



DISTRICT OF HUDSON'S HOPE AGENDA - REGULAR COUNCIL MEETING

Council Chambers

August 28th, 2023

6:00 pm

(Start Time to follow the Committee of the Whole Meeting that is being held at 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 the traditional unceded territory of the Treaty 8 First Nations.

1. Call to Order:

2. Dedication Page:

3. Delegations:

D1 RCMP - Bylaw Enforcement - Attracting Dangerous Wildlife and Public Safety Page 3

D2 Teena Pridham - District Flowers and Signage Page 5

4. Notice of New Business:

Mayor's List: NB1 Verbal Update from PRRD Meeting August 17, 2023

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 – August 14th, 2023 Page 9

8. Business Arising from the Minutes:

9. Public Hearing:

10. Staff Reports:

SR1 RFD - 2023 UBCM Attendance Page 17

SR2 RFD - Temporary Use Permit Page 18

SR3	CAO Council Report	Page 36
SR4	Corporate Officer Council Report	Page 38
SR5	Fire Chief Council Report	Page 40
SR6	Public Works Council Report	Page 41
SR7	Recreation Officer Council Report	Page 43

11. Committee Meeting Reports:

12. Bylaws

13. Correspondence:

C1	Stronger BC Future Skills Grant Opportunity at NLC	Page 45
C2	Ombudsperson BC Quarterly Report	Page 48
C3	Invitation to Grand Opening of Bison Guy Meat Processing Plant	Page 54

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

15. Old Business:

16. New Business:

17. Public Inquiries:

18. In-Camera Session

SR8	Notice to Closed Meeting	Page 56
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19. Adjournment



DISTRICT OF HUDSON'S HOPE

Delegation to Council Request Form

Name of person or group wishing to appear before Council:

CPL. ERICH SCHMIDT - HUDSON'S HOPE RCMP, ACCOMPANIED BY A REPRESENTATIVE FROM BC CONSERVATION SERVICES.

Subject of presentation: TO DISCUSS THE IMPLEMENTATION OF

DISTRICT/MUNICIPAL/TOWNSHIP BYLAWS REGARDING RESIDENTS/PROP-

ERTIES HAVING FOOD SOURCES, IE: FRUITS/GARBAGES, THAT ARE ATTRACTIVE DANGEROUS WILDLIFE INTO TOWN, HENCE, CREATING PUBLIC SAFETY CONCERNS FOR RESIDENTS.

Purpose of presentation:

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

TO OBTAIN AND ESTABLISH A WORKING RELATIONSHIP BETWEEN THE DISTRICT, BC CONSERVATION, AND THE RCMP, WITH A GOAL TO PROMOTE AND ENFORCE PUBLIC SAFETY CONCERNS.

Contact person (if different than above):

Telephone number: (604) 316-3551

Email address: erich.schmidt@rcmp-grc.gc.ca

Will you be providing supporting documentation? ☒ Yes ☐ No

If yes: ☒ handouts at meeting
☐ publication in agenda (one original due by 4:30 the Wednesday prior to your appearance date)

Technical requirements:

- ☐ flip chart
- ☐ multimedia projector
- ☐ laptop
- ☐ other N/A

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

CPL. ERICH SCHMIDT - HUDSON'S HOPE RCMP

Name of Delegate or Representative of Group


Signature

2023-08-17
Date

For Office Use	
<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected
By (signature): _____	<input type="checkbox"/> Mayor <input type="checkbox"/> CAO
Appearance date if applicable: _____	
Applicant informed of approval/rejection on (date): _____	
By (signature) _____	Date: _____



DISTRICT OF HUDSON'S HOPE

Delegation to Council Request Form

Name of person or group wishing to appear before Council:

Teena Pridham, Debbie Brough, Patty Campbell

Subject of presentation:

District flowers & signage.

Purpose of presentation:

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

Adding signage & updating existing flowers & adding trees to district.
Hire a qualified planner.

Contact person (if different than above):

Teena Pridham

Telephone number:

250 783 1153

Email address:

tpridham33@gmail.com

Will you be providing supporting documentation? ☒ Yes ☐ No

If yes:

- ☒ handouts at meeting
- ☐ publication in agenda (one original due by 4:30 the Wednesday prior to your appearance date)

Technical requirements:

- ☐ flip chart
- ☐ multimedia projector
- ☐ laptop
- ☐ other

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- 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

Teena Pradhan
Name of Delegate or Representative of Group

[Signature]
Signature

Aug 18, 23
Date

For Office Use	
<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected
By (signature): _____	<input type="checkbox"/> Mayor <input type="checkbox"/> CAO
Appearance date if applicable: _____	
Applicant informed of approval/rejection on (date): _____	
By (signature) _____	Date: _____

Flower and Signage Proposal/Ideas

Flowers

1. Eliminate flower bed rows from;
 - a. Library
 - b. Liquor Store
 - c. Museum
 - d. Curling rink
- Incorporate flower boxes at base of library and museum signs
- Plant Schubert Choke Cherry and Maple (Sigma) trees along the side of liquor store'
2. Eliminate current flower arrangement at Hudson's Hope welcome signs both from FSJ and Chetwynd.
- Plant 3 Day lilies in front of each and perhaps on the back side incorporating Zinnias or Snap dragons in between. (Day lilies are drought resistant and put off quite a foliage show that is large enough to complement the space.

Signage

3. New signs for all subdivisions.
 - a. Thomson (remove current rodeo sign and place down at rodeo grounds?)
 - b. Jamieson
 - c. Lynx Creek
 - d. Beryl Prairie
 - Example of signage on page 2.
- Signs would be custom designed out of metal.

Thank you for your consideration!





COUNCIL MEETING
District Office – Council Chambers
August 14, 2023
6:00 P.M.

Present: Mayor Travous Quibell
Councillor Kelly Miller
Councillor Debbie Beattie
Councillor James Cryderman
Councillor KK Charlesworth
Councillor Tashana Winnicky

Absent: Councillor Tina Jeffrey (with notice)

Staff: Interim Chief Administrative Officer, Chris Cvik
Director of Public Works, Robert Dauphinee
Director of Protective Services, Fred Burrows
Deputy Fire Chief, Allan Graham
Corporate Officer, Andrea Martin

Other: 3 community members in the gallery

OATH OF OFFICE - NEW MAYOR & COUNCILLOR

The new Mayor and Councillor for the remainder of the 2022 - 2026 term were sworn in and signed their Oath of Office, witnessed by the Corporate Officer.

1. CALL TO ORDER

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

2. DEDICATION PAGE

3. DELEGATIONS

4. NOTICE OF NEW BUSINESS

Mayor's Additions:	NB1	Amendment to Council Procedure Bylaw No. 765, 2009
	NB2	Council Committees
	NB3	PRRD Update
	NB4	Volunteer Appreciation Update
Councillor's Additions:	NB5	Hudson's Hope Transtor Site
	NB6	Sign Committee - Meeting for ATV Campground Signage
CAO's Additions:	NB7	Signing Authority
	NB8	UBCM Attendance
	NB9	Agenda Distribution

5. ADOPTION OF AGENDA BY CONSENSUS

M1

6. DECLARATION OF CONFLICT OF INTEREST

7. ADOPTION OF MINUTES

M1 REGULAR COUNCIL MINUTES JULY 10, 2023

- Correction: Page 6: remove extra period and add the word “and”.

RESOLUTION NO. 123 / 2023

M/S Councillors Winnicky / Miller

**THAT the minutes of the July 10, Regular Council Meeting be adopted as amended.
CARRIED**

8. BUSINESS ARISING FROM THE MINUTES

9. PUBLIC HEARING

10. STAFF REPORTS

SR1 RFD - CAO RECRUITMENT COMMITTEE

RESOLUTION NO. 124 / 2023

M/S Councillors Miller / Beattie

**THAT Council include the Mayor as part of the CAO Recruitment select committee.
CARRIED**

Council approved the motion by electronic vote on July 22, 2023, and ratified it at the Council meeting.

SR2 RFD - VOLUNTEER AND COMPOSITE FIRE DEPARTMENT EQUIPMENT AND TRAINING

RESOLUTION NO. 125 / 2023

M/S Councillors Winnicky / Beattie

THAT Council approves the recommendation that: the District of Hudson's Hope submit a grant application under the "Volunteer and Composite Fire Department Equipment and Training" for the sum of \$27,000 for the purchase of two Scott X3 Pro SCBA with a bottle & spare bottle and AV 3000 face piece.

and

THAT Council authorize the District of Hudson's Hope to cover any overages that may occur.

CARRIED

SR3 RFD - AMEND THE ACTING MAYORS SCHEDULE

RESOLUTION NO. 126 / 2023

M/S Councillors Beattie / Cryderman

THAT Council approve the amended Acting Mayor schedule for the remainder of the 2023 Calendar.

CARRIED

SR4 RFD - DINOSAUR LAKE ATV CAMPGROUND

RESOLUTION NO. 127 / 2023

M/S Councillors Miller / Cryderman

THAT Council approve the submission of a non-farm use application to the Agricultural Land Commission for the Dinosaur Lake ATV Campground.

CARRIED

SR5 RFD - NEW FIRE ENGINE PAYMENT 2023

RESOLUTION NO. 128 / 2023

M/S Councillors Winnicky / Cryderman

THAT Council approves the addition to the 2023 Capital Reserve of \$684,345.94 and repays the balance owing of \$540,045.29 Canadian dollars for the new fire apparatus upon delivery.

and

THAT These funds will be moved from the 2024 Capital Reserve into the 2023 Capital Reserve for final payment upon the truck delivery.

