

DISTRICT OF NEW HAZELTON
REGULAR MEETING OF COUNCIL

Monday, Mar 2, 2020
Council Chambers

Regular Meeting – 7:00 pm

(1) CALL TO ORDER:

(2) MINUTES:

- a) Accept minutes of the February 3, 2020 regular meeting.

(3) PETITIONS & DELEGATIONS:None

(4) UNFINISHED BUSINESS:

- a) Water & Sewer User Fees Discussion

(5) CORRESPONDENCE:

- a) City of Port Moody – National Pharmacare Program – Letter of Support to Minister of Health

(6) REPORTS:

- a) 2019 Audit Service Plan – MNP Report to Council
- b) Resoure Benefits Alliance Update

(7) BYLAWS:

- a) 2020-2024 Financial Plan Bylaw No. 352, 2020 – Adopt

(8) NEW BUSINESS:

a) Council Schedule:

- Mar 16 COTW – Strategic Planning
- Apr 1-3 COFI
- Apr 6 Regular Council Meeting
- Apr 20 Regular Council Meeting
- Apr 29 – May 1 Minerals North - Quesnel
- May 4 Regular Council Meeting
- May 13-15 NCLGA – Prince George
- May 25 COTW

b) Community Emergency Preparedness Grant Application

c) Office of the Fire Commissioner – Declaration of Service Level Resolution

Closed Session, Section 90.1 (e) Community Charter Act, regarding land

Adjournment

DISTRICT OF NEW HAZELTON
REGULAR COUNCIL MEETING
February 3, 2020
COUNCIL CHAMBERS

PUBLIC MEETING – Called to order at 6:45 pm

- District of New Hazelton 2020-2024 Financial Plan Bylaw No. 352, 2020 was presented.
- No members of the public attended.

1) CALL TO ORDER: Meeting called to order at 7:00 pm

PRESENT: Mayor G. Lowry
Councillor A. Berg
Councillor M. Weeber
Councillor B. Henwood
Councillor G. Burns
Councillor J. Hobenshield
Councillor R. Sturney

STAFF PRESENT: W. Hunt
R. Carlé

2) MINUTES:

RESOLUTION 7922/20

MOVED & SECONDED

That, the minutes of the January 6, 2020 regular meeting be accepted as circulated.

CARRIED

3) PETITIONS & DELEGATIONS: None

4) UNFINISHED BUSINESS: None

5) CORRESPONDENCE: None

6) REPORTS:

- a) Councillor Hobenshield – Reported on Hazelton District Public Library meeting. Jaclyn Johnson new trustee on the board. AGM is being held in March. The library is currently offering the Festival of Literacy Diversity Challenge and Armchair Traveler Series.

- b) Mayor Lowry – Reported on the Skeena Housing Coalition Society, Northwest Regional Hospital, NDIT-RAC and RDKS meetings. The initial draft of the homeless study has been completed. The final report should be complete in 1-2 months. SPARC got the contact to finish the Housing Needs Assessment. The new hospital in Terrace is slated to open in 2025. Barry Pages in the new Chair of the board. The NDIT is rolling out new funding programs in September. The RDKS has hired a new Economic Development Officer, an Engineer and a deputy CFO.

7) BYLAWS:

- a) 2020-2024 Financial Plan Bylaw No. 352, 2020 – Repeal 3rd Reading

RESOLUTION 7923/20

MOVED & SECONDED

That, the District of New Hazelton repeal the 3rd reading of the 2020-2024 Financial Plan Bylaw No. 352, 2020.

CARRIED

- b) 2020-2024 Financial Plan Bylaw No. 352, 2020

RESOLUTION 7924/20

MOVED & SECONDED

That, the District of New Hazelton 2020-2024 Financial Plan Bylaw No. 352, 2020 be given its third reading.

CARRIED

8) NEW BUSINESS:

- a) Active Transportation Network Planning Grant

RESOLUTION 7925/20

MOVED & SECONDED

That, the District of New Hazelton support a grant application to the Active Transportation Network Planning Program to create a regional active transportation plan in collaboration with the Regional District of Kitimat Stikine and the Gitksan Government Commission. The District of New Hazelton agrees to administer the grant and assume responsibility for any cost overruns.

CARRIED

b) Investing in Canada Infrastructure Plan –Environmental Quality Green Infrastructure Grant Application

RESOLUTION 7926/20

MOVED & SECONDED

That, the District of New Hazelton apply to the Investing in Canada Infrastructure Plan – Environmental Quality Green Infrastructure stream for a grant for lagoon desludging. The District staff will administer the grant and the District will assume responsibility for any cost overruns.

CARRIED

9) CLOSED SESSION (9:35 pm):

RESOLUTION 7927/20

MOVED & SECONDED

That, the public be excluded from the meeting pursuant to Section 90.1 (e) of the Community Charter.

CARRIED

9:51 pm – Meeting reopened to the public.

10) ADJOURNMENT:

RESOLUTION 7928/20

MOVED & SECONDED

That, the meeting be adjourned 9:51 pm.

CARRIED

CERTIFIED CORRECT THIS

DAY OF

, 2020

CHIEF ADMINISTRATIVE OFFICER

MAYOR

WATER RATES COMPARISON

Category	New Hazelton 2020	Hazelton 2019	Port Edward 2020	Granisle 2020	Telkwa 2019
Single Family Dwelling	\$30.00	\$15.15	\$28.33	\$22.35	\$40.11
Senior Citizen Dwelling	\$20.00				
Duplex, Suites, Apartments, Permanent living quarters(per unit)	\$30.00	\$15.15	\$28.33	\$22.35	\$13.61 - \$40.11
Mobile Home Court with Separate Connection	\$30.00	\$15.15	\$28.33	\$22.35	
Store, Bank, Office, Garage	\$34.00	\$15.15	\$45.83	\$17.60-\$26.39	\$41.39 - \$72.91
Restaurant, Café, Bar/Pub	\$63.00	\$30.30	\$80.00-\$125.00	\$21.12* per seat	\$77.92-\$81.66
Store with Water cooled refridgeration	\$82.00	\$15.15	\$45.83		
School, per classroom	\$35.50	\$30.30 1st \$15.15 per add'l	\$145.00 flat rate	\$12.23	\$76.49
Notes:					
Laundromat, per washer	\$9.40	\$0.00		\$6.33 per unit	\$101.88
Notes:					
Motel, Hotel, RV Park, - per unit	\$10.40	\$15.15 1st \$5.05 per add'l	\$80.00 plus \$28.33 w/kitchen or \$14.17 w/o kitchen	\$84.99	\$98.14
Church	\$30.00	\$15.15	\$45.83	\$14.52 per washroom	\$54.04
Notes:					

None of the other local governments offer a senior rate

Hazelton and Port Edward have frontage tax (\$8.33/m and \$5.50/m respectively) Telkwa did not answer. DONH is \$2.77/m

Hazelton bills semi-annually, Port Edward & Granisle bill quarterly, Telkwa bills annually. All rates converted to Monthly

Hazelton, Granisle, and Telkwa do separate billing.

