment Project. The Project is needed to upgrade equipment on our 500 kV transmission system to ensure the ongoing delivery of clean and reliable electricity from the Peace Region to the rest of the province. We expect construction to begin this month, starting with the Williston Substation and Kennedy Capacitor Station.

Here's an overview of the project:

- **Williston Substation Upgrade:** Replacing the existing control building, replacing the existing reactors, and expanding the fence line within the substation property.
- **Kennedy Capacitor Station Upgrade:** Replacing the existing control building and the capacitor bank control system.
- **Peace Canyon Generating Station & McLeese Capacitor Station:** In 2026 we'll start replacing aging equipment at both stations.

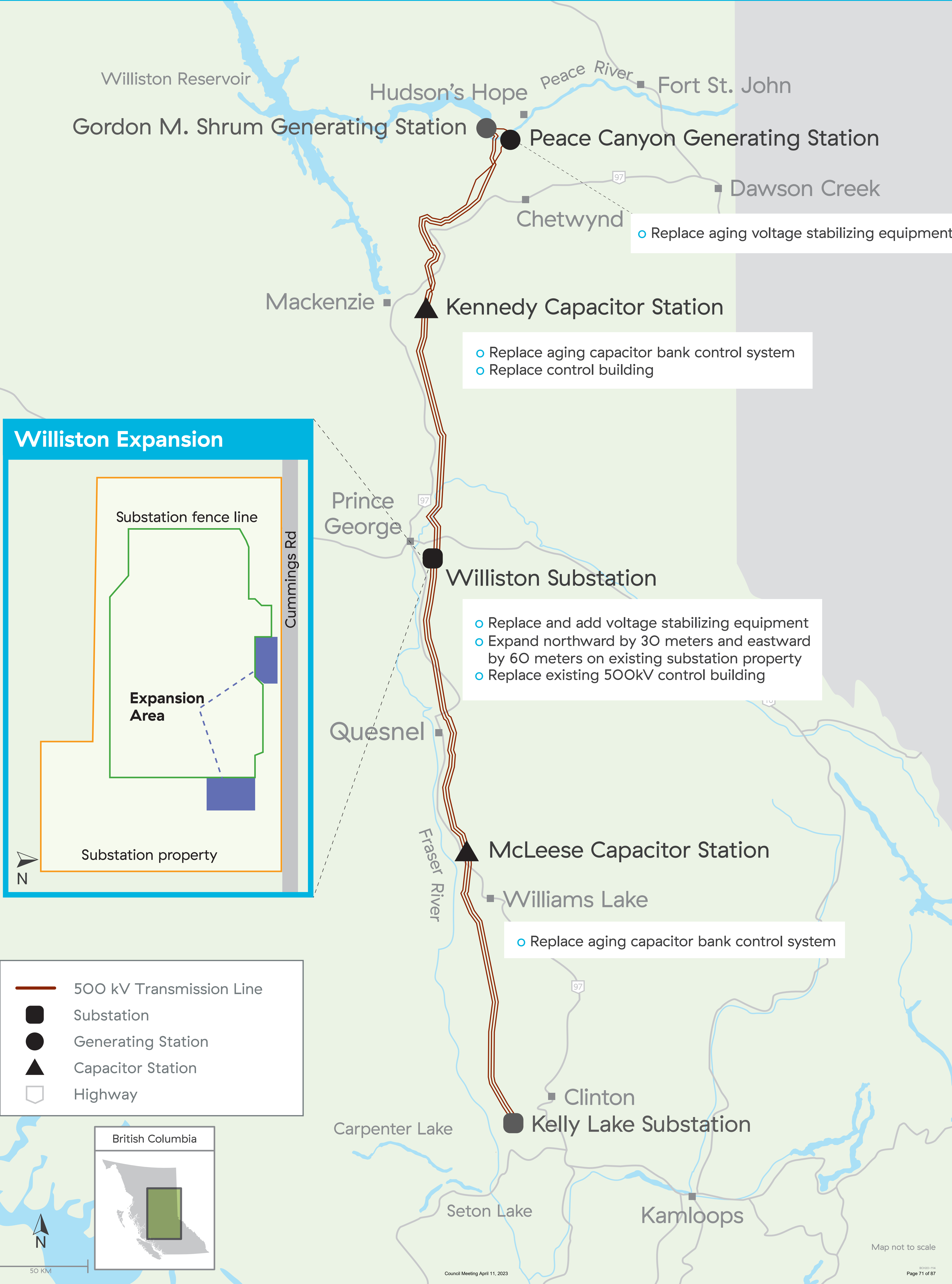
If you have any questions, please contact me at projects@bchydro.com or visit our website at bchydro.com/pksp.