CARRIED

SR6 RFD - EV CHARGING STATIONS

RESOLUTION NO. 129 / 2023

M/S Councillors Cryderman / Miller

THAT Council direct the Mayor to sign the License of Occupation Agreement with BC Hydro once it has been finalized.

CARRIED

Staff were directed to contact BC Hydro for a better rendering of the proposed location of the EV chargers. Councillor Winnicky has requested more information on the pros and cons of the trickle chargers versus the fast chargers and the benefits to community members for both.

SR7 RFD - PRRD BOARD DIRECTOR AND ALTERNATE

RESOLUTION NO. 130 / 2023

M/S Councillors Winnicky / Beattie

THAT Council appoints Mayor Travous Quibell as Director and Councillor Kelly Miller as the Alternate Director for the Peace River Regional District Board.

CARRIED

SR8 OUTSTANDING COUNCIL RESOLUTIONS - JANUARY 2023 TO JULY 2023

Received for Information.

11. COMMITTEE MEETING REPORTS

12. BYLAWS

13. CORRESPONDENCE

C1 10TH ANNUAL RESOURCE BREAKFAST SERIES

Received for Information

C2 2023-07-17 LETTER TO DISTRICT MUNICIPALITIES - SUMMERLAND

Received for Information

C3 2023-07-26 COMMUNITY WORKS FUND FIRST PAYMENT

Received for Information

C4 CASSY STARK - REQUEST FOR HELP

RESOLUTION NO. 131 / 2023

M/S Councillors Winnicky / Beattie

THAT Council authorize the CAO to set up a meeting with MoTI and the RCMP to discuss signage and report back to Council.

CARRIED

C5 CITY OF PRINCE GEORGE RESOLUTION SUBMISSION TO 2023 UBCM

Received for Information

C6 ENGAGEMENT PAPER - PROPOSED AMENDMENTS TO CCR CANNABIS

Received for Information

C7 JUNE 2023 OPERATIONS SUMMARY AND INDUSTRY ACTIVITY REPORT

Received for Information

C8 SMALL TALK MEMO - 2023 UBCM

Received for Information

C9 THE RIVER OF THE PEACE METIS SOCIETY - LETTER OF SUPPORT

RESOLUTION NO. 132 / 2023

M/S Councillors Winnicky / Cryderman

THAT the District of Hudson's Hope provide a letter of support for the River of the Peace Metis Society's application to the BC Hydro GO Fund in the amount of \$10,000.00 to provide \$100.00 food vouchers to vulnerable members of the community and to provide transportation and medication for community members in need.

CARRIED

C10 EAO CORRESPONDENCE - SITE C CLEAN ENERGY

Received for Information

C11 REQUEST FOR SUPPORT - RE: WILDFIRE EQUIPMENT

Received for Information

C12 NORTHERN HEALTH INVITATION UBCM 2023

RESOLUTION NO. 133 / 2023

M/S Councillors Winnicky / Miller

THAT Council authorize the CAO to book a meeting with Northern Health at the UBCM 2023 Convention.

CARRIED

C13 2023 NEXT GENERATION 911 FUNDING - APPROVAL AGREEMENT

RESOLUTION NO. 134 / 2023

M/S Councillors Miller / Beattie

THAT Council authorize the CAO or designate to read and agree to the general Terms and Conditions and the requirements for funding under the 2023 Next Generation911 program.

CARRIED

C14 LETTER FROM EVELYN EDINGER

Received for Information

C15 RCMP ANNUAL PERFORMANCE PLAN

RESOLUTION NO. 135 / 2023

M/S Councillors Winnicky / Beattie

THAT Council authorize the Mayor to sign the RCMP 'Acknowledgement of Consultation' and report to Council.

CARRIED

C16 SPALLUMCHEEN RECYCLING PROGRAM

Received for Information

C17 FORTISBC UBCM RECEPTION

Received for Information

C18 HUDSON'S HOPE HEALTH CARE & HOUSING LETTER OF SUPPORT

RESOLUTION NO. 136 / 2023

M/S Councillors Miller / Cryderman

THAT the District of Hudson's Hope provide a letter of support for the Hudson's Hope Health Care & Housing Society's application to the BC Hydro GO Fund in the amount of \$10,000.00 to cover the costs of painting the tenants' external doors.

CARRIED

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

15. OLD BUSINESS

15. NEW BUSINESS

NB1 AMENDMENT TO COUNCIL PROCEDURE BYLAW NO. 765, 2009 - MAYOR QUIBELL

RESOLUTION NO. 137 / 2023

M/S Councillors Winnicky / Charlesworth

THAT Council direct staff to amend the Council Procedure Bylaw No. 765, 2009 to allow for live streaming of the scheduled Regular Council Meetings.

CARRIED

NB2 COUNCIL COMMITTEES - MAYOR QUIBELL

Mayor Quibell will touch base with individual councillors to assess their interests in the committees that they are attending. Councillor Miller brought up that there has been no representation from the District at the Community Engagement Committee meetings and that it is urgent that someone attends. Mayor Quibell replied that he

will attend and attempt to sort out the conflict of interests involved with councillors who are also BC Hydro employees.

NB3 PRRD UPDATE - MAYOR QUIBELL

Mayor Quibell will be attending the PRRD Board Meeting scheduled Thursday, August 17, 2023. The Mayor will also be attending the August 25, 2023 Meeting as well.

NB4 VOLUNTEER APPRECIATION UPDATE

Mayor Quibell attended the Districts Volunteer Appreciation Celebration held at Beattie Park on Tuesday, August 8, 2023 where the award for Adult Volunteer of the Year to Yvonne Moritz and the Youth Volunteer of the Year to Penelope Mercereau were handed out.

NB5 HUDSON'S HOPE TRANSTOR SITE - COUNCILLOR MILLER

RESOLUTION NO. 138 / 2023

M/S Councillors Miller / Cryderman

THAT Council authorize staff to invite Gerritt Lacey, Solid Waste Services Manager to a Committee of the Whole Council Meeting in order to discuss the upcoming changes to the transfer station in Hudson's Hope.

And

THAT Council authorize staff to create and publish a PSA with details of what is currently allowed to be dropped off at our transtor site.

CARRIED

NB6 SIGN COMMITTEE - MEETING FOR ATV CAMPGROUND SIGNAGE - COUNCILLOR MILLER

RESOLUTION NO. 139 / 2023

M/S Councillors Miller / Cryderman

THAT Council direct staff to arrange a meeting of the Sign Committee to flush out costs for the signs and determine where the signs will be located and what the content of the signs will be.

CARRIED

NB7 SIGNING AUTHORITY - INTERIM CAO, CHRIS CVIK

RESOLUTION NO. 140 / 2023

M/S Councillors Winnicky / Beattie

THAT Council appoint Mayor Quibell signing authority on the District of Hudson's Hope Bank account as required, effective August 14, 2023.

CARRIED

NB8 UBCM ATTENDANCE - INTERIM CAO, CHRIS CVIK

Interim CAO, Chris has directed Mayor and Council to expedite a decision with regards to attendance to the UBCM 2023 Conference so that flight, hotel, and itinerary arrangements can be made.

NB8 AGENDA DISTRIBUTION - INTERIM CAO, CHRIS CVIK

Interim CAO, Chris asked Mayor and Council what their preference to receiving the Agenda for meetings. Response was as follows:

Mayor Quibell	Electronic Only
Councillor Charlesworth	Electronic and Paper
Councillor Cryderman	Electronic and Paper
Councillor Winnicky	Electronic and Paper
Councillor Miller	Electronic and Paper
Councillor Beattie	Electronic and Paper

16. PUBLIC INQUIRIES

PI1 WENONAH ROSENBERGER - TRAFFIC SIGNS

Wenonah commented that in the past, she understood that if Hudson's Hope Community had too many 30km/ hours signs that BC Drivers Training would no longer be able to conduct road testing in Hudson's Hope.

17. IN-CAMERA SESSION

RESOLUTION NO. 141 / 2023

M/S Councillors Beattie / Miller

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

- **Community Charter Section 97 (1) (b):**

(b) all minutes of Council meetings, other than a meeting or part of a meeting that is closed to the public

➤ Closed Meeting Minutes – June 26, 2023

- **Community Charter Section 90 (1) (a)€(k):**

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

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

(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 the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

CARRIED

18. RISE AND REPORT

RESOLUTION NO. IC039 / 23

M/S Councillors Winnicky / Beattie

THAT Council authorize administration to sign a contract with McElhanney Ltd. for the design, tender and construction project management services to connect the new water treatment plant intakes.

and

THAT Council release the contract award to the open agenda.

CARRIED

RESOLUTION NO. IC040 / 23

M/S Councillors Miller / Beattie

THAT Council direct administration to invite Bullhead Mountain Curling Club to a Committee of the Whole Meeting to discuss the future of the Curling Club and the request for changes to the lease agreement.
and

THAT Council release the invitation to the open agenda.
CARRIED

19. ADJOURNMENT

Mayor Travous Quibell declared the meeting adjourned at 8:49 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:

Travous Quibell, Mayor

Andrea Martin, Corporate Officer

REQUEST FOR DECISION

RFD#: CC-2023-10	Date: August 17, 2023
Meeting#: CM082823	Originator: Chris Cvik
RFD TITLE: 2023 UBCM Attendance	

RECOMMENDATION / RESOLUTION:

1. That Council authorizes the attendance of four (4) members to Council at the 2023 UBCM Conference.

BACKGROUND:

Council provides "Authorization to Attend" for the mayor and members of Council conferences such as UBCM or the Resource Forum.