Telkwa offers a 10% discount if paid within 30 days of billing. Hazelton & Port Edward offer a discount of 10% if you pay the full year all at once
Port Edward recieves industry taxation for Ridley Island in partnership with the City of Prince Rupert

SEWER RATES COMPARISON

Category	New Hazelton 1982	Hazelton 2020	Port Edward 2016	Granisle 2020	Telkwa 2019
Single Family Dwelling, Store, Office, Hall, Mobile home, Bank	\$10.00	\$20.00	\$15.67	\$22.71	\$33.98
Motel with living quarters attached	\$10.00	\$20.00		\$22.71/unit	\$39.54
* plus for each motel unit	\$5.00	\$7.07			
Old Age Pensioner's Dwelling, owned & occupied	\$5.00				
Hotel with Beer Parlour and living quarters	\$50.00	\$38.89	\$33.03 - \$40.87	\$163.07	\$77.69
Restaurant, coffee shop or drive-in, whether operated separately or in conjunction with a hotel or motel	\$22.00	\$38.89	\$25.20 - \$61.67	\$1.74/seat	\$76.33 - \$77.69
Laundromat, for each washer	\$2.25		\$25.20 - \$61.67	\$5.42/unit	\$100.47
Garage	\$15.00		\$25.20 - \$61.67		\$100.47
School, each classroom	\$22.00	\$38.89 1st room \$20.00 add'l room	\$98.00	\$15.97/room	\$104.30
Trailer court, for each trailer	\$10.00		\$15.67	\$22.71	
Church	\$10.00	\$20.00	\$15.67	\$17.71/washroom	\$50.92
Frontage Tax	2.47/m	193.00 yr per parcel		No	n/a
New Hazelton: No discounts					

Hazelton: Billed semi-annually 10% discount if all utilities are paid for the year by the end of April

Port Ed: Billed quarterly. Parcel tax charged all servicable properties whether they are serviced or not. 10% discount if utilities paid in full by March 31st

Granisle: Billed annually in March. 10% discount if year is paid in full by April 30th. No frontage tax.

Telkwa: Did not respond. Rates from their website.

No senior rates for Hazelton, Telkwa, Port Edward, or Granisle



Report to Council

From the Office of Councillor Amy Lubik

Date: December 17, 2019
Subject: Supporting Universal National Pharmacare

Purpose

To ask that the City of Port Moody Write to the Federal Government in support of the implementation of a national pharmacare strategy as a priority following the 2019 election.

Recommendation

WHEREAS, The City of Port Moody has recognized and has demonstrated over the past years its commitment to the importance of healthy citizens as the foundation of a healthy, engaged and economically vibrant community; and

WHEREAS, The over 3 million Canadians, including many in our local communities, don't take medicines prescribed by their doctors because they can't afford them; and

WHEREAS, Canada is currently the ONLY country with a National Medicare Program that does not have a National Pharmacare Program; and

WHEREAS, The risk of having no insurance for medicines is high among lower income Canadians which includes the service industry, precarious working and seasonal workers; and

WHEREAS, The studies show that adding a National Pharmacare Program to our National Health Care System would lower costs to businesses by over \$8 billion per year, providing Canadian companies competitive advantages in international trade; and

WHEREAS, The recent research confirms that these gains can be achieved with little or no increase in public investment; and

WHEREAS, Municipal government expenses for employee benefits would be significantly reduced by a National Pharmacare Program; and

WHEREAS, A national prescription drug formulary would support better quality prescribing, including reducing dangerous and inappropriate prescribing to Canadian seniors; and

WHEREAS, A National Pharmacare plan is a sound policy, both economically and socially, the City of Port Moody express its support for the creation of a National Pharmacare program as an extension of Canadian Medicare, since health and economic

studies now show that such a policy would improve health in municipalities, give local businesses a competitive advantage in the global marketplace and lower costs for municipal government on taxpayers; therefore be it

BE IT RESOLVED, That the City of Port Moody call on the Federal Government to work with the provinces and territories to develop and implement a Universal Public National Pharmacare program as one of the first orders of business after the 2019 election.

AND THAT this letter be forwarded to all BC municipalities asking to write their support as well.

Background

In 2017, the City of Port Moody wrote to the federal government to support the development of a Nation Pharmacare program (**attachment 1**); this has been initiative supported by the majority of Canadians, but it has yet to come to pass despite support from at least three major parties. Growing health and wealth inequalities impact Port Moody residents, including a growing elder population; BC residents may be hardest hit by lack of universal coverage, despite recent changes to provincial drug coverage, as demonstrated in a 2018 cross-institutional study <https://www.myprincegeorgenow.com/68282/bc-residents-struggling-afford-prescription-drugs/>. Studies have shown that 88% of Canadians support universal medicare as a component of our universal health care system, as was summarized in a brief to the house of commons <https://www.ourcommons.ca/Content/Committee/421/HESA/Brief/BR8352162/br-external/AngusReidInstitute-e.pdf>.

As Port Moody moves into budget season, it makes sense to push for policies from other sphere of government that will take pressure off of our residents, and indeed off of our corporate coffers, as studies from the Columbia Institute and Canadian Doctors for Medicare have calculated that local governments across Canada would save millions if such a system was in place, which is why it has been endorsed by the Surrey Board of Trade and the BC Chamber of Commerce.

Now is an opportune time for local governments to remind the federal government that a national pharmacare strategy needs to be a priority.

Discussion

Writings from the Canadian Labour Congress demonstrate why national universal pharmacare would benefit our residents, our city as a corporation, and small businesses:

Finally, some good news for **the millions of Canadians** who have to choose between paying for groceries or their prescription medications.

Canada's Advisory Council on the Implementation of National Pharmacare has laid out a clear path for public, single-payer, universal pharmacare in its **final report**.

"The time for universal, single-payer, public pharmacare has come," writes Dr. Eric Hoskins, the Council's chair. "This is our generation's national project: better access to the medicines we need, improved health outcomes and a fairer and more sustainable prescription medicine system."

This is the unfinished business of medicare, as envisioned by the late Tommy Douglas. As Saskatchewan's seventh premier, Mr. Douglas pioneered North America's first universal, single-payer health care system. It would become a cornerstone of Canada's social safety net and a key pillar of our nation.

We know that a fair society must be one in which every person has the opportunity to succeed and to thrive... we believe that universal, public pharmacare is a necessary step towards greater fairness.

As **numerous studies** have shown, millions of Canadians are struggling to afford to pay for their prescription medications. One study found that nearly a million Canadians sacrificed basic needs such as food, and close to a quarter of a million people gave up heating their homes. This lack of affordability is hurting not only people's health and well-being, but the **economic strength of our communities**.

The new report demonstrates that every family will save, on average, \$350 per year on medications. It also points out that the average business owner will save about \$750 per employee. That will open up capacity for businesses to increase wages, or expand other types of coverage, including for dental and vision care. It also supports small businesses that find it difficult to compete for workers when they can't afford to offer drug coverage.

There will be an upfront cost, specifically at the outset, but as time goes on, the money our provincial health care systems will save will be significant. A **recent study** found that over 300,000 people had additional doctor visits, 93,000 had to go to the emergency department and 26,000 people were admitted to hospital – all because they couldn't pay for their medications. That creates a significant burden on the health care system, one that we can alleviate with a national drug plan.

Other Option(s)

THAT the report dated November 12, 2019 from Councillor Amy Lubik regarding Supporting Universal National Pharmacare be received for information.

Financial Implications

There are no financial implications related to this report.

Communications and Civic Engagement Initiatives

There are no communications or civic engagement initiatives required by the recommendations in this report.

