



REGULAR MEETING OF COUNCIL AGENDA

Monday, April 14, 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 April 14, 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 March 24, 2025, be adopted, as presented.

4. DELEGATIONS

There are no Delegations.

5. STAFF REPORTS

(a) Report dated April 7, 2025 from the Director of Corporate Services Re: Purchasing Policy Amendment

(6)

Recommended Resolution:

THAT the Purchasing Policy amendment be adopted this 14th day of April, 2025.

6. COMMITTEE REPORTS

There are no Committee Reports.

7. MAYOR AND COUNCIL REPORTS

(a) Letter of Support to the Economic Trust of the Southern Interior (28)

Recommended Resolution:

THAT Council issue a Letter of Support to the Economic Trust of the Southern Interior Grant Review Committee regarding continued funding for the Community Futures Sun Country Regional Business Liaison position.

8. PERMITS AND BYLAWS

(a) Report dated April 4, 2025 from the Planner II (29) Re: Development Variance Permit Application at 661 Maple Street

Recommended Resolution:

THAT Council approves a Development Variance Permit for the following *Zoning Bylaw* variances for 661 Maple Street:

- Part 10.1.5.1 (height) to increase the maximum height for an accessory building from 5.0 m to 6.5 m.

(b) Report dated April 4, 2025 from the Planner II (34) Re: Temporary Use Permit – 62870 Flood Hope Road

Recommended Resolution:

THAT Council approves an 8-month Temporary Use Permit to allow for the third-party storage of up to 48 modular building modules and the preparation of those modules at 62870 Flood Hope Road.

(c) Report dated April 4, 2025 from the Planner II (43) Re: Redesignate and Rezone 19623 Silver Skagit Road

Recommended Resolution #1:

THAT *District of Hope Official Community Plan Amendment Bylaw No. 1598, 2025* be given first and second readings to change the Official Community Plan land use designation from Country Residential to Light/Service Industry for the portion of the property west of Silver Skagit Road at 19623 Silver Skagit Road; and

FURTHER THAT the public be notified in accordance with the *District of Hope Application Procedures Bylaw No. 1595, 2025*; and

FURTHER THAT Council approve and adopt the consultation strategy outlined in the Report to Council dated March 10, 2025, for *District of Hope Official Community Plan Amendment Bylaw No. 1598* which includes referral to the Ministry of Transportation & Infrastructure, the District of Hope Director of Finance, and the District of Hope Director of Operations.

Recommended Resolution #2:

THAT *District of Hope Zoning Amendment Bylaw No. 1599, 2025* be given first and second readings to change the zoning from Country Residential (CR-1) to Light/Service Industrial (I-2) for the for the portion of the property west of Silver Skagit Road at 19623 Silver Skagit Road; and

FURTHER THAT the public be notified in accordance with the *District of Hope Application Procedures Bylaw No. 1595, 2025*

9. FOR INFORMATION CORRESPONDENCE**(a) For Information Correspondence****(54)**Recommended Resolution:

THAT the For Information Correspondence List dated April 14, 2025, be received.

(b) Accounts Payable Cheque Listing – March 2025**(65)**Recommended Resolution:

THAT the Accounts Payable Cheque Listing for the period of March 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, April 28, 2025 at 7:00 p.m.

13. ADJOURN REGULAR COUNCIL MEETING

**MINUTES OF THE REGULAR
COUNCIL MEETING**

Monday, March 24, 2025
Council Chambers, District of Hope Municipal Office
325 Wallace Street, Hope, British Columbia

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

Council Members Absent Councillor Dusty Smith

Staff Present: Kevin Dicken, Director of Operations/Deputy CAO
Donna Bellingham, Director of Corporate Services
Mike Olson, Director of Finance
Christian Parr, Planner II
Danielle Laporte, Communications/IT

Others Present: 10 members of the Public and 1 Media

1. CALL TO ORDER

Mayor Smith called the meeting to order at 7:12 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 March 24, 2025, Regular Council Meeting Agenda be adopted, as amended, to add item 5(b), rise and report from the Committee of the Whole for the adoption of the Integrated Transportation Master Plan. **CARRIED.**

3. ADOPTION OF MINUTES

(a) Regular Council Meeting

Moved / Seconded

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

4. DELEGATIONS

(a) Honour House

Allan De Genova, President of Honour House Society was in attendance to share information with Council regarding an Honour House subscription. In his presentation he showed two short videos, one on who the Honour House is and the second on about Honour Ranch. The following items were discussed:

- Honour House Society and Vancouver House
 - they are a charitable non-profit society who serve all types of emergency services (military, police, fire, ambulance etc.)
 - they opened the Honour House in the lower mainland about 15 years ago and they have provided over 16,500 night stays at no cost to their members

and their families

- they have two paid staff and the rest is done by volunteers
- they operate all year long
- they operate through subscriptions, donations and fundraising
- they offer treatment and therapy to their members
- Honour Ranch
 - The ranch is located just south of Ashcroft on 120 acres; it is a working ranch
 - The ranch offers treatment and group therapy to their members at no cost for both serving and retired first responders
 - The ranch offers a retreat for healing

Mr. De Genova asked for Council to consider obtaining a subscription to Honour House Society and he provided brochures of information to Council for their consideration.

5. STAFF REPORTS

(a) Report dated March 19, 2025 from the Director of Finance Re: Travel & Expense Policy Amendment

Moved / Seconded

THAT Council approves the increase to the meal allowances in the Travel Expense Policy, this 24th day of March 2025. **CARRIED.**

(b) Report dated March 19, 2025 from the Director of Finance Re: Integrated Transportation Master Plan

Moved / Seconded

THAT Council approves the Integrated Transportation Master Plan, as presented.

CARRIED.

6. COMMITTEE REPORTS

There were no Committee Reports.

7. MAYOR AND COUNCIL REPORTS

Mayor Smith Reported:

- He attended a local government roundtable discussion regarding tariffs and the Provincial government as it navigates fast-moving changing targets. The government is looking to start a task force on agriculture and they are continuing discussions on BC softwood.
- April 26, 2025 is Earth Day and it will be running from 9:30 a.m. to 2:00 p.m. in Memorial Park; items to recycle include: paint, spray paint, fluorescent lights, metal, batteries, electronics, smoke alarms, eye glasses, cell phones and more. Kal Tire will be accepting tires at the Hope location.
- The By-Election general voting will be taking place on April 26th in Council Chambers.
- He attended a meeting regarding Get Care Now. This is a Fraser Health initiative whereby people can speak with a registered nurse virtually from 10:00 a.m. to 10:00 p.m. 7 days a week. The District will post information about this on our web site, as Council is committed to helping with better health care in the District of Hope.

- He attended the Local Government Leadership Academy Conference in Richmond, where they talked about getting more out of ministry meetings and the mounting legal costs that municipalities face in these challenging times.
- He met with Rubicon Organics; new owners of the Canna Farms property. They have been operational for about ten years and they are working to open in Hope very soon. Their CEO, Margaret Brodie, was Entrepreneur of the Year in 2024 and the company made their first international shipment to Poland earlier this month. We look forward to having them operate in Hope.
- Timbro Contracting will be back to restart the Richmond Hill Pathway Project in early April. The District and our contractor have just finished up on the rock scaling as result of resent rock slide.
- He had a meeting with the Golden Agers and they provided him with an update on future building upgrades they hope to complete.
- He attended the Chawathil Community Engagement event, noting that they have completed a number of amazing home repairs and they are planning to start on new homes for Ross Road to address a housing shortage.

Councillor Skoglund Reported:

- She attended the March 20th Hope and District Arts Council Meeting, highlighting that they will be holding their AGM on April 15th, their Garage Sale on April 12th and accepting donations for the sale, and they have nine concerts confirmed for the summer Concerts in the Park.
- She attended an Accessibility Committee meeting today.
- Kal Tire will be participating in the April 26th Earth Day activities; accepting tires at their storefront.

Councillor Newbigging Reported:

- She attended an Accessibility Committee meeting today and noted that the committee is finalizing a survey which will be coming out next week, seeking public input for locations of sidewalks and crosswalks throughout the community.

Councillors Medlock & Stewin both had no reports.

8. PERMITS AND BYLAWS

(a) Public Notice Bylaw

Moved / Seconded

THAT *District of Hope Public Notice Bylaw No. 1590, 2025*, be adopted this 24th day of March, 2025. **CARRIED.**

(b) Application Procedures Bylaw

Moved / Seconded

THAT *District of Hope Application Procedures Bylaw No. 1595, 2025*, be adopted this 24th day of March, 2025. **CARRIED.**

(c) Fees and Charges Amendment Bylaw

Moved / Seconded

THAT *Fees and Charges Amendment Bylaw No. 1600, 2025*, be adopted this 24th day of March, 2025. **CARRIED.**

(d) Report dated March 13, 2025 from the Planner II

Re: Flood & Erosion Hazard Development Permit - 61705 Yale Road

Moved / Seconded

THAT a Flood and Erosion Hazards Development Permit be approved for the property at 61705 Yale Road, for the construction of an accessory 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. **CARRIED.**

(e) Report dated March 17, 2025 from the Planner II

Re: Development Variance Permit – 661 Maple Street

Moved / Seconded

THAT Council direct staff to proceed with notification for a Development Variance Permit for the following *Zoning Bylaw* variances for 661 Maple Street:

- Part 10.1.5.1 (height) to increase the maximum height for an accessory building from 5.0 m to 6.5 m.

CARRIED.

(f) Report dated March 17, 2025 from the Planner II

Re: Temporary Use Permit – 62870 Flood Hope Road

Moved / Seconded

THAT Council approve the preparation of an 8-month Temporary Use Permit to allow for the third-party storage of up to 48 modular building modules and the preparation of those modules at 62870 Flood Hope Road; and

FURTHER THAT Council authorize staff to proceed with public notification that a Temporary Use Permit for 62870 Flood Hope Road will be considered at a future Council meeting in accordance with District of Hope Bylaws and Provincial legislation.

CARRIED.

9. FOR INFORMATION CORRESPONDENCE

(a) For Information Correspondence

Moved / Seconded

THAT the For Information Correspondence List dated March 24, 2025, 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, April 14, 2025 at 7:00 p.m.

13. ADJOURN REGULAR COUNCIL MEETING

Moved / Seconded

THAT the Regular Council Meeting adjourn at 7:48 p.m.

CARRIED.

Certified a true and correct copy of the Minutes of the Regular Meeting of Council held March 24, 2025, in Council Chambers, District of Hope, British Columbia.

Mayor

Director of Corporate Services



REPORT/RECOMMENDATION TO COUNCIL

REPORT DATE: April 7, 2024

FILE: 340-20

SUBMITTED BY: Director of Corporate Services

MEETING DATE: April 14, 2025

SUBJECT: Purchasing Policy Amendment

PURPOSE:

The purpose of this report is to amend the Purchasing Policy to incorporate minor housekeeping updates and provide approval for the Deputy CAO in the absence of the CAO.

RECOMMENDATION:

Recommended Resolution:

THAT the Purchasing Policy amendment be adopted this 14th day of April 2025.

ANALYSIS:

A. Rationale:

The main reason for the amendment to the Purchasing Policy is to provide the Deputy CAO with higher approvals during the CAO's absence, thereby allowing the District's business to not halt if the CAO is away.

Other amendments are minor housekeeping language changes and the removal of the BC Bid web address; this may change over time and we would not be aware, best business practice is to list web addresses within our control.

B. Attachments:

Purchasing Policy

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

DISTRICT OF HOPE

POLICY MANUAL

DEPARTMENT: ALL		
POLICY TITLE: PURCHASING POLICY		
Authority:	Legislative: <input checked="" type="checkbox"/> (Council)	Effective Date: March 23, 2009
	Administrative: <input type="checkbox"/>	Date for Review: As Required
		Amendment Dates: October 24, 2016 June 25, 2018, December 13, 2021

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1. POLICY STATEMENT

The purpose of this policy is to maintain fiscal responsibility/accountability with the District procuring the goods and services through an unbiased, open and competitive process that provides the best value to the District considering purchase price, quality, delivery, installation and eventual disposition.

2. AUTHORITY & RESPONSIBILITY

It is the responsibility of individuals with purchasing authority to ensure purchasing practices serve the best interest of the District and are in conformance with this policy. Individuals with purchasing authority are to ensure funds have been provided for in the budget for the proposed expenditures and that the expenditures will not result in a budgetary overage. All purchasing is authorized through the adoption of the Financial Plan except in circumstances authorized under the Emergency Purchasing section of this policy.

3. GLOSSARY

Credit Card:	A corporate credit card issued to the Mayor, Chief Administrative Office (CAO), Directors /or their designate and Operations Manager for District purchases.
Invitation to Tender:	This is a formal request for <u>sealed bids</u> for the supply of specific goods or services in response to an advertised invitation. The purpose of a tender is to eliminate the need for negotiations with tenderers and replace this with competition between the tenderers.
Purchase Order:	A document for the purchase of goods or services issued by the District of Hope and approved in accordance with this policy.

**Quote or
Request for
Information:**

This is a less formal process. The request for quotes or information may not necessarily develop into a supply contract.

**Request for
Proposal
(RFP):**

This is a formal request for submissions. AN RFP IS NOT A TENDER. It is not as specific as an Invitation to Tender. An RFP describes an opportunity or problem and asks for solutions and costs for addressing those specific opportunities or problems.

4. GENERAL INFORMATION

- **Principles:**

Staff shall not use their authority or office for personal gain and shall seek to uphold and enhance the position and reputation of the District by maintaining a standard of integrity in all their business relationships both inside and outside the District that is above reproach; and by optimizing the use of resources for which they are responsible so as to provide the maximum benefit to the District.

- **Cost of Ownership:**

The District recognizes that the lowest price is not always the best value. Employees of the District of Hope who are required to use corporate funds for goods or services are encouraged to look at the total cost of ownership, which may include but not be limited to the following:

- Acquisition cost
- Warranties
- Performance, including previous performance
- Maintenance cost
- Training cost
- Quality of product/service
- Services availability for District

- **Freedom to Choose:**

All documentation is to be written in such a manner as to give the District the greatest freedom possible in choosing a supplier, contractor or consultant.

5. GENERAL PURCHASING STANDARDS

- The following agreements will be consulted and tender notices in these cases will be posted on the BC Bid's web site. (www.bc.gov.bc.ca).
- The Agreement on Internal Trade (A.I.T) for purchases in excess of \$100,000 and construction projects in excess of \$250,000 or as amended by legislation from time to time.
- British Columbia Alberta Trade, Investment, and Labour Mobility Agreement (TILMA) for purchases in excess of \$10,000 for goods, \$75,000 for services, and \$100,000 for construction projects, or as amended by legislation from time to time.
- Supplier lists will include all interested and qualified suppliers.
- The process for selection of suppliers involving standing purchase orders (several similar purchases from a single vendor over time) must be based on the total value of the standing purchase order, not on the individual component purchases.
- Contract documents shall form part of the tender package. The signing authority for the contract will be in accordance with this policy.
- All contracts must include the District's current liability requirements.
- ALL requests for bids must specifically include or exclude GST and PST.
- Contractors, sub-contractors or suppliers who, either directly or indirectly through another corporation or entity, who are in litigation, or have served notice with intent to proceed with court action against the District of Hope that is in connection with the project in question or any analogous contract for works or service, are ineligible bidders and will be disqualified from the tender evaluation.

6. PURCHASE ORDERS

Purchase orders shall be issued for all purchases (except exempt purchases – see Appendix E) and signed by an approved signatory.

The Purchase Order (PO) will be completed with the supplier name, date, quantity ordered, product or service description, price and product or service extension. Where amounts are known freight and taxes may also be listed.

A three (3) part Purchase Order is to be used:

- I. Top copy (white) is the supplier copy.
- II. Second copy (yellow) is to be forwarded to the Finance Department with any additional documentation relevant to the purchase and is to be attached to the applicable invoice.
- III. Third copy (pink) is to remain in the PO book intact.

The Finance Department will manage the distribution of PO books. All PO books must be signed out and no new books will be issued until the previous one assigned is returned complete.

7. CREDIT CARD PURCHASES

Corporate District credit cards shall be issued to the following:

- a) Mayor
- b) Chief Administrative Officer
- c) Directors / or their designate
- d) Operations Manager

Credit card limits may be amended from time to time as required.

8. EMERGENCY PURCHASES

Emergency situations may occur which require immediate commitment of materials, equipment and or services. An emergency expenditure is any expenditure that is the result of an event caused by accident, fire, explosion or technical failure or by forces of nature that results in the need to expend District resources:

- a) To protect human life, safety and health
- b) To protect property
- c) To protect the environment
- d) To protect the economic interest of the community

In such situations, the authorized person in charge of the situation will approve any commitments made on behalf of the District and will process the appropriate documents during the first business day following the event. Where the expenditure can be accommodated in the Financial Plan, whether out of contingency funds or reallocations, the CAO, or Deputy CAO (in the absence of the CAO) or Director of Finance is authorized to approve the expenditure. Emergency purchases that cannot be accommodated with in the Financial Plan will be authorized by the CAO, or Deputy CAO (in the absence of the CAO) or Director of Finance and reported to Council following the event. Whenever the District Emergency Response Plan is invoked, the procedures in the plan override this policy.

9. PURCHASING AUTHORITY LEVELS – Standard Purchases

This schedule refers to the approvals required for the various dollar values of procurement. Other than in emergencies, **budget approval is required before the purchase is made.**

DOLLAR AMOUNT APPROVAL THRESHOLDS

Once District Council, through the budget process, has approved funds for the purchase, the following thresholds apply:

Estimated Value of	Procedure to Use	Approval Required
Greater than \$75,000	Use the tender process. Request for Proposal may be used with approval of Administrator CAO, or Deputy CAO (in the absence of the CAO).	Administrator CAO, or Deputy CAO (in the absence of the CAO) approves and signs

Purchasing Policy

Estimated Value of	Procedure to Use	Approval Required
	Letter awarding contract is to be issued. Contract to be signed before work begins.	contract upon recommendation of Directors. Approval of Council required for selection of other than low tender.
\$50,001 to \$75,000	Use a Tender call or Request for Proposal. Letter awarding contract is to be issued. Contract to be signed before work begins.	Directors
\$10,001 to \$50,000	Obtain three (3) written quotes or issue a Request for Proposal. Issue a Purchase Order upon Selection.	Directors
\$5,001 to \$10,000	Obtain three (3) written quotes. Issue a Purchase Order upon selection.	Directors / or their designate, Operations Manager
\$1 to \$5,000	Purchase Order	Operations Manager Mechanic Authorized Fire Department Personnel

For purchases from \$50,001 to \$150,000, the decision between the use of a Tender or a Request for Proposal will be made by the CAO, **or Deputy CAO (in the absence of the CAO)**.

