



## REGULAR MEETING OF COUNCIL AGENDA

**Monday, February 24, 2025 at 7:00 p.m.**

**Council Chambers**

**325 Wallace Street, Hope, British Columbia**

For those in attendance at District of Hope Open Council Meetings and Public Hearings, please be advised that the Hope Ratepayers Association is recording these meetings and hearings. The District, in no way, has custody or control of the recordings. Therefore, all persons who do not want their presentation or themselves recorded, please approach the Clerk to declare same and the District will relay this to the Association so that you can freely speak.

### 1. CALL TO ORDER

Mayor to acknowledge that the meeting is being held on the traditional, ancestral and unceded territories of the Stó:lō people, particularly the Chawathil, Union Bar and Yale First Nations.

### 2. APPROVAL OF AGENDA

Recommended Resolution:

THAT the February 24, 2025, Regular Council Meeting Agenda be adopted, as presented.

### 3. ADOPTION OF MINUTES

#### (a) Regular Council Meeting

(1)

Recommended Resolution:

THAT the Minutes of the Regular Council Meeting held February 10, 2025, be adopted, as presented.

#### (b) Public Hearing Record

(11)

Recommended Resolution:

THAT the Record of the Public Hearing held February 10, 2025, be received.

### 4. DELEGATIONS

There are no Delegations.

### 5. STAFF REPORTS

#### (a) Report dated February 14, 2025 from the Director of Corporate Services Re: Acting Mayor Schedule

(12)

Recommended Resolution:

THAT the Acting Mayor for the month of May be updated to replace Zachary Wells with Dusty Smith.

- (b) **Report dated February 18, 2025 from the Chief Election Officer** (14)  
**Re: Alternative Notice - 2025 By-Election First Advance Voting Opportunity**

Recommended Resolution:

THAT Council approves the advertisement of the 2025 By-Election First Advance Voting Opportunity to be published on April 1, 2025, and April 8, 2025, through alternative means including the District of Hope website, social media, public notice board, and front door windows at District Hall.

- (c) **Report dated February 19, 2025 from the Fire Chief** (18)  
**Re: 2025 UBCM Community Emergency Preparedness Fund**

Recommended Resolution:

THAT Council supports the District of Hope application to the 2025 UBCM Community Emergency Preparedness Fund for grant funding up to the amount of \$40,000 to improve the efficiency of the District of Hope EOC through the provision of training, equipment; and FURTHER THAT Council commit the District of Hope to provide overall grant management.

- (d) **Report dated February 19, 2025 from the Planner III** (34)  
**Re: Official Community Plan and Zoning Bylaw Update – Engagement**

Recommended Resolution:

THAT Council receive, for information, the staff report outlining the engagement plan for the District of Hope Official Community Plan and Zoning Bylaw update project.

## 6. COMMITTEE REPORTS

There are no Committee Reports.

## 7. MAYOR AND COUNCIL REPORTS

## 8. PERMITS AND BYLAWS

- (a) ***District of Hope Zoning Amendment Bylaw No. 1596, 2024*** (38)

Recommended Resolution:

THAT *District of Hope Zoning Amendment Bylaw No. 1596, 2024*, be adopted this 24<sup>th</sup> day of February, 2025.

**(b) Report dated February 13, 2025 from the Planner II (40)**  
**Re: Development Variance Permit Application at 509 Corbett Street**

Recommended Resolution:

THAT Council directs staff to proceed with notification for a Development Variance Permit for the following *Zoning Bylaw* variances for 509 Corbett Street:

- Part 6.12.1 to allow off-street parking spaces to be accessed directly from a highway or street.
- Part 6.16.1 allow off-street parking space along the front and rear lot lines to be within 1 m of the lot line.
- Part 12.2.5 (Setbacks) to reduce the minimum exterior lot line setback from 4.5 m to 3.0 m.
- Part 12.2.5 (Setbacks) to reduce the minimum rear lot line setback for a portion of the proposed light industrial building from 3.0 m to 1.8 m.

**(c) Report dated February 18, 2025 from the Planner II**  
**Re: Development Variance Permit, Form and Character Development Permit, and Flood & Erosion Hazard Development Permit Applications at 63010 Flood Hope Road (45)**

Recommended Resolution:

THAT Council considers approving a Development Variance Permit for the following *Zoning Bylaw* variances for 63010 Flood Hope Road:

- Part 6.19.7 to reduce the minimum number of required off-street parking spaces from 40 spaces to 34 spaces.
- Part 12.2.5.1 to reduce the minimum west interior lot line setback from 3.0 m to 1.2 m.
- Part 12.2.5.1 to reduce the minimum rear lot line setbacks from 6.0 m to 1.2 m.

FURTHER THAT a Rail and Highway Corridor Form and Character Development Permit be approved to construct a 2,404.3 m<sup>2</sup> 10-unit tilt-up light industrial building on the property known as 63010 Flood Hope Road; and

FURTHER THAT the Director of Community Development be authorized to approve minor changes to the Downtown Hope Revitalization Form and Character Development Permit; and

FURTHER THAT a Flood and Erosion Hazards Development Permit be approved for the construction of a light industrial building subject to the District of Hope receiving a satisfactory report from a qualified professional that meets the Development Permit Area conditions; and

FURTHER THAT the Director of Community Development be authorized to endorse the Flood and Erosion Hazard Development Permit and required covenant documents.

**(d) Report dated February 18, 2025 from the Planner II (54)**  
**Re: Development Variance Permit and Form and Character Development Permit Application at 711 Water Avenue**

Recommended Resolution:

THAT Council approves a Development Variance Permit for the following *Zoning Bylaw* variances for a 3-storey mixed use building at 711 Water Avenue:

- Part 6.11.1 to reduce the minimum number of off-street loading spaces provided from 1 to 0.
- Part 6.16.1 a) to reduce the minimum off-street parking or loading space lot line setback from 1.0 m to 0.0 m.

FURTHER THAT a Downtown Hope Revitalization Form and Character Development Permit be approved to construct a 3-storey mixed-use building with commercial office space and parkade on the ground floor and 8 apartment units on the top two floors for the property known as 711 Water Avenue; and

FURTHER THAT the Director of Community Development be authorized to approve minor changes to the Downtown Hope Revitalization Form and Character Development Permit.

## 9. FOR INFORMATION CORRESPONDENCE

**(a) For Information Correspondence (63)**

Recommended Resolution:

THAT the For Information Correspondence List dated February 24, 2025, be received.

**(b) Accounts Payable Cheque Listing – January 2025 (64)**

Recommended Resolution:

THAT the Accounts Payable Cheque Listing for the period of January 1-31, 2025, be received.

## 10. OTHER PERTINENT BUSINESS

## 11. QUESTION PERIOD

Call for questions from the public for items relevant to the agenda.

## 12. NOTICE OF NEXT REGULAR MEETING

Monday, March 10, 2025 at 7:00 p.m.

## 13. ADJOURN REGULAR COUNCIL MEETING

## MINUTES OF THE REGULAR COUNCIL MEETING

Monday, February 10, 2025  
Council Chambers, District of Hope Municipal Office  
325 Wallace Street, Hope, British Columbia

**Council Members Present:** Mayor Victor Smith  
Councillor Scott Medlock  
Councillor Heather Stewin  
Councillor Pauline Newbigging

**Council Members Absent:** Councillor Angela Skoglund  
Councillor Dusty Smith

**Staff Present:** John Fortoloczky, Chief Administrative Officer  
Donna Bellingham, Director of Corporate Services  
Robin Beukens, Director of Community Development  
Thomas Cameron, Fire Chief  
Branden Morgan, Deputy Corporate Officer  
Danielle Laporte, Communications System Analysis Advisor

**Others Present:** 11 members of the Public and 1 Media

### 1. CALL TO ORDER

Mayor Smith called the meeting to order at 7:15 p.m. and acknowledged that the meeting is being held on the traditional, ancestral and unceded territories of the Stó:lō people, particularly the Chawathil, Union Bar and Yale First Nations.

### 2. APPROVAL OF AGENDA

**Moved / Seconded**

THAT the January 27, 2025, Regular Council Meeting Agenda be adopted, as amended, to include item 5(e), regarding the Museum Artefact Deaccessioning and Disposal Policy. **CARRIED.**

### 3. ADOPTION OF MINUTES

#### (a) Regular Council Meeting

**Moved / Seconded**

THAT the Minutes of the Regular Council Meeting held January 27, 2025, be adopted, as presented. **CARRIED.**

#### (b) Special Regular Council Meeting

**Moved / Seconded**

THAT the Minutes of the Special Regular Council Meeting held February 3, 2025, be adopted, as presented. **CARRIED.**

### 4. DELEGATIONS

#### (a) RCMP

Inspector Darren Pankratz, Staff Sergeant Mike Sargent, and Constable Nicole Richardson were in attendance to present to Council regarding the Annual Hope Policing Report. In their presentation, the following items were discussed:

- Staff Sergeant Sargent introduced Constable Nicole Richardson, the newest member of the detachment
- Current State
  - All positions are staffed with no long-term absences
    - 14 municipal members
    - 4 municipal employees
    - 1.5 Victims Services staff
    - 1 additional municipal employee position sought for 2025
  - Minimum of two members working at all times, with an average of three to four
  - Increased proactive efforts, quality of investigations, and morale
- Year in Review
  - 5,410 General Occurrences – 12% increase
  - 258 Priority 1 Calls – 27% increase
  - 285 Files per Member – 34% increase
  - The majority of crime statistics have remained at average levels over the last five years
  - Increases were noted in uttering threats, harassment, mischief to property, and neighbourly disputes
  - Domestic violence has fallen 30% since 2023
  - 79% of files originate in the District, 19% in rural areas, and 2% in Hope Reserves
- Top 5 Locations in Hope for Call for Service
  - Flying J – 63100 Flood Hope Road
  - Fraser Canyon Hospital – 1275 7<sup>th</sup> Avenue
  - Silver Hope Motel – 63961 Flood Hope Road
  - Coquihalla Motel – 724 Old Hope Princeton Way
  - McDonald's – 453 Old Hope Princeton Way
- Top 5 File Types
  - Suspicious Person/Vehicle/Occurrence
  - Check Well Being
  - Traffic – Other Moving
  - Cause a Disturbance
  - Mischief - \$5,000 or Under
- In the Community
  - Stuff the Cruiser
  - Brigade Days
  - Shredding event
  - Park patrols
  - Remembrance Day
- Proactive Initiatives

- Increased patrols and visibility
- Partnerships with other agencies
- Proactive enforcement with chronic offenders
- Traffic enforcement
- Community engagement
- Block watch initiatives
- Monitoring of homeless camps
- Targeted Enforcement Successes
  - Silver Skagit Road
    - High-risk area for violence and ongoing criminality
    - Frequent patrols lead to the recovery of stolen property, firearms, and vehicles
    - Associated individuals have either left the area or have been taken to jail
    - Opportunities to collaborate with residents
  - Travel Centre Issues
    - Silver Creek and Flying J Travel Centres have been targeted between February and September 2024
    - Thieves have been breaking into transport trailers
    - Frequent patrols lead to the identification of suspects and the recovery of property
    - Numerous charges have been laid, and the main offender has left the province after six months in jail
    - Opportunities to collaborate with business owners to prevent further issues
  - Current focus is on the Flood Hope Road camps and Silver Creek area
- Mental Health Calls
  - 260 confirmed mental health related Calls for Service in 2024, compared to 284 in 2023 and 308 in 2022
  - 571 check well-being complaints in 2024, compared to only 434 in 2023
  - Decrease is due to transient nature of individuals involved, the opioid crisis, and an increase in community supports
- UFVRD Strategic Plan Updates
  - Enhance Community Safety
    - Visibility and positive interactions with RCMP at community events and schools
    - Adult/youth probation programs
  - Strong Partnerships
    - Community Youth Groups and Youth Camp Days
    - Interactions with Indigenous communities
    - Collaboration with Fraser Health
  - Enhance Communication
    - Promoting the work of the team through local media
    - Promoting career opportunities through school events and career fairs

- Support Our People/ Organizational Excellence
  - Provide consistency with four dedicated NCO supervisors
  - Members being recognized at the OIC Awards
- Victims Services
  - Referral numbers have begun to trend up now that staff are in place
  - Referrals can stay on file for two to three years depending on the complexity of the situation
- Update Regarding the Officer in Charge
  - Davy Lee, the outgoing Superintendent of the UFVRD, has accepted a position with the RCMP FIFA 2026 Security Coordination and Operation Response team
  - The process to replace the position will take place at the beginning of the fiscal year in April
- Staffing Updates
  - The Hope Community Policing Office recently completed their managerial review, and it was noted that all categories of employees are happy to work there
  - It is anticipated that there will be a surplus of 140 members joining the RCMP in BC
  - The Lower Mainland is seen as a destination of choice for experienced police officers
  - There are currently 1,622 applicants being processed in BC
  - Number will continue to grow as the Surrey Police transition is completed
- Body Worn Cameras
  - The rollout is expected to take place in May, with the exact date to be confirmed later
  - The pilot project is currently taking place in the City of Mission
- Backcountry Initiative
  - Create a presence on forest service roads where there will be an influx of people as the weather improves
  - Key initiative that will be rolled out across the Upper Fraser Valley
- The 75<sup>th</sup> Anniversary of the RCMP in the Upper Fraser Valley will take place on August 15<sup>th</sup>, 2025

**(b) Fraser River Sturgeon Conservation Society**

Sarah Schreier, Executive Director, was in attendance to present to Council regarding environmental stewardship. In their presentation, the following items were discussed:

- White Sturgeon
  - Fraser River White Sturgeon have been in the Fraser River and its tributaries since the time of the dinosaurs
  - They live in both fresh and salt water and are apex and indicator species
  - They share a habitat with salmon throughout the watershed, with five species in the Fraser River
- History



- Between 1892 and 1920, over 7.5 million pounds of White Sturgeon were landed and recorded at New Westminster
- This resulted in a clear cutting of sturgeon populations in the Fraser River
- In the early 1990's, dozens of ancient White Sturgeon were found dead in the Fraser River of unknown causes
- Founding of the Fraser River Sturgeon Conservation Society
  - Founded in 1997 by Rick Hansen
  - Research-based not-for-profit registered as a BC Society and a Canadian Charity
  - Current Board of Directors included First Nations, scientists, biologists, an Indigenous lawyer, leaders in industry, business, finance and the recreational sport fishery
  - In 2000, the Lower Fraser River White Sturgeon Monitoring and Assessment Program was launched to deliver unbiased annual reporting on the status of Lower Fraser River White Sturgeon
- Ongoing Monitoring and Assessment
  - Since 1997, more than 190,000 sturgeons have been sampled, including 81,000 recaptures and a mark rate of 68.3%
  - The abundance of age 7-55 White Sturgeon has been declining since 2006
  - The abundance of age 7-12 White Sturgeon has declined substantially since 2005
  - The abundance of age 23-55 White Sturgeon has increased since 2000
  - Through analysis of these trends, key threats and limiting factors include habitat loss, decreased food availability, by-catch mortalities in fisheries targeting other species, and fishing technology and techniques
- Next Steps
  - Leadership and partnerships
  - Collaboration across communities and municipalities
  - Awareness and education
  - Ongoing support for conservation efforts and credible, unbiased science
  - Habitat assessment and enhancement
  - Outreach and inspiration
- White Sturgeon Leadership Program
  - Community leadership to support environmental assessment and protection for key developments, foreshore and in-river works
  - Support for sturgeon population assessment in the Fraser River
  - Establish sturgeon as icon for community commitment to conservation and connection to related species
  - Support the creation of broad-based resource of habitat use and characteristics in FVRD jurisdictions

Council inquired as to whether there is any requirement for sport fishermen to report information or tag fish. Ms. Schreier advised that reporting and tagging is voluntary, but that they do offer training to those who are willing to assist in the study. She added that multiple sources of data that fit the study are pooled together from different organizations. Council inquired as to whether the method of catching the fish results in any injuries or lasting effects. Ms. Schreier explained that their methods were chosen to have the least

impact on the fish, and that some fish in the study have been caught upwards of 25 times without issue.

**(c) Bridal Veil Mountain Resort**

Jeff Wilson, Executive Vice-President, was in attendance to present to Council regarding the Bridal Veil Mountain Resort Project. In the presentation, the following items were discussed:

- Bridal Veil Mountain Resort (BVMR) Overview
  - All-season mountain resort
  - Owned, planned, constructed and operated with Stó:lō communities
  - Capable of housing more than 1,000,000 guests annually when complete
  - Projected as a \$4 billion investment with \$252 million annual revenues when complete
  - 16 lifts, 2 gondolas, 15,000 guests per day
- Uplands Project Overview
  - Comprehensive community development
  - Extension of the BVMR but not reliant on it
  - 1,000-acre site
  - Preliminary capability assessment indicates space for 12,000 residents
  - Developed in partnership with Stó:lō communities
  - Fraser Valley Regional District Official Community Plan identified the Bridal Falls Uplands as a Future Growth Area
- Economic Assessment & Projections
  - 20,496 job years during 20-year buildout
  - 2,230 full and part-time jobs
  - 1,100,000 annual visitors
  - \$252,000,000 in annual revenue
  - \$35,000,000 in annual taxes paid
  - \$150,000,000 investment in lifts and ski trails
  - \$162,000,000 investment in day use and destination guest space
  - \$2,184,000,000 investment in residential units
- Relationships with Stó:lō Communities
  - Signed capacity funding agreements with eight of the closest First Nations
  - Strong interest from three other communities
  - Two Stó:lō Leaders as part of the project leadership team

**5. STAFF REPORTS**

**(a) Report dated February 4, 2025 from the Chief Administrative Officer  
Re: Facilities Master Plan – Council Update and Project Restart**

Council inquired as to the method through which the questionnaire will be distributed to residents. The CAO advised that staff intend to create a survey that will be advertised on the District's website, social media, and available in print form at District Hall. Council noted that they would like to see a mailout distributed to garner more feedback from residents. The CAO advised that a mailout could be included with utility bills or another similar notice to save costs.

