

DISTRICT OF NEW HAZELTON
REGULAR MEETING OF COUNCIL

Monday, February 7, 2022
Council Chambers

Regular Meeting – 7:00 pm

(1) CALL TO ORDER:

(2) MINUTES:

- a) Accept minutes of the January 10, 2022 regular meeting

(3) PETITIONS & DELEGATIONS: None

(4) UNFINISHED BUSINESS:

- a) Update on Templeman RAR
- b) Vaccine Mandate

(5) CORRESPONDENCE: None

(6) REPORTS: None

(7) BYLAWS:

- a) 2022-2026 Financial Plan Bylaw No. 364, 2022 – Adopt

(8) NEW BUSINESS:

- a) Council Schedule:
 - March 7 Regular Council Meeting
 - April 4 Regular Council Meeting
 - April 25 Regular Council Meeting
 - April 27-29 COFI, Councillor Burns Attending
 - May 2 Regular Council Meeting
 - May 3-6 NCLGA – Fort St. John

Adjournment

DISTRICT OF NEW HAZELTON
REGULAR COUNCIL MEETING
January 10, 2022
COUNCIL CHAMBERS

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

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

REGRETS: Councillor A. Berg
Councillor M. Weeber

STAFF PRESENT: W. Hunt
R. Carlé

2) MINUTES:

RESOLUTION 8083/22

MOVED & SECONDED

That, the minutes of the December 6, 2021 regular meeting be accepted as presented.

CARRIED

3) PETITIONS & DELEGATIONS: None

4) UNFINISHED BUSINESS: None

5) CORRESPONDENCE: None

6) REPORTS:

- a) Councillor Henwood – Reported that the Upper Skeena Development Center sold the Hummingbird property to the Wrinch Memorial Foundation for the development of a 31-unit housing development with CMHC and the Province.
- b) Mayor Lowry – Reported that the RDKS has been interviewing candidates to replace CAO, Ron Poole.

7) BYLAWS:

- a) 2022-2026 Financial Plan Bylaw No. 364, 2022

RESOLUTION 8084/22

MOVED & SECONDED

That, the District of New Hazelton Financial Plan Bylaw No 364, 2022 be given the third reading.

CARRIED

8) NEW BUSINESS:

- a) Northern Development Community Places

RESOLUTION 8085/22

MOVED & SECONDED

That, the District of New Hazelton make an application to the Northern Development Initiative Trust Community Places funding program, Main Street Revitalization stream, in the amount of \$54,000.00. The District of New Hazelton commits to any cost overruns changes in pricing for the project.

CARRIED

9) CLOSED SESSION (7:42 pm):

RESOLUTION 8086/22

MOVED & SECONDED

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

CARRIED

8:52 pm – Meeting reopened to the public.

10) ADJOURNMENT:

RESOLUTION 8087/22

MOVED & SECONDED

That, the meeting be adjourned 7:52 pm.

CARRIED

CERTIFIED CORRECT THIS

DAY OF

, 2022

CHIEF ADMINISTRATIVE OFFICER

MAYOR



**DISTRICT OF NEW HAZELTON
BYLAW NO. 364, 2022**

A bylaw to adopt the 2022-2026 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, 2026;
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 2022-2026 Financial Plan Bylaw No. 364, 2022.**"

Read a first time this 6th day of December, 2021

Read a second time this 6th day of December, 2021

Read a third time this 10th day of January, 2022

Adopted this day of

MAYOR

CHIEF ADMINISTRATIVE OFFICER

DISTRICT OF NEW HAZELTON
FINANCIAL PLAN (CONSOLIDATED)
FOR THE FIVE YEARS ENDED DECEMBER 31, 2026
SCHEDULE "A"

