



DISTRICT OF HUDSON'S HOPE

AGENDA

Council Chambers

Monday, May 9, 2022

First Nations Acknowledgement

The District of Hudson's Hope would like to respectfully acknowledge that the land on which we gather is in traditional unceded territory of the Treaty 8 First Nations.

1. Call to Order:

2. Delegations:

3. Notice of New Business:

Mayor's List:

Councillors Additions:

CAO's Additions:

4. Adoption of Agenda by Consensus:

5. Declaration of Conflict of Interest:

6. Adoption of Minutes:

M1 Regular Council Minutes – April 25, 2022

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7. Business Arising from the Minutes:

8. Public Hearing:

9. Staff Reports:

SR1 Pool Repairs - Update

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10. Committee Meeting Reports:

11. Bylaws

B1 Bylaw No. 926, 2022 - 5 Year Financial Plan (2022 – 2026)

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B2 Bylaw No. 927, 2022 – Tax Rates

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| B3 | Bylaw No. 928, 2022 - Fees & Charges – Amendment | Page 30 |
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12. Correspondence:

| | | |
|----|---|---------|
| C1 | Proclamation – Public Works Week, May 16 – 20, 2022 | Page 51 |
| C2 | Hudson's Hope Grad Class 2023 - Fundraising | Page 52 |
| C3 | Hudson's Hope Farmers' Market 2022 – Beattie Park | Page 53 |
| C4 | Ministry of Municipal Affairs – COVID 19 Restrictions and Planning re General Local Elections | Page 54 |
| C5 | Avian Influenza and Small Flock Health | Page 56 |

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

14. Old Business:

15. New Business:

16. Public Inquiries:

17. In-Camera Session

| | | |
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| ICSR1 | Notice to Closed Meeting | Page 58 |
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18. Adjournment



COUNCIL MEETING
District Office – Council Chambers
6:00 P.M.
April 25, 2022

Present: Mayor Dave Heiberg
Councillor Mattias Gibbs
Councillor Kelly Miller
Councillor Valerie Paice
Councillor Travous Quibell
Councillor Leigh Summer

Absent: Councillor Pat Markin (*with notice*)

Staff: Chief Administrative Officer, Mokles Rahman
Corporate Officer, Jeanette McDougall
Director, Public Works and Engineering, Ruhul Amin
Director, Protective Services, Brad Milton
Deputy Treasurer, Tonia Alexander

1. CALL TO ORDER

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

2. DELEGATIONS

D1 CORPORAL ROB GARDINER, RCMP - UPDATE

Corporal Rob Gardiner provided an update on the following items: enhanced road safety; crime reduction; community events, including the Archery Club; the School Band; and the drive-through Christmas Parade. Online reporting will be available in the area soon. There has been a significant reduction in call volume and the RCMP detachment is currently fully staffed.

3. NOTICE OF NEW BUSINESS

| | |
|-------------------------|---|
| Mayor's Additions: | None |
| Councillor's Additions: | NB1 Community Hall – Rental Policy – Councillor Quibell |
| | NB2 Building Code – Councillor Gibbs |
| CAOs Additions: | None |

4. ADOPTION OF AGENDA BY CONSENSUS

5. DECLARATION OF CONFLICT OF INTEREST

6. PUBLIC HEARING

M1

7. ADOPTION OF MINUTES

M1 REGULAR COUNCIL MINUTES – APRIL 11, 2022

RESOLUTION NO. 064/22

M/S Councillors Quibell / Gibbs

THAT the minutes of the April 11, 2022 Regular Council Meeting be adopted as presented.

CARRIED

8. STAFF REPORTS

SR1 REHABILITATION OF GAYLOR AVENUE, THOMPSON AVENUE AND KRUGER STREET IN THOMPSON SUBDIVISION

RESOLUTION NO. 065/22

M/S Councillors Markin / Miller

THAT Council accept the bid received from Knelsen Sand and Gravel Ltd. for the rehabilitation of Gaylor Avenue, Thompson Avenue and Kruger Street located in the Thompson Subdivision; and

THAT Council approve awarding the contract for the Rehabilitation Project for Gaylor Avenue, Thompson Avenue and Kruger Street located in the Thompson Subdivision to Knelsen Sand and Gravel Ltd. and authorize the Mayor and CAO to sign the contract.

CARRIED

SR2 INSTALLATION OF A CHLORINE BOOSTER & PIPING UPGRADES – WATER RESERVOIR

RESOLUTION NO. 066/22

M/S Councillors Gibbs / Quibell

THAT Council accept the bid received from Clear Blue Systems Ltd. for the installation of a chlorine booster and for piping upgrades at the Reservoir; and

THAT Council approve awarding the contract for the installation of a chlorine booster and for piping upgrades at the Reservoir to Clear Blue Systems Ltd. and authorize the Mayor and CAO to sign the contract

CARRIED

SR3 2022 WATER VALVES AND HYDRANTS REPLACEMENTS – TENDER EVALUATION AND AWARD

RESOLUTION NO. 067/22

M/S Councillors Quibell / Paice

THAT Council accept the bid received from Clear Blue Systems Ltd. For the installation of a chlorine booster and for piping upgrades at the Reservoir;

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

CARRIED

SR4 STATISTICS CANADA CENSUS RESULTS – REPORT #2

RESOLUTION NO. 068/22

M/S Councillors Gibbs / Miller

THAT the District not proceed with undertaking a local census to determine the population of Hudson's Hope.

CARRIED

SR5 CHIEF ADMINISTRATIVE OFFICER – MONTHLY REPORT

The Chief Administrative Officer provided an overview, noting the following:

- The opening of the swimming pool may be delayed this year due to supply chain and labour issues that the contractor, Master Pools Alta Ltd., is experiencing, eg delays in materials orders from Europe. Staff have been in contact with Master Pools Alta Ltd. since February 2022 to monitor scheduling and materials procurement issues. This contractor has performed repairs on the pool for the last 3 years, however they are now trying to find an alternate subcontractor to perform the repairs.
- BC Hydro submitted a site observation report prepared by their consultant, BGC Engineering, on the recent small sloughs on the shoreline protection berm near the water treatment plant and upstream areas. There is no immediate risk of infrastructure damage at the crest of the slope.

SR6 CORPORATE OFFICER – MONTHLY REPORT

Received for Information.

SR7 PUBLIC WORKS – MONTHLY REPORT

Received for Information.

SR8 PROTECTIVE SERVICES – MONTHLY REPORT

Received for Information.

SR9 RECREATION AND SPECIAL EVENTS – MONTHLY REPORT

Received for Information.

SR10 SPECIAL PROJECTS – MONTHLY REPORT

Received for Information.

9. COMMITTEE MEETING REPORTS

10. BYLAWS

B1 BYLAW NO. 926, 2022 – 5 YEAR FINANCIAL PLAN 2022 - 2026

MAIN MOTION

THAT Council approve the first, second and third readings for Bylaw No. 926, 2022 – A Bylaw to Adopt a Financial Plan for 2022 – 2026.

MAIN MOTION AS AMENDED

THAT Council approve the first, second and third readings for the District of Hudson's Hope Bylaw No. 926, 2022 – A Bylaw to Adopt a Financial Plan for 2022 – 2026.

MAIN MOTION AS AMENDED

The question was called on the Main Motion as amended and now reads as follows:

RESOLUTION NO. 069/22

M/S Councillors Summer / Gibbs

THAT Council approve the first, second and third readings for the District of Hudson's Hope Bylaw No. 926, 2022 – A Bylaw to Adopt a Financial Plan for 2022 – 2026.

CARRIED

B2 BYLAW NO. 927, 2022 – TAX RATES BYLAW

RESOLUTION NO. 070/22

M/S Councillors Paice / Quibell

THAT Council approve the first, second and third readings of the District of Hudson's Hope Tax Rates Bylaw No. 927, 2022.

CARRIED

11. CORRESPONDENCE

C1 PROCLAMATION – MULTIPLE SCLEROSIS AWARENESS MONTH (MAY)

The Mayor approved the issuance of a proclamation for the MS Awareness Month (May).

**C2 LIQUOR CONTROL BRANCH – POLICY DIRECTIVE 22-07
– MANAGED ALCOHOL PROGRAM**

Received for Information.

**C3 LIQUOR CONTROL BRANCH – POLICY DIRECTIVE 22-08
– MANUFACTURER LICENSEES**

Received for Information.

C4 LUXURY TAX ON RECREATIONAL BOATS

Received for Information.

C5 BC HYDRO – RE-GREENING GRANT

Received for Information.

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

13. OLD BUSINESS

14. NEW BUSINESS

NB1 COMMUNITY HALL - RENTALS

RESOLUTION NO. 071/22

M/S Councillors Quibell / Gibbs

THAT Council approve renting the chairs from the Community Hall to the Rod and Gun Club for their event taking place on May 1, 2022 in the amount of \$250.00.

CARRIED

NB2 BYLAW BUILDING CODE

Councillor Gibbs advised that the District's building bylaw will have to be revised by 2024 to ensure it meets the BC Building Code.

15. PUBLIC INQUIRIES

16. NOTICE OF CLOSED MEETING

17. RISE AND REPORT

RESOLUTION NO. IC018/22

M/S Councillors Gibbs / Miller

THAT Council approve the three year Funding and Service Agreement (2022 – 2024) with the Hudson's Hope Historical Society and Museum; and

THAT Council release Resolution No. IC018/22 to the Open Meeting.

CARRIED

18. ADJOURNMENT

Mayor Heiberg declared the meeting adjourned at 7:39 pm.

DIARY

Conventions/Conferences/Holidays

Commercial Water Rate Increase-annual budget
Consideration

Diarized

08/04/19

Certified Correct:

Dave Heiberg, Mayor

Jeanette McDougall, Corporate Officer

REQUEST FOR DECISION

| | |
|-----------------------------------|------------------------|
| RFD#: 2022RA15 | Date: May 4, 2022 |
| Meeting#: CM050922 | Originator: Ruhul Amin |
| RFD TITLE: Updates on Pool Repair | |

RECOMMENDATIONS:

THAT Council receive this report for information and discussion.

BACKGROUND:

Master Pool, the pool contractor failed to complete the pool repair works on time this year due to unavailability of skilled manpower. This action from the contractor put the District at risk and created a huge challenge to open the pool on May Long Weekend.

Staff was successful finding an individual contractor, and this new contractor started the repair work on Wednesday, May 4th, 2022. Staff are confident the pool will open as of the May Long Weekend as per regular schedule.

DISCUSSION:

Staff started communication with our regular pool contractor Master Pool for repair works at the pool. The main component of this works is to fix the two liner panels which were ripped off from the wall. The CAO and PW staff continued this communication live through February, March and until mid April. Master Pool never had mentioned any problems or issues with their schedule to complete this repair until the third week of April when they expressed their concern with availability of skilled manpower to do this work. Master Pool already ordered all materials from Europe (Italy) for this job. Finally, with the help of Master Pool, staff could connect with a contractor who is willing to help the District for this repair work. Staff coordinated with Master Pool and this new contractor to get materials and personnel on site to complete the repair to open the pool as per regular schedule on May Long Weekend.

Prepared by:



Ruhul Amin, Director of Public Works

SR1

REQUEST FOR DECISION

| | | | |
|-------------------|---|--------------------|-----------------------|
| RFD#: | 2022-MR-23 | Date: | April 28, 2022 |
| Meeting#: | CM050922 | Originator: | Mokles Rahman |
| RFD TITLE: | Adoption of Financial Plan (2022 – 2026) - Bylaw No. 926, 2022 | | |

RECOMMENDATION / RESOLUTION:

1. *THAT Council adopt the Bylaw No. 926, 2022 - A Bylaw to adopt a Financial Plan for 2022 - 2026.*

BACKGROUND:

At the April 25, 2022 Regular Council Meeting, Council approved the following:

B1 Bylaw No. 926, 2022 Financial Plan (2022 – 2026)

RESOLUTION NO. 069/22

M/S Councillors Summer / Gibbs

THAT Council approve the first, second, and third readings for Bylaw No. 926, 2022 - A Bylaw to adopt a Financial Plan for 2022 - 2026.

CARRIED

All municipalities must adopt a property tax bylaw each year. The property tax bylaw must be adopted after the annual budget (financial plan) has been approved by Council. The rationale is that based on the tax revenue requirements in the annual budget, the District will set its' municipal tax rates to raise the required revenue from the nine different classes of properties. The annual tax rate bylaw must be adopted before May 15th of each year. This year the deadline is May 16, 2022.

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

DISCUSSION:

Council received the annual Operating and Capital Budget for discussion on March 14, 2022. Administration considered a two percent (2%) property tax increase in all types of properties. It may be mentioned here that there were no property taxes increase for the last several years.

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

B1

FINANCIAL:

The proposed 2022 budget for the District of Hudson's Hope is \$7,995,625. This is based on the combined Operating Budget of \$5,601,125 and Capital Budget of \$2,394,500.

Based on BC Assessment, as of March 31, 2022, the overall property tax requisition for 2022 is \$2,457,155, of which \$344,091 is the residential requisition. This property tax requisition is the updated number, which was different in the Draft Operating Budget submitted on March 14, 2022.

For comparative purposes, the 2021 budget was \$7,919,743 and the 2020 budget was \$7,299,954. The overall property tax requisition in 2021 was \$2,310,684 of which \$332,696 was the residential requisition so residential taxes will be increased by 2% in 2022.

ATTACHMENT(S)

1. Bylaw No. 926, 2022 Financial Plan for 2022 - 2026.
2. Schedule A: Financial Plan Summary (2022 – 2026).
3. Schedule B: Bylaw Statement of Objectives and Policies for the years 2022 to 2026.

Prepared by:



Mokles Rahman, CAO



BYLAW NO. 926, 2022

A Bylaw to Adopt a Financial Plan for 2022 to 2026

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

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

This Bylaw shall be cited as the "Annual Financial Plan Bylaw No. 926, 2022."

1. Schedule "A" which is attached to and forms part of this Bylaw, is adopted as the Financial Plan of the District of Hudson's Hope for the years 2022 to 2026.
2. Schedule "B" which is attached to and forms part of this Bylaw, is adopted as the Statement of Objectives and Policies of the District of Hudson's Hope for the years 2022 to 2026.
3. Annual Financial Plan Bylaw No. 920, 2021, is hereby repealed.

Read a First Time on this 25th day of April, 2022 Read a
Second Time on this 25th day of April, 2022 Read a
Third Time on this 25th day of April, 2022

Adoption of Bylaw on this ____09____ day of May, 2022

Dave Heiberg, Mayor

Jeanette McDougall, Corporate Officer

Certified a true copy of Bylaw No. 926, 2022
this _____ day of May 2022.