**Moved / Seconded**

THAT Council receives this report regarding the history and current status of the Facilities Master Plan; and

FURTHER THAT Council endorses restarting the process with another round of public consultation with updated details and changes to the District's current facilities situation.  
**CARRIED.**

**(b) Report dated February 4, 2025 from the Director of Corporate Services  
Re: Appointment of Election Officials for a 2025 By-Election**

**Moved / Seconded**

THAT with the official written resignation of Councillor Zachary Wells, effective February 3, 2025, pursuant to Section 58 (1) and (2) of the *Local Government Act*, Branden Morgan be appointed Chief Election Officer, effective immediately, for conducting the 2025 By-Election, with power to appoint other election officials as required for the administration and conduct of the 2025 By-Election;

AND FURTHER THAT Donna Bellingham be appointed Deputy Chief Election Officer for the 2025 By-Election.  
**CARRIED.**

**(c) Report dated February 5, 2025 from the Chief Administrative Officer  
Re: Station House Archaeological Study**

**Moved / Seconded**

THAT the February 3, 2025 In Camera resolution be declassified:

THAT the District of Hope undertake the archeological study for the placement of the Station House on the property at 919 Water Avenue;

AND FURTHER THAT Council authorizes an expenditure up to \$100,000 to cover these costs.  
**CARRIED.**

**OPPOSED: Councillor Newbigging**

**(d) Report dated February 5, 2025 from the FireSmart Coordinator/Assistant Chief  
Re: FireSmart Program Update**

Council requested that the Fire Chief provide a verbal summary of his answers to questions received from the public via email.

- Who do members of the public contact with their concerns?
  - Members of the public can complete a Public Concern Form online or through reception to have their concerns assigned to the correct department.
- What, if anything, can be done to ensure safety of residents from wildfire risk?
  - Contact [FireSmart@hope.ca](mailto:FireSmart@hope.ca) to have a free home assessment done, which will provide detailed mitigation steps to be taken in order to protect your home.
  
- Comments and concerns regarding unhoused and camping populations within the District.

- BC Wildfire Service data, collected over a period of more than 20 years, has no confirmed instances of wildfire being attributed to unhoused populations. With this in mind, there is no data to support the concern of unhoused populations causing wildfires and it is not considered within the plan.

The CAO noted that outreach with stakeholder groups in the community will continue in order to implement fire prevention and FireSmart initiatives for unhoused individuals and communities.

**Moved / Seconded**

THAT Council adopt the Community Wildfire Resiliency Plan (CWRP) as presented; and

THAT Council endorse the proposed project summary for FireSmart Hope to guide operational planning for the 2025 and 2026 periods. **CARRIED.**

**(e) Museum Artefact and Deaccessioning and Disposal Policy**

**Moved / Seconded**

THAT the Museum Artefact and Deaccessioning and Disposal Policy be adopted this 10<sup>th</sup> day of February, 2025. **CARRIED.**

**6. COMMITTEE REPORTS**

There were no Committee Reports.

**7. MAYOR AND COUNCIL REPORTS**

**Mayor Smith Reported:**

- He welcomed Danielle Laporte, the District's new Communications System Analysis Advisor.
- He was appointed as Chair of the FVRD Intergovernmental Relations Committee where he will work on recommendations to be brought forward to the Board and to Ministers at UBCM for their consideration.
- He attended the Hope & Area Healthy Communities Committee meeting where they discussed Horticulture Association work on improving food security, Micro Health Grant applications, and winter wellness reach out.
- He noted that the Hope Golden Agers Society began installing upgraded hallway lighting that was funded through Cascade Lower Canyon Community Forest grant opportunity.
- He met with representatives from the University of the Fraser Valley to discuss the re-opening of the Hope campus, noting that they are working with stakeholders in the community to align the programs with their needs.
- He attended the Chawathil First Nation Open House, noting that they had a good turnout and that they reviewed plans for new housing, water system improvements, and health programs.
- He met with the Tashme Historical Society to discuss continued work on the Station House project.

**Councillors Medlock, Stewin, and Newbigging had nothing to report.**

**8. PERMITS AND BYLAWS**

**(a) Report dated January 30, 2025 from the Planner II  
Re: Development Variance Permit Application at 63010 Flood Hope Road**

Council inquired as to whether the 30-metre radius for public notification could be increased as the area is rural with larger properties. Following discussion, it was agreed that the public notification area would be expanded to 100 metres to include more residents.

**Moved / Seconded**

THAT Council direct staff to proceed with notification for a Development Variance Permit for the following Zoning Bylaw variances for 63010 Flood Hope Road:

- Part 6.19.7 to reduce the minimum number of required off-street parking spaces from 40 spaces to 34 spaces.
- Part 12.2.5.1 to reduce the minimum interior lot line setback from 3.0 m to 1.2 m.
- Part 12.2.5.1 to reduce the minimum rear lot line setbacks from 6.0 m to 1.2 m.

**CARRIED.**

**(b) Report dated January 30, 2025 from the Planner II  
Re: Application for Zoning Bylaw Text Amendment; Light Industrial (I-2) Zone**

**Moved / Seconded**

THAT *District of Hope Zoning Bylaw Amendment No.1596, 2024* be given 3rd reading to allow a dwelling unit as an accessory use within the principal building in the Light / Service Industrial (I-2) zone.

**CARRIED.**

**(c) Report dated February 4, 2025 from the Planner II  
Re: Development Variance Permit Application at 711 Water Avenue**

**Moved / Seconded**

THAT Council direct staff to proceed with notification for a Development Variance Permit for the following Zoning Bylaw variances for 711 Water Avenue:

- Part 6.11.1 to reduce the minimum number of off-street loading spaces provided from 1 to 0.
- Part 6.16.1 a) to reduce the minimum off-street parking or loading space setback from 1.0 m to 0.0 m.

**CARRIED.**

**9. FOR INFORMATION CORRESPONDENCE**

**(a) For Information Correspondence**

**Moved / Seconded**

THAT the For Information Correspondence List dated February 10, 2025, be received.

**CARRIED.**

**(b) Accounts Payable Cheque Listing – December 2024**

**Moved / Seconded**

THAT the Accounts Payable Cheque Listing for the period of December 1-31, 2024, be received.

**CARRIED.**

**10. OTHER PERTINENT BUSINESS**

There was no other pertinent business.

**11. QUESTION PERIOD**

There were no questions raised.

**12. NOTICE OF NEXT REGULAR MEETING**

Monday, February 24, 2025 at 7:00 p.m.

**13. ADJOURN REGULAR COUNCIL MEETING**

**Moved / Seconded**

THAT the Regular Council Meeting adjourn at 9:10 p.m.

**CARRIED.**

*Certified a true and correct copy of the Minutes of the Regular Meeting of Council held February 10, 2025, in Council Chambers, District of Hope, British Columbia.*

---

Mayor

---

Director of Corporate Services

**DRAFT**

**THE DISTRICT OF HOPE  
RECORD OF A PUBLIC HEARING**

Monday, February 10, 2025  
Council Chambers, District of Hope Municipal Office  
325 Wallace Street, Hope, British Columbia

**Council Members Present:** Mayor Victor Smith  
Councillor Scott Medlock  
Councillor Heather Stewin  
Councillor Pauline Newbigging

**Council Members Absent:** Councillor Angela Skoglund  
Councillor Dusty Smith

**Staff Present:** John Fortoloczky, Chief Administrative Officer  
Donna Bellingham, Director of Corporate Services  
Robin Beukens, Director of Community Development  
Thomas Cameron, Fire Chief  
Branden Morgan, Deputy Corporate Officer  
Danielle Laporte, Communications System Analysis Advisor

**Others Present:** 11 members of the public and 1 media

Mayor Smith called the Public Hearing to order at 7:00 p.m.

The purpose of the Public Hearing is to hear input on amendments to the ***District of Hope Zoning Bylaw No. 1324, 2012.***

• **District of Hope Zoning Amendment Bylaw No. 1596, 2024:**

To amend the I-2 zone to allow dwelling units within principal industrial buildings.

The Director of Corporate Services read the Chairperson Statement and confirmed that no submissions were received.

The Mayor called for any questions or comments from the public or members of Council.

The Director of Corporate Services called a final time for any questions or comments from the public; hearing none, it was noted that no further submissions, either verbal or written, regarding the proposed bylaw can be made to Council. The Public Hearing was declared closed at 7:04 p.m.

Certified Correct:

---

**Donna Bellingham,  
Director of Corporate Services**



# REPORT/RECOMMENDATION TO COUNCIL

**REPORT DATE:** February 14, 2025

**FILE:** 550-01

**SUBMITTED BY:** Director of Corporate Services

**MEETING DATE:** February 24, 2025

**SUBJECT:** Acting Mayor Schedule

---

**PURPOSE:**

The purpose of this report is to update the Acting Mayor schedule.

**RECOMMENDATION:**

Recommended Resolution:

THAT the Acting Mayor for the month of May be updated to replace Zachary Wells with Dusty Smith.

**BACKGROUND:**

With the resignation of Councillor Zachary Wells, the Acting Mayor schedule requires an update to replace Mr. Well's appointment in the month of May.

---

Prepared by:

Approved for submission to Council:

*Original Signed by Donna Bellingham*

Donna Bellingham  
Director of Corporate Services

*Original Signed by John Fortoloczky*

John Fortoloczky  
Chief Administrative Officer



# 2025 REGULAR COUNCIL MEETINGS

JANUARY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JULY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## Regular Council Meetings

## Statutory Holidays

*If a Stat falls on the weekend,  
District Hall will close on Monday*

## UBCM Convention

### Acting Mayor Schedule

January..... Councillor Newbigging  
February .... Councillor Stewin  
March..... Councillor Medlock  
April ..... Councillor Skoglund  
May..... Councillor **Smith**  
June..... Councillor Smith

July..... Councillor Newbigging  
August..... Councillor Stewin  
September.... Councillor Medlock  
October ..... Councillor Skoglund  
November..... Councillor Medlock  
December.... Councillor Smith

# REPORT/RECOMMENDATION TO COUNCIL

**REPORT DATE:** February 18, 2025

**FILE:** 4200-20

**SUBMITTED BY:** Chief Election Officer

**MEETING DATE:** February 24, 2025

**SUBJECT:** Alternative Notice - 2025 By-Election First Advance Voting Opportunity

---

**PURPOSE:**

The purpose of this report is to seek Council approval for a proposed alternative notice method for the first Advance Voting Opportunity in the 2025 By-Election.

**RECOMMENDATION:**

Recommended Resolution:

THAT Council approves the advertisement of the 2025 By-Election First Advance Voting Opportunity to be published on April 1, 2025, and April 8, 2025, through alternative means including the District of Hope website, social media, public notice board, and front door windows at District Hall.

**ANALYSIS:**

**A. Rationale:**

The District of Hope is required under Section 107(5) of the *Local Government Act* and Section 94 of the *Community Charter* to advertise Advance Voting Opportunities in two consecutive issues of the Hope Standard. Due to the severely shortened timelines imposed during a By-Election, the advertisements for the first Advance Voting Opportunity, which takes place on April 16, 2025, must be published between March 31, 2025, and April 9, 2025. As a result, it will not be possible to advertise in two consecutive issues of the Hope Standard as only one Friday, April 4<sup>th</sup>, lies within the notification period.

Section 94.1(3) of the *Community Charter* allows for the publication of advertisements by alternative means, so long as it:

- (a) Is given within the same period as required for newspaper publication;
- (b) Is given with the same frequency as required for newspaper publication; and
- (c) Provides notice that the Council considers is reasonably equivalent to that which would be provided by a newspaper publication.

Therefore, it is proposed that the District publishes advertisements through alternative means on two consecutive Tuesday's during the notification period, April 1, 2025, and April 8, 2025. These alternative means will include the District of Hope website, social media platforms, public noticeboard, and front door windows at District Hall. Additionally, a newspaper advertisement will be published in the April 4, 2025, issue of the Hope Standard. With Council's approval, these alternate publications will meet the requirements set out in Section 94.1(3) of the *Community Charter*.

**B. Attachments:**

*Local Government Act - Section 107  
Community Charter - Section 94 & 94.1*

---

Prepared by:

Approved for submission to Council:

*Original Signed by Branden Morgan*

Deputy Corporate Officer  
Chief Election Officer

*Original Signed by Kevin Dicken*

Deputy Chief Administrative Officer

**Required advance voting opportunities**

107(1) At least 2 advance voting opportunities must be held for an election by voting,

- (a) one on the tenth day before general voting day, and
- (b) the other on another date which the local government must establish by bylaw.

(2) As an exception to subsection (1) in relation to a municipality or electoral area with a population of 5 000 or less, the local government may, by bylaw, provide that the advance voting opportunity referred to in subsection (1) (b) is not to be held for the municipality or electoral area.

(3) Voting hours for the required advance voting opportunities must be from 8 a.m. to 8 p.m.

(4) As soon as practicable after the declaration of an election by voting, the chief election officer must designate voting places for the required advance voting opportunities.

(5) At least 6 days but not more than 30 days before a required advance voting opportunity, the chief election officer must give notice in accordance with section 50 [*public notice requirements*] of

- (a) the date, location of the voting places and voting hours for the voting opportunity, and
- (b) the documents that will be required in order for a person to register as an elector at the time of voting.

### Requirements for public notice

**94** (1) If this or another Act requires notice to be given or published in accordance with this section, the notice must be published

- (a) in accordance with section 94.1 or 94.2, as applicable, and
- (b) by posting the notice in the public notice posting places.

(2) If a matter is subject to 2 or more requirements for publication in accordance with this section, the notices may be combined so long as the requirements of all applicable provisions are met.

(3) A council may provide any additional notice respecting a matter that it considers appropriate, including by the internet or other electronic means.

### Default publication requirements

**94.1** (1) Unless a council has adopted a bylaw under section 94.2, and subject to subsection (3) of this section, a notice must be published

- (a) in a newspaper that is distributed at least weekly
  - (i) in the area affected by the subject matter of the notice, and
  - (ii) if the area affected is not in the municipality, also in the municipality, and

(b) unless this or another Act provides otherwise, once each week for 2 consecutive weeks.

(2) The obligation under subsection (1) may be met by publication of the notice in more than one newspaper, if this is in accordance with that subsection when the publications are considered together.

(3) If publication under subsection (1) is not practicable, the notice may be given in the areas by alternative means so long as the notice

- (a) is given within the same period as required for newspaper publication,
- (b) is given with the same frequency as required for newspaper publication, and
- (c) provides notice that the council considers is reasonably equivalent to that which would be provided by newspaper publication.

(4) As an exception, subsection 3 (b) does not apply in relation to an area if the alternative means is by individual distribution to the persons resident in the area.

# REPORT/RECOMMENDATION TO COUNCIL

**REPORT DATE:** February 19, 2025

**FILE:** 7380-01

**SUBMITTED BY:** Thomas Cameron, Fire Chief

**MEETING DATE:** February 24, 2025

**SUBJECT:** 2025 UBCM Community Emergency Preparedness Fund

---

**PURPOSE:**

The purpose of this report is to seek Council support for an application to the current intake of the 2025 UBCM Community Emergency Preparedness Fund (CEPF), Emergency Operations Centre (EOC) & Training for the supply of training and equipment for the District's EOC.

**RECOMMENDATION:**

Recommended Resolution:

THAT Council supports the District of Hope application to the 2025 UBCM Community Emergency Preparedness Fund for grant funding up to the amount of \$40,000 to improve the efficiency of the District of Hope EOC through the provision of training, equipment; and

FURTHER THAT Council commit the District of Hope to provide overall grant management.

**ANALYSIS:**

**A. Rationale:**

The intent of this funding stream is to support eligible applicants to build local capacity through the purchase of equipment and supplies required to maintain or improve an EOC and to enhance EOC operations through training and equipment. The equipment will be designated to the EOC and support business continuity within the District of Hope.

**B. Attachments:**

2025 CEPF EOC & Training Program and Application Guide.

**C. Strategic Plan Objectives:**

Emergency Management:

1.5 Pursue appropriate funding programs (UBCM/DMAF) to support emergency planning activities.

**D. Resources:**

The project will be managed internally. If required, the fee of \$850 to disconnect hydro from infrastructure will be covered by the District of Hope 2025 budget.

---

Prepared by:

*Original Signed by Thomas Cameron*  
Fire Chief

Approved for submission to Council:

*Original Signed by John Fortoloczky*  
Chief Administrative Officer

# Community Emergency Preparedness Fund

## Emergency Operations Centres Equipment and Training 2025 Program and Application Guide (Updated October 2024)

Applications will be accepted July 1, 2024 to February 28, 2025 using the [LGPS Online Application Tool](#)

### 1. Introduction

The [Community Emergency Preparedness Fund](#) (CEPF) is a suite of funding streams intended to support First Nations and local governments to better prepare for disasters and reduce risks from natural **hazards** in a changing climate. Funding is provided by the Province of BC and is administered by the Union of BC Municipalities (UBCM).