| | BUDGET 2022 | BUDGET 2023 | BUDGET 2024 | BUDGET 2025 | BUDGET 2026 |
|---|---------------------|---------------------|-----------------------|-----------------------|-----------------------|
| REVENUE: | | | | | |
| Residential, Class1 | \$ 324,918 | \$ 331,417 | \$ 338,045 | \$ 344,806 | \$ 351,702 |
| Utilities, Class 2 | \$ 93,667 | \$ 95,541 | \$ 97,451 | \$ 99,400 | \$ 101,388 |
| Major Industry, Class 4 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Light Industry, Class 5 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Business, Class 6 | \$ 111,064 | \$ 113,285 | \$ 115,551 | \$ 117,862 | \$ 120,219 |
| Rec/Non-Profit, Class 8 | \$ 477 | \$ 487 | \$ 497 | \$ 507 | \$ 517 |
| Farm, Class 9 | \$ 265 | \$ 271 | \$ 276 | \$ 281 | \$ 287 |
| Grants in Lieu | \$ 52,000 | \$ 52,000 | \$ 52,000 | \$ 52,000 | \$ 52,000 |
| TAXATION REVENUE | \$ 582,392 | \$ 593,000 | \$ 603,820 | \$ 614,856 | \$ 626,113 |
| Frontage Taxes | \$ 62,500 | \$ 62,500 | \$ 62,500 | \$ 62,500 | \$ 62,500 |
| Services Provided for Other Agencies | \$ 447,000 | \$ 462,000 | \$ 463,000 | \$ 464,000 | \$ 465,000 |
| Utility Rates and Fees | \$ 264,000 | \$ 264,000 | \$ 264,000 | \$ 264,000 | \$ 264,000 |
| Other Revenue | \$ 81,100 | \$ 81,600 | \$ 82,260 | \$ 82,260 | \$ 82,260 |
| Non capital grants | \$ 58,000 | \$ 535,000 | \$ 535,000 | \$ 535,000 | \$ 535,000 |
| Capital grants | \$ 477,000 | \$ 1,200,000 | \$ 934,000 | \$ - | \$ - |
| Conditional Transfers | \$ 97,000 | \$ 21,000 | \$ 21,000 | \$ 21,000 | \$ 21,000 |
| Collections for Other Governments | \$ 434,000 | \$ 434,000 | \$ 434,000 | \$ 434,000 | \$ 434,000 |
| Total revenue | \$ 2,502,992 | \$ 3,653,100 | \$ 3,399,580 | \$ 2,477,616 | \$ 2,489,873 |
| EXPENDITURES | | | | | |
| General Municipal | \$ 1,975,800 | \$ 1,819,400 | \$ 1,859,380 | \$ 1,907,334 | \$ 1,956,861 |
| Water | \$ 154,000 | \$ 157,500 | \$ 161,175 | \$ 361,034 | \$ 365,085 |
| Sewer | \$ 67,100 | \$ 460,100 | \$ 60,100 | \$ 60,100 | \$ 60,100 |
| Collections for other governments | \$ 434,000 | \$ 434,000 | \$ 434,000 | \$ 434,000 | \$ 434,000 |
| Amortization of Assets | \$ 350,000 | \$ 350,000 | \$ 350,000 | \$ 350,000 | \$ 350,000 |
| Total expenditures | \$ 2,980,900 | \$ 3,221,000 | \$ 2,864,655 | \$ 3,112,468 | \$ 3,166,046 |
| Surplus (deficit) | \$ (477,908) | \$ 432,100 | \$ 534,925 | \$ (634,852) | \$ (676,173) |
| Adjust for non-cash items | | | | | |
| Amortization | \$ (350,000) | \$ (350,000) | \$ (350,000) | \$ (350,000) | \$ (350,000) |
| Adjust for cash items non-PSAB | | | | | |
| TCA expenditures | \$ 747,500 | \$ 1,595,000 | \$ 1,755,000 | \$ 575,000 | \$ 170,000 |
| Transfer to (from) reserve | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 50,000 |
| Transfer to (from) Operating surplus | \$ (925,408) | \$ (862,900) | \$ (920,075) | \$ (909,852) | \$ (546,173) |
| | \$ (477,908) | \$ 432,100 | \$ 534,925 | \$ (634,852) | \$ (676,173) |
| Financial Plan Balance | \$ 0 | \$ 0 | \$ 0 | \$ (0) | \$ (0) |
| Cumulative Operating Surplus (deficit) | \$ 574,592 | \$ (288,308) | \$ (1,208,384) | \$ (2,118,235) | \$ (2,664,408) |

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 2022. 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 | 23% | \$ 582,392 |
| User Fees & Charges | 16% | \$ 407,600 |
| Other Sources | 18% | \$ 493,000 |
| Grants | 25% | \$ 632,000 |
| Borrowing | 0% | - |
| Reserves & Surplus | 18% | \$ 434,000 |
| | | |
| TOTAL | 100% | \$ 2,502,992 |

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 | 55.79% | \$ 324,918 |
| Utilities | 16.08% | \$ 93,667 |
| Major Industrial | 0.00% | - |
| Light Industrial | 0.00% | - |
| Business & Other | 19.07% | \$ 111,064 |
| Recreation/Non-Profit | 0.08% | \$ 477 |
| Farmland | 0.05% | \$ 265 |
| Grants In Lieu | 8.93% | \$ 52,000 |
| TOTAL | 100.00% | \$ 582,392 |

OBJECTIVES

The District wishes to maintain the property tax levy percentages for 2022 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

| | 2022 (est) | 2023 (est) | 2024 (est) | 2025 (est) | 2026 (est) |
|--|---------------|---------------|---------------|---------------|---------------|
| St. Mary's Roman Catholic Church | \$739.40 | \$ 754.19 | \$769.27 | \$784.66 | \$800.35 |
| BC Conf Mennonite Brethren Churches | \$432.44 | \$441.09 | \$449.91 | \$458.91 | \$468.09 |
| New Hazelton Congregation of Jehovah's Witnesses | \$69.25 | \$70.63 | \$72.05 | \$73.49 | \$74.96 |

Note: Permissive Tax Exemption Bylaw expires in 2024. Applicants will need to reapply for further years. Numbers are based on the assumption that an application will occur.