Corporate Officer

Bylaw 926, 2022 - Schedule A

5 Years Financial Plan Summary

| | 2022 Budget | 2023 Budget | 2024 Budget | 2025 Budget | 2026 Budget |
|-----------------------------------|----------------------|----------------------|-----------------------|----------------------|----------------------|
| REVENUE | | | | | |
| Property Taxes | -2,457,155 | -2,506,299 | -2,556,425 | -2,607,553 | -2,659,704 |
| Grants in Lieu | -1,944,214 | -1,983,098 | -2,022,760 | -2,063,215 | -2,104,479 |
| Grants Other | -1,266,856 | -1,292,193 | -1,318,037 | -1,344,398 | -1,371,286 |
| General Government Services | -49,500 | -50,490 | -51,500 | -52,530 | -53,580 |
| ICBC | -142,411 | -145,259 | -148,164 | -151,128 | -154,150 |
| Protective Services | -133,022 | -135,682 | -138,396 | -141,164 | -143,987 |
| Bylaw | -10,250 | -10,455 | -10,664 | -10,877 | -11,095 |
| Asset Management | -60,000 | -61,200 | -62,424 | -63,672 | -64,946 |
| Public Works | 0 | 0 | 0 | 0 | 0 |
| Environmental & Public Health | -88,825 | -90,602 | -92,414 | -94,262 | -96,147 |
| Auxiliary Facilities & Recreation | -155,050 | -158,151 | -161,314 | -164,540 | -167,831 |
| Lands | -1,000 | -1,020 | -1,040 | -1,061 | -1,082 |
| Economic Development | -1,200 | -1,224 | -1,248 | -1,273 | -1,299 |
| Water | -167,750 | -171,105 | -174,527 | -178,018 | -181,578 |
| Sewer | -83,643 | -85,316 | -87,022 | -88,763 | -90,538 |
| General Operations Revenue | -\$ 6,560,876 | -\$ 6,692,094 | -\$ 6,825,936 | -\$ 6,962,454 | -\$ 7,101,703 |
| CHANGE IN SURPLUS | | | | | |
| General Reserves Change | -767,868 | -1,154,993 | -2,112,822 | -2,062,819 | -977,315 |
| Water Reserves Change | -566,062 | -1,469,383 | -1,672,771 | -476,226 | -679,751 |
| Sewer Reserve Change | -100,819 | -577,335 | -378,882 | -380,459 | -282,069 |
| Total Change in Surplus | -\$ 1,434,749 | -\$ 3,201,711 | -\$ 4,164,475 | -\$ 2,919,504 | -\$ 1,939,134 |
| Total Revenue / Surplus | -\$ 7,995,625 | -\$ 9,893,804 | -\$ 10,990,410 | -\$ 9,881,958 | -\$ 9,040,838 |
| OPERATION EXPENDITURES | | | | | |
| Council | 170,237 | 173,641 | 177,114 | 180,656 | 184,270 |
| Grant in AID | 43,935 | 44,814 | 45,710 | 46,624 | 47,557 |
| GGS | 1,164,773 | 1,188,068 | 1,211,830 | 1,236,066 | 1,260,788 |
| ICBC | 87,633 | 89,386 | 91,174 | 92,997 | 94,857 |
| Protective Services | 414,084 | 422,366 | 430,813 | 439,429 | 448,218 |
| Bylaw | 62,599 | 63,851 | 65,128 | 66,431 | 67,759 |
| Asset Management | 17,300 | 17,646 | 17,999 | 18,359 | 18,726 |
| Public Works | 1,954,405 | 1,993,493 | 2,033,362 | 2,074,030 | 2,115,510 |
| Environmental & Public Health | 60,000 | 61,200 | 62,424 | 63,672 | 64,946 |
| Auxiliary Facilities & Recreation | 1,077,886 | 1,099,444 | 1,121,432 | 1,143,861 | 1,166,738 |
| Lands | 15,000 | 15,300 | 15,606 | 15,918 | 16,236 |
| Economic Development | 40,000 | 40,800 | 41,616 | 42,448 | 43,297 |
| Water | 333,812 | 340,488 | 347,298 | 354,244 | 361,329 |
| Sewer | 159,462 | 162,651 | 165,904 | 169,222 | 172,607 |
| Total Operations Expense | \$ 5,601,125 | \$ 5,713,147 | \$ 5,827,410 | \$ 5,943,958 | \$ 6,062,838 |
| CAPITAL EXPENDITURES | | | | | |
| General Capital Expenditures | 1,969,500 | 2,380,657 | 3,363,000 | 3,338,000 | 2,278,000 |
| Water Capital Expenditures | 400,000 | 1,300,000 | 1,500,000 | 300,000 | 500,000 |
| Sewer Capital Expenditures | 25,000 | 500,000 | 300,000 | 300,000 | 200,000 |
| Total Capital Expenditures | \$ 2,394,500 | \$ 4,180,657 | \$ 5,163,000 | \$ 3,938,000 | \$ 2,978,000 |
| Total Expenditures | \$ 7,995,625 | \$ 9,893,804 | \$ 10,990,410 | \$ 9,881,958 | \$ 9,040,838 |

BYLAW No. 926, 2022 – Schedule B

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

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

1. Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2022.

For the 2022 fiscal year Property taxes form the largest portion of revenue. As a revenue source, property taxation offers a number of advantages, for example, it is simple to administer, and it is fairly easy for residents to understand. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis. These include services such as general administration, fire protection, police services, bylaw enforcement, and street lighting.

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

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

Objective

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

Policies

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

Table 1: Sources of Revenue

| REVENUE SOURCE 2021 | DOLLAR VALUE | % OF REVENUE |
|----------------------------|-------------------------|-------------------------|
| Property Taxes | 2,457,155 | 37.45 |
| Grants in Lieu | 1,944,214 | 29.63 |
| Grants Other | 1,266,856 | 19.31 |
| User Fees & Charges | 330,540 | 5.04 |
| Parcel Tax | 7,214 | 0.11 |
| Other Sources | 554,897 | 8.46 |
| TOTAL | 6,560,876 | 100.00 |

2. Distribution of Property Tax Rates

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

Objectives

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

Policies

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

Table 2: Distribution of Property Tax Rates

| PROPERTY CLASS 2022 | DOLLAR VALUE | % OF REV |
|-------------------------------------|---------------------|-----------------|
| 1. RESIDENTIAL | 344,091 | 14.30 |
| 2. UTILITIES | 1,714,733 | 71.28 |
| 4. MAJOR INDUSTRY | 15,645 | 0.65 |
| 5. LIGHT INDUSTRY | 190,608 | 7.92 |
| 6. BUSINESS | 132,379 | 5.50 |
| 8. REC/NON PROFIT | 349 | 0.01 |
| 9. FARM TAXES | 7,876 | 0.33 |
| TOTAL | 2,405,681 | 100.00 |
| Other Taxes | 51,474 | |
| Municipal Property Tax Total | 2,457,155 | |

3. Permissive Tax Exemptions

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

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

Objective

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

Policies

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

| GL CODE | 2022 BUDGET | 2020 ACTUAL | 2021 BUDGET | 2021 ACTUAL | 2022 BUDGET |
|-------------------------------------|--|-------------------|-------------------|-------------------|-------------------|
| GENERAL GOVERNMENT SERVICES BUDGET | | | | | |
| TAXES REVENUE | | | | | |
| 01-10-1000-4002 | PENALTIES | -8,178 | -10,000 | -10,191 | -10,000 |
| 01-10-1000-4003 | INTEREST ON ARREARS | -3,203 | -2,000 | -1,294 | -2,000 |
| 01-10-1000-4004 | INTEREST ON DELINQUENT | -967 | -1,000 | -308 | -1,000 |
| 01-10-1000-4101 | RESIDENTIAL TAXES | -346,312 | -332,696 | -327,470 | -344,091 |
| 01-10-1000-4102 | UTILITIES TAXES | -1,570,034 | -1,601,801 | -1,601,801 | -1,714,733 |
| 01-10-1000-4103 | MAJOR INDUSTRY TAXES | -197,097 | -195,050 | -195,050 | -206,252 |
| 01-10-1000-4104 | BUSINESS TAXES | -141,705 | -128,568 | -128,568 | -132,379 |
| 01-10-1000-4105 | RECREATIONAL/NON PROFIT TAXES | -684 | -803 | -803 | -349 |
| 01-10-1000-4106 | FARM TAXES | -7,562 | -7,565 | -7,565 | -7,876 |
| 01-10-1000-4107 | TWELVE MILE ELECTRICAL EXTENSION | -2,536 | -2,536 | -2,536 | -2,536 |
| 01-10-1000-4110 | 1% REVENUE GRANT TAX | -11,964 | -11,695 | -11,695 | -11,860 |
| 01-10-1000-4111 | 3% FRANCHISE FEE | -13,715 | -14,265 | -14,265 | -16,981 |
| 01-10-1000-4112 | 1% EASTLINK | 0 | -500 | 0 | 0 |
| 01-10-1000-4113 | 1% FORTIS | -4,295 | -4,295 | -4,572 | -4,755 |
| 01-10-1000-4114 | 1% TELUS | -2,430 | -2,430 | -2,385 | -2,342 |
| | TOTAL TAXES REVENUE | -2,310,684 | -2,315,204 | -2,308,503 | -2,457,155 |
| GRANTS IN LIEU OF TAXES | | | | | |
| 01-10-1001-4201 | FEDERAL GOVERNMENT (PILT RCMP & CP) | -13,817 | -13,500 | -15,862 | -16,130 |
| 01-10-1001-4202 | PROVINCIAL GOVERNMENT (PILT BC LIQUOR) | -3,304 | -3,300 | -4,021 | -3,969 |
| 01-10-1001-4203 | BC HYDRO GRANT IN LIEU | -121,907 | -136,897 | -136,897 | -140,048 |
| 01-10-1001-4204 | BC HYDRO DAMS/RESERVOIR | -1,634,851 | -1,716,474 | -1,716,474 | -1,784,067 |
| | TOTAL GRANTS IN LIEU OF TAXES | -1,773,879 | -1,870,171 | -1,873,254 | -1,944,214 |
| GRANT REVENUE | | | | | |
| 01-10-1003-4206 | PEACE RIVER AGREEMENT (FAIR SHARE) | -700,284 | -697,196 | -698,487 | -707,007 |
| 01-10-1003-4207 | UNCONDITIONAL GRANT FUNDING | -311,198 | -311,000 | -313,000 | -313,000 |
| 01-10-1003-4208 | FEDERAL GAS TAX GRANT | -97,869 | -97,849 | -200,421 | -97,849 |
| 01-10-1003-4210 | PROV GRANTS- OTHER (NDI/COMM REC/COVID) | -499,000 | 0 | 0 | -144,000 |
| 01-10-1003-4611 | BCH - CMA PARTNERING RELATIONS (SITE C) | -10,029 | -35,000 | -6,237 | -5,000 |
| | TOTAL GRANT REVENUE | -1,618,380 | -1,141,045 | -1,218,145 | -1,266,856 |
| GENERAL GOVERNMENT SERVICES REVNEUE | | | | | |
| 01-10-1005-4001 | BANK INTEREST | -59,153 | -35,000 | -20,627 | -30,000 |
| 01-10-1005-4322 | INSURANCE % (NEW HRZN/REC COMM/SKI CLUB) | -1,000 | -1,500 | -1,000 | -1,500 |
| 01-10-1005-4324 | BULLETIN ADS | -7,110 | -5,500 | -7,340 | -6,000 |
| 01-10-1005-4405 | MISCELLANEOUS REVENUE | -40,740 | -5,000 | -10,364 | -10,000 |
| 01-10-1005-4411 | RETAIL SALES | -757 | -750 | -3,434 | -2,000 |
| | TOTAL GENERAL GOVERNMENT SERVICES | -108,760 | -47,750 | -42,765 | -49,500 |
| COLLECTION FOR OTHER GOVERNMENT | | | | | |
| 01-10-1009-4115 | SCHOOL TAX | -2,775,361 | -2,816,542 | -2,857,349 | -2,933,957 |
| 01-10-1009-4116 | PEACE RIVER REGIONAL DISTRICT | -195,447 | -178,211 | -178,134 | -205,526 |
| 01-10-1009-4117 | PEACE RIVER REGION HOSPITAL | -195,666 | -231,193 | -231,019 | -239,161 |
| 01-10-1009-4118 | BC ASSESSMENT AUTHORITY | -41,090 | -39,284 | -39,271 | -39,849 |
| 01-10-1009-4119 | MUNICIPAL FINANCE AUTHORITY | -82 | -81 | -81 | -84 |
| 01-10-1009-4120 | POLICING TAX | -114,140 | -113,243 | -111,445 | -116,030 |
| 01-10-1009-5050 | SCHOOL TAX | 2,771,542 | 2,816,542 | 2,860,134 | 2,933,957 |
| 01-10-1009-5051 | PEACE RIVER REGIONAL DISTRICT | 195,510 | 178,211 | 179,048 | 205,526 |
| 01-10-1009-5052 | PEACE RIVER REGION HOSPITAL | 195,731 | 231,193 | 232,514 | 239,161 |
| 01-10-1009-5053 | BC ASSESSMENT AUTHORITY | 39,395 | 39,284 | 39,530 | 39,849 |
| 01-10-1009-5054 | MUNICIPAL FINANCE AUTHORITY | 82 | 81 | 82 | 84 |
| 01-10-1009-5055 | POLICING TAX | 113,600 | 113,243 | 110,800 | 116,030 |
| | TOTAL COLLECTION FOR OTHER GOVERNMENT | -5,926 | 0 | 4,810 | 0 |
| | TOTAL GENERAL GOVERNMENT REVENUE | -5,817,629 | -5,374,170 | -5,437,857 | -5,717,725 |