As of July 2024, the funding streams include:

- Disaster risk reduction-climate adaptation
- Emergency operations centres equipment and training
- Emergency support services equipment and training
- Indigenous cultural safety and cultural humility training
- Public notification and evacuation route planning
- Volunteer and composite fire departments equipment and training

Please refer to [Appendix 1](#) for definitions of terms used in this guide. All defined terms are in **bold** in the program guide.

### Background

An **Emergency Operations Centre (EOC)** is a designated facility established by an organization or jurisdiction to coordinate the overall organizational or jurisdictional response and support to an emergency response.

Under the *Emergency Program Act*, municipalities and regional districts are responsible for responding to emergencies in their area. In April 2017, the Ministry of Emergency Management and Climate Readiness (EMCR) entered into a 10-year service agreement with Indigenous Services Canada in order to be able to provide equivalent emergency management services to First Nations.

In November 2023, the *Emergency and Disaster Management Act* came into force, replacing the *Emergency Program Act*. The new Act and regulations govern how to manage an emergency or disaster in British Columbia. Until they are repealed, regulations made under the former *Emergency Program Act* remain in force.

### Emergency Operations Centres Equipment and Training Funding Stream

The intent of this funding stream is to support eligible applicants to build local capacity through the purchase of equipment and supplies required to maintain or improve an **EOC** and to enhance **EOC** capacity through training and exercises.

For the purpose of CEPF funding, **EOCs** must be located in a **First Nation owned building** or **publicly owned building** or an asset owned by the **primary applicant** or a **sub-applicant**.



## 2. Eligible Applicants

---

Updated October 2024. All First Nations (bands, Treaty First Nations, and Indigenous National Governments with authority for lands and resources) and local governments (municipalities and regional districts) in BC are eligible to apply.

Eligible applicants can submit one application per funding stream intake. This includes applying as a sub-applicant in a regional application.

For the purpose of CEPF funding, the following agencies are able to act as a **primary applicant**:

- An emergency management organization that is created by a regional district service establishing bylaw and approved by the Province of BC may act as the **primary applicant** on behalf of eligible applicants that participate in the established emergency management service. When acting as a **primary applicant** on behalf of eligible applicants, the regional emergency management organization may submit more than one application per funding stream intake provided that each eligible First Nation or local government that is included as a **sub-applicant** is only funded once per intake.
- An Indigenous governing body with authority for emergency management may act as the **primary applicant** on behalf of eligible First Nations. The Indigenous governing body may submit more than one application per funding stream intake provided that each eligible First Nation that is included as a **sub-applicant** is only funded once per intake.

Emergency management organizations created by a regional district and Indigenous governing bodies that are interested in submitting an application to act as the **primary applicant** must contact UBCM in advance of submitting an application and will be required to provide appropriate documentation related to membership, authority, and area of service.

## 3. Grant Maximum

---

The Emergency Operations Centres Equipment and Training funding stream can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$40,000.00.

Eligible applicants that can demonstrate geographical constraints (e.g., significant distance and/or barriers, such as mountain ranges, between reserves or communities) and a clear case for **EOCs** in each reserve or community may be eligible to exceed the funding maximum. For more information, please contact UBCM in advance of submitting an application.

The Evaluation Committee may recommend that an application be approved in part, based on available funding and the merit of the proposed project.

To ensure transparency and accountability in the expenditure of public funds, all other contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the funding. This includes any other grant funding and any revenue that is generated from activities that are funded by the CEPF.

The Indigenous Engagement Requirements Funding Program provides funding for the implementation of the Indigenous Engagement Requirements within the *Emergency and Disaster Management Act*. For more information visit the Province of BC's [website](#) or contact: [EMCR.IERFunding@gov.bc.ca](mailto:EMCR.IERFunding@gov.bc.ca).

## 4. Eligible Projects

---

To qualify for funding, proposed activities must support eligible applicants to build local capacity through the purchase of equipment and supplies required to maintain or improve an **EOC** and to enhance **EOC** capacity through training and exercises.

In addition, to qualify for funding, projects must be:

- A new or subsequent phase of a project (retroactive funding is not available).
- Capable of completion by the applicant within one year from the date of grant approval.
- Where applicable, eligible for required approvals, authorizations, and permits.
- In alignment with the Emergency Operations Centre Operational Guidelines.

### Regional Projects

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible, collaborative projects. In this case, the maximum funding available would be based on the number of eligible applicants included in the application. It is expected that regional projects will demonstrate cost-efficiencies in the total grant request.

The **primary applicant** submitting the application for a regional project is required to submit a resolution as outlined in [Section 7](#) of this guide. Each **sub-applicant** is required to submit a resolution that clearly states their approval for the **primary applicant** to apply for, receive, and manage the grant funding on their behalf.

## 5. Requirements for Funding

---

As part of both the development of the application package and the delivery of the **approved project**, local governments are encouraged to proactively engage with local First Nations and Indigenous organizations, such as Friendship Centres and Métis Chartered Communities. Engagement by local governments both locally and regionally can help build relationships with First Nations, benefit both communities, and enhance reconciliation. More information on engagement best practices is available [here](#).

As part of the Approval Agreement, approved applicants must agree to the following requirements for funding:

- Activities must comply with all applicable privacy legislation under the *Freedom of Information and Protection of Privacy Act* in relation to the collection, use, or disclosure of personal information while conducting funded activities. Personal information is any recorded information about an identifiable individual other than their business contact information. This includes information that can be used to identify an individual through association or inference.
- Where applicable, the Qualified Professionals that manage the proposed project must be subject matter experts and any professional activities must be developed and signed by a qualified professional as per the *Professional Governance Act*.

## 6. Eligible and Ineligible Costs and Activities

---

### Eligible Costs and Activities

Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Table 1 identifies activities that are eligible for funding. Other activities that support the intent of the program may be considered for funding. Eligible activities must be cost-effective.

**Table 1: Activities Eligible for Funding**

**1. Purchase of supplies and purchase and installation of equipment**

*For the purpose of CEPF funding, EOCs must be located in a **First Nation owned building or publicly owned building** or an asset owned by the **primary applicant** or a **sub-applicant**.*

- Purchase of supplies required to maintain or improve **EOCs** (e.g., Section materials, basic furniture and appliances, 72-hour supply of food and water for staff, first aid kits, personal protective equipment).
- Purchase and installation of on-site equipment required to maintain or improve **EOCs** (e.g., information technology (software), communication systems (radio towers, antennas, radios for **EOC** use), generators, wall monitors, portable air conditioners and air scrubbers).
- Purchase and installation of off-site equipment required for communications and external data collection specific to the function of the **EOC** (e.g., drones, radio towers, antennas, satellite phones, radios, rapid damage assessment kits).
- Updated October 2024. Purchase and installation of tsunami sirens that will be owned and operated by the primary applicant and/or sub-applicants.
- Purchase of trailers for the purpose of transportation, storage, and mobile **EOCs**.
- Minor renovations (e.g., wiring, cabling, installation of shelving) and training in order to support installation and use of eligible equipment.

**2. Training and exercises**

*For all virtual courses, eligible costs include: course fee, required course materials, and travel (including accommodations and per diems) only if required for internet connection or access to necessary technology. For all in-person courses, eligible costs include: course fee, required course materials, and travel (including accommodations and per diems).*

*If approved applicants attend training through the Provincial Emergency Management Training Program only travel costs (including accommodations and per diems) will be eligible for funding.*

*Qualified trainers are required to be used and approved applicants are encouraged to identify local providers for training. The following list includes examples of commonly used course names.*

- EOC Courses
  - Introduction to EOCs (e.g., EMRG-1300)
  - EOC Essentials (e.g., EMRG-1320)
  - EOC Operations (e.g., EMRG-1330)
  - EOC Planning (e.g., EMRG-1331)
  - EOC Logistics (e.g., EMRG-1332)
  - EOC Finances (e.g., EMRG-1333)
  - Information Officer (e.g., EMRG-1334)
  - EOC Applied Training (e.g., EMRG-1350)

- Emergency Management Courses
  - Intro to Emergency Management in Canada (e.g., EMRG-1100)
  - HRVA (e.g., EMRG-1121)
  - Planning for Community Disaster Recovery (e.g., EMRG-1132)
  - Radio Communications Station Management (e.g., EMRG-1133)
  - Community Evacuations (e.g., EMRG-1136)
  - Introduction to Exercise Design (e.g., EMRG-1150)
  - Introduction to Business Continuity Management (e.g., EMRG-1170)
  - Incident Command Systems Levels 100-400

- Critical Incident Stress Management

<p>Courses</p> <ul style="list-style-type: none"> <li>○ Introduction to CISM (e.g., CISM 1000)</li> <li>○ CISM Stress Debriefing (e.g., CISM 1015)</li> </ul>	<ul style="list-style-type: none"> <li>○ Building and Participating on a CISM Team (e.g., CISM 1040)</li> </ul>
<ul style="list-style-type: none"> <li>• Indigenous Cultural Safety and Cultural Humility Training, in alignment with the <a href="#">CEPF funding stream</a></li> <li>• OCAP® Training</li> <li>• Conflict Resolution Training</li> <li>• Mental Health Resiliency Training</li> <li>• WHMIS Training</li> </ul>	
<ul style="list-style-type: none"> <li>• Exercises that support increasing <b>EOC</b> capacity (e.g., tabletop walkthroughs of <b>EOC</b> roles and responsibilities, mock earthquake/fire/flood emergencies to practice activating an <b>EOC</b> and directing emergency response).</li> </ul>	

**Additional Eligible Costs and Activities**

The following expenditures are also eligible provided they relate directly to the eligible activities identified in Table 1:

- Incremental applicant staff and administration costs (e.g., creating a new position or adding new responsibilities to an existing position). Eligible expenses include wages/salary, mandatory employment related costs as required by federal or provincial law, and other employment related costs as required by the approved applicant.
- Consultant/contractor costs. Please note: if you intend to hire a qualified professional to support proposed activities, professional consultant rates will only be considered for activities that represent respective professions. For other activities (e.g., planning events) consultant rates are expected to be commensurate with the type of activity being undertaken.
- Identification/incorporation of community and cultural values. This includes seeking advice from Indigenous Knowledge Holders and other experts (e.g., health authorities, First Nations Health Authority), and the community (e.g., equity-denied populations, Indigenous organizations such as Friendship Centres and Métis Chartered Communities, Indigenous Nations, local governments, and emergency response organizations).
- Honoraria for cultural leaders, Elders, Indigenous knowledge keepers, and/or cultural keepers. Note: these honoraria should reflect the role of Indigenous Peoples as subject matter experts and be equitable to consultant rates.
- Costs related to local cultural protocols (e.g., gifts, cultural ceremonies).
- Honoraria for equity-denied populations or service organizations that support equity-denied populations.
- Translation costs and the development of culturally appropriate education, awareness, or engagement materials.
- Presentations to Band Council, Treaty First Nation government, local government Council or Board, or community organizations, etc.
- Where applicable, costs related to required approvals, authorizations, and permits.
- Public information costs (e.g., workshops, printed materials) that align with the intent of the funding stream and provide benefit to the community at large.

## Ineligible Costs and Activities

Any activity that is not outlined in [Table 1](#) or is not directly connected to activities approved in the application is not eligible for grant funding. This includes:

- Routine or ongoing operating costs or activities (e.g., heating, cooling, and lighting; security; software or service subscriptions; or membership fees).
- Routine or ongoing planning costs or planning activities that are not incremental to the project.
- Regular salaries and/or benefits of **primary applicant** or **sub-applicant(s)** staff or partners.
- Duplication of recently developed information, maps, or imagery (e.g., LiDAR that is currently available through the [Open LiDAR Data Portal](#)) provided the information remains accurate.
- Project-related fees payable to the **primary applicant** or **sub-applicant(s)** (e.g., permit fees).
- Costs related to individual or household preparedness, including the purchase of emergency supplies (e.g., first aid kits, evacuation supplies).
- Development of curriculum for Kindergarten to Grade 12 education.
- Major capital improvements or major renovations to existing facilities and/or construction of new, permanent facilities.
- Purchase of promotional items, door/raffle prizes, give-away items, and/or gifts for community members (except costs related to local cultural protocols).
- Use of an **EOC** during an emergency.
- Training provided and paid by the [Provincial Emergency Management Training Program](#) (excluding travel costs).
- Purchase of vehicles.
- Emergency preparedness marketing campaigns.
- Development or update of Emergency Management Plans and/or emergency response plans.
- Conferences.

## 7. Application Requirements and Process

---

The [LGPS Online Application Tool](#) is required to be used. Refer to [Appendix 2](#) for full information.

### Application Deadline

The application deadline is February 28, 2025. Applicants will be advised of the status of their applications within 90 days of the application deadline.

### Required Application Contents

As of July 1, 2024 applicants will have the option to submit a Band Council, Treaty First Nation, or local government resolution **OR** a letter of support from the Band Manager, CAO or CFO for applications that are from a single applicant and request less than \$50,000 in funding.

All regional applications, or applications requesting more than \$50,000 in funding, will require resolutions to be submitted.

EMCR and GeoBC respect the First Nations principles of OCAP®. Any product, data, or information which may include Indigenous knowledge may be submitted at the discretion of the applicant.

All applicants are required to complete the LGPS Online Application Form and submit an electronic copy of the following:

- Completed Application Worksheet with all required attachments.

- Band Council, Treaty First Nation, or local government resolution **OR** a letter of support from the Band Manager, CAO or CFO for applications that are from a single applicant and request less than \$50,000 in funding. Resolutions and letters need to indicate support for the current proposed activities and willingness to provide overall grant management. All regional applications, or applications requesting more than \$50,000 in funding, will require resolutions to be submitted.
- Detailed budget that indicates the proposed expenditures from CEPF and aligns with the proposed activities outlined in the Application Worksheet. Although additional funding or support is not required, any other grant funding or **in-kind contributions** must be identified. Applicants are encouraged to use the [LGPS Budget and Financial Summary Tool](#).
- For regional projects only:
  - Band Council, Treaty First Nation, or local government resolution from the **primary applicant**, indicating support for the current proposed activities and willingness to provide overall grant management; and,
  - Band Council, Treaty First Nation, or local government resolution from each **sub-applicant** that clearly states their approval for the **primary applicant** to apply for, receive, and manage the grant funding on their behalf. Resolutions from **sub-applicants** must include this language.

## Submission of Applications

Applications are required to be submitted in two steps prior to the application deadline:

1. [LGPS Online Application Form](#): This online form must be completed for all applications to LGPS funding programs and includes questions that are common to all grant applications. When the LGPS Online Application Form is submitted, the applicant will receive an email confirmation including the file number that has been assigned to the application, and a copy of the Application Worksheet that must be completed as part of Step 2.
2. Application Worksheet: This worksheet contains questions that are specific to the funding stream and must be submitted by email to UBCM with all other required attachments.

Refer to [Appendix 2](#) for the information that will be required to be submitted during each step, including all application questions.

Worksheets and required attachments should be submitted as Word, Excel or PDF files. Total file size for email attachments cannot exceed 20 MB.

All materials should be submitted to Local Government Program Services, Union of BC Municipalities by email: [cepf@ubcm.ca](mailto:cepf@ubcm.ca).

## Review of Applications

UBCM will perform a preliminary review of applications to ensure the required application contents have been submitted and to ensure that basic eligibility criteria have been met. Only complete application packages will be reviewed.

As required, the Evaluation Committee will assess and score all eligible applications. Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding.

Higher application review scores will be given to projects that:

- Align with the intent of the Emergency Operations Centres Equipment and Training funding stream to increase **EOC** capacity.
- Demonstrate evidence of engagement with First Nations and/or Indigenous organizations in advance of submitting the application and as part of the proposed project (e.g., collaborative planning tables; incorporating First Nation values and perspectives in proposed activities; existing

outreach, plans, engagement reports or processes; including First Nation engagement costs in the budget; completion of Indigenous Cultural Safety and Cultural Humility Training).

- Effectively engage with neighbouring jurisdictions, and other impacted or affected parties (equity-denied populations, organizations that participate in the **EOC** program) as appropriate to the project. Rural and remote communities may want to consider engaging with regional districts and/or health authorities, and First Nation applicants may want to consider engaging with the First Nations' Emergency Services Society or the First Nations Health Authority.
- Contribute to a comprehensive, cooperative and regional approach to **EOCs**.
- Are cost-effective.

As required, the Evaluation Committee may consider the provincial, regional, and urban/rural distribution of proposed projects, and previous CEPF funding. Recommendations will be made on a priority basis. All funding decisions will be made by UBCM.

UBCM may share all applications with the Province of BC and the First Nations' Emergency Services Society.

## **8. Grant Management and Applicant Responsibilities**

---

Grants are awarded to approved applicants only. The approved applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Approved applicants are responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

### **Notice of Funding Decision and Payments**

All applicants will receive written notice of funding decisions. Approved applicants will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded.

The Approval Agreement is required to be signed and returned to UBCM within 30 days.

Grants are paid at the completion of the project and only when the final report requirements have been met.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

### **Progress Payments**

To request a progress payment, approved applicants are required to submit the [Interim Report Form](#). The form will require the following information:

- Description of activities completed to date.
- Description of funds expended to date (applicants are encouraged to use the LGPS Budget and Financial Summary Tool).
- Written rationale for receiving a progress payment.

### **Changes to Approved Projects (Amendment Requests)**

Approved grants are specific to the project as identified in the approved application, and grant funds are not transferable to other projects. Generally speaking, this means funds cannot be transferred to an activity that was not included in the approved application or to a new or expanded location.