Sincerely,

Johnson Lee
Stakeholder Engagement Lead

CC: Anne Pulford, Project Manager, Peace to Kelly Lake Stations Renewal Project
Mike Kellett, BC Hydro Community Relations

Peace to Kelly Lake Stations Sustainment Project



From: Pastor Luke <luke@hhbf.ca>

Date: April 5, 2023 at 11:11:35 AM MST

To: Mokles Rahman <cao@hudsonshope.ca>, Dave Heiberg <mayor@hudsonshope.ca>

Subject: Letter of support B.C. hydro go fund

My name is Luke, and I'm the pastor at the House of Hope church here in town.

I've been passed your email by Cllr. Travous Quibell

Our church after school program have applied for, and received approval for, a grant for toys, games and IT equipment for our kids groups from the BCHydro Go Fund.

We need a letter of support from the district or a local community organization.

The recommended form of the letter would be:

THAT, the (insert local government or organization name) supports the application to Northern Development Initiative Trust from the House of Hope Community Church for a grant of up to \$8,947.74 from the BC Hydro GO Fund.

There wouldn't be any contribution from, or liability for the group, I think it's just about confirming that, yes, we exist and work in the community, and that the community would be a benefit from it.

If you want to see our proposal, please let us know. As I say, it's already been approved by the fund, subject to receiving this letter.

Thanks for everything.

Luke

Hudson's Hope Health Care & Housing Society

Silver Willow Court

Box 342, 10104 Ellis Crescent
Hudson's Hope, BC V0C 1V0



Phone: 250-783-5521
email: swc@pris.ca

April 4, 2023

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

Attention: Mayor & Council

**Re: Hudson's Hope Health Care & Housing Society (HHHC&HS) - Land Transfer
PID: 011-373-601, Lot 1, Section 13, Township 81, Range 26 West of the
6th Meridian Peace River District Plan PGP17871**

The District of Hudson's Hope entered into an agreement (referred to as the "Partnership Agreement") dated April 16, 2019 with the Hudson's Hope Health Care & Housing Society (the "Society") to sell and transfer for \$1.00 the District-owned property described above to the Society for the purpose of supporting "an expansion of the Silver Willow Court Seniors Housing Complex so that the District and the Housing Society may improve the feasibility for a future supportive living facility in the community."

The Society applied for a PlanH Healthy Communities Grant in 2020 in support of this initiative, however there was considerable competition for this particular grant and the Society was not successful. Nonetheless, the Society intends to move forward with improving the feasibility of a future supportive living facility in Hudson's Hope and is currently exploring further grant opportunities.

The Society is requesting that the one page Partnership Agreement be replaced with a more comprehensive Purchase and Sale Agreement. The Partnership Agreement creates some difficulty and unwarranted expenses for both the Society and the District with respect to the sale and transfer of the land and the proposed "charge on title" for the following reasons:

1. Proportional Payment of 17%:

- The intent of the Partnership Agreement was for the District to transfer Lot 1 for \$1.00 to support the expansion of the Silver Willow Court Seniors Housing Complex; however, the requirement to "register a charge on title" to provide the District with 17% of the "current value", should the Society ever become a 'for-profit' entity is contrary to the intended support of the Society (by way of essentially a gift of the property) which benefits the community and creates unnecessary expense for the parties, particularly as it is unlikely that

the Society will become a 'for profit' entity. Note that the 2023 assessed value of Lot 1 is \$29,600, with 17% of this amount being \$5,032, which is a very small amount. It is uncertain what "charge on title" could be registered and the creation and registration of such a charge (if such charge is possible) will be costly and out of proportion with the unlikelihood of the Society becoming a 'for profit' entity.

- Registration of a "charge on title" (again, if such charge is possible) in favour of the District, would complicate the registration of an easement that would allow Legacy Village Market to use a portion of Lot 1 for delivery vehicle access to their business to facilitate the delivery of inventory.
- Registration of an unusual "charge on title" may impede or prevent the Society from being able to fulfill conditions of a grant application and may impede or prevent the Society from obtaining a mortgage for building a future expansion of the facility.

2. Consolidation of Lots 1 & 16:

- There is no advantage for the Society to incur costs associated with consolidating Lots 1 & 16 unless and until Silver Willow Court expands and if necessary for such expansion, which would then make sense so that building across property lines would be avoided.

The Society requests the District consider replacing the original one page April 16, 2019 Partnership Agreement with a more comprehensive Purchase and Sale Agreement as the costs, complexities and potential future issues of proceeding with the original agreement are out of proportion to the benefits.