DISCUSSION:

The following members of Council have expressed an interest in attending the 2023 UBCM Conference in Vancouver from September 18-22.

Mayor Quibell

Councillor Beattie

Councillor Winnicky

Councillor Jeffrey

Interim CAO, Chris Cvik (Note: If there is a new CAO in place, they would attend in place of the interim).

ALTERNATIVES:

1. That Council adjust the number of council members attending UBCM.
2. That Council provide further direction to administration.

FINANCIAL:

Council approved \$30,000 in the 2023 budget for conferences, travel, & meals. Attendance at UBCM would be charged to this account.

Prepared by:



Chris Cvik, Interim CAO

SR1

REQUEST FOR DECISION

RFD#: CC-2023-11	Date: August 19, 2023
Meeting#: CM082823	Originator: Chris Cvik
RFD TITLE: Temporary Commercial Use Permit (TCUP) Application	

RECOMMENDATION / RESOLUTION:

1. That Council authorize the Approving Officer or designate to approve in principle the TCUP for the laydown yard and materials building located at PID 014 825 597 Block B Part NW1/4 of District Lot 1202 in the District of Hudson's Hope; and
2. That Council directs administration to bring back a final report for consideration once the technical review is complete, feedback from referrals has been received and public notice has been undertaken.

BACKGROUND:

On July 5, 2023, Valerie Paice submitted an application for a Temporary Commercial Use Permit. The intended use of the land is for a laydown yard for oil and gas exploration operations. Additionally, there is a proposed building of approximately 20' X 30' to store equipment, supplies, and materials related to the exploration of oil and gas.

DISCUSSION:

Official Community Plan: The subject property is designated Rural Residential and is used for low density single-detached housing.

Section 2.12. in the Official Community Plan (OCP) allows that in any area of the municipality, Council may issue a temporary use permit for commercial and industrial uses in accordance with Section 920.2 of the Local Government Act.

A Temporary Use Permits may be issued for a three-year period, and may be renewed once. Factors that go into consideration on whether to approve the TUP include:

1. Is not noxious or undesirable because of smoke, noise, vibration, dirt, glare, odour, radiation, electrical interference, or an offensive trade within the meaning of the Health Act, as amended from time to time;
2. Does not have a negative impact on adjacent lands;
3. Does not create a significant increase in the level or demand for services;
4. Does not permanently alter the site upon which it is located;
5. Complies with all the conditions specified by Council in the Temporary Commercial or Industrial Use Permit; and

SR2

6. Complies with other provincial and federal enactments.

Based on the information provided by the applicant, this proposal meets the intent of the OCP and therefore administration is in support of approving in principle the TCUP application.

Land Use Zoning: Pursuant to Zoning Bylaw 823, 2013, the subject property is zoned RU2 Rural Agriculture. Land use within this zone does not allow lay down yards as a permitted use and therefore this Temporary Use Permit is required.

Building Permit Area: The subject property is within the Building Permit area.

Development Permit: The subject property is in a Rural Develop Permit area and the 20 X 30 proposed building exceeds the 10 square metre limit therefore, the Development Permit is required.

Agricultural Land Reserve (ALR): Based on the diagram provided by the applicant, a portion of property is in the ALR; however, the proposed laydown yard and building is not, therefore an application to the Agriculture Land Commission is not required.

FINANCIAL:

The applicant has provided the \$500 application fee.

ALTERNATIVES:

1. That Council deny the TCUP application for a laydown yard and materials building located at PID 014 825 597 Block B Part NW1/4 of District Lot 1202 in the District of Hudson's Hope.
2. That Council provide further direction to administration.

COMMUNICATION:

1. The TUP application will be forwarded to the Ministry of Transportation and other agencies for comment.
2. Public Notice will follow Section 94 of the Community Charter.

Attachment(s):

1. Application
2. Draft Temporary Commercial Use Permit No. 2023-01
3. Temporary Use Permit Process (Flow Diagram)



Chris Cvik, Interim CAO



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

Box 330
9904 Dudley Drive
Hudson's Hope BC V0C 1V0
Telephone 250-783-9901
Fax: 250-783-5741

APPLICATION - TEMPORARY USE PERMIT

IMPORTANT

- Incomplete applications will not be accepted

SECTION 1- APPLICANT (PLEASE PRINT)

Name: I/We hereby make application to the District of Hudson's Hope for a Temporary Use Permit

Owner Name Valerie Paice
Please print first and last name

Owner Address 4401 Beryl Prairie Rd City Hudson's Hope Prov. BC Postal Code V0C 1V0

Owner Contact Phone Number 1-250-783-1137 Email vpaice@pris.ca

Applicant Name (if different from owner) _____

Applicant Address _____ City _____ Prov. _____ Postal Code _____

Applicant Contact Phone Number _____ Email _____

PLEASE NOTE: IF APPLICANT IS NOT AN OWNER, A LETTER OF CONSENT IS REQUIRED

SECTION 2 – DESCRIPTION OF PROPERTY

AS INDICATED ON STATE OF TITLE CERTIFICATE

Civic Address 4401 Beryl Prairie Rd Parcel Identifier (PID) 014-825-597

Lot/ Parcel 1202 ^{P.R. & D. Port} Block B NW 1/4 Plan _____ Roll No. 41202.025

Existing Use of Subject Property Residential

Existing Use of Adjacent Properties Residential

Present Zoning R12

Official Community Plan Map Designation Rural Residential

This information is collected for the administrative and/or operational functions of the District of Hudson's Hope as authorized by the Local Government Act. This information has been collected, and will be used and maintained, in accordance with the Freedom of Information and Protection of Privacy Act. Should you have any questions above, please contact the District's CAO at 250-783-9901.

SECTION 3 - DESCRIPTION OF TEMPORARY USE APPLIED FOR:

(Two Site Plans Attached. The site plan should include legal information, setbacks, parking, access, outer perimeter of all buildings and structures, topographic features, watercourses, and any relevant cross sections, elevations, or detail drawings.)

Detailed Description of Temporary Use Applied for, including uses, buildings or structures:

Building for materials, storage for pipes.

Proposed conditions under which the temporary use will be carried out:

storage of pipe and materials

Commencement Date of Proposed Temporary Use:

July 1-2023

Estimated Date When Temporary Use Will Cease:

Dec. 31-2033

ADDITIONAL INFORMATION: (Reasons and comments in support of application. Use separate sheet or attach plans if required.)

To provide employment in community
Visual is off main road
Quiescent area.

In making this application, the owner agrees to permit access to the property at all reasonable times by District of Hudson's Hope staff, members of council or consultants authorized by the District of Hudson's Hope, for purposes of conducting inspections of the property.

I/We Valerie Paice make application to the District of Hudson's Hope for the issuance of a Temporary Use Permit.

I also certify that the information contained herein is correct to the best of my knowledge and belief. I understand **this application including any plans submitted is public information**. I authorize reproduction of any plans/reports for the purposes of application processing and reporting.

June 30-2023 (Date) Valerie Paice (Applicant's Signature)

This application is made with my full knowledge and consent.

June 30-2023 (Date) Valerie Paice (Registered Owner's Signature)

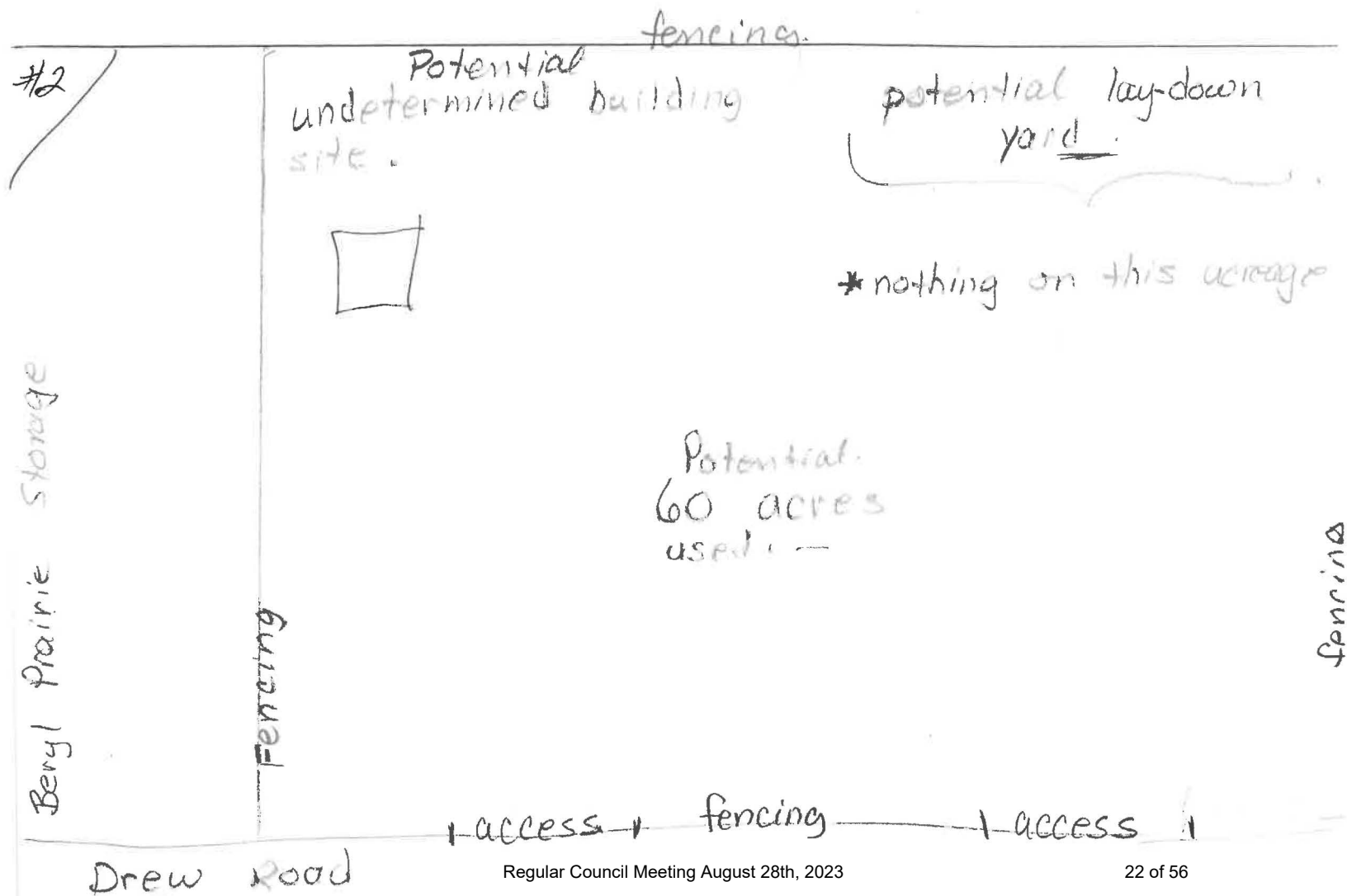
SUBMISSION REQUIREMENTS (please check either "Provided" or "Not Provided")	If "Not Provided" please explain	
	Provided	Not Provided
Application Fee	✓	
Current State of Title Certificate	✓	
Letter of Consent from the Owner (only required if the Applicant is not the Owner)		