Approval from UBCM and/or the Evaluation Committee will be required for any variation from the

**approved project.** Depending on the complexity of the proposed amendment, requests may take up to 90 days to review.

To propose changes to an **approved project**, applicants are required to submit the [Interim Report Form](#). If UBCM determines the amendment is eligible for consideration, applicants will be required to submit:

- An amended application package, including updated, Application Worksheet, detailed budget (applicants are encouraged to use the LGPS Budget and Financial Summary Tool), required attachments, and an updated resolution/letter of support.
- For regional projects only, evidence of support from **sub-applicant(s)** for proposed amendments will be required.
- Written rationale for proposed changes to activities and/or expenditures.

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

### **Extensions to Project End Date**

All approved activities are required to be completed within the time frame identified in the approval agreement and all extensions beyond this date must be requested in writing and be approved by UBCM.

The [Interim Report Form](#) will be required to be submitted for all extension requests over six months. Extensions will not exceed one year from the date of the original final report deadline.

### **Recognition of Funding and Funders**

Approved applicants should contact UBCM for more information on recognizing funding and for information on the appropriate use of logos. Please contact [lgps@ubcm.ca](mailto:lgps@ubcm.ca) or (604) 270-8226 ext. 220. Guidelines on using the BC logo, including downloadable files, are available [here](#).

## **9. Final Report Requirements and Process**

---

All funded activities must be completed within one year of notification of funding approval and the final report is due within 30 days of project completion.

EMCR and GeoBC respect the First Nations principles of OCAP®. Any product, data, or information which may include Indigenous knowledge may be submitted at the discretion of the applicant.

### **Final Reports**

Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form with all required attachments.
- Detailed financial summary that indicates the actual expenditures from CEPF and other sources (if applicable) and that aligns with the actual activities outlined in the Final Report Form. Applicants are encouraged to use the new [LGPS Budget and Financial Summary Tool](#).
- Examples of materials that were produced with grant funding.
- Photos of funded activities and/or completed projects.
- Links to media directly related to the funded project.

### **Submission of Reports**

Reports should be submitted as Word, Excel, or PDF files. Total file size for email attachments cannot exceed 20 MB.

All reports should be submitted to Local Government Program Services, Union of BC Municipalities



by e-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca).

### **Review of Final Reports**

UBCM will review all final reports to ensure the required report contents have been submitted.

UBCM may share all report materials with the Province of BC and the First Nations' Emergency Services Society
--

### **10. Additional Information**

---

Union of BC Municipalities

E-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca)

Phone: 604-270-8226 ext. 220

## Appendix 1: Definitions

---

Please refer to [CEPF Definitions](#) for defined terms used throughout the CEPF program and application materials.

The following definitions apply to the Emergency Operations Centres Equipment and Training funding stream:

**Approved project:** Activities included in the approved application and costs included in the approved budget.

**Cultural safety:** Indigenous cultural safety is the process of making spaces, services, and organizations safer and more equitable for Indigenous people by considering current and historical colonial impact and seeking to eliminate structural racism and discrimination ([BC Centre for Disease Control](#)).

**Emergency Operations Centres (EOC):** Designated facility established by an organization or jurisdiction to coordinate the overall organizational or jurisdictional response and support to an emergency response ([Emergency Operations Centre Operational Guidelines](#)).

For the purpose of CEPF funding, EOCs must be located in a First Nation owned building or publicly owned building, or an asset owned by the primary applicant or a sub-applicant.

**First Nations owned buildings:** Buildings owned by a Treaty First Nation (as defined by the *Interpretation Act*) or buildings owned by a First Nation band.

**Hazard:** A process, phenomenon or human activity that may cause loss of life, injury or other health impacts, property damage, social and economic disruption or environmental degradation ([Sendai Framework for Disaster Risk Reduction](#)).

**In-kind contributions:** The use of resources of approved primary applicant or sub-applicant(s) for the development or implementation of the approved project. For example, the use of meeting rooms owned by the approved primary applicant or sub-applicant(s) can be an in-kind contribution.

**Primary applicant:** Eligible applicant that is the primary contact for the application and that is responsible for project oversight, grant management and all reporting requirements.

**Publicly owned buildings:** Buildings owned by a local government or public institution (such as health authority or school district).

**Sub-applicant(s):** in the case of regional projects, the sub-applicants are eligible applicants that are included in an approved application.

## **Appendix 2: LGPS Online Application Tool**

---

As outlined in [Section 7](#), applications are required to be submitted in two steps **prior to the application deadline**:

1. [LGPS Online Application Form](#): This online form must be completed for all applications to LGPS funding programs and includes questions that are common to all grant applications. When the LGPS Online Application Form is submitted, the applicant will receive an email confirmation including the file number that has been assigned to the application, and a copy of the Application Worksheet that must be completed as part of Step 2.
2. Application Worksheet: This worksheet contains questions that are specific to the funding stream and must be submitted by email to UBCM with all other required attachments.

### **STEP ONE: LGPS Online Application Form**

The following questions are required to be answered on the LGPS Online Application Form:

1. Name of the intake of the funding program that you want to apply for (select from menu).
2. Name of Primary Applicant (select from menu). Please note: if the name of your organization is not included in the menu, contact UBCM in order to determine eligibility and next steps.
3. Primary and secondary contact information: full name, position, email, phone.
4. Primary applicant mailing address.
5. For regional projects only: name of sub-applicant(s) and rationale for regional project.
6. Project title.
7. Proposed start and end date.
8. Estimated total project budget.
9. Estimated total grant request.
10. Other funding amount and source.
11. Project summary (provide a brief summary, no more than 500 characters).
12. Progress to date. Provide an update on the status of previously approved projects if previously funded under same funding program/funding stream.
13. Certification that the information is complete and accurate.
14. Name and email of person submitting application.

When the LGPS Online Application Form is submitted, the applicant will receive an email confirmation including the file number that has been assigned to the application, and a copy of the Application Worksheet that must be completed as part of Step 2.

### **STEP TWO: Application Worksheet and Required Attachments**

#### **Application Worksheet**

The following questions will be required to be answered on the Application Worksheet:

1. Primary Applicant full name (First Nation or local government).
2. File Number (this can be found on the confirmation email you will receive after the LGPS Online Application Form is submitted).

3. Location of Proposed Activities. For the purpose of CEPF funding, EOCs must be located in First Nations owned building or publicly owned building or an asset owned by the primary applicant or sub-applicant.
4. Proposed Activities. Description of the proposed specific activities that will be undertaken. Refer to Section 6 of the *Program and Application Guide* for eligibility:
  - a) Purchase of equipment and supplies, including installation of and training for eligible equipment.
  - b) Training. Where possible, list specific courses.
  - c) Exercises, including tabletop exercise and mock EOC activations.
5. Alignment with Funding Stream. Description of how activities will align with the intent of the funding stream to build local capacity through the purchase of equipment and supplies required to maintain or improve an EOC and to enhance EOC capacity through training and exercises.
6. Engagement with First Nations and/or Indigenous organizations:
  - a) Which First Nations and/or Indigenous organizations were proactively engaged as part of the development of this application?
  - b) Which First Nations and/or Indigenous organizations will participate in the proposed activities and what specific role will they play?
  - c) Please indicate the extent to which staff and/or elected officials have undertaken Indigenous Cultural Safety and Cultural Humility Training.

*If applicable, evidence of support for the proposed activities from First Nations and/or Indigenous organizations has been submitted with this application. This could be in the form of a letter, email, or other correspondence.*

7. Engagement with Neighbouring Jurisdictions and Affected Parties. Description of any neighbours and/or partners (e.g., equity-denied populations, organizations that participate in the EOC program, etc.) you will engage with as appropriate to the project.

Rural and remote communities may want to consider engaging with regional districts and/or health authorities, and First Nation applicants may want to consider engaging with the First Nations' Emergency Services Society or the First Nations Health Authority.

*If applicable, evidence of support for the proposed activities from First Nations and/or Indigenous organizations has been submitted with this application. This could be in the form of a letter, email, or other correspondence.*

8. Comprehensive, cooperative, regional approach and benefits. Description of how your project will contribute to a comprehensive, cooperative, and regional approach to EOC and any regional benefits.
9. Additional Information. Any other information you think may help support your submission.

## Required Attachments

The following separate attachments are required to be submitted with the completed Application Worksheet:

- Band Council, Treaty First Nation, or local government resolution **OR** a letter of support from the Band Manager, CAO or CFO for applications that are from a single applicant and request less than \$50,000 in funding. Resolutions and letters need to indicate support for the current proposed activities and willingness to provide overall grant management. All regional applications, or applications requesting more than \$50,000 in funding, will require resolutions to be submitted.
- Detailed budget that indicates the proposed expenditures from CEPF and aligns with the

proposed activities outlined in the Application Worksheet. Although additional funding or support is not required, any other grant funding or in-kind contributions must be identified. Applicants are encouraged to use the [LGPS Budget and Financial Summary Tool](#).

- For regional projects only:
  - Band Council, Treaty First Nation, or local government resolution from the primary applicant, indicating support for the current proposed activities and willingness to provide overall grant management; and,
  - Band Council, Treaty First Nation, or local government resolution from each sub-applicant that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf. Resolutions from sub-applicants must include this language.

# REPORT/RECOMMENDATION TO COUNCIL

**REPORT DATE:** February 19, 2025

**FILE:** 6480-20  
2025 OCP Update

**SUBMITTED BY:** Julie Mundy, Planner III

**MEETING DATE:** February 24, 2025

**SUBJECT:** Official Community Plan and Zoning Bylaw Update – Engagement

---

**PURPOSE:**

To provide Council with an update on the planned engagement for the Official Community Plan and Zoning Bylaw update project.

**RECOMMENDATION:**

THAT Council receive, for information, the staff report outlining the engagement plan for the District of Hope Official Community Plan and Zoning Bylaw update project.

**BACKGROUND:**

Staff provided an introductory report on the Official Community Plan (OCP) and Zoning Bylaw update project on January 13, 2025. This report outlined the project scope and general work plan. Since then, staff have had a project initiation meeting with the project consultant Stantec and have endorsed a communication and engagement plan.

The engagement activities outlined in this report are intended to support the OCP update.

**ANALYSIS:**

The purpose of engagement during the development of an OCP is to:

- gain insight into the needs and preferences of the community,
- strengthen relationships, and
- build buy-in for future decision-making through the creation of policy that reflects the wishes and desires of the community.

There are also requirements under *Local Government Act* s. 475 & 476 requiring local government to provide one or more opportunities for consultation with persons, organizations, and authorities that will be affected by the development of the plan.

Local governments must consider whether the opportunities should be early and ongoing and specifically consider whether consultation is required with the following groups:

- Adjacent regional districts
- First Nations

- School districts and improvement districts
- Provincial and federal governments and their agencies

When considering whether consultation should be early and ongoing, the District of Hope has discretion in determining what this looks like. The words early and ongoing are not defined in the *Local Government Act* but may include:

- Early – opportunity for interested parties to identify concerns before a plan has been substantially developed
- Ongoing – opportunity for consultation at multiple points during the planning process

### Target Consultation Audiences

Audience	Engagement Activity
General Public <ul style="list-style-type: none"> <li>- Residents &amp; Landowners</li> </ul>	<ul style="list-style-type: none"> <li>- Website</li> <li>- Social Media Updates</li> <li>- Survey</li> <li>- Open House/Pop-up events</li> <li>- Meetings/workshops as requested</li> </ul>
Specific Audiences <ul style="list-style-type: none"> <li>- Business Community</li> <li>- Recreation Users</li> <li>- Community Services</li> </ul>	<ul style="list-style-type: none"> <li>- Same as the general public</li> <li>- Invitation to an OCP advisory group</li> </ul>
First Nation Communities <ul style="list-style-type: none"> <li>- Chawathil First Nation</li> <li>- Yale First Nation</li> <li>- Union Bar First Nation</li> </ul>	<ul style="list-style-type: none"> <li>- Early referral letter</li> <li>- Follow-up contact (phone, email)</li> <li>- Meetings/workshops as requested</li> <li>- Invitation to an OCP advisory group</li> <li>- Referral copy of the draft plan</li> </ul>
School District & Fraser Health <ul style="list-style-type: none"> <li>- School District 78</li> <li>- Fraser Health Authority</li> </ul>	<ul style="list-style-type: none"> <li>- Early referral letter</li> <li>- Follow-up contact (phone, email)</li> <li>- Meetings/workshops as requested</li> <li>- Referral copy of the draft plan</li> </ul>
Government Agencies <ul style="list-style-type: none"> <li>- Ministry of Transportation &amp; Transit</li> <li>- Agricultural Land Commission</li> <li>- Fraser Valley Regional District</li> </ul>	<ul style="list-style-type: none"> <li>- Meetings/workshops as requested</li> <li>- Referral copy of the draft plan</li> </ul>

The timing and extent of consultation with each identified group will depend on their level of interest and the impact of the plan on those interests. The engagement approach for each group will be determined collaboratively and may vary between groups.

### Upcoming Engagement Events

A number of public engagement events are planned for the beginning of March including public open houses, pop-up events, and interest-holder meetings. The open houses will be a drop-in format where the public can browse display boards, provide input, and chat with the project team. The pop-up events will be more informal events at local businesses where the public can learn more about the upcoming OCP and Zoning Bylaw updates.

Scheduled open houses are:

- Open House at Hope Townhall March 4, 6 – 8 pm
- Open House at Hope Recreation Centre March 5, 9 – 11 am

Scheduled pop-up events include:

- Pop-up at Blue Moose Coffee House March 4, 10 – 11:30 am
  - Additional pop-ups TBD
- Additional details will be announced on the District of Hope website and Facebook.

Information about the OCP and Zoning Bylaw update can be found on the project page <https://hope.ca/p/ocp-zb>. Staff reports and what we heard summaries will be posted to the website as they are available.

An in-depth Council workshop is also scheduled for Monday, March 3, to discuss the project and to seek input on the overall direction and priorities for the future of Hope.

### **Next steps**

Staff and the Stantec project team will undertake the first round of public engagement and provide summary documents on what we heard.

### **Budget Implications**

The OCP and Zoning Bylaw update is a priority project for 2025. Sufficient funds have been allocated to complete this work.

### **Attachments**

- Notice of Open House – OCP and Zoning Bylaw Update

---

Reviewed by:

Approved for submission to Council:

*Original Signed by Robin Beukens*  
Director of Community Development

*Original Signed by Kevin Dicken*  
Deputy Chief Administrative Officer



# OFFICIAL COMMUNITY PLAN AND ZONING BYLAW UPDATE

## NOTICE OF OPEN HOUSE

The District of Hope is updating the Official Community Plan (OCP) and Zoning Bylaw (ZBL) to guide the community's future growth and development. These updates will incorporate the findings of the District's updated Housing Needs Report to ensure the identified 20-year housing need is accommodated.

Throughout the entire project, we want to hear from you!

Your vision and priorities will provide direction on how to update the OCP and ZBL in ways that resonate with you and help the community achieve shared goals. Join us at one of the engagement sessions to learn more and share your thoughts.

Both sessions will be held in a drop-in format with display boards and opportunities to ask questions directly to the District and Project Team.

### PROJECT TIMELINE

1. Project Start-Up and Background Research
2. Community Engagement Round 1  
**March 2025**
3. Draft the Bylaws
4. Community Engagement Round 2  
**Summer 2025**
5. Revise and Finalize the Bylaws
6. Council Adoption Process  
**Nov - Dec 2025**

### TUESDAY MARCH 4

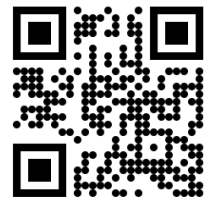
**Hope Townhall 6–8pm**  
*325 Wallace St*

### WEDNESDAY MARCH 5

**Rec Centre Lobby 9–11am**  
*1005 6 Ave*



LEARN MORE AND SHARE YOUR FEEDBACK AT  
[HOPE.CA/P/OCp-ZB](https://hope.ca/p/ocp-zb)





# DISTRICT OF HOPE

## BYLAW NO. 1596

*A Bylaw to amend the District of Hope Zoning Bylaw No. 1324, 2012*

---

WHEREAS pursuant to Section 479 of the *Local Government Act*, a local government may adopt a Zoning Bylaw;

AND WHEREAS the Council of the District of Hope deems it appropriate to amend Zoning Bylaw 1324, 2012 for a text amendment;

NOW THEREFORE the Council of the District of Hope, in open meeting assembled, enacts as follows:

### CITATION

1. This Bylaw may be cited for all purposes as the “***District of Hope Zoning Amendment Bylaw No. 1596, 2024***”.

### ENACTMENT

2. That the following be added under Light/Service Industrial (I-2) Zone Part 12.2.2.2 Permitted Accessory Uses:

d) *A dwelling unit.*

3. That the following be removed from Light/Service Industrial (I-2) Zone Part 12.2.2.2 Permitted Accessory Uses:

d) *One family residence.*

4. That the following be added under Light/Service Industrial (I-2) Zone Part 12.2.3 Conditions of Use:

.5 A maximum of 1 *dwelling unit* is permitted on a *parcel*.

.6 The following are permitted as a *dwelling unit* in this zone:

a) *a one family residence.*

b) *a dwelling unit* contained within the principal building.

5. That the following be removed from Light/Service Industrial (I-2) Zone Part 12.2.3 Conditions of Use and the list be renumbered accordingly:

.5 There shall be not more than 1 *one family residence* on a *parcel*.

Read a first and second time this 13<sup>th</sup> day of January, 2025.