The Society has had prepared, and encloses with this letter, a Purchase and Sale Agreement (based on a draft agreement originally prepared by the District) which includes provisions to replace the Partnership Agreement with the Purchase and Sale Agreement. The Purchase and Sale Agreement would facilitate the completion of the transfer of the property in a more timely and cost effective manner. The Society requests the District consideration of the enclosed Purchase and Sale Agreement.

The Society appreciates the District's consideration of this request and looks forward to working with the District in the matter.

Sincerely,



Debbie Beattie, President
Hudson's Hope Health Care & Housing Society

PURCHASE AND SALE AGREEMENT

This Purchase and Sale Agreement (the "**Agreement**") is dated for reference February 15, 2023.

HUDSON'S HOPE HEALTH CARE AND HOUSING SOCIETY (the "**Purchaser**"), incorporation number S0030649 of PO Box 342, Hudson's Hope, British Columbia, V0C 1V0 hereby agrees to purchase from the **DISTRICT OF HUDSON'S HOPE** (the "**District**"), the land and premises located at or near MacDougall Street, in District of Hudson's Hope, British Columbia and legally described as **PID: 001-373-601, Lot 1**, Section 13, Township 81, Range 26, west of the 6th Meridian, Peace River District, Plan 17871 (the "**Property**"), as set out in Schedule A hereto, free and clear of all liens, charges, encumbrances and title notations save and except those described (if any) in Schedule B hereto (collectively, the "**Permitted Encumbrances**"), upon the terms and conditions contained herein.

1. PRICE, DEPOSIT AND PAYMENT

1.1 Purchase Price – The purchase price for the Property shall be **\$1.00** in lawful money of Canada subject to adjustment as provided in section 7.3 (the "**Purchase Price**") plus Goods and Services Tax ("GST") under the *Excise Tax Act*, if any, at the applicable rate on the Purchase Price.

1.2 Payment – The Purchaser shall pay the Purchase Price for the Property as follows:

- (a) One Dollar (\$1.00) (the "**Deposit**") payable to the solicitor for the District (or to any councillor of the District on behalf of the District's solicitor) (the "**Deposit Holder**"), in trust, within five (5) business days of the execution and delivery of this Agreement by the District to the Purchaser; and
- (b) the balance of the Purchase Price, subject to the adjustments provided for herein, shall be paid on the Closing Date (herein defined) as provided herein.

1.3 Deposit – The Deposit shall be held in trust by the Deposit Holder without interest in a trust account of the Deposit Holder and the Deposit and the interest earned thereon (if any) shall be dealt with as follows:

- (a) interest (if any) earned on the Deposit shall be for the credit of the Purchaser, except as otherwise expressly provided herein;
- (b) the Deposit shall be paid to the District on the Closing Date as part of the completion of the sale and purchase of the Property;
- (c) the Deposit, together with interest (if any) earned thereon, other than the Non-Refundable Sum (herein defined), shall be paid to the Purchaser:
 - (i) if any of the Subject Conditions contained herein are not satisfied or waived by the dates specified herein and this Agreement is terminated; or
 - (ii) if the District fails to complete the sale of the Property in accordance with this Agreement; and
- (d) the Deposit, together with interest (if any) earned thereon, shall be paid to the District if the Purchaser fails to complete the purchase of the Property in accordance with this

Agreement or fails to pay any deposit moneys required hereunder. The Deposit, together with accrued interest (if any), shall be forfeited to the District as liquidated damages as a genuine pre-estimate of the District's damages in full and final settlement of any claim which the District may have against the Purchaser except for any claim pursuant to section 3.3 hereof.

2. SUBJECT CONDITIONS

2.1 Purchaser's Subject Conditions – The Purchaser's obligation to complete the purchase of the Property is subject to the Purchaser giving the District written notice as follows confirming that:

- (a) on or before _____, the Purchaser has completed its investigations and due diligence of the Property and is satisfied with such investigations and due diligence;

(collectively, the "**Purchaser's Conditions**") and together with the District's Conditions, the "**Subject Conditions**" and each date, a "**Subject Removal Date**").

2.2 District's Subject Condition – The District's obligation to complete the sale of the Property is subject to the District giving the Purchaser written notice as follows confirming that:

- (a) on or before on or before _____, the District has satisfied all of its obligations under the *Community Charter*, the *Local Government Act* and other applicable enactments in connection with the transactions contemplated in this Agreement, including, without limitation, providing notice of the proposed disposition of the Property pursuant to Section 26 of the *Community Charter*

(collectively the "**District's Conditions**") and together with the Purchaser's Conditions, the "**Subject Conditions**" and each date, a "**Subject Removal Date**").