Contracts up to \$150,000 may be renewed with the approval of both the ~~Administrator~~ **CAO, or Deputy CAO (in the absence of the CAO)** and Directors. Only one renewal, for a term no longer than the original term, may be approved. The maximum length of approval for the combined original contract plus one renewal term cannot exceed five (5) years.

Select tenders may be used in specific circumstances. The CAO **or Deputy CAO (in the absence of the CAO)** is to be involved in the decision to use select tenders.

10. ADMINISTRATIVE PROCEDURE

The responsibility for the processing, documentation, and retention of tenders and requests for proposal rests with the issuing Department. No tender is to be issued until the required land and/or rights-of-way have been acquired, without prior approval of Council.

A. DETERMINE THE PROCESS OR TOOL TO BE USED (using Purchasing Authority Levels as guide)

1. INVITATION TO TENDER

Description: Sealed tenders will be submitted by a specific date and time, and will be opened in a public process at a specified date and time. The Tender Form and Specifications are drafted by the Department requiring the goods or services. Sealed bids must conform to the instructions in the tender request. Following the public opening, the Directors will evaluate the bids and make a recommendation to the ~~Administrator~~ **CAO or Deputy CAO (in the absence of the CAO)**.

Preparation and Issuing:

- Each set of tender documents is to be prepared by the issuing Department and approved by the ~~Administrator~~ **CAO or Deputy CAO (in the absence of the CAO)** before being released to the suppliers.
- Each tender is to be numbered sequentially by Department, tender and year number. For instance, ADMIN #03.25 is the number of the third tender issued by the Administration Department in 2025.
- Tenders are to be addressed to the **originating Department** and they are to be opened at District Hall. The ~~receptionist~~ **Clerks** must be advised of all tenders coming due in order to properly receive them and **forward them to the originating Department**.
- Each tender is to outline what documents must be enclosed with the tender. Remember that failure of the tenderer to supply any of the required documents at time of tender opening may result in the tender process being rejected.
- Tender is to specify if prices are to be **inclusive of all taxes**.
- Each tender must include a waiver to be signed by the tenderer allowing the District to abandon the tender process if there is only one tender submitted.
- Each tender must include all relevant property and liability insurance requirements.

Process:

- Once Directors approval of the tender documents is obtained, the tender documents are released to suppliers.
- Tender is advertised specifying a final submission deadline that coincides with the Tender opening time.
- Tenders will be publicly opened by the Directors or his designate.
- A log will be kept of all tenders submitted.
- Tenders will be evaluated and a recommendation made to the Directors and/or ~~Administrator~~ **CAO or Deputy CAO (in the absence of the CAO)**.

- Once a decision has been made and the required approvals obtained, a written response will be made to all bidders.
- The successful bidder will receive confirmation of the award by way of letter.
- Written documentation/contract will be prepared, signed and distributed.

Tender opening: Tenders will be opened publicly in the presence of at least one Director or their designate, and one staff member.

- Complete the form attached as Appendix "D"
- Record the attendance
- Commence opening at the advertised time.
- Open each bid
 - Record the name of the bidder
 - Record the documentation attached (i.e. bid bond, performance bond)
 - Record the tender amount
 - Stamp the tender with date stamp and initial the tender document.
 - The opening is public. The name of the bidder and the tender amount is read and is available to the public.
 - Once the tenders are all opened, the public process is complete.

Completion of tender process:

- After the opening of the tenders, the originating Department does the analysis and makes a recommendation to the approving authority in accordance with the purchasing authority thresholds. If the recommendation is for other than the low tender, a report must be prepared for Council as their approval will be required.
- No communication regarding the result of the tender process is to be made to any tenderer until the appropriate approvals have been received.
- Once approval is received by the originating Department, all bidders will be advised in writing of the result.
- Any follow-up documentation (contracts, bonds, securities, etc) is the responsibility of the originating Department.
- The tender documents and all related materials are to be retained on file by the originating Department.
- Tenders from both the successful and unsuccessful tenderers shall be open for public inspections.
- **No work is to be commenced or product provided until a contract and required documentation is in place.**

- A Purchase Order is required for the commencement of the work. Any purchase orders of \$25,000 or higher require the signature of the CAO **or Deputy CAO (in the absence of the CAO)** or Director of Finance.

Execution of public tender requiring a contract: The Directors or CAO **or Deputy CAO (in the absence of the CAO)** will have the contract prepared, and the successful tenderer will be notified that the contract is ready for execution. The Directors will ensure that the company is in good standing and has a current business license.

Where bid bonds are required, the issuing Department shall return the bid bonds to the unsuccessful bidders.

Once the contract has been executed by both parties, copies will be distributed as follows:

- Original signed copy of contract to be retained by the District.
- One copy to the tenderer.
- One copy to the issuing Department and all tendered contract documents will be retained by the issuing Department.

Responsibility for Administration of Tender Contract: The responsibility for the ongoing administration of a publicly tendered contract shall reside with the originating Department in consultation with the project consultant (if any). Such administration shall include: ensuring the contract is signed before work begins; monitoring the performance of the contractors; managing payment to the contractors; tracking revenues and expenditures on the project; managing any changes and/or change orders to the contract documents; and managing the completion of the project.

Security: All tenders must include the provision of a security. For construction work, the security will be in the form of a performance material/labour bond. For service contracts (such as garbage collection) performance should be secured by way of a letter of credit or cash. The amount of such security should represent the additional costs to the District to ensure the service is provided or the work is performed if the contractor is unable to perform such work.

Performance bonds and insurance coverage documentation shall be attached to the original signed contract and kept in the secure cabinet.

Letters of Credit or cash shall be controlled by the Finance Department. Copies and receipts are to be retained on file by the originating Department.

2. REQUEST FOR PROPOSAL (RFP)

Description: There may be more than one solution presented in the submissions. An RFP is an invitation to proponents to negotiate with the District for the procurement contract and it is an indication of the District's intention to consider the proponents submissions and thereafter negotiate with one or more of the proponents.

Preparation and Issuing:

- Request for Proposal is drafted by the Directors and approved by the CAO **or Deputy CAO (in the absence of the CAO)**.
- Evaluation criteria is preset and approved, and the criteria form part of the RFP package (see sample in Appendix "A").
- Each RFP is to be numbered sequentially in a similar manner as tenders, followed by RFP. Example: ADMIN.RFP #03.25.
- The RFP is either advertised, or the request is sent to specific, pre-qualified suppliers. A formal pre-qualification process is to be determined and pre-approved by the Directors.
- RFP submissions are to be addressed to the **originating Department**.

Each RFP must contain the following:

1. A statement that it is a request for proposals only and will not give rise to a Contract "A" (bid contract).
2. No mention of subsequent contracts to be entered into should be contained within the procurement documents.
3. No proposed contract document is to be attached to the RFP documents.
4. A statement advising the proponents that the District is free to negotiate with any of the proponents and that as a result of the negotiation process the owner is not required to treat all proponents equally.
5. A statement that the process is NOT a tendering process.
6. A statement that no legal relations are intended to arise from the RFP process.
7. A statement that the District is NOT contractually bound to any matters until such time as the District has negotiated a **separate contract** that is totally independent of the RFP process.
8. A statement limiting the District's exposure for costs on claims relating to the RFP process including the costs of preparation of the RFP document.
9. Specify the date and time the proposal is to be submitted.

All RFP's shall include a clause encouraging bidders to include innovative creative ideas in their proposal. The evaluation criteria for the submissions must be clearly defined to allow the bidders to have assurance that the evaluation process will be consistent (see Appendix A). The RFP process forms complex legal obligations. Any uncertainty regarding the process shall be referred to the CAO **or Deputy CAO (in the absence of the CAO)**.

Process and completion.

- No public opening is required.
- Log kept of all RFP's submitted.

- Evaluation of RFP's and recommendation to be done by the originating Department.
- Review and approval of recommendation in accordance with required approval per Appendix "A".
- Letter awarding proposal to successful proponent, commencing negotiations for a contract.
- Written response to all unsuccessful proponents.

3. QUOTE OR REQUEST FOR INFORMATION

Description: Before a quote is accepted, a minimum of three quotes must be obtained. Additional information or clarification from suppliers may be obtained by the Directors prior to or during the evaluation process. Quotations should be submitted directly to the Department requesting the quotation. The process steps are:

- Request for quotations will be sent to known suppliers of the goods or services.
- Request for quotations will indicate a deadline for the return of the quotations. Quotations received prior to the deadline will be kept confidential.
- All bidders will be advised of any changes to the deadline or the request for quotations.
- A record will be kept by the issuing Department of the persons or firms who are invited to submit quotations and will keep all quotations received.
- Quotations received will be evaluated by the Director for all quotations between \$10,001 and \$50,000.
- Purchase order will be issued to the successful supplier.
- Written or telephone response to all bidders.

B. ADVERTISING

Contracts over \$150,000 will be advertised at a minimum throughout the Province of British Columbia in an appropriate venue

- Contracts less than \$150,000 but over \$25,000 will be advertised in the Fraser Valley Region.
- Contracts less than \$25,000 may be advertised locally only, via newspaper, District website, and/or social media.

C. DISCLOSURE

The District shall not knowingly disclose the contents of a Tender, RFP or Quotation submission and shall take reasonable measures to safeguard the confidentiality of the contents of same, subject to the provisions of the *Freedom of Information and Privacy Act*.

D. SPECIFIC PURCHASE ITEMS:**1. Hired equipment – construction and maintenance**

Quotation calls will be made for standing offers. Equipment will be hired based upon price, availability, and condition of equipment.

2. Annual supply contracts

For major annual supply contracts expected to be in excess of \$50,000 (i.e. gasoline, gravel, etc.) tenders are to be issued unless there are unusual circumstances warranting another procedure. The approval of the CAO **or Deputy CAO (in the absence of the CAO)** must be obtained if a tender process is not used.

3. Professional Services

Where professional services other than consultants are to be retained on an ongoing basis, a review will be undertaken every five years. These services include but are not limited to:

- Banking services
- Insurance services
- Auditing services
- Employee Benefit Plan brokerage services

These services will be requested by way of an RFP. The evaluation criteria will be set out in the RFP and evaluation of the proposals will be undertaken by the relevant Directors. The recommendation will be approved by the CAO **or Deputy CAO (in the absence of the CAO)** and a report prepared for Council, who will appoint the successful bidder. In addition to the professionals appointed by Council, other professionals may be engaged for specialized services upon the approval of the CAO **or Deputy CAO (in the absence of the CAO)**.

(Real Estate and Legal Services are covered by a separate Policy.)

4. Professional Consulting Services

- (a) In order to achieve a balance between continuity and competitiveness, professional consulting services shall be retained for municipal projects as required.

Consultants will be retained on the basis of expertise, experience, professional reputation, ability to complete the work and to provide cost-effective advice and solutions. The Departments will not rely on one consultant to provide the majority of consulting services. The use of local consultants is encouraged when the capability of the firm matches the scope of work. A consultant will be recommended by the Directors and approved by the CAO **or Deputy CAO (in the absence of the CAO)**.

(b) On-Going Professional Services: A consultant will normally be nominated to provide ongoing consulting services, including but not limited to the following areas:

- Land Use Planning
- Environmental Assessment
- Social Planning
- Landscape Architecture
- Wastewater Collection, Treatment & Reclamation
- Water Supply, Treatment & Distribution
- Storm Water Management
- Transportation & Traffic
- Pavement Management
- Geotechnical
- Survey (not including legal survey)
- Water Conservation
- Civil & Structural
- Computer Consulting Services

E. PREFERENCE TO LOCAL SUPPLIERS

The District supports local businesses by encouraging local purchasing where all things are equal.

After considering the total cost of ownership and level of service provided and subject to trade agreement requirements, geographical priorities will be considered in the following order:

- Within the District of Hope
- Within the upper Fraser Valley (Agassiz, Harrison Hot Springs and Chilliwack)
- With the Fraser Valley Regional District
- Within the Province of British Columbia
- Within Canada

F. INVOICE APPROVALS

Invoices require the signature of the relevant approving authority in accordance with this policy. Invoices will not be paid until approval has been obtained.

- APPENDIX A -**A. RFP - EVALUATION CRITERIA**

Request for Proposals are used to obtain submissions for solutions to specific problems. Request for Proposals will be evaluated based on a variety of factors which are detailed in the RFP.

A minimum of two staff members will typically do the evaluation of the Request for Proposals. These employees will collaborate to complete a consensus rating. Occasionally, more than two evaluators may be used.

The evaluation will consider several key items, weigh them according to our interpretations of relevance, and then develop a total point structure for each. **It is not the intent of this evaluation to remove subjectiveness from the evaluation process, but the intent is to guide those individuals reviewing the submissions so they do not miss important criteria or give excessive weight to items of less importance.**

Each Request for Proposal call may have different categories for evaluation and each may be weighted differently. Typically, the evaluation criteria used will be provided as part of any Request for Proposal call. The District of Hope also recognizes that evaluations that score within 5% of others may be essentially equivalent and therefore selections will be made with emphasis on key personnel, work plan, schedule and availability.

B. DESCRIPTION OF EVALUATION CRITERIA**1. Key Personnel**

The details and expertise of the Key Personnel will be evaluated as related to the scope of work. Emphasis will be placed on personnel demonstrating similar experience, including type, size and magnitude of work. This is to also include the following:

- Sub-consultants
- Assigned staff
- Principal field Inspector

2. Experience

Corporate experience should demonstrate the degree of involvement with similar projects. Local experience should indicate involvement with projects in the Fraser Valley Area. The bidding firms' experience must demonstrate involvement with projects of similar scope, size and complexity.

3. Work Plan

The details required in the work plan have been identified in the Request for proposal. The evaluation will determine if the firm/individual has met the requirements. Innovative procedures and better project understanding will also be evaluated here. Identification of the level of effort for each team member, in each phase of the project, is required.

4. Schedule

The details required in the schedule plan have been identified in the Request for Proposal. The evaluation will determine if the firm/individual has met the minimum schedule requirements.

5. Fee and Level of Effort

This section is to be submitted in a separate, sealed envelope, marked "Fee Proposal".

Upset fees have been requested for detailed design, tendering and post construction services. An estimated fee for the contract administration has been requested. Fees for key personnel, support staff and disbursements must be identified. The corporate fee schedule must also be included should additional work beyond the terms of reference be requested. The evaluation will be based on a comparison to the other consultants. Obvious imbalances in the fee breakdowns may result in rejection of the consultant's submission.

The Level of Effort and will be evaluated with the Work Plan and will be based on the methodology, innovation and recommendations of the proposal.

C. EVALUATION CRITERIA WEIGHING

Each category will be rated at one of five levels – Poor, Fair, Acceptable, Good and Excellent. The evaluator may assign mid-point marks to properly assess the proposal's ranking.

➤ KEY PERSONNEL

Poor	Lacks experience in comparable projects and objectives. Does not have adequate resources and expertise to make qualified recommendations based on the terms of reference.
Fair	Minimal experience in comparable projects and objectives.
Acceptable	Adequate experience in comparable projects and objectives. May make recommendations based on assumptions and results of similar projects without direct involvement in them.
Good	Demonstrates a solid understanding and considerable level of expertise in terms of accomplishing objectives. May make recommendations based on a similar project experience.
Excellent	Excellent understanding of objectives and terms of reference. Experience and expertise demonstrated in numerous past projects. Recommendations would be based on experience gained from direct involvement in a wide variety of projects similar in criteria.

➤ EXPERIENCE

Poor	No experience related to proposed project.
Fair	Minimal experience related to proposed project.
Acceptable	Some experience related to proposed project.

Good	Experienced related to proposed project.
Excellent	Significant experience related to proposed project.

➤ **WORK PLAN**

Poor	Lacks information to determine if the consultant understands the assignment and/or written statements indicates the consultant clearly does not understand the project.
Fair	Minimal information – consultant uses generic terminology that could be used to describe the project or any project of similar nature.
Acceptable	Adequate information to show the consultant understands the basic project.
Good	Details indicate a full and complete understanding of the project.
Excellent	Details indicate a full and complete understanding of the project. Information shows the consultant has included some innovative ideas that demonstrate the depth of understanding.

➤ **SCHEDULE**

Poor	Schedule provided is not in requested format and/or is of an unacceptable duration.
Fair	Minimal detail, no indication of actual resources dedicated to the project, duration is at or over expected completion date.
Acceptable	Detail sufficient to show adequate resources, duration is at expected completion date.
Good	Detail sufficient to show adequate resources, duration is shorter than the expected completion date.
Excellent	Extensive amount of detail – suitable for terms of reference level, duration is significantly shorter than the expected completion date. Depending on the project, availability to start the project immediately may be a significant criteria.

➤ **FEE**

Fee rating will be assessed from lowest to highest with a provision for inspection personnel and possible reduced onsite hours of inspection.

Poor	Greater than 10 % higher than middle fee submission.
Fair	Up to 10 % higher than middle fee submission.
Acceptable	Middle fee submitted.
Good	Up to 10 % lower than middle fee submission.
Excellent	Greater than 10 % lower than middle fee submission.

- APPENDIX B -**EXAMPLE ONLY****VALUATION MATRIX FOR REQUEST FOR COMPLEX PROPOSAL**

Project Title: _____

Date: _____

Consultant: _____

Directors: _____

<i>Category</i>	<i>Point Value</i>	<i>Poor</i>	<i>Fair</i>	<i>Acceptable</i>	<i>Good</i>	<i>Excellent</i>	<i>Total</i>
		<i>0</i>	<i>0.3</i>	<i>0.5</i>	<i>0.75</i>	<i>1.0</i>	
Key Personnel and Support Staff:							
Project Manager	20						
Design Staff	15						
Site Inspector	10						
Sub-Consultants	5						
Experience:							
Corporate	10						
Local	5						
Project Manager	10						
Detailed Work Plan	30						
Detailed Schedule	20						
Proposed Fee:							
Design Upset Fee	10						
Tendering Upset Fee	5						
Site Inspection-Hourly & call out	5						
Contract Administration-Hourly	4						
Post Construction Upset Fee	1						
Total Points Available	150	Total Points:					

- APPENDIX C -**EXAMPLE ONLY****EVALUATION MATRIX FOR STANDARD PROPOSALS**

CATEGORY	Point Value	Total
1. Key Personnel and Support Staff	15	
2. Experience, (Considered from EOI submittal)	30	
3. Detailed Work Plan	30	
4. Detailed Schedule Plan	10	
5. Fee Proposal	15	
Total Points Available	100	

The principles and procedures outlined in this policy should always be used in conjunction with the buyer's discretion and good judgment.