#1

Note.

- This is all barren land, not used by me.
- Power runs on one side (poles)
- Fences will be upgraded.
- Signage posted at appropriate areas
- Only 3 families on Drew Road (one is mine)
- Land area is mostly rose bushes, many rocks.

#2





BRITISH COLUMBIA
LAND TITLE ACT

STATE OF TITLE CERTIFICATE

VALERIE JEANNE PAICE
BOX 83 BERYL PRAIRIE RD
HUDSON'S HOPE BC VOC 1V0

LAND TITLE OFFICE, PRINCE GEORGE, BRITISH COLUMBIA

CERTIFICATE NO: STPG0060386

TITLE NO. PN28147

PG

THIS IS TO CERTIFY THAT AT 10:51 ON 03 AUGUST, 1999,
THE STATE OF THE TITLE TO THE LAND DESCRIBED HEREIN IS AS STATED AND IS SUBJECT
TO THE NOTATIONS APPEARING BELOW. THIS CERTIFICATE IS TO BE READ SUBJECT TO THE
PROVISIONS OF SECTION 23(2) OF THE LAND TITLE ACT (R.S.B.C. 1996 CHAPTER 250)
AND SECTIONS 50 AND 55-58 OF THE LAND ACT (R.S.B.C. 1996 CHAPTER 245).

.....
REGISTRAR

APPLICATION FOR REGISTRATION RECEIVED ON: 29 JULY, 1999
ENTERED: 30 JULY, 1999

REGISTERED OWNER IN FEE SIMPLE:
VALERIE JEANNE PAICE, TEACHER ASSISTANT
BOX 83
HUDSON'S HOPE, BC
VOC 1V0

TAXATION AUTHORITY:
PEACE RIVER ASSESSMENT DISTRICT

DESCRIPTION OF LAND:
PARCEL IDENTIFIER: 014-825-597
BLOCK B OF DISTRICT LOT 1202 PEACE RIVER DISTRICT

LEGAL NOTATIONS:
THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY THE AGRICULTURAL LAND
COMMISSION ACT, SEE AGRICULTURAL LAND RESERVE PLAN NO. 21608

RE: ROAD SEE W33388

CHARGES, LIENS AND INTERESTS: NONE

DUPLICATE INDEFEASIBLE TITLE: NONE OUTSTANDING

TRANSFERS: NONE

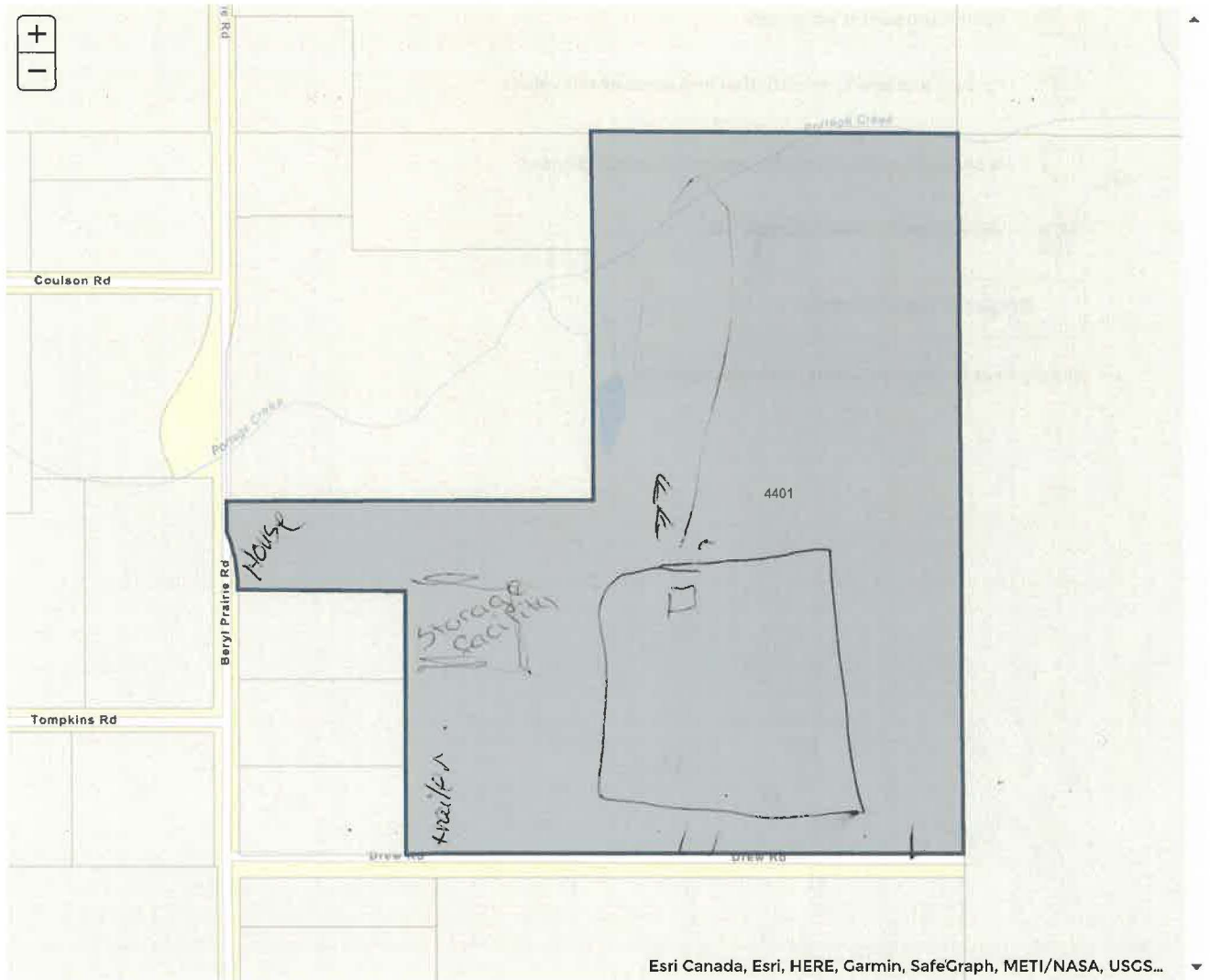
PENDING APPLICATIONS: NONE



Map

Neighbouring properties

Sample sold properties



TITLE SEARCH PRINT

2023-07-07, 10:23:14

File Reference:

Requestor: Becky Mercereau

Declared Value \$ 34225

CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN

Land Title District	PRINCE GEORGE
Land Title Office	PRINCE GEORGE
Title Number	PN28147
From Title Number	PC57095
Application Received	1999-07-29
Application Entered	1999-07-30
Registered Owner in Fee Simple	
Registered Owner/Mailing Address:	VALERIE JEANNE PAICE, TEACHER ASSISTANT BOX 83 HUDSON'S HOPE, BC V0C 1V0
Taxation Authority	Peace River Assessment District Hudson's Hope, District of
Description of Land	
Parcel Identifier:	014-825-597
Legal Description:	BLOCK B OF DISTRICT LOT 1202 PEACE RIVER DISTRICT
Legal Notations	
	THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY THE AGRICULTURAL LAND COMMISSION ACT, SEE AGRICULTURAL LAND RESERVE PLAN NO. 21608
	RE: ROAD SEE W33388
Charges, Liens and Interests	
Nature:	MORTGAGE
Registration Number:	BB1671260
Registration Date and Time:	2010-06-25 11:13
Registered Owner:	THE TORONTO-DOMINION BANK
Nature:	CERTIFICATE OF PENDING LITIGATION
Registration Number:	CA7814405
Registration Date and Time:	2019-10-17 11:29
Registered Owner:	RONALD GORDON PAICE