2.3 Removal of Subject Conditions – The Purchaser's Conditions are for the sole benefit of the Purchaser and may be unilaterally waived in writing in whole or in part by the Purchaser by written notice to the District at any time on or before the Subject Removal Date (as extended, if applicable). The District's Conditions are for the sole benefit of the District and may be unilaterally waived in writing in whole or in part by the District by written notice to the Purchaser at any time on or before the Subject Removal Date. In the event that (i) any of the Purchaser's Conditions are not satisfied or waived by the Purchaser by written notice to the District within the time herein limited, or (ii) the District's Conditions are not satisfied or waived by the District by written notice to the Purchaser within the time herein limited, the Deposit together with interest thereon shall be returned to the Purchaser, this Agreement shall be terminated and the parties hereto shall have no further obligations to the other hereunder, other than pursuant to section 3.3 hereof.

2.4 Non-Refundable Sum – The District acknowledges and agrees that a portion of the Deposit in the amount of \$1.00 (the "**Non-Refundable Sum**") is a non-refundable sum paid by the Purchaser in consideration of the District allowing the Purchaser the benefit of the Purchaser's Conditions and agreeing that the District's acceptance of this Offer is irrevocable. The Non-Refundable Sum is not refundable in any circumstances but shall be applied to the Purchase Price on the Closing Date.

3. DOCUMENTS AND INSPECTION

- 3.1 Delivery of Documents – The District shall, at its own expense within ten (10) business days after the District's execution and delivery of this Agreement, deliver true and complete copies of any records or documents relating to the Property that the Purchaser may require and that are in the possession or control of the District.
- 3.2 Authorizations – The District shall, at the request of the Purchaser, promptly make available to the Purchaser letters of authority addressed to the appropriate governmental authorities authorizing disclosure to the Purchaser's solicitors of any matter relating to the Property which the Purchaser may require.
- 3.3 Access – The Purchaser through its officers, employees, engineers, architects, surveyors and other authorized representatives shall have the right at all reasonable times to inspect the Property and to conduct any reasonable inspections, surveys, environmental audits or other investigations with respect to the Property prior to the Closing Date, including environmental investigations that require soil and groundwater samples from the Property, and shall include the right of access over the Parent Property for such purposes. The Purchaser shall be responsible for any damage to the Property resulting from such inspections and investigations. Unless the purchase of the Property by the Purchaser is completed, the Purchaser shall, at its cost, repair any such damage to the Property. The cost of such repair is in addition to the damages referred to in section 1.3(d). The covenant of repair and indemnity in this section shall survive any termination of this Agreement.

4. DISTRICT'S REPRESENTATIONS AND WARRANTIES

- 4.1 The District hereby represents and warrants to the Purchaser, with the intent that the Purchaser shall rely on such representations and warranties, that as of the date of acceptance of this Offer by the District and on the Closing Date:
- (a) Status of District – the District is a district municipality under the *Local Government Act*, and was duly incorporated under the laws of the Province of British Columbia and is in good standing and has the power, authority and capacity to enter into this Agreement and to complete the transactions contemplated thereby;
 - (b) Authorization and Enforceability - this Agreement and the execution and delivery of the same, and the completion of the transactions contemplated herein, have been duly and validly authorized by all necessary action on the part of the District, including, without limitation, all such actions required by the *Community Charter*, and this Agreement constitutes a legal, valid and binding obligation of the District enforceable against it in accordance with its terms;
 - (c) Title – the District is the beneficial and registered owner and has good and marketable title to the Property, free and clear of all liens, charges, claims, encumbrances and legal notations of every kind and nature save and except the Permitted Encumbrances and those financial charges, if any, to be paid out and discharged by the District's solicitors on closing as provided herein;
 - (d) Statutory Liens - the District shall not, on the Closing Date, have any indebtedness to any person, firm, corporation or governmental authority which might now or hereafter by operation of law or otherwise constitute a lien, charge or encumbrance on the

Property or any part thereof or which could affect the right of the Purchaser to own, occupy and obtain revenue from the Property or any part thereof;