TENDER OPENING FORM

IN ATTENDANCE:	

[illegible]

REPRESENTATIVE

-APPENDIX E-

PURCHASES EXEMPT FROM PURCHASE ORDERS
(but not exempt from appropriate approval)
(this is not an exhaustive list)

- 1) Petty Cash
- 2) Training and Education
 - Conference fees
 - Convention fees
 - Course fees
 - Meeting expenses
 - Memberships or dues
 - Periodicals, magazines, subscriptions
 - Seminars
 - Staff training and development
 - Staff workshops
- 3) Refundable Council and employee expense
 - Mileage allowance – vehicles
 - Travel expenses: meals, accommodation, parking etc.
- 4) Other Payments
 - Debt payments
 - Licenses (vehicles, radios, etc.)
 - Medical and dental
 - Payments to agencies
 - Payment of damages
 - Payroll deduction remittances
- 5) Utilities
 - Internet
 - Cell phones
 - Fuel and oil
 - Gas
 - Hydro
 - Telephone
 - Water

6) General

- Inspection and permit fees to other governments
- Land registry fees
- Municipal and inter-municipal grants and cost sharing
- Operating grants and Council approved grants
- Postage
- Salaries, wages, casual help and related disbursements
- Office recycling

7) Professional Services

- Accounting and audit
- Banking
- Engineering
- Insurance
- Legal

8) Other

- Externally managed projects – (require Council approval to delegate the purchasing authority to a construction management firm for construction process).
- Property purchases

Office of the Mayor

April 14, 2025

File No. 0230-20

ETSI-BC Grant Review Committee
201 – 460 Doyle Ave
Kelowna, BC V1Y 0C2

Dear Members of the ETSI-BC Grant Review Committee:

Re: Letter of Support for Funding of Regional Business Liaison – Community Futures Sun Country

On behalf of the District of Hope, I am writing to express our strong support for the continuation of funding for a Regional Business Liaison position, a critical necessity for our local Community Futures organization.

Community Futures Sun Country plays a critical role in supporting local business and other community initiatives. This position is needed to assist in guiding community projects which utilize grants and other supports. This position will possess the skills needed for projects to be completed on time and on budget. It will also see people being brought together to solidify overall project success.

Thank you for considering this important request. We strongly urge you to approve the grant application and provide the support necessary for Community Futures Sun Country to continue their vital work.

Sincerely,

Victor Smith
Mayor

REPORT/RECOMMENDATION TO COUNCIL

REPORT DATE: April 4, 2025

FILE: LDP 09/25- DVP

SUBMITTED BY: Christian Parr, Planner II

MEETING DATE: April 14, 2025

SUBJECT: Development Variance Permit Application at 661 Maple Street

PURPOSE:

To obtain Council approval for a Development Variance Permit (DVP) for 661 Maple Street to increase the maximum height of an accessory building.

RECOMMENDATION:

THAT Council approves a Development Variance Permit for the following *Zoning Bylaw* variances for 661 Maple Street:

- **Part 10.1.5.1 (height)** to increase the maximum height for an accessory building from 5.0 m to 6.5 m.

BACKGROUND

Owner/Agent:	Warren and Paula Gardner
Civic Address:	661 Maple Street
PID Number:	024-829-111
OCP Designation:	Urban/Suburban Residential
DPA:	None
Zoning:	Small-Scale Multi-Unit Housing (RS-1)
Lot Area:	1,420 m ² (15,2856 ft ²)

ANALYSIS:

Proposal

The applicant is proposing to establish a 219.4 m² accessory building at 661 Maple Street in the rear corner of the subject property. The building is proposed to be used for RV and classic car storage and will replace three existing shop buildings on the subject property. An additional driveway onto Maple Street is proposed as part of this development.

To facilitate the proposed development, the applicant has requested a Zoning Bylaw variance to increase the maximum RS-1 zone accessory building height from 5.0 m to 6.5 m.

The applicant has noted the additional height is necessary to accommodate an RV, vehicle hoist, and tall racking for car parts and that the proposed building is only for personal not commercial use.

Rationale

Staff recommend Council consider approving the proposed variance.

Notification

All property owners within 30 metres of the property were sent notification on April 4, 2025, of the requested variance in accordance with District of Hope *Application Procedures & Public Hearing/Information Meeting Procedural Bylaw No. 13/93*.

Budget Implications

None. The applicant has paid the required fees.

Attachments:

- Location Map
- Site plan
- Elevation

Reviewed by:

Approved for submission to Council:

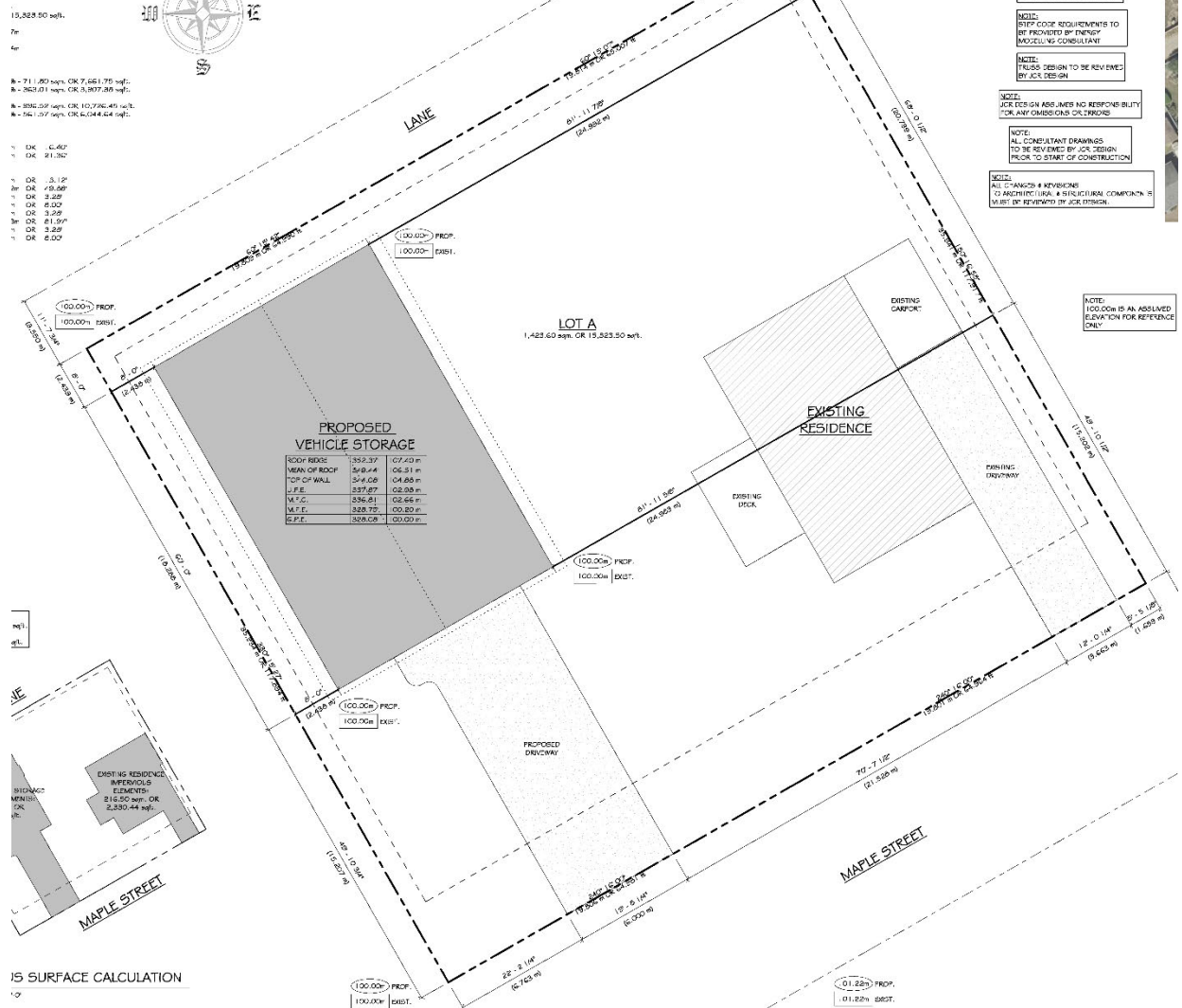
Original Signed by Robin Beukens
Director of Community Development

Original Signed by John Fortoloczky
Chief Administrative Officer

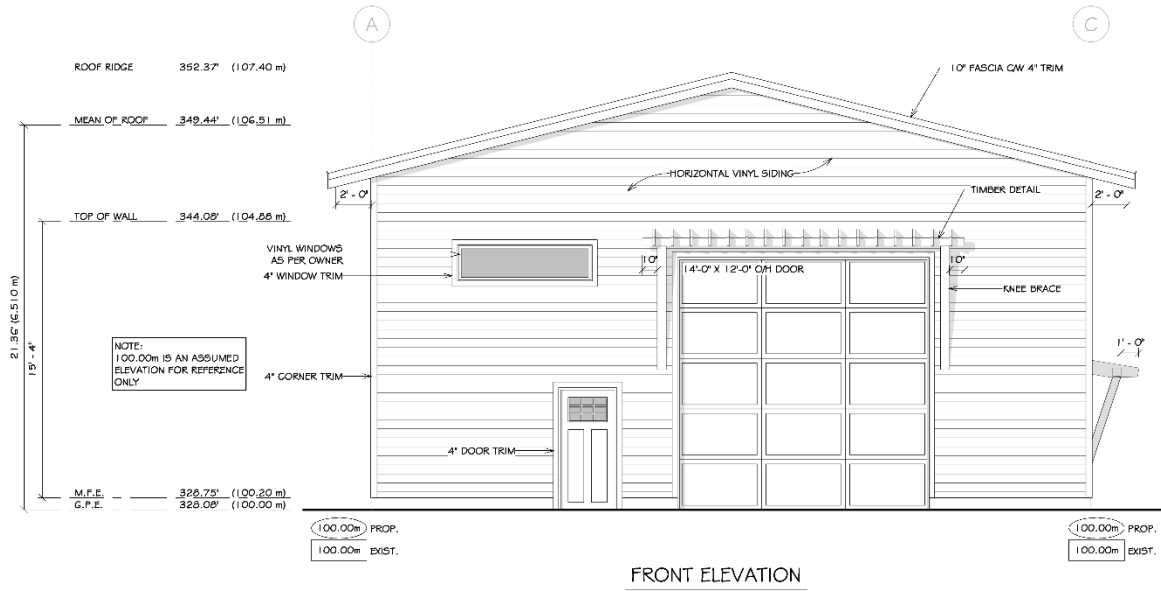
Location Map



Site Plan



Elevation Plan





DISTRICT OF HOPE

REPORT/RECOMMENDATION TO COUNCIL

REPORT DATE: April 4, 2025 **FILE:** LDP 13/24

SUBMITTED BY: Christian Parr, Planner II

MEETING DATE: April 14, 2025

SUBJECT: Temporary Use Permit – 62870 Flood Hope Road

PURPOSE:

To obtain Council approval for the renewal of a Temporary Use Permit (TUP) at 62780 Flood Hope Road. The TUP is to allow the storage of up to 48 modular building modules and preparation of those modules for installation for up to eight months.

RECOMMENDATION:

THAT Council approves an 8-month Temporary Use Permit to allow for the third-party storage of up to 48 modular building modules and the preparation of those modules at 62870 Flood Hope Road.

BACKGROUND:

Owner/Agent:	Gord Liske, G+M Liske Developments Ltd.
Civic Address:	62870 Flood Hope Road
PID Number:	014-249-663
OCP Designation:	Highway Commercial
Zoning:	Rural (RU-1)
Lot Area:	4.4 ha (10.9 acres)

ANALYSIS:

Application History

A three-year Temporary Use Permit was issued to the property owner in December 2021 to allow pipeline related uses of:

- Storage of equipment and construction material,
- Stowing of four Modular Storage Units, and
- Placement of two construction offices.

This permit was amended in February 2023 to add additional temporary uses of:

- Placement of a 5000 square foot temporary shelter, and
- Placement of a recreational vehicle for security purposes.

While the property owner had applied for an extension of the TUP in 2024, the use of the site by Trans-Mountain was discontinued so there was no need for the TUP to be renewed and the application was put on hold.

Proposal

The property owner has applied for a new TUP to allow the temporary storage of up to 48 modular building modules as well as the preparation of these modules on the portion of the subject property previously graded for Trans-Mountain. These modules are to be installed at the new BC Housing supportive housing and shelter project at 1275 7th Avenue.

This temporary use has been requested until August 2025; however, staff recommend extending the expiry until the end of 2025 to provide additional flexibility.

The applicant has noted that the site will have 24/7 security camera monitoring as well as on-site garbage and portable washrooms.

Rationale

The current Rural (RU-1) Zone of the property allows a range of rural land uses, it does not allow for third party storage and preparation of modular buildings. The TUP allows for a broader range of uses on the property.

Zoning Bylaw – Section 5.3.1 of Zoning Bylaw 1324, 2012 states:

A Temporary Use Permit may be issued by resolution by the Council of the District in any Rural, Commercial, Industrial, Residential or Public Use and Institutional Zone subject to the following provisions:

- a) Written documentation from the applicant including the rationale for the temporary use permit, a site plan, and illustrative material about the proposed temporary use.
- b) Documentation that the proposed land use cannot be accommodated on a parcel suitably zoned or could only be undertaken with considerable hardship.
- c) Notification by the applicant to all residents and property owners within 200 metres of the location of the proposed temporary use permit.
- d) Removal of the temporary use no later than 3 years from the date the permit is issued.

- e) Restoration of the parcel to a condition similar to surrounding parcels following the termination of the temporary use.
- f) Residential zone lands must be .809 hectares (2 acres) or greater.

Staff support the TUP application for 62870 Floor Hope Road as the proposed use is extremely short-term in nature and utilizes existing graded lands on the subject property.

Notification

A notice of the TUP application was in the April 4, 2025, edition of the Hope Standard newspaper and notices were mailed to residents within 200 metres of the subject property on April 4, 2025. In addition, Bylaw hand delivered notices to mobile home park residents are 62780 and 62790 Flood Hope Road. This notification met the requirements set out in the District of Hope Zoning Bylaw, *Application Procedures and Public Hearing/Information Meeting Procedural Bylaw No. 13/93* and the *Local Government Act*.

Attachments

1. Location Map

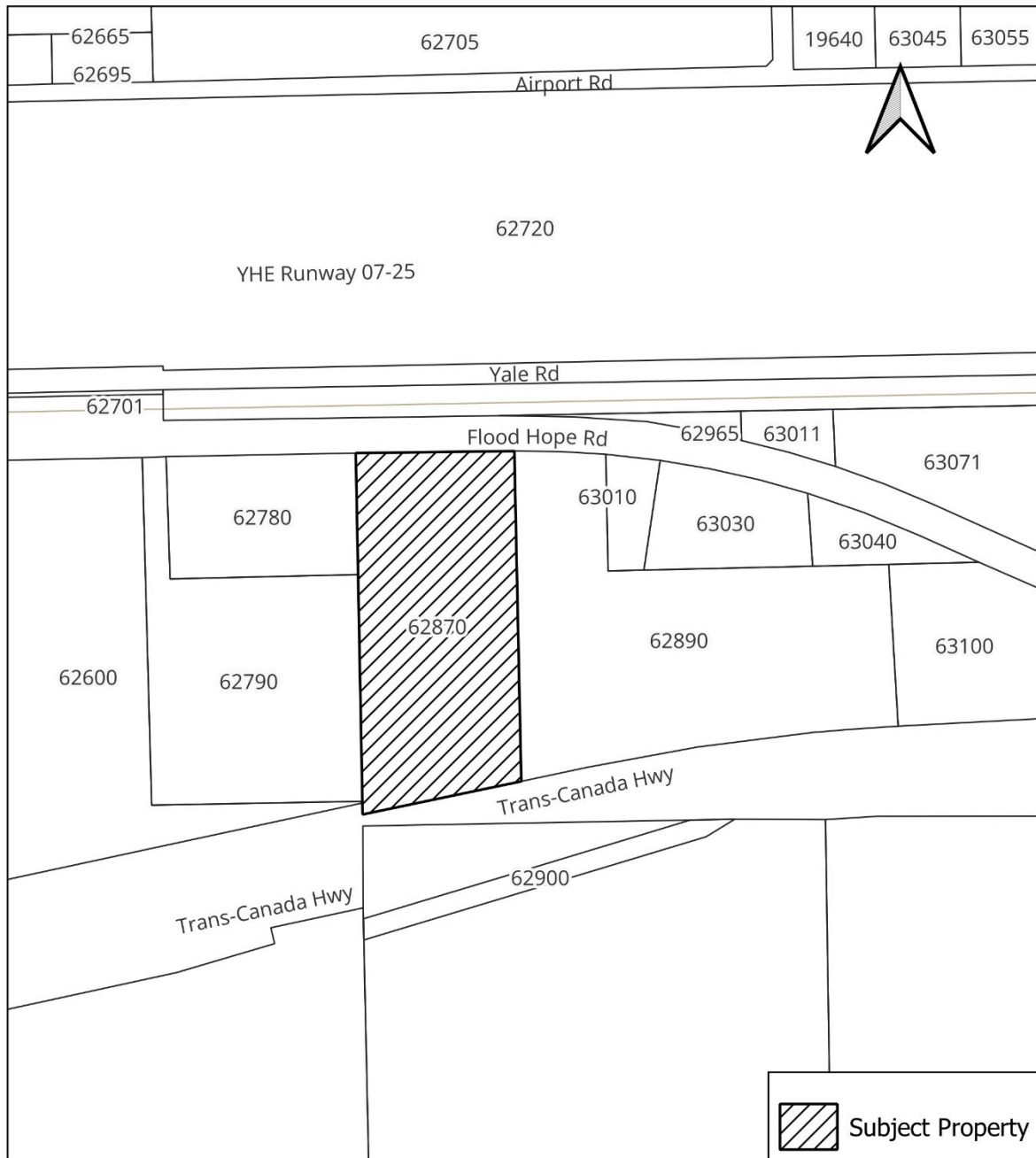
Reviewed by:

Approved for submission to Council:

Original Signed by Robin Beukens
Director of Community Development

Original Signed by John Fortoloczky
Chief Administrative Officer

Location Map



Formal Complaint Letter

Ken Hall

JMH IND

#1-63370 Flood Hope RD

Hope, BC V0X 1L2

Phone: [REDACTED]

Date: March 31, 2025

Town of Hope BC District Planners and Council

325 Wallace ST

Hope, BC V0X 1L0

Dear District Planners and Council Members,

I am writing to formally express my objection to the Temporary Use Permit (TUP) application for the property located at 62870 Flood Hope RD, which is intended for the storage of modular buildings. As a resident and business owner at JMH IND, #1-63370 Flood Hope RD, I believe this TUP poses several significant concerns that warrant careful consideration by the Council.

