

DISTRICT OF NEW HAZELTON
REGULAR MEETING OF COUNCIL

Monday, January 11, 2021
Erwin Stege Community Center - Conference Room

Regular Meeting – 7:00 pm

(1) CALL TO ORDER:

(2) MINUTES:

- a) Accept minutes of the November 2, 2020 regular meeting

(3) PETITIONS & DELEGATIONS: None

(4) UNFINISHED BUSINESS:

- a) Evacuation Route Planning Grant Application – Resolution Revision
- b) Outdoor Ice Rink Location

(5) CORRESPONDENCE: None

(6) REPORTS: None

(7) BYLAWS:

- a) 2021-2025 Financial Plan Bylaw No. 358, 2021 – 1st and 2nd Readings

(8) NEW BUSINESS:

- a) Council Schedule:
 - January 26-28 Virtual BC Natural Resources Forum
 - February 1 Regular Council Meeting
 - March 1 Regular Council Meeting
- b) 2021 Council Schedule
- c) Northern Development Initiative Trust Grant Application Resolution – Garbage/Recycling Receptacles Replacement
- d) UBCM Community Emergency Preparedness Fund – Emergency Support Services Grant Resolution

Adjournment

DISTRICT OF NEW HAZELTON
REGULAR COUNCIL MEETING
NOVEMBER 2, 2020
ERWIN STEGE COMMUNITY CENTRE
CONFERENCE ROOM

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

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

STAFF PRESENT: W. Hunt
R. Carlé

MINUTES:

RESOLUTION 7993/20

MOVED & SECONDED

That, the acceptance of the minutes be moved to after the presentations from the delegations.

CARRIED

2) PETITIONS & DELEGATIONS:

- a) Peter Newbery, the District of New Hazelton's representative on the USRC Advisory Committee presented a report on the USRC for Council's information. Peter has been elected Chair of the Committee and they are still working on getting a robust committee that is engaged. COVID-19 has been a challenge and the center was closed until October. It is now up and running in a limited capacity within the Provincial health protocols.
- b) Staff Sergeant Darren Durnin gave an update on the last quarter statistics from the RCMP and answered questions from councillors regarding their presence in New Hazelton and the challenges that are being faced by the RCMP.

3) MINUTES:

RESOLUTION 7994/20

MOVED & SECONDED

That, the minutes from the October 5, 2020 council meeting be accepted as presented.

CARRIED

4) UNFINISHED BUSINESS: None

5) CORRESPONDENCE:

- a) Chicago Creek Community Environmental Enhancement Society – Northwest BC Rail Safety – Request for Letter of Support.

RESOLUTION 7995/20

That, the District of New Hazelton request a copy of the Emergency Response Plan and a letter from CN regarding what they are carrying through our community.

CARRIED

- b) Ministry of Forests, Lands, Natural Resources Operations and Rural Development – UBCM – For Information

As this was for information only, no action was taken or required.

6) REPORTS:

- a) Councillor Weeber – reported on the Skeena TV Association. The technician has been in town working on the tower. Some of the channels have been restored.
- b) Mayor Lowry – reported on the Regional District of Kitimat Stikine and advised Council of the upcoming meeting with the Ministry of Transportation and Infrastructure.

7) BYLAWS: None

8) NEW BUSINESS:

- a) Northern Development Initiative Trust Grant Application for the Façade Improvement Program.

RESOLUTION 7996/20

MOVED & SECONDED

That, the District of New Hazelton apply to Northern Development Initiative Trust for Façade Improvement Program in the amount of \$20,000.00.

CARRIED

- b) LOGS – Request for Donation

RESOLUTION 7997/20

MOVED & SECONDED

That, the District of New Hazelton give a grant to LOGS in the amount of \$500.00.

CARRIED

9) ADJOURNMENT:

RESOLUTION 7998/20

MOVED

That, the meeting be adjourned 8:43 pm.

CARRIED

CERTIFIED CORRECT THIS

DAY OF

, 2021

CHIEF ADMINISTRATIVE OFFICER

MAYOR



**DISTRICT OF NEW HAZELTON
BYLAW NO. 358, 2021**

A bylaw to adopt the 2021-2025 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, 2025;
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 2021-2025 Financial Plan No. 358, 2021."**

Read a first time this day of

Read a second time this day of

Read a third time this day of

Adopted this day of

MAYOR

CHIEF ADMINISTRATIVE OFFICER

DISTRICT OF NEW HAZELTON
FINANCIAL PLAN (CONSOLIDATED)
FOR THE FIVE YEARS ENDED DECEMBER 31, 2025
SCHEDULE "A"