Advertised in the Hope Standard Newspaper on the 24<sup>th</sup> and 31<sup>st</sup> days of January, 2025.

Public Hearing was held this 10<sup>th</sup> day of February, 2025.

Read a third time this 10<sup>th</sup> day of February, 2025.

Ministry of Transportation & Infrastructure approval this 19<sup>th</sup> day of February, 2025.

Adopted this XX day of

---

**Mayor**

---

**Director of Corporate Services**

DRAFT

# REPORT/RECOMMENDATION TO COUNCIL

**REPORT DATE:** February 13, 2025

**FILE:** LDP 22/24 - DVP

**SUBMITTED BY:** Christian Parr, Planner II

**MEETING DATE:** February 24, 2025

**SUBJECT:** Development Variance Permit Application at 509 Corbett Street

---

**PURPOSE:**

To obtain Council authorization to proceed with public notification for a Development Variance Permit (DVP) for 509 Corbett Street.

**RECOMMENDATION:**

THAT Council directs staff to proceed with notification for a Development Variance Permit for the following *Zoning Bylaw* variances for 509 Corbett Street:

- Part 6.12.1 to allow off-street parking spaces to be accessed directly from a highway or street.  
Part 6.16.1 allow off-street parking space along the front and rear lot lines to be within 1 m of the lot line.
- Part 12.2.5 (Setbacks) to reduce the minimum exterior lot line setback from 4.5 m to 3.0 m.
- Part 12.2.5 (Setbacks) to reduce the minimum rear lot line setback for a portion of the proposed light industrial building from 3.0 m to 1.8 m.

**BACKGROUND**

<b>Owner:</b>	El Nino Holdings Ltd
<b>Agent:</b>	Steve Ryder
<b>Civic Address:</b>	509 Corbett Street
<b>PID Number:</b>	010-094-784
<b>OCP Designation:</b>	Light Industry
<b>DPA:</b>	Form and Character - Rail Corridor
<b>Zoning:</b>	Light / Service Industrial (I-2)

## **ANALYSIS:**

### **Proposal**

The applicant is proposing to establish a 419.9 m<sup>2</sup> (4,520 ft<sup>2</sup>) light industrial building at 509 Corbett Street. The building is to be used for storage of ambulances, equipment and trucks for the medical and safety services company. The proposed building will consist of two 750 ft<sup>2</sup> and 4 600 ft<sup>2</sup> vehicle storage bays as well as 620 ft<sup>2</sup> office on the main floor and a 124.1 m<sup>2</sup> (1,336 ft<sup>2</sup>) apartment and 100.1 m<sup>2</sup> (1,077.5 ft<sup>2</sup>) office and storage area on the second floor.

To facilitate the proposed development, the applicant has requested the following Zoning Bylaw variances to:

- allow off-street parking spaces to be accessed directly from a highway or street.
- allow off-street parking space along the front and rear lot lines to be within 1 m of the front and exterior lot line.
- reduce the minimum exterior lot line setback from 4.5 m to 3.0 m.
- reduce the minimum rear lot line setback for a from 3.0 m to 1.8 m.

The applicant has noted that traffic to and from the site will be about 5-10 vehicles a week. Staff park their personal vehicles on site before departing from the site in work trucks which are stored in the vehicle bays.

### **Rationale**

Staff support the variance request based on the following rationale:

- While the right-of-way for Corbett Street is 20 m wide, the actual constructed roadway is much narrower which will minimize the already small impact on traffic caused by having the vehicles from the subject property access Corbett Street directly.
- The reduced exterior lot line of 3.0 m still provides clear sightlines from the property onto 5<sup>th</sup> Avenue as well as ample space for vehicles exiting the bays to remain on the property until the road is safe to turn onto.

## Official Community Plan

The requested variances are supported by and consistent with the following OCP objectives, guidelines and policies:

- Policy 4.3.2 – Encourage the redevelopment of brownfield sites.

Brownfield sites can require flexibility on certain land use regulations, such as setbacks, to make redevelopment viable. In the case of 509 Corbett Street, the lot is relatively small for an I-2 zoned lot so maximizing the developable space on the lot, while ensuring future and existing land uses are not negatively impact, is key to the parcel's redevelopment.

## Notification

All property owners within 30 metres of the property will be notified of the requested variance in accordance with District of Hope *Application Procedures & Public Hearing/Information Meeting Procedural Bylaw No. 13/93*.

## Other Requirements

If Council approves the variance, the applicant must receive approval for a Minor Development Permit for form and character and a building permit before beginning construction.

## Budget Implications

None. The applicant has paid the required fees.

## Attachments:

- Location Map
- Site plan

---

Reviewed by:

Approved for submission to Council:

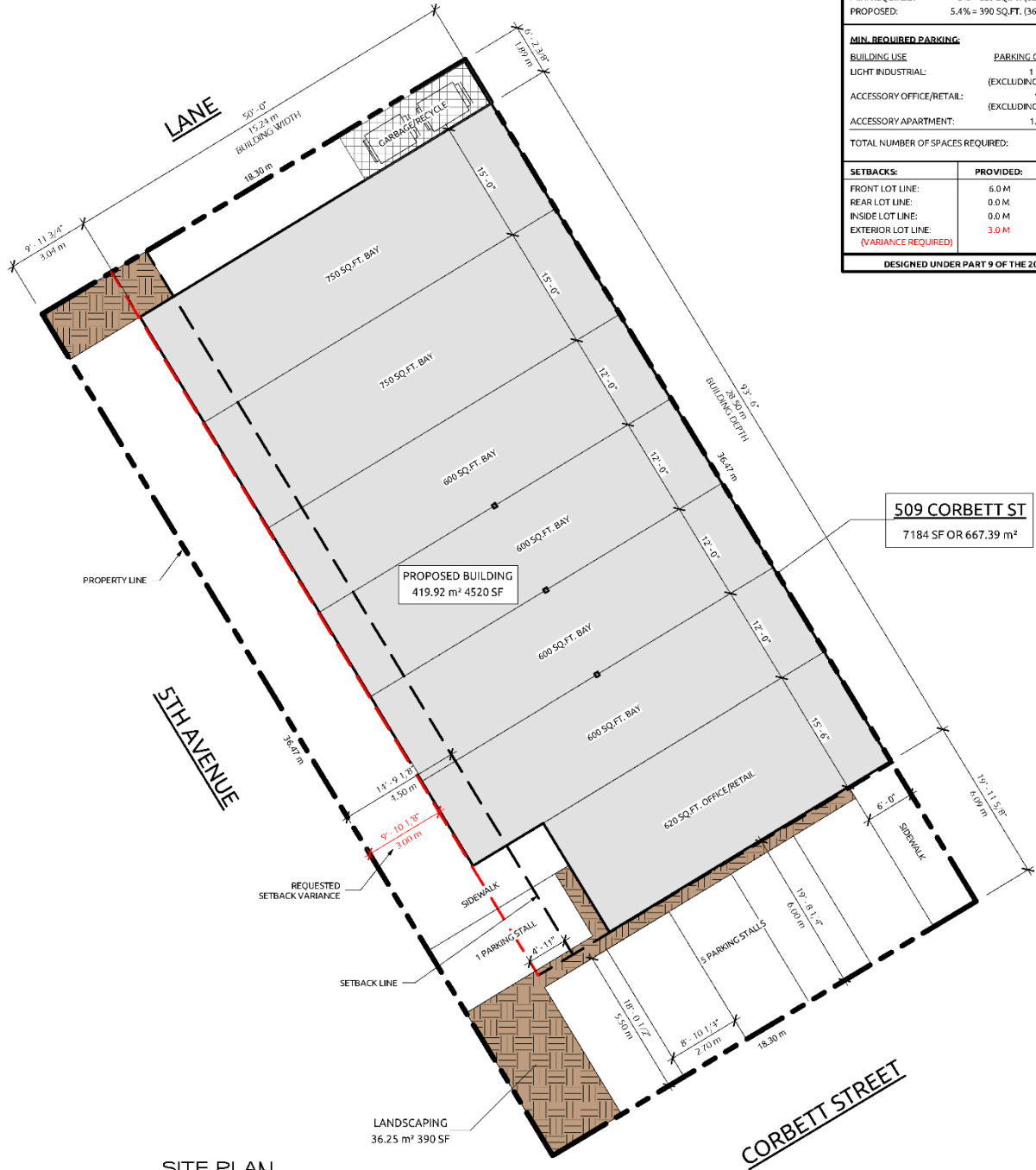
*Original Signed by Robin Beukens*  
Director of Community Development

*Original Signed by John Fortoloczky*  
Chief Administrative Officer

### Location Map



# Site Plan



SITE COVERAGE:		BUILD.
MAX. ALLOWABLE:	N/A	MAX.
PROPOSED:	4,520 SQ.FT. (420 SQ.M)	PROP.
<b>LANDSCAPING:</b>		
MIN. REQUIRED:	5% = 359 SQ.FT. (33 SQ.M)	
PROPOSED:	5.4% = 390 SQ.FT. (36 SQ.M)	

MIN. REQUIRED PARKING:	
<b>BUILDING USE</b>	<b>PARKING CALC.</b>
LIGHT INDUSTRIAL:	1 PER 100M2 (EXCLUDING STORAGE)
ACCESSORY OFFICE/RETAIL:	1 PER 40M2 (EXCLUDING STORAGE)
ACCESSORY APARTMENT:	1.2 PER UNIT

TOTAL NUMBER OF SPACES REQUIRED:		
SETBACKS:	PROVIDED:	MINIMUM:
FRONT LOT LINE:	6.0 M	6.0 M
REAR LOT LINE:	0.0 M	0.0 M
INSIDE LOT LINE:	0.0 M	0.0 M
EXTERIOR LOT LINE:	3.0 M	4.5 M
(VARIANCE REQUIRED)		

DESIGNED UNDER PART 9 OF THE 2024 BC BUILDING

**509 CORBETT ST**  
7184 SF OR 667.39 m²

**SITE PLAN**  
1/8" = 1'-0"



# REPORT/RECOMMENDATION TO COUNCIL

**REPORT DATE:** February 18, 2025

**FILE:** LDP 03/25- DVP/DP

**SUBMITTED BY:** Christian Parr, Planner II

**MEETING DATE:** February 24, 2025

**SUBJECT:** Development Variance Permit, Form and Character Development Permit, and Flood & Erosion Hazard Development Permit Applications at 63010 Flood Hope Road

---

## **PURPOSE:**

To obtain Council approval for the following applications for 63010 Flood Hope Road:

- Development Variance Permit (DVP) for rear and interior lot setback variances and parking reductions.
- Form and Character Development Permit for a light industrial building.
- Flood and Erosion Hazard Development Permit.

## **RECOMMENDATION:**

THAT Council considers approving a Development Variance Permit for the following *Zoning Bylaw* variances for 63010 Flood Hope Road:

- Part 6.19.7 to reduce the minimum number of required off-street parking spaces from 40 spaces to 34 spaces.
- Part 12.2.5.1 to reduce the minimum west interior lot line setback from 3.0 m to 1.2 m.
- Part 12.2.5.1 to reduce the minimum rear lot line setbacks from 6.0 m to 1.2 m.

FURTHER THAT a Rail and Highway Corridor Form and Character Development Permit be approved to construct a 2,404.3 m<sup>2</sup> 10-unit tilt-up light industrial building on the property known as 63010 Flood Hope Road; and

FURTHER THAT the Director of Community Development be authorized to approve minor changes to the Downtown Hope Revitalization Form and Character Development Permit; and

FURTHER THAT a Flood and Erosion Hazards Development Permit be approved for the construction of a light industrial building subject to the District of Hope receiving a satisfactory report from a qualified professional that meets the Development Permit Area conditions; and

FURTHER THAT the Director of Community Development be authorized to endorse the Flood and Erosion Hazard Development Permit and required covenant documents.

## **BACKGROUND**

<b>Owner:</b>	Kerr Properties
<b>Agent:</b>	Nick Meyer, King Hoe
<b>Civic Address:</b>	63010 Flood Hope Road
<b>PID Number:</b>	004-307-542
<b>OCP Designation:</b>	Light and Service Industrial
<b>DPA:</b>	Rail and Highway Corridor and Flood and Erosion Hazard
<b>Zoning:</b>	Light / Service Industrial (I-2)
<b>Lot Area:</b>	4,115.6 m <sup>2</sup> (1.0 acres).

## **ANALYSIS:**

### **Development Variance Permit**

#### **Proposal**

The applicant is proposing to establish a 2,404.3 m<sup>2</sup> 10-unit tilt-up light industrial building at 63010 Flood Hope Road. The units will vary in size from 29.7 m<sup>2</sup> (320 ft<sup>2</sup>) to 318.2 m<sup>2</sup> (3,425 ft<sup>2</sup>) with 8 of the units having a mezzanine.

To facilitate the proposed development, the applicant has requested the following Zoning Bylaw variances to reduce the minimum:

- 1) Number of off-street parking spaces provided from 40 to 34.
- 2) Rear lot line setback from 3.0 m to 1.2 m.
- 3) West interior lot line setback from 3.0 m to 1.2 m.

#### **Rationale**

Staff support the variance request based on the following rationale:

- 1) The proposed development has provided 10 loading zones, one for each unit, along with 34 parking spaces. This effectively mitigates the reduction in parking as it gives each unit an additional parking area as loading zones tend to be used infrequently and on a more scheduled basis.

- 2) The rear and west interior lot lines of the subject property abuts the rear sides of two garage style storage buildings on the My Garage site at 62890 Flood Hope Road. As no building access is available from these portions of these buildings, permitting a reduction in the minimum setbacks will not negatively impact land uses or future development potential on the neighbouring parcel.
- 3) The subject property is narrower at the rear of the parcel which reduces the capacity of the parcel to provide an access lane, parking, landscaping and loading areas while also providing developable space. By reducing the minimum west interior and rear lot line setbacks, the developable area of the lot increases with minimal impact on the existing My Garage site.

### **Notification**

Notices were sent to Property owners within 100 metres of the property on February 13, 2025, in accordance with District of Hope *Application Procedures & Public Hearing/Information Meeting Procedural Bylaw No. 13/93* and based on discussion at the February 10, 2025, Council meeting.

### **Official Community Plan**

The OCP designation for the property is Light and Service Industrial. This designation allows for the proposed industrial building provided it can be constructed in a way that adheres to the development permit area requirements.

### **Form and Character Development Permit**

As the property is within the Rail and Highway Corridor Form and Character Development Permit Area (DPA), Council approval of a form and character Development Permit is required.

The objective of the DPA is to provide an attractive range of tourist commercial and other retail services within a commercial setting. Nearby industrial developments should complement this commercial corridor setting through landscaping and screening.

As previously noted, the proposed light industrial building will be a concrete tilt up structure with a variety of unit sizes.

The building gradually becomes smaller as you go from the north end of the property to the south end to account for the angled east interior lot line. In addition, the units are alternating darker and lighter shades of grey, giving the building a more interesting visual design.

Larger swaths of similar materials and colour are also broken up by windows on the second floor and canopies, doors and windows on the lower floor. The proposed garage

doors are a different colour than the concrete around them further breaking up the façade into uniform sections.

The steel canopies provide shelter for patrons as well as delineate the building entrances.

Landscaping on the site provides a buffer from the property line to the parallel parking along the east property line as well as a visual enhancement along the front lot line.

The proposed development meets the following DPA guidelines:

- 1) The siting and massing of buildings should be varied to avoid a monotonous appearance.
- 2) A safe access route for pedestrians and cyclists should be provided for each development, where possible.
- 3) The use of natural colours for buildings is encouraged.
- 4) All garbage, recycling, outdoor storage of equipment, and utility areas must be screened from Old Hope Princeton Way, Flood Hope Road, and surrounding residential areas.
- 5) Landscaping is required to provide visual variety and soften the impact of parking areas or other predominantly hard surfaces. Preference should be given to native plant materials. The extensive use of trees and shrubs to provide a “Green” appearance is encouraged. The use of river rock is also encouraged as a landscape element. All areas not used for buildings, surface parking or outdoor storage must be landscaped.

The development permit will expire two years after issuance.

### **Flood and Erosion Development Permit**

The property is mapped as being within the Silverhope Creek floodplain. The owners have retained the services of a professional to review the site and determine safe building requirements. Once a report satisfactory to the District of Hope has been obtained, the property owner will be required to place a save harmless covenant on the property title that acknowledges potential flood risk and any identified mitigation.

The development permit will expire two years after issuance.

### **Budget Implications**

None. The applicant has paid the required fees.