| GL CODE | 2022 BUDGET | 2020 ACTUAL | 2021 BUDGET | 2021 ACTUAL | 2022 BUDGET |
|---|---|------------------|------------------|------------------|------------------|
| COUNCIL EXPENSES | | | | | |
| 01-10-1002-5001 | COUNCIL STIPENDS & RENUMERATION | 85,501 | 89,693 | 84,693 | 90,084 |
| 01-10-1002-5006 | INDEMNITIES BENEFITS | 0 | 0 | 2,657 | 3,153 |
| 01-10-1002-5017 | TRAVEL, MEETINGS, CONFERENCES | 2,391 | 30,000 | 248 | 30,000 |
| 01-10-1002-5019 | LOCAL MEETINGS | 232 | 2,000 | 355 | 2,000 |
| 01-10-1002-5039 | ELECTIONS/REFERENDUMS | 0 | 2,500 | 0 | 18,000 |
| 01-10-1002-5100 | COMMUNICATIONS - COUNCIL | 6,284 | 7,000 | 6,598 | 7,000 |
| 01-10-1002-5106 | PUBLICATIONS (HOSTING/PROMOTIONS) | 884 | 4,000 | 1,475 | 4,000 |
| 01-10-1002-5107 | LEGAL FEES | 0 | 1,500 | 0 | 1,500 |
| 01-10-1002-5109 | MEMBERSHIP & DUES | 0 | 2,000 | 1,797 | 2,000 |
| 01-10-1002-5127 | SCHOLARSHIP/GRAD EXPENSES | 1,510 | 4,000 | 1,205 | 4,000 |
| 01-10-1002-5133 | AWARDS - VOLUNTEER APPRECIATION | 0 | 2,500 | 2,000 | 2,500 |
| 01-10-1002-5309 | STAFF APPRECIATION | 3,691 | 6,000 | 751 | 6,000 |
| | TOTAL COUNCIL EXPENSES | 100,492 | 151,193 | 101,779 | 170,237 |
| GRANT EXPENSES | | | | | |
| 01-10-1003-5038 | GRANT IN AID (FINANCIAL ASSIT GRANTS) | 20,591 | 50,700 | 12,944 | 33,935 |
| 01-10-1003-5708 | PROVINCIAL GRANT EXPENSE (COVID) | 68 | 428,671 | 4,706 | 10,000 |
| | TOTAL GRANT EXPENSES | 20,659 | 479,371 | 17,651 | 43,935 |
| GENERAL GOVERNMENT SERVICES EXPENSES | | | | | |
| 01-10-1005-5002 | WAGES (GGS) | 472,449 | 440,000 | 430,881 | 448,800 |
| 01-10-1005-5006 | WAGES BENEFITS (GGS) | 172,375 | 88,000 | 137,030 | 115,903 |
| 01-10-1005-5017 | TRAVEL | 3,985 | 10,000 | 1,091 | 10,000 |
| 01-10-1005-5018 | TRAINING AND DEVELOPMENT | 4,134 | 20,000 | 2,968 | 20,000 |
| 01-10-1005-5024 | CUSTODIAN WAGES | 51,210 | 56,100 | 47,282 | 53,000 |
| 01-10-1005-5034 | BAD DEBT EXPENSE | 7,163 | 0 | 0 | 0 |
| 01-10-1005-5100 | COMMUNICATIONS - GGS | 21,859 | 22,500 | 22,506 | 23,000 |
| 01-10-1005-5101 | NATURAL GAS | 7,134 | 7,200 | 8,009 | 7,500 |
| 01-10-1005-5102 | ELECTRICITY | 5,159 | 4,810 | 2,567 | 4,810 |
| 01-10-1005-5103 | POSTAGE | 4,959 | 6,000 | 5,697 | 6,200 |
| 01-10-1005-5105 | ADVERTISING | 1,651 | 2,000 | 1,112 | 2,000 |
| 01-10-1005-5106 | PUBLICATIONS (HOSTING/PROMOTIONS) | 65 | 1,000 | 1,207 | 1,000 |
| 01-10-1005-5107 | LEGAL FEES | 39,576 | 35,000 | 373 | 15,000 |
| 01-10-1005-5108 | AUDIT FEES | 38,829 | 45,000 | 39,000 | 40,000 |
| 01-10-1005-5109 | MEMBERSHIP & DUES | 4,369 | 4,500 | 2,612 | 4,500 |
| 01-10-1005-5110 | INSURANCE | 91,813 | 125,000 | 114,897 | 152,500 |
| 01-10-1005-5111 | SUPPLIES | 37,945 | 37,500 | 30,481 | 35,000 |
| 01-10-1005-5112 | LICENCES & PERMITS | 631 | 500 | 1,026 | 500 |
| 01-10-1005-5113 | EQUIPMENT RENTALS & LEASES | 37,785 | 40,000 | 33,832 | 40,000 |
| 01-10-1005-5117 | PROTECTIVE CLOTHING/FIRST AID | 1,116 | 500 | 0 | 500 |
| 01-10-1005-5118 | BUILDING MAINTENANCE & REPAIRS | 7,088 | 10,000 | 6,926 | 10,000 |
| 01-10-1005-5124 | CONTRACT SERVICES (PHOTO COPIER MAINT) | 55,539 | 60,000 | 57,975 | 60,000 |
| 01-10-1005-5128 | SITE C EXPENSES | 20,931 | 35,000 | 0 | 5,000 |
| 01-10-1005-5130 | BANK CHARGES & PAYROLL COSTS | 3,988 | 7,000 | 3,257 | 4,000 |
| 01-10-1005-5131 | RETAIL SALES EXPENSE (GGS) | 461 | 1,000 | 1,802 | 3,000 |
| 01-10-1005-5750 | MFA PAYMENT: 12 MILE (INTEREST) | 795 | 795 | 795 | 795 |
| 01-10-1005-5764 | MFA PAYMENT: 12 MILE (PRINCIPLE) | 1,765 | 1,765 | 1,765 | 1,765 |
| 01-10-1005-5774 | CONTINGENCY FUND | 73,369 | 150,000 | 43,996 | 100,000 |
| | TOTAL GGS EXPENSES | 1,168,144 | 1,211,170 | 999,086 | 1,164,773 |
| | TOTAL GOVERNMENT SERVICES EXPENSES | 1,289,296 | 1,841,734 | 1,118,516 | 1,378,944 |

| GL CODE | 2022 BUDGET | 2020 ACTUAL | 2021 BUDGET | 2021 ACTUAL | 2022 BUDGET |
|---|--|----------------|----------------|----------------|-----------------|
| OTHER GOVERNMENT SERVICES EXPENSES | | | | | |
| ICBC REVENUE | | | | | |
| 01-10-1006-4313 | HUNTING & FISHING LICENCES REVENUE | -7,260 | -7,500 | -10,436 | -8,000 |
| 01-10-1006-4319 | TELUS TOWER RENTAL | -4,411 | -4,411 | -4,411 | -4,411 |
| 01-10-1006-4320 | ICBC COMMISSIONS | -128,570 | -130,000 | -125,728 | -130,000 |
| | | -140,241 | -141,911 | -140,575 | -142,411 |
| ICBC EXPENSES | | | | | |
| 01-10-1006-5002 | WAGES (ICBC) | 68,257 | 62,000 | 60,507 | 62,000 |
| 01-10-1006-5006 | WAGES BENEFITS (ICBC) | 1,289 | 12,400 | 16,514 | 14,633 |
| 01-10-1006-5017 | TRAVEL | 0 | 1,000 | 0 | 1,000 |
| 01-10-1006-5018 | TRAINING AND DEVELOPMENT | 0 | 2,000 | 0 | 2,000 |
| 01-10-1006-5131 | RETAIL SALES EXPENSE (HUNTING & FISHING LIC) | 6,926 | 7,500 | 9,814 | 8,000 |
| | TOTAL OGS EXPENSES | 76,472 | 84,900 | 86,836 | 87,633 |
| | TOTAL ICBC | -63,769 | -57,011 | -53,739 | -54,778 |
| PROTECTIVE SERVICES BUDGET | | | | | |
| PROTECTIVE SERVICES REVENUE | | | | | |
| 01-12-1200-4317 | CANADA SUMMER STUDENT GRANT | 0 | -1,650 | -1,995 | 0 |
| 01-12-1200-4318 | OUT OF AREA RESPONSE REVENUE | -340 | -11,500 | -45,292 | -11,500 |
| 01-12-1200-4405 | MISC & OTHER GRANT REVENUE | -23,699 | 0 | 0 | -121,522 |
| | TOTAL PROTECTIVE SERVICES REVENUE | -24,039 | -13,150 | -47,287 | -133,022 |
| FIRE DEPT EXPENSES | | | | | |
| 01-12-1200-5002 | WAGES (PROT SERV) | 97,270 | 91,000 | 89,652 | 94,600 |
| 01-12-1200-5003 | WAGES CASUAL | 6,653 | 12,000 | 30,608 | 55,000 |
| 01-12-1200-5006 | WAGES BENEFITS (PROT SERV) | 166 | 20,600 | 24,228 | 35,284 |
| 01-12-1200-5017 | TRAVEL | 2,166 | 12,500 | 8,381 | 3,500 |
| 01-12-1200-5018 | TRAINING AND DEVENOPMENT | 4,000 | 5,000 | 3,146 | 6,000 |
| 01-12-1200-5022 | VOLUNTEER STIPEND | 13,890 | 20,000 | 16,350 | 20,000 |
| 01-12-1200-5023 | VOLUNTEER TRAINING COURSES & MATERIALS | 1,463 | 12,000 | 7,272 | 12,000 |
| 01-12-1200-5100 | COMMUNICATIONS - FIRE DEPT | 15,054 | 15,500 | 14,244 | 16,000 |
| 01-12-1200-5101 | NATURAL GAS | 1,815 | 2,500 | 1,581 | 2,500 |
| 01-12-1200-5102 | ELECTRICITY | 977 | 1,500 | 1,424 | 1,600 |
| 01-12-1200-5109 | MEMBERSHIP & DUES | 904 | 1,000 | 725 | 1,000 |
| 01-12-1200-5110 | INSURANCE VOLUNTEERS | 5,019 | 5,600 | 3,202 | 5,600 |
| 01-12-1200-5112 | LICENSES & PERMITS | 880 | 1,000 | 1,312 | 1,400 |
| 01-12-1200-5113 | EQUIPMENT RENTALS & LEASES | 0 | 1,500 | 455 | 1,000 |
| 01-12-1200-5115 | VEHICLE OPERATING & MAINTENANCE | 22,016 | 25,000 | 6,045 | 25,000 |
| 01-12-1200-5120 | MATERIALS & SUPPLIES | 31,068 | 36,150 | 20,366 | 35,000 |
| 01-12-1200-5123 | VEHICLE INSPECTIONS | 7,208 | 9,000 | 7,473 | 9,000 |
| 01-12-1200-5124 | CONTRACT SERVICES | 18,316 | 19,000 | 4,700 | 19,000 |
| 01-12-1200-5200 | O & M FIRE HALL | 21,394 | 28,000 | 589 | 30,000 |
| 01-12-1200-5201 | O & M FIRE EQUIPMENT | 2,143 | 19,650 | 22,060 | 20,000 |
| 01-12-1200-5202 | DUTY OFFICER | 11,650 | 6,500 | 6,250 | 6,600 |
| 01-12-1200-5204 | SCBA&C | 4,551 | 2,500 | 3,839 | 4,200 |
| 01-12-1200-5207 | OUT OF AREA RESPONSE EXPENSE | 0 | 2,500 | 7,429 | 2,500 |
| 01-12-1200-5209 | PUBLIC RELATIONS | 851 | 3,100 | 1,906 | 3,100 |
| | TOTAL FIRE DEPT EXPENSES | 269,455 | 353,100 | 283,237 | 409,884 |
| MUNICIPAL EMERGENCY PREPAREDNESS EXPENSES | | | | | |
| 01-12-1201-5018 | TRAINING AND DEVELOPMENT | 0 | 2,000 | 0 | 2,000 |
| 01-12-1201-5100 | COMMUNICATIONS - MEP | 857 | 1,200 | 636 | 1,200 |
| 01-12-1201-5120 | MATERIALS & SUPPLIES | 447 | 1,000 | 64 | 1,000 |
| | TOTAL MUNICIPAL EMERGENCY PREPAREDNESS EXPENSES | 1,305 | 4,200 | 700 | 4,200 |
| | TOTAL PROTECTIVE SERVICES EXPENSES | 270,759 | 357,300 | 283,937 | 414,084 |

| GL CODE | 2022 BUDGET | 2020 ACTUAL | 2021 BUDGET | 2021 ACTUAL | 2022 BUDGET |
|-------------------------------|---|---------------|----------------|----------------|----------------|
| BYLAW / ANIMAL CONTROL BUDGET | | | | | |
| BYLAW ENFORCEMENT REVENUE | | | | | |
| 01-13-1300-4310 | BUSINESS LICENCE FEES | -4,501 | -5,000 | -4,655 | -5,000 |
| 01-13-1300-4311 | BYLAW FINES | 0 | -250 | 0 | -250 |
| | TOTAL BYLAW ENFORCEMENT REVENUE | -4,501 | -5,250 | -4,655 | -5,250 |
| ANIMAL CONTROL REVENUE | | | | | |
| 01-13-1301-4312 | DOG LICENCES | -1,570 | -2,000 | -1,390 | -2,000 |
| | TOTAL BYLAW ENFORCEMENT REVENUE | -1,570 | -2,000 | -1,390 | -2,000 |
| BUILDING INSPECTION | | | | | |
| 01-13-1302-4315 | BUILDING PERMITS | -2,550 | -1,500 | -4,957 | -3,000 |
| | TOTAL BUILDING INSPECTION REVENUE | -2,550 | -1,500 | -4,957 | -3,000 |
| | TOTAL BYLAW REVENUE | -8,621 | -8,750 | -11,002 | -10,250 |
| BYLAW ENFORCEMENT EXPENSES | | | | | |
| 01-13-1300-5018 | TRAINING AND DEVENOPMENT | 0 | 2,000 | 1,344 | 2,000 |
| 01-13-1300-5105 | ADVERTISING | 0 | 500 | 0 | 500 |
| 01-13-1300-5107 | LEGAL FEES | 694 | 2,000 | 0 | 2,000 |
| 01-13-1300-5109 | MEMBERSHIP & DUES | 0 | 0 | 0 | 200 |
| 01-13-1300-5120 | MATERIALS & SUPPLIES | 33 | 500 | 41 | 500 |
| | TOTAL BYLAW ENFORCEMENT EXPENSES | 727 | 5,000 | 1,385 | 5,200 |
| ANIMAL CONTROL EXPENSES | | | | | |
| 01-13-1301-5026 | ANIMAL CONTROL CONTRACT WAGES | 35,933 | 37,600 | 37,763 | 37,714 |
| 01-13-1301-5027 | ANIMAL CONTROL EXPENSES | 1,845 | 1,530 | 525 | 1,500 |
| 01-13-1301-5110 | INSURANCE | 2,090 | 2,142 | 2,134 | 2,185 |
| 01-13-1301-5120 | MATERIALS & SUPPLIES | 614 | 1,020 | 729 | 1,000 |
| | TOTAL ANIMAL CONTROL EXPENSES | 40,481 | 42,292 | 41,151 | 42,399 |
| BUILDING INSPECTION EXPENSES | | | | | |
| 01-13-1302-5124 | CONTRACT SERVICES | 11,934 | 17,748 | 13,919 | 15,000 |
| | TOTAL BUILDING INSPECTION EXPENSES | 11,934 | 17,748 | 13,919 | 15,000 |
| | TOTAL BYLAW & BUILDING INSPECTION EXPENSES | 53,143 | 65,040 | 56,455 | 62,599 |
| PUBLIC WORKS BUDGET | | | | | |
| ASSET MANAGEMENT REVENUE | | | | | |
| 01-14-1011-4209 | ASSET MANGMT: FCM GRANT | 0 | -50,000 | 0 | -50,000 |
| 01-14-1011-4329 | ASSET MANGMT: BC GOVERNMENT GRANT | 0 | -10,000 | 0 | -10,000 |
| | TOTAL ASSET MANAGEMENT REVENUE | 0 | -60,000 | 0 | -60,000 |
| ASSET MANAGEMENT EXPENSES | | | | | |
| 01-14-1011-5134 | MUNISIGHT - ASSET PLANNING | 16,051 | 0 | 0 | 0 |
| 01-14-1011-5135 | MUNISIGHT - ASSET MANAGEMENT SERVICES | 70,621 | 0 | 0 | 0 |
| 01-14-1011-5136 | CONDITION ASSESSMENT - CCTV | 0 | 0 | 0 | 0 |
| 01-14-1011-5112 | LICENCES & PERMITS | 0 | 17,120 | 1,248 | 17,300 |
| | TOTAL ASSET MANAGEMENT EXPENSES | 86,672 | 17,120 | 1,248 | 17,300 |