Attachment(s)

1. Delegation Application regarding Pharmacare from May 15, 2018 City of Port Moody Committee of the Whole Meeting



CITY OF PORT MOODY

OFFICE OF THE MAYOR

February 4, 2020

Email: hcmminister.ministresc@canada.ca

Honourable Patty Hajdu, Minister of Health Canada
Address Locator 0900C2
Ottawa, Ontario K1A 0K9

To Honourable Patty Hajdu,

On January 14, 2020, at a Regular Meeting of Council, Port Moody City Council passed the following resolution:

Moved, seconded, and CARRIED

WHEREAS the City of Port Moody has recognized and has demonstrated over the past years its commitment to the importance of healthy citizens as the foundation of a healthy, engaged, and economically vibrant community;

AND WHEREAS the over 3 million Canadians, including many in our local communities, don't take medicines prescribed by their doctors because they can't afford them;

AND WHEREAS Canada is currently the ONLY country with a National Medicare Program that does not have a National Pharmacare Program;

AND WHEREAS the risk of having no insurance for medicines is high among lower income Canadians which includes the service industry, precarious working, and seasonal workers;

AND WHEREAS studies show that adding a National Pharmacare Program to our National Health Care System would lower costs to businesses by over \$8 billion per year, providing Canadian companies competitive advantages in international trade;

AND WHEREAS recent research confirms that these gains can be achieved with little or no increase in public investment;

AND WHEREAS municipal government expenses for employee benefits would be significantly reduced by a National Pharmacare Program;

AND WHEREAS a national prescription drug formulary would support better quality prescribing, including reducing dangerous and inappropriate prescribing to Canadian seniors;

AND WHEREAS a National Pharmacare plan is a sound policy, both economically and socially, the City of Port Moody express its support for the creation of a National Pharmacare program as an extension of Canadian Medicare, since health and economic studies now show that such a policy would improve health in municipalities, give local businesses a competitive advantage in the global marketplace, and lower costs for municipal government on taxpayers;

THEREFORE BE IT RESOLVED THAT the City of Port Moody call on the Federal Government to work with the provinces and territories to develop and implement a Universal Public National Pharmacare program as one of the first orders of business after the 2019 election;

AND THAT this letter be forwarded to all BC municipalities asking to write their support as well.

With the costs of housing, food, and livability increasing daily, having the expense of medications adds another burden to peoples financial means. This can mean hard choices between medications and other needs and/or improper use of medications, especially for folks working in precarious employment sectors.

A recent study found that over 300,000 people had additional doctor visits, 93,000 had to go to the emergency department and 26,000 people were admitted to hospital – all because they couldn't pay for their medications. That creates a significant burden on the health care system, one that we can alleviate with a national drug plan.

The Pharmacare Program has been an initiative supported by the majority of Canadians, but it has yet to come to pass despite support from at least three federal parties. Health and wealth inequalities are growing across Canada and impact Port Moody residents, including a growing elder population; British Columbians may be hardest hit by lack of universal coverage, despite recent changes to provincial drug coverage, as demonstrated in a 2018 cross-institutional study.

Port Moody City Council is calling on the Canadian Minister of Health, for the second time, to create a Universal Public National Pharmacare program.

Regards,

A handwritten signature in black ink, appearing to read 'Rob Vagramov', with a stylized flourish at the end.

Mayor Rob Vagramov
City of Port Moody

CC: British Columbia Municipalities



CITY OF PORT MOODY

OFFICE OF THE MAYOR

February 4, 2020

To All BC Municipalities,

On January 14, 2020, at a Regular Meeting of Council, Port Moody City Council passed the following resolution:

Moved, seconded, and CARRIED

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THEREFORE BE IT RESOLVED THAT the City of Port Moody call on the Federal Government to work with the provinces and territories to develop and implement a

Universal Public National Pharmacare program as one of the first orders of business after the 2019 election;

AND THAT this letter be forwarded to all BC municipalities asking to write their support as well.

Attached is the letter that the City of Port Moody sent to the Honourable Patty Hajdu, Minister of Health requesting the Federal Government to start working with the provinces and territories to develop and implement a Universal Public National Pharmacare Program.

We hope that you will join the City of Port Moody and write to the Minister of Health to support the creation of a National Pharmacare Program for all Canadians.

Thank you for your consideration.

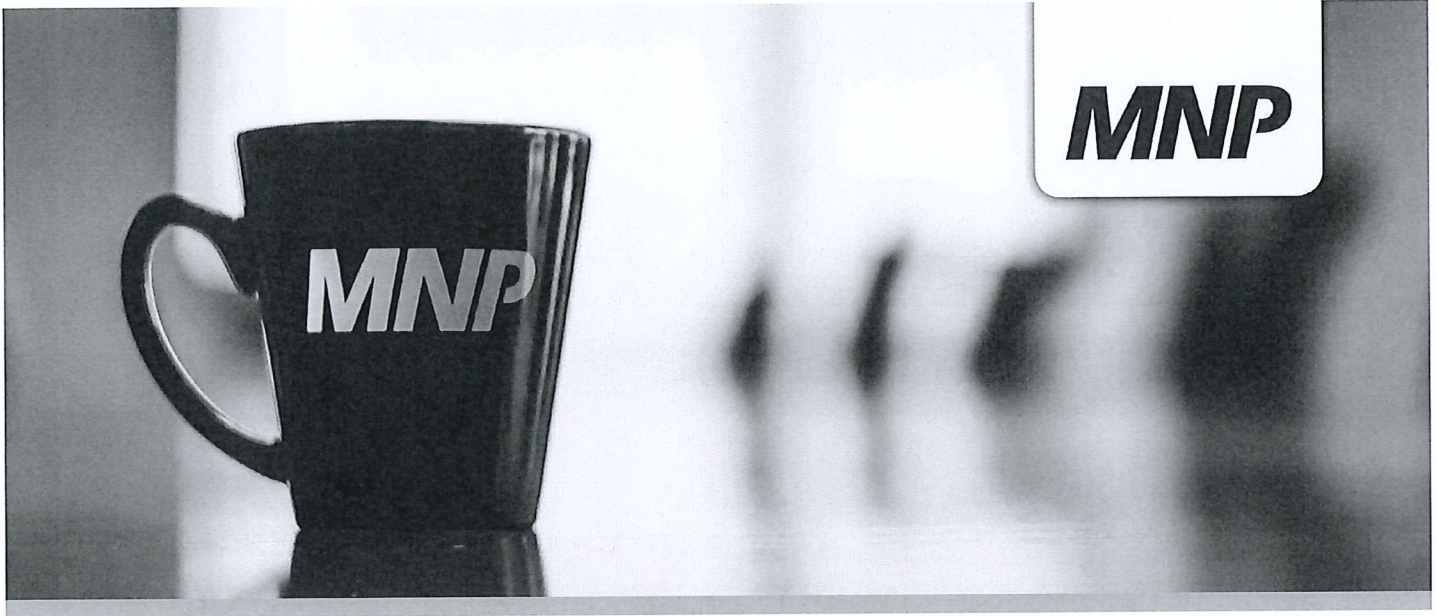
Sincerely,

A handwritten signature in black ink, appearing to be 'Rob Vagramov', written in a cursive style.

Mayor Rob Vagramov
City of Port Moody

Attachments:

1. Letter dated February 4, 2020 to the Minister of Health regarding National Pharmacare Program
2. Report dated December 17, 2019 from Councillor Amy Lubik regarding Supporting Universal National Pharmacare



The District Of New Hazelton

2019 Audit Service Plan

Report to Council

December 31, 2019

Ryan Hales, CPA, CA
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E: ryan.hales@mnpc.ca



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AUDIT SERVICE PLAN OVERVIEW

We are pleased to present our Audit Service Plan for The District Of New Hazelton and its subsidiaries ("the District") which outlines the strategy we will follow to provide the District's Council with our Independent Auditor's Report on the December 31, 2019 consolidated financial statements. We are providing this Audit Service Plan to Council on a confidential basis. It is intended solely for the use of Council and is not intended for any other purpose. Accordingly, we disclaim any responsibility to any other party who may rely on this report.