	BUDGET 2021	BUDGET 2022	BUDGET 2023	BUDGET 2024	BUDGET 2025
REVENUE:					
Residential, Class1	\$ 314,595	\$ 320,887	\$ 327,305	\$ 333,851	\$ 340,528
Utilities, Class 2	\$ 92,663	\$ 94,516	\$ 96,406	\$ 98,334	\$ 100,301
Major Industry, Class 4	\$ -	\$ -	\$ -	\$ -	\$ -
Light Industry, Class 5	\$ -	\$ -	\$ -	\$ -	\$ -
Business, Class 6	\$ 111,798	\$ 114,034	\$ 116,315	\$ 118,641	\$ 121,014
Rec/Non-Profit, Class 8	\$ 416	\$ 424	\$ 433	\$ 441	\$ 450
Farm, Class 9	\$ 520	\$ 530	\$ 541	\$ 552	\$ 563
Grants in Lieu	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500	\$ 52,500
TAXATION REVENUE	\$ 572,492	\$ 582,892	\$ 593,500	\$ 604,320	\$ 615,356
Frontage Taxes	\$ 62,500	\$ 62,500	\$ 62,500	\$ 62,500	\$ 62,500
Services Provided for Other Agencies	\$ 493,000	\$ 495,000	\$ 497,000	\$ 499,000	\$ 501,000
Utility Rates and Fees	\$ 256,100	\$ 256,100	\$ 256,100	\$ 256,100	\$ 256,100
Other Revenue	\$ 79,100	\$ 86,100	\$ 86,100	\$ 86,760	\$ 86,760
Non capital grants	\$ 458,000	\$ 535,000	\$ 535,000	\$ 535,000	\$ 535,000
Capital grants	\$ 477,000	\$ 1,133,334	\$ 600,000	\$ 800,000	\$ 766,667
Conditional Transfers	\$ 661,500	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
Collections for Other Governments	\$ 404,000	\$ 404,000	\$ 404,000	\$ 404,000	\$ 404,000
Total revenue	\$ 3,463,692	\$ 3,575,926	\$ 3,055,200	\$ 3,268,680	\$ 3,248,383
EXPENDITURES					
General Municipal	\$ 1,883,200	\$ 1,849,200	\$ 1,838,025	\$ 1,883,766	\$ 1,932,520
Water	\$ 151,000	\$ 354,400	\$ 357,970	\$ 161,719	\$ 165,654
Sewer	\$ 478,600	\$ 59,600	\$ 59,600	\$ 59,600	\$ 59,600
Collections for other governments	\$ 404,000	\$ 404,000	\$ 404,000	\$ 404,000	\$ 404,000
Amortization of Assets	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
Total expenditures	\$ 3,266,800	\$ 3,017,200	\$ 3,009,595	\$ 2,859,085	\$ 2,911,774
Surplus (deficit)	\$ 196,892	\$ 558,726	\$ 45,605	\$ 409,595	\$ 336,609
Adjust for non-cash items					
Amortization	\$ (350,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)
Adjust for cash items non-PSAB					
TCA expenditures	\$ 3,613,000	\$ 1,870,000	\$ 1,130,000	\$ 1,575,000	\$ 1,665,000
Transfer to (from) reserve	\$ (2,581,100)	\$ (732,166)	\$ (469,070)	\$ (372,818)	\$ (362,087)
Transfer to (from) Operating surplus	\$ (485,008)	\$ (229,108)	\$ (265,325)	\$ (442,587)	\$ (616,304)
	\$ 196,892	\$ 558,726	\$ 45,605	\$ 409,595	\$ 336,609
Financial Plan Balance	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Cumulative Operating Surplus (deficit)	\$ 167,556	\$ (61,552)	\$ (326,878)	\$ (769,465)	\$ (1,385,769)

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 2021. 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	10%	\$ 572,492
User Fees & Charges	7%	\$ 397,700
Other Sources	9%	\$ 493,000
Grants	28%	\$ 1,596,500
Borrowing	0%	-
Reserves & Surplus	46%	\$ 2,600,000
TOTAL	100%	\$ 5,659,692

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 no industrial classes within the District.

Table 2

PROPERTY CLASS	% of Property Taxation	Dollar Value
Residential	54.95%	\$ 314,595
Utilities	16.19%	\$ 92,663
Major Industrial	0.00%	-
Light Industrial	0.00%	-
Business & Other	19.53%	\$ 111,798
Recreation/Non-Profit	0.07%	\$ 416
Farmland	0.09%	\$ 520
Grants In Lieu	9.17%	\$ 52,500
TOTAL	100.00%	\$ 572,492

OBJECTIVES

The District wishes to maintain the property tax levy percentages for 2021 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

	2021 (est)	2022 (est)	2023 (est)	2024 (est)	2025 (est)
St. Mary's Roman Catholic Church	\$1,037.48	\$1,058.23	\$1,079.40	\$1,100.99	\$1,126.00
New Hazelton Congregation of Jehovah's Witnesses	\$104.23	\$106.32	\$108.44	\$110.61	\$112.83

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.

District of New Hazelton 2021 Council & COTW Meeting Schedule

Regular Council & Committee of the Whole (COTW) meetings for the District of New Hazelton for 2021 will take place on the following dates:

January	4 th	COTW (2020 budget meeting)
January	11 th	
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September	13 th	
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November	1 st	
November	22 nd	COTW (budget meeting)
December	6 th	

All council meetings commence at 7:00 pm and the January 4th and November 22nd Committee of the Whole meetings will commence at 10:00 am. Members of the public are welcome to attend these and other periodic meetings of the Council.

Wendy Hunt
Chief Administrative Officer

DISTRICT OF NEW HAZELTON
REGULAR COUNCIL MEETING
NOVEMBER 2, 2020
ERWIN STEGE COMMUNITY CENTRE
CONFERENCE ROOM

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

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

STAFF PRESENT: W. Hunt
R. Carlé

MINUTES:

RESOLUTION 7993/20

MOVED & SECONDED

That, the acceptance of the minutes be moved to after the presentations from the delegations.

CARRIED

2) PETITIONS & DELEGATIONS:

- a) Peter Newbery, the District of New Hazelton's representative on the USRC Advisory Committee presented a report on the USRC for Council's information. Peter has been elected Chair of the Committee and they are still working on getting a robust committee that is engaged. COVID-19 has been a challenge and the center was closed until October. It is now up and running in a limited capacity within the Provincial health protocols.
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MOVED

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CARRIED

CERTIFIED CORRECT THIS

DAY OF , 2021

CHIEF ADMINISTRATIVE OFFICER

MAYOR



**DISTRICT OF NEW HAZELTON
BYLAW NO. 358, 2021**

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MAYOR

CHIEF ADMINISTRATIVE OFFICER

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Wendy Hunt
Chief Administrative Officer