Firstly, it is important to note that we have land that is already properly zoned, fenced, leveled, and provides good access for such uses. Granting a TUP for 62870 Flood Hope RD would be redundant and unnecessary, given the available infrastructure that meets the requirements without disrupting current zoning regulations.

Additionally, the proposed TUP results in unfair tax comparisons. Our existing land and facilities are subject to appropriate taxation, and introducing a temporary permit for similar usage nearby creates an inequitable situation. This unfairly disadvantages established landowners who are compliant with existing zoning and taxation laws.

Furthermore, the economic conditions in Hope, BC, do not justify the need for such a TUP. Unlike the previous economic boom, there is no significant demand or urgent requirement that necessitates temporary zoning for the storage of modular buildings. The economic rationale for the TUP is unsubstantiated given the current market conditions.

Lastly, there are residential properties adjacent to the proposed TUP site. Allowing a temporary permit for the storage of modular buildings directly conflicts with the residential zoning, leading to potential disturbances and inconveniences for the residents. This incompatible usage is likely to cause conflicts and diminish the quality of life for those living nearby.

In light of these concerns, I respectfully request that the Council decline the Temporary Use Permit application for 62870 Flood Hope RD. It is crucial that we preserve the integrity of zoning laws, ensure fair taxation, and protect the interests of both businesses and residents in our community.

RECEIVED
MAR 31 2025
DISTRICT OF HOPE

Thank you for your attention to this matter.

Sincerely,

Ken Hall

JMH IND

#1-63370 Flood Hope RD

Hope, BC V0X 1L2

Phone:



From: m wiens

Sent: Monday, April 7, 2025 9:26 AM

To: Planning <planning@hope.ca>

Subject: Renewal of the Temporary Use Permit at 62870 Flood Hope Road

I am writing today to urge council to deny the renewal of the permit as my elderly neighbors and myself have not yet recovered from the last time they were here. A renewal would be a threat to our very existence. If the renewal is granted the repercussions will be extensive and severe. The last time they were here three of my elderly neighbors died. The very thought of it has ENRAGED me. I have some old friends from the East End of Vancouver coming to visit me this summer who will take great offense at the horrendous behavior of the workers. I have purchased a 1,000 lumen spotlight and I will shine it at the workers if they are foolish enough to shine lights at my bedroom windows again. All I want is to live in peace and not be victimized in my own home. I am willing to do anything to achieve that goal. Anything.

Marilyn Wiens.

Donna Bellingham

From: Christina Vugteveen <cvugteveen@fvrd.ca>
Sent: Tuesday, April 8, 2025 1:51 PM
To: Planning; Donna Bellingham
Cc: Katelyn Hipwell; David Urban; K.C. Brennan
Subject: RE: TUP Renewal Notice - 62870 Flood Hope Road, Hope - If any comments, deadline is tomorrow at noon

Caution! This message was sent from outside your organization.

[Block sender](#) | [Report](#)

Thank you for the opportunity to comment on TUP Renewal Notice -62870 Flood Hope Road, Hope

Background

The District of Hope is responsible for land use concurrence which applies to the Airpark property and as such, are the approval granting authority for the project to proceed. The District of Hope's zoning provision Section: 5.11.2 identifies that No *building or structure* shall exceed a *building height* of 5.5 metres within the flight path of the Hope Airpark. The District of Hope Zoning Bylaw is not an Airport Bylaw and therefore not established under the *Aeronautics Act*. The *Aeronautics Act* is a Federal Statute which takes precedent in the matter since the District of Hope is not able under its capacity to determine "flight path".

So, as long as this application aligns with section 5.11.2 of the zoning bylaw, FVRD parks staff do not have any concerns.

Christina Vugteveen, BSc., DPTRT

Manager of Parks
Fraser Valley Regional District
Pronouns: she/her

P 604-702-5077
1-45950 Cheam Ave, Chilliwack, B.C. V2P 1N6
fvrd.ca | haveyoursay.fvrd.ca



From: K.C. Brennan <KBrennan@fvrd.ca>
Sent: April 8, 2025 1:40 PM
To: Christina Vugteveen <cvugteveen@fvrd.ca>
Cc: Katelyn Hipwell <kipwell@fvrd.ca>; David Urban <durban@fvrd.ca>
Subject: TUP Renewal Notice - 62870 Flood Hope Road, Hope - If any comments, deadline is tomorrow at noon
Importance: High

Hello. We received a Notice to Consider a Temporary Use Permit at 62870 Flood Hope Road in Hope.

We received this Notice as it is near the FVRD Regional Airpark.

The EA Planning Department does not have any comments.

We just received this today but please note the deadline to comment is by tomorrow April 9, 2025 by noon.

If you have comments, please email planning@hope.ca or dbellingham@hope.ca.

Thank you!

K.C. Brennan

Planning Assistant

Fraser Valley Regional District

P 604-702-5050

1-45950 Cheam Ave, Chilliwack, B.C. V2P 1N6

fvrdd.ca | haveyoursay.fvrdd.ca



REPORT/RECOMMENDATION TO COUNCIL

REPORT DATE: April 4, 2025

FILE: LDP 07/25 – OCP/ZON
Bylaws 1598 & 1599

SUBMITTED BY: Christian Parr, Planner II

MEETING DATE: April 14, 2025

SUBJECT: Redesignate and Rezone 19623 Silver Skagit Road

PURPOSE:

To obtain Council's authorization for staff to proceed with the legislative process to redesignate and rezone 19623 Silver Skagit Road from Country Residential (CR-1) to Light/Service Industrial to facilitate the establishment of a light industrial building on the subject property.

RECOMMENDATION 1:

THAT *District of Hope Official Community Plan Amendment Bylaw No. 1598, 2025* be given first and second readings to change the Official Community Plan land use designation from Country Residential to Light/Service Industry for the portion of the property west of Silver Skagit Road at 19623 Silver Skagit Road; and

FURTHER THAT the public be notified in accordance with the *District of Hope Application Procedures Bylaw No. 1595, 2025*; and

FURTHER THAT Council approve and adopt the consultation strategy outlined in the Report to Council dated March 10, 2025, for *District of Hope Official Community Plan Amendment Bylaw No. 1598* which includes referral to the Ministry of Transportation & Infrastructure, the District of Hope Director of Finance, and the District of Hope Director of Operations.

RECOMMENDATION 2:

THAT *District of Hope Zoning Amendment Bylaw No. 1599, 2025* be given first and second readings to change the zoning from Country Residential (CR-1) to Light/Service Industrial (I-2) for the for the portion of the property west of Silver Skagit Road at 19623 Silver Skagit Road; and

FURTHER THAT the public be notified in accordance with the *District of Hope Application Procedures Bylaw No. 1595, 2025*

BACKGROUND:

Address	19623 Silver Skagit Road
PID	010-381-520
Legal Description	Lot 1 District Lot 1601 Yale Division Yale District Plan 5302
Property Owner / Agent	Toby Knowles
Lot Size	2.03 ha (5.02 acres)
Current OCP Designation	Country Residential
Proposed OCP Designation	Light/Service Industry (LSI) and Country Residential
Current Zoning	Country Residential (CR-1) and Limited Use (L-1)
Proposed Zoning	Light/Service Industry (I-2) and Limited Use (L-1)
Development Permit Area	Geotechnical Hazard Flood & Erosion Hazards Streamside Protection

Site Description

The subject parcel is a large, deep rectangular lot split by Silver Skagit Road with about 85% of the lot on the west side of the road with the remaining 15% on the east side of the road. The eastern portion of the parcel borders Silverhope Creek and currently features a cabin. The western portion of the lot is heavily treed and features a shop and single-family dwelling.

DISCUSSION:**Proposal**

The applicant has applied for Official Community Plan (OCP) and Zoning Bylaw amendments to facilitate the establishment of a 743.2 m² (8,000 ft²) industrial building at 19623 Silver Skagit Road. 278.7 m² of the proposed building is to be used for the applicant's sheet metal fabrication operations while the remainder of the building will be leased out to other light / service industrial businesses.

The proposed amendments would amend the following for the portion of the property on the west side of Silver Skagit Road:

- OCP land use designation from Country Residential to Light and Service Industrial.
- Zoning from Country Residential (CR-1) to Light/Service Industrial (I-2)

The applicant has provided some preliminary details regarding his intentions for the site design should the land use amendments be successful:

- Existing trees along the CR-1 zoned property to the south would be retained while trees in the rear portion of the property would be removed.
- The site would be screened with a steel fence and secured with a gate.

The subject parcel is one of 5 large, deep lots located on the north end of Silver Skagit Road about 800 m south of Flood Hope Road and the existing I-2 zoned lots along it and about 1.1 km from the eastbound Trans-Canada Highway on-ramp.

Until recently the parcels on Silver Skagit Road were a combination of Limited Use and Country Residential zoned lots, however, there have been several non-conforming light/service industrial uses in the area that have recently undergone land use amendments to bring them into Zoning Bylaw compliance.

As industrial land prices in the western part of the lower mainland become unaffordable, more affordable land in areas like Hope have become attractive options for industrial operations. Both Metro Vancouver and Fraser Valley Regional District have documented shortages of industrial lands.

The neighbouring properties are Light Industrial (I-2) to the north, a Country Residential (CR-1) property to the south, and the CD-2 zone to the south which is unique zone that contains many Limited Use (L-1) Zone uses, some Light Industrial (I-2) Zone uses in terms of a workshop and yard for construction companies and trade contractors, and county residential near the entrance.

While the area has many country residential properties, most of those properties are farther up Silver Skagit Road to the south and most traffic coming in and out of the property would not pass by these properties.

Council will have to weigh concerns neighbours have shared the past few years about conflicts between lands uses in the area. Much of the neighbourhood concerns have revolved around gravel crushing and processing, which is not permitted in the Light Industrial (I-2) Zone. But Council will have to consider the balance of creating more light industrial lands for economic opportunities with the desire from some residents to keep the area more Country Residential.

Official Community Plan Policies and Guidelines

The District's OCP does not detail criteria for amending the OCP and Zoning Bylaw for lands designated Country Residential to Light Industrial but does note the following goals for Hope's industrial areas:

- Clean, attractive, and well-maintained.
- Contribute to the local economy.
- Effectively separated or buffered from adjacent land uses.
- Minimum negative impacts on the natural environment and human health.
- Compatible with the tourism experience.

Staff reviewed the applicant's proposal with these goals as the criteria for gauging support for the land use amendments. This review showed that the following OCP goals for industrial areas have been met by the proposal:

- Contribute to the local economy.

The establishment of new light industrial operations in the District will contribute to the local economy by bringing new jobs and tax benefits.

- Effectively separated or buffered from adjacent land uses.

The Zoning Bylaw's landscaping, screening and fencing regulations require industrial buildings and outdoor storage be screened from residential zones by a solid, view obstructing fence or screen not less than 1.8 m in height and not less than 2.5 m in height. A minimum of 5% of the subject property is to be landscaped.

In addition, activities in the I-2 zone are to be carried out in accordance with the District of Hope Good Neighbour Bylaw.

- Minimum negative impacts on the natural environment and human health.

The proposed development will be required to complete a geotechnical and flood hazard assessment prior to issuance of a building permit.

- Compatible with the tourism experience.

As proposed, the site is to be screened from Silver Skagit Road by a gate and fence minimizing the visual impact for travellers headed to Silver Lake.

Staff consider the proposal generally consistent with the current OCPs goals for light industrial areas and recommend Council grant first and second reading to the amendment bylaws and direct staff to begin the community engagement process.

Consultation Strategy

Public Notification

District of Hope Application Procedures Bylaw No. 1595, 2025 requires all property owners within 50 meters of the property to be notified of the proposed OCP and Zoning amendments. Staff recommend the notification distance be increased to include all properties along Silver Skagit Road to be consistent with recent rezoning applications in the area.

OCP Consultation

During an OCP amendment, Section 475 of the *Local Government Act* requires the local government to provide one or more opportunities for consultation with persons, organizations and authorities it believes will be affected. Staff believe consultation with the Ministry of Transportation & Infrastructure and internal referrals to the District of Hope's Director of Finance and Director of Operations is appropriate for this proposal. The internal referrals will consider any impact to the District's financial and waste management plans.

Other Requirements

If the land use amendments are successful, the applicant must receive development permits for geotechnical hazard and flood and erosion mitigation and a building permit before beginning construction.

In addition, cash in lieu of works for the repaving of the portion of Silver Skagit Road in front of the subject property is also required as a condition of the land use amendments.

ATTACHMENTS:

- Location Map
- Map of Zoning along Silver Skagit Road

Reviewed by:

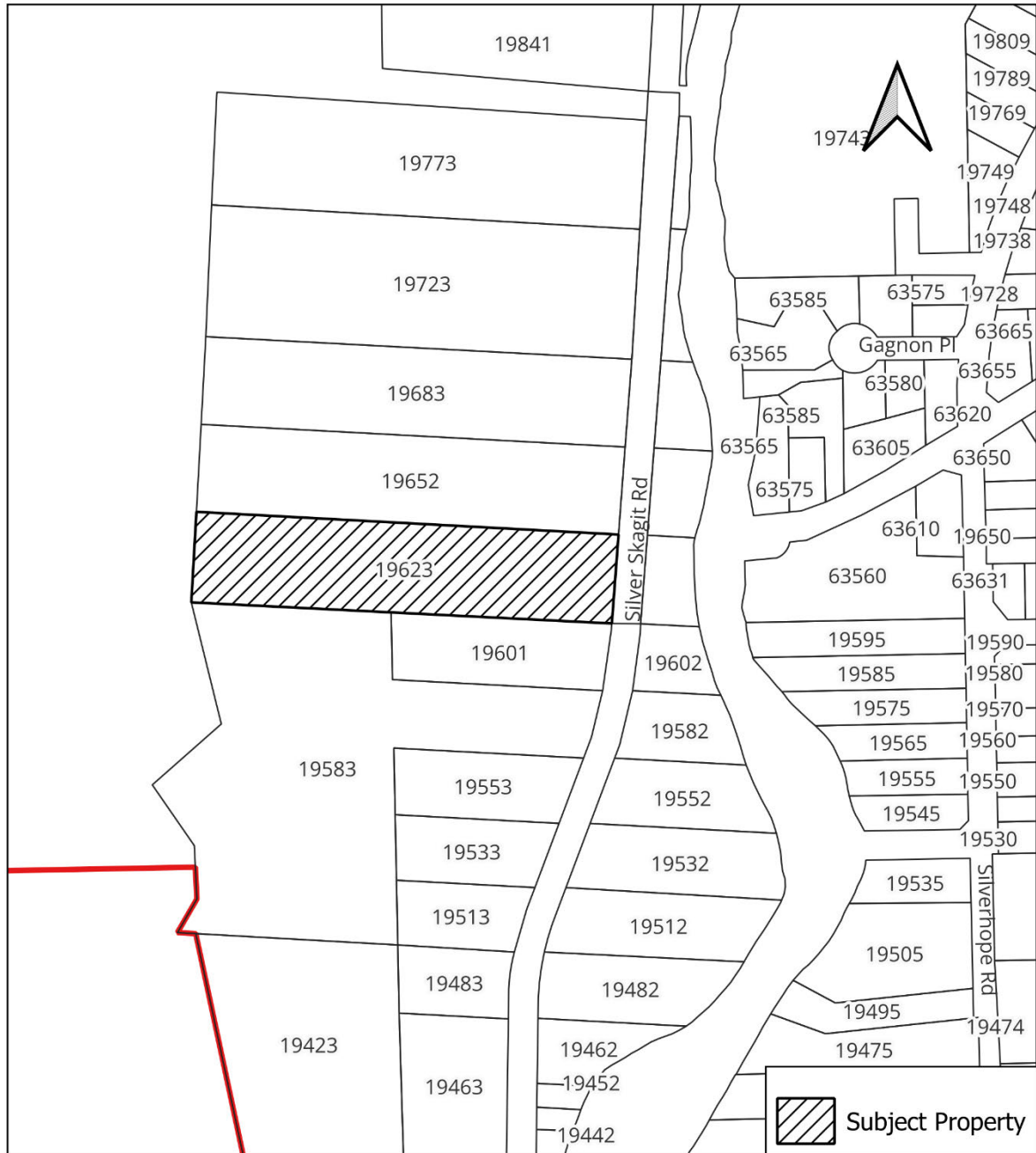
Approved for submission to Council:

Original Signed by Robin Beukens
Director of Community Development

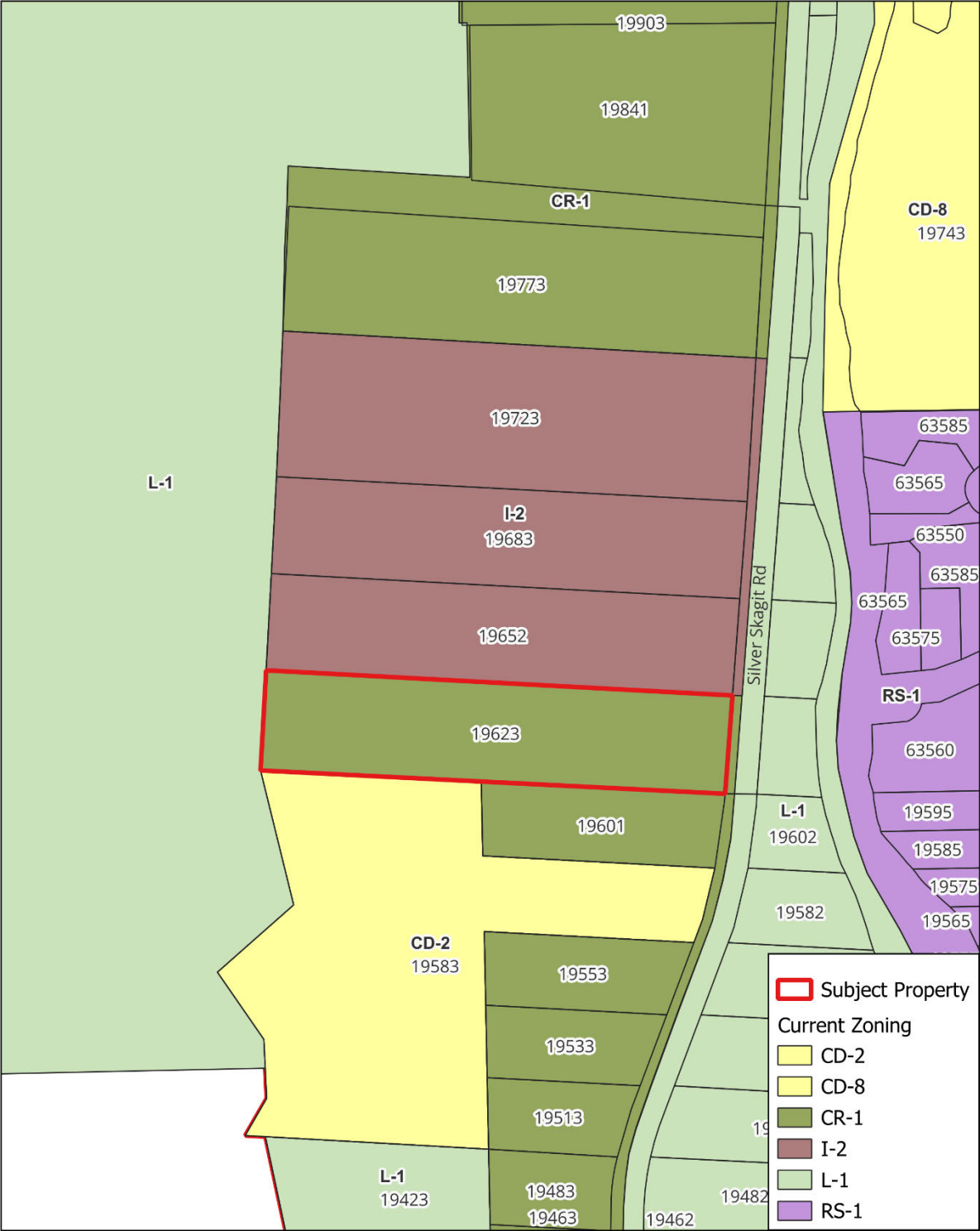
Original Signed by John Fortoloczky
Chief Administrative Officer

Location Map

Location Map



Zoning Map





DISTRICT OF HOPE

BYLAW NO. 1598

A Bylaw to amend the District of Hope Official Community Plan Bylaw No. 1378

Whereas the Council of the District of Hope deems it appropriate to amend Official Community Plan Bylaw No. 1378, 2016 by re-designating certain lands;

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 Official Community Plan Amendment Bylaw No. 1598, 2025***”.