| GL CODE | 2022 BUDGET | 2020 ACTUAL | 2021 BUDGET | 2021 ACTUAL | 2022 BUDGET |
|--------------------------------------|---|------------------|------------------|------------------|------------------|
| PUBLIC WORKS BUDGET | | | | | |
| PUBLIC WORKS REVENUE | | | | | |
| 01-14-1007-4303 | CARIP GRANT | -10,462 | -10,000 | -5,546 | 0 |
| 01-14-1007-4317 | CANADA SUMMER STUDENT GRANT | 0 | -1,650 | -1,995 | 0 |
| | TOTAL PUBLIC WORKS REVENUE | -10,462 | -11,650 | -7,541 | 0 |
| PUBLIC WORKS ADMINISTRATION EXPENSES | | | | | |
| 01-14-1007-5002 | WAGES (DPW ADMIN) | 879,330 | 900,000 | 653,044 | 900,000 |
| 01-14-1007-5003 | WAGES CASUAL | 245,129 | 200,000 | 227,608 | 230,000 |
| 01-14-1007-5004 | WAGES OVERTIME (DPW ADMIN) | 26,079 | 30,000 | 21,564 | 30,000 |
| 01-14-1007-5006 | WAGES BENEFITS (DPW ADMIN) | 32,006 | 220,000 | 183,325 | 230,105 |
| 01-14-1007-5017 | TRAVEL | 2,615 | 14,350 | 3,649 | 14,350 |
| 01-14-1007-5018 | TRAINING AND DEVELOPMENT | 7,588 | 15,888 | 7,130 | 15,000 |
| 01-14-1007-5029 | OH & SAFETY EQUIPMENT | 4,052 | 8,500 | 3,320 | 8,500 |
| 01-14-1007-5105 | ADVERTISING | 1,280 | 2,040 | 4,048 | 2,000 |
| 01-14-1007-5109 | MEMBERSHIP & DUES | 1,881 | 2,040 | 690 | 2,000 |
| 01-14-1007-5110 | INSURANCE - FLEET | 56,612 | 57,500 | 33,506 | 45,000 |
| 01-14-1007-5117 | PROTECTIVE CLOTHING/FIRST AID | 7,735 | 11,220 | 7,314 | 11,000 |
| 01-14-1007-5124 | CONTRACT SERVICES | 6,414 | 28,000 | 15,134 | 25,000 |
| | TOTAL PW ADMINISTRATION EXPENSES | 1,270,721 | 1,489,538 | 1,160,331 | 1,512,955 |
| PUBLIC WORKS SHOP EXPENSES | | | | | |
| 01-14-1400-5100 | COMMUNICATIONS - PW SHOP | 14,316 | 14,500 | 14,469 | 15,000 |
| 01-14-1400-5101 | NATURAL GAS | 12,332 | 11,000 | 11,554 | 12,000 |
| 01-14-1400-5102 | ELECTRICITY | -3,043 | 4,000 | 1,433 | 4,000 |
| 01-14-1400-5112 | LICENSES & PERMITS | 1,378 | 1,200 | 1,162 | 1,200 |
| 01-14-1400-5300 | O & M PUBLIC WORKS SHOP | 38,470 | 61,000 | 34,140 | 65,000 |
| | TOTAL PW SHOP EXPENSES | 63,453 | 91,700 | 62,759 | 97,200 |
| PUBLIC WORKS ROADS EXPENSES | | | | | |
| 01-14-1401-5102 | ELECTRICITY STREET LIGHTING | 43,806 | 41,000 | 51,208 | 57,600 |
| 01-14-1401-5114 | FUEL, OIL LUBRICANTS | 52,260 | 74,149 | 72,742 | 75,000 |
| 01-14-1401-5122 | REPLACEMENT PARTS & EQUIPMENT | 48,676 | 46,500 | 38,799 | 46,500 |
| 01-14-1401-5123 | VEHICLE INSPECTIONS | 2,470 | 4,162 | 2,085 | 4,000 |
| 01-14-1401-5301 | O & M ROADS | 9,518 | 160,000 | 168,835 | 160,000 |
| | TOTAL PW ROADS EXPENSES | 156,731 | 325,811 | 333,668 | 343,100 |
| AIRSTRIP MAINTENANCE | | | | | |
| 01-14-1402-5102 | ELECTRICITY | 139 | 150 | 139 | 150 |
| 01-14-1402-5302 | O & M AIRSTRIP | 14,739 | 6,000 | 0 | 1,000 |
| | TOTAL AIRSTRIP MAINTENANCE | 14,879 | 6,150 | 139 | 1,150 |
| | TOTAL PUBLIC WORKS EXPENSES | 1,505,783 | 1,913,199 | 1,556,897 | 1,954,405 |

| GL CODE | 2022 BUDGET | 2020 ACTUAL | 2021 BUDGET | 2021 ACTUAL | 2022 BUDGET |
|--------------------------------------|--|----------------|----------------|----------------|----------------|
| ENVIRONMENTAL & PUBLIC HEALTH BUDGET | | | | | |
| ENVIRONMENTAL SERVICES REVENUE | | | | | |
| 01-15-1500-4301 | RESIDENTIAL GARBAGE FEES | -84,887 | -85,825 | -84,608 | -85,825 |
| | TOTAL ENVIROMENTAL REVENUE | -84,887 | -85,825 | -84,608 | -85,825 |
| PUBLIC HEALTH REVENUE | | | | | |
| 01-15-1600-4304 | CEMETERY FEES | 430 | -2,300 | -3,150 | -3,000 |
| | TOTAL PUBLIC HEALTH REVENUE | 430 | -2,300 | -3,150 | -3,000 |
| | TOTAL ENVIRO & PUBLIC HEALTH REVENUE | -84,457 | -88,125 | -87,758 | -88,825 |
| ENVIRONMENTAL SERVICES EXPENSES | | | | | |
| 01-15-1500-5115 | VEHICLE OPERATING & MAINTENANCE | 381 | 1,500 | 0 | 1,500 |
| 01-15-1500-5400 | O & M ENVIRONMENTAL | 12,068 | 10,000 | 3,676 | 5,000 |
| 01-15-1500-5401 | LANDFILL FEES (CHETWYND) | 27,118 | 32,000 | 28,401 | 32,000 |
| 01-15-1500-5402 | LANDFILL CLEAN UP | 8,441 | 11,000 | 6,580 | 11,000 |
| | TOTAL ENVIRONMENTAL SERVICES EXPENSES | 48,008 | 54,500 | 38,657 | 49,500 |
| PUBLIC HEALTH EXPENSES | | | | | |
| 01-15-1600-5500 | CEMETERY EXPENSES | 209 | 11,000 | 10,485 | 10,000 |
| 01-15-1600-5502 | O & M PUBLIC HEALTH | 129 | 500 | 10 | 500 |
| | TOTAL PUBLIC HEALTH EXPENSES | 338 | 11,500 | 10,495 | 10,500 |
| | TOTAL ENVIRONMENTAL & HEALTH EXPENSES | 48,346 | 66,000 | 49,152 | 60,000 |
| ARENA BUDGET | | | | | |
| ARENA REVENUE | | | | | |
| 01-17-1700-4401 | DROP IN FEES | -1,161 | -1,100 | -904 | -1,100 |
| 01-17-1700-4402 | PASS FEES | -1,648 | -1,500 | -972 | -1,500 |
| 01-17-1700-4404 | RENTAL FEES | -10,506 | -10,000 | -10,870 | -10,000 |
| 01-17-1700-4405 | MISCELLANEOUS REVENUE | -2,449 | -500 | -222 | -500 |
| 01-17-1700-4411 | RETAIL SALES | -449 | -500 | 0 | -500 |
| | TOTAL ARENA REVENUE | -16,212 | -13,600 | -12,969 | -13,600 |
| ARENA EXPENSES | | | | | |
| 01-17-1700-5031 | SPECIAL EVENTS ARENA | 86 | 2,000 | 0 | 2,000 |
| 01-17-1700-5100 | COMMUNICATIONS - ARENA | 4,009 | 4,200 | 4,418 | 4,400 |
| 01-17-1700-5101 | NATURAL GAS | 14,377 | 12,500 | 16,925 | 15,000 |
| 01-17-1700-5102 | ELECTRICITY | 35,189 | 30,000 | 40,411 | 30,000 |
| 01-17-1700-5111 | SUPPLIES | 1,775 | 2,000 | 473 | 2,000 |
| 01-17-1700-5131 | RETAIL PURCHASES ARENA (VENDING/POP) | -433 | 2,000 | 0 | 500 |
| 01-17-1700-5900 | O & M ARENA EXPENSES | 31,385 | 40,000 | 53,072 | 85,000 |
| | TOTAL ARENA EXPENSES | 86,388 | 92,700 | 115,300 | 138,900 |

| GL CODE | 2022 BUDGET | 2020 ACTUAL | 2021 BUDGET | 2021 ACTUAL | 2022 BUDGET |
|-------------------------------------|--|----------------|----------------|----------------|----------------|
| SWIMMING POOL BUDGET | | | | | |
| SWIMMING POOL REVENUE | | | | | |
| 01-17-1701-4401 | DROP IN FEES | -701 | -2,500 | -1,038 | -2,500 |
| 01-17-1701-4402 | PASS FEES | -8,234 | -10,000 | -14,078 | -15,000 |
| 01-17-1701-4403 | LESSONS | 0 | -3,500 | 0 | -3,500 |
| 01-17-1701-4404 | RENTAL FEES | 0 | -400 | -789 | -400 |
| 01-17-1701-4317 | CANADA SUMMER STUDENT GRANT | 0 | -5,000 | -3,988 | 0 |
| | TOTAL SWIMMING POOL REVENUE | -8,935 | -21,400 | -19,893 | -21,400 |
| SWIMMING POOL EXPENSES | | | | | |
| 01-17-1701-5003 | WAGES SEASONAL (POOL) | 87,725 | 120,000 | 112,310 | 120,000 |
| 01-17-1701-5006 | WAGES BENEFITS (PDW POOL) | 0 | 24,000 | 8,304 | 8,873 |
| 01-17-1701-5017 | TRAVEL | 0 | 3,000 | 2,923 | 3,000 |
| 01-17-1701-5018 | TRAINING AND DEVELOPMENT | 878 | 5,000 | 1,284 | 5,000 |
| 01-17-1701-5100 | COMMUNICATIONS - POOL | 1,680 | 1,500 | 1,940 | 1,800 |
| 01-17-1701-5101 | NATURAL GAS | 13,598 | 14,000 | 17,714 | 17,000 |
| 01-17-1701-5102 | ELECTRICITY | 8,557 | 8,000 | 14,122 | 13,000 |
| 01-17-1701-5111 | SUPPLIES | 1,170 | 2,000 | 1,131 | 3,000 |
| 01-17-1701-5124 | CONTRACT SERVICES | 0 | 10,000 | 10,468 | 8,000 |
| 01-17-1701-5901 | O & M POOL | 22,665 | 66,300 | 51,080 | 55,000 |
| | TOTAL SWIMMING POOL EXPENSES | 136,273 | 253,800 | 221,275 | 234,673 |
| VISITOR CENTER BUDGET | | | | | |
| VISITOR INFORMATION CENTER REVENUE | | | | | |
| 01-17-1702-4205 | TOURISM BC GRANT | -11,000 | -10,000 | -10,000 | -15,000 |
| 01-17-1702-4411 | RETAIL SALES | -801 | -1,650 | -587 | -1,650 |
| | TOTAL VISITOR INFORMATION CENTER REVENUE | -11,801 | -11,650 | -10,587 | -16,650 |
| VISITOR INFORMATION CENTER EXPENSES | | | | | |
| 01-17-1702-5003 | WAGES SEASONAL (INFO) | 35,581 | 39,000 | 27,901 | 36,000 |
| 01-17-1702-5006 | WAGES BENEFITS (INFO) | 0 | 7,800 | 2,693 | 5,646 |
| 01-17-1702-5017 | TRAVEL | 0 | 0 | 0 | 0 |
| 01-17-1702-5018 | INFO CTR TRAINING | 0 | 0 | 595 | 1,500 |
| 01-17-1702-5100 | COMMUNICATIONS - VIS CENT | 4,557 | 4,600 | 3,791 | 4,600 |
| 01-17-1702-5102 | ELECTRICITY | 2,165 | 2,000 | 1,569 | 2,000 |
| 01-17-1702-5105 | ADVERTISING - INFO CTR TOURISM | 6,130 | 7,000 | 3,600 | 7,000 |
| 01-17-1702-5106 | PUBLICATIONS (HOSTING/PROMOTIONS) | 2,641 | 9,500 | 6,623 | 9,500 |
| 01-17-1702-5131 | RETAIL SALES | 0 | 1,000 | 0 | 1,000 |
| 01-17-1702-5903 | O & M VISITORS CENTER | 1,057 | 25,500 | 150 | 25,500 |
| | TOTAL VISITOR INFORMATION CENTER EXPENSES | 52,131 | 96,400 | 46,921 | 92,746 |
| CURLING CLUB BUDGET | | | | | |
| CURLING CLUB REVENUE | | | | | |
| 01-17-1703-4308 | CURLING CLUB RENTAL/LEASE | 0 | -10,000 | 0 | -10,000 |
| | TOTAL CURLING CLUB REVENUE | 0 | -10,000 | 0 | -10,000 |
| CURLING CLUB EXPENSES | | | | | |
| 01-17-1703-5100 | COMMUNICATIONS - CURLING | 2,772 | 2,800 | 2,752 | 2,800 |
| 01-17-1703-5101 | NATURAL GAS | 4,618 | 4,200 | 3,554 | 4,200 |
| 01-17-1703-5102 | ELECTRICITY | 2,685 | 3,500 | 1,366 | 3,500 |
| 01-17-1703-5906 | O & M CURLING RINK | 7,823 | 45,000 | 26,890 | 30,000 |
| | TOTAL CURLING CLUB EXPENSES | 17,898 | 55,500 | 34,563 | 40,500 |