Additional materials provided along with this plan include our draft Independence Communication. Our draft Independence Communication formally confirms in writing MNP's independence.

We confirm to Council that we are independent of the District. Our letter to Council discussing our independence is included at the end of this report.

TOPICS FOR DISCUSSION

We are committed to providing superior client service by maintaining effective two-way communication. Topics for discussion include, but are not limited to:

- Changes to your business operations and developments in the financial reporting and regulatory environment
- Business plans and strategies
- Any other issues and/or concerns
- Fraud, including how fraud could occur, the risk of fraud and misstatement, and any actual, suspected or alleged fraud
- The management oversight process
- Your specific needs and expectations

THE MNP AUDIT APPROACH

AUDIT MATERIALITY

The scope of our audit work is tailored to reflect the relative size of operations of the District and our assessment of the potential for material misstatements in the District's consolidated financial statements as a whole (and, if applicable, for particular classes of transactions, account balances or disclosures). In determining the scope, we emphasize relative audit risk and materiality, and consider a number of factors, including:

- The size, complexity, and growth of the District;
- Changes within the organization, management or accounting systems; and
- Concerns expressed by management.


We propose to use \$95,000 as overall materiality for audit planning purposes.


AUDITOR'S APPROACH TO INTERNAL CONTROL

For the December 31, 2019 audit, we are planning to place low reliance on the District's accounting system. This level of reliance is consistent with the prior year end, and will involve mainly substantive tests of transactions and balances.

KEY CHANGES AND DEVELOPMENTS

Based on our knowledge of the District and our discussions with management, we have noted the recent developments set out below. Our audit strategy has been developed giving consideration to these factors.

ISSUES AND DEVELOPMENTS	SUMMARY
 NEW REPORTING DEVELOPMENTS	<ul style="list-style-type: none">• PS 3280 Asset Retirement Obligations (New)
NEW ASSURANCE DEVELOPMENTS	<ul style="list-style-type: none">• CAS 540 Auditing Accounting Estimates and

ISSUES AND DEVELOPMENTS	SUMMARY
 NEW ASSURANCE DEVELOPMENTS	<ul style="list-style-type: none"> • CAS 540 Auditing Accounting Estimates and Related Disclosures (New) • CAS 700 Forming an Opinion and Reporting on Financial Statements (Amendment) • CAS 315 Identifying and Assessing the Risks of Material Misstatement Through Understanding the Entity and its Environment and CAS 330 The Auditor's Responses to Assessed Risks (Amendment)

Detailed information on Key Changes and Developments are included as Appendix A.

RISK ASSESSMENT

Our audit process focuses on significant risks identified during the pre-planning and planning and risk assessment stage, ensuring that audit procedures are **tailored to your specific circumstances** and appropriately address those risks.

Based on the preliminary risk assessment procedures performed, we have identified the following significant and high risks which will be addressed during our audit: deferred government contributions, tax revenues and grant revenues. To address the proposed audit response, we will agree grant revenues and deferred government contributions to grant agreements and perform a proof in total of tax revenues. We will update our risk assessment as the audit progresses for additional risks identified and will inform management of any additional significant risks identified.

AUDIT TEAM

In order to ensure effective communication between Council and MNP, we outline below the key members of our audit team that will be responsible for the audit of The District Of New Hazelton and the role they will play:

RETURNING TEAM MEMBERS	CONTACT INFORMATION
Alyssa Bjorgaard, Audit Senior	E: Alyssa.Bjorgaard@mnp.ca
Ryan Hales, Engagement Partner	E: Ryan.Hales@mnp.ca

NEW TEAM MEMBERS	CONTACT INFORMATION
Marcis De Medeiros, Audit Junior	E: Marcis.De Medeiros@mnp.ca

Our partners and senior management are committed to providing you with the highest level of attention and oversight throughout the terms of this engagement, reflecting MNP's staffing model and client service philosophy. Through consistent attention from leaders, our engagement team will maintain responsibility and authority over all matters of the engagement and will drive service delivery and issue resolution. In addition, the engagement team will be actively involved and have hands-on involvement with service delivery, ensuring engagement objectives will be met.

In order to serve you better and meet our professional responsibilities, we may find it necessary to expand our audit team to include other MNP professionals whose consultation will assist us to evaluate and resolve complex, difficult and/or contentious matters identified during the course of our audit.

Any changes to the audit team will be discussed with you to ensure a seamless process and that all concerned parties' needs are met.

TIMING OF THE AUDIT

KEY DELIVERABLE	EXPECTED DATE
Year-end fieldwork procedures	March 9, 2020 to March 10, 2020
Draft year-end consolidated financial statements to be discussed with management	March 30, 2020
Presentation of December 31, 2019 Audit Findings Report to Council	April 6, 2020
Issuance of Independent Auditor's Report	April 6, 2020

FEES AND ASSUMPTIONS

If any significant issues arise during the course of our audit work which indicate a possibility of increased procedures or a change in the audit timetable, these will be discussed with management by the engagement partner, so a mutually agreeable solution can be reached.

Invoices will be rendered as work progresses.

We look forward to discussing our Audit Service Plan with you, as well as any other matters of interest to you.

Sincerely,



Chartered Professional Accountants

encls.

APPENDIX A – KEY CHANGES AND DEVELOPMENTS

We would like to bring to your attention the following accounting and auditing developments, which may have some impact on your financial reporting.

ISSUES AND DEVELOPMENTS SUMMARY

NEW REPORTING DEVELOPMENTS

PS 3280 Asset Retirement Obligations (New)

In August 2018, new PS 3280 *Assets Retirement Obligations* was included in the CPA Canada Public Sector Accounting Handbook (PSA HB). The new PS 3280 establishes standards on how to account for and report a liability for asset retirement obligations (ARO). As asset retirement obligations associated with landfills are included in the scope of new PS 3280, PS 3270 *Solid Waste Landfill Closure and Post-Closure Liability* will be withdrawn.

The main features of this standard are as follows:

- An ARO represents a legal obligation associated with the retirement of a tangible capital asset.
- Asset retirement costs increase the carrying amount of the related tangible capital asset and are expensed in a rational and systematic manner.
- When an asset is no longer in productive use, the associated asset retirement costs are expensed.
- Measurement of the ARO liability should result in the best estimate of the amount required to retire a tangible capital asset at the financial statement date.
- Subsequent measurement of the ARO liability results in either a change in the carrying amount of the related tangible capital asset or an expense. The accounting treatment depends on the nature of the remeasurement and whether the asset remains in productive use.
- The best method to estimate the liability is often a present value technique.

This standard is effective for fiscal years beginning on or after April 1, 2021. Early adoption is permitted.

NEW ASSURANCE DEVELOPMENTS

CAS 540 Auditing Accounting Estimates and Related Disclosures (New)

In March 2019, the Auditing and Assurance Standards Board (AASB) revised and replaced CAS 540 *Auditing Accounting Estimates, Including Fair Value Accounting Estimates, and Related Disclosures*. The revised CAS 540 incorporates changes to establish more robust requirements and appropriately detailed guidance to foster audit quality by driving auditors to perform appropriate procedures in relation to accounting estimates and related disclosures.