ENACTMENT

2. That certain parcels of land situated in the District of Hope, British Columbia, and described as:

Lot 1 District Lot 1601 Yale Division Yale District Plan 5302
PID: 010-381-520

with the civic addresses of 19623 Silver Skagit Road as shown on Schedule “A” attached to and forming part of this bylaw are hereby re-designated from Country Residential to Light and Service Industrial and Map 2 of the District of Hope Official Community Plan Bylaw 1378, 2016 is hereby amended to reflect this re-designation.

Read a first and second time this day of , 2025.

Advertised in the Hope Standard Newspaper on the and days of ,2025

Public Hearing was held this day of ,2025

Read a third time this day of ,2025

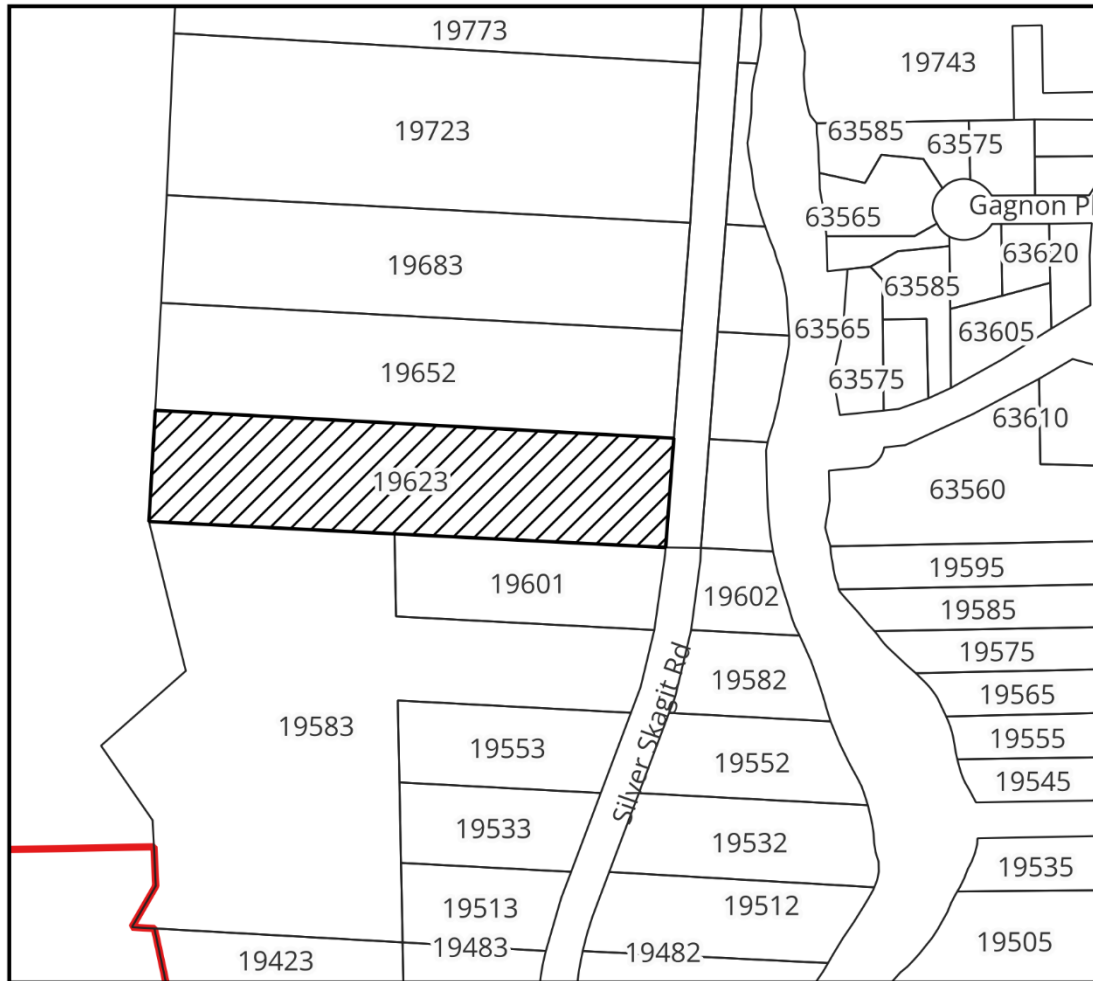
Adopted this day of ,2025

Mayor

Director of Corporate Services

**DISTRICT OF HOPE
BYLAW NO. 1598
SCHEDULE "A"**

OFFICIAL COMMUNITY PLAN AMENDMENT MAP



FROM: COUNTRY RESIDENTIAL
TO: LIGHT AND SERVICE INDUSTRIAL

This is Schedule "A" attached to and forming part of the **"District of Hope Official Community Plan Amendment Bylaw No. 1598, 2025."**

Mayor

Director of Corporate Services

DISTRICT OF HOPE
BYLAW NO. 1599

A Bylaw to amend the District of Hope Zoning Bylaw 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 No. 1324, 2012 by rezoning a certain parcel of land;

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. 1599, 2025***”.

ENACTMENT

2. That certain parcels of land situated in the District of Hope, British Columbia, and described as:

Lot 1 District Lot 1601 Yale Division Yale District Plan 5302
PID: 010-381-520

with the civic address of 19623 Silver Skagit Road as shown on Schedule “A” attached to and forming part of this bylaw are hereby rezoned from from Country Residential (CR-1) to Light/Service Industrial (I-2) and the Zoning Map Schedule “B” of the District of Hope, Zoning Bylaw 1324, 2012 is hereby amended to reflect this rezoning.

Read a first and second time this day of _____, 2025

Advertised in the Hope Standard Newspaper on the _____ and _____

Public Hearing was held this day of _____, 2025

Read a third time this day of _____, 2025

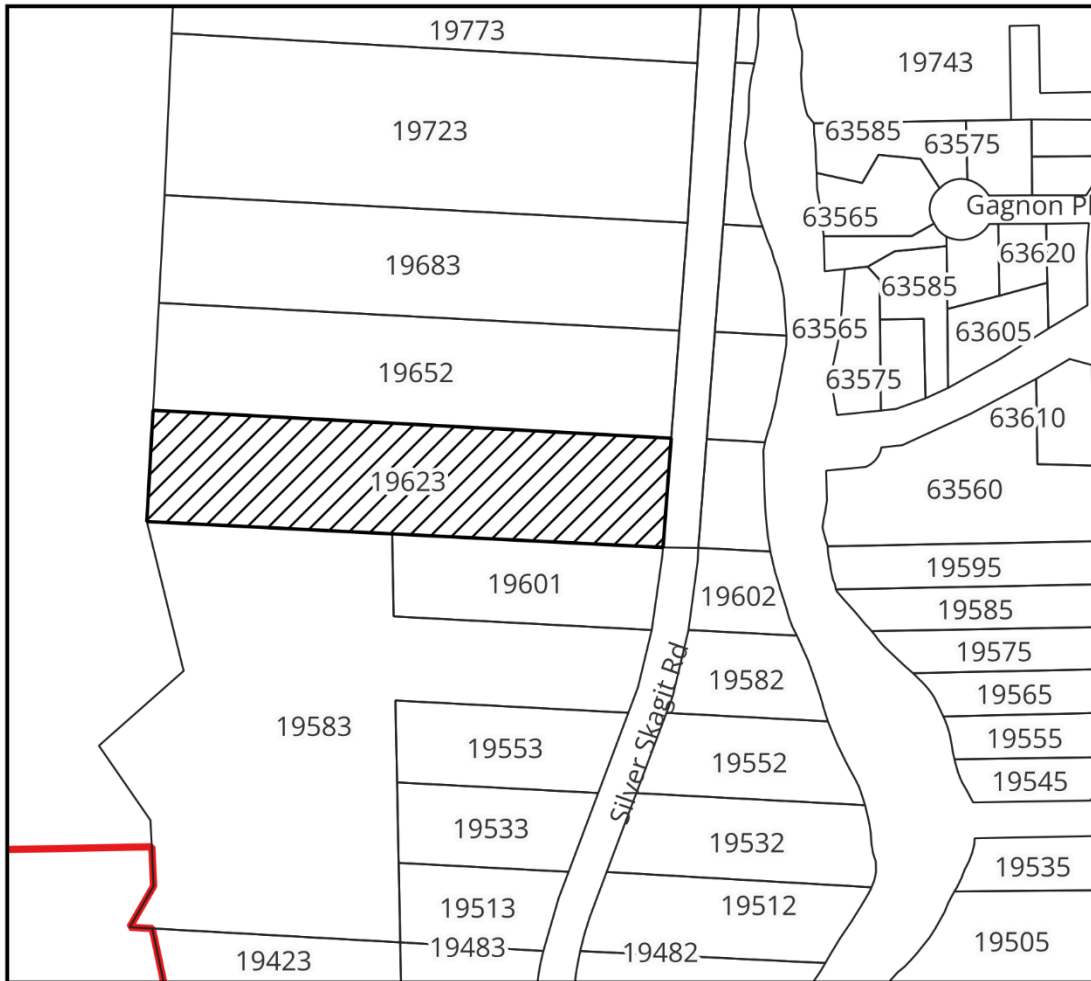
Received Ministry of Transportation & Infrastructure approval this day of _____, 2025

Adopted this day of _____, 2025

Mayor

Director of Corporate Services

**DISTRICT OF HOPE
BYLAW NO. 1599
SCHEDULE "A"
ZONING AMENDMENT MAP**



 FROM: COUNTRY RESIDENTIAL (CR-1)
TO: LIGHT/SERVICE INDUSTRIAL (I-2)

This is Schedule "A" attached to and forming part of the **"District of Hope Zoning Amendment Bylaw No. 1599, 2025."**

Mayor

Director of Corporate Services

-
1. News Release dated March 20, 2025 from Ministry of Forests re: BC Wildfire Service has record application numbers ahead of wildfire season.
The Province of British Columbia has introduced the Mineral Claims Consultation Framework (MCCF) to ensure First Nations are consulted during the mineral claim registration process, addressing a 2023 court ruling. This framework aims to bring certainty to the mineral exploration process while fulfilling constitutional obligations.
 2. News Release dated March 21, 2024 from the Ministry of Energy & Climate Solutions re: First Nations continue to expand development in clean-energy sector.
 3. News Release dated March 21, 2025 from the Ministry of Housing & Municipal Affairs and the Housing, Infrastructure & Communities Canada re: the governments of Canada and British Columbia finalize an agreement for the Canada Housing Infrastructure Fund.
 4. News Release dated March 24, 2025 from the Ministry of Education & Child Care re: investments will boost child care for families.
 5. News Release dated March 25, 2025 the Ministry of Emergency Management & Climate Readiness re: Province funds replacement of flood-damaged dikes in Merritt.
 6. Update dated March 25, 2025 from the Ministry of Finance re: No carbon tax in BC as of April 1, 2025.
 7. Letter dated January 27, 2025 from UBCM re: 2024 CEPF Volunteer & Composite Fire Department Equipment & Training funding.
 8. News Release dated March 26, 2025 from the Ministry of Mining and Critical Minerals re: New framework introduced for First Nations consultation on mining claims.
 9. News Release dated March 27, 2025 from the Ministry of Transportation and Transit re: Grants for cycling, walking paths support sustainability.
 10. Information Bulletin dated March 27, 2025 from the Ministry of Post-Secondary Education and Future Skills re: Investment in adult education paves pathways to high-priority careers.
 11. Information Bulletin dated March 28, 2025 from the Intergovernmental Relations Secretariat and the Honours and Awards Secretariat re: Final list of King Charles III Coronation Medal recipients.
 12. News Release dated March 28, 2025 from the Ministry of Health and the Office of the Provincial Health Officer re: Province continues to ensure people are protected from COVID-19, measles.
 13. News Release dated March 30, 2025 from the Ministry of Jobs, Economic Development and Innovation re: B.C. tech companies will be on display at the world's largest tech show.
 14. News Release dated March 31, 2025 from the Office of the Premier, the Ministry of Energy and Climate Solutions, and the Ministry of Finance re: B.C. eliminates carbon tax.
 15. Information Bulletin dated April 1, 2025 from the Ministry of Social Development and Poverty Reduction re: Provincial funding boosts support for deafblind people.
 16. Information Bulletin dated April 3, 2025 from the Ministry of Attorney General re: Expansion of early resolution process will help resolve family law matters.

17. News Release dated April 3, 2025 from the Ministry of Housing and Municipal Affairs re: Enhanced rental assistance programs support families, seniors.
18. News Release dated April 4, 2025 from the Ministry of Housing and Municipal Affairs re: On-reserve homes fast-tracked for First Nations communities.
19. News Release dated April 4, 2025 from the Office of the Premier and the Ministry of Forests re: Province takes action to improve wildfire resiliency, enhance forest stewardship.
20. News Release dated April 7, 2025 from the Ministry of Transportation and Transit re: Safe cycling program gives kids confidence to ride.
21. News Release dated April 7, 2025 from the Ministry of Health, the Provincial Health Services Authority, and BC Cancer re: Temporary U.S. program ends, cancer care waiting times improve.
22. Information Bulletin dated April 8, 2025 from the Ministry of Health re: Legislation amendments will help people avoid more costs.
23. News Release dated April 8, 2025 from the Ministry of Housing and Municipal Affairs re: B.C. strengthens supports, cuts wait times for landlords, renters.
24. News Release dated April 9, 2025 from the Ministry of Energy and Climate Solutions re: B.C. makes heat pumps more affordable for people with low incomes.
25. News Release dated March 31, 2025 from Fraser Health re: Retirement of Fraser Health Board Chair Jim Sinclair.
26. Letter dated April 7, 2025 from Community Futures BC re: Community Future British Columbia Updates *MyCommunityFutures* After Successful Conclusion of the Disaster Recovery & Economic Adjustment Initiative.
27. Letter dated April 7, 2025 from the District of Hope re: Letter of Support for the Sunshine Valley Volunteer Fire Department's Air Tank Filling Station Proposal.
28. Letter dated March 12, 2025 from the Union of BC Municipalities re: 2025 Community Emergency Preparedness Fund – Emergency Support Services Equipment and Training – Approval Agreement.



January 27, 2025

For Information Correspondence

John Fortoloczky, CAO
District of Hope
325 Wallace Street, Box 609
Hope, BC V0X 1L0

Reference: LGPS-11283

Re: 2024 CEPF Volunteer and Composite Fire Departments Equipment and Training – CONFIDENTIAL Approval Agreement

Dear Mr. Fortoloczky,

Thank you for submitting an application, dated October 15, 2024, under the Community Emergency Preparedness Fund for the 2024 Volunteer and Composite Fire Departments Equipment and Training funding stream.

I am pleased to inform you **in confidence** that the Evaluation Committee has recommended your project, *Structure Protection Equipment and Training*, for funding. A grant in the amount of \$40,000.00 has now been approved.

As outlined in the *Program and Application Guide*, an initial payment in the amount of \$20,000.00 or fifty percent (50%) of the total approved grant will follow by electronic funds transfer after the signed Approval Agreement has been returned to UBCM. The remainder of the grant will be issued when the approved project is complete and UBCM has received and approved the required final report and financial summary.

The Ministry of Emergency Management and Climate Readiness and the Ministry of Public Safety and Solicitor General have provided funding for this program. In order to satisfy the terms of the contribution agreement, the following requirements must be met in order to be eligible for grant payment:

- (1) This approval agreement is required to be signed by the Band Manager, CAO, CFO, or designate and returned to UBCM within 30 days of the date of this letter;
- (2) To provide the Province of BC with the opportunity to make announcements of funding approvals under this program, please keep information regarding this funding approval **in confidence until March 14, 2025;**

The Community Emergency Preparedness Fund is funded by the Province of BC

- (3) The funding is to be used solely for the purpose of the above-named project and for the expenses itemized in your approved application and budget;
- (4) All expenditures must meet eligibility and funding requirements as defined in the *Program and Application Guide* (refer to Sections 4, 5, and 6);
- (5) All project activities must be completed within one year and no later than January 27, 2025;
- (6) The final report is required to be submitted to UBCM within 30 days of the project end date and no later than February 27, 2025;
- (7) Any unused funds must be returned to UBCM within 30 days following the project end date;
- (8) Where applicable, the purchase of equipment required to support response to interface fires is limited to wildland firefighting personal protective equipment and equipment identified in Appendix 3 of the *Program and Application Guide*;
- (9) Where applicable, live burn training, training props, and facilities are limited to live burning using Class B fuels only.