| GL CODE | 2022 BUDGET | 2020 ACTUAL | 2021 BUDGET | 2021 ACTUAL | 2022 BUDGET |
|-------------------------|--------------------------------------|----------------|----------------|----------------|----------------|
| COMMUNITY HALL BUDGET | | | | | |
| COMMUNITY HALL REVENUE | | | | | |
| 01-17-1704-4332 | COMMUNITY HALL RENTALS | -700 | -1,700 | -820 | -1,700 |
| | TOTAL COMMUNITY HALL REVENUE | -700 | -1,700 | -820 | -1,700 |
| COMMUNITY HALL EXPENSES | | | | | |
| 01-17-1704-5100 | COMMUNICATIONS - COMM HALL | 1,086 | 1,300 | 1,503 | 1,500 |
| 01-17-1704-5101 | NATURAL GAS | 2,111 | 3,000 | 3,391 | 3,200 |
| 01-17-1704-5102 | ELECTRICITY | 817 | 1,530 | 983 | 1,530 |
| 01-17-1704-5907 | O & M COMMUNITY HALL | 6,832 | 15,000 | 3,358 | 25,000 |
| | TOTAL COMMUNITY HALL EXPENSES | 10,845 | 20,830 | 9,235 | 31,230 |
| LIBRARY BUDGET | | | | | |
| LIBRARY REVENUE | | | | | |
| 01-17-1705-4307 | LIBRARY IT MAINTENANCE COSTS | -9,599 | -9,600 | -9,599 | -9,600 |
| | TOTAL LIBRARY REVENUE | -9,599 | -9,600 | -9,599 | -9,600 |
| LIBRARY EXPENSES | | | | | |
| 01-17-1705-5038 | GRANT IN AID | 122,314 | 123,537 | 129,954 | 126,008 |
| 01-17-1705-5119 | BUILDING MAINTENANCE & REPAIRS | 2,519 | 55,000 | 5,573 | 55,000 |
| 01-17-1705-5124 | CONTRACT SERVICES (IT MNTHLY MAINT) | 10,399 | 9,600 | 9,599 | 9,600 |
| | TOTAL LIBRARY EXPENSES | 135,232 | 188,137 | 145,126 | 190,608 |
| PARK BUDGET | | | | | |
| PARK REVENUE | | | | | |
| 01-17-1706-4203 | BC HYDRO/TREE PROGRAM | 0 | 0 | 0 | -7,500 |
| | TOTAL PARK REVENUE | 0 | 0 | 0 | -7,500 |
| PARKS EXPENSES | | | | | |
| 01-17-1706-5101 | NATURAL GAS | 426 | 500 | 512 | 600 |
| 01-17-1706-5102 | ELECTRICITY | 3,008 | 3,100 | 2,266 | 3,100 |
| 01-17-1706-5120 | MATERIALS & SUPPLIES | 7,343 | 10,200 | 7,913 | 12,200 |
| 01-17-1706-5132 | TREE PROGRAM EXPENSES | 1,039 | 1,000 | 1,000 | 5,000 |
| 01-17-1706-5902 | O & M PARKS | 14,643 | 30,000 | 17,132 | 30,000 |
| | TOTAL PARKS EXPENSES | 26,459 | 44,800 | 28,824 | 50,900 |
| CAMPGROUNDS BUDGET | | | | | |
| CAMPGROUNDS REVENUE | | | | | |
| 01-17-1707-4402 | PASS FEES | -4,997 | -6,000 | -8,902 | -6,000 |
| 01-17-1707-4405 | MISCELLANEOUS REVENUE | -10,007 | -6,500 | -5,655 | -6,500 |
| 01-17-1707-4406 | ALWIN HOLLAND PASS | -1,850 | -2,000 | -2,616 | -2,000 |
| 01-17-1707-4407 | CAMERON LAKE PASS | -23,515 | -25,000 | -27,236 | -27,500 |
| 01-17-1707-4409 | DINOSAUR LAKE PASS | -10,445 | -11,000 | -11,103 | -11,000 |
| 01-17-1707-4410 | KING GETHING PASS | -1,001 | -2,000 | -2,585 | -3,000 |
| | TOTAL CAMPGROUNDS REVENUE | -51,815 | -52,500 | -58,097 | -56,000 |
| CAMPGROUNDS EXPENSES | | | | | |
| 01-17-1707-5100 | COMMUNICATIONS - CAMPGROUNDS | 327 | 7,625 | 773 | 7,800 |
| 01-17-1707-5905 | O & M CAMPGROUNDS | 6,338 | 15,000 | 6,744 | 15,000 |
| | TOTAL CAMPGROUNDS EXPENSES | 6,665 | 22,625 | 7,517 | 22,800 |

| GL CODE | 2022 BUDGET | 2020 ACTUAL | 2021 BUDGET | 2021 ACTUAL | 2022 BUDGET |
|-------------------------|---|-----------------|----------------|----------------|----------------|
| SPECIAL EVENTS BUDGET | | | | | |
| SPECIAL EVENTS REVENUE | | | | | |
| 01-17-1708-4214 | GRANTS - OTHER (CANADA DAY) | -1,300 | -2,600 | -1,700 | -2,600 |
| 01-17-1708-4215 | PROGRAM REGISTRATIONS | -350 | -9,000 | -2,250 | -9,000 |
| 01-17-1708-4317 | CANADA SUMMER STUDENT GRANT | 0 | -5,000 | -5,666 | 0 |
| 01-17-1708-4330 | WINTER FESTIVAL DONATIONS | -8,915 | -6,500 | -6,300 | -6,500 |
| 01-17-1708-4331 | DONATIONS | -625 | -500 | -50 | -500 |
| | TOTAL SPECIAL EVENTS REVENUE | -11,190 | -23,600 | -15,966 | -18,600 |
| SPECIAL EVENTS EXPENSES | | | | | |
| 01-17-1708-5002 | WAGES (REC) | 62,673 | 64,800 | 70,253 | 66,096 |
| 01-17-1708-5003 | WAGES CASUAL (REC) | 0 | 15,000 | 11,496 | 13,860 |
| 01-17-1708-5006 | WAGES BENEFITS (SEC) | 1,943 | 15,960 | 20,500 | 18,045 |
| 01-17-1708-5017 | TRAVEL | 514 | 1,500 | 436 | 1,500 |
| 01-17-1708-5018 | TRAINING AND DEVELOPMENT | 392 | 3,000 | 588 | 3,000 |
| 01-17-1708-5030 | SPECIAL EVENTS CONTRACT & FIT FOR LIFE | 4,077 | 13,000 | 2,036 | 13,000 |
| 01-17-1708-5031 | SPECIAL EVENTS EXPENSES | 10,483 | 28,000 | 15,764 | 28,000 |
| 01-17-1708-5100 | COMMUNICATIONS - SPECIAL EVENTS | 1,426 | 1,500 | 2,073 | 2,200 |
| 01-17-1708-5109 | MEMBERSHIP & DUES | 405 | 500 | 357 | 500 |
| 01-17-1708-5308 | WINTER FESTIVAL EXPENSES | 10,616 | 15,000 | 4,455 | 20,000 |
| 01-17-1708-5311 | SPECIAL PROJECTS: DESIGN & PRINTNG TRAIL MAPS | 33 | 5,000 | 0 | 5,000 |
| | TOTAL SPECIAL EVENTS EXPENSES | 92,564 | 163,260 | 127,957 | 171,201 |
| LANDS BUDGET | | | | | |
| LANDS | | | | | |
| 01-18-1800-4316 | LAND USE APPLICATION FEES | -1,600 | -1,000 | -4,437 | -1,000 |
| 01-18-1800-4325 | SITE C TECHNICAL SUPPORT | -366,140 | 0 | -9,315 | 0 |
| | TOTAL LANDS DEVELOPMENT REVENUE | -367,740 | -1,000 | -13,752 | -1,000 |
| LANDS | | | | | |
| 01-18-1800-5034 | BYLAW EXPENSE | 2,589 | 5,000 | 5,960 | 5,000 |
| 01-18-1800-5107 | LEGAL FEES | 3,930 | 8,500 | 9,693 | 10,000 |
| 01-18-1800-5405 | LUCAS SUBDIVISION - MARKETING/GRADING | 8,135 | 4,000 | 0 | 0 |
| | | 14,654 | 17,500 | 15,653 | 15,000 |
| MUSEUM BUDGET | | | | | |
| MUSEUM EXPENSES | | | | | |
| 01-17-1709-5038 | GRANT IN AID | 86,708 | 87,576 | 87,576 | 89,328 |
| | TOTAL MUSEUM EXPENSES | 86,708 | 87,576 | 87,576 | 89,328 |
| NEW HORIZONS BUDGET | | | | | |
| NEW HORIZONS | | | | | |
| 01-17-1711-5119 | NEW HORIZONS BUILDING REPAIRS & MAINT | 122 | 15,000 | 0 | 15,000 |
| | TOTAL NEW HORIZONS RECPENES | 122 | 15,000 | 0 | 15,000 |

| GL CODE | 2022 BUDGET | 2020 ACTUAL | 2021 BUDGET | 2021 ACTUAL | 2022 BUDGET |
|---|---|-------------------|-----------------|-------------------|-----------------|
| ECONOMIC DEVELOPMENT BUDGET | | | | | |
| ECONOMIC DEVELOPMENT REVENUE | | | | | |
| 01-19-1900-4210 | PROV GRANTS- OTHER (NDI/COMM REC) | -15,548 | -15,000 | 0 | 0 |
| 01-19-1900-4405 | MISCELLANEOUS REVENUE | -1,356 | -1,200 | -1,165 | -1,200 |
| | TOTAL ECON DEV REV | -16,904 | -16,200 | -1,165 | -1,200 |
| ECONOMIC DEVELOPMENT EXPENSES | | | | | |
| 01-19-1900-5400 | O & M ENVIRONMENTAL CTO SIGNS | 1,203 | 11,000 | 12,099 | 40,000 |
| | TOTAL ECON DEV EXP | 1,203 | 11,000 | 12,099 | 40,000 |
| WATER & TREATMENT BUDGET | | | | | |
| WATER TREATMENT & DISTRIBUTION REVENUE | | | | | |
| 04-80-4001-4611 | BCH - CMA PARTNERING RELATIONS | -2,934,665 | 0 | -1,096,516 | 0 |
| 04-40-4000-4501 | WATER - RESIDENTIAL CHARGES | -113,801 | -115,250 | -115,927 | -115,250 |
| 04-40-4000-4502 | WATER - COMMERCIAL WATER STAND CHARGES | -40,086 | -40,000 | -43,518 | -40,000 |
| 04-40-4000-4503 | WATER - RESIDENTIAL WATER STAND CHARGES | -5,933 | -6,200 | -5,995 | -6,200 |
| 04-40-4000-4507 | WATER - METERED CHARGES | -11,339 | -8,500 | -10,892 | -8,500 |
| 04-40-4000-4512 | WATER - DISCOUNTS | 3,212 | 3,200 | 3,176 | 3,200 |
| | TOTAL WATER TREATMENT & DIST REVENUE | -3,102,612 | -166,750 | -1,269,670 | -166,750 |
| WATER CONNECTION REVENUE | | | | | |
| 04-40-4001-4504 | CONNECTION & SERVICE CHARGES | 0 | -1,000 | 0 | -1,000 |
| | TOTAL WATER CONECTION REVENUE | 0 | -1,000 | 0 | -1,000 |
| | TOTAL WATER REVENUE | -3,102,612 | -167,750 | -1,269,670 | -167,750 |
| WATER TREATMENT & DISTRIBUTION EXPENSES | | | | | |
| 04-40-4000-5002 | WAGES (WATER) | 49,118 | 65,000 | 86,080 | 65,000 |
| 04-40-4000-5004 | WAGES OVERTIME (WATER) | 26,406 | 35,000 | 41,733 | 40,000 |
| 04-40-4000-5006 | WAGES BENEFITS (WATER) | 792 | 13,000 | 23,751 | 15,812 |
| 04-40-4000-5017 | TRAVEL | 1,190 | 2,000 | 1,823 | 2,000 |
| 04-40-4000-5018 | TRAINING AND DEVELOPMENT | 4,470 | 6,500 | 1,618 | 8,000 |
| 04-40-4000-5100 | COMMUNICATIONS - WATER | 6,240 | 6,300 | 6,276 | 6,500 |
| 04-40-4000-5102 | ELECTRICITY | 58,747 | 65,000 | 69,158 | 65,000 |
| 04-40-4000-5112 | LICENCES & PERMITS | 913 | 1,500 | 1,159 | 1,500 |
| 04-40-4000-5107 | LEGAL FEES | 0 | 0 | 20,080 | 35,000 |
| 04-40-4000-5124 | CONTRACT SERVICES | 0 | 5,000 | 9,693 | 25,000 |
| 04-40-4000-5800 | O & M WATER TREATMENT AND DISTRUBUTION | 29,716 | 40,600 | 70,069 | 70,000 |
| | TOTAL WATER TREATMENT EXPENSES | 177,592 | 239,900 | 331,439 | 333,812 |
| | TOTAL WATER EXPENSES | 177,592 | 239,900 | 331,439 | 333,812 |

| GL CODE | 2022 BUDGET | 2020 ACTUAL | 2021 BUDGET | 2021 ACTUAL | 2022 BUDGET |
|--------------------------------|---|----------------|----------------|----------------|----------------|
| WASTE WATER BUDGET | | | | | |
| WASTE WATER REVENUE | | | | | |
| 05-50-5000-4405 | MISCELLANEOUS REVENUE | -10,000 | 0 | 0 | 0 |
| 05-50-5000-4502 | SEWER - RESIDENTIAL CHARGE | -69,549 | -70,165 | -70,115 | -70,165 |
| 05-50-5000-4505 | SEWER - LAGOON DUMPS | -3,375 | -5,500 | -4,625 | -5,500 |
| 05-50-5000-4508 | SEWER - METERED CHARGES | -4,709 | -4,000 | -4,866 | -4,500 |
| 05-50-5000-4513 | SEWER - DISCOUNTS | 2,011 | 2,200 | 1,986 | 2,200 |
| | TOTAL SEWER TREATMENT REVENUE | -85,622 | -77,465 | -77,619 | -77,965 |
| WASTE WATER COLLECTION REVENUE | | | | | |
| 05-50-5001-4504 | CONNECTION & SERVICE CHARGES | 0 | -1,000 | 0 | -1,000 |
| 05-50-5001-4514 | THOMPSON SEWER BYLAW NO# 877 | -4,678 | -4,678 | -4,678 | -4,678 |
| | TOTAL WASTE WATER COLLECTION REVENUE | -4,678 | -5,678 | -4,678 | -5,678 |
| | TOTAL SEWER REVENUE | -90,300 | -83,143 | -82,297 | -83,643 |
| WASTE WATER EXPENSES | | | | | |
| 05-50-5000-5002 | WAGES (SEWER) | 23,193 | 35,000 | 18,957 | 35,000 |
| 05-50-5000-5004 | WAGES OVERTIME (SEWER) | 18,234 | 20,000 | 19,445 | 20,000 |
| 05-50-5000-5006 | WAGES BENEFITS (SEWER) | 278 | 7,000 | 5,582 | 8,162 |
| 05-50-5000-5017 | TRAVEL | 0 | 1,500 | 0 | 1,500 |
| 05-50-5000-5018 | TRAINING AND DEVELOPMENT | 760 | 6,000 | 399 | 6,000 |
| 05-50-5000-5100 | COMMUNICATIONS - SEWER | 1,395 | 1,500 | 1,284 | 1,500 |
| 05-50-5000-5101 | NATURAL GAS | 1,422 | 1,700 | 1,647 | 1,700 |
| 05-50-5000-5102 | ELECTRICITY | -5,334 | 1,020 | -2,216 | 0 |
| 05-50-5000-5112 | LICENCES & PERMITS | 11,948 | 35,552 | 10,511 | 25,000 |
| 05-50-5000-5124 | CONTRACT SERVICES | 5,751 | 22,000 | 11,507 | 5,000 |
| 05-50-5000-5802 | O & M SEWER & PIPING | 32,018 | 55,600 | 39,906 | 55,600 |
| | TOTAL WASTE WATER EXPENSES | 89,666 | 186,872 | 107,022 | 159,462 |
| | TOTAL SEWER EXPENSES | 89,666 | 186,872 | 107,022 | 159,462 |
| | TOTAL REVENUE | -9,773,256 | -6,109,899 | -7,226,834 | -6,560,876 |
| | TOTAL OPERATIONS EXPENSES | 4,264,870 | 5,841,193 | 4,443,546 | 5,601,125 |
| | NET INCOME (LOSS) | 5,508,386 | 268,706 | 2,783,287 | 959,751 |
| | CAPITAL ACQUIRED | 3,118,212 | 2,078,550 | 2,021,221 | 2,394,500 |
| | CHANGE IN SURPLUS | 2,390,174 | -1,809,844 | 762,067 | -1,434,749 |