TITLE SEARCH PRINT

File Reference:

Declared Value \$ 34225

2023-07-07, 10:23:14

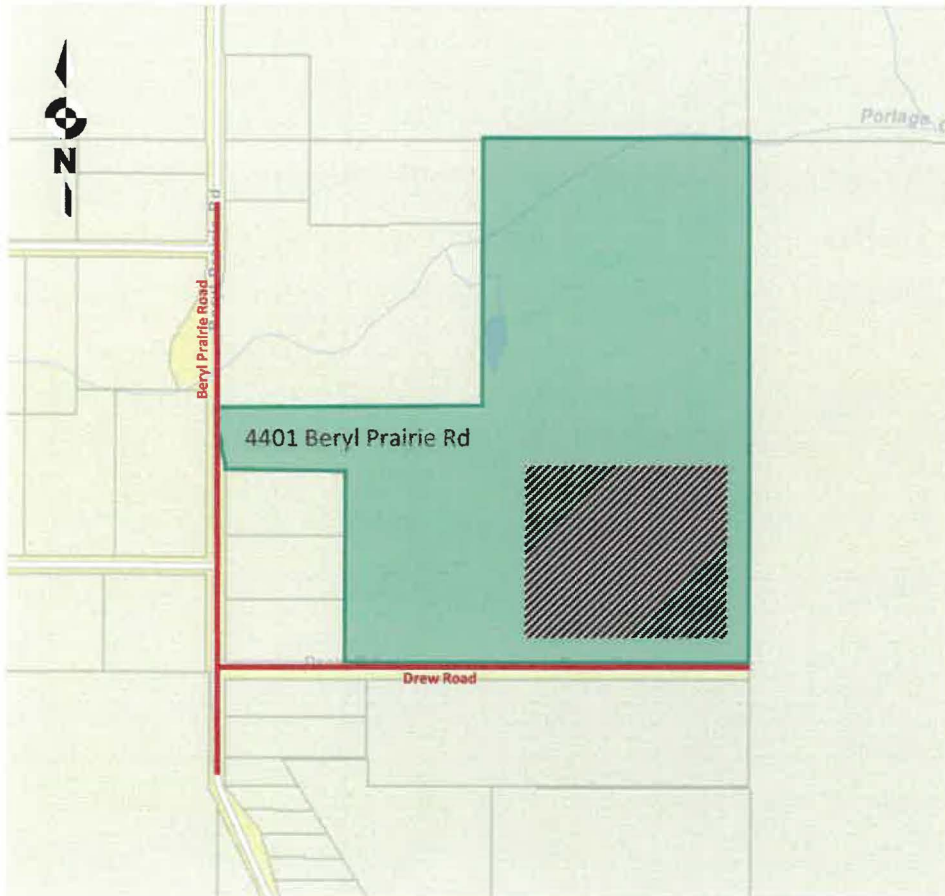
Requestor: Becky Mercereau

Duplicate Indefeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE





Beryl Prairie Subdivision

//// Location of proposed laydown yard and materials building.

4401 Beryl Prairie Road

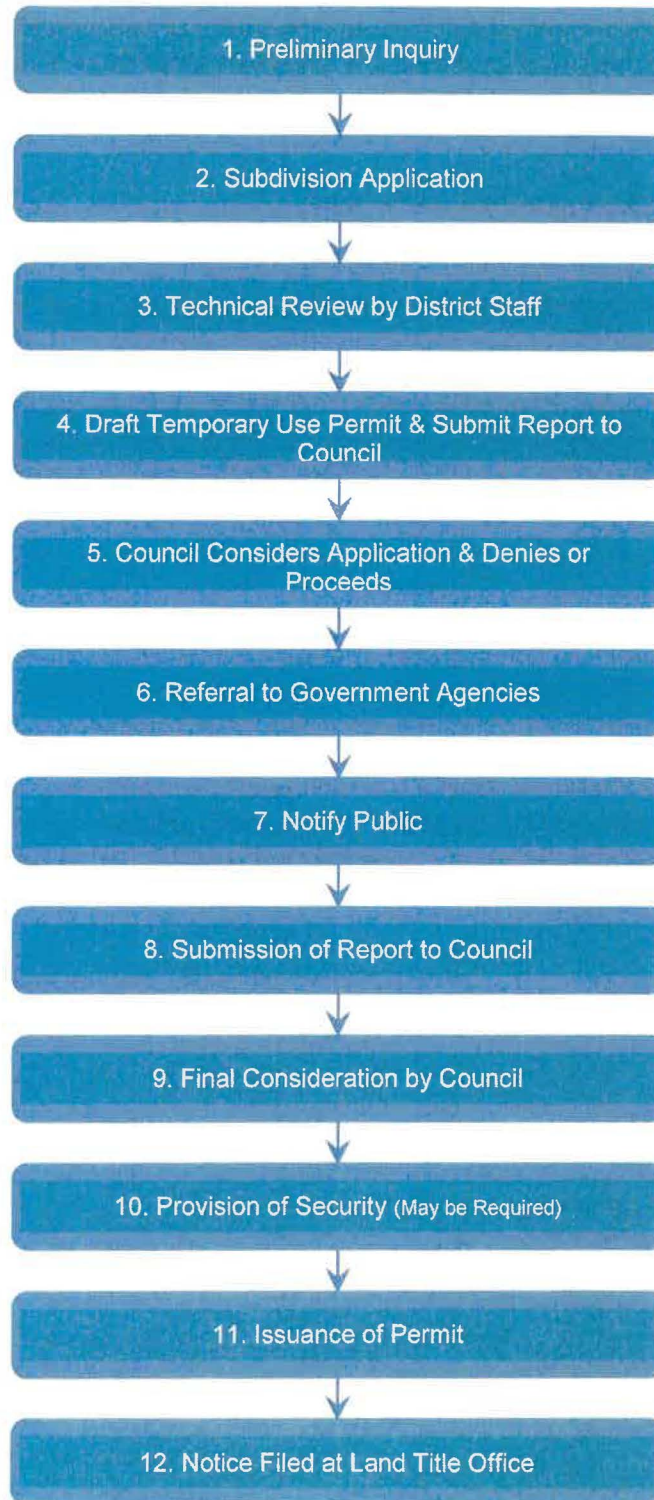
Legal Land Description and Parcel ID

BLOCK B, PART NW1/4, DISTRICT LOT 1202, PEACE RIVER LAND DISTRICT

PID: 014-825-597

Currently Zoned RU2 Zone as is the surrounding area. Application for Temporary Use Permit to M2 Zone

Temporary Use Permit Process (Flow-Chart)



TEMPORARY COMMERCIAL USE PERMIT NO. 2023.01

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

(the "**District**")

Issued to: Valerie Jeanne Paice
Box 83
Hudson's Hope, BC
V0C 1V0

(the "**Permittee**")

With respect to the following lands:

PID 014 825 597
BLOCK B PART NW1/4 OF DISTRICT LOT 1202 PEACE RIVER LAND
DISTRICT

(the "**Lands**")

1. This Temporary Commercial Use permit ("**Permit**") is issued pursuant to Section 493 of the *Local Government Act*.
2. This Permit is not a building permit, development permit, or development variance permit.
3. This Permit is issued to allow the said lands to be used for the purpose of "Lay Down Yard, and Materials Storage";
 - a. To allow for a materials storage building approximately 20' x 30' in size and a Laydown yard.
4. This Permit is valid from September 1, 2023, to August 31, 2026, inclusive (the "**Term**").
5. The Permittee shall ensure that the Lands are used strictly in accordance with this Permit at all times.
6. This Permit pertains only to the land use and structures described specifically in this Permit. No approval of any other land use or structure on the Lands is implied by this Permit or by any schedules attached hereto.
7. The Permittee shall not store equipment or materials outside of the Lands unless permitted under another Temporary Use Permit.
8. Equipment and materials in the Lands area shall comply with the District of Hudson's Hope current Building Bylaw and Zoning Bylaw Section 16.0 M2 Zone: Light Industrial (un-serviced).

9. The Buildings or structures constructed by the Permittee on the Lands shall comply with the District of Hudson's Hope's current Building Bylaw.
10. The Permittee shall enter into a Road Use Agreement with the District for review and approval that includes a dust control plan.
11. The Permittee authorizes the District to share its Temporary Use Application package with other agencies that may be affected by the issuance of the Permit.
12. The Permittee shall ensure that its activities on the Lands do not permanently alter the Lands.
13. The Permittee shall deliver all plans pertaining to its activities on the Lands, including, without limitation, plans relating to traffic, construction and storage of equipment and materials, to the District for review and approval.
14. If during the Term the Permittee amends or updates plans pertaining to its activities on the Lands, or creates new plans, it shall deliver such plans to the District. This does not authorize any change in regard to the permitted use of the Lands as described in section 3.
15. The Permittee shall obtain the approval of the Ministry of Transportation if the Permit is for commercial or industrial development within 800 meters of a controlled access highway.
16. The Permittee shall comply with all of the bylaws of the District applicable thereto, except as specifically varied or supplemented by this Permit.
17. This Permit does not relieve the Permittee or the owners of the Lands from obtaining any other approvals required by the District or any other jurisdiction, or from complying with any other bylaw, law or regulation. This Permit is not a representation or warranty that any bylaw, law or regulation has been complied with.
18. On or before the end of the Term, all materials, equipment, buildings, and structures must be removed from the Lands, except where those materials, equipment, buildings and structures are owned by the owners of the Lands or were situated on the Lands prior to the issuance of the Permit, and the Lands shall be left in a condition satisfactory to the Approving Officer of the District.
19. The Permittee shall execute the Letter of Undertaking attached as Schedule C.
20. The Permittee shall post this Permit at the entrance of the Site Area, Site as directed per Schedule "A" for the Term of the Permit.