- (e) Residency – the District is not a non-resident of Canada within the meaning of the *Income Tax Act* (Canada);
- (f) Compliance with Laws - the Property complies with all applicable laws, regulations, bylaws, codes, ordinances and other legal requirements of any governmental authority having jurisdiction over the Property including Environmental Laws (herein defined);
- (g) Agreements with Governmental Authorities - the District has not entered into any agreement affecting the Property with any authority having jurisdiction which has not been disclosed to the Purchaser in writing;
- (h) Litigation - there are no claims, actions, proceedings or investigations, pending or to the District's knowledge threatened, that would interfere with the use and enjoyment of the Property or the occupancy or use of all or any part of the Property by the District or any tenant thereof or which could affect the Purchaser's right to own, occupy and take revenue from the Property or with respect to the District, which if decided adversely could materially affect the ability of the District to comply with its obligations hereunder or relates to the presence of Contaminants (herein defined) in, on or from the Property;
- (i) Property Taxes - all municipal taxes, local improvement taxes, rates, levies and assessments whatsoever due and owing with respect to the Property have been, or shall at the closing be, paid in full, there is no pending appeal or other proceedings in existence in respect of any such taxes, rates, levies and assessments and the District has no present or future obligation to construct or provide, or to pay any amount to any person in connection with, off-site roads, services, utilities or similar services in connection with the Property;
- (j) Special Levies - the District has not entered into any agreement with any authority having jurisdiction which would have the result of making the Property subject to any sewer charges, local improvement rates or charges of a similar nature other than is currently assessed and the District has not received notice that any such rates or charges shall be, or are proposed to be, levied against the Property;
- (k) Expropriation – neither the Property nor any part thereof has been expropriated, nor has the District received any notice of any proposed expropriation;
- (l) Right to Use or Occupy – except as may be provided for in the Permitted Encumbrances no person, firm or corporation (other than the Purchaser) has any agreement or option or any right capable of becoming an agreement or option for the purchase, lease or other occupation or use of the Property (including any surface lease or other agreement or right granted in relation to use of the Property for purposes governed by the *Mineral Tenure Act* (British Columbia) or the *Petroleum and Natural Gas Act* (British Columbia));

- 4.2 Survival of Representations and Warranties - The representations and warranties contained in section 5.1 shall survive the Closing Date and shall continue in full force and effect for the benefit of the Purchaser thereafter, notwithstanding any independent inquiry or investigation by the Purchaser or the waiver by the Purchaser of any of its Subject Conditions, the subject matter of which is contained in a representation or warranty herein.

5. PURCHASER'S REPRESENTATIONS AND WARRANTIES

5.1 The Purchaser hereby represents and warrants to the District, with the intent that the District shall rely on such representations and warranties, that as of the date of acceptance of this Offer by the District and on the Closing Date:

- (a) Status of Purchaser – the Purchaser is a society in good standing under the *Societies Act* (British Columbia) and has the power, authority and capacity to enter into this Agreement and to complete the transaction contemplated thereby;
- (b) Authorization and Enforceability - this Agreement and the execution and delivery of the same, and the completion of the transactions contemplated herein, have been duly and validly authorized by all necessary action on the part of the Purchaser, and this Agreement constitutes a legal, valid and binding obligation of the Purchaser enforceable against it in accordance with its terms; and
- (c) Litigation - there are no claims, actions, proceedings or investigations, pending or to the Purchaser's knowledge threatened, that would interfere with or materially affect the ability of the Purchaser to comply with its obligations hereunder.

6. ADDITIONAL COVENANTS

6.1 New Agreements - Following the waiver or satisfaction of the Subject Conditions, no agreement to lease, lease, lease amendment, licence, or other commitment or agreement with respect to the Property or the operation, maintenance and management thereof, the term of which extends after the Closing Date, shall be made by or renewed by the Purchaser or the District without the prior written consent of the other party. Prior to the waiver or satisfaction of the Subject Conditions, each party shall give written notice to the other party of all material changes to any agreements or material contracts relating to the Property.

7. CLOSING DATE, POSSESSION DATE AND ADJUSTMENTS

7.1 Closing Date – The closing of the sale and purchase contemplated in this Agreement shall take place on _____, or such other date as mutually agreed by the parties (the "**Closing Date**").

7.2 Possession Date – The Purchaser shall have possession of the Property subject to the Permitted Encumbrances following payment of the balance of the Purchase Price, subject to the adjustments provided for herein, to the District on the Closing Date.

7.3 Adjustments – All adjustments, both incoming and outgoing, in connection with the purchase and sale of the Property including, without limitation, property taxes, local improvement charges, utilities and all other matters customarily the subject of adjustment on the sale of similar commercial properties, shall be made as of the Closing Date such that the Purchaser shall pay all expenses and be entitled to all income with respect to the Property from and including the Closing Date.