This revised CAS:

- Introduces the concept of inherent risk factors, including estimation uncertainty, complexity, subjectivity and others;
- Introduces a separate assessment of inherent risk and control risk for accounting estimates;
- Explicitly recognizes the spectrum of inherent risk;
- Enhances requirements for risk assessment procedures related to obtaining an understanding of the entity and its environment, including internal control;
- Introduces objectives-based work effort requirements to design and perform further audit procedures to respond to assessed risks of material misstatement;
- Enhances the “stand-back” requirements by adding an evaluation of corroborative and contradictory audit evidence obtained regarding the accounting estimates;
- Enhances requirements to obtain audit evidence about whether the disclosures are reasonable; and
- Includes a requirement to consider matters regarding accounting estimates when communicating with those charged with governance.

As a result of issuing revised CAS 540, the following standards have been amended to clarify the auditor’s responsibilities regarding auditing accounting estimates and related disclosures:

- CAS 500 *Audit Evidence*;
- CAS 700 *Forming an Opinion and Reporting on Financial Statements*; and
- CAS 701 *Communicating Key Audit Matters in the Independent Auditor’s Report*.

APPENDIX A – KEY CHANGES AND DEVELOPMENTS (continued from previous page)

Further editorial changes have also been made to other standards as a consequence of revising CAS 540.

The revised CAS 540 is effective for audits of financial statements for periods beginning on or after December 15, 2019. Earlier application is permitted.

CAS 700 Forming an Opinion and Reporting on Financial Statements (Amendment)

In December 2018, the Auditing and Assurance Standards Board (AASB) issued amendments to CAS 700. The amendments require communication of key audit matters in the auditor's report in accordance with CAS 701, *Communicating Key Audit Matters in the Independent Auditor's Report*, for audits of complete sets of general purpose financial statements of entities listed on the Toronto Stock Exchange, other than entities required to comply with National Instrument 81-106, *Investment Fund Continuous Disclosure*. Editorial changes have also been made to other standards as a result of the revision made to CAS 700.

The amendments are effective for audits of financial statements for periods ending on or after December 15, 2020. Earlier application is permitted.

CAS 315 Identifying and Assessing the Risks of Material Misstatement Through Understanding the Entity and its Environment and CAS 330 The Auditor's Responses to Assessed Risks (Amendment)

In June 2017, the Auditing and Assurance Standards Board (AASB) issued amendments to Canadian Auditing Standard (CAS) 315 and CAS 330. CAS 315 and CAS 330 have been amended to enhance the audit of financial statement disclosures.

Amendments to CAS 315 set out the requirements for the auditor to:

- Obtain an understanding of the information system including related business processes that are relevant to financial reporting; and
- Identify and assess the risks of material misstatement.

Amendments to CAS 330 set out required audit procedures related to:

- The financial statement closing process;
- The presentation of the financial statements; and
- Documentation.

The revised CAS 315 and CAS 330 are effective for audits of financial statements for periods ending on or after December 15, 2018. Earlier application is permitted. The effective date of these amended requirements in CAS 315 and CAS 330 differs from that in the corresponding International Standard on Auditing (ISA) 315 and ISA 330.

April 6, 2020

Mayor and members of Council
The District Of New Hazelton
PO Box 340
New Hazelton, BC V0J 2J0

Dear Mayor and Members of Council:

We have been engaged to audit the consolidated financial statements of The District Of New Hazelton ("the District") as at December 31, 2019 and for the year then ended.

CAS 260 *Communication With Those Charged With Governance* requires that we communicate with you matters that are significant to our engagement. One such matter is relationships between the District and its related entities or persons in financial reporting oversight roles at the District and MNP LLP and any affiliates ("MNP") that, in our professional judgment, may reasonably be thought to bear on our independence. In determining which relationships to report, the Standard requires us to consider relevant rules and related interpretations prescribed by the appropriate professional accounting body and applicable legislation, covering such matters as:

- (a) Holding a financial interest, either directly or indirectly, in a client;
- (b) Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client or a related entity;
- (c) Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client or a related entity;
- (d) Economic dependence on a client; and
- (e) Provision of non-assurance services in addition to the audit engagement.

We are aware of the following relationships between the District and MNP that, in our professional judgment, may reasonably be thought to bear on our independence. The following relationships represent matters that have occurred from January 1, 2019 to April 6, 2020.

In preparation of the annual audit engagement, MNP prepared a number of adjusting journal entries. Any independence issues are mitigated as MNP did not prepare any source documents and the District's management reviewed, approved, and took responsibility for the financial statement impact of these adjustments.

This report is intended solely for the use of council, management and others within the District and should not be used for any other purposes.

We look forward to discussing with you the matters addressed in this letter as well as other matters that may be of interest to you at our upcoming meeting. We will be prepared to answer any questions you may have regarding our independence as well as other matters.

Sincerely,

MNP LLP

Chartered Professional Accountants

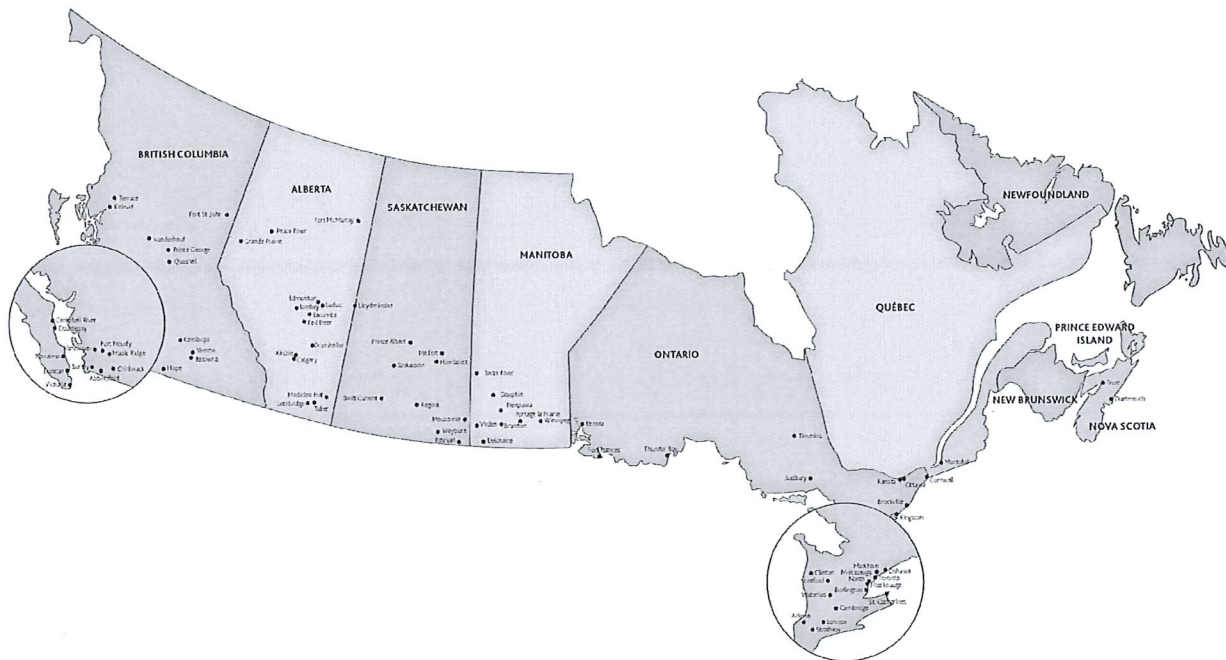
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About MNP LLP

MNP is a leading national accounting, tax and business consulting firm in Canada. We proudly serve and respond to the needs of our clients in the public, private and not-for-profit sectors. Through partner-led engagements, we provide a collaborative, cost-effective approach to doing business and personalized strategies to help organizations succeed across the country and around the world.