Certified a true and correct copy of the Temporary
Commercial Use Permit No. 2023-01 issued by
Resolution of District of Hudson's Hope Council
Passed on the ____ day of _____ 2023.

Chris Cvik, Interim Approving Officer

I acknowledge that I have read and understand the terms and conditions upon which this Permit is issued:

Valerie Jeanne Paice

Authorized Signatory of Valerie Jeanne Paice

Printed Name of Signatory

**Schedule C
Letter of Undertaking**

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

Dear Ms. Paice:

RE: Temporary Commercial Use Permit No. 2023-01 (the "**Permit**")

1. In consideration of the District of Hudson's Hope (the "District") accepting and processing the above application for a temporary commercial use permit, Valerie Jeanne Paice (the "Permittee"), undertakes to, at the expiration of the Permit:
 - i. demolish and remove any building or structure on the lands as defined in the abovementioned Permit (the "Lands") except where those buildings and structures are owned by the owners of the Lands or were situated on the Lands prior to the issuance of this Permit; and
 - ii. restore the Lands to a condition satisfactory to the Approving Officer of the District.
2. The Permittee understands and accepts that if it fails to comply with the undertakings herein, the District may enter on the Lands and carry out the demolition, removal or restoration of the Lands at the expense of the Permittee.

This Undertaking is executed by the Permittee this ____ day of _____, 2023.

Valerie Jeanne Paice

Authorized Signatory of Valerie Jeanne Paice

Printed Name of Signatory

LOCAL GOVERNMENT ACT
(Part 26)
NOTICE OF PERMIT

TO: Registrar
Land Title Office
153, 1011 4th Avenue
Prince George, BC, V2L 3H9

TAKE NOTICE that the land described below is subject to a permit issued by the Council of the District of Hudson's Hope.

PARTICULARS OF PERMIT

Permit Description

- (a) Type of Permit: Temporary Commercial Use Permit
- (b) Statutory Authority: Section 493 of the *Local Government Act*

Legal Description of Land Affected:

PID 014 825 597
BLOCK B PART NW1/4 OF DISTRICT LOT 1202 PEACE RIVER LAND
DISTRICT

Issue Date: September 1st, 2023

Expiry Date: August 31st, 2026

(for Temporary Commercial or Industrial Permit only)

FURTHER PARTICULARS OF THE PERMIT MAY BE OBTAINED
FROM THE DISTRICT OF HUDSON'S HOPE

AND FURTHER TAKE NOTICE that in the case of a Temporary Commercial or Industrial Permit, you are hereby authorized to cancel the notation of the filing of this notice against the title to the land affected by it on or after the expiry date specified above without further application from us and we consent to a cancellation of the notation on the basis of effluxion of time.

USE THIS BOX ONLY FOR AN AMENDMENT TO A LAND USE CONTRACT BY WAY OF PERMIT UNDER s. 546 OF THE *LOCAL GOVERNMENT ACT*:

THIS NOTICE relates to the amendment of Land Use Contract No. _____, which is registered as a charge against the above-described land.

PARTICULARS OF THE AMENDMENT MAY BE OBTAINED
FROM THE DISTRICT OF HUDSON'S HOPE.

Dated: _____, 2023

DISTRICT OF HUDSON'S HOPE

by

Approving Officer

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: CAO Update
DATE: August 23, 2023
FROM: Chris Cvik, Interim CAO

Below please find highlights of some of the major activities either done or underway in the Office of the Chief Administrative Officer (CAO) during the period June 20, 2023 to August 23, 2023.

- Attended Official Community Plan (OCP Update kick-off meeting. Looking at dates in the fall for council and community engagement. Tentative date set as:
Saturday, November 4, 2023
 - 9:00 am – 12:00 am Council and Senior Staff
 - 4:00 pm – 7:00 pm Community (looking at 3:00 – 6:00, 5:00 – 8:00, or 6:00 – 9:00).
- Meeting with Playground Equipment provider and grant writing agency to look at applying for grants for playground at Dinosaur Lake and replacement of aging playground at the pool.

Water Treatment Plant

- Boil Water Advisory lifted on July 14, 2023.
- Received notice that claim with Royal & Sun Alliance Insurance was declined based on:
The biofouling and plugging of the WTP componentry do not trigger coverage under either the EBI Policy or the Property Policy. The loss incurred is neither sudden or accidental, nor is it from a fortuitous cause. Rather, the loss sustained occurred as a result of exposure to normal operating conditions, and will happen again and again if the WTP is placed into service and exposed to water from the same sources.
- The Director of Public Works has been working with the Deputy Treasurer on determining the total spent on emergency water supply costs and costs related to the temporary solution that was put in place with the return to the Peace River as the District's water source. Once finalized, invoices will be submitted to BC Hydro for review and payment as both parties had been waiting to hear back on the findings of the insurance claim first.
- Will be working on a cost estimate to transition from the current temporary treatment plan that it in place to the long term permanent solution. Information will be shared to the CEC as well as with BC Hydro executives during a scheduled meeting at UBCM.

SR3

- Human Resources:
 - Working on CAO recruitment.
 - Working with BCGEU on temporary 'on-call' agreement with Utility Operators at the Water Treatment Plant.
 - Working with Director of Public Works on Lead Hand posting.
 - Worked with the Director of Protective Services on the Deputy Fire Chief recruitment
 - Completed quarterly review with Director of Protective Services.

Upcoming Activities:

- Organizing a CEC Meeting to discuss the long term solution (Phase III) at the Water Treatment Plant.
- UBCM Preparation – Meeting with Northern Health and meeting with BC Hydro regarding permanent solution to Water Treatment Plant.
- Starting to prepare for collective agreement negotiations. Current contract is up at the end as of December 31, 2023.
- Preparing transition document (i.e., list of tasks/dates) for whoever takes over as CAO.
- Follow-up on recording/live-streaming of Council Meetings.

Prepared by:



Chris Cvik, Interim CAO

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

SUBJECT: Office Administration Update

DATE: June 26, 2023

FROM: Andrea Martin, Corporate Officer

PURPOSE

To provide Council with an update for the Administration Department

GENERAL

- **2023 Vacation Planning & Scheduling**
 - Office Clerks, ICBC Clerk & Custodian – ongoing
 - Corporate Officer – August 30 to September 11, 2023
- **Commissioner for Taking Affidavits / Oaths**
 - Ongoing
 - 3 documents signed
- **Council Meetings**
 - Agenda & Minutes Preparations – August 14, 2023
 - Agenda & Minutes Preparations – August 28, 2023
- **Custodian - Casual**
 - Shawn Shephard hired on as a casual custodian, onboarding and orientation complete
- **OCP Community Engagement preparation with Urban Systems**

BYLAWS

- **DOHH Council Procedure Bylaw No. 765, 2009**
 - Review
- **DOHH Council Mail Ballot Authorization and Procedure Bylaw No. 753, 2008**
 - Review
- **Property Tax Exemption Bylaw No. 919, 2020**
 - Advertised with a deadline of September 1, 2023

LAND ADMINISTRATION

- Working on FOI Request from Evan Cook Eyford Partners LLP for Block B DL 1092, Peace River District (PID: 023-841-842) Summer Road. - Ongoing
- Subdivision File 2021.003 CANTRILL, Teryl
- Subdivision File 2023.001 BASHA, Richard
- NEW: Subdivision File 2023.002 WEDER, Christoph
- Several building constructions are underway in the community without Building Permits. Bylaw is attempting to follow up with landowners.

SR4

CONFERENCES/ EDUCATION AND TRAINING

- **LGMA Foundations in Local Government Learning Series**
 - LGMA Corporate Officer is currently on a waitlist for the 13 Module series that takes place from August 31 to December 7, 2023.
- **LGMA Corporate Officer's Forum 2023, October 4 to October 6, 2023**
- **MATI LGMA - School for Statutory Approving Officers October 22 to October 27, 2023**
- **BCGEU - Occupational Health and Safety Committee Training**
 - Gerri Bird to attend full-day online training on September 26, 2023

Prepared By:



Andrea Martin, Corporate Officer

Reviewed By:



Chris Cvik, Interim CAO

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: Protective Services Update
DATE: August 22, 2023
FROM: Fred Burrows, Director of Protective Services

The Protective Services Division is pleased to provide Council with the following highlights for the period of July 17 – August 18, 2023.

INCIDENTS

Burning Complaints	1
Hydro Incidents	2
First Responder	7
Ambulance Assist	1
Natural Gas Leak	1
Total	12

EMERGENCY MANAGEMENT

During this period and the ongoing Wildfire events in the province, we have received a request to deploy equipment to the wildfire in Lillooet. At this time, we had to decline the request. We are hoping that next year we will be better set up for a 14-day deployment which includes equipment to camp for that period.

At the time of this report, there has been no requests for assistance from ESS staff to work at any of the reception centers. Locally within the Peace Region, there are no fires of note burning.

BYLAW

During this period, we have received no complaints of note. In the last several days the complaints have been for calls for assistance to scare bears roaming in the residential areas. The BC Conservation Service has been active within the community in dealing with problem bears.