**Attachments:**

- Location Map
- Site plan
- Building Elevations
- Renderings

---

Reviewed by:

Approved for submission to Council:

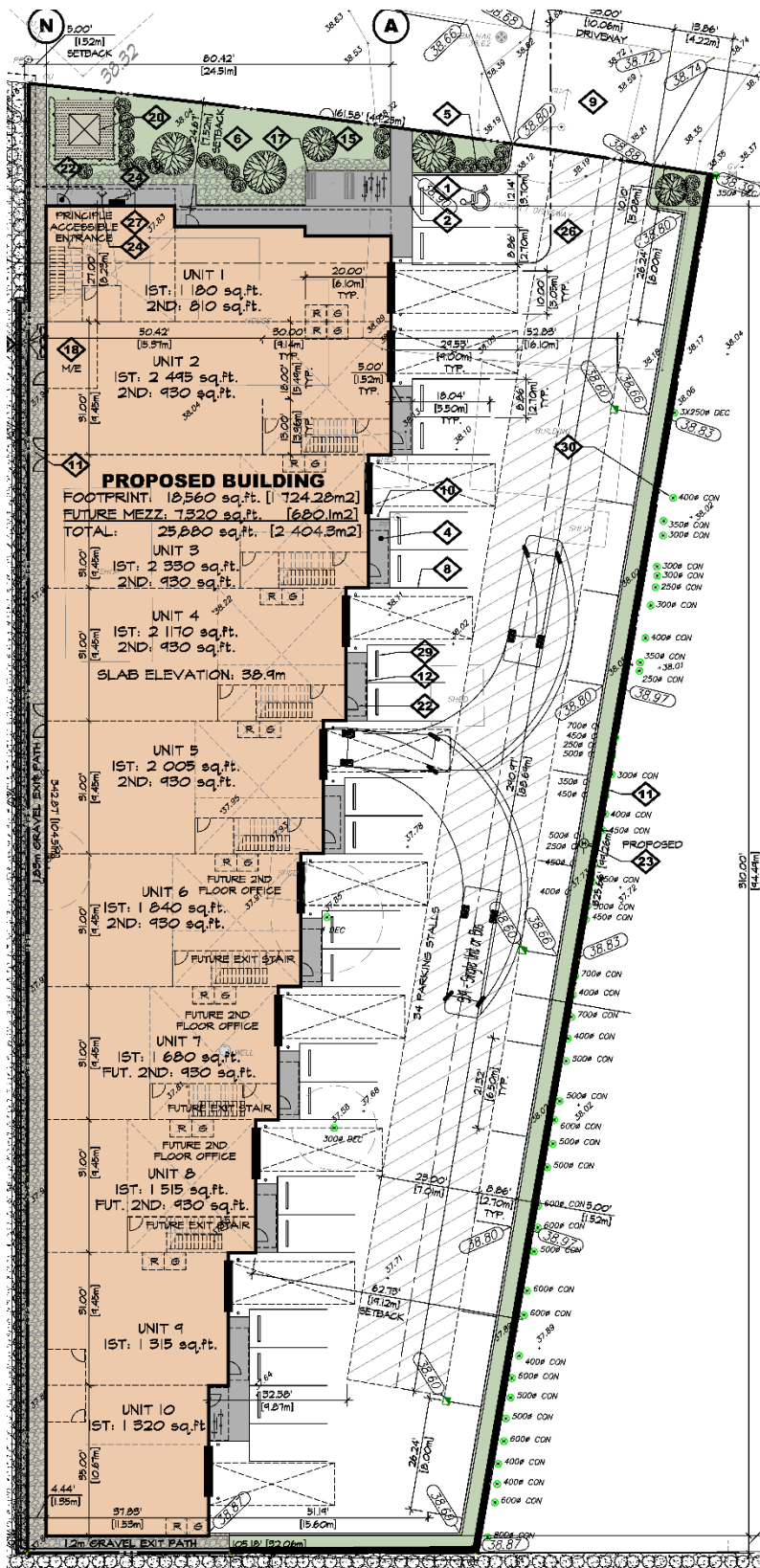
*Original Signed by Robin Beukens*  
Director of Community Development

*Original Signed by Kevin Dicken*  
Deputy Chief Administrative Officer

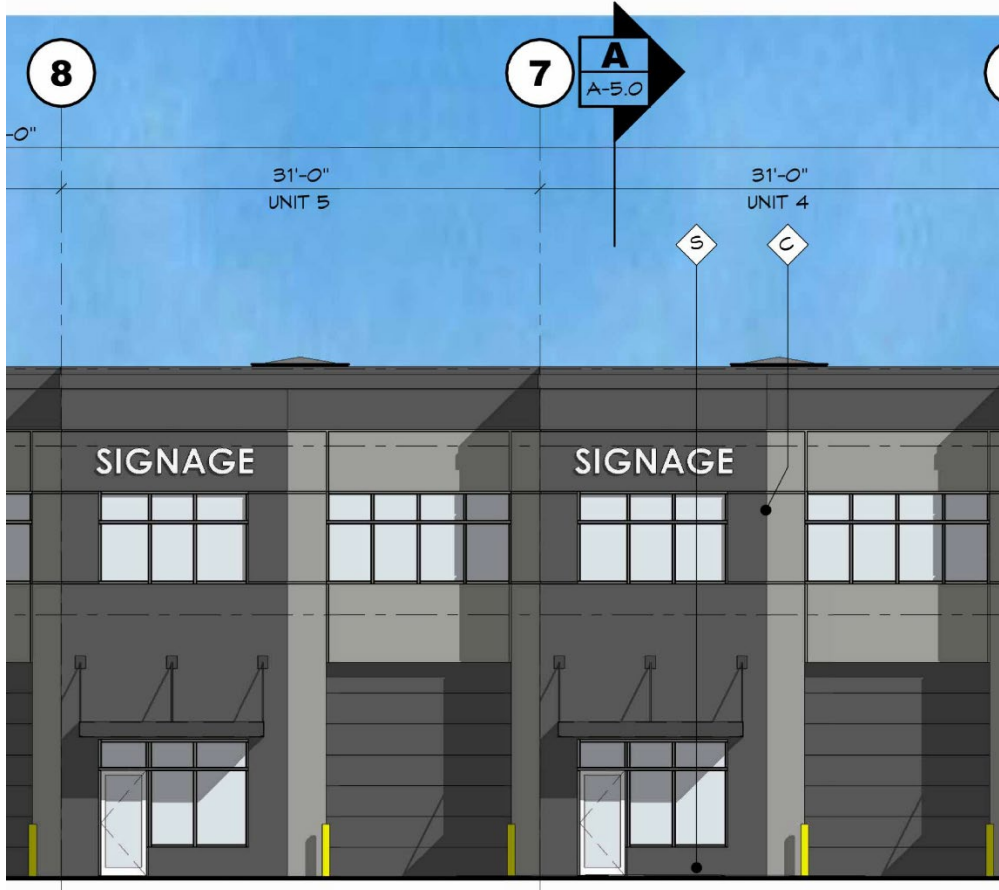
Location Map



# Site Plan



# Elevation Plans





# Renderings



E VIEW LOOKING SOUTH



# REPORT/RECOMMENDATION TO COUNCIL

**REPORT DATE:** February 18, 2025

**FILE:** LDP 04/25- DVP/DP

**SUBMITTED BY:** Christian Parr, Planner II

**MEETING DATE:** February 24, 2025

**SUBJECT:** Development Variance Permit and Form and Character Development Permit Application at 711 Water Avenue

---

## **PURPOSE:**

To obtain Council approval for the following applications for a mixed-used building at 711 Water Avenue:

- Development Variance Permit (DVP) to reduce the number of required off-street loading zones and reduce the minimum setback from a lot line for a parking space.
- Downtown Hope Revitalization Form and Character Development Permit.

## **RECOMMENDATION:**

THAT Council approves a Development Variance Permit for the following *Zoning Bylaw* variances for a 3-storey mixed use building at 711 Water Avenue:

- Part 6.11.1 to reduce the minimum number of off-street loading spaces provided from 1 to 0.
- Part 6.16.1 a) to reduce the minimum off-street parking or loading space lot line setback from 1.0 m to 0.0 m.

FURTHER THAT a Downtown Hope Revitalization Form and Character Development Permit be approved to construct a 3-storey mixed-use building with commercial office space and parkade on the ground floor and 8 apartment units on the top two floors for the property known as 711 Water Avenue; and

FURTHER THAT the Director of Community Development be authorized to approve minor changes to the Downtown Hope Revitalization Form and Character Development Permit.

## **BACKGROUND**

<b>Owner/Agent:</b>	Kellton Contracting Ltd
<b>Civic Address:</b>	711 Water Avenue
<b>PID Number:</b>	031-326-480
<b>OCP Designation:</b>	Downtown
<b>DPA:</b>	Downtown Revitalization
<b>Zoning:</b>	Downtown Commercial (CBD)
<b>Lot Area:</b>	1,339.9 m <sup>2</sup> (14,423 ft <sup>2</sup> )

## **ANALYSIS:**

### **Proposal**

The applicant is proposing to establish a 3-storey mixed-use residential and commercial office building at 711 Water Avenue. The proposed building will feature 291.6 m<sup>2</sup> (3,139 ft<sup>2</sup>) commercial space and a 16 space parkade on the ground floor with the top two floors consisting of four 140.6 m<sup>2</sup> (1,513 ft<sup>2</sup>) and four 144.3 m<sup>2</sup> (1,553 ft<sup>2</sup>) apartment units for a total of eight units.

### **Development Variance Permit**

To facilitate the proposed development, the applicant has requested the following Zoning Bylaw variances to reduce the:

- number of required off-street loading zones from 1 to 0.
- minimum setback from a lot line for a parking space from 1.0 m to 0.0 m

### **Rationale**

Staff support the variance request based on the following rationale:

- 1) The reduced parking setbacks will be along the lane and the corner of the lane and Park Street, which will result in minimal visual impact.
- 2) The location of the accessible parking at the corner of Park Street and the lane facilitates building accessibility by providing easier access to the sidewalk. If the full 1 m setback was applied, this space would have reduced access to the sidewalk and the accessibility of the commercial businesses would be negatively impacted.

- 3) As loading zones are temporary and scheduled uses and the proposed development's commercial activities will be relatively small-scale in nature, staff anticipates minimal impact because of exempting the development from providing an off-street loading zone.

### **Official Community Plan**

The requested variances are supported by and consistent with the following OCP objectives, guidelines and policies:

- Policy 3.1.1 – support Downtown Hope as the primary retail, office and commercial service area in the District and Policy 3.2.2 – encourage mixed-use development along Wallace Street, Water Avenue and 6<sup>th</sup> Avenue in Downtown Hope.

Supporting Zoning Bylaw variances is one way the District can encourage new mixed-use development within the downtown core.

### **Notification**

Notices were sent to Property owners within 30 metres of the property on February 13, 2025, in accordance with District of Hope *Application Procedures & Public Hearing/Information Meeting Procedural Bylaw No. 13/93*.

### **Downtown Hope Form and Character Development Permit**

As the property is within the Downtown Hope Form and Character Development Permit Area (DPA), Council approval of a form and character Development Permit is required.

The objectives of the DPA are to:

- Enhance Wallace Street as the primary gateway to Downtown Hope.
- Strengthen Downtown Hope as an attractive, well-designed service centre for residents and visitors alike.
- Encourage a broad range of commercial retail, commercial office, service commercial uses, and cultural uses that support a vibrant and pedestrian friendly atmosphere; and
- Encourage multi-family uses within walking distance of commercial uses or above ground level commercial businesses.

A previously noted, the proposed mixed-use building features commercial office space on the ground floor with two floors of residential units above.

The ground level features concrete flat panel walls, large windows and glass doors to highlight the commercial space and steel canopies which provide cover to the pedestrian entrances into the building. Black metal flashing provides both architectural detail and a clear delineation between the commercial space on the ground level and the residential space above.

The second and third floors are setback slightly from the first floor and feature a mix of horizontal siding and flat paneling as well as painted columns adding architectural detail to the residential portion of the building.

The proposed development meets the following guidelines of the DPA:

- 1) The siting of buildings at or close to the front property line is encouraged.
- 2) Buildings and building entrances must be oriented toward the street frontage.
- 3) The use of natural colours for buildings is encouraged.
- 4) Sloping rooflines that complement the surrounding mountains are required. Flat roofs are to be avoided unless a front parapet is provided.
- 5) All garbage, recycling, outdoor storage of equipment and utility areas must be screened. Lane access to these areas will be required, where available.
- 6) Ground level commercial retail, service or office uses are encouraged with closely spaced entrances, picture windows and attention to detailing of fenestration and other storefront elements.
- 7) Multi-family uses are encouraged above ground level commercial uses or as freestanding low rise apartment sites within easy walking distance of Wallace Street and amenities such as Memorial Park. In mixed-use developments, commercial entrances must be separated from residential entrances.
- 8) The facades of multi-family buildings must be articulated to indicate individual units in order to avoid a large, monolithic appearance.

The development permit will expire two years from the date of issuance.

### **Other Requirements**

If Council approves the variance and the development permit, a building permit must be issued before beginning construction.

**Budget Implications**

None. The applicant has paid the required fees.

**Attachments:**

- Location Map
- Site plan
- Elevations
- Rendering

---

Reviewed by:

Approved for submission to Council:

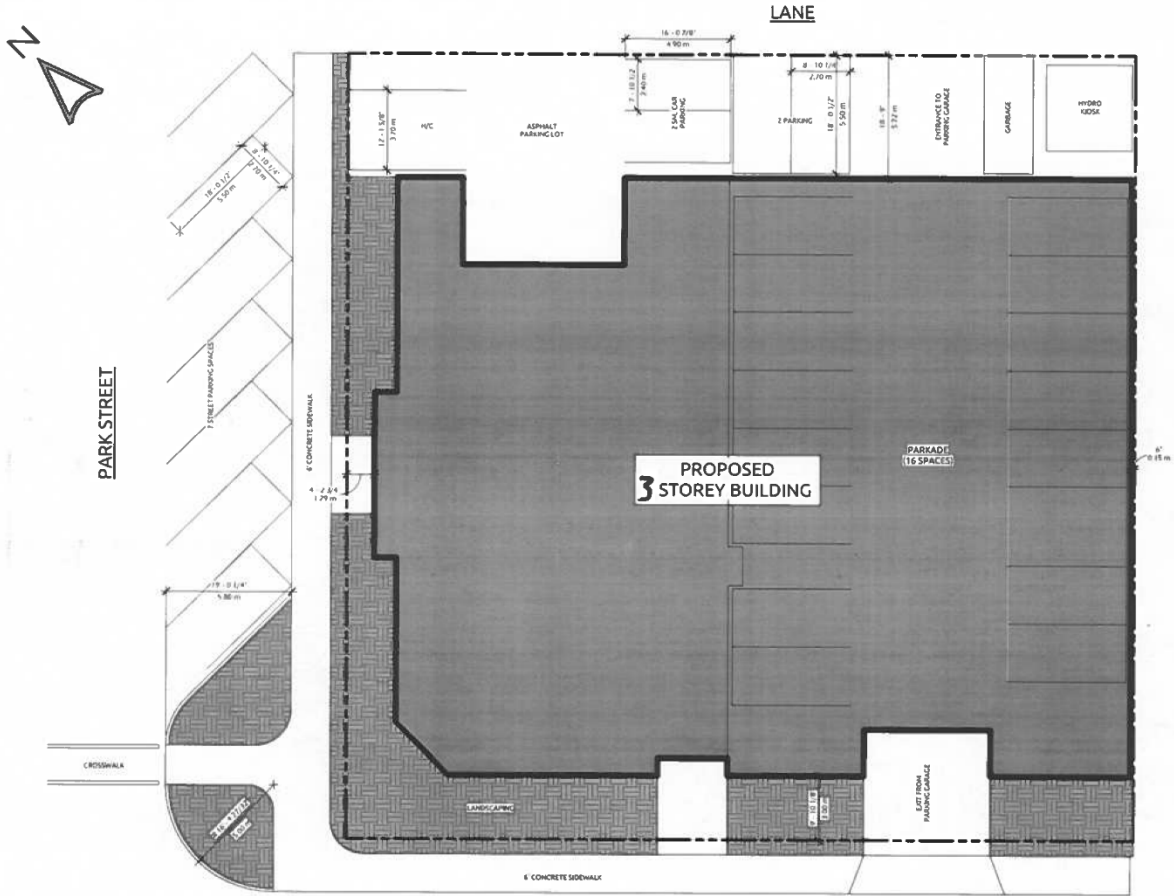
*Original Signed by Robin Beukens*  
Director of Community Development

*Original Signed by Kevin Dicken*  
Deputy Chief Administrative Officer

# Location Map



# Site Plan



SITE PLAN  
1/8" = 1'-0"

WATER AVENUE



# Elevations



SPATI	
BUILDING FACE	377.33 SQ FT
LENGTH DIST	14.33 FT
MAX. J.P.D.	100.32%
PROP. U.P.D.	23.22%

S	
BUILDING FACE	377.33 SQ FT
LENGTH DIST	14.33 FT
MAX. J.P.D.	100.32%
PROP. U.P.D.	23.22%



SPJ	
BUILDING FACE	377.33 SQ FT
LENGTH DIST	14.33 FT
MAX. J.P.D.	100.32%
PROP. U.P.D.	23.22%

SPATI	
BUILDING FACE	377.33 SQ FT
LENGTH DIST	14.33 FT
MAX. J.P.D.	100.32%
PROP. U.P.D.	23.22%

WEST ELEVATION

Rendering



1. Information Bulletin dated February 6, 2025 from the Ministry of Attorney General re: More sheriffs will safeguard court visitors.
2. News Release dated February 6, 2025 from the Ministry of Attorney General and BC First Nations Justice Council re: B.C., First Nations Justice Council open 6 more Indigenous justice centres.
3. News Release dated February 6, 2025 from the Ministry of Energy and Climate Solutions re: New legislation will accelerate B.C. renewable energy projects.
4. News Release dated February 12, 2025 from the Ministry of Emergency Management and Climate Readiness re: Funding support culturally safe emergency responses for Indigenous Peoples.
5. Information Bulletin dated February 13, 2025 from the Ministry of Emergency Management and Climate Readiness re: Financial assistance coming for people affected by October floods.
6. Information Bulletin dated February 14, 2025 from the Ministry of Water, Land and Resource Stewardship re: Targeted actions prevent spread of chronic wasting disease in urban deer.
7. News Release dated February 14, 2025 from the Ministry of Labour re: 2025 minimum wage increases confirmed.
8. News Release dated February 18, 2025 from the Office of the Premier re: Made-in-B.C.: Throne speech focuses on economic security in face of Trump tariffs.
9. News Release dated February 18, 2025 from Fraser Health re: Fraser Health welcomes Interim President and CEO.