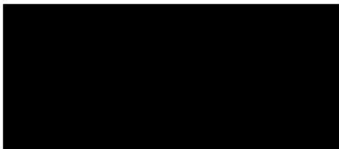
In addition, local governments are encouraged to engage with local First Nations and Indigenous organizations. Engagement by local governments both locally and regionally can help build relationships with First Nations, benefit both communities and enhance reconciliation. More information on engagement best practices is available [here](#).

Please note that descriptive information regarding successful applicants will be posted on the UBCM and/or provincial government websites, and all interim, progress, and/or final report materials may be made available to the Provincial government and First Nations' Emergency Services Society.

I would like to congratulate you for responding to this opportunity to support emergency preparedness and resiliency in your community.

If you have any questions, or if we can provide any assistance, please contact 250-356-7123 or cepf@ubcm.ca.

Sincerely,



Lynsay Pacey, Program Officer

cc. Thomas Cameron, Fire Chief
Joshua Westcott, Deputy Fire Chief

Reference: LGPS-11283

Approval Agreement (to be signed by the Band Manager, CAO, CFO, or designate)

I, John Fortoloczky authorized designate of the District of Hope, have read and agree to the general Terms and Conditions and the requirements for funding under the **2024 Volunteer and Composite Fire Departments Equipment and Training** funding stream.

[Redacted Signature]

CAO

27 Jan 24

Signature, Title

Date

**An original or certified digital signature is required.*

Please return an electronic copy of this signed Approval Agreement to cepf@ubcm.ca.

FOR IMMEDIATE RELEASE

Community Futures British Columbia Updates *myCommunityFutures* After Successful Conclusion of the Disaster Recovery & Economic Adjustment Initiative

MISSION, April 7, 2025 – Community Futures BC (CFBC) is excited to announce that while federal funding for the Disaster Recovery & Economic Adjustment Initiative (DREAI) concluded on March 31st, its service delivery platform *myCommunityFutures* (myCF) will continue providing valuable services to startups, businesses, social enterprises and non-profits in rural and remote BC communities.

“DREAI played a crucial role in helping rural and remote businesses across 22 regions of BC build resilience in the face of disasters like wildfires and floods. myCF was how we quickly got supports out the door to help those who needed it most” said Troy Dungate, Chair of CFBC.

“Community Futures helped over 3,000 businesses. We provided more than 2,900 hours of expert 1-on-1 guidance, over 9,000 online workshops, and we disbursed over \$2 million in business training reimbursement grants. It’s another demonstration of how Community Futures responds to the needs of rural businesses and communities” said Wendy McCulloch, Executive Director of Community Futures BC.

Due to DREAI’s success, as of April 1st myCommunityFutures will remain a permanent part of CFBC’s Resource Hub.

What’s New

myCF now offers webinars in addition to workshops and consulting. Webinars are available on-demand or live, with recordings available for up to 30 days after the live sessions have concluded.

Eligibility for Free Services

Free Consulting is available in all 34 Community Futures service regions of BC. Free workshops and webinars are available exclusively in the following 27 Community Futures service regions:

Accessible Entrepreneurship Services from
CFBC, e.g. Entrepreneurs With Disabilities
Program and the PRIDE in
Entrepreneurship Program

Community Futures 16/37
Community Futures Alberni-Clayoquot
Community Futures Boundary
Community Futures Cariboo-Chilcotin
Community Futures Central Island
Community Futures Central Kootenay
Community Futures Central Okanagan
Community Futures Cowichan
Community Futures East Kootenay
Community Futures Fraser Fort George
Community Futures Nadina
Community Futures Nicola Valley

Community Futures North Cariboo
Community Futures North Fraser
Community Futures North Okanagan
Community Futures Peace Liard
Community Futures Powell River
Community Futures Revelstoke
Community Futures Shuswap
Community Futures South Fraser
Community Futures South Kootenay
Community Futures Stuart Nechako
Community Futures Sun Country
Community Futures Sunshine Coast
Community Futures Thompson Country
Community Futures Howe Sound
Community Futures Mount Waddington

Outside these regions, workshops and webinars are available fee-for-service.
For more information and to explore the updated platform, visit
www.myCommunityFuturesBC.ca.

Media Contact:

Jennifer Paulus, Program / Projects Coordinator, CFBC
jpaulus@communityfutures.ca 1-604-289-4222

About Community Futures British Columbia

CFBC is the provincial association for the Community Futures Development Network of Canada, located in Mission BC. Together with its 34 member offices, CFBC provides business development services, economic development leadership, and business financing in BC's rural and remote communities. A network of non-profit organizations, Community Futures is the only federal government program mandated to deliver business development services in rural and remote non-metropolitan communities. The organization was founded in 1985.

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325 Wallace Street, P.O. Box 609 Hope, B.C. V0X 1L0
Phone: 604-869-5671 Facsimile: 604-869-2275
Website: www.hope.ca
Email: info@hope.ca

April 7, 2025

ETSI-BC Grant Review Committee
201 – 460 Doyle Ave, Kelowna, BC V1Y 0C2

Subject: Letter of Support for the SVVFD Air Tank Filling Station Proposal

Dear Members of the ETSI-BC Grant Review Committee,

On behalf of the District of Hope Administration, I am writing to express our strong support for the Sunshine Valley Volunteer Fire Department's (SVVFD) application for the ETSI-BC grant to secure funding for an air tank filling station, a critical necessity for their department.


The SVVFD plays an essential role in ensuring the safety and security of the residents and businesses in Sunshine Valley. However, the current requirement for SVVFD members to travel to Hope for air tank refills not only poses logistical challenges but also incurs significant costs and impacts their ability to carry out critical training and firefighting operations efficiently.

The proposed air tank filling station, represents a vital investment in the SVVFD's operational capabilities. It will enhance their ability to train effectively and respond to emergencies. The District of Hope recently donated a compressor unit to SVVFD and the requested funding for a filling station is the last piece required to commission this equipment.

Furthermore, this project will address a critical operational need while strengthening regional emergency response efforts. The SVVFD provides vital first-response support to motor vehicle accidents along Highway 3, spanning from the 3/5 Junction to Manning Park. This crucial corridor sees significant traffic and poses unique challenges that require swift and coordinated response. The SVVFD's efforts in this area not only enhance public safety but also foster invaluable cooperation between RCMP and EHS.

Thank you for considering this important request. We strongly urge you to approve the grant application and provide the support necessary for the SVVFD to continue their vital work.

Sincerely,


John Fortoloczky
Chief Administrative Officer
District of Hope



March 12, 2025

John Fortoloczky, CAO
District of Hope
325 Wallace Street
Hope, BC V0X 1L0

For Information Correspondence

Reference: LGPS-11454

**Re: 2025 Community Emergency Preparedness Fund - Emergency Support
Services Equipment and Training – CONFIDENTIAL Approval Agreement**

Dear Mr. Fortoloczky,

Thank you for submitting an application, dated January 7th, for the 2025 Emergency Support Services Equipment and Training funding stream under the Community Emergency Preparedness Fund.

I am pleased to inform you **in confidence** that the Evaluation Committee has recommended your project, *Storage Trailer and Group Lodging Supplies*, for funding. A grant in the amount of \$40,000.00 has now been approved.

As outlined in the *Program and Application Guide*, grant payments will be issued when the approved project is complete and UBCM has received and approved the required final report and financial summary.

The Ministry of Emergency Management and Climate Readiness has provided funding for this program. In addition, and in order to satisfy the terms of the contribution agreement, the following requirements must be met in order to be eligible for grant payment:

- (1) This approval agreement is required to be signed by the Band Manager, CAO, CFO, or designate and returned to UBCM within 30 days of the date of this letter;
- (2) To provide the Province of BC with the opportunity to make announcements of funding approvals under this program, please keep information regarding this funding approval **in confidence until April 11, 2025.**
- (3) The funding is to be used solely for the purpose of the above-named project and for the expenses itemized in your approved application and budget;
- (4) All expenditures must meet eligibility and funding requirements as defined in the *Program and Application Guide* (refer to Sections 4, 5, and 6);

The Community Emergency Preparedness Fund is funded by the Province of BC

- (5) All project activities must be completed within one year and no later than March 12, 2026;
- (6) The final report is required to be submitted to UBCM within 30 days of project end date and no later than April 12, 2026;
- (7) Any unused funds must be returned to UBCM within 30 days following the project end date.

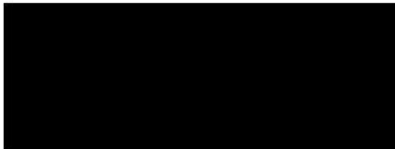
In addition, local governments are encouraged to engage with local First Nations and Indigenous organizations. Engagement by local governments both locally and regionally can help build relationships with First Nations, benefit both communities, and enhance reconciliation. More information on engagement best practices is available [here](#).

Please note that descriptive information regarding successful applicants and projects will be posted on the UBCM and/or provincial government websites, or shared through provincial governments news releases or events, and all interim, progress, and/or final report materials will be made available to the provincial government and the First Nations' Emergency Services Society.

On behalf of the Evaluation Committee, I would like to congratulate you for responding to this opportunity to support emergency preparedness and resiliency in your community.

If you have any questions, or if we can provide any assistance, please contact 250-356-7123 or cepf@ubcm.ca.

Sincerely,



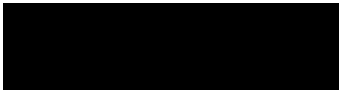
Lynsay Pacey
Program Officer

cc. *Calrigh Flynn, Assitant Fire Chief/ESSD*
Thomas Cameron, Fire Chief/EPC

Reference: LGPS-11454

Approval Agreement (to be signed by the Band Manager, CAO, CFO, or designate)

I, John Fortoloczky, authorized designate of the District of Hope, have read and agree to the general Terms and Conditions and the requirements for funding under the **2025 Emergency Support Services Equipment and Training** funding stream.

	<u>Chief Administrative Officer</u>	<u>12 March 2025</u>
Signature, Title		Date

An original or certified digital signature is required.

Please return an electronic copy of this signed Approval Agreement to cepf@ubcm.ca

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

Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
031901	03/03/2025	604 TRAFFIC CONTROL LTD	4973	Feb 12/25 Traffic control-Swallow PI	\$514.50	\$514.50
031902	03/03/2025	ASSOCIATED FIRE SAFETY GROUP INC	00015791	FX extreme 55 gallon drum class A	\$2,797.76	\$2,797.76
031903	03/03/2025	BELL MOBILITY INC.	February 2025	Feb/25 Bell Mobility services	\$2,389.98	\$4,849.57
			January 2025	Jan/25 Bell Mobility services	\$2,459.59	
031904	03/03/2025	BODNARI Cristian	2025 Safe.Allow	2025 Safe.Allow-Boots-BODNARI C	\$173.23	\$173.23
031905	03/03/2025	BROGAN FIRE AND SAFETY	30207437	80xtraffic cones/6xLED traffic wand	\$1,415.54	\$1,415.54
031906	03/03/2025	CANYON 2-WAY RADIO	INV11180	serv.call to yard-repair radio in 225	\$268.80	\$582.40
			INV11181	programing-add wildfire channels-radios	\$313.60	
031907	03/03/2025	CANYON CABLE 1988 LTD.	H5094145	hex bit/wrench comb/covered bit	\$34.63	\$630.05
			H5094162	fittings/ext. life 2wire/crimp hose end	\$206.51	
			H5094246	Feb 19/25 freight from Worktruck West	\$39.38	
			H5094248	Feb 19/25 freight from Praire Coast	\$39.38	
			H5094283	Adpt. IMP 1/2"DR	\$18.46	
			H5092136	bolts	\$59.81	
			H5093797	blade x 2/shop towels	\$231.88	
031908	03/03/2025	CITY OF SURREY	70123380	Jul-Sep/24 - 2 bail hearings	\$52.50	\$52.50
031910	03/03/2025	COOPER EQUIPMENT RENTALS	W57042124	Breaker Air(rental Nov 13-Dec 11/24)	\$497.95	\$179.85
			W57042536	Breaker Air-rental-Dec 11/24-Jan 8/25)	\$497.95	
			W57042839	Breaker Air 60lb rental	\$497.95	
			W57042939	Road Saw 14" Gas-1 day rental	\$64.94	
			57042124C	credit re: overbilled-Breaker Air rent	-\$383.04	
			57042536C	credit re:Breaker Air overcharge	-\$497.95	
			W57043094	credit re:Breaker Air overcharge	-\$497.95	
031911	03/03/2025	CUPE LOCAL #458	PP#4-2025	PP#4 February 3-16 2025	\$2,025.47	\$2,025.47
031912	03/03/2025	DALGLIESH Ronald	826/24	BP#826/24 Municipal Deposit Refund	\$500.00	\$500.00
031913	03/03/2025	EMCO CORPORATION	805253000555	comb air rel.vlv./str ell lf/brs nip/BV	\$1,001.27	\$1,001.27
031914	03/03/2025	ERICA PUBLISHING INC.	28588	500 bus.cards-HICK D	\$71.68	\$71.68
031915	03/03/2025	EMPYRION TECHNOLOGIES INC.	201104	add adobe for PW/Creative Cloud Offic	\$1,871.89	\$1,937.52
			201241	email issues re: PW	\$65.63	
031916	03/03/2025	FIRE CHIEFTS ASSOCIATION OF BC	FC2324	FCABC membership-FLYNN C	\$284.00	\$284.00
031917	03/03/2025	FLYNN Caleigh	Feb/25 expense	Feb 18-21/25 Training/meeting	\$1,709.72	\$1,709.72
031918	03/03/2025	FORTUNE MIDTOWN REAL ESTATE LTD	LDP10/22 RED#1	LDP 10/22 Reduction#1-new comm.dev.	\$63,558.75	\$63,558.75
031919	03/03/2025	FRASER INCLUSIVE AND SUPPORTIVE	PP#4-2025	PP#4 February 3-16 2025	\$75.00	\$75.00
031920	03/03/2025	FINNING CANADA	14212971-0003	Wheel loader rental	\$660.98	\$5,689.64
			14212971-0002	rental - CAT model 908M(wheel loader)	\$5,028.66	
031921	03/03/2025	FVBS HOPE RONA	57685	wood screws/corner brace	\$27.90	\$250.63
			57702	earmuffs	\$33.64	
			57764	sealant	\$12.80	
			57910	aerosol paint	\$16.12	

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Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
			57287	duck clear tape dispenser/2 side tape	\$16.43	
			57825	plastic tool box/storage tote 102L	\$38.28	
			57958	shelf bracket/zinc screws	\$47.04	
			57975	4 x storage totes 16L & 50L (2 of each)	\$58.42	
031922	03/03/2025	GARDNER CHEVROLET PONTIAC BUICK GMC LTD	611887	filter/oil	\$124.82	\$124.82
031923	03/03/2025	GENTIS WATER COMPANY LTD.	25-3716A	additional freight for inv#25-3716	\$19.22	\$19.22
031924	03/03/2025	KING HOE EXCAVATING LTD	679/22	BP#679/22 Municipal Deposit Refund	\$500.00	\$500.00
031925	03/03/2025	LORDCO AUTO PARTS	7I00042437	DF converter	\$626.97	\$1,089.85
			7I00042485	HD Wrap/black extruded HD wrap	\$350.90	
			7I00042587	battery master disconnect switch	\$111.98	
031926	03/03/2025	MINISTER OF FINANCE	95608162	Jan/25 Purolator shipments	\$316.11	\$316.11
031927	03/03/2025	MTS MAINTENANCE TRACKING SYSTEMS INC.	10898	wastewater ponds & lagoons course	\$1,155.00	\$1,155.00
031928	03/03/2025	COASTAL MOUNTAIN FUELS	339155	Feb 21/25 867.3L Regular Gasoline	\$1,445.31	\$5,885.87
			339156	Feb 21/25 2545.5L Diesel Clear	\$4,440.56	
031929	03/03/2025	PRAIRIECOAST EQUIPMENT	P88184	filter kit/low visc.Hy-Guard oil	\$1,118.41	\$1,118.41
031930	03/03/2025	DECKER Diana	032025	Mar/25 Contract kennel services	\$1,890.00	\$1,890.00
031931	03/03/2025	RECEIVER GENERAL R.C.M.P.	7007080	Oct-Dec/24 RCMP inv#7007080	\$807,303.00	\$807,303.00
031932	03/03/2025	SARGENT Mike	Feb/21 Chq.Req	Jan 21 & 30/25 refreshment for CPO	\$106.57	\$106.57
031933	03/03/2025	SILVER SKAGIT MECHANICAL	17906	2 axle inspct./CVIP repairs	\$1,121.01	\$1,121.01
031934	03/03/2025	SPECTRE UTILITIES INC	1919	Dec/24 Pipe inspct/Vac Truck Services	\$4,087.44	\$7,579.96
			1968	Feb/25 Pipe inspct/Vac.Truck services	\$3,492.52	
031935	03/03/2025	STAPLES PROFESSIONAL	69200506	address lables/facial tissue/paper-yello	\$76.15	\$125.60
			69004079	febreeze air refresh	\$23.70	
			69214108	bounty paper towels	\$25.75	
031936	03/03/2025	TIMBRO CONTRACTING	24-255P003	Jan/25 progress#3 multi-use path	\$85,736.75	\$85,736.75
031937	03/03/2025	THERMALTECH REFRIGERATION LTD	9124301	install wind baffles for 2 new RTU's	\$152.25	\$152.25
031938	03/03/2025	VALLEY WASTE & RECYCLING INC	0000470691	Jan/25 Valley Waste services	\$174,430.45	\$175,091.70
			0000470704	Jan 28-Feb 18/25 919 Water-restroom	\$300.47	
			0000470682	Feb 18/25 1225 Nelson-comm.roll off	\$360.78	
031939	03/03/2025	VERTEC TRANSPORT LTD	0000009863	Feb 12/25 Comm.Hy-Vac-21010 Swallow	\$2,371.36	\$2,371.36
031940	03/03/2025	VIMAR EQUIPMENT LTD.	P25202	gasket-pressure hose	\$144.58	\$144.58
031941	03/03/2025	UNIVERSAL TRAFFIC (258) LTD	365056	Emerg.Scene"/tripod stands	\$528.34	\$528.34
031942	03/03/2025	ALUMICHEM CANADA INC	INV24634	rebuild kit/PVC/V/C diaphram/chk vlvs	\$2,184.00	\$2,184.00
031943	03/03/2025	WORK TRUCK WEST	0000117153	pin kit	\$55.10	\$55.10
Feb/25BCHydro	03/03/2025	BC HYDRO	400004049441	Feb/25 BC Hydro services	\$34,061.79	\$34,061.79
Feb/25PitneyWrk	03/03/2025	PITNEY WORKS	February 2025	Feb 4/25 Postage meter fill	\$966.95	\$966.95
Feb/25Telus	03/03/2025	TELUS	February 2025	Feb/25 Telus land line services	\$2,110.60	\$2,110.60
Mar/25Shaw0584	03/03/2025	SHAW CABLESYSTEMS GP	Mar/25-0584	Mar/25 1225 Nelson Ave internet	\$107.83	\$107.83
Mar/25Shaw2710	03/03/2025	SHAW CABLESYSTEMS GP	Mar/25-2710	Mar/25 Shaw-2710 internet/cable service	\$210.00	\$210.00