FIRE DEPARTMENT OPERATIONS

As mentioned in the previous council meeting, we had two SCBA (self-contained breathing apparatus) that had to be removed from service due as they were not repairable. Since that time a contractor was in town and tested and serviced our remaining SCBA and they were all repairable.

Twenty of our SCBA Cylinders need to go for hydrostatic testing, any failures during this testing would require purchasing replacements. This information was not available at the time of the report.

Prepared By:



Fred Burrows, Director of Protective Services

Reviewed By:



Chris Cvik, Interim CAO

SR5

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
SUBJECT: Public Works Department Update
DATE: August 28th, 2023
FROM: Robert Dauphinee, P.Eng, Director of Public Works

Below are highlights of some of the activities completed or underway in the Public Works Department from June 22 to August 18, 2023.

A. OPERATIONS

- Ditch mowing throughout the District is ongoing.
- Regular park maintenance activities continue

B. CAPITAL PROJECTS 2023

- Dinosaur Lake ATV Campground Phase
 - Two picnic shelters are 95% complete, and most onsite signage has been erected.
- Kendrick Lift Station
 - An RFP for Engineering Design is being developed to be posted in early fall.
- King Gething Sani
 - All underground work has been completed.
 - The pad is under construction.
- Manhole Replacement - Highway 29
 - Expected to start in late September.
- Lynx Creek Paving
 - Awarded to Terus Construction (DGS Astro Paving). Waiting on documentation and a proposed start date.
- Valve, Hydrant and Curb stop Replacement.
 - Ongoing, we are working with our consultant.
- Swimming Pool Rehabilitation
 - Preparing an RFP to put out in the early fall for the pool liner replacement and concrete work. This work could start early spring 2024 and be completed within a few weeks, weather permitting.
- New Playground
 - Working with a grant writer on funding opportunities.
- Replacement Garbage Truck
 - Working on tender documents
- New Community Hall
 - Waiting on direction from the Recreation Committee.
- 2021 Capital Purchase – Plow Truck Tender in development.
- 2022 Capital Purchase – Rubber Tired Backhoe – Delivered in early August.

SR6

C. WATER TREATMENT PLANT

- We continue to produce potable water while working through operational challenges.
- Staff are continuing training on the day-to-day operations of the rental clarifier.
- McElhanney has started designing the permanent intake and planning for the winterization of the rental clarifier trailer.

D. OPERATING PROJECTS

- Transfer Station – Ongoing discussion with the PRRD working through transitioning to a Tier 1 site.
- Line Painting –2023 Line painting of parking lots and sidewalks was completed in early August.

Prepared and submitted by:



Robert Dauphinee, P.Eng.

Director of Public Works

Reviewed By:



Chris Cvik, Interim CAO

THE DISTRICT OF HUDSON'S HOPE

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

Below, please find highlights of some of the activities either completed or underway in the Recreation Department during the period of June 21, 2023, to August 23, 2023. The report is being submitted by the Recreation Officer.

A. COMPLETED ACTIVITIES AND EVENTS:

1. Swim Instructor Training (July 2023) – Two Junior Lifeguards were successfully trained and have taught lessons for the remainder of the season. Total costs for this course were \$862.26.
2. ParticipACTION Community Better Challenge (June 2023) – ParticipACTION events were not as well attended as previous years. Events held this year were multiple fitness classes held by local instructors, Bullhead Mountain guided hike, and late-night swimming. Due to lack of volunteers and assistance the Colour Run that had been planned was postponed. Total costs will be available next report as Recreation Department is still waiting on final invoices.
3. Canada Day (July 1, 2023) – Event was held at Pool Park. Activities held were crafts, games, free swimming, BBQ including poutine, farmer's market, live music and prizes. Total costs for this event were \$3201, Heritage Day Grant covered \$1920.
4. Summer Guided Hikes (multiple dates) – Bullhead Mountain hike was held on June 10th. Other dates were postponed due to smoke and rain. 20 Mile Ridge hike currently planned for September 2nd.
5. Summer Camps (multiple dates throughout summer months) – Final report for camps will be included in next report.
6. Volunteer Appreciation Ceremony and Dinner (August 8, 2023) – Event was well attended, as it was held in conjunction with the Farmer's Market Customer Appreciation. Snack boxes, refreshments and dessert were provided. Penelope Mercereau was named Youth Volunteer of the Year and Yvonne Moritz was named Adult Volunteer of the Year. Total costs will be available next report as Recreation Department is still waiting on final invoices.
7. Movie Nights at the Pool – Two movie nights were held at the Pool this summer, one for younger kids and one for teenagers. Snacks were provided. Total costs for these events were \$96.
8. Skate Night at Arena – Arena was opened for community members to come out and rollerblade, bike and skateboard on multiple Friday nights. These events were well received and had a good turn out. There were no extra costs incurred for these events.

SR7

B. UPCOMING ACTIVITIES AND EVENTS:

9. Play in the Park/Farmer's Market – Recreation Department facilitates activities at different parks and Farmer's Market during summer season.
10. Fall Sign Up Night (Thursday, September 14, 2023) – Planning for this event is currently underway.
11. Community Movie Night at Pearkes Centre (Friday, September 22, 2023) – Planning for this event is currently underway.
12. Frightful Frolics (October 2023) - Planning for this event is currently underway.
13. Northeastern BC Collaborative Accessibility Committee – The Recreation Department has been involved with developing an Accessibility Committee for Northeastern BC. This is still in the early stages of development, with committee members being chosen at last meeting. We do have a community member who has been picked to sit on committee. Recreation Department will provide further information as it becomes available.

C. GRANTS:

1. Heritage Day Grant (Canada Day) – Application for \$1920 was successful.
2. Canada Summer Jobs Grant – Application for \$30,243.38 was successful.
3. ParticipACTION Community Better Challenge Grant – Application for \$3800 was successful.
4. BC Family Day Grant – Application for \$1000 was successful.
5. New Horizons Senior's Programs (Senior Swim/Bus trips) – Application for \$7100 was successful.

Prepared and submitted by:



Kelsey Shewfelt, Recreation Officer

Reviewed By:



Chris Cvik, Interim CAO

From: [Chris Cvik](#)
To: [Andrea Martin](#)
Subject: FW: StrongerBC Future Skills Grant opportunity at Northern Lights College Campuses and New Staff Introduction
Date: August 10, 2023 4:03:21 PM
Attachments: [image001.png](#)
[StrongerBC Future Skills Poster Master.pdf](#)

If the agenda has been finalized, please next to the August 28th agenda.

Chris

From: Chante Patterson-Elden <celden@nlc.bc.ca>
Sent: Thursday, August 10, 2023 3:10 PM
To: Chris Cvik <cao@hudsonshope.ca>; Andrea Martin <andrea@hudsonshope.ca>
Cc: Kelsey Shewfelt <kelsey@hudsonshope.ca>; Lynette Forrest <lforrest@nlc.bc.ca>; Continuing Education <ce@nlc.bc.ca>
Subject: StrongerBC Future Skills Grant opportunity at Northern Lights College Campuses and New Staff Introduction

Good afternoon,

We hope you are doing well. The Continuing Education Department is rebuilding and restructuring and has some new staff on our team. I would like to introduce them as well communicate the training opportunity for your staff and for your clients through the StrongerBC Future Skills Grant opportunity at NLC from September 1 – December 22, 2023.

StrongerBC Future Skills Grant provides up to \$3,500 for eligible short-term skills training at public post-secondary institutions. Click on the link to read more info <https://www.nlc.bc.ca/strongerbc-future-skills-grant/> The courses and the application forms are on the site, once they are completed please email to ce@nlc.bc.ca Please note that each institution has an allotment of funding for the Fall 2023 Term, once the funding is used, people will go on a waitlist and if more funding is allocated NLC – CE Department will register people on a first come first serve basis.

Would you please pass on the StrongerBC Future Skills Grant information to your Councillors, Community Recreation Groups, and staff so they can share at their will.

As the new Dean of Continuing Education, I would like to introduce you to our Continuing Education Team:

Lynette Forrest is our CE Coordinator she will be working with Corporate Training, Indigenous Communities and Workforce Training. She has been with NLC over 5 years and is based out of FSJ Campus.

Erin Oliver is our New CE Coordinator she will be working with Professional Development Programs and Certificate Programs. She is based out of the DC Campus.

Stefanie Chymko is our CE Operations Manager and will be working on the logistics of our CE Programs, Registration and Customer Service, in short, she will deal with all internal work at NLC.

Louise Stanek is new to our office, but not new to NLC, she is our CE Clerk and will be working with Stefanie to assist with CE Programs, Registration and Customer Service. We are in the process of hiring our Fort St John Clerk and will introduce her when she arrives the end of August.

Currently we are scheduling meetings for the Fall and would like to set up a meeting with your organization to discuss custom courses and/or programs the CE Department can create for your organization.

As well, we will be sending out a survey for you to fill out to assist us in determining Winter and Spring 2024 programming in later in September. The CE Team is happy to come and do Face to Face meetings, Teams meetings or phone calls. Please contact Lynette or Chante to schedule the meetings in September and October.

Thank you for your time, we look forward to working with you.

Chante Patterson-Elden, MA
(she,her,hers)

Dean of Continuing Education

Northern Lights College

phone 250-784-7531

Email: celden@nlc.bc.ca



Northern Lights College expresses gratitude to the First Nations people of the Cree, Dene, Dunne-za, Saulteau, Kaska, Tse'khene, Tahltan and Tlingit for sharing their territory with us.