**DISTRICT OF HOPE**  
**A/P Cheque Listing**  
**January 1-31, 2025**

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
031658	02/01/2025	FORTOLOCZKY John	Jan/25 Phone	Jan/25 use of personal phone-CAO	\$56.00	\$56.00
031659	02/01/2025	UNIVERSITY OF VICTORIA	Jan-Apr/25 Tuit	Jan-Apr/25 Tuition V01069039-MORGAN B	\$669.64	\$669.64
031660	02/01/2025	RECEIVER GENERAL R.C.M.P.	7006673.	2024/2025 Annual Severance	\$16,145.27	\$16,145.27
031661	02/01/2025	RECEIVER GENERAL R.C.M.P.	7006747.	FY 2024/2025 GT ongoing payment	\$16,076.59	\$16,076.59
031662	02/01/2025	RECEIVER GENERAL R.C.M.P.	7006933.	Jul-Sep/24 RCMP services	\$679,679.00	\$679,679.00
Dec/24Telus Lan	02/01/2025	TELUS	December 2024	Dec/24 Telus land line services	\$1,974.18	\$1,974.18
PP#26/24RP0001	07/01/2025	RECEIVER GENERAL FOR CANADA	PP#26-2024	PP#26 December 9-22 2024	\$4,050.81	\$4,050.81
PP#26/24RP002	07/01/2025	RECEIVER GENERAL FOR CANADA	PP#26-2024	PP#26 December 9-22 2024	\$35,805.37	\$35,805.37
Jan/25MC Pymt	14/01/2025	MASTERCARD - COLLABRIA	Jan/25 MC Pymt	Jan/25 MC payment	\$17,644.98	\$17,644.98
Jan/25WCB4thQ	16/01/2025	WORKSAFE BC	2024 4th Quartr	Worksafe-2024 4th quarter remittance	\$31,794.61	\$31,794.61
031663	22/01/2025	CAMPBELL George	FireSmart Event	FireSmart-Panel Mem.Honorarium-CAMPBELL	\$500.00	\$500.00
031664	22/01/2025	WILSON Doug	FireSmart Event	FireSmart-Panel Mem.Honor-WILSON Doug	\$500.00	\$500.00
Jan/25 MC 0863	22/01/2025	MASTERCARD - COLLABRIA	Jan/25 MC topup	Jan/25 mastercard top up payment	\$20,000.00	\$20,000.00
Jan/25PitneyWrk	22/01/2025	PITNEY WORKS	January 2025	January 7/25 postage meter fill	\$997.50	\$997.50
Jan/25Shaw0584	22/01/2025	SHAW CABLESYSTEMS GP	Jan/25-0584	Jan/25 Shaw-0584 1225 Nelson internet	\$89.60	\$89.60
Jan/25Shaw0613	22/01/2025	SHAW CABLESYSTEMS GP	Jan/25-0613	Jan/25 Shaw-0613 internet/cable service	\$160.72	\$160.72
Jan/25Shaw0663	22/01/2025	SHAW CABLESYSTEMS GP	Jan/25-0663	Jan/25 Shaw-0663 Internet & cable servic	\$233.52	\$233.52
Jan/25Shaw2710	22/01/2025	SHAW CABLESYSTEMS GP	Jan/25-2710	Jan/25 Shaw-2710 Internet & cable servic	\$210.00	\$210.00
PP#1/25MPP251	22/01/2025	MUNICIPAL PENSION PLAN	PP#1-2025-251	PP#1 December 23-January 5 2025	\$22,501.98	\$22,501.98
PP#1/25MPP5025	22/01/2025	MUNICIPAL PENSION PLAN	PP#1-202550251	PP#1 December 23-January 5 2025	\$4,891.82	\$4,891.82
PP#1/25RP0001	22/01/2025	RECEIVER GENERAL FOR CANADA	PP#1-2025	PP#1 December 23-January 5 2025	\$2,198.53	\$2,198.53
PP#1/25RP0002	22/01/2025	RECEIVER GENERAL FOR CANADA	PP#1-2025	PP#1 December 23-January 5 2025	\$48,852.77	\$48,852.77
2024 Sch.Tx.Rt	24/01/2025	MINISTRY OF FINANCE-PROPERTY TAX BRANCH	2024 Sch.Tx Rem	2024 School Tx.Rmt-remaining bal.due	\$228,935.88	\$228,935.88
Dec/24 Bell Mob	24/01/2025	BELL MOBILITY INC.	December 2024	Dec/24 Bell mobility services	\$2,369.96	\$2,369.96
Dec/24BC Hydro	24/01/2025	BC HYDRO	400004023551	Dec/24 BC Hydro Services	\$35,128.65	\$35,128.65
Dec/24FortisBC	24/01/2025	FORTIS BC-NATURAL GAS	December 2024	Dec/24 Fortis BC services	\$4,485.19	\$4,485.19
Dec/24Shaw0584	24/01/2025	SHAW CABLESYSTEMS GP	Dec/24-0584	Dec/24 Shaw-0584 internet services	\$89.60	\$89.60
Dec/24Shaw0613	24/01/2025	SHAW CABLESYSTEMS GP	Dec/24-0613	Dec/24 Shaw-0613 internet & cable serv.	\$160.72	\$160.72
Dec/24Shaw0663	24/01/2025	SHAW CABLESYSTEMS GP	Dec/24-0663	Dec/24 Shaw-0663 internet & cable serv	\$233.52	\$233.52
Dec/24Shaw2710	24/01/2025	SHAW CABLESYSTEMS GP	Dec/24-2710	Dec/24 Shaw-2710 internet & cable serv	\$210.00	\$210.00
Dec/24TelusGov	24/01/2025	TELUS	Dec/24 Gov.List	Dec/24 Gov.List-Office/Fire/Bylaw	\$22.68	\$22.68
031742	29/01/2025	PETTY CASH	May-Dec/24 Expe	May-Dec/24 Office petty cash	\$78.15	\$78.15
031741	29/01/2025	PETTY CASH	Jan-Nov/24 expe	Jan-Nov/24 PW petty cash	\$98.55	\$98.55
031740	29/01/2025	MTS MAINTENANCE TRACKING SYSTEMS INC.	10678	cross connect program admin services	\$216.30	\$216.30
031739	29/01/2025	MORGAN James	Jan/24 Reimburs	acrylic name plates for staff	\$83.79	\$83.79
031738	29/01/2025	MORGAN Lane	2025 Safe.Allow	2025 Safety allow-MORGAN L	\$326.18	\$326.18
031737	29/01/2025	MUNICIPAL INSURANCE ASSOCIATION OF BC	L2025-198	2025 MIA Liability based on ass.populat	\$71,316.00	\$72,066.00
			CLA2500097	2025 MIA casual legal	\$750.00	
031736	29/01/2025	LIDSTONE & COMPANY	57873	Dec/24 service re:file#10111-118	\$2,429.51	\$2,429.51

**DISTRICT OF HOPE  
A/P Cheque Listing  
January 1-31, 2025**

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
031735	29/01/2025	MINISTRY OF TRANSPORTATION	7638	Oct-Dec/24 Coq.Hudson-cost share	\$546.63	\$546.63
031734	29/01/2025	MINISTER OF FINANCE	95587625	Dec/24 Purolator shipments	\$392.05	\$392.05
031733	29/01/2025	METAL SUPERMARKETS LANGLEY	1411174	hot rolled round/hot rolled flat bars	\$372.22	\$372.22
031732	29/01/2025	MECHANICAL ADVANTAGE INDUSTRIES LTD	1907	Well#8 call out-no water/repair/test	\$2,010.75	\$2,010.75
031731	29/01/2025	LORDCO AUTO PARTS	7100039584	universal (0SAF4057)	\$27.20	\$892.36
			7100039852	2025 cylinder lease	\$96.32	
			7100039937	Universal (0SAF4061)	\$56.38	
			7100041082	delco belt	\$62.71	
			7100041084	ratchet wrench/deep socket/reg.socket	\$90.69	
			7100041037	megnum steering stabilizer	\$70.56	
			7100041059	oil filter/wiper blades/pad kit disc brk	\$135.75	
			7100040523	utility v-belt wrapped	\$29.82	
			7100040586	delco belt	\$60.47	
			7100040847	dot log books x 20	\$262.46	
031730	29/01/2025	LEBOE Jason	2024 Safe.Allow	2024 safety-boots/jacket-LEBOE J	\$400.00	\$400.00
031729	29/01/2025	L. B. J. SERVICES LTD	INV/2024-2387	Dec/24 Janitorial contract services	\$4,977.00	\$4,977.00
031728	29/01/2025	KING III SALES INC.	24880	Neo angle shower & install	\$1,218.00	\$1,218.00
031727	29/01/2025	KHRONOS SECURITY SERVICES	3303	winter lockup service-washrooms	\$113.40	\$2,025.88
			3301	Jan/25 Temp. security fence	\$546.14	
			3302	Jan/25 monthly commercial patrol	\$1,366.34	
031726	29/01/2025	HOPE TOWING LTD.	207180	Nov & Dec/24 Heating cost for museum sto	\$921.61	\$921.61
031725	29/01/2025	HOPE STANDARD PUBLICATIONS LTD.	2025 PW Subscrp	2025 PW Hope Standard annual subscript'n	\$50.00	\$100.00
			2025 Office Sub	2025 Office-Hope Standard subscription	\$50.00	
031724	29/01/2025	HOPE READY MIX LIMITED	712252	2" drain rock-filled buckets	\$10.08	\$10,680.30
			102005	225.50MT winter sand & trucking	\$7,900.19	
			712253	36.6MT 3" clear	\$838.29	
			712254	39.62MT crusher dust	\$1,401.02	
			712255	36.59MT 3/4" road mulch	\$530.72	
031723	29/01/2025	HIGH VOLTAGE WELDING INC.	10599	fabricate hitch carrier for snow blower	\$2,172.19	\$2,172.19
031722	29/01/2025	HOPE BUSINESS AND DEVELOPMENT SOCIETY	2024-02	transportation of museum artifacts	\$2,562.50	\$87,927.50
			2025-01	Jan/25 museum storage reimbursement	\$1,365.00	
			2025-02	Jan-Mar/25 1stQ AdvHope/Visitor Centre	\$84,000.00	
031721	29/01/2025	GENTIS WATER COMPANY LTD.	24-3800	lamps (H750PN H30-Pair)	\$362.88	\$747.61
			25-3716	Lamps H750PN H30-pair	\$384.73	
031720	29/01/2025	GARDNER CHEVROLET PONTIAC BUICK GMC LTD	305186	cylinder	\$136.73	\$136.73
031719	29/01/2025	GASSER Grant A	Refund Pre-Auth	Refund Nov-Dec/24 pre-auth-GASSER G	\$400.00	\$400.00
031718	29/01/2025	GAUVIN Dan	Jan/25 reimburs	uniform-boots/shirt-GAUVIN D	\$234.86	\$234.86
031717	29/01/2025	FRASER VALLEY REGIONAL LIBRARY	PSINV-001410	Jan-Mar/25 1st Quarter member assessmnt	\$110,849.25	\$110,849.25
031716	29/01/2025	FRASER VALLEY FIRE PROTECTION LTD	0000300292	Art Gallery inspct-fire alarm/exting/lgt	\$222.55	\$2,416.69

**DISTRICT OF HOPE**  
**A/P Cheque Listing**  
**January 1-31, 2025**

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
			0000300290	Firehall#2 Fire exting.serv./replace/rep	\$348.14	
			0000300282	Firehall#1 extinguishers-service/repairs	\$209.95	
			0000300283	PCC Tom Berry-fire exting.serv./replace	\$220.41	
			0000300285	Visitor Centre-Fire exting.serv./replace	\$151.15	
			0000300286	Office-Fire exting.serv./repair/test/lgt	\$707.19	
			0000300287	PW-office/shop Fire exting.serv./repair	\$557.30	
031715	29/01/2025	FVBS HOPE RONA	57144	scott shop towels	\$11.41	\$31.32
			57153	batteries 9V (4pk)	\$19.91	
031714	29/01/2025	FVBS HOPE RONA	56797	craftsman organizer XL pro	\$45.34	\$322.40
			56685	deck screws	\$5.32	
			56686	blank key/rope hook/deck screws	\$54.94	
			56693	rope hook x 3	\$15.08	
			56708	hose end combo	\$12.09	
			56836	spray nine and spray bottle	\$38.28	
			56845	stakes 1x2-48 spruce	\$42.56	
			56948	u-bolt round	\$12.05	
			56951	cable ties/flagging tape	\$48.03	
			56992	key identifiers/blank keys (4)	\$17.39	
			57026	brass nipples	\$15.70	
			57028	pressure guage	\$15.62	
031713	29/01/2025	FVBS HOPE RONA	56655	teflon tape/pressure guage	\$17.61	\$1,021.44
			56657	contact cement/paint brush/stik & seal	\$32.04	
			56740	paint/flat paint/treated lumber/ply-fir	\$417.95	
			56676	wedge door stop	\$10.07	
			56127	LED bulbs	\$173.24	
			56453	pump waterfall bk 3600GHP	\$336.67	
			56536	return pump	-\$336.67	
			56629	cable ties (500pk)	\$18.13	
			56652	galv.chain/washers/hex nuts/carriage blt	\$45.86	
			57128	snap off knife/carpenter pencil/level	\$127.63	
			57151	ideal fish tape	\$74.58	
			56985	styrofoam CM20 R5 grey	\$104.33	
031712	29/01/2025	FINNING CANADA	950321619	sender asy (2513231)	\$186.77	\$756.50
			950392311	element as x 4/recp-covered	\$433.53	
			950394398	cord as	\$136.20	
031711	29/01/2025	KELLTON CONTRACTING LTD.	841/24	BP#841/24 Municipal Deposit Refund	\$500.00	\$500.00
031710	29/01/2025	FRONTERA FOREST SOLUTIONS INC	2292	prof.fees-Dec 1-31 2024 (CWRP)	\$2,651.25	\$2,651.25
031709	29/01/2025	FRASER INCLUSIVE AND SUPPORTIVE	PP#26-2024	PP#26 December 9-22 2024	\$69.00	\$69.00
031708	29/01/2025	FRASER INCLUSIVE AND SUPPORTIVE	PP#2-2025	PP#2 January 6-19 2025	\$71.00	\$71.00

**DISTRICT OF HOPE  
A/P Cheque Listing  
January 1-31, 2025**

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
031707	29/01/2025	FRASER INCLUSIVE AND SUPPORTIVE	PP#1-2025	PP#1 December 23-January 5 2025	\$69.00	\$69.00
031706	29/01/2025	FRASER VALLEY INVASIVE SPECIES SOCIETY	FVISS-2024-13	Apr 1-Nov 30/24 invasive plant mgmnt	\$4,200.00	\$4,200.00
031705	29/01/2025	FLOWSYSTEMS DISTRIBUTION INC	0000031388	R900i PIT/measure chamber/gasket	\$2,961.14	\$18,459.97
			0000031425	neptune T-10 r900i/REG-E-CODER/measure	\$15,498.83	
031704	29/01/2025	FLYNN Caleigh	Jan/25 Expense	Jan 17-18/25 training-Agassiz-FLYNN C	\$93.60	\$234.00
			Jan/25 Expnse	Jan 9-11/25 training-Agassiz-FLYNN C	\$140.40	
031703	29/01/2025	FIRE PREVENTION OFFICERS' ASS'N OF BC	2803	2025 FPOA membership - FLYNN C	\$166.95	\$166.95
031702	29/01/2025	FIRE CHIEFTS ASSOCIATION OF BC	FC2013	2025 Fire Chiefs Ass'n-CAMERON T	\$405.00	\$405.00
031701	29/01/2025	FIRE CHIEFTS ASSOCIATION OF BC	202409	Live Fire Training Dec 5-7/24	\$3,382.47	\$3,382.47
031700	29/01/2025	FAST TRACK TIRE	3154	light truck tire repair	\$64.41	\$64.41
031699	29/01/2025	F.A.S.T. FIRST AID & SURVIVAL TECH.LTD	087345	silver heat seal 4" reflective x 6"	\$787.50	\$2,221.10
			087646	BCAS inserts hardcase set-vinyl pouchx5	\$1,433.60	
031698	29/01/2025	EMPYRION TECHNOLOGIES INC.	200173	new user/duo install/setup vpn/email	\$426.56	\$23,980.23
			200225	laptop issues	\$65.63	
			200476	network patch cables 4 x 10pks	\$65.53	
			200477	Proj#744 new server 2024-in progress	\$5,840.64	
			200516	2025 Adobe PRO licences/Creative Cloud	\$13,969.26	
			200350	Jan/25 backup/anti-virus/MS office	\$3,612.61	
031697	29/01/2025	ENVIRONMENTAL OPERATORS CERTIFICATION	153907	2025 EOCP Level I&II-DICKEN Kevin	\$187.95	\$563.85
			154513	2025 EOCP Level I&II -BLAKE Scott	\$187.95	
			155403	2025 EOCP Level I&II-MCMILLAN Dan	\$187.95	
031696	29/01/2025	EMCO CORPORATION	805243005062	liner F/PB Gry 3/4 & 1	\$684.06	\$2,973.86
			805243005067	top sect/hse clamp/adpt MIP/RB CPLG	\$1,289.70	
			805243005093	TC20 18in hydrant extension kit	\$1,000.10	
031695	29/01/2025	E-COMM 9-1-1	25-0095	Jan-Mar/25 Fire RMS levy	\$3,750.00	\$3,750.00
031694	29/01/2025	ECOWISE TREE CARE	0005627	stump grinding/Othello Rd-remove tree	\$1,076.25	\$1,076.25
031693	29/01/2025	DICKEN Kevin	Nov/24 Expense	Nov 4-6/24 meals @ conf.DICKEN K	\$120.00	\$423.58
			Jan/25 Reimburs	2025 ISA mem.dues-DICKEN Kevin	\$303.58	
031692	29/01/2025	CUPE LOCAL #458	PP#26-2024	PP#26 December 9-22 2024	\$1,884.91	\$5,787.74
			PP#1-2025	PP#1 December 23-January 5 2025	\$1,913.18	
			PP#2-2025	PP#2 January 6-19 2025	\$1,989.65	
031691	29/01/2025	CRYSTAL RIVER COURT LTD.	839/24	BP#839/24 Municipal Deposit Refund	\$500.00	\$500.00
031690	29/01/2025	COMPUTROL	INV-38623	2025 profuel support agreement	\$1,118.88	\$1,118.88
031689	29/01/2025	COLUMBIA BUSINESS SYSTEMS	IN314588	Dec/24 B&W & col.copies-Columbia Bus.Sys	\$79.50	\$79.50
031688	29/01/2025	COMTEL INTEGRATED TECHNOLOGIES INC.	23372	2025 Mitel software assurance renewal	\$423.36	\$961.45
			448501	Jan/24 Comtel phone line services	\$538.09	
031687	29/01/2025	CLEARTECH INDUSTRIES INC.	CM390675	container deposit	-\$94.50	\$605.58
			INV1145891	sodium hypochlorite 12% & deposits	\$700.08	
031686	29/01/2025	COBRA ELECTRIC REGIONAL SERVICES LTD	15289	Oct-Dec/24 preventative maintenance	\$525.00	\$525.00