Attachment B - 2022 Financial Plan Summary

| Attachment B - 2022 Financial Plan Summary | | | | |
|---|-----------------|----------------------|---------------------------------|----------------------|
| | | | | |
| INVESTMENT IN TCA | 2022 Opening | | Total Changes in Capital | 2022 End Balances |
| INVESTED IN TANGIBLE CAP ASSETS GEN | 13,714,378 | | 1,219,500 | 14,933,878 |
| INVESTED IN TANGIBLE CAP ASSETS WATER | 8,289,234 | | 170,000 | 8,459,234 |
| INVESTED IN TANGIBLE CAP ASSETS SEWER | 4,592,638 | | -110,000 | 4,482,638 |
| | | | | |
| | 26,596,250 | 0 | 1,279,500 | 27,875,750 |
| | | | | |
| SURPLUS | 2022 Opening | 2022 Net (Income) | Total Changes in Surplus | 2022 End Balances |
| SURPLUS- GENERAL FUND | 4,503,851 | 1,201,632 | -1,776,100 | 4,914,383 |
| SURPLUS -WATER UTILITY FUND | 21,831 | -166,062 | -170,000 | 85,769 |
| SURPLUS- SANITARY SEWER FUND | 75,793 | -75,819 | 85,000 | 109,974 |
| | | | | |
| | 4,601,475 | 959,751 | -1,861,100 | 5,110,126 |
| | | | | |
| RESERVE FUNDS | 2022 Opening | | Total Changes in Reserves | 2022 End Balances |
| RESERVE - PROTECTIVE SERVICES EQUIPMENT | 879,876 | | -100,900 | 778,976 |
| RESERVE - PUBLIC WORKS INFRASTRUCTURE & EQUIP | 1,187,030 | | 440,000 | 642,030 |
| RESERVE - TAX SALE PROPERTIES | 222,401 | | 0 | 222,401 |
| RESERVE - SEWER INFRASTRUCTURE & EQUIPMENT | 82,918 | | 25,000 | 82,918 |
| RESERVE - WATER INFRASTRUCTURE & EQUIPMENT | 127,918 | | 400,000 | 127,918 |
| RESERVE - GENERAL OFFICE EQUIPMENT | 142,590 | | -62,500 | 80,090 |
| RESERVE - LAND | 197,835 | | 0 | 197,835 |
| RESERVE - COMMUNITY HALL | 121,587 | | -120,000 | 1,587 |
| | | | | |
| | 2,962,156 | 0 | 581,600 | 2,133,756 |
| | | | | |
| SPECIAL RESERVES | 2022 Opening | | Total Changes | 2022 End Balances |
| MFA SINKING FUND SURPLUS | 76,551 | | | 76,551 |
| MFA DEBT RESERVE REFUND - WATER | 148,142 | | | 148,142 |
| | | | | |
| | 224,694 | 0 | 0 | 224,694 |
| | | | | |
| TOTAL ACCUMULATED SURPLUS | 34,384,574 | | | 35,344,325 |
| | | 2022 NET CHANGE | | 959,751 |

REQUEST FOR DECISION

| | |
|--|----------------------------------|
| RFD#: 2022-MR-24 | Date: April 28, 2022 |
| Meeting#: CM050922 | Originator: Mokles Rahman |
| RFD TITLE: Adoption of Tax Rate Bylaw No. 927, 2022 | |

RECOMMENDATION:

THAT Council adopt the District of Hudson's Hope Tax Rate Bylaw No. 927, 2022.

BACKGROUND:

At the April 25, 2022 Regular Council Meeting, Council approved the following:

B2 Bylaw No. 927, 2022 District of Hudson's Hope Tax Rate

RESOLUTION NO. 070/22

M/S Councillors Paice / Quibell

THAT Council approve the first, second, and third readings of the District of Hudson's Hope Tax Rate Bylaw No. 927, 2022.

CARRIED

Community Charter: Annual property tax bylaw

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

B2

(3.1) In relation to tax rates established for the purposes of subsection (1) (a), before adopting the bylaw, the council must consider the tax rates proposed for each property class in conjunction with the objectives and policies set out under section 165 (3.1) (b) *[property value tax distribution]* in its financial plan.

(4) For the purposes of subsection (1) (b), for each local government or other public body in relation to which the amounts are to be collected,

(a) the bylaw must establish separate rates for each property class, and

(b) the relationships between the different property class rates must be the same as the relationships established under subsection (3) unless otherwise required under this or another Act.

(5) If the amount of revenue raised in any year for a body under subsection (1) (b) is more or less than the amount that is required to meet the municipality's obligation, the difference must be used to adjust the rate under subsection (1) (b) for the next year.

(6) The minimum amount of tax under subsection (1) in any year on a parcel of real property is \$1.

(7) Property value taxes under subsection (1) are deemed to be imposed on January 1 of the year in which the bylaw under that subsection is adopted, unless expressly provided otherwise by the bylaw or by the enactment under which they are imposed.

DISCUSSION:

Section 197 of the *Community Charter* requires municipalities to adopt a bylaw before May 15th of each year to impose property taxes. This year the deadline for submission is May 16, 2022, Monday. The proposed Tax Rate Bylaw is attached for Council's review on April 25, 2022, and will come back to Council for adoption on May 9, 2022.

FINANCIAL CONSIDERATIONS:

A 2% increase in the tax rate for 2022 for all Classes (1- Residential; 2-Utilities; 4-Major Industry; 5-Light Industry; 6-Business; 8-Recreation/Non-profit; 9-Farm) of properties are considered.

ATTACHMENTS:

1. Draft copy of "District of Hudson's Hope Tax Rate Bylaw 927, 2022".

Prepared by:



Mokles Rahman, CAO



**DISTRICT OF HUDSON'S HOPE
Tax Rates Bylaw No. 927, 2022**

A bylaw to levy rates for the municipal, regional district, and regional hospital district purposes for 2022

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

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

1. This Bylaw shall be cited as the "District of Hudson's Hope Tax Rates Bylaw No. 927, 2022".
2. The following property value taxes are imposed and levied for 2022:
 - (a) for purposes of the District of Hudson's Hope on the assessed value of land and improvements taxable for general municipal purposes, the tax rates appearing in column "A" of the Schedule attached to and made part of this Bylaw;
 - (b) for purposes of the Peace River Regional District on the assessed value of land and improvements taxable for regional district purposes, the tax rates appearing in column "B" of the Schedule attached to and made part of this Bylaw;
 - (c) for the 911 emergency telephone service of the Peace River Regional District on the assessed value of improvements taxable for regional district purposes, the tax rates appearing in column "C" of the Schedule attached to and made part of this Bylaw; and
 - (d) for purposes of the Peace River Regional Hospital District on the assessed value of land and improvements taxable for regional hospital district purposes, the tax rates appearing in column "D" of the Schedule are attached to and made part of this Bylaw.
3. That Tax Rate Bylaw No. 921, 2021, be repealed.

Read a First Time on this the 25th day of April, 2022

Read a Second Time on this 25th day of April, 2022

Read a Third Time on this 25th day of April, 2022

Adoption of Bylaw on this 09 day of May, 2022

Dave Heiberg, Mayor

Jeanette McDougall, Corporate Officer

Certified a true copy of Bylaw No. 927, 2022
this _____ day of May 2022.

Corporate Officer

District of Hudson's Hope
Schedule of 2022 Tax Rates Bylaw No. 927, 2022

| Tax Rates (dollars of tax per \$1,000 of taxable value) | | | | |
|---|---------------------------|-------------------------------|---------------------------------------|--|
| | "A" | "B" | "C" | "D" |
| | District of Hudson's Hope | Peace River Regional District | Peace River Regional District (9-1-1) | Peace River Regional Hospital District |
| Property Class | | | | |
| 1. Residential | 3.5700 | 0.1595 | 0.3626 | 0.5698 |
| 2. Utilities | 24.4800 | 0.5584 | 1.2690 | 1.9941 |
| 4. Major Industry | 16.3200 | 0.5424 | 1.2327 | 1.9372 |
| 5. Light Industry | 16.3200 | 0.5424 | 1.2327 | 1.9372 |
| 6. Business/Other | 9.8940 | 0.3909 | 0.8883 | 1.3959 |
| 8. Recreational/ Non Profit | 3.0600 | 0.1595 | 0.3626 | 0.5698 |
| 9. Farm | 3.0600 | 0.1595 | 0.3626 | 0.5698 |

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council

FROM: Jeanette McDougall, Corporate Officer

DATE: May 9, 2022

SUBJECT: Proposed Bylaw No. 928, 2022 – Fees and Charges Amendment
- Comfort Letters and Campground Fees

RECOMMENDATION

THAT Council approve the first, second and third readings of the District of Hudson's Hope Fees and Charges Amendment Bylaw No. 928, 2022.

PURPOSE

Staff are requesting that the following amendments be made to the District's Fees and Charges Bylaw No. 915, 2021 to reflect the following:

1. Comfort Letters - \$100 per request; and
2. Campground Fees – 5% transaction fee on the total cost when payment is by credit card directly to a Campground Attendant.

BACKGROUND / INFORMATION

Comfort Letters

Comfort letters provide information on land use items such as current zoning, building permit records, etc. and are usually requested by law firms and real estate agents who need to determine the current status of a property before finalizing a sale. The District has received a number of requests for comfort letters over the past few years, the majority in respect of property purchases by BC Hydro for their Site C project. Staff time required to review property files can vary significantly, depending on whether a property file exists, and if so, whether the contents are sparse or thick. If a property file is thick, then Staff have to invest considerable time reviewing a large volume of documentation.

The issue with requests for comfort letters is that the District does not currently charge a fee for this service and the fee of \$100 per request is based on research of the amount that some other municipalities are charging.

Campground Fees

When booking online, the District charges \$6.00 per night for reservation fees that covers the costs from Stripe, which is the online payment processing system that the District uses; this \$6.00 also covers the cost of running the Checkfront reservation system. 50% of campsites are available for online booking reservations, the remaining 50% are available on a first-come, first-serve basis.

B3

The issue is that for campers who come on a first-come, first-serve basis, the Campground Attendants have to collect cash, which campers often do not carry and they would have to drive into Hudson's Hope to get the cash. Staff are proposing that the District offer campers the convenience of a credit card payment option at the campsites.

Stripe, which is the online payment processing system that the District uses, charges approximately 3.20% (2.9% plus \$0.30 per successful card charge). Staff are proposing that the District charge 5% of the total charge to cover these fees when accepting credit card payments at the Campgrounds.


Attachments:

1. *Proposed Bylaw Amendment No. 928, 2022 – District of Hudson's Hope Fees and Charges*
2. *Bylaw No. 915, 2021 – District of Hudson's Hope Fees and Charges*

Prepared by:


Jeanette McDougall,
Corporate Officer

Approved by:



Ruhul Amin,
Director of Public Works / Acting CAO



BYLAW NO. 928, 2022

A Bylaw to amend the Fees and Charges Bylaw No. 915, 2021

WHEREAS pursuant to Section 194 of the *Community Charter*, Council may, by bylaw, impose fees and charges payable in respect of any service it considers necessary or desirable;

AND WHEREAS Council deems it necessary and desirable to exercise the authority provided by the *Community Charter* to cover costs of providing various services and information;

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

1. This Bylaw may be cited as the "District of Hudson's Hope Fees and Charges Bylaw Amendment No. 928, 2022".
2. The Fees and Charges Bylaw No. 915, 2020 is hereby amended as follows:

- by adding the following to Schedule A – Development Application Fees:

| | |
|-----------------|-------|
| Comfort Letters | \$100 |
|-----------------|-------|

- by adding the following to Schedule I – Campground Fees:

| | |
|--|------------------------|
| Transaction Fee (when paying with a credit card at a campsite to an attendant) | 5% of the total amount |
|--|------------------------|

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

Read a first time this 9th day of May 2022

Read a second time this 9th day of May 2022

Read a third time this 9th day of May 2022

Adopted this ____th day of June 2022

Jeanette McDougall,
Corporate Officer

Dave Heiberg, Mayor

Certified a true copy of Bylaw No. 928, 2022

this ____ day of _____, _____.