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Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
PP#4/25RP0001	03/03/2025	RECEIVER GENERAL FOR CANADA	PP#4-2025	PP#4 February 3-16 2025	\$2,885.27	\$2,885.27
PP#4/25RP0002	03/03/2025	RECEIVER GENERAL FOR CANADA	PP#4-2025	PP#4 February 3-16 2025	\$54,559.96	\$54,559.96
Feb/25Internet	05/03/2025	TELUS	Feb/25 Internet	Feb/25 additional internet-PW/Office	\$299.67	\$299.67
031944	07/03/2025	ALBERTA FIRE CHIEFS ASSOCIATION	IN25-191	2 x Fire & Life safety educator P&P 2nd	\$343.76	\$343.76
031945	07/03/2025	AMAZON.COM.CA INC.	CA52AZSNZP2I	privacy window film	\$42.32	\$836.08
			CA58BOTMKFI	calculator roller ink replacement	\$22.39	
			CA5F43NTJMI	calculator ink roller replacement	\$15.06	
			CA5JRA4SACCUI	wired headset for laptop x 2	\$62.12	
			CA5RV5S9R9OI	dual monitor desk mount x 3	\$159.57	
			CA5M5H69VZI	ink cartridge combo pk-color	\$252.59	
			CA54FQN4G6YI	space heater	\$90.71	
			CA56EXW79QGI	4 x laptop bags	\$120.88	
			CA56EYW79QGI	2 x laptop bags	\$60.44	
			CA43IL97MACCU	inv#CA43IL97MACCU was short Pd \$10	\$10.00	
031946	07/03/2025	ATCO STRUCTURES & LOGISTICS LTD	183363	Mar/25 12x60 office rent	\$876.02	\$876.02
031947	07/03/2025	CANYON CABLE 1988 LTD.	H5094796	15pc kit blox	\$45.34	\$120.20
			H5094881	square pnt s	\$37.43	
			H5094898	square pnt s	\$37.43	
031948	07/03/2025	CHILLIWACK PEST CONTROL	460553	inspct & bait interior/exterior-rodents	\$393.75	\$1,365.00
			460631	treat exterior perimeter/interior/ceillin	\$971.25	
031949	07/03/2025	EMCO CORPORATION	805255000072	Mtr Lid w/tr	-\$224.45	\$13,669.23
			805253000670	pipe x 20/cplg lf x 9	\$523.52	
			805253000672	3 x meter resetter	\$7,728.30	
			805255000073	credit re: liner f/pb gry	-\$460.15	
			805253000675	snugger rep clamp	\$101.14	
			805253000676	4 x meter setter/EMB MRT BX W/MH	\$3,083.63	
			805253000677	60 curb STP key x 2	\$198.93	
			805253000685	37 brooks 12 top sect/mtr box sect	\$2,159.48	
			805253000691	meter resetter	\$558.83	
031950	07/03/2025	EMPYRION TECHNOLOGIES INC.	201133	add/remove users/VPN connect issues	\$885.94	\$885.94
031951	07/03/2025	FIRE CHIEFTS ASSOCIATION OF BC	CONF1544	2025 CFABC conference-CAMERON T	\$792.75	\$792.75
031952	07/03/2025	FDR YOUNG HOLDINGS LTD.	Feb/25 Strmnt	propane fill/shell DEF	\$122.72	\$122.72
031953	07/03/2025	FLYNN Caleigh	Mar/25 Expense	Mar 1-2/25 Lung Stairclimb	\$1,509.67	\$1,509.67
031954	07/03/2025	FORTOLOCZKY John	Feb/25 Expense	Feb 18-20/25 LGA COA Conf.Victoria	\$589.64	\$589.64
031955	07/03/2025	FRONTERA FOREST SOLUTIONS INC	2338	Feb/25 CWRP 2024	\$887.03	\$887.03
031956	07/03/2025	FVBS HOPE RONA	57919	tarp/rubber straps	\$98.72	\$377.92
			57963	spray nozzle/hose hanger	\$33.24	
			57989	masterlock key storage w/shackle/hooks	\$93.48	
			58001	carriage bolt/washer/hex nut/screws	\$27.19	

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Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
			58027	screwdriver set-8pc/snap blades	\$50.18	
			58034	garant rnd shovel	\$47.36	
			58036	WL push fit elbow	\$19.85	
			58038	poly insert elbow/hose clamp	\$12.44	
			58043	storage totes	-\$29.21	
			58062	caution tape	\$13.09	
			58072	play sand quikrete 25kg bag	\$11.58	
031957	07/03/2025	FRASER VALLEY FIRE PROTECTION LTD	0000301770	backflow preventer annual test	\$161.70	\$323.40
			0000301771	backflow preventer annual test	\$161.70	
031958	07/03/2025	GARDNER CHEVROLET PONTIAC BUICK GMC LTD	611998	detail service-interior clean	\$158.71	\$158.71
031959	07/03/2025	HOPE READY MIX LIMITED	712460	12MT 3/4" road mulch	\$176.74	\$176.74
031960	07/03/2025	KII HEALTH (SANTE) CANADA INC	50495	EFAP service Mar-May 2025	\$484.16	\$484.16
031961	07/03/2025	KHRONOS SECURITY SERVICES	3406	Mar/25 security fencing	\$546.14	\$1,969.10
			3407	Mar/25 commercial security patrol	\$1,366.26	
			3408	Feb/25 winter lock up-1 washroom	\$56.70	
031962	07/03/2025	L. B. J. SERVICES LTD	INV/2025-0005	Feb/25 Janitorial contract services	\$4,977.00	\$4,977.00
031963	07/03/2025	MARIO'S TOWING LTD	110495	1990 Dodge-4th & Raab towing	\$543.44	\$543.44
031964	07/03/2025	PETE & SON PLUMBING &	30021	50% deposit-Coq.Campground	\$9,514.58	\$9,514.58
031965	07/03/2025	PELLEGRINO Robertino and/or Jennifer	759/23	BP#759/23 Municipal Deposit Refund	\$500.00	\$500.00
031966	07/03/2025	DECKER Diana	153585	Feb/25 kennel contract overages	\$2,583.00	\$2,583.00
031967	07/03/2025	ROPER GREYELL LLP	1819122	Jan/25 service re: file# 2009-1	\$403.77	\$403.77
031968	07/03/2025	ROLLINS MACHINERY LTD.	FV23818	repair corroded deutz connectors	\$2,621.31	\$2,621.31
031969	07/03/2025	UNIFIRST CANADA LTD	4655514	Feb 20/25 Unifirst uniform & mat cleanin	\$388.11	\$836.85
			4657661	Feb 27/25 Unifirst mat cleaning	\$31.25	
			4649097	Jan 30/25 Unifirst mat cleaning	\$29.38	
			4657664	Feb 27/25 Unifirst uniform & mat cleanin	\$388.11	
031970	07/03/2025	SILVER SKAGIT MECHANICAL	17943	2 axle inspct/CVIP repair-filter/lights	\$2,769.50	\$2,769.50
031971	07/03/2025	STAPLES PROFESSIONAL	69293340	2 cases paper/rubber bands	\$153.44	\$153.44
031972	07/03/2025	TARR Bob	Music Entertain	Mar 8/25 entertainment services	\$2,750.00	\$2,750.00
031973	07/03/2025	TRUE CONSULTING LTD	1239-0125-388	Jan/25 Othello Road-improve site#1	\$18,817.59	\$34,833.79
			1239-0125-389	Jan/25 Richmond hill multi-use pathway	\$12,784.30	
			1239-0125-390	Jan/25 Forrest Cresc.drainage imprvmnts	\$3,231.90	
031974	07/03/2025	ULINE CANADA CORPORATION	15662349	nitrile gloves/pegboard bins/basket/kit	\$790.62	\$790.62
031975	07/03/2025	VALLEY WASTE & RECYCLING INC	0000470898	Feb 21/25 1225 Nelson-comm.roll off	\$667.80	\$667.80
031976	07/03/2025	VALLEY WATER	12180855	Mar/25 monthly hot/cold cooler rental	\$13.44	\$13.44
031977	07/03/2025	VERTEC TRANSPORT LTD	0000009875	Feb 20/25 Hy-Vac - various locations	\$1,652.76	\$1,652.76
031978	07/03/2025	WESTCOTT Joshua	Mar/25 expense	Mar 1-4/25 mileage/meals-WESTCOTT J	\$345.36	\$345.36
031979	07/03/2025	WESTERN EQUIPMENT LTD.	CWK-03210477	garage exhaust hose/splice connector	\$742.56	\$742.56
031980	07/03/2025	ZONE WEST ENTERPRISES LTD.	76477	uniform shirts/pants/crests	\$744.80	\$744.80

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Feb/25MC0863	18/03/2025	MASTERCARD - COLLABRIA	February 2025	February 2025 Mastercard payment	\$19,096.13	\$19,096.13
Mar/25Shaw0613	18/03/2025	SHAW CABLESYSTEMS GP	Mar/25-0613	Mar/25 Shaw-0613 internet & cable serv.	\$202.15	\$202.15
Mar/25TelusGov	18/03/2025	TELUS	Mar/25 Gov.List	Mar/25 Gov.List:Fire/Office/Bylaw	\$22.68	\$22.68
PP#5/25MPP251	18/03/2025	MUNICIPAL PENSION PLAN	PP#5-2025-251	PP#5 February 17-March 2 2025	\$25,412.19	\$25,412.19
PP#5/25MPP5025	18/03/2025	MUNICIPAL PENSION PLAN	PP#5-2025-50251	PP#5 February 17-March 2 2025	\$5,026.99	\$5,026.99
PP#5/25RP0001	18/03/2025	RECEIVER GENERAL FOR CANADA	PP#5-2025	PP#5 February 17-March 2 2025	\$2,666.14	\$2,666.14
PP#5/25RP0002	18/03/2025	RECEIVER GENERAL FOR CANADA	PP#5-2025	PP#5 February 17-March 2 2025	\$54,119.63	\$54,119.63
Feb/25 FortisBC	19/03/2025	FORTIS BC-NATURAL GAS	February 2025	Feb/25 Fortis BC Services	\$6,045.84	\$6,045.84
031987	20/03/2025	BLACK PRESS GROUP LTD.	BPI263016	2025 Visitor Guide	\$1,381.64	\$3,390.02
			BPI263017	Feb/25 District News page	\$1,009.94	
			BPI263018	Feb/25 ByElection ads	\$998.44	
031986	20/03/2025	BRABER EQUIPMENT LTD.	3079669	bolts/NYT NYLOC/Blade/hammer	\$1,312.12	\$1,312.12
031985	20/03/2025	BELL MOBILITY INC.	March 2025	Mar/25 Bell mobility services	\$2,877.70	\$2,877.70
031984	20/03/2025	BC TRANSIT	373138	Feb/25 Umo Sales activity	\$35.00	\$35.00
031983	20/03/2025	AMAZON.COM.CA INC.	CA5ON5DYACCU	staple remover	\$10.65	\$52.40
			CA5L0SOWACCL	2pk professional journals	\$18.04	
			CA5DOV4YACCU	zebra pens x 12	\$23.71	
031982	20/03/2025	AMAZON.COM.CA INC.	CA5ITUFPAL	telescopic water sampler rods	\$198.00	\$2,640.79
			CA51CASJY8C	replacement ink 923	-\$88.99	
			CA594F0XBQVI	USB C charger block 2-pk	\$45.33	
			CA5MU879ACCU	Ricoh fi-8170 high speed scanner	\$1,504.69	
			CA5LZB34ACCUI	7 Otter boxes for new PW phones	\$480.48	
			CA54HZBA6SFI	tempered glass for 7 new PW phones	\$126.50	
			CA51P3BO7QZI	Leather office chair-CAO	\$170.23	
			CA5ARC4EXX4I	otterbox for iPhone14/13	\$44.24	
			CA5BF7SJACCUI	Computer care wipes	\$8.05	
			CA5DAT3U7GI	address shipping lables	\$53.41	
			CA51FCO1YUI	Fountain pen ink bottle	\$26.00	
			CA5BQGD0ACCL	5 x high speed HDMI cables	\$72.85	
031981	20/03/2025	604 TRAFFIC CONTROL LTD	5038	Mar 6/25 LCT/TCP service	\$924.00	\$924.00
031988	20/03/2025	CARLEY Peter	Refund FOI Pymt	refund FOI payment-request cancelled	\$10.00	\$10.00
031989	20/03/2025	CHILL-AIR CONDITIONING (2014) LTD.	52020	Memorial Park 3rd-no heat	\$659.03	\$659.03
031990	20/03/2025	CANYON AUTOMOTIVE LTD.	54031	re & re air horns/rebuild kits/test	\$1,792.45	\$2,057.89
			54091	service call to Hall#1-inspct charge sys	\$265.44	
031991	20/03/2025	LAFARGE CANADA INC	720754531	39.110TO Halite natural salt	\$8,497.83	\$17,054.32
			720754532	39.380TO Halite natural salt	\$8,556.49	
031992	20/03/2025	CANYON CABLE 1988 LTD.	H5090838	Jan 4/25 freight from Gentis Water	\$39.38	\$1,745.91
			H5090842	Jan/25 freight from EMCO to Hope	\$39.38	
			H5090880	10FT & 12FT sling (2 of each)	\$184.82	

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			H5091111	heavy duty TRI Tap C	\$798.07	
			H5091145	Jan 8/25 freight from VIMAR to Hope	\$39.38	
			H5091146	Jan 8/25 freight from Gentis to Hope	\$39.38	
			H5091358	Jan 10/25 freight from Hope to Cleartek	\$39.38	
			H5091877	clutch assy/spark plug/labour	\$200.15	
			H5092241	13pc SAE ball end HE/XHD blades	\$42.37	
			H5092616	LED bulbs x 16	\$232.78	
			H5094519	flag tape/9 1/2" folding PR	\$51.44	
			H5095131	Mar 4/25 freight from Hope to Hazemaster	\$39.38	
031993	20/03/2025	CANYON CABLE 1988 LTD.	H5095648	lithium battery coing x 4	\$19.67	\$1,646.30
			H5095210	Mar 4/25 freight from Woosley to Hope	\$39.38	
			H5095229	M18 high output xc6/M18 redlithium forge	\$926.23	
			H5095272	tape duct cloth/superclean 946ml	\$24.54	
			H5095340	clevis pin (10pk)	\$3.35	
			H5095549	Mar 7/25 freight from Hope to ALS	\$39.38	
			H5095553	LEd amber directional	\$89.58	
			H5095614	armorall wipes	\$13.74	
			H5095654	gr8yellow by 0.01lbs	\$3.45	
			H5095744	LED amber directional	\$229.73	
			H5095783	Mar 11/25 freight from White Cap to Hope	\$257.25	
031994	20/03/2025	COMTEL INTEGRATED TECHNOLOGIES INC.	448982	Mar/25 Comtel phone line services	\$499.19	\$499.19
031995	20/03/2025	COLUMBIA BUSINESS SYSTEMS	IN319318	Feb/25 Copier C3835i-B&W & Color copies	\$129.34	\$129.34
031996	20/03/2025	COQUIHALLA VETERINARY CLINIC	357816	Care re: Winston-French Bulldog	\$267.74	\$267.74
031997	20/03/2025	CUPE LOCAL #458	PP#5-2025	PP#5 February 17-March 2 2025	\$2,001.55	\$2,001.55
031998	20/03/2025	DICKEN Kevin	Mar/25 Expense	Jan 23-25/25 PADM 210-meals-DICKEN K	\$220.00	\$440.00
			Mar/25 Meals	Mar 6-8/25 PADM 210-meals-DICKEN K	\$220.00	
031999	20/03/2025	DRISCOLL PLUMBING & HEATING	2371	hot water tank/faucet/hose bib	\$2,625.00	\$2,625.00
032000	20/03/2025	EBBWATER CONSULTING INC	852	serv.to Feb/25 Fraser-Coq. flood mgmnt	\$12,422.94	\$12,422.94
032001	20/03/2025	ENVIRONMENTAL OPERATORS CERTIFICATION	153187	2025 EOCP dues-GLASSON S	\$201.13	\$201.13
032002	20/03/2025	ERICA PUBLISHING INC.	28634	500 business cards-GAUVIN D	\$71.68	\$1,309.84
			28671	4000 #10 envelopes window/retrn address	\$725.76	
			28680	Hope & area map-advertising	\$512.40	
032003	20/03/2025	EMPYRION TECHNOLOGIES INC.	201300	Feb/25 remote business services	\$1,607.81	\$5,451.41
			201565	Mar/25 backup/anti-virus/MS office lic	\$3,843.60	
032004	20/03/2025	FERRER Carolyn	Feb/Mar/25 exps	Feb 14-Mar 4/25 mileage-FERRER C	\$60.54	\$60.54
032005	20/03/2025	FIRST TRUCK CENTRE INC.	XA805164094:01	mobil grease XHP 222	\$122.30	\$122.30
032006	20/03/2025	FLOWSYSTEMS DISTRIBUTION INC	0000031607	strainer/o-ring	\$8.01	\$87.59
			0000031608	o-ring/measure chamber assy/strainer	\$79.58	
032007	20/03/2025	FRASER INCLUSIVE AND SUPPORTIVE	PP#5-2025	PP#5 February 17-March 2 2025	\$75.00	\$75.00