NORTHWEST BRITISH COLUMBIA
RESOURCE BENEFITS ALLIANCE

Staff Report

File No. 2280 03 06 01

TO: RBA Members
FROM: Kris Boland, RBA Project Manager
DATE: February 5, 2020
RE: RBA Update

RECOMMENDATION:

This report is provided for information only.

BACKGROUND:

This report provides an update on recent events and activities pertaining to the Northwest BC Resource Benefits Alliance (the "RBA"). This report is being distributed to all 21 local government members of the RBA. The RBA Project Manager will attend each of the member-regional district meetings in February 2020, to address any questions that the regional district boards or municipal councils may have, as follows:

- Regional District of Bulkley-Nechako, February 20, 2020
- North Coast Regional District, February 21, 2020
- Regional District of Kitimat-Stikine, February 28, 2020

DISCUSSION AND ANALYSIS:

Provincial Government Update

Staff at the Ministry of Finance and Ministry of Municipal Affairs and Housing are currently reviewing the RBA's recently published *Infrastructure Needs Analysis Report for Northwest BC Local Governments*. This review is intended to wrap up in February 2020. Following this review, Ministry staff are expected to carry out an internal analysis of RBA members' financial capacity. The outcome of these reviews will be brought to an executive meeting of the provincial government for consideration and direction as to how to move forward with some form of revenue sharing agreement. The executive meeting is expected to occur towards the end of March 2020.

January 29, 2020 Meeting with Premier Horgan and the RBA Steering Committee

The RBA Steering Committee and the RBA Project Manager had a 30-minute meeting with Premier Horgan in Prince George at the BC Natural Resources Forum on January 29, 2020. Premier Horgan also invited Bruce Ralston, Minister of Energy, Mines and Petroleum



NORTHWEST BRITISH COLUMBIA
RESOURCE BENEFITS ALLIANCE

Resources, and Michelle Carr, Assistant Deputy Minister for the LNG Canada Implementation Secretariat.

The meeting was intended as an informal conversation to ensure we remain on track to meet the Premier's commitment to get an agreement in place within the current term of government. The meeting was positive, and the message was consistent with the commitment that was made at the September 2019 UBCM Convention. The Premier reiterated the March 2020 decision point that Ministry staff are working towards. At this point, staff are not clear on what future activities would take place following the March 2020 decision point in order to work towards an agreement.

2019 Financial Results

Preliminary results indicate that total expenditures on the RBA project in 2019 were \$343,353, as compared to an approved budget of \$770,000. These expenditures include project management costs, the preparation of the *Infrastructure Needs Analysis Report for Northwest BC Local Governments* by CitySpaces Consulting Ltd., as well as miscellaneous costs including communications, meetings and travel. Further details will be provided at the next RBA Committee meeting.

Provisional 2020 Budget

A provisional 2020 budget for the RBA has been prepared and reviewed with the RBA Steering Committee. Staff have requested that each of the three regional districts include the same base amount of funding that was included in the 2019 budget (\$420,000 in total), as well as carrying-forward the unspent amount of Northern Capital and Planning Grant funds that were approved in April 2019 towards the *Infrastructure Needs Analysis Report for Northwest BC Local Governments*.

The provisional 2020 budget includes over \$200,000 of the \$420,000 base amount that is not currently committed to any activities, however there is currently some uncertainty as to what activities might be required following the provincial government's March decision point. Further details will be provided at the next RBA Committee meeting.

Northwest BC Regional Exports and Provincial Revenue Analysis

On February 4, 2020, the RBA Steering Committee approved spending of up to \$36,425 to prepare a *Northwest BC Regional Exports and Provincial Revenue Analysis*. Vann Struth Consulting Group has been selected to carry out this analysis. Vann Struth has over 20 years' experience in preparing various kinds of economic analysis and was also a sub-consultant to CitySpaces on the RBA's *Infrastructure Needs Analysis Report for Northwest BC Local Governments*.

The concept of analyzing the amount of revenue generated from the RBA region for the provincial government has been discussed by the RBA many times in the past, and forms part



NORTHWEST BRITISH COLUMBIA
RESOURCE BENEFITS ALLIANCE

of the collaborative research plan that was agreed to with the provincial government in 2018. The scope with Vann Struth was expanded to also include an analysis of the export value generated in the region, which is a key aspect of BC's overall economic performance given that a large portion of the province's export value is derived from natural resources. This export analysis is based on a similar report that was prepared for the Peace River region in 2014, for which they are also considering a current update. This report is intended to give the RBA solid evidence in terms of the amount of economic value for the province that is generated in Northwest BC. The report is expected to be complete by late-spring/early-summer 2020.

Next RBA Committee Meeting

The RBA Steering Committee has called the next RBA Committee meeting for March 20, 2020, to coincide with the Northwest Regional Hospital District meeting schedule. The main topic of discussion will be the RBA's internal allocation formula. The RBA's CAO Advisory Group is scheduled to meet on February 14, 2020 to review the allocation formula and determine options that would be presented for the RBA Committee's consideration.

FINANCIAL IMPLICATIONS:

There are no financial implications directly associated with this report.

Prepared by: Kris Boland, RBA Project Manager

Approved by: Ron Poole, RDKS CAO



**DISTRICT OF NEW HAZELTON
BYLAW NO. 352, 2020**

A bylaw to adopt the 2020-2024 Financial Plan

WHEREAS pursuant to Section 165 of the Community Charter, being Chapter 26 of the Statutes of British Columbia, 2003, a Municipality must have a Financial Plan that is adopted annually, by Bylaw, before the Annual Property Tax Bylaw is adopted;

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

1. Schedule "A", attached hereto and forming part of this Bylaw, is hereby adopted as the Financial Plan for the 5 years ending December 31, 2024;
2. Schedule "B", attached hereto and forming part of this Bylaw, is hereby adopted as the Statement of Objectives and Policies; and
3. This Bylaw may be cited as "**District of New Hazelton 2020-2024 Financial Plan No. 352, 2020.**"

Read a first time this 2nd day of December, 2019

Read a second time this 2nd day of December, 2019

Read a third time this 3rd day of February, 2020

Adopted this day of

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**DISTRICT OF NEW HAZELTON
FINANCIAL PLAN (CONSOLIDATED)
FOR THE FIVE YEARS ENDED DECEMBER 31, 2024
SCHEDULE "A"**