8. REPLACEMENT OF AGREEMENT

8.1 Partnership Agreement – The District and the Purchaser agree to amend and replace the Partnership Agreement dated April 16, 2019 which shall be at an end and such agreement is replaced with this Agreement.

9. CLOSING DOCUMENTS AND PROCEDURE

9.1 District's Documents – On or before the Closing Date, the District shall deliver to the solicitors for the Purchaser the following documents, properly executed and acknowledged, which shall be prepared by the solicitors for the Purchaser and forwarded to the District's solicitors before the Closing Date and shall be in form and substance approved by the solicitors for the Purchaser and the District, acting reasonably:

- (a) a registrable freehold transfer (the "**Transfer**") transferring the Property to the Purchaser free and clear of all liens, charges, encumbrances and legal notations other than the Permitted Encumbrances;
- (b) the District's statement of adjustments;
- (c) discharges or releases in registrable form of all liens, charges, encumbrances and notations, if any, encumbering the Property and not constituting Permitted Encumbrances, or undertakings to provide such discharges or releases which are in a form satisfactory to the solicitors for the Purchaser and the District, acting reasonably;
- (d) documents as may be necessary or advisable for the protection of either party to verify the status of the transaction with respect to the GST; and
- (e) such other documents as the Purchaser or the Purchaser's solicitors may reasonably require to document this transaction.

9.2 Purchaser's Documents – On or before the Closing Date, the Purchaser shall deliver to the solicitors for the Purchaser the following:

- (a) a certified cheque, bank draft or solicitor's trust cheque for the balance of the Purchase Price, subject to the adjustments described herein;
- (b) the Purchaser's statement of adjustments;
- (c) a certificate confirming the GST registered status of the Purchaser, if registered, or documents as may be necessary or advisable for the protection of either party to verify the status of the transaction with respect to the GST; and
- (d) such other documents as the District may reasonably require to document this transaction.

9.3 Closing Procedure – On the Closing Date if all documents and funds have been delivered as herein provided, all documents shall be held in trust by the Purchaser's solicitors with the exception of the Transfer, and any discharges of encumbrances not constituting Permitted Encumbrances, which documents shall be tendered for registration in the LTO by the Purchaser's solicitors. The Purchaser's solicitors shall disburse funds in accordance with the approved District's statement of adjustments upon:

- (a) full registration of the Transfer, and discharges, if any; and
- (b) receipt by the Purchaser's solicitors of a title search indicating that title to the Property has been issued in the name of the Purchaser subject only to the Permitted Encumbrances.

Provided further that the exchange of documents and closing may be upon lawyer's or notary's undertakings pursuant to the Canadian Bar Association (BC Branch – Real Property Section) standard undertakings (the "CBA Standard Undertakings"), or undertakings substantially in the form of the CBA Standard Undertakings, as may be agreed to by the solicitors for the Purchaser and the District.

10. RISK

- 10.1 Risk - The Property shall be at the risk of the District until 12:01 a.m. on the Closing Date and shall thereafter be at the risk of the Purchaser.

11. MISCELLANEOUS

- 11.1 Tender – Any tender of documents or money may be made upon the District or the Purchaser or their respective solicitors and money shall be tendered by wire transfer, certified cheque, bank draft or solicitor's trust cheque. Unless otherwise stated, all dollar amounts referred to in this Agreement are in Canadian funds.
- 11.2 Costs – The Purchaser shall prepare and register the conveyance documents at its own expense. The District shall bear the cost of clearing title to the Property of any liens, charges, encumbrances and legal notations not constituting Permitted Encumbrances. Each party shall bear its own legal fees.
- 11.3 Taxes – The Purchaser shall pay all property transfer tax in connection with the transfer of title to the Property. The Purchaser is or shall be on the Closing Date a GST registrant under the *Excise Tax Act* (Canada) and shall account to Revenue Canada Excise for the goods and services tax ("GST") in respect of the purchase of the Property, provided that if the Purchaser is not a registrant under the *Excise Tax Act* on the Closing Date, then the Purchaser will pay the applicable GST to the District on the Closing Date and the District will then remit the GST as required by the *Excise Tax Act*. The District and the Purchaser agree that the fair market value of the Property is the amount determined by the BC Assessment Authority and set out in the BC Assessment Authority 2023 assessment as of July 1, 2022.
- 11.4 Time of Essence – Time shall be of the essence of this Offer and the Agreement resulting from its acceptance.
- 11.5 Notices - Any notice to be given under this Agreement shall be in writing and shall be validly given if delivered or mailed in by prepaid registered post to the parties as follows:

To the Purchaser at:

Hudson's Hope Health Care And Housing Society
PO Box 342, Hudson's Hope, British Columbia, V0C 1V0
email: _____
with a copy to the Purchaser's solicitor

To the District at:

District of Hudson's Hope
9904 Dudley Drive, Hudson's Hope, British Columbia V0C 1V0
Cell: _____
Email: clerk@hudsonshope.ca or _____
or to the District's solicitor

or to such other address as a party may advise the other by written notice hereunder. Any notice addressed and provided as aforesaid shall be deemed to have been given on the day of delivery or email if a business day and if not a business day then on the next business day or, if mailed, on the third business day following the posting thereof, provided that if there is a postal strike, dispute or slowdown, notices shall only be effective if delivered.

- 11.6 Real Estate Commissions – The District represents and warrants that the Purchase Price is net of all commissions and that the Purchaser is not responsible for any real estate commission or other commissions in connection with this Agreement, except those the Purchaser has expressly agreed to in writing.
- 11.7 Entire Agreement – This Agreement constitutes the entire agreement between the parties pertaining to the sale and purchase of the Property and supersedes all prior agreements, negotiations and discussions, whether oral or written, including the Partnership Agreement dated April 16, 2019, of the District and the Purchaser. There are no representations, warranties, covenants or agreements, express, implied, statutory, collateral or otherwise, save as set forth herein and in the Partnering Agreement.
- 11.8 Survival – All representations, warranties, covenants and agreements contained herein shall survive the Closing Date and shall continue in full force and effect thereafter.
- 11.9 Further Assurances – Each party shall execute and deliver all such further documents and do all such further acts as may be reasonably required by the other party to carry out the true intent and meaning of this Agreement.
- 11.10 Governing Law – This Agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia and the laws of Canada applicable therein. The District and the Purchaser agree to submit to the jurisdiction of British Columbia with respect to any dispute relating to this Agreement.
- 11.11 Benefit – This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns. The District will not assign its interest hereunder. The Purchase will have the right to assign its interest under this Agreement in its discretion.
- 11.12 No Derogation and Powers Preserved – Nothing contained or implied in this Agreement will impair or affect the District's rights and powers in the exercise of its functions pursuant to the *Community Charter*, the *Local Government Act* or any other enactment, and all such powers and rights may be fully exercised as if this Agreement had not been entered into between the Purchaser and the District. The Purchaser acknowledges that the fulfillment of the Subject Conditions may require the Council of the District to adopt bylaws or pass resolutions and that the adoption of such bylaws and passage of such resolutions by the Council of the District are within its sole and absolute discretion which is not in any manner subject to the provisions hereof.

[Remainder of page intentionally blank; signature page follows.]

11.13 Execution by Electronic Means and Counterparts – This Agreement may be executed by the parties and transmitted by electronic means and, if so executed and transmitted, this Agreement shall be for all purposes as effective as if the parties had delivered an executed original agreement. This Agreement may be executed in several counterparts, each of which may be deemed an original, and all of such counterparts together shall constitute one and the same Agreement.

IN WITNESS WHEREOF the parties have executed this Agreement as of the dates indicated below:

HUDSON'S HOPE HEALTH CARE AND HOUSING SOCIETY

by its authorized signatories:

Per: _____
Name:

Per: _____
Name:

Date signed: _____

DISTRICT OF HUDSON'S HOPE

by its authorized signatories:

Per: _____
Name:

Per: _____
Name:

Date signed: _____

SCHEDULE A

PROPERTY

Legal Description of the Property:

PID: 001-373-601, Lot 1, Section 13, Township 81, Range 26, west of the 6th Meridian, Peace River District, Plan 17871

SCHEDULE B

PERMITTED ENCUMBRANCES

Permitted Encumbrances of the Property: **NIL**



**HUDSON'S
HOPE**
PLAYGROUND OF THE PEACE

Box 330
9904 Dudley Drive
Hudson's Hope BC VOC 1V0
Telephone 250-783-9901
Fax: 250-783-5741

Partnership Agreement

Between

The District of Hudson's Hope

And

Hudson's Hope Health Care & Housing Society

The District of Hudson's Hope has agreed to enter a partnership agreement with the Hudson's Hope Health Care & Housing Society, a registered not-for-profit organization. Under this agreement, the District of Hudson's Hope agrees to dispose of property PID: 011-373-601; Lot 1 Section 13 Township 81 Range 26 West of 6th Meridian Peace River District Plan PGP17871. The Property is being sold below market value for \$1.00 to the Hudson's Hope Health Care & Housing Society. The land is being sold to support an expansion of the Silver Willow Court Seniors Housing Complex so that the District and the Housing Society may improve the feasibility for a future supportive living facility in the community.