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Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
032008	20/03/2025	FINNING CANADA	962742664	failed relay	\$1,445.69	\$1,445.69
032009	20/03/2025	FVBS HOPE RONA	57093	dewalt recip.blade set 16pc	\$60.57	\$488.24
			57583	LED bulb	\$23.51	
			58146	cable ties 20pk	\$4.73	
			58176	command hooks/dish soap	\$32.73	
			58196	cable ties 100pk/painters tape/gloves	\$84.21	
			58204	ratchel strap/craftsman organizer XL Pro	\$103.80	
			58214	safety glasses	\$30.23	
			58220	1x2 common lumber	\$14.19	
			58224	furnace filter/adapters	\$48.64	
			58225	elbow/male adapter	\$11.06	
			58268	5/8 Std ply - fir	\$52.42	
			58314	PEX ball valves	\$22.15	
032010	20/03/2025	HOPE BUSINESS AND DEVELOPMENT SOCIETY	2025-05	Mar/25 museum storage - new facility	\$1,365.00	\$1,365.00
032011	20/03/2025	HOPE READY MIX LIMITED	712483	56MT 3/4" road mulch	\$1,187.02	\$1,425.47
			712484	8.3MT 3/4" clear crush	\$238.45	
032012	20/03/2025	KROPPSHOP LTD	25425	sign "Rock Scaling	\$257.60	\$257.60
032013	20/03/2025	HOPE TOWING LTD.	303876	Jan/25 Museum storage & heating	\$1,232.96	\$1,232.96
032014	20/03/2025	INTER-MTN. TESTING LTD.	T25-0046	testing of 15 ground ladders	\$3,049.20	\$3,049.20
032015	20/03/2025	JAGEROCK STABILIZATION LTD.	25-0226-DH	scaled rock face-slide area-Flood Hope	\$1,915.20	\$1,915.20
032016	20/03/2025	LEBOE Jason	2025 Safe.Allow	2025 Safety allow.Rain Gear-LEBOE J	\$400.00	\$400.00
032017	20/03/2025	LORI'S CATERING LTD.	18649	catered event-anniversary-Fire Dept.	\$6,006.79	\$6,006.79
032018	20/03/2025	LORDCO AUTO PARTS	7I00042888	fuel cap	\$16.59	\$389.74
			7CR003455	credit re: fuel cap	-\$16.59	
			7I00042632	12 pt deep socket - chrome	\$12.09	
			7I00042695	2025 Yearly cylinder lease	\$96.32	
			7I00042890	fuel cap	\$8.64	
			7I00043075	20 x DOT log books	\$262.46	
			7I00043139	spin on oil	\$10.23	
032019	20/03/2025	MT. HOPE ELECTRIC	3099	Feb/25 Electrical contract services	\$1,774.58	\$1,774.58
032020	20/03/2025	LIDSTONE & COMPANY	58948	Feb/25 service re: file#10111-119	\$411.04	\$569.27
			58949-1	Feb/25 service re: file#4273	\$158.23	
032021	20/03/2025	MTS MAINTENANCE TRACKING SYSTEMS INC.	10903	cross connect prog.admin services	\$219.45	\$219.45
032022	20/03/2025	CATALIS TECHNOLOGIES CANADA LTD	INV308332035	2024 Catalis web design services	\$6,949.60	\$6,949.60
032023	20/03/2025	COASTAL MOUNTAIN FUELS	343531	Mar 6/25 1251.9L Regular Gasoline	\$1,983.71	\$5,051.36
			343532	Mar 6/25 1830.1L Diesel Clear	\$3,067.65	
032024	20/03/2025	PETERS Larissa	Feb/25 Reimburs	Sueno Spa x 2 - grant for National Gende	\$563.85	\$3,383.94
			Feb/25 Reimbrs	reimburse purchase for chair/table/rug	\$2,820.09	
032025	20/03/2025	PRUVOST Manon	Mar/25 expense	Mar 1-2/25 meals-PRUVOST M	\$70.00	\$70.00

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032026	20/03/2025	PRAETORIAN SECURITY INC.	0000024378	2025 Hope Museum basic alarm	\$273.00	\$273.00
032027	20/03/2025	ROYAL CANADIAN LEGION	Mar 8/25 Rental	Mar 8/25 hall rental & table settings	\$727.68	\$727.68
032028	20/03/2025	UNIFIRST CANADA LTD	4640512	Feb 1/25 Unifirst uniform & mat cleaning	\$369.81	\$1,183.22
			4659818	Mar 6/25 Unifirst uniform & mat cleaning	\$394.05	
			4661940	Mar 13/25 Unifirst mat cleaning	\$31.25	
			4661943	Mar 13/25 Unifirst uniform & mat cleanin	\$388.11	
032029	20/03/2025	DMP ENTERPRISES	218466	custom cresting/misc.supplies	\$60.48	\$60.48
032030	20/03/2025	SPERLING HANSEN ASSOCIATES	25047	Jan/25 Landfill monitoring	\$8,447.37	\$8,447.37
032031	20/03/2025	SHAW'S ENTERPRISES LTD	3374398	wafer combo convoluted poly/wire	\$760.50	\$760.50
032032	20/03/2025	SILVER SKAGIT MECHANICAL	17981	weld sweeper head	\$2,213.78	\$2,213.78
032033	20/03/2025	SPECTRE UTILITIES INC	1979	pipe inspection-621 Water Ave	\$777.00	\$777.00
032034	20/03/2025	STAPLES PROFESSIONAL	69386883	file storage/address labels/scissors	\$367.40	\$367.40
032035	20/03/2025	SULLIVAN Kayla	Mar 8/25 Photo	Mar 8/25 25th Fire.Dept.-photography	\$750.00	\$750.00
032036	20/03/2025	TRUE CONSULTING LTD	1239-0125-392	Jan/25 Richmond Hill Reservoir extension	\$19,812.57	\$31,210.44
			1239-0125-393	Jan/25 East K/Lake water sys.extension	\$11,397.87	
032037	20/03/2025	PEOPLESafe PERSONAL SAFETY LTD	11371070325	Mar/25 20 Worker subscription	\$112.00	\$112.00
032038	20/03/2025	TRI-WEST GROUP ENTERPRISES LTD	6185	Feb 25/25 Richmond Hill-rock slide clean	\$2,261.61	\$5,093.46
			6204	Mar 3-4/25 Kereluk septic repair	\$2,831.85	
032039	20/03/2025	UNION OF BRITISH COLUMBIA MUNICIPALITIES	D-5966	2025 UBCM dues based on population	\$5,081.55	\$5,081.55
032040	20/03/2025	UMEMURA Julie	2025 Lunch	2025 Lunch re:Japanese Garden clean up	\$277.21	\$277.21
032041	20/03/2025	ULINE CANADA CORPORATION	15716300	chair/respirator/rail/workstation/peg	\$2,393.30	\$2,393.30
032042	20/03/2025	VALLEY WASTE & RECYCLING INC	0000001645	Feb/25 transfer station services	\$302.15	\$172,364.15
			0000473654	Feb/25 Valley Waste contract services	\$171,246.57	
			0000473734	Mar 11/25 K/Lake boat launch-restroom	\$275.95	
			0000473312	Mar 4/25 1225 Nelson-comm.roll off	\$312.59	
			0000473483	Feb 13-Mar 6/25 K/Lake-restroom service	\$226.89	
032043	20/03/2025	VERTEC TRANSPORT LTD	0000009896	Mar 5/25 comm.Hy-Vac-65967 Pine Crt	\$2,730.66	\$2,730.66
032044	20/03/2025	WESTERN EQUIPMENT LTD.	CWK-03211538	sorbent pads/funnell/brush/anti-seize	\$169.53	\$169.53
032045	20/03/2025	WHOLESALE FIRE & RESCUE LTD.	INV/2025/0842	hose racking system/helmet/hose	\$3,006.90	\$3,006.90
032046	20/03/2025	WOLSELEY CANADA INC	9776861	6010NL-615MF6MF6/624MF6MF6	\$7,025.07	\$7,025.07
032047	20/03/2025	XEROX CANADA LTD.	F63710015	Feb/25 Copier c7130-B&W & Color copies	\$35.99	\$737.50
			F63736321	Feb/25 Copier c8155-B&W & Color copies	\$117.57	
			F63725228	Feb/25 Copier c7130-B&W & Color copies	\$52.39	
			L08532286	Copier c7130 pymnt 8 of 20 Versalink-PW	\$531.55	
Mar/25 Shaw0663	20/03/2025	SHAW CABLESYSTEMS GP	Mar/25-0663	Mar/25 Shaw-0663 internet & cable serv.	\$273.30	\$273.30
3103	28/03/2025	LACAS CONSULTANTS INC.	3103	Feb-Mar/25 Lower Coq.Glenhalla Dike	\$7,213.38	\$7,213.38
51377751	28/03/2025	BC HYDRO	51377751	Mar/25 Othello Rd capital upgrade	\$23,710.05	\$23,710.05
PP#6/25MPP251	28/03/2025	MUNICIPAL PENSION PLAN	PP#6-2025-251	PP#6 March 3-16 2025	\$25,785.09	\$25,785.09
PP#6/25MPP5025	28/03/2025	MUNICIPAL PENSION PLAN	PP#6-2025-50251	PP#6 March 3-16 2025	\$5,026.99	\$5,026.99

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032048	31/03/2025	604 TRAFFIC CONTROL LTD	5060	Mar/25 traffice control-64136 Flood Hope	\$3,580.51	\$3,580.51
032049	31/03/2025	ASSOCIATED ENGINEERING (B.C.) LTD.	299012	Feb/25 services re: Load Displace.Study	\$812.76	\$812.76
032050	31/03/2025	ALS CANADA LTD	3311586255	Mar 7/25 sample-coliiform/ph/ammonia	\$278.36	\$278.36
032051	31/03/2025	AMAZON.COM.CA INC.	CA52G51DI2AI	24pc Balloon Weights/balloon anchor	\$85.10	\$727.70
			CA520AGU1WII	164pc metallic silver balloons	\$24.62	
			CA52UXULU50I	white balloons	\$38.06	
			CA539LLEFI	silver star balloons	\$67.16	
			CA51NROPYWI	anti-slip stair nosing for outdoor stair	\$133.23	
			CA51K9MEUVGI	8 giant black balloons	\$63.81	
			CA539NEYGJSI	giant latex white balloons	\$44.76	
			CA545R0CN5NI	clear acrylic table sign holders w/stand	\$22.39	
			CA538VSVX8I	white led balloons w/batteries	\$94.02	
			CA513QFP92AI	electric balloon pump	\$80.58	
			CA51NJOKTRNI	silver & white balloons	\$31.34	
			CA51PCV5NQGII	CR2032 Lithium coin batteries 3 x 10pk	\$42.63	
032052	31/03/2025	AMAZON.COM.CA INC.	CA54D1KKFSSI	30pc disco ball balloons-various sizes	\$53.73	\$649.77
			CA5IOZSJ16I	black & silver balloons	\$26.86	
			CA56WH7QW9I	black balloons	\$43.65	
			CA5ACSXF28MI	plastic tamper seals	\$21.25	
			CA5772WCOMI	stable foldable platform step stool x 2	\$110.86	
			CA5AAJ28DII	fire extinguisher mount wall brackets	\$20.71	
			CA58A21YUF2I	orion motor tech 55 gallon drum pump	\$59.57	
			CA5KVTVV8CEI	iPhone screen protector x 3	\$17.91	
			CA58UL06ACCUI	otterbox iPhone commuter case	\$72.74	
			CA56O4GAUQAI	tinsel foil fringe curtains/streamers	\$145.50	
			CA5VBTSBEDI	silver disco ball balloons	\$63.56	
			CA5IXZSJ16I	black & silver balloons	\$13.43	
032053	31/03/2025	BODNARI Cristian	2025 Safe Allow	Mar/25 rain gear/safety vest-BODNARI C	\$184.78	\$184.78
032054	31/03/2025	BURDEN PROPANE	12288	24"tank pad/tank/pigtail/t-block/regulat	\$3,893.05	\$4,839.28
			U0025353	751.10 commercial propane	\$946.23	
032055	31/03/2025	CANYON CABLE 1988 LTD.	H5095980	blade	\$150.69	\$687.20
			H5095984	clamp	\$5.78	
			H5096129	survey fl.orange inv	\$14.18	
			H5096139	battery/core charge	\$93.69	
			H5096141	crimp hose end/extlife hydhos	\$100.19	
			H5096159	clamp	\$16.04	
			H5096164	stainless STL 0.01lb re: signs	\$39.85	
			H5096326	fittings/crimp hose end	\$124.80	
			H5096351	landscape rack	\$78.38	

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Cheque #	Pay Date	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
			H5096730	jerry can spout kit/show towels	\$61.85	
			H5096736	linch pin - 10-pk	\$1.75	
032056	31/03/2025	CLEARTECH INDUSTRIES INC.	INV1153615	Coagulant NSF/Clearfloc/container deposi	\$15,397.10	\$15,397.10
032057	31/03/2025	COOPER EQUIPMENT RENTALS	W57043507	trencher track 36"x4" barret	\$535.67	\$535.67
032058	31/03/2025	CUPE LOCAL #458	PP#6-2025	PP#6 March 3-16 2025	\$1,986.32	\$1,986.32
032059	31/03/2025	DESIGN-CRETE	461979	form rebar/place small pad-District Hall	\$2,572.50	\$2,572.50
032060	31/03/2025	EMCO CORPORATION	805253000763	brs nip/hex bush/pipe thrd/teflon tape	\$141.72	\$9,040.52
			805253000999	meter-mip/cplg/cplgpj/37 brooks ci cvr	\$2,262.79	
			805253001000	pvc slg plug/pvc ic lid/pvc sdr cap	\$2,528.96	
			805253001059	37 brooks 12 top sect x 20	\$1,038.55	
			805253001063	mtr box sect/stl lid w/lift holes	\$1,856.35	
			805253000997	plst H20 mtr lid w/tr	\$224.45	
			805253000994	cplg qj/nl bv fip/bush lf	\$987.70	
032061	31/03/2025	ENVIRONMENTAL OPERATORS CERTIFICATION	154246	2025 EOCP dues-CLINE D	\$201.13	\$201.13
032062	31/03/2025	EMPYRION TECHNOLOGIES INC.	201807	warning re:memory from OS	\$262.50	\$1,345.31
			201752	new user/cyber-security doc/scanning	\$1,082.81	
032063	31/03/2025	FLOWSYSTEMS DISTRIBUTION INC	0000031626	neptune T-10 parts 2"-measure chamber	\$661.82	\$1,383.19
			0000031630	3" HPT-vine stem assy/o-ring/nut/bolt	\$721.37	
032064	31/03/2025	FRASER INCLUSIVE AND SUPPORTIVE	PP#6-2025	PP#6 March 3-16 2025	\$75.00	\$75.00
032065	31/03/2025	FVBS HOPE RONA	58470	bucket/bucket lid	\$6.23	\$203.58
			58488	smith chemical sprayer bleach	\$27.20	
			58489	craftsman hex key/angled hose bib	\$24.67	
			58548	task flagging tape-blue	\$5.54	
			58394	bleach 2.4L	\$4.63	
			58443	pipe/pipe outlet/pipe elbow/pipe 2x3	\$56.68	
			58444	down pipe strap/tek scr	\$22.83	
			58450	pipe elbow	\$6.44	
			58542	mini roller kit/tray liner	\$26.30	
			58563	electrical tape/angle broom	\$23.06	
032066	31/03/2025	HOPE READY MIX LIMITED	712596	8yd 3/4" road mulch/8yd 3/4" clear crush	\$528.78	\$3,217.77
			712597	27.3yd 3/4" road mulch	\$583.21	
			712598	83.9yd 3/4" road mulch	\$1,779.06	
			712602	2.75hrs trucking	\$326.72	
032067	31/03/2025	MAGNUSON FORD	250787	rear strobe lights repair	\$221.75	\$221.75
032068	31/03/2025	METAL SUPERMARKETS LANGLEY	1420239	galvanized pipe/cold rolled round tube	\$105.29	\$105.29
032069	31/03/2025	COASTAL MOUNTAIN FUELS	347340	Mar 20/25 939.3L Regular Gasoline	\$1,568.26	\$5,551.51
			347341	Mar 20/25 2328.2L Diesel Clear	\$3,983.25	
032070	31/03/2025	PRAIRIECOAST EQUIPMENT	P89455	wheel/arm/shoe	\$1,101.59	\$1,667.04
			P89456	bearing lfngd/wheel	\$565.45	

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032071	31/03/2025	WHITE CAP SUPPLY CANADA INC	6900250-00	96 x 20kg asphalt regular road repair	\$3,920.18	\$3,920.18
032072	31/03/2025	DECKER Diana	153586	Apr/25 Contract Kennel services	\$1,946.70	\$1,946.70
032073	31/03/2025	SMITH Victor	Feb-Mar/25 expe	Feb 18 23 & Mar 7/25 mileage-MAYOR	\$267.84	\$1,088.64
			Mar/25 Expense	Mar 12-14/25 km/meal/per diem-MAYOR	\$820.80	
032074	31/03/2025	THURBER ENGINEERING LTD.	000246517	Feb/25 Rock Slopes Assessment	\$2,800.35	\$2,800.35
032075	31/03/2025	TRUE CONSULTING LTD	1239-0225-396	Feb/25 Othello Rd improvements site 1	\$9,215.34	\$43,747.83
			1239-0225-397	Feb/25 PCC outfall permanent works	\$2,159.89	
			1239-0225-398	Feb/25 Richmond Hill multi-use pathway	\$3,384.17	
			1239-0225-399	Feb/25 Forrest Cres.drainage improvmts	\$17,456.26	
			1239-0225-400	Feb/25 Richmond Hill reservoir/water sys	\$11,532.17	
032076	31/03/2025	VALLEY WASTE & RECYCLING INC	0000474153	Feb 25-Mar 18/25 919 Water-restroom serv	\$245.28	\$618.56
			0000474207	Mar 18/25 1225 Nelson-comm.roll off	\$373.28	
032077	31/03/2025	VIMAR EQUIPMENT LTD.	P25945	Clamp 8" D-Hook VACWELD x 2	\$135.50	\$135.50
032078	31/03/2025	WESTERN EQUIPMENT LTD.	CWK-03212454	funnel wit filter	\$11.07	\$11.07
Total March 2025 Payments					\$1,997,021.51	\$1,997,021.51