Corporate Officer



HUDSON'S
HOPE
PLAYGROUND OF THE PEACE



Fees and Charges Bylaw

Bylaw No. 915, 2020


WHEREAS pursuant to Section 194 of the *Community Charter* Council may, by bylaw, impose fees and charges payable in respect of any service it considers necessary or desirable;

AND WHEREAS Council deems it necessary and desirable to exercise the authority provided by the *Local Government Act* to cover costs or providing various services and information;

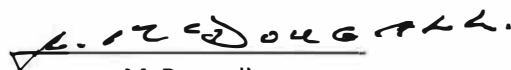
NOW THEREFORE the Council of the District of Hudson's Hope, in open meeting assembled, enacts as follows:

1. This bylaw shall be cited as the "District of Hudson's Hope Fees and Charges Bylaw No. 915, 2020."
2. The District of Hudson's Hope hereby imposes fees and charges for the provision of services and information as specified in the Schedules attached to and forming part of this bylaw.
3. The following Bylaw is repealed: District of Hudson's Hope Fees and Charges Bylaw No. 904, 2019.
4. This Bylaw shall come into full force and effect the day this Bylaw is adopted.
5. If any part, section, sub-section, clause, or sub-clause of this Bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portion of this Bylaw.

| | | |
|-------------------------|------|----------------------|
| Read a first time this | 24th | day of February 2020 |
| Read a second time this | 24th | day of February 2020 |
| Read a third time this | 24th | day of February 2020 |
| Adopted this | 9th | day of March 2020 |



Dave Heiberg
Mayor



Jeanette McDougall
Corporate Officer

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SCHEDULE A

Development Application Fees

Table A-1

| TYPE OF DEVELOPMENT APPLICATION | FEE |
|---|------------------------|
| Subdivision application (strata and fee simple) | \$450 per each new lot |
| Amendment to the District's Official Community Plan (OCP) | \$750 |
| Amendment to the District's Zoning Bylaw | \$750 |
| Amendment to the District's "OCP" and Zoning Bylaw (combined) | \$1,500 |
| Issuance of a Development Permit | \$450 |
| Issuance of a Development Variance Permit | \$400 |
| Appeals to the Board of Variance | \$450 |
| Issuance of a Temporary Commercial or Industrial Use Permit | \$500 |

- .1 All development application fees established in the table above are:
 - a) non-refundable; and
 - b) must be paid in full to the District of Hudson's Hope at the time of application.
- .2 Any advertising costs associated with a development application identified in Table A-1 must be paid by the applicant, including, but not limited to: newspapers ads, mail-outs, signage, notices, posters, and administrative costs including printing, postage and photocopying.

SCHEDULE B

Water Service Fees & Charges

1.0 SERVICE CONNECTION FEE

- .1 The fee for installation of each water service connection by the District, as set out in the District's *Water Service Regulation Bylaw*, is the greater of:
 - a) 100% of the District's actual and reasonable costs of the installation of the Service Connection and restoration plus any applicable taxes; or
 - b) One Thousand Dollars \$1,000.
- .2 The amount set out in Section 1.0.1 of this Schedule shall be paid as follows:
 - a) Prior to installation of a Service Connection, an amount equal to an estimate by the Operation Manager of the District's actual and reasonable cost to install the Service Connection, including without limitation the District's materials, labour, equipment, overhead, administrative and restoration costs, shall be paid to the District; and
 - b) after installation of the Service Connection is complete any further amount required to cover the District's actual and reasonable costs to install the Service Connection and restore the area must be paid to the District within thirty (30) days of delivery of an invoice by the District. Any amount paid in excess of the District's actual and reasonable costs to install the Service Connection and restore the area is refundable.

2.0 FEE FOR TURNING A CURB STOP ON OR OFF

- .1 The fee per turn on or turn off a Curb Stop during regular working hours of the District and provided at least seventy-two (72) hours' notice has been provided to the District as set out in section 40 is Forty Dollars (\$40.00).
- .2 The fee to turn on and/or turn off a Curb Stop outside regular working hours of the District or on less than seventy-two (72) hours' notice to the District as set out in the District's *Water Service Regulations Bylaw* is Two Hundred and Fifty Dollars (\$250.00) if turn on and/or turn off is completed within three (3) hours. An additional call out charge of Two Hundred and Fifty Dollars (\$250.00) will be applied if the turn on and/or turn off is over three hours in duration.

3.0 ABANDONMENT FEE

- .1 The fee for abandoning a Service Connection as set out in the District's *Water Service Regulation Bylaw* shall be equal to 100% of the District's actual and reasonable costs to complete the disconnection of the Water System from the owner's Property, plus any applicable taxes. Payment of the District's estimate of the cost to complete the disconnection is required in advance of disconnection. Any amount paid in excess of the District's actual and reasonable costs to install the Service Connection and restore the area is refundable.

4.0 WATER METER TESTING FEE

- .1 The fee for a meter test as set out in the District's *Water Service Regulations Bylaw* is One Hundred Seventy Five Dollars (\$175.00).

5.0 WATER RATES

- .1 The owner of each dwelling unit as defined in the District's Zoning Bylaw, which is connected to the municipal water supply and distribution systems, shall pay an annual fee of \$250.80 per year. An owner may elect to pay the annual fee in two installments and a 4% discount will be given if the first installment is paid prior to February 15th and a 4% discount will be given if the second installment is paid prior to August 15th.
- .2 The Annual fee set out in Section 5.0.1 of this Schedule must be paid to the municipality within 30 days of the invoice being mailed.
- .3 A prorated refund of the annual fee will be allowed, providing the water supply to the dwelling unit has been turned off by the municipality at the request of the owners and the period that the water service is turned off exceeds one month.
- .4 The owner of each commercial or other non-residential premises, which is connected to the Community Sewer System must pay an annual fee of \$511.50 per year.
- .5 Notwithstanding Section 5.0.5 of this Schedule, where a water meter is installed on any premises to measure the quantity of water used on that premises, the owner of the premises shall be charged in each month 70 cents per 1,000 litres consumed, or part thereof, subject to a minimum monthly charge of \$39.00.
- .6 The owner of a premise that is metered will be invoiced monthly in accordance with the water consumed.
- .7 The rates for the token-operated water stands at the Beryl Prairie Fire Hall and on Clarke Avenue are:

- a) 50 Imperial Gallons for one 25 cent token, or
 - b) 200 Imperial Gallons for one \$1 token.
- .8 The rate for the commercial (key lock) water stand on Clarke Avenue is 1.82 cents per Imperial Gallon or \$4.00 per cubic meter.

SCHEDULE C

Sewer Service Fees & Charges

1.0 Service Connection Fee

- .1 The fee for installation of each water service connection by the District, as set out in the District's *Sewer Service Regulations Bylaw*, is the greater of:
 - a) 100% of the District's actual and reasonable costs of the installation of the Service Connection and restoration plus any applicable taxes; or
 - b) Two Thousand Dollars \$2,000.
- .2 The costs referred to in 1.0.1 include the following restoration works:
 - a) Any augering and/or restoration of concrete curbs and sidewalks, or road surfaces;
 - b) Any cutting, excavation or backfilling of frozen ground.
 - c) Any additional restoration works will be charged at 100% of actual costs of the restoration works.
- .3 Where, for the sanitary sewer service, a local service tax or latecomer charge is established under a supplementary separate bylaw or agreement, that charge shall take precedent over the aforementioned connection fee.

2.0 ABANDONMENT FEE

- .1 The fee for abandoning a Service Connection as set out in the District's *Sewer Regulations Bylaw* shall be equal to 100% of the District's actual and reasonable costs to complete the disconnection of the water system from the owner's premise, plus any applicable taxes. Payment of the District's estimate of the cost to complete the disconnection is required in advance of disconnection. Any amount paid in excess of the District's actual and reasonable costs to install the service connection and restore the area is refundable.

3.0 SEWER RATES

- .1 The owner of each dwelling unit as defined in the Zoning Bylaw, which is connected to the municipal sewage collection and disposal system, shall pay an annual fee of \$207.00 per year. A owner may elect to pay the annual fee in two installments and a 4% discount will be given if the first installment is paid prior to February 15th and a 4% discount will be given if the second installment is paid prior to August 15th.

- .2 The annual fee set out in Section 3.0.1 of this Schedule must be paid to the municipality within 30 days of the invoice being mail.
- .3 The owner of each commercial or other non-residential premises, which is connected to the Community Sewer System, must pay an annual fee of \$221.50 per year.
- .4 Notwithstanding Section 3.0.4 of this Schedule, where a water meter is installed on any premises, the owner of the premises shall be charged in each month a sum equal to 45% of the invoice for water, subject to a minimum monthly charge of \$18.00. The owner of a premise that is metered will be invoiced monthly in accordance with the water consumed. This charge is in addition to any applicable charges outlines in Schedule B of this Bylaw.
- .5 A prorated refund of the annual fee will be allowed, providing a disconnection has been requested by the owners.

SCHEDULE D

Pool Fees & Charges

1.0 Facility Rates

| Base Rates | One Hour Programs * | Daily | 10 Pass *** | 1 Month | Season Pass |
|------------|---------------------|---------|-------------|---------|-------------|
| Child | \$2.50 | \$3.50 | \$28.00 | \$28.00 | \$63.70 |
| Youth | \$3.50 | \$4.50 | \$36.00 | \$36.00 | \$81.90 |
| Adult | \$5.00 | \$6.00 | \$48.00 | \$48.00 | \$109.20 |
| Senior | \$3.50 | \$4.50 | \$36.00 | \$36.00 | \$81.90 |
| Family ** | \$10.00 | \$12.00 | \$96.00 | \$96.00 | \$218.40 |

* Patrons must leave the pool after completing a one-hour program

** Family consists of a maximum of two (2) adults and up to four (4) dependent children or youth living in the same household. Additional dependent children will be admitted at \$1.50 per additional child or youth.

*** 10 Pass does not expire; remaining punches are valid for future seasons.

10 Pass offer a 20% discount off the day rate. 1 Month pass is the cost of 8-day visits. The season pass offers a 30% savings when compared to purchasing 1 month passes over the course of the season.

3.0 POOL RENTAL BASE RATES

| Base Rates | Hours | Pool Base | Staff | Sub Total | GST | PST | Total |
|-------------|-----------|-----------|----------|-----------|---------|-----|----------|
| 2 Staff | 1 hour | \$70.00 | \$50.00 | \$120.00 | \$6.00 | | \$126.00 |
| 3 Staff | 1 hour | \$70.00 | \$75.00 | \$145.00 | \$7.25 | | \$152.25 |
| 4 Staff | 1 hour | \$70.00 | \$100.00 | \$170.00 | \$8.50 | | \$178.50 |
| 2 Staff | 1.5 hours | \$100.00 | \$75.00 | \$175.00 | \$8.75 | | \$183.75 |
| 3 Staff | 1.5 hours | \$100.00 | \$112.50 | \$212.50 | \$10.62 | | \$223.12 |
| Extra Staff | 1 hour | | \$25.00 | \$25.00 | \$1.25 | | \$26.25 |

4.0 SCHOOL BOARD LESSONS

| Base Rates | Hours | Pool Base | Staff | Sub Total | GST | PST | Total |
|------------------|----------|-----------|---------|-----------|--------|-----|---------|
| 2 Staff | 1 hour | \$25.00 | \$50.00 | \$75.00 | \$3.75 | | \$78.75 |
| 2 Staff | .5 hour | \$12.50 | \$25.00 | \$37.50 | \$1.88 | | \$39.39 |
| 2 Staff | .75 hour | \$18.75 | \$37.50 | \$56.25 | \$2.81 | | \$59.01 |
| Additional staff | 1 hour | | \$25.00 | \$25.00 | \$1.25 | | \$26.25 |
| Progress Card | 1 | \$2.23 | | \$2.23 | \$0.11 | | \$2.50 |

5.0 PRIVATE LESSONS

| Base Rates | Hours | Staff | Sub Total | GST | PST | Total |
|---------------|-----------|---------|-----------|--------|-----|---------|
| 1 Staff | 0.5 hour | \$12.50 | \$12.50 | \$0.63 | | \$13.13 |
| 1 Staff | 0.75 hour | \$18.75 | \$18.75 | \$0.94 | | \$19.69 |
| 1 Staff | 1 hour | \$25.00 | \$25.00 | \$1.25 | | \$26.25 |
| Progress Card | 1 | | \$2.23 | \$0.11 | | \$2.50 |

6.0 SWIMMING LESSONS (\$35.00 for 10 lessons)

| Base Rates | Hours | Sub Total | GST | PST | Total |
|---------------|-----------|-----------|--------|-----|---------|
| Level Pre – 5 | 0.5 hour | \$33.25 | \$1.75 | | \$35.00 |
| Level 5 – 10 | 0.75 hour | \$42.75 | \$2.25 | | \$45.00 |

7.0 PRIVATE LANE RENTAL

| Base Rates | Hours | Pool Base | Sub Total | GST | PST | Total |
|-----------------|--------|-----------|-----------|--------|-----|---------|
| 1 lane Adult | 1 hour | \$9.00 | \$9.00 | \$0.45 | | \$9.45 |
| 1 lane Youth | 1 hour | \$6.00 | \$6.00 | \$0.30 | | \$6.30 |
| Half Pool Lanes | 1 hour | \$30.00 | \$30.00 | \$1.50 | | \$31.50 |

8.0 PRIVATE RENTALS

| Non Profit Rentals | Less 25% Base Rate |
|-----------------------|---------------------------------|
| Private Functions | 100% Base Rate |
| Fundraising Functions | Less 40% Base Rate (Pool Only) |
| Special Events | Less 40% Base Rates (Pool Only) |

*** Fun Leaders available for Birthday Parties at \$25.00 per hour total with GST \$26.25***

SCHEDULE E

Cemetery Services Fees

| In Ground Burials | | | | |
|---------------------|--------------------|------------------------|-------------------------|----------|
| Type | Right of Interment | Care Fund Contribution | Preparation & Placement | Total |
| Adult Interment | \$200.00 * | \$50.00 * | \$300.00 | \$550.00 |
| Child Interment | \$200.00 * | \$50.00 * | \$200.00 | \$450.00 |
| Cremation Interment | \$200.00 * | \$50.00 * | \$100.00 | \$350.00 |

* Right of Interment fee and the Care Fund Contribution is only charged for the first interment in a lot, subsequent interments will not be charged these fees

| Columbarium Interments | | | | |
|--|--------------------|------------------------|-------------------------|----------|
| Location | Right of Interment | Care Fund Contribution | Preparation & Placement | Total |
| Double Niche 1 st Interment (Top two (2) rows) | \$500.00 | \$50.00 | \$50.00 | \$600.00 |
| Double Niche 1 st Interment (Bottom two (2) rows) | \$470.00 | \$47.00 | \$50.00 | \$567.00 |
| Double Niche 2 nd Interment | n/a | n/a | \$50.00 | \$50.00 |

| Memorials | | | | |
|---|-----------------|-------------------------|-------------------------------|--------------|
| | Memorial | Installation Fee | Care Fund Contribution | Total |
| Ground Memorial | n/a | \$145.00 | \$10.00 | \$155.00 |
| Columbarium Memorial Plate | n/a | \$20.00 | \$10.00 | \$30.00 |
| Columbarium Memorial Plate (Second name) | n/a | \$20.00 | \$10.00 | \$30.00 |

| Miscellaneous Fees | |
|---|--|
| Grave Liners | |
| - Burial | \$450.00 |
| - Cremation (Ground Burial) | \$40.00 |
| Exhumation or Disinterment | Preparation & Placement Fee x two (2) |
| Interments on Saturday, Sunday or Statutory Holidays or after 3:30 pm Monday to Friday | Preparation & Placement Fee x two (2) |
| Administration Fee | \$10.00 |
| Handling Fee | \$50.00 |