**DISTRICT OF HOPE  
A/P Cheque Listing  
January 1-31, 2025**

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount				
031685	29/01/2025	CANYON CABLE 1988 LTD.	H5091623	lube-400g/WD40 411g	\$23.61	\$312.25				
			H5091654	MI400 aerosol flour.paint	\$9.01					
			H5091831	forward lighting-S	\$8.91					
			H5091851	forward lighting/standard capsule	\$2.28					
			H5091958	batt/snow stopper/survey fl.ornage inv.	\$47.79					
			H5091729	power saw chains/shock trooper	\$140.78					
			H5091755	pull cord/spark plg/labour/supplies	\$69.49					
			H5091804	silicone lube 300g	\$10.38					
			031684	29/01/2025	CANYON CABLE 1988 LTD.		H5091206	mont-blanc yellow-hard hat	\$43.14	\$860.79
							H5091227	aspfuel 2cyc 5L	\$45.83	
H5091360	chain oil	\$10.02								
H5090702	air filter/spark plgs/carb/edger blade	\$135.56								
H5090752	flag tape- 1 orange/1 lime	\$5.91								
H5091005	dynamic eye wash	\$31.45								
H5091078	custom hose/G1921 150F	\$366.15								
H5091102	plug/coupler	\$22.01								
H5091105	red quik stik	\$17.90								
H5091154	snow brush/pine air fresh	\$28.53								
031683	29/01/2025	CANYON CABLE 1988 LTD.	H5091425	100ft tape measure	\$15.70	\$817.86				
			H5091616	hi-viz jacket	\$138.59					
			H5089878	rope	\$9.12					
			H5089794	guage	\$19.03					
			H5089684	Dec 13/24 freight from Hope to ALS	\$39.38					
			H5089952	ratch hooks/wrench set	\$80.96					
			H5090065	armature/card assy./housing/anvil assy	\$321.83					
			H5090120	rechargable LED light	\$38.71					
			H5090413	longhorn lgr. leath	\$10.01					
			H5090151	Dec 19/24 freight from Gentis to Hope	\$39.38					
031682	29/01/2025	CANYON CABLE 1988 LTD.	H5090693	quick link (5pk)	\$7.83	\$12,582.07				
			H5089954	ratch hooks	\$26.08					
			H5089587	snap links/flag tape	\$31.26					
			H5089588	lock master x 6	\$194.27					
			H5089034	aero lock deice/QD elec. clean	\$35.17					
			H5089585	Dec 12/24 freight from Harbour int.	\$39.38					
			H5090048	modulator valve	\$604.75					
			H5090062	snow blower	\$4,810.40					
			H5090160	return snow blower re:H5090062	-\$4,810.40					
			H5090161	rebill from inv#H5090160-snow blower	\$4,810.40					
H5091232	air filters/spark plugs/gatorline/blade	\$3,322.83								



**DISTRICT OF HOPE**  
**A/P Cheque Listing**  
**January 1-31, 2025**

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
			H5091083	M18 Red Exterior DUA	\$3,133.76	
			H5091196	jet 8 x (5/8-1/2) KN	\$403.14	
			H5088940	100ml 2 stroke oil x 48	\$136.55	
			H5087579	Pwr Extn 12/3 OD HI	\$90.54	
			H5089273	precision screws	\$5.55	
031681	29/01/2025	LAFARGE CANADA INC	720641556	39.710 TO Halite Natural salt NaCl	\$8,628.20	\$8,628.20
031680	29/01/2025	CANYON AUTOMOTIVE LTD.	53689	comm.veh.inspct/oil & filter chnge/clamp	\$1,572.46	\$4,487.05
			53700	comm.veh.inspct/oil & filter chng/prime	\$1,312.69	
			53718	comm.veh.inspct/oil & filter/steering fl	\$1,422.98	
			53762	re&re wheel cover & repair retainers	\$178.92	
031679	29/01/2025	CANADIAN ASSOCIATION OF FIRE CHIEFS	300008876	2025 retired associate memshp-DESORCY T	\$89.25	\$420.00
			300009290	2025 membership fee's-CAMERON T	\$330.75	
031678	29/01/2025	CAMERON THOMAS	Jan/25 reimburs	reimburse supplies for training	\$74.82	\$74.82
031677	29/01/2025	BRITISH COLUMBIA ASSOCIATION OF	63	2025 BC Ass'n of Emerg.Mgnrs-CAMERON T	\$75.00	\$75.00
031676	29/01/2025	BROGAN FIRE AND SAFETY	30189749	ultima orange w/alum npsh/ultima green	\$12,615.19	\$48,805.75
			30189991	SCO-X8814025005303	\$17,838.24	
			30189993	field service kit/handle kit	\$227.35	
			30189745	hose w/alum.couplings/hose jacket	\$11,223.74	
			30193601	4xcylinder valve assy-carbon wrapped	\$6,901.23	
031675	29/01/2025	BDI A DIVISION OF BELL MOBILITY INC.	1305786567	iPhone for VAP Caseworker-604-712-1665	\$169.12	\$169.12
031674	29/01/2025	BC ONE CALL LTD.	20240878	Oct-Dec/24 service - 66 tickets	\$183.65	\$183.65
031673	29/01/2025	BC TRANSIT	367597	December 2024 UMO sales activity	\$40.00	\$40.00
031672	29/01/2025	ATCO STRUCTURES & LOGISTICS LTD	124236	Jan/25 12x60 office rent	\$876.02	\$876.02
031671	29/01/2025	ANDREW SHERET LIMITED	12-059775	1H-metering fct/covering plates	\$459.24	\$459.24
031670	29/01/2025	ASSOCIATED FIRE SAFETY GROUP INC	00014722	11 x 5 gallon pail-class A Plus	\$2,262.29	\$2,262.29
031669	29/01/2025	ANTONISHKA Samuel	Jan/25 Expense	FireMedix milage & meals-ANTONISHKA S	\$500.56	\$500.56
031668	29/01/2025	ANSER POWER SYSTEMS	20120	ann.maint. 30kW generator full service	\$4,134.78	\$5,330.49
			20179	door lock broken on generator	\$372.05	
			20213	global fault sender-service call	\$823.66	
031667	29/01/2025	AMAZON.COM.CA INC.	CA43A3LKCACCL	paddle switch	\$29.40	\$1,743.70
			CA46EA2UZ94YI	retractable extension cord reel 40ft	\$114.90	
			CA457VI525TI	universal key replcmnt-storage cab.lock	\$11.74	
			CA49S7NY10QI	hard hat headlamp light	\$87.91	
			CA41IBHFOAIEI	clorox performance bleach	\$201.67	
			CA43FO3MLACCL	apple pencil pro	\$155.66	
			CA41KKUVD7RI	projector with wifi 6	\$276.34	
			CA41VNHE4JEI	9 gallon paper shredder	\$414.39	
			CA46JS6BDL0I	orange driveway markers	\$67.19	
			CA4A1EB9IUII	portable utility water pump	\$72.79	

**DISTRICT OF HOPE**  
**A/P Cheque Listing**  
**January 1-31, 2025**

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
			CA55KUVUACCU	wireless keyboard & mouse	\$302.78	
			CA55RBWTACCU	XLarge ziploc freezer bags	\$8.93	
031666	29/01/2025	ALS CANADA LTD	3311560589	Dec 13/24 metals testing	\$321.83	\$321.83
031665	29/01/2025	A & G FENCING	SI-8747	supply/install chainlink gate	\$5,785.50	\$5,785.50
031743	29/01/2025	PITNEY BOWES CANADA	1026796366	DM100I Red ink ctg 1 box	\$164.62	\$164.62
031744	29/01/2025	COASTAL MOUNTAIN FUELS	322612	Dec 27/24 1708.8L Diesel Clear	\$2,722.59	\$6,539.60
			326454	Jan 9/25 1686.4L Regular Gasoline	\$2,638.56	
			326455	Jan 9/25 711.5L Diesel Clear	\$1,178.45	
031745	29/01/2025	PRAETORIAN SECURITY INC.	0000024181	2025 basic alarm-PW office & hut	\$399.00	\$798.00
			0000024182	2025 basic alarm PW yard-Shop	\$399.00	
031746	29/01/2025	DECKER Diana	153582	Dec/24 kennel overages-Sage/Maisy/Lucky	\$1,827.00	\$3,717.00
			022025	Feb/25 Contract kennel services	\$1,890.00	
031747	29/01/2025	HOPE & AREA RECREATION CENTRE	Permit#R2374	Jan 24/25 conference room rental	\$115.00	\$115.00
031748	29/01/2025	UNIFIRST CANADA LTD	4638363	Dec 26/24 Unifirst uniform & mat cleanin	\$369.81	\$1,805.36
			4636221	Dec 19/24 Unifirst uniform & mat cleanin	\$637.17	
			4644806	Jan 16/25 Unifirst uniform & mat cleanin	\$369.81	
			4642665	Jan 9/24 Unifirst uniform & mat cleaning	\$369.81	
			4644803	Jan 16/25 Unifirst mat cleaning	\$29.38	
			4640509	Jan 2/25 Unifirst mat cleaning	\$29.38	
031749	29/01/2025	RYDER Dwayne E.	794/23	BP#794/23 Municipal Deposit Refund	\$500.00	\$500.00
031750	29/01/2025	RYDELL Mark	2025 Safe.allow	rain gear/work boots-RYDELL M	\$399.00	\$399.00
031751	29/01/2025	SECCAN INC	3510573	best blank keys/masterkey keying	\$93.12	\$93.12
031752	29/01/2025	SPERLING HANSEN ASSOCIATES	24731	2024 landfill monitoring	\$509.25	\$5,207.45
			24795	Dec/24 Landfill monitoring	\$4,698.20	
031753	29/01/2025	SFJ INC #A0068805	Refund Tx Ovrpy	Refund tax overpay Roll#201063100	\$11,806.79	\$11,806.79
031754	29/01/2025	STAPLES PROFESSIONAL	68704982	paper/tape cartridge	\$138.06	\$196.60
			68782829	pink paper/facial tissue/pens	\$58.54	
031755	29/01/2025	A-MAIS TECHNOLOGIES INC.	2025054	2025/2026 annual fee-online services	\$5,459.47	\$5,459.47
031756	29/01/2025	TERRAFORMA DEVELOPMENTS LTD	LDP10/22 red#4	65741 Gardner Dr-LDP 10/22 Reduct#4	\$46,349.16	\$46,349.16
031757	29/01/2025	TIMBRO CONTRACTING	24-255P002	Dec/24 Flood Hope multi-use pathway	\$231,808.27	\$231,808.27
031758	29/01/2025	TRUE CONSULTING LTD	1239-1124-378	Nov/24 General consulting	\$3,004.60	\$86,199.03
			1239-1124-379	Nov/24 Othello Road Improve.-site 1	\$4,629.98	
			1239-1124-380	Nov/24 Richmond hill multi-use pathway	\$33,764.53	
			1239-1124-381	Nov/24 Forrest Cres.drainage improvmts	\$8,666.20	
			1239-1124-382	Nov/24 culvert replace-K/Lake/Johnson Rd	\$4,630.50	
			1239-1224-385	Dec/24 Richmond Hill Multi-use path	\$12,665.66	
			1239-1224-386	Dec/24 Forrest Cres. Drainage improve	\$10,598.19	
			1239-1224-384	Dec/24 Othello Rd Improve Site#1	\$8,239.37	
031759	29/01/2025	PEOPLESAFE PERSONAL SAFETY LTD	11371070125	Jan/25 20 worker subscription	\$112.00	\$112.00

**DISTRICT OF HOPE  
A/P Cheque Listing  
January 1-31, 2025**

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
031760	29/01/2025	ULINE CANADA CORPORATION	15436463	full face respirator/vapor cart./filter	\$693.04	\$3,777.75
			15458800	flammable storage cabinet/board/towels	\$2,437.24	
			15508823	stainless steel overshelves 72x12"	\$647.47	
031761	29/01/2025	VALLEY WASTE & RECYCLING INC	0000463858	Dec 3-24/24 919 Water-restroom service	\$420.00	\$171,799.62
			0000463905	Dec 24/24 1225 Nelson-comm.roll off	\$325.71	
			0000466520	Dec/24 Valley waste contract services	\$169,189.37	
			0000001601	Dec/24 transfer station services	\$674.38	
			0000463173	Dec 12/24 1225 Nelson-comm.roll off	\$667.80	
			0000466161	Jan 7/25 1225 Nelson-comm.roll.off	\$295.47	
			0000466609	Jan/24 Restroom service-K/Lake Rd	\$226.89	
031762	29/01/2025	VALLEY WATER	12179100	Jan/25 Monthly hot/cold cooler rent	\$13.44	\$13.44
031763	29/01/2025	VIMAR EQUIPMENT LTD.	P25113	assembly/clamp-hose/gasket/rear curtain	\$515.85	\$515.85
031764	29/01/2025	ALUMICHEM CANADA INC	INV24595	AluPAC 1364kg tote/Wes-Floc 204kg drum	\$9,059.01	\$9,059.01
031765	29/01/2025	WATT CONSULTING GROUP	131638	Coq.School traffic safety & ops study	\$10,741.50	\$10,741.50
031766	29/01/2025	WESTCOTT Joshua	Jan/25 reimburm	2025 FPOA membership-WESTCOTT J	\$166.95	\$602.52
			Jan 6/24reimbur	2025 Fire Chief Ass'n of BC-WESTCOTT J	\$319.00	
			Jan15/25Reimbur	FR training-scope ext. Crew Lunch	\$116.57	
031767	29/01/2025	WEST RIDGE BOBCAT	10977	supply/install rock pit & barrel/leader	\$9,712.50	\$9,712.50
031768	29/01/2025	WHOLESALE FIRE & RESCUE LTD.	INV/2024/5826	accountability tags w/velcro	\$151.04	\$151.04
031769	29/01/2025	WILLIAMS Thayer	Nov/24 Apprecia	Nov 20/24 staff appreciation event	\$92.20	\$92.20
031770	29/01/2025	XEROX CANADA LTD.	F63279067	Nov/24 Copier C7130-B&W & Color copies	\$121.31	\$3,531.10
			F63257625	Nov/24 copier C7130-B&W & Color copies	\$28.38	
			F63425824	Dec/24 Copier c8155-B&W & Color copies	\$134.15	
			L06502842	Jan-Mar/25 payment 6 of 22-lease	\$2,342.89	
			F63272818	Nov/24 Copier C8155-B&W & Color copies	\$213.75	
			F63405955	Dec/24 Copier c7130-B&W & Color copies	\$85.29	
			F63432135	Dec/24 Copier c7130-B&W & Color copies	\$73.78	
			L074488381	Nov/24 Copier lease c7130 pymt 7 of 20	\$531.55	
Jan/25Lacas3085	29/01/2025	LACAS CONSULTANTS INC.	3085	Jan/24 Lower Coq./Glenhalla Dike	\$4,979.48	\$4,979.48
PP#2/25MPP251	29/01/2025	MUNICIPAL PENSION PLAN	PP#2-2025-251	PP#2 January 6-19 2025	\$23,117.33	\$23,117.33
PP#2/25MPP5025	29/01/2025	MUNICIPAL PENSION PLAN	PP#2-2025-50251	PP#2 January 6-19 2025	\$5,026.99	\$5,026.99
<b>Total January 2025 Payments</b>					<b>\$2,297,487.92</b>	<b>\$2,297,487.92</b>