The Society agrees to use the acquired property for the stated purpose and further agrees to register a charge on title that should the non-profit society operating the Silver Willow Court Seniors Housing Complex become a 'for profit' entity, the District would be entitled to receive 17% of the current fair market value of the consolidated land (Lot 1 plus Lot 16) to properly compensate the municipality for its original contribution to this housing project.

Dated on this 26 day of APRIL, 2019.

On behalf of the District of Hudson's Hope

On behalf of Hudson's Hope Health Care &
Housing Society



Dave Heiberg, Mayor



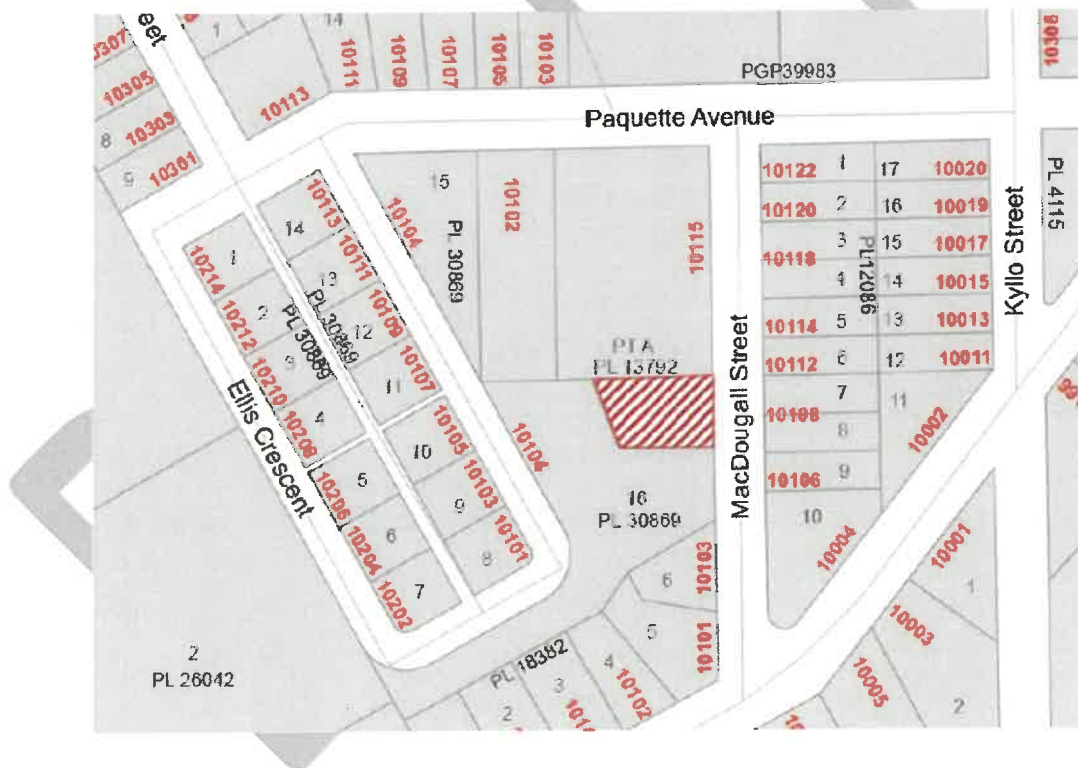
Valerie Bashforth, Chair

NOTICE OF DISPOSITION OF LAND

In accordance with Sections 24 and 26 of the Community Charter, the Council of the District of Hudson's Hope (the "**District**") gives notice that it intends to dispose of lands and premises legally described as:

- (1) PID: 011-373-601
Lot 1 Section 13 Township 81 Range 26 West of 6th Meridian Peace River District Plan
PGP17871

and substantially as highlighted in the sketch plan below (the "**Property**"). The Property will be sold to the Not-for-profit Hudson's Hope Health Care & Housing Society for \$1.00 and is expected to be completed on or about April 30, 2019. The Property is being sold to improve the feasibility for a future supportive living facility expansion of the Silver Willow Court Seniors Housing Complex.



THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
FROM: Mokles Rahman, CAO
DATE: April 11, 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 27, 2023*

- **Community Charter Section 90 (1) (g):**
 - (g) *litigation or potential litigation affecting the municipality*
 - *Summer Road – Blocked Access – verbal update*

ALTERNATIVE OPTIONS:

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

"Mokles Rahman"

Mokles Rahman, CAO