SCHEDULE F

Animal Control Fees

| Annual Dog Licence Fees | |
|-----------------------------------|---------|
| 1. (1)(a) male dog – not neutered | \$30.00 |
| (b) female dog – not spayed | \$30.00 |
| (2)(a) male dog – neutered | \$10.00 |
| (b) female dog – spayed | \$10.00 |

| Transfer or Replacement of Licence | |
|--------------------------------------|--------|
| 2. (1) transfer licence to new owner | \$2.00 |
| (2) transfer licence to new dog | \$2.00 |
| (3) replacement of lost tag | \$2.00 |

| Kennel Licence | |
|-------------------|----------|
| 3. Kennel licence | \$200.00 |

| Care and Sustenance | |
|---------------------------------------|---------|
| 4. (1) Daily charge for cats and dogs | \$10.00 |
| (2) Daily charge for farm animals | \$20.00 |

| Disposal Fees | |
|--|----------|
| 5. (1) A dog or cat brought to the Pound for destruction | \$125.00 |
| (2) Pickup, destruction and disposal of a dog or cat | \$200.00 |
| (3) Requested pickup and disposal of carcass of a dog or cat | \$125.00 |

SCHEDULE G

Arena Fees

| Drop-in Admission | |
|------------------------------------|---------|
| Family Drop-in | \$10.00 |
| Adult Drop-in (19 yrs and over) | \$6.00 |
| Senior/Youth Drop-in (13 – 18 yrs) | \$5.00 |
| Child Drop-in (12 and under) | \$3.00 |
| Infant (3 years and under) | Free |

| 10 X Pass | |
|----------------------------------|---------|
| Family 10x Pass | \$60.00 |
| Adult 10x Pass (19 yrs and over) | \$30.00 |
| Youth 10x Pass (13-18 years) | \$25.00 |
| Child 10x Pass (12 and under) | \$15.00 |

| Season Pass | |
|--------------------|----------|
| Family Season Pass | \$125.00 |
| Single Season Pass | \$75.00 |

| Arena Rental (Hourly Rate) | |
|---|----------|
| Adult and Junior Hockey | \$100.00 |
| Hudson's Hope Minor Hockey/Figure Skating | \$50.00 |
| School/Non-Profit Groups | \$50.00 |

SCHEDULE H

Office Fees

| Administrative Fees | |
|----------------------------|---------|
| NSF Cheque | \$30.00 |
| Property Tax Certificate | \$20.00 |

| Bulletin Advertising | |
|-------------------------------------|----------|
| "For Sale" rate per month | \$10.00 |
| ¼ page ad – rate per month | \$30.00 |
| ¼ page ad – 6 month prepaid rate | \$150.00 |
| ¼ page ad – 1 year prepaid rate | \$270.00 |
| ½ page ad – rate per month | \$50.00 |
| ½ page ad – 6 month prepaid rate | \$250.00 |
| ½ page ad – 1 year prepaid rate | \$450.00 |
| Full page ad – rate per month | \$80.00 |
| Full page ad – 6 month prepaid rate | \$400.00 |
| Full page ad – 1 year prepaid rate | \$720.00 |

| Photocopying | |
|---|---|
| Photocopies – all sizes (black and white) | \$.50 |
| Photocopies – all sizes (color) | \$1.00 |
| Zoning Bylaw | \$25.00 |
| Official Community Plan Bylaw | \$30.00 |
| Map – 3 x 3 District Map | \$30.00 |
| Map – 18" x 36" Townsite Map | \$15.00 |
| Map – 11" x 17" Lynx Creek Subdivision Map | \$10.00 |
| Map – 11" x 17" Beryl Prairie Subdivision Map | \$10.00 |
| Laminating per page | \$2.00 |
| Faxing | \$2.50 initial page each addition page \$0.50 |

SCHEDULE I

Campground Fees

| Daily Fee per unit (for first unit in site) | \$20.00 |
|---|--|
| Additional unit fee (paid by each additional unit in a site already occupied) | \$15.00 |
| Reservation Fee | \$6.00 per night up to \$18.00 maximum per booking |
| Service Fee when District Office staff complete reservation over phone for customer | \$5.00 |
| Season Pass (for residents only) | \$200.00 |
| 7 Night Punch Card | \$100.00 |
| Firewood: for each bundle size 1.25 cubic feet | \$5.00 |



**Office of the Mayor
District of Hudson's Hope, British Columbia**

Public Works Week May 16-20, 2022

WHEREAS public works infrastructure, facilities and services are vital to the health, safety and well being of the residents of Hudson's Hope; and

WHEREAS such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers and administrator who are responsible for building, operating and maintaining the public works systems that serve our citizens; and

WHEREAS the Public Works Association instituted Public Works Week as a public education campaign "to inform communities and their leaders on the importance of our nation's public infrastructure and public works services"; and

WHEREAS it is in the public interest of citizen and civic leaders to gain knowledge of the public works needs and programs of their respective communities; and

WHEREAS Public Works Week also recognizes the contributions of public works professionals.

NOW THEREFORE I, DAVE HEIBERG, MAYOR OF THE DISTRICT OF HUDSON'S HOPE DO HEREBY PROCLAIM THE WEEK OF MAY 16-20, 2022, AS:

"PUBLIC WORKS WEEK"

In the District of Hudson's Hope

Dave Heiberg
Mayor

Dated this 9th day of May, 2022

C1

HHESS Grad Class of 2023
Box 147
250-783-0895
hhgrad2023@gmail.com



MAY 5, 2022

DOHH: Mayor and Council

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

Dear Sirs and Madams,

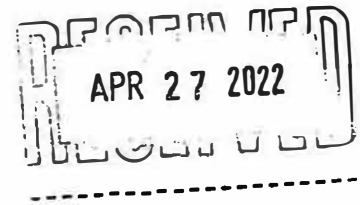
The Hudson's Hope Grad Class of 2023 would like to hold a fundraising raffle for May Long Weekend 2022.

We are wondering if the District would approve a donation of a 2night camping pass to one of our local campgrounds for us to include in our prize package.

Warm regards,

Leneya, Quinn, Summer, William, Hannah, Chyna, Ethan, Ginger, Keirsten, Emma

HHESS GRAD CLASS OF 2022



Mayor and Council,

I am writing on behalf of the Hudson's Hope Farmers' Market Vendors to formally request use of Beattie Park again for the 2022 Market season from the Third Tuesday in May to the last Tuesday in September. We would gratefully like to utilize the power in the park, as per usual, for any vendors who require it.

Hope to see you all there this summer, it's going to be a great season!

Sincerely,
Caitlin Vince
Volunteer Market Manager
1-250-793-6691
hudsonshopfarmersmarket@gmail.com

April 27, 2022

Ref: 270035

Dear Chief Administrative Officers and Corporate Officers:

At the outset, I want to acknowledge all of the work that each local government has done to manage the challenges of COVID-19 over the last two years. I appreciate and thank local governments for the continued dedication and support in keeping their communities healthy and safe.

The purpose of this letter is to provide information to local governments about eased COVID restrictions and planning for the 2022 general local elections.

Easing Restrictions

As you are likely aware, the Provincial Health Officer Dr. Bonnie Henry has made some changes to ease [COVID-19 restrictions](#). Restrictions on personal gatherings, organized gatherings and events, nightclubs, bars and restaurants, exercise and fitness, and adult sports tournaments have been lifted. Capacity limits have also returned to normal.

Masks are now optional in all indoor public settings, although some people may wish to continue wearing a mask based on their personal choice. Effective April 8, 2022, proof of vaccination is no longer required to access businesses, events, and services. Individual businesses and organizations can choose to continue to require proof of vaccination for entry, and may continue to require mask wearing on their premises. While businesses will no longer need a COVID-19 safety plan, they must follow communicable disease guidance from WorkSafeBC.

With more than 90 percent of eligible British Columbians vaccinated with their second dose, British Columbia will transition to a sustainable COVID-19 management approach focusing on vaccination, self-monitoring, and specific actions to protect those most at risk. The decision to ease restrictions was based on a careful review of data by the Provincial Health Officer and the BC Centre for Disease Control.

Planning for the 2022 General Local Elections

As we move towards the October general local elections, I encourage local governments to review their election bylaws to assess any barriers that may affect the safety or flexibility of an election process. Informed by election processes conducted during the pandemic, local governments may wish to consider the following adjustments to their election bylaw:

- **Mail ballot voting** (e.g., to enable mail ballot voting which, after recent legislative amendments, has been expanded to include all eligible electors if authorized in an election bylaw);

- **Mail ballot voting procedures** (e.g., to establish procedures and/or provide the Chief Election Officer with discretion to establish time limits in relation to mail ballot voting);
- **Advance registration** (e.g., to provide an alternative to same-day registration only, which can reduce line-ups);
- **Advance voting opportunities** (e.g., to allow the Chief Election Officer to establish additional dates and places, which can spread out in-person voting);
- **Special voting opportunities** (e.g., to provide the Chief Election Officer with discretion to establish or limit special voting opportunities, which can address safety concerns at venues where special voting is organized such as care homes and hospitals);
- **Provincial list of voters** (e.g., to reduce the amount of contact between electors and election officials and to reduce line-ups).

Pursuant to provincial legislation, the deadline to adopt an election bylaw before the general local election is **July 4, 2022**.

Other Measures

During the pandemic, the province introduced a range of measures to help local governments meet the emerging needs of citizens, staff, and other stakeholders. As noted above, local governments can now support mail ballot voting for all electors if allowed in their election bylaw. Further, local governments have the option to hold electronic and hybrid meetings in addition to in-person meetings, and are also authorized to hold electronic public hearings (with the flexibility to choose the format that best suits their current circumstances—in person, electronic, or a hybrid format).

Consistent with the easing of COVID-19 restrictions, the [Elections in Special Circumstances \(COVID-19\) Regulation](#) has been repealed (effective March 31, 2022). The Ministry of Municipal Affairs will continue to monitor advice from the Provincial Health Officer and work with local governments to be responsive should public health circumstances shift.

Local governments are encouraged to review communicable disease plans and guidance from WorkSafeBC with the general local elections in mind (general guidance from WorkSafeBC is available [here](#)). This spring the Ministry will also be providing an updated resource with considerations for conducting elections during COVID-19 (informed by by-elections that took place during the pandemic).

If you have questions regarding the information above, I encourage you to contact our Governance and Structure Branch by phone at: 250 387-4020 or by email at: [LGovernance@gov.bc.ca](mailto:LGGovernance@gov.bc.ca).

Updated resources for the 2022 general local elections will be available shortly on our [website](#).

Sincerely,



Tara Faganello
Assistant Deputy Minister

pc: Honourable Nathan Cullen, Minister of Municipal Affairs
Gary MacIsaac, Executive Director, UBCM
Candace Witkowskyj, Executive Director, LGMA
Todd Pugh, Executive Director, CivicInfo

Avian Influenza and Small Flock Health

The Ministry of Agriculture and Food (the Ministry) would like to provide the following information and resources for small flock owners following the recent detections of Avian Influenza (AI) in B.C., as well as other provinces in Canada and the United States.

Commingling of birds restricted

The Ministry has released a General Order for Avian Influenza as per the *Animal Health Act* (AHA), restricting the commingling of birds during events that include poultry swaps, auctions, flea markets, bird shows, fairs, public displays or competitions where birds from multiple sources would be present. The order can be found here: [General Order; April 19, 2022: Avian Influenza \(Commingling\)](#) (PDF, 286 KB)

The ministry strongly requests and recommends that all small lot and backyard flock poultry and domestic waterfowl producers avoid commingling events. Protecting people and birds from avian influenza requires the cooperation and effort of everyone.

Bird species included in the order are: chicken, turkeys, doves, ducks, geese, guinea fowl, peafowl, pheasants, pigeons, quails, and ratites.

If a flock is suffering from any unexplained clinical signs or increased mortality, bird owners should contact a professional for help and sampling. **Do not take sick birds off the property.**

If a bird owner suspects their flock is infected

To receive assistance or to report any unexplained poultry illness or mortality contact:

- your private veterinarian, OR
- call the nearest Canada Food Inspection Agency Office, find the number here: <https://inspection.canada.ca/about-cfia/contact-a-cfia-office-by-telephone/eng/1313255382836/1313256130232>
- the BC Ministry of Agriculture and Food, Animal Health Centre at 1-800-661-9903
- Bird owners are legally responsible to notify authorities of serious bird diseases such as bird flu.

If a deceased wild bird is found:

In B.C., the Wild Bird Mortality Investigation Program hotline, 1-866-431-2473, enables members of the public to report sightings of dead wild birds. If the report is assessed to require further investigation a biologist may retrieve the carcass for further testing.

Information about AI and response efforts are available at:

<https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/animals-and-crops/animal-health/reportable-notifiable-diseases/avian-influenza-ai>

Permits and Movement Control Permissions

The Federal Minister of Agriculture and Agri-Food has declared a primary control zones (PCZ) in BC to prevent the spread of avian influenza. See the Avian Influenza Zone Maps located here: <https://inspection.canada.ca/animal-health/terrestrial-animals/diseases/reportable/avian-influenza/response-to-detections-of-highly-pathogenic-avian-ai-zones/eng/1648851134912/1648851359195>

A PCZ is an area where the disease has been identified. All transporters of birds, their products and by-products cannot be moved into, out of, within, or through the PCZ without a valid permit.

The restrictions in a PCZ applies to small flocks as well.

For further information on movement control and permitting, please visit:

<https://inspection.canada.ca/animal-health/terrestrial-animals/diseases/reportable/avian-influenza/response-to-detections-of-highly-pathogenic-avian-/movement-control-permissions/eng/1648871137667/1648871138011>

Be aware of the following requirements for small flocks:

- For small holdings, including birds of any age, it is **prohibited** to move live birds into and out of the Primary Control Zones, including both infected zone and restricted zone.
- Small flock ungraded eggs (farm gate sales) require a **specific permit**.
- A **general permit** is required to move feed into a Primary Control Zone.

For more information on movement control and permitting call the BC Ministry of Agriculture and Food Avian Influenza hotline at **604-855-8255**. The support line is available every day (including holidays) from 8:30am to 6pm (PDT).

THE DISTRICT OF HUDSON'S HOPE

REPORT TO: Mayor and Council
FROM: Jeanette McDougall, Corporate Officer
DATE: May 9, 2022
SUBJECT: NOTICE OF CLOSED SESSION

RECOMMENDATION:

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

- **Community Charter Section 97 (1) (b):**
 - (b) *all minutes of Council meetings, other than a meeting or part of a meeting that is closed to the public*
 - *Closed Meeting Minutes – April 25, 2022*

- **Community Charter Section 90 (1) (k):**
 - (k) *negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of Council, could reasonably be expected to harm the interests of the municipality if they were held in Public*
 - *Lucas Subdivision – Sale of Properties*

ALTERNATIVE OPTIONS:

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


Jeanette McDougall,
Corporate Officer