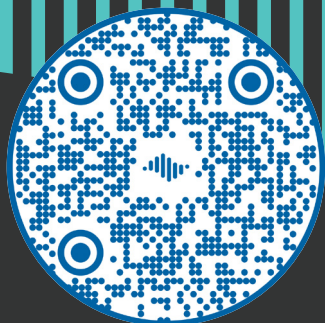
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Northern Lights
College



Offered at Northern Lights College

StrongerBC future skills grant

The StrongerBC future skills grant empowers British Columbia to shape their own futures. The grant covers up to \$3,500 for eligible short-term skills training at public post-secondary institutions.

Eligible programs:

- Computer Fundamentals for the Workplace
- CompTIA A+ Certification Preparation
- Customer Service Leadership Certificate
- Creating a Successful Business Plan
- Introduction to PC Security
- Digital Marketing
- Introduction to Programming
- Introduction to PC Troubleshooting
- Advanced Python
- Introduction to Python 3
- Leadership Fundamentals Certificate
- Introduction to SharePoint 2019
- Medical Terminology level 2
- Medical Terminology level 1
- Project Management PMP Bootcamp Prep
- Natural Resources Leadership Certificate
- Understanding the Cloud
- Certificate in Monitoring Terrestrial Biodiversity and Freshwater Ecosystems
- QuickBooks Online
- Web Design

Registration starts July 4 for courses offered September to December 2023.

Regular Council Meeting August 28th, 2023

47 of 56



OMBUDSPERSON
BRITISH COLUMBIA

June 27, 2023

Mayor David Heiberg
District of Hudson's Hope
PO Box 330
HUDSON'S HOPE BC V0C 1V0

A/ Mayor Jeffrey

Dear Mayor David Heiberg,

RE: Office of the Ombudsperson Quarterly Reports: July 1, 2022 - March 31, 2023

This package of documents details the complaint files the Office of the Ombudsperson closed for District of Hudson's Hope for the last three reporting quarters of the 2023 fiscal year between July 1, 2022 and March 31, 2023. No action is required on your part; however, we hope that you will find this information useful and share it within your organization.

Our office has recently migrated to a new software platform for our investigation file management, which has caused a delay in producing quarterly reports on their normal schedule. As we implemented the new software, we have updated the process by which these reports are generated. I apologize for the delay in sending these reports to you and expect that, going forward, the reports will be generated on a quarterly basis as they were in the past.

These reports provide information about the complaint files we closed regarding your organization within the last three quarters, including both files we investigated and files we closed without investigation. Files currently open with the office are not included in these reports.

Enclosed you will find detailed reports containing the following:

- A one-page report listing the number of files closed and the category under which they were closed. The categories we use to close files are based on the sections of the *Ombudsperson Act*, which gives the Ombudsperson the authority to investigate complaints from the public regarding authorities under our jurisdiction. A more detailed description of our closing categories is available on our website at: <https://bcombudsperson.ca/assets/media/QR-Glossary.pdf>.
- If applicable: Copies of closing summaries for complaint files that were investigated. These summaries provide an overview of the complaint received, our investigation and the outcome. Our office produces closing summaries for investigated files only, and not for enquiries or those complaints that were not investigated.

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- If applicable: A summary of the topics identified in the complaint files closed during the quarter. We track general complaint topics for all complaints we receive, and when applicable, also include information about authority-specific and/or sector-specific topics in those complaints for your organization and/or sector. Because complaints to our office are confidential, we do not share complaint topic information if we received too few complaints to preserve the complainants' anonymity.

If your organization received too few complaints to produce a summary of complaint topics but you would like further information about the complaints our office received about your organization, our Public Authority Consultation and Training (PACT) Team can provide further details upon request.

If you have questions about our quarterly reports or notice any inaccuracies in the data provided, or if you would like to sign up for our mailing list to be notified of educational opportunities provided by our PACT Team, please contact us at 250-508-2950 or consult@bcombudsperson.ca.

Yours sincerely,

Jay Chalke
Ombudsperson
Province of British Columbia

Enclosures



Type of complaint closure for Authority: District of Hudson's Hope	# closed
Enquiries – Many people who contact us are not calling to make a complaint, but are seeking information or advice. These contacts are classified as <i>Enquiries</i> to distinguish them from <i>Complaints</i> , which are requests that our office conduct an investigation.	0
Complaints with No Investigation – Our office does not investigate every complaint it receives. First, we determine whether we have authority to investigate the complaint under the <i>Ombudsperson Act</i> . We also have discretion to decline to investigate for other reasons specified in the <i>Ombudsperson Act</i> .	1
Early Resolution Investigations – Early Resolution investigations provide an expedited process for dealing with complaints when it appears that an opportunity exists for the authority to take immediate action to resolve the issue. Typical issues that are addressed through Early Resolution include timeliness, communication, and opportunities for internal review.	0
Complaint Investigations – When we investigate a complaint we may conclude with a determination that a complaint is not substantiated, or with a negotiated settlement of the complaint, or with public findings and recommendations. We may also exercise discretion to cease investigation for a number of other reasons specified in the <i>Ombudsperson Act</i> .	0
Reason for closing an Investigation	
Pre-empted by existing statutory right of appeal, objection or review.	0
Investigation ceased with no formal findings under the <i>Ombudsperson Act</i> .	
More than one year between event and complaint	0
Insufficient personal interest	0
Available remedy	0
Frivolous/vexatious/trivial matter	0
Can consider without further investigation	0
No benefit to complainant or person aggrieved	0
Complaint abandoned	0
Complaint withdrawn	0
Complaint settled in consultation with the authority – When an	0



investigation leads us to conclude that action is required to resolve the complaint, we try to achieve that resolution by obtaining the voluntary agreement of the authority to settle the complaint. This allows matters to be resolved fairly for the complainant and authority without requiring a formal finding of maladministration.

Complaint substantiated with formal findings under the *Ombudsperson Act*.

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Complaint not substantiated under the *Ombudsperson Act*.

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Ombudsperson Initiated Investigations – The Ombudsperson has the authority to initiate investigations independently from our process for responding to complaints from the public. These investigations may be ceased at the discretion of the Ombudsperson or concluded with formal findings and recommendations.

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The tables below summarize the complaint topics we are tracking for your sector and/or authority and the number of times this topic was identified in the files (investigated and non-investigated complaints) that were closed in the most recent quarter.

If you would like more information on the types of complaints we receive, please contact our Public Authority Consultation and Training Team: email us at consult@bcombudsperson.ca or call us at 250-508-2950.

Sector-Specific Complaint Topics – All Local Government

Business Licensing	11	2%
Bylaw Enforcement	159	29%
Council Member Conduct (incl. Conflict of Interest)	42	8%
Fees/Charges (incl. Taxes)	55	10%
Official Community Plan/Zoning/Development	100	18%
Open Meetings	18	3%
Other	95	17%
Procurement	5	1%
Response to Damages Claim	10	2%
Services (incl. Garbage, Sewer, Water)	48	9%

General Complaint Topics – All Local Government

Accessibility	25	3%
Administrative Error	20	3%
Communication	105	14%
COVID-19	4	1%
Delay	46	6%
Disagreement with Decision or Outcome	221	29%
Discrimination	3	0%
Employment or Labour Relations	10	1%
Other	54	7%



Process or Procedure	186	24%
Review or Appeal Process	16	2%
Treatment by Staff	77	10%

From: BisonGuy Office <order@bisonguy.ca>

Sent: Wednesday, August 23, 2023 9:54 AM

To: Andrea Martin <andrea@hudsonshope.ca>

Subject: Opening of BisonGuy meat processing plant on Beryl Prairie Rd 31st August.

Dear Andrea

Christoph and Erika Weder would like to cordially invite you and all representatives of the council to the opening and launch of the Bison Guy processing plant here on their ranch in Hudson's Hope. We would appreciate it if you could forward this on to those within the council that it may be of interest to.

It will take place from 1pm - 3pm on Thursday 31st of August 2023.

5594 Beryl Prairie Road

Hudson's Hope, BC

Please see the information below.

Please let us know if you or a representative wish to attend.

Kind regards

Ciara

Business Development

Bisonguy Office

778 204 6328



On Thursday 31st August, The Weder family of Hudson's Hope will officially open and launch their meat processing plant on their ranch on Beryl Prairie road, Hudson's hope.

The Weder family moved from Alberta a little over 10 years ago, first starting with Beef Cattle and then expanding into ranching Bison. During Covid years, with it being difficult to get abattoir slots and with the price of bison plummeting they decided to take on the challenge of building their own processing plant on the ranch. They developed the brand Bison Guy for their meat, and now deliver directly to consumers throughout BC. All their animals are grass fed and grass finished through regenerative agricultural practices. Using these values of working with nature not against it, Christoph and Erika have also reared their four children. As their daughter Luna says, "working with nature is our way of life".

With the new processing plant on the ranch they are proud to say that their animals are now bred, reared, slaughtered and packed within a 3 mile radius.

If you are interested in more information, checkout their website www.bisonguy.ca. By registering to their newsletter you will receive updates along with delivery dates. If you are in the area, stop by on Thursday 31st August from 1-3 pm to see the place for yourself and try some bison meat!



Call: (780)-978-2697

Email: order@bisonguy.ca

Website: www.bisonguy.ca

Video: [VENATOR RANCH - BisonGuy - YouTube](#)

Instagram: bisonguycanada

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THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
FROM: Chris Cvik, Interim CAO
DATE: August 28, 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 – August 14, 2023*
- **Community Charter Section 90 (1) (a):**
 - (a) *personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;*

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)).



Chris Cvik, Interim CAO

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