	BUDGET 2020	BUDGET 2021	BUDGET 2022	BUDGET 2023	BUDGET 2024
REVENUE:					
Residential, Class1	\$ 314,034	\$ 320,315	\$ 326,721	\$ 333,256	\$ 339,921
Utilities, Class 2	\$ 89,316	\$ 91,103	\$ 92,925	\$ 94,783	\$ 96,679
Major Industry, Class 4	\$ -	\$ -	\$ -	\$ -	\$ -
Light Industry, Class 5	\$ -	\$ -	\$ -	\$ -	\$ -
Business, Class 6	\$ 105,528	\$ 107,638	\$ 109,791	\$ 111,987	\$ 114,227
Rec/Non-Profit, Class 8	\$ 408	\$ 416	\$ 424	\$ 433	\$ 441
Farm, Class 9	\$ 510	\$ 520	\$ 530	\$ 541	\$ 552
Grants in Lieu	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500
TAXATION REVENUE	\$ 562,296	\$ 572,492	\$ 582,892	\$ 593,500	\$ 604,320
Frontage Taxes	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000
Services Provided for Other Agencies	\$ 470,000	\$ 472,000	\$ 474,000	\$ 476,000	\$ 478,000
Utility Rates and Fees	\$ 247,500	\$ 247,500	\$ 247,500	\$ 247,500	\$ 247,500
Other Revenue	\$ 98,100	\$ 103,100	\$ 108,100	\$ 113,100	\$ 118,760
Non capital grants	\$ 510,000	\$ 380,000	\$ 510,000	\$ 510,000	\$ 510,000
Capital grants	\$ 1,090,000	\$ 593,334	\$ 800,000	\$ 600,000	\$ 713,334
Conditional Transfers	\$ 100,500	\$ 20,500	\$ 20,500	\$ 20,500	\$ 20,500
Collections for Other Governments	\$ 385,000	\$ 385,000	\$ 385,000	\$ 385,000	\$ 385,000
	\$ 3,525,396	\$ 2,835,926	\$ 3,189,992	\$ 3,007,600	\$ 3,139,414
Allocation of Surplus/Reserves	\$ 1,592,000	\$ -	\$ -	\$ -	\$ -
	\$ 5,117,396	\$ 2,835,926	\$ 3,189,992	\$ 3,007,600	\$ 3,139,414
EXPENDITURES					
General Municipal	\$ 3,339,050	\$ 1,743,550	\$ 1,804,700	\$ 1,810,583	\$ 1,855,284
Water	\$ 146,000	\$ 149,275	\$ 352,714	\$ 356,324	\$ 160,116
Sewer	\$ 472,000	\$ 62,000	\$ 59,000	\$ 59,000	\$ 59,000
Collections for other governments	\$ 385,000	\$ 385,000	\$ 385,000	\$ 385,000	\$ 385,000
Amortization of Assets	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
Total expenditures	\$ 4,692,050	\$ 2,689,825	\$ 2,951,414	\$ 2,960,907	\$ 2,809,400
Surplus (deficit)	\$ 425,346	\$ 146,101	\$ 238,578	\$ 46,693	\$ 330,014
Adjust for non-cash items					
Amortization	\$ (350,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)
Adjust for cash items non-PSAB					
TCA expenditures	\$ 3,359,000	\$ 1,164,000	\$ 1,415,000	\$ 1,110,000	\$ 1,315,000
Transfer to (from) reserve	\$ (2,012,000)	\$ (136,941)	\$ (570,714)	\$ (474,324)	\$ (334,782)
Transfer to (from) Operating surplus	\$ (571,654)	\$ (530,958)	\$ (255,708)	\$ (238,983)	\$ (300,204)
	\$ 425,346	\$ 146,101	\$ 238,578	\$ 46,693	\$ 330,014
Financial Plan Balance	\$ -	\$ 0	\$ 0	\$ 0	\$ 0
Cumulative Operating Surplus (deficit)	\$ 504,535	\$ (26,423)	\$ (282,131)	\$ (521,114)	\$ (821,319)

SCHEDULE 'B'

STATEMENT OF OBJECTIVES AND POLICIES

In accordance with Section 165(3.1) of the Community Charter, the District of New Hazelton is required to include in the Five Year 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.

FUNDING SOURCES

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2020. 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, and street lighting.

Many services can be measured and charged on a user-pay basis. Services where fees and charges can be easily administered include water and sewer usage, building permits, business licenses, and sale of services – these are charged on a user pay basis. User fees attempt to apportion the value of a service to those who use the service.

Table 1

Revenue Source	% of Total Revenue	Dollar Value
Taxation	8.536%	\$ 562,296
User Fees & Charges	6.188%	\$ 407,600
Other Sources	7.135%	\$ 470,000
Grants	43.130%	\$ 1,700,500
Borrowing	0.000%	-
Reserves & Surplus	30.012%	\$ 1,977,000
TOTAL	100.000%	\$ 5,117,396

OBJECTIVE

The District will annually review the portion of revenue that is received from user fees and charges.

POLICY

The District will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service.

DISTRIBUTION OF PROPERTY TAXES

Table 2 outlines the distribution of property taxes among the property classes. The residential and business property classes provide the largest portions of property tax revenue. This is primarily due to very small industrial classes within the District.

Table 2

PROPERTY CLASS	% of Property Taxation	Dollar Value
Residential	55.85%	\$ 314,034
Utilities	15.88%	\$ 89,316
Major Industrial	0.00%	-
Light Industrial	0.00%	-
Business & Other	18.77%	\$ 105,528
Recreation/Non-Profit	0.07%	\$ 408
Farmland	0.09%	\$ 510
Grants In Lieu	9.34%	\$ 52,500
TOTAL	100.00%	\$ 562,296

OBJECTIVES

The District wishes to maintain the property tax levy percentages for 2020 at the prior levels plus 2%, adjusted for the impact of non-market changes to assessments. Utility class will be less than the maximum allowable by Provincial statute (BC Reg. 329/96).

POLICIES

The District will continue to maintain and encourage economic development initiatives designed to attract more retail, commercial and industrial businesses to invest in the community.

The District will regularly review and compare the District's distributions of property tax burden relative to other municipalities in British Columbia.

The District will review annually, with a view of lowering both the residential and business property tax rates using new, non-market industrial assessment.

PERMISSION TAX EXEMPTIONS

The District has an existing permissive tax exemption policy which guides the administration and approval of permissive tax exemptions.

OBJECTIVES

The District will continue to provide permissive tax exemptions to non-profit societies and churches pursuant to District policy.

POLICY

The District will accept Permissive Tax Exemption applications from non-profits, charitable organizations, and churches. Permissive tax exemptions will run on a three year cycle. Applications for exemption must be resubmitted at the end of each cycle.

Permissive Tax Exemption

Value of Permissive Exemptions granted by the District under Section 220, 224, or 225 of the Community Charter

	2020 (est)	2021 (est)	2022 (est)	2023 (est)	2024 (est)
St. Mary's Roman Catholic Church	\$997.20	\$1017.15	\$1037.49	\$1,058.24	\$1,079.40
Skeena Lions Hall	\$3,277.62	\$3,343.17	\$3,410.03	\$3,478.23	\$3,547.80
New Hazelton Congregation of Jehovah's Witnesses	\$100.19	\$102.20	\$104.24	\$106.33	\$108.45

Note: Permissive Tax Exemption Bylaw expires in 2021. Applicants will need to reapply for further years. Numbers are based on the assumption that an application will occur.



NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION

2020 AGM AND CONVENTION

May 13 – 15, 2020

Prince George Conference and Civic Centre

Wednesday, May 13, 2020

8:00 am	Registration Table Opens
9:00 am – 3:00 pm	<p>Pre-conference Tours/Sessions: <i>*extra costs associated with these activities</i></p> <p>Golf Tournament (9:00 am – 2:00 pm) *</p> <p>Experience Prince George's premier golf course. Just ten minutes north of downtown Prince George, BC, Aberdeen Glen is nestled through valleys and forest. This activity is open to delegates and partners. A tournament with a lunch and prizes are included as part of this activity package.</p> <p>Winery and Brewery Tour (11:00 am – 3:00 pm) *</p> <p>This bus tour will take delegates to visit B.C.'s northern-most winery located off the banks of the Nechako River and a local craft brewery and restaurant. Activity includes tours of the winery and brewery, tastings, and lunch.</p> <p>Study Tour #1: Waste Management (9:00 am – 12:30 pm) *</p> <p>Delegates will tour the Cascades Recycling Facility and Prince George's Waste Water Treatment Plant. Topics include aging infrastructure, best practices and rural application of waste management.</p> <p>Study Tour #2: Emergency Management 101 (9:00 am – 12:30 pm)</p> <p>Members of the City of Prince George's Emergency Management Division, in conjunction with Regional Emergency Manager's and the IAFF, have developed an Overview of Emergency Management, structured specifically for Elected Officials. Delegates will learn about the roles and functions of the Emergency Operations Centre, best practices for being a Host Community, personal and community preparedness and foundational information on the Province's Emergency Management Program, Emergency Support Services and key information that should be within a community's Emergency Response Plan.</p> <p>Study Tour #3: Downtown Economic Drivers and Community Hub (1:30 – 3:00 pm)</p> <p>Since the adoption of the City of Prince George's Downtown Smart Growth concept plan in 2009, developed with the community and stakeholders, Prince George's downtown has seen a number of improvements take place through the City's and a number of stakeholders efforts. Council's continued priority on implementing this vision has contributed to substantial change and improvements in recent years. Initiatives that have taken place in the downtown, that are underway, and the future opportunities will be discussed. Then let's take to the streets to see how our downtown is ripe with opportunity to continue creating a critical mass of activities where commercial, cultural and civic activities are concentrated.</p>
12:30 – 1:30 pm	Lunch (Prince George Conference and Civic Centre)
3:30 – 5:00 pm	Climate Action Secretariat Session (Civic Centre)
3:00 – 5:00 pm	Northern Medical Program Trust AGM (Civic Centre)
5:00 – 7:00 pm	Welcome Reception (City Hall)

Thursday, May 14, 2020

7:00 am	Registration Table Opens (Civic Centre)
7:00 – 8:00 am	Keynote Breakfast – Emerging Trends in Local Government (Young Anderson)
8:00 – 8:30 am	Delegates Meet and Greet Activity
8:30 – 9:00 am	Opening Ceremonies
9:00 – 9:30 am	UBCM Address
9:30 – 10:05 am	Business Session 1 <ul style="list-style-type: none"> ➤ President's Report ➤ Financial Reports and Minutes ➤ Nominations Report ➤ First Slate Candidate Speeches
10:05 – 10:20 am	Municipal Finance Authority / Municipal Insurance Association of BC Update
10:20 – 10:45 am	Refreshment Break
10:45 – 11:00 am	Northern Development Initiatives Trust Update
11:00 – 12:30 pm	Business Session 2 <ul style="list-style-type: none"> ➤ Resolutions Procedures ➤ Start of Resolutions Debate
12:00 – 5:00 pm	Voting Period
12:30 – 1:30 pm	Lunch – Keynote (TBC)
1:30 – 3:00 pm	Forestry Plenary
1:30 – 3:00 pm	CAO Session Join Kathleen Soltis, City Manager, City of Prince George as she presents on infrastructure re-investment and on building a cultural hub and a vibrant civic core.
3:00 – 3:15 pm	Refreshment Break
3:15 – 3:30 pm	First Slate Election Results/Director At Large Nominations and Speeches
3:30 – 4:30 pm	Concurrent Session #1: Next Generation 911/Broadband in the North
3:30 – 4:30 pm	Concurrent Session #2: Transportation/Ridesharing In September 2019 the operation of Transportation Network Services, also known as ride-hailing or ride-sharing, was approved by the Legislature. Along with that approval came changes to municipalities' regulatory and administrative powers in relation to all Passenger Directed Vehicles including taxis, limousines and transportation network services. Learn about how the changes will impact access to transportation alternatives, passenger safety, bylaws, and enforcement in our communities. This panel will feature topics on BC Bus North and BC Transit.
6:30 – 11:00 pm	Banquet and Awards

Friday, May 15, 2020

7:00 – 8:00 am	Breakfast
8:00 – 8:45 am	Concurrent Session 1: Tourism/Arts & Culture/Diversification The tourism industry is experiencing a shift from destination marketing to destination management. Delegates will hear about how communities can build long term strategies that considers the sustainable development of the industry.
8:00 – 8:45 am	Concurrent Session 2: Species at Risk
8:45 – 9:00 am	Refreshment Break
9:00 – 11:00 am	Plenary - Reconciliation
11:00 – 12:00 pm	Business Session 3 <ul style="list-style-type: none">➤ Final Resolutions Debate➤ Director at Large – Election Results
12:00 – 1:00 pm	Lunch Keynote (TBC)
1:00 – 2:00 pm	<i>Session to be confirmed</i>
2:00 – 2:30 pm	Convention Closing/Prize Draw

BRIEFING NOTE

Prepared by: Robyn Carlé

February 26, 2020

Reason for Briefing Note:

Request for Resolution for Emergency Support Services (ESS) Grant

Background:

The Community Emergency Preparedness Fund is a suite of funding streams intended to enhance the resiliency of local governments, First Nations and communities in responding to emergencies. Funding is provided by the Province of BC and is administered by UBCM. The District applied for and received a grant from the Emergency Operations Centres & Training funding stream in 2018.

The District is applying to the Emergency Support Services funding stream for 2020. The intent of this funding stream is to support eligible applicants to build local capacity to provide emergency support services through training, volunteer recruitment and retention and the purchase of ESS equipment. This funding stream can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$25,000.00.

The majority of the District's project is to purchase supplies and equipment for the Emergency Support Services team. The project will also include attracting volunteers and engaging the local Drama Club to simulate a series of local emergencies. The grant application requires a local government Council resolution indicating support for the current proposed activities and willingness to provide overall grant management.

Recommendation:

Administration recommends that Council pass a resolution to support the grant application to the Community Emergency Preparedness Fund.

Resolution Example:

That, the District of New Hazelton apply to the Community Emergency Preparedness Fund – Emergency Support Services funding stream. The District staff will administer the grant and the District will assume responsibility for any cost overruns.

BRIEFING NOTE

Prepared by: Robyn Carlé

February 27, 2020

Reason for Briefing Note:

Request for Resolution declaring the District of New Hazelton's Volunteer Fire Department service level.

Background:

The Fire Commissioner is required to establish minimum standards of training required for fire services personnel in British Columbia. In 2014, the BC Fire Service Minimum Training Standards Structure Firefighters Competency and Training Playbook was created and brought into force, replacing the previous Minister's Orders on firefighter training standards.

The Playbook sets out the minimum level of training and operational requirements that must be met by each fire department. The Authority Having Jurisdiction (AHJ) is required to set the Service Level to be provided by its fire department (Exterior, Interior or Full Service), which in turn determines the minimum training competencies that must be met by that department.

As the Playbook has now been in effect for five years, the Office of the Fire Commissioner is contacting all fire services in BC to update their records to ensure each department or local AHJ has identified and declared their fire service level and that the corresponding training programs are in place to meet the respective service levels.

The District of New Hazelton has not declared a service level. The Office of the Fire Commissioner has given several options for how local governments can declare their service levels. The simplest method is a resolution declaring the service level that will be provided to residents.

Definitions:

Exterior – includes firefighting activities restricted to the control and/or extinguishment of fire from a position external to the building or object in question, and outside of any immediately dangerous to life and health environment.

Interior – authorizes firefighting activities that include entry into structures and objects with the purpose of control and/or extinguishment of fire. This requires use of specialized protective equipment and procedures not covered by the training provided in relation to exterior operations.

Full Service – includes activities that are undertaken by firefighters and officers trained in the full spectrum of Competencies outlined in the NFPA 1001 Firefighter 2, *Standard for Fire Fighter Professional Qualifications* as well as the relevant competencies of NFPA 1021 *Standard for Fire Officer Professional Qualifications* for officers.

Recommendation:

Administration recommends that Council pass a resolution declaring the District of New Hazelton's Volunteer Fire Department service level as exterior.